

AGENDA

1st Ordinary Council Meeting

Tuesday 6 June 2023

The Ordinary Meeting of the City of Palmerston will be held in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston, NT 0830 commencing at 5:30 PM.

Council business papers can be viewed on the City of Palmerston website www.palmerston.nt.gov.au or at the Council Office located: Civic Plaza, 1 Chung Wah Terrace, Palmerston NT 0830.



LUCCIO CERCARELLI
CHIEF EXECUTIVE OFFICER

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A Place for People

- 1 ACKNOWLEDGEMENT OF COUNTRY
- 2 OPENING OF MEETING
- 3 APOLOGIES AND LEAVE OF ABSENCE
 - 3.1 Apologies
 - 3.2 Leave of Absence Previously Granted
 - 3.3 Leave of Absence Request
- 4 REQUEST FOR AUDIO/AUDIOVISUAL CONFERENCING
- 5 DECLARATION OF INTEREST
 - 5.1 Elected Members
 - 5.2 Staff
- 6 CONFIRMATION OF MINUTES
 - 6.1 Confirmation of Minutes

THAT the Minutes of the Council Meeting held on 16 May 2023 pages 11029 to 11037 be confirmed.
 - 6.2 Business Arising from Previous Meeting
- 7 MAYORAL REPORT

MAYORAL REPORT

1st Ordinary Council Meeting

AGENDA ITEM: 7.1
REPORT TITLE: Mayoral Update Report - May 2023
MEETING DATE: Tuesday 6 June 2023
AUTHOR: Mayor, Athina Pascoe-Bell

COMMUNITY PLAN

Governance: Council is trusted by the community and invests in things that the public value.

PURPOSE

This report provides Council with a summary of the recent activities of the Mayor.

KEY MESSAGES

Some highlights of Community and organisation events attended on behalf of Council during the month of May.

- Release of Draft Municipal Plan and Budget 2023/24
- Investiture Ceremony at Government House
- NTG Budget Briefing at Parliament House
- Reception at Government House to mark the Coronation of Their Majesties King Charles and Queen Camilla
- Moulden Park Primary School Food Program discussion
- PRBA (Palmerston Region Business Association) – Welcome to the Dry Function
- CDU Graduation Ceremonies at Darwin Convention Centre
- INPEX Community Perception Survey
- State Funeral for Fay Miller AM
- Palmerston Mosque Eid-Ai-Fitr-Reunion Dinner
- Mates4Mates Veteran and Family Wellbeing Centre Grand Opening
- SWELL Progress Update Tour
- Legacy Torch Relay – Torch Bearer

Meetings with Ministers, MLAs, and Government Agencies:

- His Honour Professor the Honourable Hugh Heggie PSM, Administrator of the Northern Territory.
- Natasha Fyles, Chief Minister.
- Marie-Claire Boothby, Member of Brennan.
- Hon Minister Ngaree Ah Kit.
- AC Commissioner Travis Wurst.
- Frank Daly, CEO Department of Chief Minister and Cabinet.

Media Interviews with:

- Mix 104.9, Katie Wolfe and NT News – City of Darwin Shoal Bay Charge Increases
- ABC - Head Honcho Interview

RECOMMENDATION

THAT Report entitled Mayoral Update Report - May 2023 be received and noted.

DISCUSSION

Palmerston Mosque Eid-Ai-Fitr-Reunion Dinner

The start of the dry season brings with it many great community events and activities. I was fortunate to attend a number of these, including the Palmerston Mosque Eid-Ai-Fitr-Reunion Dinner, celebrating the end of Ramadan. During this event I was also given a tour of the construction of the new Palmerston Mosque and community centre.



Members of the Islamic Society of Palmerston, Chief Minister Natasha Fyles, Minister Eva Lawler, Luke Gosling MP and Mayor Athina Pascoe-Bell.

Legacy Torch Relay

This year, Legacy turns 100. In celebration of this milestone, Legacy are running a torch relay, which commenced in France, to raise funds for Legacy. I was honoured to be selected to participate in the Darwin relay to raise funds for Legacy. The Northern Territory has over 10,000 veterans, and together with their families, are a significant part of our community. Legacy assists veterans and their families through providing financial assistance, social connection, and development opportunities.



Mayor Athina Pascoe-Bell and Shane Pascoe-Bell before the relay.

Council Visit by the Chief Minister

At the Council meeting on 2 May, we were fortunate to have the Chief Minister attend to discuss current and emerging issues in the City of Palmerston. While there are often difficult discussions, it is good to be able to have open and honest discussions around government and council policy and identifying opportunities for collaboration. I would like to thank the Chief Minister for taking the time to visit our council.



L-R: Councillor Damian Hale, Councillor Benjamin Giesecke, Deputy Mayor Lucy Morrison, Chief Minister Natasha Fyles, Mayor Athina Pascoe-Bell, Councillor Amber Garden, Councillor Sarah Henderson, Councillor Mark Fraser.

SWELL Progress Update Tour

The SWELL project is Palmerston's largest infrastructure project to date and is set to transform the current aging Palmerston Swimming and Fitness Centre into an aquatic and leisure precinct. Elected Members were provided an opportunity in May to undertake a tour of the SWELL facility, to see the latest progress on construction, including installation of the Myrtha product (pool lining). Construction is really moving along now, with the pump house built, pumps and filters being installed and construction of the program pool underway. I am excited to see the new pool develop and become a new fixture in the community of Palmerston.



Elected Members in their PPE amid Construction at the SWELL facility.

A Place for People

POLICY IMPLICATIONS

There are no policy implications for this report.

BUDGET AND RESOURCE IMPLICATIONS

There are no budget or resource implications relating to this report.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

There are no risk, legal and legislative implications relating to this report.

ATTACHMENTS

Nil

- 8 DEPUTATIONS AND PRESENTATIONS
- 9 PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)
- 10 CONFIDENTIAL ITEMS

10.1 Moving Confidential Items into Open

10.2 Moving Open Items into Confidential

10.3 Confidential Items

THAT pursuant to Section 99(2) and 293(1) of the *Local Government Act 2019* and section 51(1) of the *Local Government (General) Regulations 2021* the meeting be closed to the public to consider the following confidential items:

Item	Confidential Category	Confidential Clause
25.1.1	Council Committee Recommendations	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(b) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information about the personal circumstances of a resident or ratepayer.
25.1.2	External Request for Support	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(c)(iv) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person.
25.1.3	Council Committee Recommendations	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(c)(iv) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person.

- 11 PETITIONS
- 12 NOTICES OF MOTION
- 13 OFFICER REPORTS

COUNCIL REPORT

1st Ordinary Council Meeting

AGENDA ITEM:	13.1.1
REPORT TITLE:	Review of Council Committee Memberships - June 2023
MEETING DATE:	Tuesday 6 June 2023
AUTHOR:	Executive Assistant to CEO, Kate Roberts
APPROVER:	Chief Executive Officer, Luccio Cercarelli

COMMUNITY PLAN

Governance: Council is trusted by the community and invests in things that the public value.

PURPOSE

This Report seeks Council to appoint its representatives to Council's Advisory Committees required under the *Local Government Act 2019* from 1 July 2023 to 30 June 2024.

KEY MESSAGES

- Section 82 of the *Local Government Act 2019* (The Act) provides Council with the authority to establish and abolish committees.
- The Administrative Review Committee, Chief Executive Officer Performance Appraisal Committee and Risk Management and Audit Committee are required under The Act and appointment of membership is being sought.
- Council also holds representation on external committees and boards as outlined within this report.
- Advisory Committees of Council hold no delegation and are appointed to give considered advice and recommendations to the Council.
- Membership held by Elected Members on Committees is reviewed annually.
- All members are welcome to nominate to all advisory and external committees.

RECOMMENDATION

1. THAT Report entitled Review of Council Committee Memberships - June 2023 be received and noted.
2. THAT Council make the following appointments to the Administrative Review Committee:
 - I. THAT the Mayor, Deputy Mayor and Councillor _____ be appointed to the Administration Review Committee for the period of 1 July 2023 to 30 June 2024.
 - II. THAT Council note that the Mayor has been previously appointed as Chair of the Administrative Review Committee for the Term of the Tenth Council.
 - III. THAT all other Councillors be appointed as alternate members to the Administrative Review Committee for the period of 1 July 2023 to 30 June 2024.

3. THAT Council make the following appointments to the Chief Executive Officer Performance Appraisal Committee:
 - I. THAT the Mayor be appointed as Chair to the Chief Executive Officer Performance Appraisal Committee for the Term of the Tenth Council.
 - II. THAT Councillor _____ and Councillor _____ be appointed to the Chief Executive Officer Performance Appraisal Committee for the period of 1 July 2023 to 30 June 2024.
 - III. THAT all other Councillors be appointed as alternate members to the Chief Executive Officer Performance Appraisal Committee for the period of 1 July 2023 to 30 June 2024.
4. THAT Council make the following appointments to the Risk Management and Audit Committee:
 - I. THAT the Mayor, Councillor _____ and Councillor _____ be appointed to the Risk Management and Audit Committee for the period of 1 July 2023 to 30 June 2024.
 - II. THAT Council note that the Chair of the Risk Management and Audit Committee is held by an Independent Member, appointed by the Council.
 - III. THAT all other Councillors be appointed as alternate members to the Risk Management and Audit Committee for the period of 1 July 2023 to 30 June 2024.
5. THAT Council make the following appointments to the Vibrant Economy Advisory Committee:
 - I. THAT Councillor _____ be appointed as Chair to the Vibrant Economy Advisory Committee for the period of 1 July 2023 to 30 June 2024.
 - II. THAT Councillor _____ be appointed to the Vibrant Economy Advisory Committee for the period of 1 July 2023 to 30 June 2024.
 - III. THAT all other Councillors be appointed as alternate members to the Vibrant Economy Advisory Committee for the period of 1 July 2023 to 30 June 2024.
6. THAT Council make the following appointments to the Community Safety Advisory Committee:
 - I. THAT Councillor _____ be appointed as Chair to the Community Safety Advisory Committee for the period of 1 July 2023 to 30 June 2024.
 - II. THAT Councillor _____ and Councillor _____ be appointed to the Community Safety Advisory Committee for the period of 1 July 2023 to 30 June 2024.
 - III. THAT all other Councillors be appointed as alternate members to the Community Safety Advisory Committee for the period of 1 July 2023 to 30 June 2024.
7. THAT Council make the following appointments to the Community Wellbeing Advisory Committee:
 - I. THAT Councillor _____ be appointed as Chair to the Community Wellbeing Advisory Committee for the period of 1 July 2023 to 30 June 2024.
 - II. THAT Councillor _____ be appointed to the Community Wellbeing Advisory Committee for the period of 1 July 2023 to 30 June 2024.
 - III. THAT all other Councillors be appointed as alternate members to the Community Wellbeing Advisory Committee for the period of 1 July 2023 to 30 June 2024.

8. THAT Council appoint or nominate to the following External Organisations and/or Committees:

- I. THAT Councillor _____ be appointed as Council's delegate to the Palmerston Regional Business Association (PRBA), with all other members appointed as alternate members, for the period of 1 July 2023 to 30 June 2024.
- II. THAT Councillor _____ be appointed as Council's representative to Tourism Top End, with all other members appointed as alternate members, for the period of 1 July 2023 to 30 June 2024.

BACKGROUND

Section 82 of The Act provides for councils to establish Council Committees. A Council Committee consists of the persons appointed by Council resolution to be members of the Committee.

Council has the following Committees established, which are required under The Act:

Committees

- Administrative Review Committee
- Chief Executive Officer Performance Appraisal Committee
- Risk Management and Audit Committee

Committees of Council hold no delegated authority. They are a group of suitably experienced people appointed to give considered advice and recommendations to Council for Council's consideration in decision making.

Council has also established Advisory Committees intended to inform Council on Committee related issues.

Advisory Committees

- Palmerston Vibrant Economy Advisory Committee
- Palmerston Community Wellbeing Advisory Committee
- Palmerston Community Safety Advisory Committee

In addition to Council Committees, Council members are also represented on external Committees and boards. Council currently holds representation on the following external committees and boards:

- Palmerston Regional Business Association (PRBA)
- Tourism Top End
- Top End Regional Organisation of Council (TOPROC)
- Palmerston Division of the Development Consent Authority (DCA)

DISCUSSION

Council's Committees required under legislation are already established. The currently appointed Elected Members including Chairs are available as **Attachment 13.1.1.1**. Those Committee's and their responsibilities are:

Administrative Review Committee

The Administrative Review Committee is established to review 'reviewable decisions' in accordance with sections 322 and 324 of The Act.

A reviewable decision is a decision or order made by Council or an officer of Council, that is designated as reviewable. The following are designated by The Act as reviewable:

- (a) *A decision in relation to the correction of an entry in the assessment record under section 232(1) or 233(7);*
- (b) *A regulatory order under section 286;*
- (c) *A decision to refuse to suppress a person's details in publicly available material under section 293(5).*

Membership on the Committee consists of the Mayor as Chair and two Elected Members with all other Members appointed as alternative members.

The Committee only meets if a complaint is received. It should be noted that no reviewable decisions have been received to Council to date.

During the term of the 10th Council, Council may elect to expand designated reviewable decisions if the need arises.

Chief Executive Officer Performance Appraisal Committee

The CEO Performance Appraisal Committee is established for the purpose of undertaking periodic reviews in accordance with section 109(2)(c) of the *Local Government (General) Regulations 2021* and section 5.1(b) of the *Local Government Guideline 2: Appointing a CEO*.

Membership on the Committee consists of the Mayor as Chair, and two Elected Members, with all other Councillors appointed as alternative members. The meetings are facilitated and conducted by an independent facilitator.

The independent facilitator is determined by mutual agreement between the Mayor and CEO.

The Committee holds an annual performance review and an interim review which occurs once every six months, with recommendations made to the full Council.

Risk Management and Audit Committee

The Risk Management and Audit Committee plays a key role in assisting Council to fulfil its governance and oversight responsibilities in relation to financial reporting, internal control structure, risk management systems, legislative compliance, ethical accountability, and the internal and external audit functions. Section 86 of The Act requires that all councils establish and maintain an audit committee.

The Chairperson of an Audit Committee cannot be a member of the Council. An Independent Chair is appointed that holds relevant experience in the Local Government Regulatory Framework, finance, and risk management.

Membership on the Committee consists of an Independent Chair, an Independent Member, the Mayor and two Elected Members with all Councillors appointed as alternative members.

The Committee meets a minimum for four times a year at appropriate times in the reporting and audit cycle. The Risk Management and Audit Committee Terms of Reference sets out the role and functions of the Committee.

The Terms of Reference are located on the City of Palmerston website:

https://palmerston.nt.gov.au/sites/default/files/uploads/files/2020/20200818%20-%20FIN09%20-%20Risk%20Management%20%26%20Audit%20Committee%20-%20Terms%20of%20Reference_0.pdf

Advisory Committees:

Each Advisory Committee has a Term of Reference which states membership term of a Councillor will be for one year, by nomination at an Ordinary Council Meeting. This does not stop a Councillor from renominating for a committee at the conclusion of their term. The Chairperson will be a Councillor holding membership to the committee. The committees meet quarterly. Independent members are appointed for a 2 year period and no decision is being sought on independent memberships. The currently appointed Elected Members including Chairs are available as **Attachment 13.1.1.1**.

Vibrant Economy Advisory Committees

The Vibrant Economy Advisory Committee provides advice to Council relating to actions and priorities relating to the Palmerston Local Economic Plan and its Action Plan.

Membership is being sought for one Councillor as Chair and one Councillor as Member.

The Terms of Reference are located on the City of Palmerston website:

<https://palmerston.nt.gov.au/sites/default/files/uploads/files/2022/20220705%20-%20Terms%20of%20Reference%20-%20Vibrant%20Economy%20Advisory%20Committee.pdf>

Community Safety Advisory Committees

The Community Safety Advisory Committee provides strategic advice to Council on a range of community, social and animal wellbeing issues that may influence the Palmerston By-Laws, Council services and program development. The Committee assists Council to identify, articulate and respond appropriately to new and emerging issues.

Membership is being sought for one Councillor as Chair and two Councillors as Members.

The Terms of Reference are located on the City of Palmerston website:

<https://palmerston.nt.gov.au/sites/default/files/uploads/files/2022/20220705%20-%20Terms%20of%20Reference%20-%20Community%20Safety%20Advisory%20Committee.pdf>

Community Wellbeing Advisory Committees

The Community Wellbeing Advisory Committee provides strategic advice to Council relating to the actions and priorities of the Inclusive, Diverse and Accessible Policy Framework.

Membership is being sought for one Councillor as Chair and one Councillor as Member.

The Terms of Reference are located on the City of Palmerston website:

<https://palmerston.nt.gov.au/sites/default/files/uploads/files/2022/20220705%20-%20Terms%20of%20Reference%20-%20Community%20Wellbeing%20Advisory%20Committee.pdf>

External Committees and Boards

City of Palmerston hold a number of places on External Committees or Boards. The currently appointed Elected Members including Chairs are available as **Attachment 13.1.1.1**.

Palmerston Regional Business Association (PRBA)

PRBA's aim is to promote and support local business and the community. They engage with an extensive network of contacts in business, government and the community.

Events are generally held on the second Tuesday of each month outside of business hours. Other business events are held, which all members are welcome to attend and may utilise this cost against professional development allowance.

Membership: One Council representative is being sought.

Tourism Top End

Tourism Top End is a non-profit Incorporated Association committed to the growth of tourism in the Top End.

Council holds full membership and enables a Council representative to attend the monthly general meetings with voting rights. Meetings are generally held on the last Tuesday of each month from 5.30pm, location of meetings are rotated.

Membership: One Council Representative is being sought.

Top End Regional Organisation of Councils (TOPROC)

TOPROC aims to progress the needs of the Greater Darwin area while providing an opportunity for individual councils to benefit from the broader advocacy platform offered by the Committee.

Meetings are generally held quarterly during business hours for approximately two to four hours. The location for meetings is rotated between Council's. City of Palmerston is the Chair for 2023.

Membership: The Mayor is Council's representative with the Deputy Mayor appointed as alternate member for the 10th Council Term as per Decision Number 10/029.

Palmerston Division of the Development Consent Authority (DCA)

The Development Consent Authority is established under the *Planning Act*. Upon invitation from the Minister for Infrastructure, Planning and Logistics, Council may nominate four persons to fill a three-person vacancy consisting of two members and one alternate member. The term of appointment is for a period of two years and the roles are currently filled until December 2023.

It should be noted by Council that Membership is currently held by:

Mayor Pascoe-Bell
Councillor Henderson
Councillor Giesecke (alternate member)

Summary

Committees of Council hold no delegated authority. No change to Committee delegation is being recommended.

Membership held by Elected Members on Committees is reviewed annually, this ensures Members have the capacity to uphold their positions and provides opportunity for Members to nominate to alternate committee positions.

Voting will be by show of hands unless otherwise determined by Council.

CONSULTATION PROCESS

Once Membership has been appointed, a list of Council's Committee representation will be placed onto the Council's website.

POLICY IMPLICATIONS

The following Council Policies apply:

- [Elected Member Allowances and Expenses](#)
- [Code of Conduct for Elected Members and Committee Members](#)

BUDGET AND RESOURCE IMPLICATIONS

Ordinary Members (excluding the Mayor and Deputy Mayor) are entitled to claim Extra Meeting Allowance for attending Council Committee Meetings.

It should be noted that the Risk Management and Audit Committee Independent Chair and Member are paid a sitting fee in accordance with the Northern Territory Government Statutory bodies classified for remuneration purposes under class C1.

Any cost associated with membership or events are accommodated within existing budgets.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

Under the *Local Government Act 2019* a council can establish and abolish a Council Committee at any time by Council resolution.

No complaints relating to a reviewable decision have been received to date. Any questions to review a decision will form a list and placed onto Council's website in accordance with Section 227(2) of the *Local Government Act 2019*.

The role of the Mayor is to lead the Council and undertake regular review of the performance of the CEO as describe in section 59e of the *Local Government Act 2019*. An independent facilitator is appointed to conduct and facilitate the reviews.

Committee Membership is determined by the Terms of Reference for each Committee as approved by Council. Any changes to the number of Elected Members appointed to each Committee will require further decision by the Council.

The *Local Government Act 2019* states under section 95 (7) "Unless the council decides unanimously to take a vote by secret ballot, voting is to be by show of hands."

This Report addresses the following City of Palmerston Strategic Risks:

- 4 Fails to effectively design and implement contemporary governance practices
Context: Strong foundations to hold the City and Administration to account.

5 Fails to make informed and timely decisions

Context: Ensuring the City and Administration with decision making delegation have access to the right information, at the right time to make decisions on a timely basis.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this Report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

We the author and approving officer declare that we do not have a conflict of interest in relation to this matter.

ATTACHMENTS

1. 20230606 Committee Membership List 2022 23 [13.1.1.1 - 2 pages]



COMMITTEE MEMBERSHIP LIST

2022 - 2023

Council Committees

Administrative Review Committee	
Members	Position
Mayor Athina Pascoe-Bell	Chair
Deputy Mayor	Member
Councillor Morrison	Member

Chief Executive Officer Performance Appraisal Committee	
Members	Position
Mayor Athina Pascoe-Bell	Chair
Councillor Henderson	Member
Councillor Garden	Member
Independent Facilitator	Appointed by Council

Risk Management and Audit Committee	
Members	Position
Independent Member	Chair
Independent Member	Member
Mayor Athina Pascoe-Bell	Member
Councillor Garden	Member
Councillor Henderson	Member

Advisory Committees

Palmerston Vibrant Economy Advisory Committee	
Members	Position
Councillor Fraser	Chair
Councillor Giesecke	Member
Mayor Athina Pascoe-Bell	Ex-Officio Member

Palmerston Community Safety Advisory Committee	
Members	Position
Councillor Hale	Chair
Councillor Morrison	Member
Councillor Garden	Member
Mayor Athina Pascoe-Bell	Ex-Officio Member

Palmerston Community Wellbeing Advisory Committee	
Members	Position
Councillor Eveleigh	Chair
Councillor Henderson	Member
Mayor Athina Pascoe-Bell	Ex-Officio Member



COMMITTEE MEMBERSHIP LIST

2022 - 2023

External Committees

Committee	Member
Palmerston Regional Business Association (PRBA)	Councillor Fraser
Tourism Top End	Councillor Morrison
Top End Regional Organisation of Councils	Mayor Athina Pascoe-Bell
Palmerston Division of the Development Consent Authority (DCA)	Upon invitation from the Minister for Infrastructure, Planning and Logistics, currently filled until December 2023. Mayor Athina Pascoe-Bell Councillor Henderson Councillor Giesecke (alternative member)

COUNCIL REPORT

1st Ordinary Council Meeting

AGENDA ITEM:	13.1.2
REPORT TITLE:	Fees and Charges 2023-24
MEETING DATE:	Tuesday 6 June 2023
AUTHOR:	Financial Accountant, Sanket Shah
APPROVER:	Acting Director Finance and Governance, Sheree Jeeves

COMMUNITY PLAN

Governance: Council is trusted by the community and invests in things that the public value.

PURPOSE

This report provides Council with the draft Fees and Charges for the 2023-2024 financial year, seeking Council's consideration and adoption.

KEY MESSAGES

- Section 289 of the Local Government Act 2019, provides that Council, may, by resolution, impose a fee to be charged for a service.
- The majority of the Fees and Charges are recommended to remain the same for the 2023-2024 financial year as Council continues to provide many free services and has waived further charges.
- Free parking continues in the CBD to support our local business community.
- To allow more opportunities for businesses fees for outdoor dining remain free.
- Community venue hire will remain free for 2023-24 except for private/business use which will be charged the same fees as 2022-23.
- Council has approved to continue free pool access at the Swimming Wellness Events Leisure and Lifestyle facility once opened later in 2023 until 30 June 2026.
- The fees and charges for Waste Management are also detailed in the draft Municipal Plan 2023-24 which was presented for public consultation.
- Driveway Crossover fees have increased in line with market increases in construction and service costs. All other increases have been based on CPI.

ECOMMENDATION

1. THAT Report entitled Fees and Charges 2023-24 be received and noted.
2. THAT Council adopts the Fees and Charges 2023-2024 at **Attachment 13.1.2.1**. to be effective from 1 July 2023.

BACKGROUND

Section 289 of the *Local Government Act 2019*, allows Council to impose a fee to be charged for a service, by resolution.

A review of the Fees and Charges is carried out every year in conjunction with the Municipal Plan. Council staff carry out an assessment of the services offered to the community in line with the Community Plan

to ensure that the desired outcomes are being achieved and that arising issues are also being addressed adequately.

Council has previously considered the overall draft Fees and Charges 2023-24 at a workshop as part of the development of the draft Municipal Plan 2023-24. This report presents the final detailed draft Fees and Charges 2023-24 for Councils consideration and adoption.

DISCUSSION

The Fees and Charges have been reviewed and prepared considering the Municipal Plan for 2023-24, Council Community Plan and related strategies and plans. This review recognised the Council's current and future financial capacity to continue delivering quality services and provide facilities and infrastructure to the community while commencing new initiatives and projects to achieve the outcomes set out in the Community Plan. Majority of the fees and charges are recommended to remain the same; however, some proposed adjustments have been made to ensure that Council maintains the service levels provided to the community. The revenue budgeted for Fees and Charges for 2023-2024 is \$933K.

The fees within the Driveway Crossover section have increased to bring the costs in line with market increases in construction and service costs. The increases to the fees and charges for Waste Management were also detailed in the draft Municipal Plan 2023-24, which has been subject to public consultation for 28 days. The remaining increases to have been based on CPI (with rounding).

Council continues to provide many free services and has waived further charges, such as but not limited to:

- Free SWELL access when completed to the community until 30 June 2026.
- Free parking continues in the CBD to support our local business community.
- To support business, there are no application fees or space hire for outdoor dining.
- Community venue hire will again be free for not-for-profit groups until 30 June 2024.
Private/business groups will be charged the same fees as 2022-23.

Some of the limited changes to the Fees and Charges for 2023-2024 are documented below:

Building Construction Application			
Description	Unit of Measure	2022-2023	2023-2024
Driveway Plan Approval (First driveway)	per application	Free	Free
Driveway Plan Approval (Second driveway)	per application	\$95.00	\$98.00
Stormwater Plan Approval (where connection provided)	per application	Free	Free
Stormwater Plan Approval (where connection is not provided)	per application	\$95.00	\$98.00
Clearance	per application	\$95.00	\$98.00
Additional Inspection	per inspection	\$63.00	\$65.00

Driveway Crossover			
Description	Unit of Measure	2022-2023	2023-2024
100 mm Standard	per m2	\$110.00	\$130.00
150 mm Commercial	per m2	\$116.00	\$146.00

200 mm Industrial	per m2	\$153.00	\$183.00
Crossover	per m	\$142.00	\$172.00
Saw cut, remove and dispose kerb/gutter	per m	\$100.00	\$120.00
Saw cut, remove and dispose concrete less than 120mm thick	per m2	\$37.00	\$200.00
Pathways - 100mm (Reinforced)	per m2	\$100.00	\$130.00

Dog Registration			
Description	Unit of Measure	2022-2023	2023-2024
Full-year Fee	Per dog	\$105.00	\$109.00
Half year Fee	Per dog	\$65.00	\$67.50
Aged & Disability Pensioner Fee	Per dog	\$25.00	\$26.00
Trained Dogs for the blind & hearing impaired	Per dog	Free	Free
Dog under 3 months of age	Per dog	\$10.00	\$11.00

Waste Management			
Description	Unit of Measure	2022-2023	2023-2024
Additional General Waste Bin 240L	Per bin	\$297.00	\$318.00
Additional Recycling Bin 240L	Per bin	\$113.00	\$113.00
Upgrade General Waste Bin 240L	Per bin	\$149.00	\$167.00
Additional General Waste Kerbside Bin 120L	Per bin	\$256.00	\$274.00
Additional Recycling Kerbside Bin 240L	Per bin	\$113.00	\$113.00

CONSULTATION PROCESS

Fees and Charges are not subject to community consultation; however, once adopted Council will inform the community of the Fees and Charges for 2023-24.

Council has previously considered the overall draft Fees and Charges 2023-24 at a workshop as part of the development of the draft Municipal Plan 2023-24.

POLICY IMPLICATIONS

The proposed Fees and Charges are in line with all Council policies.

BUDGET AND RESOURCE IMPLICATIONS

The overall fees and charges have been considered by Council at various workshops held in February, March and April 2023. The presented information is considered in the budget 2023-2024 and also the LTFP model.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

Section 289 (1),(2)and (3) of the Local Government Act 2019, states 289 Fees for services

(1) A council may, by resolution, impose a fee to be charged for a service

(2) The amount of the fee may be fixed in revenue units, however the Council must show the equivalent dollar value in any publication of the fee on its website or any other material published by the Council

(3) Any service for which a fee is charged must be an optional service or a service provided on request

Section 239(6)(d) of the Local Government Act 2019, states that a charge must not consist of any payments for an optional service.

This report addresses the following City of Palmerston Strategic Risks:

2 Fails to be sustainable into the long term

Context: Optimising the financial, social and environmental sustainability of the City.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environmental sustainability implications for this report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

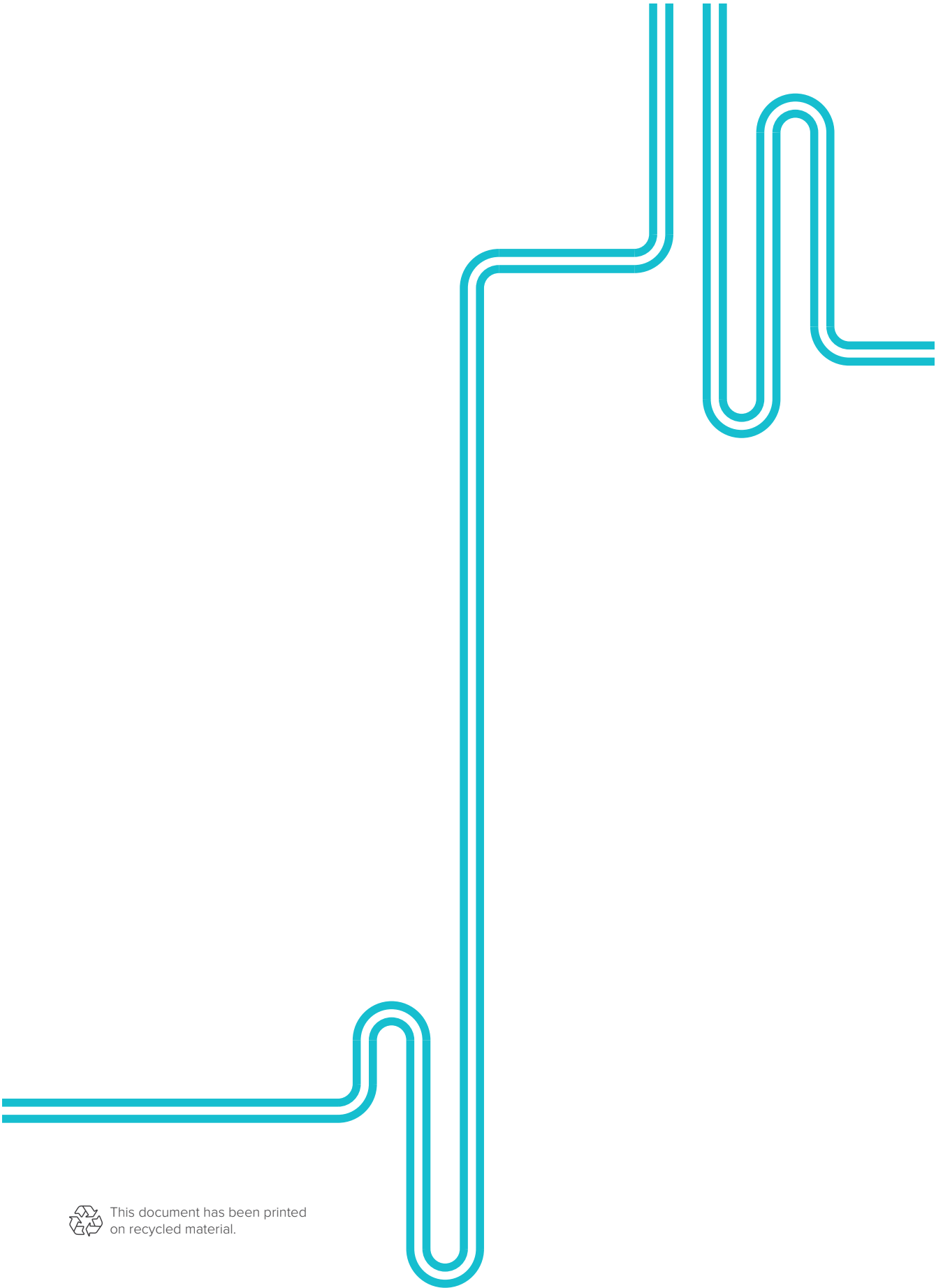
We the author and approving officer declare that we do not have a conflict of interest in relation to this matter.

ATTACHMENTS

1. Co P Fees and Charges 2023-24 V 05 [**13.1.2.1** - 24 pages]

2023 -24 FEES AND CHARGES

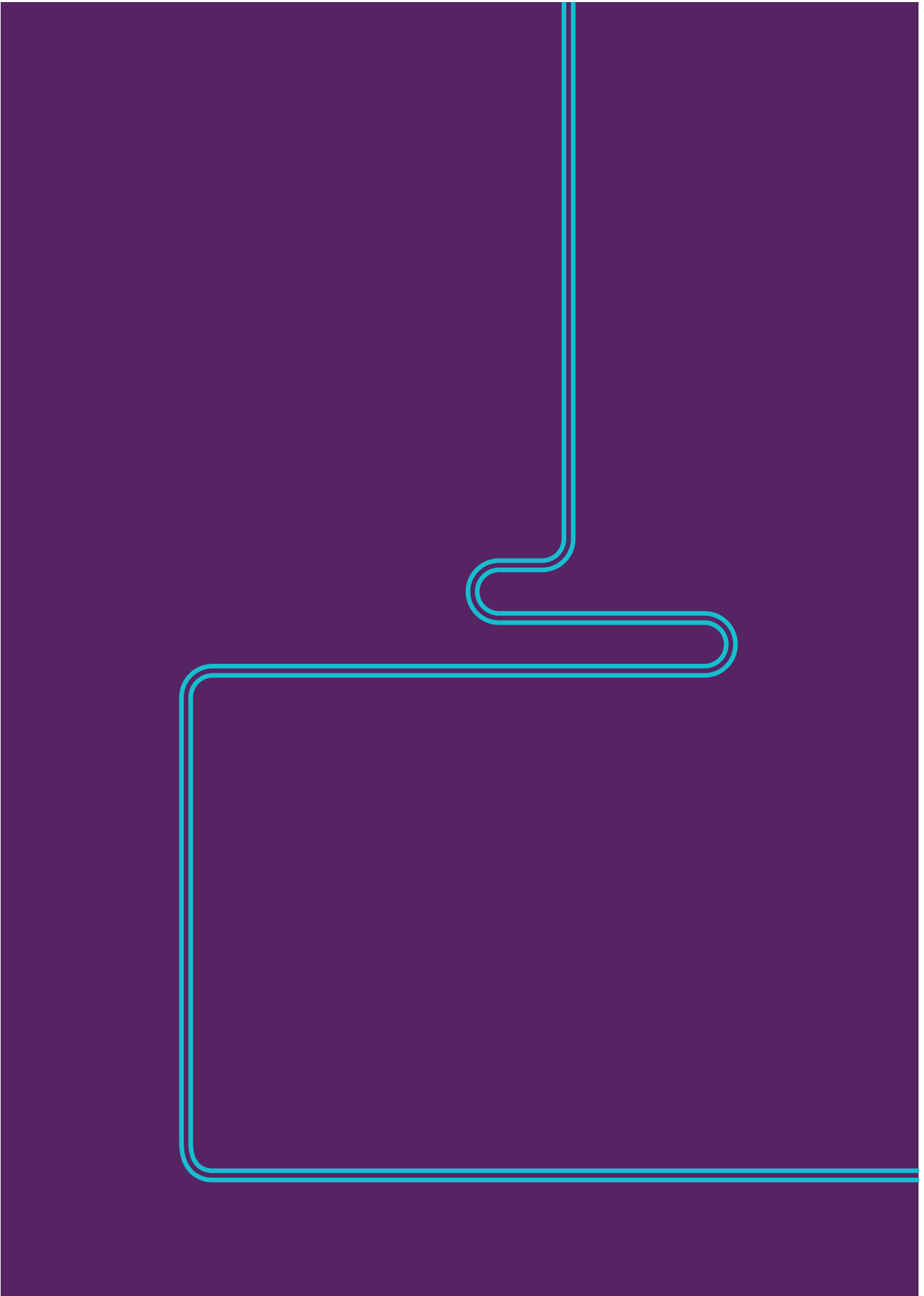




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2023 -24 FEES AND CHARGES



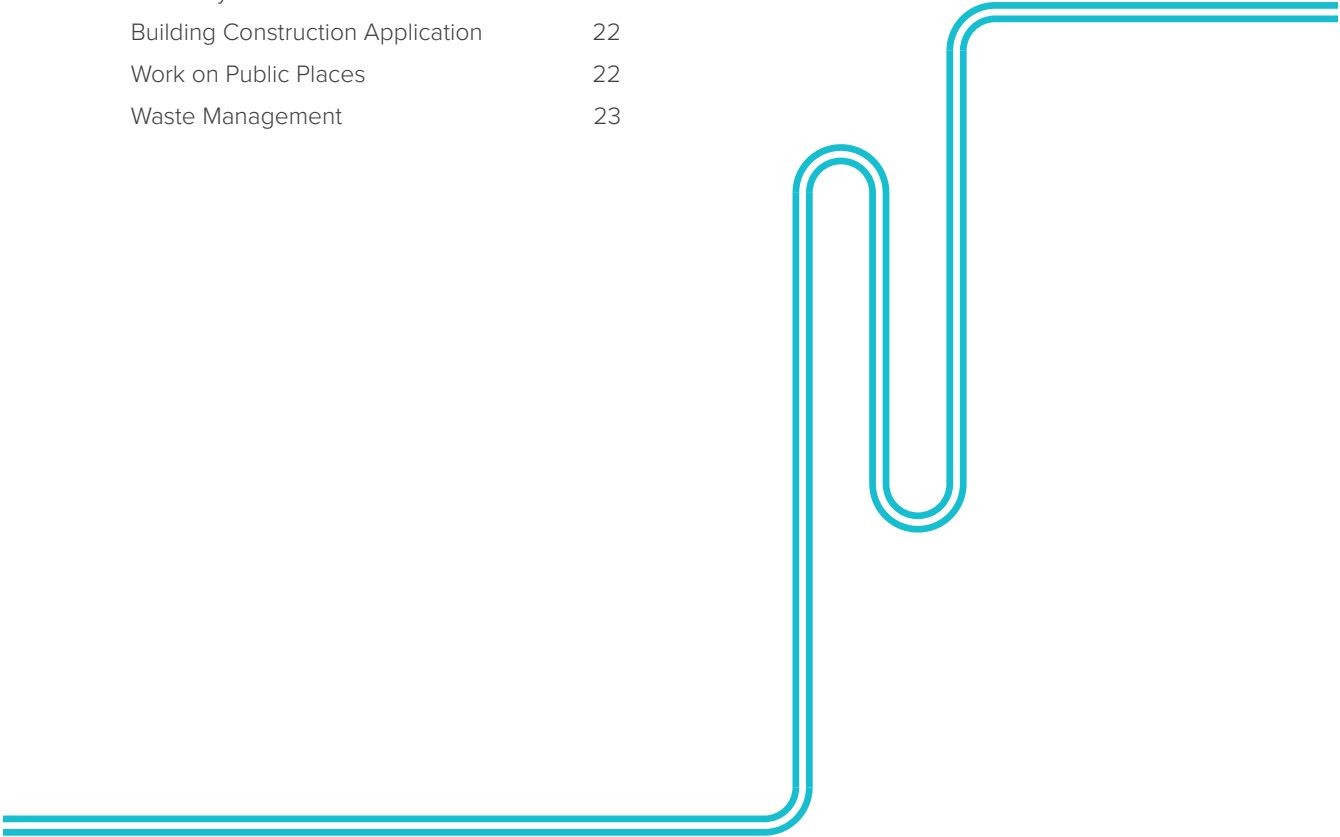


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DEFINITIONS

- GST Free** Items are exempt from GST under Division 81 of the *GST Act*
- Incl. GST** Charges listed are inclusive of GST



ADMINISTRATION

Annual Report	Unit of Measure	2023-24	GST
Copy (Black & White)	Per copy	Free ✓	
Perusal of report in Council offices		Free ✓	

Municipal Plan	Unit of Measure	2023-24	GST
Copy (Black & White)	Per copy	Free ✓	
Perusal of report in Council offices		Free ✓	

Cheques Dishonoured	Unit of Measure	2023-24	GST
At 1st presentation	Per cheque	Cost of bank fees	Inc. GST
At 2nd presentation	Per cheque	Cost of bank fees	Inc. GST

Freedom of information	Unit of Measure	2023-24	GST
Information Act fees & Charges	As prescribed	As prescribed	

RATES

Rate Book Inspection fees	Unit of Measure	2023-24	GST
Perrusal at Council office		Free ✓	
Written Extract	Per assessment	\$50.00	GST Free

Reproduction of Original Rates Notice	Unit of Measure	2023-24	GST
Current Rating Year	Per Notice	Free ✓	
Prior Rating Years < 5 years	Per Notice	Free ✓	
Prior Rating Years > 5 years	Per Notice	\$25.00	Inc. GST

Rate Debt Collection Fee	Unit of Measure	2023-24	GST
Letter of Demand	Per Letter	charge of external contractor	Inc. GST
Field Call	Per Field call	charge of external contractor	Inc. GST
Statement of Claim	Per Statement of Claim	charge of external contractor	Inc. GST

Additional Court Costs may apply and are determined by the Courts

DOG REGISTRATION FEES

Standard Fees	Unit of Measure	2023-24	GST
Full Year Fee	Per dog	\$109.00	GST Free
Half Year Fee	Per dog	\$67.50	GST Free
Aged & Disability Pensioner Fee	Per dog	\$26.00	GST Free
Trained Dogs for the blind & hearing impaired	Per dog	Free ✓	
Dogs under 3 months of age	Per dog	\$11.00	GST Free

Under the current By-laws dogs under 3 months do not have to be registered, however Council encourages the registration of all dogs

Discounts	Unit of Measure	2023-24	GST
Desexed/ Northern Australian Canine Association COB Holder	Per Registration	50%	
Microchipped	Per Registration	10%	

Calculated Fees	Unit of Measure	2023-24	GST
Full Year Fee		\$109.00	GST Free
Full Year - Desxed/ NACA trained		\$54.50	GST Free
Full Year - Desxed/ NACA trained & microchipped		\$43.50	GST Free
Full Year - microchipped		\$98.50	GST Free
Half Year Fee		\$67.50	GST Free
Half Year - Desxed/ NACA trained		\$34.00	GST Free
Half Year - Desxed/ NACA trained & microchipped		\$27.00	GST Free
Half Year - microchipped		\$61.00	GST Free
Pensioner Fee		\$26.00	GST Free
Pensioner - Desxed/ NACA trained		\$13.00	GST Free
Pensioner - Desxed/ NACA trained & microchipped		\$10.50	GST Free
Pensioner - microchipped		\$23.50	GST Free

DOG REGISTRATION FEES CONT.

Tag replacement	Unit of Measure	2023-24	GST
Tag replacement	Per Tag	\$11.00	Inc. GST

Impound fees	Unit of Measure	2023-24	GST
Fee for unregistered dog	Per dog	\$212.00	GST Free
Fee for registered dog	Per dog	\$145.00	GST Free
Additional fee for dog impounded out of hours	Per dog	\$88.00	GST Free
Daily charge after day one	Per day	\$57.00	GST Free

Dog Licence	Unit of Measure	2023-24	GST
Licence application including one site inspection (Non-refundable)	Per application	\$160.00	GST Free
Licence - Full yearly	Per Licence	\$222.00	GST Free
Licence - Half yearly	Per Licence	\$125.00	GST Free

Barking Collars	Unit of Measure	2023-24	GST
Citronella Barking Collars	Per Collar/ month	Free ✓	
Refundable Deposit	Per Collar	\$51.50	GST Free
Citronella Canisters	Per Canister	\$36.00	Inc. GST

Animal Traps	Unit of Measure	2023-24	GST
Hire animal traps – Maximum 30 day hire	Per trap	Free ✓	
Refundable Deposit	Per trap	\$51.55	GST Free

COMMUNITY FACILITIES

Gray Hall Meeting Room	Unit of Measure	2023-24	GST
Business/Private	Per day	\$200.00	Inc. GST
Business/Private	Per hour	\$40.00	Inc. GST
Not for profit	Per day	Free ✓	
Not for profit	Per hour	Free ✓	

Gray Hall Function Space	Unit of Measure	2023-24	GST
Business/Private	Per day	\$300.00	Inc. GST
Business/Private	Per hour	\$60.00	Inc. GST
Not for profit	Per day	Free ✓	
Not for profit	Per hour	Free ✓	

Gray Community Hall – Whole Building	Unit of Measure	2023-24	GST
Private/Business			
Rent	Per day	\$600.00	Inc. GST
Rent	Per hour	\$120.00	Inc. GST
Not-for-profit			
Rent	Per day	Free ✓	
Rent	Per hour	Free ✓	

Durack Community Arts Centre Art Room	Unit of Measure	2023-24	GST
Business/Private	Per day	\$200.00	Inc. GST
Business/Private	Per hour	\$40.00	Inc. GST
Not for profit	Per day	Free ✓	
Not for profit	Per hour	Free ✓	

Durack Community Arts Centre Creative Space	Unit of Measure	2023-24	GST
Business/Private	Per day	\$300.00	Inc. GST
Business/Private	Per hour	\$60.00	Inc. GST
Not for profit	Per day	Free ✓	
Not for profit	Per hour	Free ✓	

COMMUNITY FACILITIES CONT.

Driver Resource Centre	Unit of Measure	2023-24	GST
Business/Private	Per day	\$200.00	Inc. GST
Business/Private	Per hour	\$40.00	Inc. GST
Not for profit	Per day	Free ✓	
Not for profit	Per hour	Free ✓	

Recreation Centre - Community Room 1	Unit of Measure	2023-24	GST
Business/Private	Per day	\$200.00	Inc. GST
Business/Private	Per hour	\$40.00	Inc. GST
Not for profit	Per day	Free ✓	
Not for profit	Per hour	Free ✓	

Recreation Centre - Community Room 2	Unit of Measure	2023-24	GST
Business/Private	Per day	\$300.00	Inc. GST
Business/Private	Per hour	\$60.00	Inc. GST
Not for profit	Per day	Free ✓	
Not for profit	Per hour	Free ✓	

Stadium Hire-Hourly rates	Unit of Measure	2023-24	GST
Business/Private - Rent	Per Court	\$60.00	Inc. GST
Business/Private - Lights	Per Court	\$40.00	Inc. GST
Business/Private - Airconditioning	Per Court	\$45.00	Inc. GST
Not for profit - Rent	Per Court	Free ✓	
Not for profit - Lights	Per Court	Free ✓	
Not for profit - A/c	Per Court	Free ✓	
Out of hours staff charges Monday to Friday prior to 8am and after 7pm	Per person per hour	\$45.00	Inc. GST
Out of hours staff charges weekends and public holidays	Per person per hour	\$75.00	Inc. GST

COMMUNITY FACILITIES CONT.

Library Community Room	Unit of Measure	2023-24	GST
Business/Private	Per day	\$200.00	Inc. GST
Business/Private	Per hour	\$40.00	Inc. GST
Not for profit	Per day	Free ✓	
Not for profit	Per hour	Free ✓	
Laptop hire	Per laptop/ per session	Free ✓	
Digital projector	Per session	Free ✓	
TV Hire	Per session	Free ✓	

All halls/ rooms	Unit of Measure	2023-24	GST
Booking Deposit - Refundable	Per usage	\$125.00	GST Free
Additional Cleaning (if required)	Per usage	At Cost of Cleaning + GST	Inc. GST

Community BBQ trailer	Unit of Measure	2023-24	GST
Rent	Per usage	Free ✓	
Booking Deposit - Refundable	Per usage	\$200.00	GST Free

Available for use by members of the community, local organisations and groups

Gulwa Recording Studio	Unit of Measure	2023-24	GST
Business/Private	Per hour	\$50.00	Inc. GST
Not for profit	Per hour	\$10.00	Inc. GST
Booking Deposit - Refundable		\$200.00	GST Free

PROPERTY

Damage/ Destruction to any Council Property	Unit of Measure	2023-24	GST
Damage or destruction to any property of Council will be recovered from the responsible person. <i>This could be either the holder of the permit/ licence, the hirer or any other liable person causing damage.</i>	Per damaged asset	Cost for replacement or reinstatement to Council plus 15% administrative charge plus GST	Inc. GST

PUBLIC PLACES

Private & Not-for-profit Community Groups	Unit of Measure	2023-24	GST
Key Deposit - Refundable	Per Key	\$60.00	GST Free
Cleaning Deposit - Refundable	Per Usage	Free ✓	
Additional Cleaning (if required)	Per Usage	At cost of cleaning + GST	Inc. GST

Commercial Use	Unit of Measure	2023-24	GST
Key Deposit - Refundable	Per Key	\$60.00	GST Free
Cleaning Deposit - Refundable	Per Usage	\$150.00	GST Free
Additional Cleaning (if required)	Per Usage	At cost of cleaning + GST	Inc. GST

Busking permit	Unit of Measure	2023-24	GST
Busking permit	Per Permit	Free ✓	

LIBRARY SERVICES

Non Territory Resident Borrower	Unit of Measure	2023-24	GST
Refundable Deposit - Plus	Per Resident	Free ✓	
Non- refundable Administration fee	Per Resident	Free ✓	

Lost Borrower Card Replacement	Unit of Measure	2023-24	GST
Lost Borrower Card Replacement	Per Card	Free ✓	

Photocopying & Printing	Unit of Measure	2023-24	GST
B/W - A4 Single	Per Page	\$0.20	Inc. GST
B/W - A4 Double	Per Page	\$0.40	Inc. GST
B/W - A3 Single	Per Page	\$0.40	Inc. GST
B/W - A3 Double	Per Page	\$0.80	Inc. GST
Colour- A4 Single	Per Page	\$1.00	Inc. GST
Colour- A4 Double	Per Page	\$2.00	Inc. GST
Colour- A3 Single	Per Page	\$2.00	Inc. GST
Colour- A3 Double	Per Page	\$4.00	Inc. GST

Public Personal computers	Unit of Measure	2023-24	GST
Computer & Internet Usage	maximum time limits applies	Free ✓	

LIBRARY SERVICES CONT.

Fax Service	Unit of Measure	2023-24	GST
Send outgoing fax	Per page	Free ✓	
Receive incoming fax	Per page	Free ✓	

Inter Library loan (if charged by host library)	Unit of Measure	2023-24	GST
Inter Library loan (if charged by host library)	Per Loan	As charged by host library	GST Free

Replacement of lost or damaged items	Unit of Measure	2023-24	GST
Replacement of library resources	per item	At replacement cost of item + GST	Inc. GST

Laminating service	Unit of Measure	2023-24	GST
A3	Per sheet	\$4.00	Inc. GST
A4	Per sheet	\$2.00	Inc. GST
Wallet size	Per sheet	\$1.00	Inc. GST

Library Bags	Unit of Measure	2023-24	GST
Library Bags	per bag	\$5.00	Inc. GST

CARPARKING

Parking Permits Zone A,B,C,D & E	Unit of Measure	2023-24	GST
3 Months permit	per permit	Free ✓	
6 Months permit	per permit	Free ✓	
9 Months permit	per permit	Free ✓	
1 Year Permit	per permit	Free ✓	

OUTDOOR DINING LICENCE

Outdoor Dining Licence (Class 1)	Unit of Measure	2023-24	GST
Class 1: Up to 4 tables / 8 Seats (whichever is the lesser)	Per annum	Free ✓	

Outdoor Dining Licence (Class 2)	Unit of Measure	2023-24	GST
Class 2: All other applications (with or without a Licence to Serve Alcohol)	Per annum	Free ✓	

POP UP DINING LICENCE

Pop Up Dining Licence	Unit of Measure	2023-24	GST
1 Year Permit	Per annum	\$25.00	GST Free

REGULATORY SERVICE

Disability Permits	Unit of Measure	2023-24	GST
Permanent Disability (renewable every 3 years)	Per Permit	Free ✓	
Temporary Disability (time limited)	Per Permit	Free ✓	

Long Grass	Unit of Measure	2023-24	GST
Standard and/or <1200m block	Per block	Cost +10%	Inc. GST
Non Standard and/or > 1200m block	Per block	Cost +10%	Inc. GST
Block Inspection fee	per Inspection	Free ✓	

Penalty interest for outstanding invoices charged daily at 8% per annum

SIGNAGE

Animated Signs	Unit of Measure	2023-24	GST
Application Fee	Per application	\$45.00	GST Free
Annual Fee	Per Sign	\$240.00	GST Free

Signage on Private Land	Unit of Measure	2023-24	GST
Banners for temporary advertising on private land for maximum 2 weeks	Per application	\$45.00	GST Free
Banners, Balloons, Blimps and kites on private land	Per application	\$45.00	GST Free
Signs on private land viewable from a public place	Per application	\$45.00	GST Free

Banners/Signs on Council Land	Unit of Measure	2023-24	GST
Weekly fee for Commercial Use	Per banner/sign	\$75.00	GST Free
Weekly fee for Not-for-profit Organisations	Per banner/sign	\$45.00	GST Free

Banner on Street Light Poles	Unit of Measure	2023-24	GST
Application Fee		\$45.00	GST Free
Weekly Fee		\$5.00	GST Free
Erection and Removal of Banners		at cost for Council + 15% + GST	Inc. GST

Signs Overhanging a Public Place	Unit of Measure	2023-24	GST
Application Fee	per application	\$45.00	GST Free
Annual Fee	per sign	\$125.00	GST Free

SIGNAGE CONT...

Permanent Signs on Road	Unit of Measure	2023-24	GST
Application Fee	per application	\$45.00	GST Free
Annual Fee	per sign	\$125.00	GST Free

Removable Signs on Public Land (A-Frame)	Unit of Measure	2023-24	GST
Application Fee	per application	Free ✓	
Annual Fee	per sign	Free ✓	

Other Signage in Open Space	Unit of Measure	2023-24	GST
Bunting	per application	\$45.00	GST Free
Murals	per application	\$45.00	GST Free
Flags	per application	\$45.00	GST Free
Event Signage	per application	\$45.00	GST Free
Blue Finger Signs	per application	\$45.00	GST Free

General Service and Community Groups	Unit of Measure	2023-24	GST
(Churches, self help groups, childcare centres, schools, public sporting facilities)			
Application Fee	per application	Free ✓	
Annual Fee	per sign	Free ✓	
Cost of erection	per sign	Free ✓	

SIGNAGE CONT...

Business Groups	Unit of Measure	2023-24	GST
Shopping centres, home businesses, vet clinics, medical/dental clinics, commercial childcare, private sporting clubs and community clubs			
Application Fee	per application	Free ✓	
Annual Fee	per sign	Free ✓	
Cost of erection	per sign	Free ✓	

Real Estate Signs on Fences	Unit of Measure	2023-24	GST
Application Fee	per application	\$45.00	GST Free
Annual Fee	per sign	\$135.00	GST Free

Advertising on Fences	Unit of Measure	2023-24	GST
Application Fee	per application	\$45.00	GST Free

Collection and Return of Movable Signage	Unit of Measure	2023-24	GST
Fee for the collection of moveable signs during a cyclone upon declaration of Stage 2 by the Territory Controller			
Return Fee	per sign	\$112.50	GST Free

SUBDIVISION AND DEVELOPMENT

Council Acceptance of Assets	Unit of Measure	2023-24	GST
<p>Construction costs include the (direct) cost of constructing all assets that will be handed over to Council for ownership.</p> <p>Construction Cost has the definition within the NT Subdivision Development Guidelines. If early payment is accepted, it is made at the risk of the Developer and no refunds will apply.</p>			
Prior to Practical Completion/ On Maintenance	per approval	1.5% of construction cost of all assets handed to Council + GST	Inc. GST

Funds in Lieu of Construction (FILOC)	Unit of Measure	2023-24	GST
<p>Applies when Council accepts payment for assets in lieu of construction by the developer</p>			
		Construction cost plus 25%	

DRIVEWAY CROSSOVER

Driveway crossover (Reinforced)	Unit of Measure	2023-24	GST
100 mm Standard	per m ²	\$130.00	Inc. GST
150 mm Commercial	per m ²	\$146.00	Inc. GST
200 mm Industrial	per m ²	\$183.00	Inc. GST
Crossover	per m	\$172.00	Inc. GST
Saw cut, remove and dispose kerb/gutter	per m	\$120.00	Inc. GST
Saw cut, remove and dispose concrete less than 120mm thick	per m ²	\$200.00	Inc. GST
Pathways - 100mm (Reinforced)	per m ²	\$130.00	Inc. GST

BUILDING CONSTRUCTION APPLICATION

Building Construction	Unit of Measure	2023-24	GST
Driveway Plan Approval (First driveway)	per application	Free ✓	
Driveway Plan Approval (Second driveway)	per application	\$98.00	Inc. GST
Stormwater Plan Approval (where connection provided)	per application	Free	
Stormwater Plan Approval (where connection is not provided)	per application	\$98.00	Inc. GST
Clearance	per application	\$98.00	Inc. GST
Additional Inspection	per inspection	\$65.00	Inc. GST





WORK ON PUBLIC PLACES

Public Places	Unit of Measure	2023-24	GST
All applications shall be lodged with proof of public liability insurance. Amount of inspections required will be verified after lodgement of application depending on works. A permit will be issued for a maximum of 1 week unless otherwise determined by CoP. This includes minimum of 2 inspections.			
Application Fee (includes two inspections)	Per application	\$155.00	GST Free
Additional Inspection	per inspection	\$65.00	GST Free
	Per week	\$43.00	GST Free
Additional fee for permits required for more than one week	1 month	\$108.00	GST Free
	6 months	\$540.00	GST Free
	1 year	\$1,080.00	GST Free
Hoarding fee	per m ² per week	\$2.90	GST Free
Car parking bay Hire	per bay per week	\$60.00	GST Free
Private waste bins and containers on road reserves Maximum of 4 day period	Per application	\$55.00	GST Free

WASTE MANAGEMENT

Optional Bin Services	Unit of Measure	2023-24	GST
<p>Multiple dwelling (four or more dwellings per lot) properties are currently limited under the Declaration of Rates to the following; a general waste collection of four (4) garbage collection visits per week with a maximum of one (1) 240L bin per four (4) dwellings; and, a recycling collection Service of one (1) collection visit per week with a maximum of one (1) 240L mobile bin per two (2) dwellings to be collected on each recycling collection visit.</p> <p>A body corporate is able to apply for an additional service on behalf of the multiple dwelling to be invoiced annually or on a pro-rata basis per additional bin.</p>			
Additional General Waste Bin 240L	per bin	\$318.00	GST Free
Additional Recycling Bin 240L	per bin	\$113.00	GST Free
<p>Single dwelling properties and multiple dwellings (three (3) or less dwellings per lot) are currently limited under the Declaration of Rates to the following; a kerbside general waste collection service of two (2) garbage collection visits per week with a maximum of one (1) 120L general waste mobile bin per visit; and a kerbside recycling collection service of one (1) collection visit per fortnight with a maximum of one (1) 240L recycling mobile bin per visit.</p> <p>A property owner is able to apply for an additional service to be invoiced annually or on a pro-rata basis per additional bin.</p>			
Upgrade General Waste Bin 240L	per bin	\$167.00	GST Free
Additional General Waste Kerbside Bin 120L	per bin	\$274.00	GST Free
Additional Recycling Kerbside Bin 240L	per bin	\$113.00	GST Free



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COUNCIL REPORT

1st Ordinary Council Meeting

AGENDA ITEM:	13.1.3
REPORT TITLE:	Risk Management and Audit Committee Minutes - 23 May 2023
MEETING DATE:	Tuesday 6 June 2023
AUTHOR:	Executive Assistant to Director Finance and Governance, Bertsie Taru
APPROVER:	Acting Director Finance and Governance, Sheree Jeeves

COMMUNITY PLAN

Governance: Council is trusted by the community and invests in things that the public value.

PURPOSE

This Report seeks Council approval of the recommendations from the Risk Management and Audit Committee meeting held on 23 May 2023.

KEY MESSAGES

- The Risk Management and Audit Committee met on Tuesday 23 May 2023.
- The Risk Management and Audit Committee agenda and unconfirmed minutes from this meeting are available for viewing on Council's website.
- The Committee reviewed the Receive and Note Report – Action Update Report.

RECOMMENDATION

1. THAT Report entitled Risk Management and Audit Committee Minutes - 23 May 2023 be received and noted.
2. THAT the unconfirmed Risk Management and Audit Committee minutes provided as **Attachment 13.1.3.1** to report entitled Risk Management and Audit Committee Minutes - 23 May 2023 be received and noted.

BACKGROUND

The Risk Management and Audit Committee (Committee) is responsible for overseeing the responsibilities of corporate governance, particularly maintaining adequate internal controls over the revenue, expenditure, and assets of the Council.

As per the *Northern Territory Local Government Act 2019 (the Act)* and the *Local Government (Accounting) Regulations*, the Committee make recommendations to the council about any matters as a result of the committee's functions to monitor and review the integrity of the council's financial management and to monitor and review internal controls.

As per the Terms of Reference of the Committee, the Committee is advisory by nature and can only recommend matters, falling within its function and role, to the Council.

DISCUSSION

The Committee meeting was held on 23 May 2023 with the unconfirmed minutes provided at **Attachment 13.1.3.1**. The Committee reviewed the Receive and Note Report – Action Update Report. The agenda and unconfirmed minutes from this meeting are available for viewing on Council’s website.

CONSULTATION PROCESS

There was no consultation required during the preparation of this Report.

POLICY IMPLICATIONS

There are no policy implications for this Report.

BUDGET AND RESOURCE IMPLICATIONS

There are no budget or resource implications relating to this Report.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This Report addresses the following City of Palmerston Strategic Risks:

- 4 Fails to effectively design and implement contemporary governance practices
Context: Strong foundations to hold the City and Administration to account.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this Report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

We the author and approving officer declare that we do not have a conflict of interest in relation to this matter.

ATTACHMENTS

1. 20230523 - UNCONFIRMED RMAC Meeting Minutes - 23 May 2023 [13.1.3.1 - 7 pages]



MINUTES

Risk Management and Audit Committee **Tuesday 23 May 2023**

The Committee Meeting of the City of Palmerston held in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston, NT 0830.

'A Place for People'



A Place for People

COMMITTEE MINUTES

PRESENT

COMMITTEE MEMBERS	Clare Milikins, Independent Member (via Audiovisual) Steve Bartlett, Independent Member (Chair) (via Audiovisual) Mayor Athina Pascoe-Bell Councillor Amber Garden Councillor Sarah Henderson
STAFF	Chief Executive Officer, Luccio Cercarelli General Manager of Infrastructure, Nadine Nilon Acting Director of Finance and Governance, Sheree Jeeves Minute Secretary, Bertsie Taru Executive Assistant to General Manager Community and Culture - Tree Gillam
GALLERY	Nil

Initials: _____



A Place for People

COMMITTEE MINUTES

1 ACKNOWLEDGEMENT OF COUNTRY

City of Palmerston acknowledges the Larrakia people as the Traditional Custodians of the Palmerston region. We pay our respects to the Elders past, present and future leaders and extend that respect to all Aboriginal and Torres Strait Islander people.

2 OPENING OF MEETING

The Chair declared the meeting open at 5.02pm.

Moved: Mayor Pascoe-Bell
Seconded: Councillor Garden

THAT the Committee endorse Steve Bartlett being the independent member as the Chair for the Risk Management and Audit Committee meeting of 23 May 2023, noting his attendance by audiovisual conferencing and that Clare Milikins is unwell.

CARRIED RMA10/69 – 23/05/2023

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies

Nil

3.2 Leave of Absence Previously Granted

Nil

3.3 Leave of Absence Request

Nil

4 REQUEST FOR AUDIO/AUDIOVISUAL CONFERENCING

Moved: Steve Bartlett
Seconded: Mayor Pascoe-Bell

1. THAT the Committee notes that Clare Milikins is attending via Audio/Audiovisual Conferencing, as approved by the Chief Executive Officer under the policy, due to being physically prevented from attending the meeting due to ill Health.

2. THAT the Committee notes that Steve Bartlett is attending via Audio/Audiovisual Conferencing, as approved by the Chief Executive Officer under the policy, due to being physically prevented from attending the meeting due to being a greater distance than 100km from the appointed place of meeting.

CARRIED RMA10/70 – 23/05/2023

Initials: _____

MINUTES RISK MANAGEMENT AND AUDIT COMMITTEE MEETING - 23 MAY 2023

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COMMITTEE MINUTES

5 DECLARATION OF INTEREST

5.1 Committee Members

Nil

5.2 Staff

Nil

6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

Moved: Clare Milikins
Seconded: Councillor Garden

THAT the Minutes of the Council Meeting held on 28 February 2023 pages 214 to 218 be confirmed.

CARRIED RMA10/71 - 23/05/2023

6.2 Business Arising from Previous Meeting

Nil

7 DEPUTATIONS AND PRESENTATIONS

Nil

8 CONFIDENTIAL ITEMS

8.1 Moving Confidential Items into Open

Nil

8.2 Moving Open Items into Confidential

Nil

8.3 Confidential Items

Moved: Councillor Garden
Seconded: Councillor Henderson

THAT pursuant to Section 99(2) and 293(1) of the *Local Government Act 2019* and section 51(1) of the *Local Government (General) Regulations 2021* the meeting be closed to the public to consider the following confidential items:

Initials: _____

MINUTES RISK MANAGEMENT AND AUDIT COMMITTEE MEETING - 23 MAY 2023

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COMMITTEE MINUTES

Item	Confidential Category	Confidential Clause
16.1.1	Council Performance, Service Delivery and Budget Review.	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(e) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.
16.1.2	Council Performance, Service Delivery and Budget Review.	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(e) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.
16.1.3	Council Performance, Service Delivery and Budget Review.	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(e) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.
16.2.1	Council Performance, Service Delivery and Budget Review.	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(e) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.
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CARRIED RMA10/72 – 23/05/2023

Initials: _____

MINUTES RISK MANAGEMENT AND AUDIT COMMITTEE MEETING - 23 MAY 2023

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COMMITTEE MINUTES

9 OFFICER REPORTS

9.1 Action Reports

Nil

9.2 Receive and Note Reports

9.2.1 Action Update Report

Moved: Mayor Pascoe-Bell
Seconded: Steve Bartlett

THAT Report entitled Action Update Report be received and noted.

CARRIED RMA10/73 – 23/05/2023

10 INFORMATION AND CORRESPONDENCE

10.1 Information

Nil

10.2 Correspondence

Nil

11 GENERAL BUSINESS

Nil

12 NEXT COMMITTEE MEETING

Moved: Mayor Pascoe-Bell
Seconded: Councillor Henderson

THAT the next Risk Management and Audit Committee Meeting be held on Tuesday, 25 July 2023 at 5:00pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

CARRIED RMA10/74 – 23/05/2023

13 CLOSURE OF MEETING TO PUBLIC

Moved: Councillor Garden
Seconded: Mayor Pascoe-Bell

THAT pursuant to section 99(2) and 293(3)(1) of the Local Government Act 2019 and section 51(1)(a) of the Local Government (General) Regulations 2021 the meeting be closed to the public to consider the Confidential items of the Agenda.

Initials: _____

MINUTES RISK MANAGEMENT AND AUDIT COMMITTEE MEETING - 23 MAY 2023

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COMMITTEE MINUTES

CARRIED RMA10/75 – 23/05/2023

The Chair declared the meeting closed at 6.23pm.

Chair

Print Name

Date

Initials:

COUNCIL REPORT

1st Ordinary Council Meeting

AGENDA ITEM:	13.2.1
REPORT TITLE:	Sustainability Strategy Update
MEETING DATE:	Tuesday 6 June 2023
AUTHOR:	Environment Officer, Jelise Camilleri
APPROVER:	City Sustainability Manager, Peter Lander

COMMUNITY PLAN

Environmental Sustainability: Palmerston is an environmentally friendly, liveable city that promotes renewable practices and sustainability.

PURPOSE

This Report provides Council with an update on progress of implementation of the Sustainability Strategy as well as present a timeframe for the implementation of actions over the life of the Strategy (2022 – 2026).

KEY MESSAGES

- Council adopted a Sustainability Strategy in 2002, seeking to preserve Palmerston's natural assets, reduce our collective impacts and evolve our practices, so that liveability and opportunities for future generations are not compromised.
- Council has made significant progress in achieving the objectives of the Sustainability Strategy through various completed and ongoing projects. These include solar system installation on Council buildings, the installation of electric Vehicle chargers, the Home Compost Rebate, and Lake management.
- As Council moves forward with the implementation of the Sustainability Strategy, it's important to recognise that many areas of sustainability are constantly evolving, therefore a flexible and adaptive approach is required to meet the challenges of the future.
- Several priority focus areas have been identified for the next 12 months that align with the strategy's long-term goals. These focus areas highlight where efforts will be directed to achieve meaningful progress towards a more sustainable and resilient city.

RECOMMENDATION

THAT Report entitled Sustainability Strategy Update be received and noted.

BACKGROUND

In early 2022 Council adopted Sustainability Strategy, seeking to preserve our natural assets, reduce our collective impacts and evolve our practices, so that liveability and opportunities for future generations are not compromised.

At the 1st Ordinary Council Meeting of 1 February 2023 Council made the following decisions:

13.1.2 Sustainability Strategy

1. *THAT Report entitled Sustainability Strategy be received and noted.*
2. *THAT Council adopt the City of Palmerston Sustainability Strategy presented as Attachment 13.1.2.1 to Report entitled Sustainability Strategy.*

CARRIED 10/182 – 1/02/2022

The Sustainability Strategy (Strategy) is intended to sit alongside other Council strategies to deliver upon the Community Plan, integrating with plans such as the Inclusive, Diverse and Accessible (IDA) Framework and the Palmerston Local Economic Plan, which address social and economic dimensions of sustainable development. The Sustainability Strategy retains a focus on environmental sustainability, targeting outcomes specifically within the environmental dimension of sustainable development. The Strategy recognises the sphere of influence as a Local Government in the Northern Territory system, with Northern Territory Government (NTG) also sharing responsibilities in the environmental sustainability space.

This report provides Council with an update on activities since the adoption of the Strategy, and upcoming projects and activities.

DISCUSSION

The Strategy is framed around four themes to guide sustainable development in the Palmerston environment. These themes are presented below:

Theme One: Protecting our Urban Ecology and Natural Environment.
The physical assets, our urban and natural environment.

Theme Two: Empowering and Connecting our Community.
Connections relating to how our community travels and engages with sustainability practices.

Theme Three: Future Focused on Efficiencies.
Evolving management approaches to address environmental impacts.

Theme Four: Lead with Purpose.
Leading initiatives and supporting industry.

Contained under each of these themes are goals coordinating a focus on achieving the above objective. Actions are listed within the Strategy, though these are not exhaustive and further projects may evolve over the life of the Strategy.

Council has made progress in towards these objectives through various completed and ongoing projects. A summary of some of the progress that has been achieved is provided below and in **Attachment 13.2.1.1**.

Theme One: Protecting our Urban Ecology and Natural Environment.

A healthy natural environment is crucial for day-to-day living, as ecosystem services support human well-being. Theme one prioritises actions that help to preserve our natural environment, retain and enhance parks and greenspace and urban heat mitigation.

One of Council's foremost achievements in working towards this theme has been the success achieved in managing the Palmerston Lakes. Since 2022, the Lakes Management Plan has been developed and implemented. Council's commitment to an integrated approach to Salvinia weed management, comprising mechanical weed harvesting, biocontrol's (weevils), and selective herbicides, has proven to be an effective strategy in cleaning and maintaining open lakes. As of February 2023, bulk cleaning of Salvinia weed from all lakes was successfully achieved. To ensure that the Lake Management Plan aligns with current operational practices, such as herbicide application, as well as the latest knowledge available, a review of the Plan is underway. This review will ensure that the plan reflects the best possible management practices.

Additionally, weed mapping across the municipality has been undertaken to inform the Weed Management Plan which is under development and planned to be finalised in 2023.

The effects of urban heat occur where green cover is lost to concentration of hard surfaces, often in the form of bitumen roads and car parks, which as dark surfaces absorb, store and radiate heat. An ongoing project by Council is to increase green cover through tree planting. Planting trees also aids in ecological preservation and supports the wellbeing of the community. In the 2022/2023 financial year, 352 trees have been planted. Planting 100 trees offsets approximately 2500 kgs of Co2-e annually.

Theme Two: Empowering and Connecting our Community.

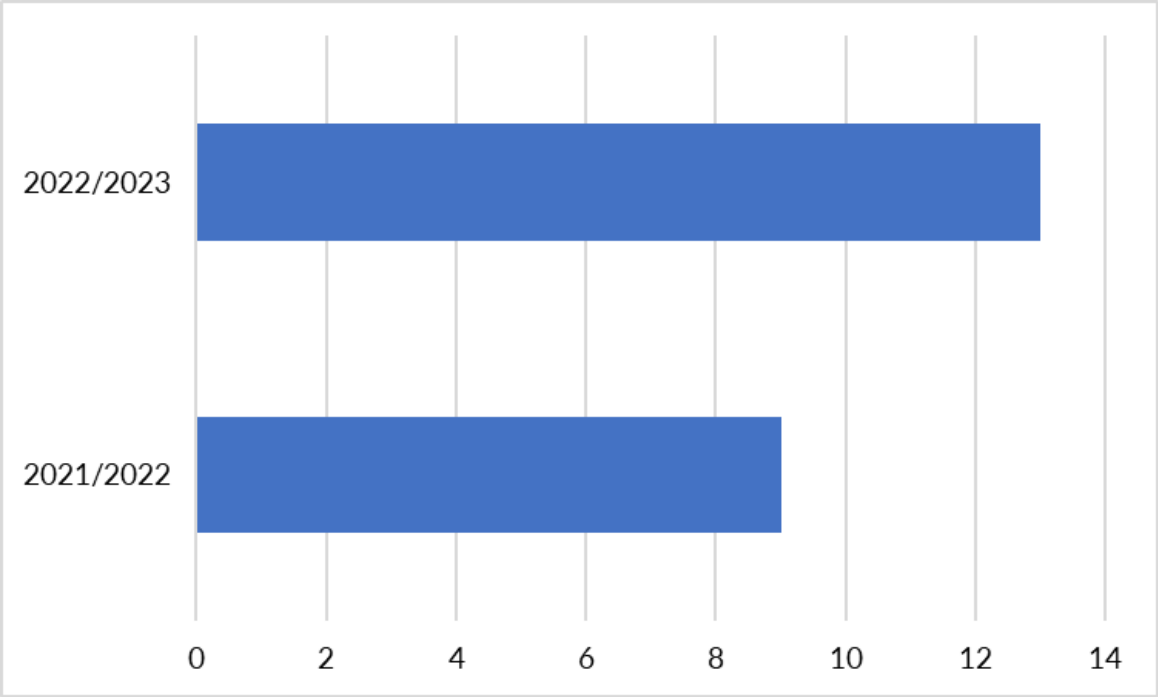
Theme two relates to promoting and modelling sustainable behaviours to the community. It prioritises community engagement in raising awareness and facilitating collective impacts, creating connected communities to encourage alternative transport options, and demonstrating sustainable practices in Council's events while promoting environment surrounds.

The Home Composting Rebate was implemented in 2022 with successful uptake. The program was promoted monthly at the Palmerston Markets in 2022, with residents able to enter a raffle to win a Compost Tumbler. This program has recommenced at the opening of the 2023 markets. Since the beginning of the Home Compost Rebate program, Council has received 64 successful applications under the Home Composting Rebate Program and this will continue to be reported in the Quarterly Infrastructure updates to Council.

Theme Three: Future Focused on Efficiencies.

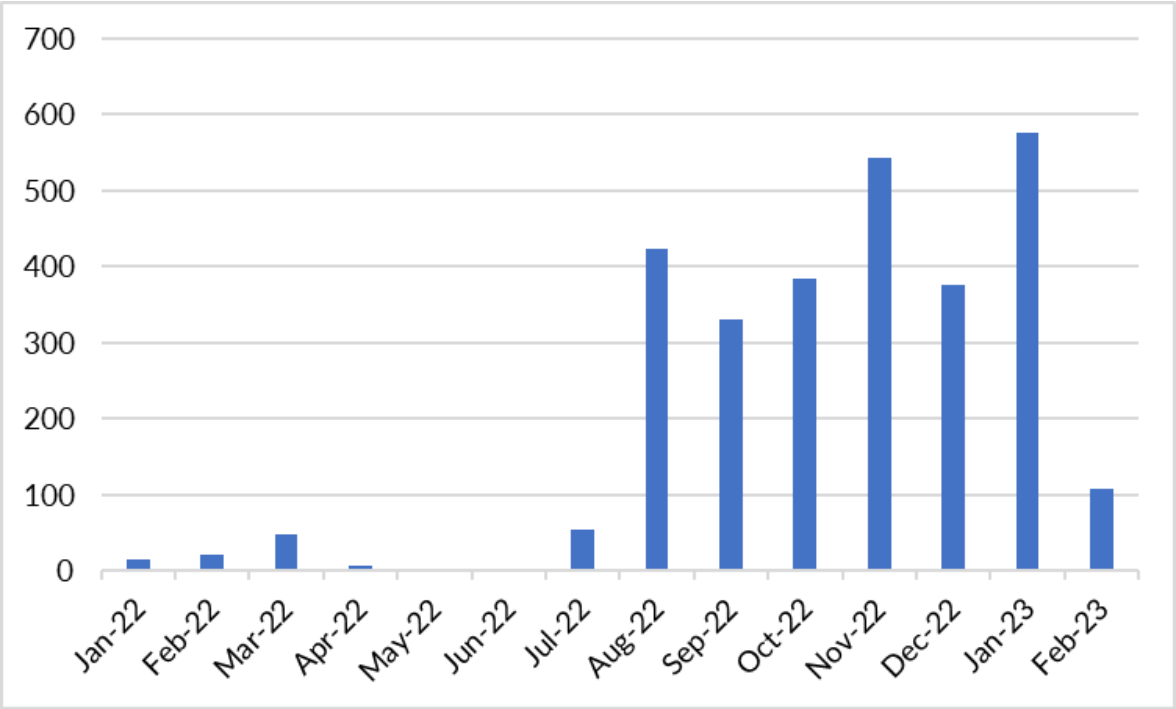
Theme three focuses on continual improvement to reduce our impact. The priorities under this theme are to optimise resource consumption and increase waste diversion.

As part of fleet replacement, electric and hybrid vehicles are procured where operationally possible. Electric and hybrid vehicles are beneficial due to their lower emissions, which help combat climate change and improve air quality. CoP's vehicle fleet currently includes two fully electric and 11 hybrid vehicles. In the coming weeks, a Hino Hybrid 300 series truck will be delivered, bring the total count to 14.



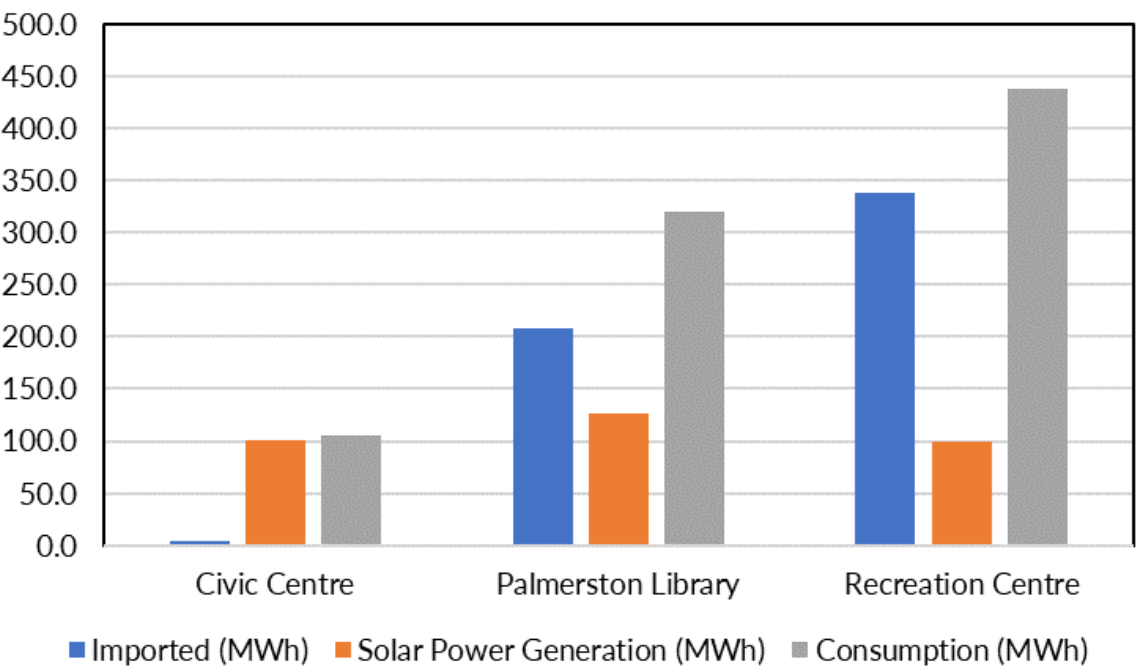
Graph comparing the number of electric and hybrid vehicles in the 2021/2022 financial year to the 2022/2023 financial year.

Further to this commitment, Council has installed and currently operates four Electric Vehicle (EV) charging stations. Two are located at the Civic Centre and two at the Palmerston Recreation Centre freely available to the public. The installation of additional EV charging stations remains under review including such demand for charging stations.

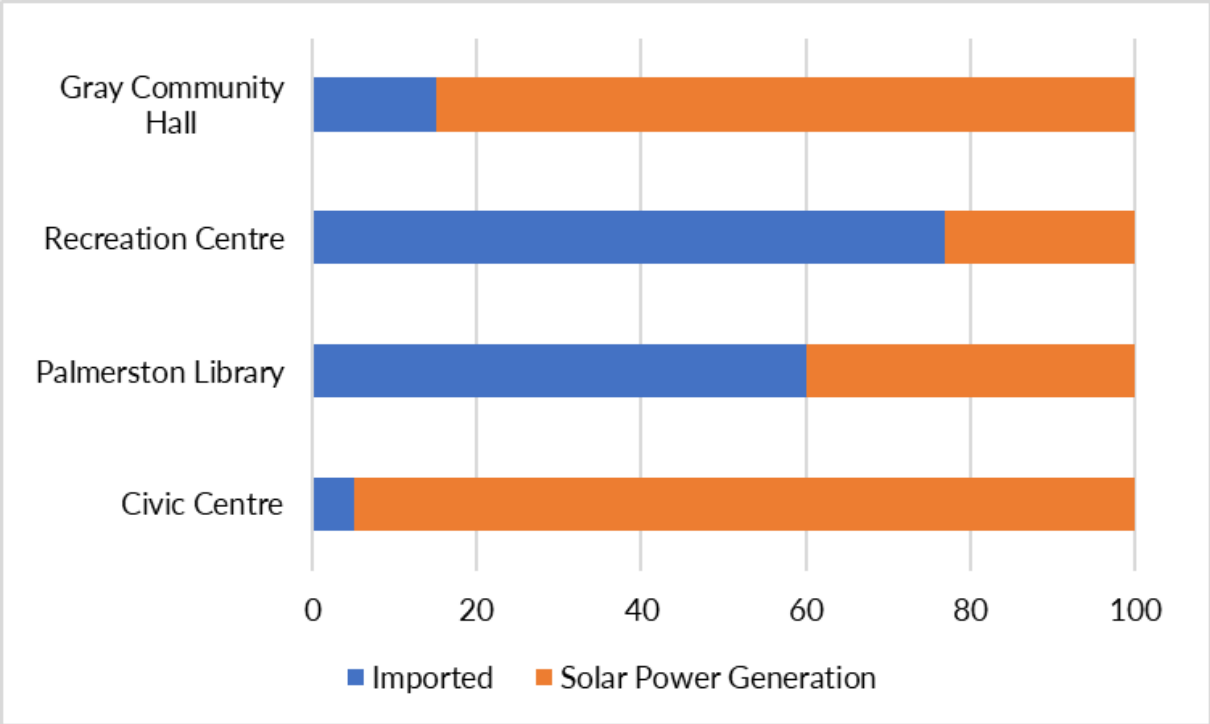


Graph depicting Palmerston Recreation Centre electric vehicle charger utilisation (kWh). Note data is currently unavailable from March 2023 – May 2023.

Council has installed and operates solar power generation facilities at the Civic Centre (94.4 KW installed solar system capacity installed 25/11/2021), Palmerston Library (99.6 KW solar system capacity, installed 24/09/2018) and Palmerston Recreation Centre (81 KW solar system capacity, installed 26/03/2019) and Gray Community Hall (9 KW solar system capacity, installed 15/01/2022).



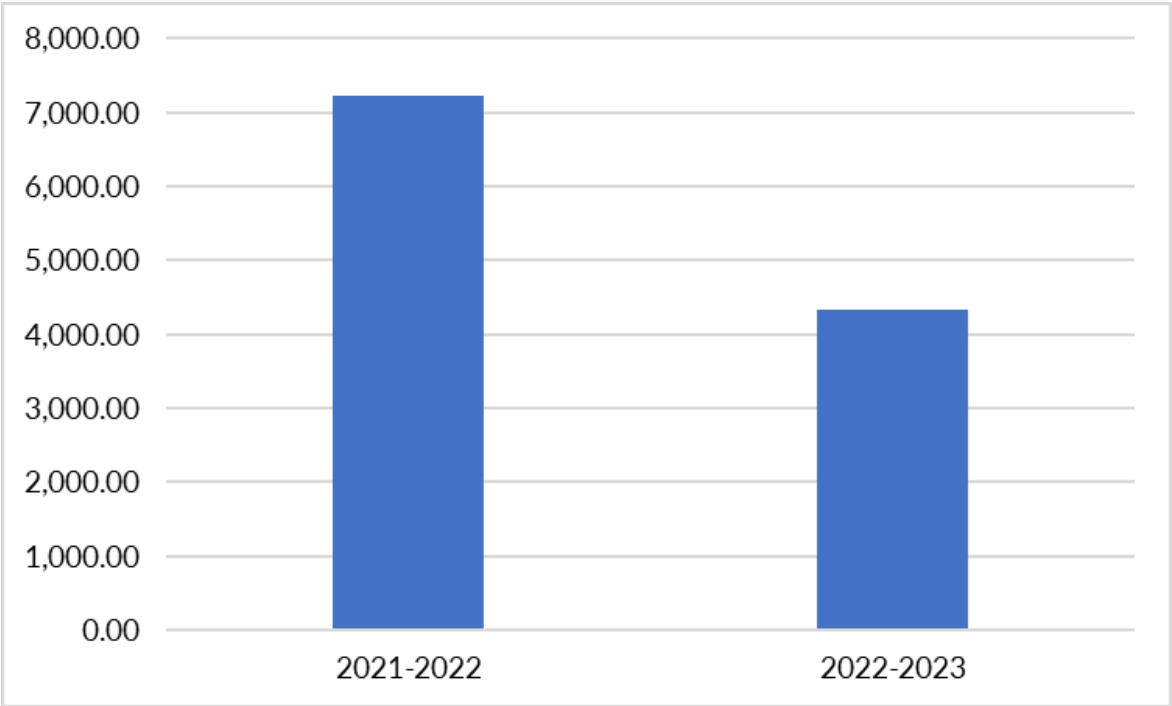
Graph illustrating the distribution of total power consumption in the 2022/2023 fiscal year, segmented into solar-generated power and imported power.



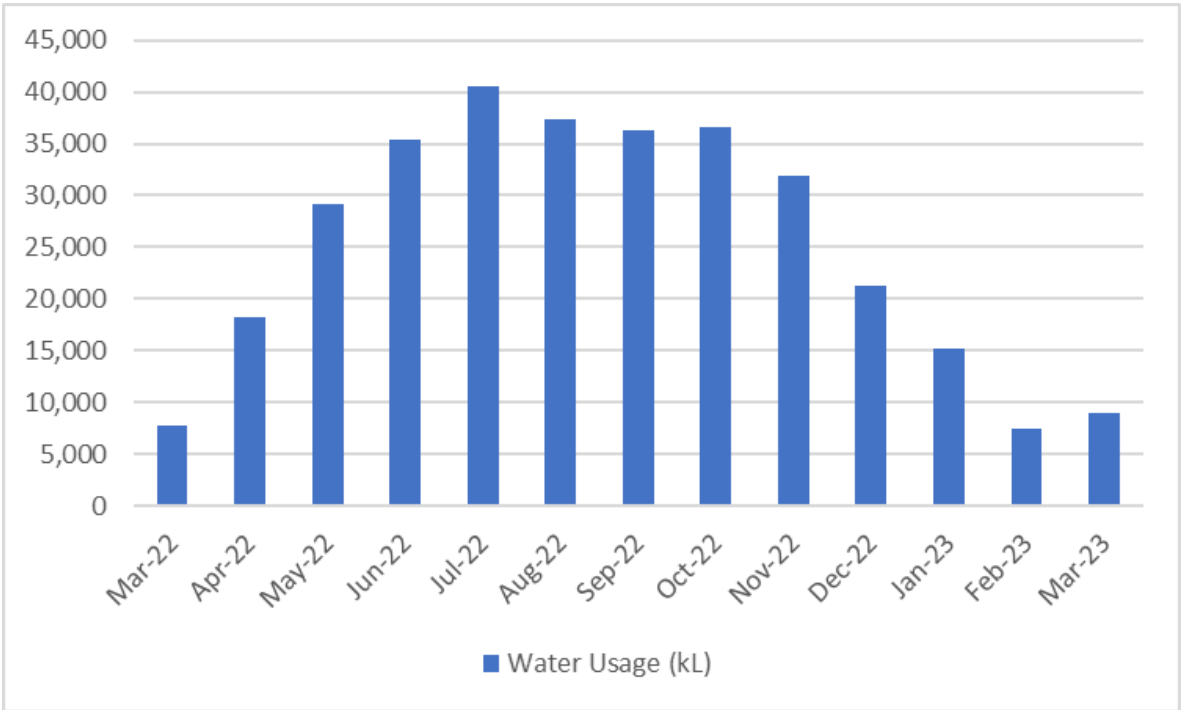
Graph showing the ratio of solar generated power to imported power in each buildings energy use (note: percentages are approximate only due to data gaps).

A notable previously completed initiative is Council's upgrade of its street lighting network with energy efficient LED lights with smart controls. Project benefits include estimated annual savings in the order \$650,000 in electricity and maintenance costs and a reduction in energy consumption and greenhouse gas emissions in the order 64%.

Azility utility management software has been implemented, enabling improved tracking of water and electricity use, and streamlined expense control and payment. Azility has contributed to preliminary works done on the irrigation management plan such as irrigation asset mapping and informing works that have contributed to water savings such as repair of leaks, refurbishment of aging irrigation infrastructure and optimising of irrigation schedules. A historical review of irrigation water usage using Azility has found that Council achieved a 16.97% reduction in water usage in the 2021/2022 financial year. A further 9% reduction water usage was achieved in Q1 and Q2 of the 2022/2023 financial year.



Graph showing the City of Palmerston's overall energy usage (GJ) per financial year, using Azility data (note: 2022/2023 period is current to May 2023).



Graph showing City of Palmerston's overall water usage (kL) using Azility Data.

Theme Four: Lead with Purpose.

Theme four captures Council's support for industry focused on sustainable development, commitment to sustainable principals in procurement processes and in demonstrating how sustainability can be implemented within the City of Palmerston.

To support businesses and community groups to reduce their environmental impact, Council has committed a cumulative grant total of \$20,000 per annum. In 2023 Council has actively collaborated with numerous organisations (for example Mitchell Creek Landcare Group, Palmerston Indigenous Community and Keep Australia Beautiful NT) to promote and foster greater community engagement in environmental initiatives.

Council recently recruited an Economic Development Officer which is a newly created position. This will foster sustainable economic development through enhanced networking, engagement and collaboration with industry and contribute to the delivery of initiatives relevant to Theme four and the Palmerston Local Economic Plan.

Next Steps

As Council moves forward with the implementation of the Sustainability Strategy, it's important to recognise that many areas of sustainability are constantly evolving, therefore a flexible and adaptive approach is required to meet the challenges of the future. Several priority focus areas have been identified for the next 12 months that align with the strategy's long-term goals. These focus areas highlight where efforts will be directed to achieve meaningful progress towards a more sustainable and resilient city are discussed below.

- In 2022 Council engaged consultants to prepare a report assessing the ecological and cultural heritage values of the Mitchell Creek catchment. Within the next 12 months a plan is expected to be developed to assess restoration and management actions as well as the feasibility of activating the space for maximum community benefit.
- Council's species planting list will be reviewed and expanded where possible to allow for increased community and environmental outcomes. By incorporating a wider variety of plant species, Council can create a more diverse and resilient ecosystem that supports local wildlife and improves the overall health of the environment. Council's goal is to ensure that planting efforts are strategic, effective, and responsive to the needs of the community and the environment.
- In addition to the Weed Management Plan which will be finalised in 2023, Council will also finalise the Fire Management Plan in the next 12 months. This will enable a more strategic and integrated approach to land management of conservation areas as well as improving biodiversity and asset protection outcomes.
- A significant project that will be delivered within the next 12 months is the Archer Waste Management Facility Upgrade. Along with creating a safer facility, one of the primary purposes of the upgrade is to maximise recycling participation. Council's efforts will include the relocating the recycling area to the front of the facility to increase accessibility and utilisation, installation of a cardboard compactor and construction of a push-pit at the general waste tip face to improve recovery and segregation of recyclable wastes (such as steel and timber) from the general waste stream.

- To further boost recycling participation, a user-friendly reverse vending machine will be installed in the Palmerston CBD as a collection point for items recyclable under the Container Deposit Scheme.
- Education workshops and communication will continue to be a focus area in the next 12 months, with options currently under investigation. A recent example of such programs is Recycling Storytime at the Library aimed at engaging pre-school aged children and parents on how to recycle. Less Waste Talks with Lindsay Miles are scheduled to celebrate World Environment Day in June with talks being held on living a plastic free life and the circular economy.
- Preliminary work has been conducted to inform the Irrigation Management Plan that will be delivered within the next 12 months. The Irrigation Management Plan will for example document the irrigation management system, management principals and strategies as well as inform irrigation capital expenditure priorities to improve overall water and irrigation management. Council will also continue to use Azility to track water usage and inform leak detection.
- An administrative policy will be written and implemented over the next 12 months aimed at eliminating select single-use plastic and requiring recycling bins at Council events.

Progress updates on the above focus areas will be provided to Council through Quarterly and other relevant Reports, with a further annual review of the Strategy activities to occur in the first half of 2024.

A high-level timeframe for the progression and implementation of the Stainability Strategy actions is presented in **Attachment 13.2.1.1**.

CONSULTATION PROCESS

The following City of Palmerston staff were consulted in preparing this Report:

- City Sustainability Manager
- Open Space Lead
- Land Conservation Officer
- Community Services Manager
- Economic Development Officer
- Asset Management Projects Officer

POLICY IMPLICATIONS

This Report has been prepared to provide an update on progress of implementation of the Sustainability Strategy as well as present a timeframe for the implementation of actions over the life of the Strategy (2022 – 2026). The Sustainability Strategy guides Council's strategic direction, priorities and actions noting that community expectations, technology, risks and opportunities relevant to sustainable development are dynamic and that change may rapidly emerge. Hence while the Strategy themes and priorities remain the same, associated actions may necessarily change or emerge over time.

BUDGET AND RESOURCE IMPLICATIONS

For the 2022/2023 financial year the Sustainability and related environment/waste program budgets are;

- Capital sustainability program - \$214,902.37
- Environmental Benefit Scheme - \$20,000
- Home Composting Rebate - \$10,000
- Waste education programs - \$50,000

It is noted that these budgets exclude other expenditure that support sustainability outcomes such as tree planting, lake management, irrigation and economic development.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This Strategy is a high-level document that documents strategic approaches, themes, and actions to support transition Council's to sustainability. The Strategy will minimise risks of not meeting the needs of the community now as well as the risk of not compromising the needs of future generations.

In the absence of the Strategy, there is a risk of reduced effectiveness in achieving desired sustainability outcomes and the relevant priorities set out in the Community Plan.

This Report addresses the following City of Palmerston Strategic Risks:

2 Fails to be sustainable into the long term

Context: Optimising the financial, social and environmental sustainability of the City.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

The Sustainability Strategy aligns with the priorities in the Community Plan and represents the City of Palmerston's commitment to sustainable development. Continued progression of the Sustainability Strategy is expected to positively contribute broadly to sustainability and environmental outcomes at organisation and municipality level and meet community expectations.

As Council moves forward with the implementation of our Sustainability Strategy, it is important to recognise that many areas of sustainability are constantly evolving, therefore a flexible and adaptive approach is required to meet the challenges of the future.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

We the author and approving officer declare that we do not have a conflict of interest in relation to this matter.

ATTACHMENTS

1. Sustainability Strategy Implementation Plan [13.2.1.1 - 5 pages]

COUNCIL AGENDA

Attachment 13.2.1.1

Theme/ Action Goal	How	Benefits	Status	Expected Implementation
1a) Protection and restoration of natural ecosystems and reduce threats to biodiversity				
Implement Lakes Management Plan.	LMP developed, explore viability of options proposed and review in 2022.	Enhance water quality an ecosystem functioning.	Commenced	Ongoing
Partner with NTG to reduce reliance groundwater resources and explore strategies around Council water consumption.	Participate in water security discussions and engage in coordinated approaches to water efficiencies in the NT.	Considers whole of system inputs and consolidates on resources.	Commenced	Ongoing
Implement recommendations resulting from the Mitchell Creek Catchment Natural Assessment Project and develop an Environmental Management Program for the catchment area.	Work to implement recommendations where it reflects strategic priority and resourcing.	Protect and restore a significant environmental and community asset.	Not commenced	2024
Map, monitor and manage declared weeds across LGA.	Identify target areas to value, engage with NTG Weeds branch.	Understand whole of system, and inform where to focus resources.	Commenced	2023
Develop Weed and fire management plans.	Utilise mapping knowledge and identification of high value areas to prioritise program.	Consolidation of resourcing and targeting of specific areas.	Commenced	2023
Review and update of planting and vegetation management programs which provides a focus on species density and diversity.	Collaborate with leading agencies such as Botanic Gardens, DPR, to introduce endemic species to the broader horticulture industry Link with lawn irrigation sustainability reviews, build opportunities in planting programs.	More opportunities for species growth, amenity interest, and fauna support.	Not commenced	2025
Advocate within future land use planning for protection where suitable of environmental corridors.	Engage in NT Planning processes and with local environment groups.	Protect unique features and assets for Palmerston community.	Ongoing	Ongoing
Investigate opportunities to expand the Council tree species list include pollinator species, edible species, habitat trees and threatened species.	Review current list and options under each category.	Diverse species growth, amenity interest and biodiversity support.	Commenced	2023
1b) Equitable access to sustainable infrastructure and community green space				
Promote community ownership of green space and natural elements through programming.	Enhancing connections and movement to spaces, engaging with community groups for important environmental assets such as Mitchell Creek.	Community ownership and identification with natural assets, supporting increased use.	Commenced	Ongoing
Develop communication tools for use online and at Council facilities that promote use of natural areas in Palmerston.	Develop clear communications map of what's available and promote accessible use of this.	Residents and visitors able access key information to invite them to use spaces.	Commenced	Ongoing
Look to develop further community garden and edible planting, with effective planning on project locations and governance.	Identify potential areas and assess effectiveness based on location and capacity/interest to build community governance.	Community ownership of space, edible varieties allowing engagement with more sustainable living practices.	Commenced	Ongoing
1c) Urban heat mitigation and increased canopy cover				
Develop partnerships with CSIRO, NTG and other LGA's, to improve use of datasets in decision making around greening.	Identify research needs, existing data and value add data to inform future planning and potential partnerships.	Support in decision making, building of capabilities in urban heat space as evidenced in other states Coordinated approach to urban heat beyond the Darwin boundary line.	Not commenced	2024
Develop a Greening Plan, that supports canopy cover monitoring and considers future movement programming.	Greening Plan to address and link with programming and planning around movement.	Deliver upon Community Plan objective, support for programming and planting.	Not commenced	2024
Undertake a baseline study to determine monitoring approaches to urban heat and allow measurement of progress.	Develop baseline for canopy cover by validating external estimations of cover in Palmerston.	Establishes baseline to measure and monitor progress of planting Informs decisions on where actions are most needed.	Not commenced	2024

Expand community planting programs through partnerships with local businesses, community groups and non-for-profit organisations.	Build through projects such as Mitchell Creek, and look to provide access to Council's technical expertise and facilities.	Community driven, authentic community capacity building opportunities.	Commenced	Ongoing
Develop community awareness programs and work with institutions to improve community messaging around tree preservation.	Use Council promotion channels to inform community of greening benefits, both for public and private lands.	Recognises the mosaic of land tenures across municipality, contributing to overall heat mitigation.	Not commenced	2025
2a) Community wide sustainability through education, awareness and engagement				
Provide free sustainability community workshops utilizing a variety of mediums (webinar, newsletter, participatory), and organizations.	Identify priority areas to program (waste, recycling, water efficiency) where it aligns with possible investment and programs (eg composting, public irrigation changes) Identify potential audiences and delivery managers.	Utilise existing community capacity and support their governance and organisation of activities.	Commenced	Ongoing
Develop information packages and tools to assist community members achieving sustainability aspirations, such as uptake in solar energy alternatives Monitor level of engagement with these tools.	Pair with the above sustainability workshops and identify target campaigns for recurring issues (certain waste types).	Community interaction with sustainability concepts.	Commenced	Ongoing
Integration of IDA framework in delivery of community messaging on environmental sustainability.	All sustainability programs to be reviewed under IDA framework and internal officers.	Community messaging addresses diverse needs of Palmerston.	Commenced	Ongoing
Actively promote and review successes of the Environmental Benefits Grants program to encourage uptake from schools, businesses, community groups and non-for-profits.	Review current process Grants support framework - including but not limited to modelling on what's possible, case study examples and greater community promotion.	Utilise community capacity and expand possibilities (eg planting outside of public land and existing programming).	Commenced	Ongoing
Develop a community engagement toolkit to address urban tree coverage and sustainable irrigation practices, both relevant to public as well as private land.	Review existing tools and communication toolkits (Greener Spaces) and adapt to City of Palmerston messaging.	Support for planting on both public and private land.	Not commenced	2025
Explore opportunities to integrate and promote Indigenous knowledge systems and languages and plant species within open space environments.	Build relations with Larrakia nation for proper naming, and engagement potential.	Recognition of rich culture and history ongoing in Palmerston.	Not commenced	2025
Support relationships with schools to grow and continue existing programs targeting environmentally sustainable outcomes .	Allocate resourcing to staff or materials to support delivery of programs over each year.	Initiatives throughout local community, passed on to households, and managing future behaviours.	Commenced	Ongoing
2b) Enhancing movement within our communities and connecting to our green infrastructure				
Coordinate pathway programming with tree planting opportunities to increase useability of our network.	Internal processes ensure early engagement between pathway programming and open space to align value add.	Use of the pathway network enhanced through amenity and future comfort.	Not commenced	2023
Develop online tools to promote ease of access to council Parks and Play Spaces.	Promotion improvements directed under Play Space Strategy Includes website and story maps and to make relevant and adaptable for intended users.	Greater value, through higher use of local facilities.	Not commenced	2025
Development of a movement and connectivity plan that facilitates increase community uptake of alternative transport and outdoor recreation connections.	Linking with Greening Plan and programming Identify high use and target routes, to guide greening and amenity Build connections to outdoor spaces and end of trip destinations.	Movement is enhanced and links with greening programs.	Not commenced	2025
Review strategies and program opportunities to support priority areas for green infrastructure rollout based on NTG and Council planning documents.	Build in consideration of CPAP into internal program planning for greening and networks Future consideration on movement plans and high use areas.	Prioritises rollout of green infrastructure and aligns with existing strategy.	Not commenced	2025

COUNCIL AGENDA

Attachment 13.2.1.1

Continue to promote the utilization of outdoor and open space areas for community event programming.	Continue existing programming through the dry season, and look at creating outdoor spaces adaptable and suitable to accommodate future programming.	Community links to outdoor space.	Commenced	Ongoing
Develop trails and connections between pathway networks and community, environmental and recreational assets to activate sites and encourage use.	Link movement programming with recreational programming and healthy Palmerston initiatives Engage with user groups of these spaces (BMX, PT's etc) on what potential needs are for the space.	Create recreation and movement opportunities for community, with increased organised uses encouraging casual and passive use.	Commenced	Ongoing
2c) Council events demonstrate sustainable practices and promote our environmental surrounds				
Introduce a ban on single use plastics from all events held on Council land including markets.	Engage with stakeholders, such as market holder to understand their transition needs Develop single use plastic policy relevant for events on council	Waste generated on Council land reduced, with indirect impacts in the influence it creates for visitors.	Commenced	2024
Recycling bins available at all Council events.	Implement at Council events and organise disposal to Archer.	Increase diversion rates from Council facilitated activities.	Commenced	Ongoing
Develop and implement a Sustainable Events Authorized Statement to be used for Council planned events and review annually.	Develop template for use internally and promote use across organisation.	As a large event provider our events will include research and planning for sustainable event success.	Commenced	2023
Develop an Event Planning Guide that supports community organizations implement their own sustainable events.	Build upon internal planning evolutions for sustainable events and provide a platform that provides tips and tools for best practice.	Address range of production and consumption behaviours from events.	Commenced	2024
3a) Limit environmental impacts and expenditure associated with Council's consumption of energy and water				
Investigate current Greenhouse Gas Emissions from Council operations and identify reduction strategies.	Establish baseline reporting abilities to frame where targeted actions may be needed Routinely audit of energy consumption of Council's facilities.	Identify where reduction strategies are needed, given existing initiatives for solar power at Council facilities.	Commenced	2024
Reduce irrigation of non-activated lawn areas, such as median strips and explore other focus areas to target irrigation changes.	Shift away from servicing expectations of these non activate lawns Supported through community messaging and assessment criteria to ensure consistency across the municipality.	Significant water savings acknowledging the climate of the Top End and large portion of the year without water.	Commenced	Ongoing
Support irrigation and energy efficiencies with coordinated community information and messaging.	Support public irrigation servicing changes, as well as aligning with private messaging.	Community support ensures continued political and organisation will.	Not commenced	2025
Develop and implement a Water Saving Action Plan.	Identify current infrastructure upgrades requirements, and base line measuring needs to inform future actions from a water savings action plan.	Water savings are targeted and ensure water security issues for the Top End are being actively addressed.	Not commenced	2024
Energy Savings Action Plan that identifies energy consuming assets and develop cost-effective and administrative energy savings .	Plan to develop from initial investigation into GHG and other emission from Council facilities Build upon program monitoring capabilities.	Representative of sustainability values, and efficiency benefits.	Not commenced	2025
Increase proportion of energy used from renewable energy sources at Council owned facilities.	Continue with energy efficiency upgrades across Council facilities and buildings.	Reduced GHG emissions.	Commenced	Ongoing
Develop internal processes and capabilities for the monitoring of resource consumption, and integrate with environmental sensors.	Review of current programs and dashboard abilities and integration with regular reporting.	Ongoing measuring abilities, and skillsets, best placed to leverage funding opportunities.	Commenced	Ongoing
3b) Improve waste diversion from landfill within the community and reduce waste generated from Council activities				
Improve waste and resource recovery services, including waste processing capabilities at Archer Waste Management Facility.	Deliver site upgrades to improve recycling opportunities and behaviours from users.	Greater diversion from Archer facility.	Commenced	2023

COUNCIL AGENDA

Attachment 13.2.1.1

Reduce amount of waste generated by Council activities, involving community events and community engagement.	Events in accordance with developed single use plastic policy Alternatives developed for community engagement and communications brief to include consideration of value add for sustainability.	Council activities demonstrates smart use of resources, and reduce amount of single use waste produced.	Commenced	Ongoing
Engage with business on how Council can support more sustainable waste behaviours from both customers and businesses.	Tie in with committee work under the local economic plan Engage with local business owners on barriers and opportunities for Council to facilitate waste improvements.	Coordinated approach that considers more than residential waste.	Commenced	Ongoing
4a) Supporting local businesses and industry through council investment and procurement decisions				
Broaden tender and quotation assessment criteria that gives preference to businesses that proactively foster green businesses, green jobs, and green practices.	Potential changes where not existing, are explored at next policy review point.	Businesses build their capacity in this space to better addresses procurement suitability.	Not commenced	2024
Develop procurement guidelines and tools to support staff engagement with sustainable procurement and sustainable purchasing for Council operations.	Develop policy or authorised statement around Sustainable Purchasing on Stationary Implement use of recycle paper.	Direction provided to support integration of sustainability considerations.	Not commenced	2024
4b) Demonstrating sustainable initiatives to the community and for the community				
Monitor Council's heavy plant fleet and investigate alternatives to reduce emissions and consumption.	Review local government exemplars and options for future fleet upgrades.	Aligns with wider Council fleet ambitions.	Commenced	Ongoing
Investigate use of recycled plastics and sustainable life cycle processes in furnishing within council open space.	Review exemplars locally and integrate, and identify area to pilot projects.	Options for reuse of materials, in ongoing and direct infrastructure for Council.	Commenced	Ongoing
Support installation of more EV Charging Stations.	Support promotion and facilitation of outcomes the NT EV strategy and implementation plan, including collaboration on guidelines.	Addresses consumer concern and barriers to local adoption of EV vehicles.	Commenced	Ongoing
Provide E-waste recycling at council facilities.	Permanent facility and drop off available at all Council facilities.	Permanent fixture, and greater awareness of option to dispose appropriately.	Commenced	Ongoing
Council consultation and engagement processes consider sustainability in their communications plan.	Internal communications brief to address sustainability, in terms of value add of materials. Explore alternatives for commonly used options to ensure ready alternatives are available.	Outward activity with community demonstrates consideration for sustainability and reduces unnecessary waste produced by Council.	Not commenced	2026
4c) Incentivise and support local businesses to drive innovation and capacity				
Provide incentives and education opportunities for SMEs to improve energy and water efficiency in their operations.	Engage with local business to gauge interest and identify suitable infrastructure or resources to support.	Coordinated approach that considers more than residents.	Commenced	Ongoing
Promote and encourage partnering with the Australian Business Energy Service, which offers energy audits and consultation on ways to save.	Utilise communications and event opportunities locally, to link to this service.	Leverages existing services capabilities.	Not commenced	2025
Encourage development of solar generation operations, and explore opportunities for rate incentives for 'Solar Based Businesses'	Review current uptake of solar for businesses, as well as barriers or areas of incentive.	Coordinated approach that seeks multiple levers to engage with business.	Not commenced	2026
Investigate development of retrofit program for existing tenanted/community buildings to improve energy and water use efficiencies, reducing business overheads.	Attain interest and possibilities in commercial buildings that may suit such programs locally Then develop engagement process.	New methods adopted for older structures.	Not commenced	2026
Promote, encourage, and enhance City of Palmerston's Open Data Hub, so that local investors can make data driven decisions when undertaking local investment.	Identify possible users for such a tool and useability Council contractors utilise data mapping tools.	Offer opportunity to utilise existing data to build capabilities.	Not commenced	2026

COUNCIL AGENDA

Attachment 13.2.1.1

Continue to evolve smart city initiatives that focus on improvements on sustainability, including developing a user dashboard.	Develop key questions smart city initiatives seek to answer and consider abilities to monitor data capture.	Build capabilities to manage data and use to inform programs.	Commenced	Ongoing
Local Economic Plan outcomes around working groups and business engagement, promotes sustainable development within agendas.	under actions under the Palmerston Local Economic Plan, a working group committee will be established.	Local economic planning considers sustainability where facilitated by the City of Palmerston.	Commenced	Ongoing

14 INFORMATION AND CORRESPONDENCE

14.1 Information

14.2 Correspondence

14.2.1 Response to submission for City of Darwin Draft 2023-24 Municipal Plan

THAT correspondence dated 30 May 2023 14.2.1 entitled City of Darwin Draft 2023/24 Municipal Plan be received and noted.

30 May 2023

Ms Athina Pascoe-Bell
Mayor
City of Palmerston
PO Box 1
PALMERSTON NT 0830

Set via email: mayor@palmerston.gov.au

Dear Ms Pascoe-Bell



Re: City of Darwin Draft 2023/24 Municipal Plan

Thank you for your recent submission received 3 May 2023.

In response to your specific request for information: per point 2, numbered in your correspondence:

.... a response is provided to CoP that clarifies the proposed interpretation and implementation of the new fees of:

- a General waste contaminated by green waste*
- b Contaminated constructions waste*
- c Mattresses*

New contaminated waste charges encourage commercial operators and local governments to manage waste streams to support increased recycling rates and diverting waste from landfill.

Commercial general waste with a significant proportion of green waste contamination, recorded at the weighbridge or at the waste tipping area, will be charged at a higher rate to cover the significant operational handling costs of sifting and separating green waste from general waste.

Contamination charges for construction waste will be applied within the same framework.

The guiding principle for these contamination charges is to encourage waste diversion, not to generate additional revenue. In cases where only minor contamination levels are recorded a contamination charge will not be applied. We encourage the City of Palmerston to proactively educate households, businesses and kerbside collections teams in reducing contamination levels and transition the community towards a circular economy.

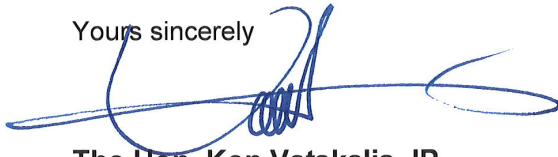
To support a circular economy, mattresses at Shoal Bay Waste Management Facility will no longer be placed in landfill. The processing of mattresses for recycling requires additional onsite handling and processing. Mattresses will be charged at a unit rate at the weighbridge. Where mattresses are mixed with other waste streams, a standardised mattress weight will be subtracted from the recorded waste tonnage.

In response to the broader general issue of increases in waste fees; City of Darwin has recently made and will continue to make significant investment in the Shoal Bay Waste Management Facility to ensure that it meets compliance obligations and standards set out in the requirements to operate the Environmental Protection Licence subject to the facility.

It is important that all of the operational and investment costs are applied equitably to all of the users of the facility, on a 'user pays' principle. City of Darwin has noted that both the waste remediation and the waste management reserves need significant further investment to meet the future demand for the requirements of the site.

The fees and charges register provides transparent disclosure of the revenue generation required to support the operational costs of the facility, supplement the required levels of reserves and preparedness for future remediation. The annual report and the audited financial statements provide detail on historic revenue and expenditure directly related to the facility.

Yours sincerely

A handwritten signature in blue ink, appearing to be 'Kon Vatskalis', with a long horizontal flourish extending to the right.

The Hon. Kon Vatskalis JP
LORD MAYOR

A Place for People

15 REPORT OF DELEGATES

16 QUESTIONS BY MEMBERS

17 GENERAL BUSINESS

18 NEXT ORDINARY COUNCIL MEETING

THAT the next Ordinary Meeting of Council be held on Tuesday, 20 June 2023 at 5:30pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

19 CLOSURE OF MEETING TO PUBLIC

THAT pursuant to section 99(2) and 293(1) of the *Local Government Act 2019* and section 51(1)(a) of the *Local Government (General) Regulations 2021* the meeting be closed to the public to consider the Confidential items of the Agenda.

20 ADJOURNMENT OF MEETING AND MEDIA LIAISON



MINUTES

2nd Ordinary Council Meeting Tuesday 16 May 2023

The Ordinary Meeting of the City of Palmerston held in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston, NT 0830

'A Place for People'



A Place for People

COUNCIL AGENDA Attachment 24.1.1 COUNCIL MINUTES

Minutes of Council Meeting
held in Council Chambers
Civic Plaza, 1 Chung Wah Terrace, Palmerston
on Tuesday 16 May 2023 at 5:30pm.

PRESENT

ELECTED MEMBERS

Mayor Athina Pascoe-Bell (Chair)
Deputy Mayor Lucy Morrison
Councillor Danielle Eveleigh
Councillor Mark Fraser
Councillor Amber Garden
Councillor Ben Giesecke
Councillor Sarah Henderson

STAFF

Chief Executive Officer, Luccio Cercarelli
Deputy Chief Executive Officer, Amelia Vellar
General Manager Community and Culture, Anna Ingram
Acting Director Finance and Governance, Sheree Jeeves
Minute Secretary, Kate Roberts

GALLERY

Seven members of staff

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 16 MAY 2023

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A Place for People

COUNCIL AGENDA Attachment 24.1.1 COUNCIL MINUTES

1 ACKNOWLEDGEMENT OF COUNTRY

City of Palmerston acknowledges the Larrakia people as the Traditional Custodians of the Palmerston region. We pay our respects to the Elders past, present and future leaders and extend that respect to all Aboriginal and Torres Strait Islander people.

2 OPENING OF MEETING

The Chair declared the meeting open at 5.30pm.

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies

Moved: Councillor Eveleigh
Seconded: Councillor Fraser

THAT the apology received from Councillor Hale for 16 May 2023 be received and noted.

CARRIED 10/832 – 16/05/2023

3.2 Leave of Absence Previously Granted

Nil

3.3 Leave of Absence Request

Nil

4 REQUEST FOR AUDIO/AUDIOVISUAL CONFERENCING

Nil

5 DECLARATION OF INTEREST

5.1 Elected Members

Nil

5.2 Staff

Moved: Councillor Garden
Seconded: Councillor Henderson

THAT the Declaration of Interest received from the Chief Executive Officer, Luccio Cercarelli, for Item 25.1.1 - Confidential Restricted (Circulated Under Separate Cover) be received and noted.

CARRIED 10/833 – 16/05/2023

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 16 MAY 2023

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A Place for People

COUNCIL AGENDA Attachment 24.1.1 COUNCIL MINUTES

6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

Moved: Councillor Henderson

Seconded: Councillor Fraser

THAT the Minutes of the Council Meeting held on 2 May 2023 pages 11017 to 11025 be confirmed.

CARRIED 10/834 – 16/05/2023

6.2 Business Arising from Previous Meeting

Nil

7 MAYORAL REPORT

Nil

8 DEPUTATIONS AND PRESENTATIONS

Nil

9 PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)

Nil

10 CONFIDENTIAL ITEMS

10.1 Moving Confidential Items into Open

23.1 Stuart Totham - Alcohol Management Presentation - The Endeavour Group

Moved: Councillor Fraser

Seconded: Councillor Eveleigh

1. THAT the confidential Presentation by Stuart Totham, Senior Advisor – Community Engagement and Sustainability – Endeavour Group be received and noted.
2. THAT the Council Decision relating to the confidential Presentation by Stuart Totham from the Endeavour Group be moved to the Open Minutes of 16 May 2023.

CARRIED 10/854 – 16/05/2023

23.2 Giovina D'Alessandro - Alcohol Policy Presentation for Chief Minister and Cabinet

Moved: Councillor Eveleigh

Seconded: Councillor Fraser

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 16 MAY 2023

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1. THAT the confidential Presentation by Giovina D'Alessandro, Senior Executive Director – Department of the Chief Minister and Cabinet be received and noted.
2. THAT the Council Decision relating to the confidential Presentation by Giovina D'Alessandro, Senior Executive Director - Department of the Chief Minister and Cabinet be moved to the Open Minutes of 16 May 2023.

CARRIED 10/855 – 16/05/2023

10.2 Moving Open Items into Confidential

Nil

10.3 Confidential Items

Moved: Councillor Eveleigh

Seconded: Councillor Fraser

THAT pursuant to Section 99(2) and 293(1) of the *Local Government Act 2019* and section 51(1) of the *Local Government (General) Regulations 2021* the meeting be closed to the public to consider the following confidential items:

Item	Confidential Category	Confidential Clause
23.1	External Presentation Request	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(e) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.
23.2	External Presentation Request	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(e) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.
25.1.1	Restricted Confidential	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(a) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information about the employment of a particular individual as a member of the staff or possible member

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 16 MAY 2023

11032

		of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.
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CARRIED 10/835 – 16/05/2023

11 PETITIONS

Nil

12 NOTICES OF MOTION

Nil

13 OFFICER REPORTS

13.1 Action Reports

13.1.1 Appointment of Deputy Mayor June 2023 to January 2024

Moved: Deputy Mayor Morrison
Seconded: Councillor Henderson

1. THAT Report entitled Appointment of Deputy Mayor June 2023 to January 2024 be received and noted.
2. THAT Council appoint Councillor Eveleigh as Deputy Mayor for the period of 207 days in accordance with Council Policy, Appointment of Deputy Mayor, commencing 8 June 2023 to 1 January 2024 (inclusive) and extends Councillor Morrisons appointment to include 7 June 2023.

CARRIED 10/836 – 16/05/2023

13.1.2 Third Quarterly Budget Review 2022-23

Moved: Councillor Henderson
Seconded: Deputy Mayor Morrison

1. THAT Report entitled Third Quarterly Budget Review 2022-23 be received and noted.
2. THAT Council adopts the operational and capital movements as presented at **Attachment 13.1.2.2** to the Report entitled Third Quarterly Budget Review 2022-23.
3. THAT Council approve that the 2022/2023 Capital Budget, relating to Swimming, Wellness, Events, Leisure and Lifestyle (SWELL), be amended as follows:
 - o A reduction of \$5 million of expenditure for 2022/2023; and
 - o A reduction of the related Swimming, Wellness, Events, Leisure and Lifestyle (SWELL) loan income for the \$5 million for 2022/2023.
 And that this expenditure and income be carried forward into the 2023/2024 budget as of the 1 July 2023.

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 16 MAY 2023

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4. THAT Council approve the following projects to be removed from the 2022-23 Capital Works Budget and the reduction of grant income and borrowings as they have been included in future budgets:
 - a. \$3,783,333 Zuccoli Hub project that was funded through grants (\$2,783,333) and borrowings (\$1,000,000)
 - b. \$147,000 Aquatic centre roof replacement, funded through grants.
5. THAT Council adopts the following reserve movements:
 - a. \$2 million capital projects to be transferred to Unexpended Capital Reserves and as at 1 July 2023 to be transferred from Unexpended Capital Reserves to the 2023-24 Capital Expenditure Budget

• Archer Waste Management Facility Renewals	\$500,000
• Archer Waste Facility Shade Structure	\$500,000
• Pump Park/Skate Park Zuccoli	\$300,000
• Dark Spot	\$200,000
• Enterprise Resource Planning (ERP)	\$500,000
 - b. Transfer \$75,000 from the Funds in Lieu of Construction (FILOC) Reserve for Developer Funded - Driveway
 - c. Transfer of \$779,817 from Unexpended Grant reserve due to 2023-24 Federal Assistance Grants received in advance in 2021-22
 - d. The amount of \$227,057 for the interest and loan repayment for Swimming, Wellness, Events, Leisure and Lifestyle (SWELL) and Zuccoli Hub to be transferred to the Major Initiatives Reserve.
6. THAT Council adopts the Revised 2022-23 Budget as presented at **Attachment 13.1.2.2** to the Report entitled Third Quarterly Budget Review 2022-23.

CARRIED 10/837 – 16/05/2023

13.1.3 Additional Information - Broadarrow Circuit Woodroffe

Moved: Councillor Garden
Seconded: Deputy Mayor Morrison

1. THAT Report entitled Additional Information - Broadarrow Circuit Woodroffe be received and noted.
2. THAT Council retrieve Report entitled Laneway Closure Request – Broadarrow Circuit from the table and that this be the next item of consideration in the agenda.

CARRIED 10/838 – 16/05/2023

13.1.4 Laneway Closure Request - Broadarrow Circuit Woodroffe

Moved: Deputy Mayor Morrison
Seconded: Councillor Garden

1. THAT Report entitled Laneway Closure Request - Broadarrow Circuit Woodroffe be received and noted.

Initials: _____

2. THAT following consideration of the Broadarrow Circuit Laneway Request received 9 January 2023, that the laneway remains open at this time, with a further review and report to Council at the Second Ordinary Meeting in November 2023.
3. THAT a review of the Laneway Management Policy be brought forward to occur by the Second Ordinary Meeting in November 2023.

CARRIED 10/839 – 16/05/2023

13.2 Receive and Note Reports

13.2.1 Community Benefit Scheme - April Update 2023

Moved: Councillor Fraser
Seconded: Deputy Mayor Morrison

THAT Report entitled Community Benefit Scheme - April Update 2023 be received and noted.

CARRIED 10/840 – 16/05/2023

13.2.2 Hooked on Palmerston Catch and Release Competition

Moved: Councillor Fraser
Seconded: Councillor Henderson

THAT Report entitled Hooked on Palmerston Catch and Release Competition be received and noted.

CARRIED 10/841 – 16/05/2023

13.2.3 Palmerston Youth Festival Update 2023

Moved: Councillor Eveleigh
Seconded: Councillor Henderson

THAT Report entitled Palmerston Youth Festival Update 2023 be received and noted.

CARRIED 10/842 – 16/05/2023

13.2.4 Major Capital Projects May 2023 Update

Moved: Councillor Fraser
Seconded: Councillor Henderson

THAT Report entitled Major Capital Projects May 2023 Update be received and noted.

CARRIED 10/843 – 16/05/2023

13.2.5 Finance Report for the Month of April 2023

Moved: Councillor Garden
Seconded: Councillor Eveleigh

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 16 MAY 2023

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THAT Report entitled Finance Report for the Month of April 2023 be received and noted.

CARRIED 10/844 – 16/05/2023

14 INFORMATION AND CORRESPONDENCE

14.1 Information

Nil

14.2 Correspondence

14.2.1 Phase 4 Funding - Local Roads and Community Infrastructure (LRCI) Program

Moved: Councillor Fraser
Seconded: Deputy Mayor Morrison

THAT correspondence dated 3 May 2023 14.2.1 entitled Phase 4 Funding - Local Roads and Community Infrastructure (LRCI) Program be received and noted.

CARRIED 10/845 – 16/05/2023

15 REPORT OF DELEGATES

Nil

16 QUESTIONS BY MEMBERS

Nil

17 GENERAL BUSINESS

Nil

18 NEXT ORDINARY COUNCIL MEETING

Moved: Councillor Garden
Seconded: Councillor Fraser

THAT the next Ordinary Meeting of Council be held on Tuesday, 6 June 2023 at 5:30pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

CARRIED 10/846 – 16/05/2023

19 CLOSURE OF MEETING TO PUBLIC

Moved: Councillor Fraser
Seconded: Councillor Garden

THAT pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(a) of the Local Government (General) Regulations 2021 the meeting be closed to the public to consider the Confidential items of the Agenda.

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 16 MAY 2023

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CARRIED 10/847 – 16/05/2023

20 ADJOURNMENT OF MEETING AND MEDIA LIAISON
Nil

The open section of the meeting closed at 6.16pm for the discussion of confidential matters.

The closed section of the meeting reopened at 6.16pm.

The Chair declared the meeting closed at 8.33pm.

Chair

Print Name

Date

Initials:

MINUTES ORDINARY COUNCIL MEETING - 16 MAY 2023

11037