

# **1st ORDINARY COUNCIL MEETING**

## **NOTICE OF MEETING**

**TUESDAY, 10 DECEMBER 2019**

The Ordinary Meeting of the City of Palmerston will be held in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston commencing at 5.30pm.

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**LUCCIO CERCARELLI**  
**CHIEF EXECUTIVE OFFICER**

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**1** ACKNOWLEDGEMENT OF COUNTRY

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**2** OPENING OF MEETING

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**3** APOLOGIES AND LEAVE OF ABSENCE

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- 3.1 Apologies
- 3.2 Leave of Absence Previously Granted
- 3.3 Leave of Absence Request

**4** REQUEST FOR TELECONFERENCE

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**5** DECLARATION OF INTEREST

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- 5.1 Elected Members
- 5.2 Staff

**6** CONFIRMATION OF MINUTES

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6.1 Confirmation of Minutes

THAT the Minutes of its Council Meeting held on 19 November 2019 pages 9950 to 9960 be confirmed.

6.2 Business Arising from Previous Meeting

**7** MAYORAL REPORT

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7.1 Mayoral Update Report – November 2019

M9/016



A Place for People

# MAYORAL REPORT

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1st Ordinary Council Meeting

<b>AGENDA ITEM:</b>	7.1
<b>REPORT TITLE:</b>	Mayoral Update Report – November 2019
<b>REPORT NUMBER:</b>	M9/016
<b>MEETING DATE:</b>	10/12/2019
<b>AUTHOR:</b>	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 a highlight summary of some recent activities.

## KEY MESSAGES

- General collaboration with Australian and Northern Territory Governments.
- Exploring opportunities for funding.
- Strengthening collaborations with Australian Local Governments.
- Attendance at various activities and services in Palmerston.

## RECOMMENDATION

THAT Report Number M9/016 entitled Mayoral Update Report – November 2019 be received and noted.

## DISCUSSION

### Meeting NT Senator

The CEO and I met with Senator McMahon and I updated the Senator on projects and activities in Palmerston. I provided a detailed briefing on the Australian Government's election commitment to fund the upgrade of the Gray Community Hall. I also updated the Senator on progress of the Pool Renewal and sought her support for the project.

I have invited the Senator to visit Palmerston to view the progress of our wonderful City.

### Storytime

Throughout the year I regularly attend our Library and take part in Storytime, one Thursday each month. This month I read "There was an old Mozzie who swallowed a lady", written by P Crumble and illustrated by Louis Shea. This is a wonderful story that was enjoyed by all that attended the morning. It was great to see so many parents with young kids utilising one of our great activities that Council offers.

## Remembrance Day 2019

At 11 am on 11 November 1918 the guns of the Western Front fell silent after more than four years continuous warfare. The 11th hour of the 11th day of the 11th month attained a special significance in the post-war years. This year a number of elected members and I attended the Palmerston RSL Remembrance Day Service, paying our respects on this very significant day.

## Visit to West Arnhem Regional Council

Early in the month the CEO and I travelled to West Arnhem Regional Council. Whilst there we travelled to Gunbalanya, met the Council staff and took a tour of the community including the Council facilities and Injalak Arts Centre. We then travelled back to Jabiru and visited the Child Care Centre, Swimming Pool, landfill and other facilities that West Arnhem Regional Council have involvement in. The following day we were guests at their Council Meeting.

On behalf of Council I extended an invitation to the West Arnhem Regional Council to visit Palmerston.

## Launch of New Waste Trucks

This month saw the launch of the new fleet of residential waste collection trucks which are set to deliver significant benefits for the Palmerston community, along with eye-catching designs and educational messaging to help encourage recycling. External design features have been created to resonate with locals and fit the Territory Lifestyle; they include a barramundi, magpie geese, goanna, turtle and mud crab.

The Australian-made trucks feature innovative on-board tracking technology that will provide a greater level of customer service, with GPS information accessible in real-time to resolve resident concerns in a single call. They also have the ability to report damaged bins without the resident needing to lodge an issue.

## Palmerston Carols

This month Palmerston Carols, was held in the Recreation Centre and was hosted by Amy Hetherington, with local performers and school groups singing a variety of festive favourites. This event was very well attended and enjoyed immensely.

## Youth Drop-In Centre Announcement

As you are aware, we have partnered with the Northern Territory Government to establish a Youth Drop-In Centre for the young people in Palmerston in response to the Palmerston Youth Action Plan and the Northern Territory Government's Breaking the Cycle of Crime in Palmerston. The Palmerston Youth Drop-In Centre will provide early-intervention and redirect young people away from anti-social behaviour towards greater positive participation in the community.

Development of the Palmerston Youth Drop-In Centre will include a staged approach. Stage 1 will include fit-out of the centre and implementation of supervised activities while Stage 2 will consider the need for short-term, safe sleeping spaces within 12 months of the centre opening. This service will be for young people unable to return to a safe environment at night. The Northern Territory Government has committed up to \$1.5 million per year in funding for three years to provide this service.



city of  
**PALMERSTON**

*A Place for People*

# MAYORAL REPORT

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1st Ordinary Council Meeting

## **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**

There are no attachments for this report.

## 8 DEPUTATIONS AND PRESENTATIONS

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- 8.1 Youth Programs and Activities in Palmerston  
Presentation by Territory Families and NT Police

## 9 PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)

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## 10 CONFIDENTIAL ITEMS

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- 10.1 Moving Confidential Items into Open  
10.2 Moving Open Items into Confidential

### 10.3 Confidential Items

THAT pursuant to *Section 65(2)* of the *Local Government Act* and *Regulation 8* of the *Local Government (Administration) Regulations* the meeting be closed to the public to consider the following confidential items.

ITEM	REGULATION	REASON
25.2.1	8(c)(i)	This item is considered 'Confidential' pursuant to <i>Section 65(2)</i> of the <i>Local Government Act</i> and 8(c)(i) of the <i>Local Government (Administration) Regulations</i> , which states municipal 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 cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

## 11 PETITIONS

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## 12 NOTICES OF MOTION

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### 12.1 Donation for Australian Bushfire Appeals 2019

THAT Council make a financial donation of \$1000 each to Australian Red Cross and The Salvation Army to support communities affected by the recent significant bushfires in Australia.

COUNCIL MEETING DATE: 10 December 2019

TOPIC: Donation for Australian Bushfire Appeals

BACKGROUND:

Queensland and New South Wales have been hit by some of the most devastating bush fires ever seen in Australia.

Sadly, the fires have resulted in the loss of lives, significant and extensive damage to infrastructure, flora and fauna. I am sure like me the thoughts and prayers of Council and Community of Palmerston are with all those affected by this natural disaster.

It has been reported that the scale and severity of the bushfires is testing the resources of firefighters, charities, and animal rescue groups.

It has been stated that there is a long road to recovery for many of the affected communities.

The Palmerston and the greater Darwin region are no strangers to the impact disasters have on communities.

We also understand the difference made when we as a community rally to show our support and assist in any way we can to rebuild and support affected communities.

A number of registered charities are seeking support to respond to the needs of these communities affected by this disaster.

The Queensland and New South Wales Government websites have identified the following registered charities:

- Australian Red Cross Society
- The Salvation Army
- St Vincent de Paul Society Bushfire Appeal.

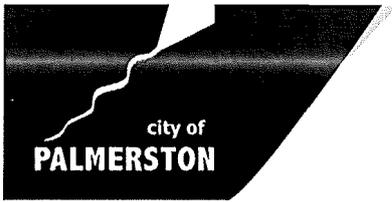
Council Policy for Grants, Donations, Scholarships and Sponsorships has the purpose to actively support initiatives which benefit the Palmerston Community.

Council can approve a donation outside the Policy if it considers it has merit.

I am seeking Council support to make a financial donation to assist those unfortunate communities who have been affected by these bushfires, our fellow Australians.

OBJECTIVE:

The objective of this Notice of Motion is for the Council on behalf of the Palmerston Community to provide support by way of a financial donation to assist bushfire affected communities.



# NOTICE OF MOTION

It is being proposed that two donations of \$1000 be made to Australian Red Cross Society and The Salvation Army.

NOTICE OF MOTION:

THAT Council make a financial donation of \$1000 each to Australian Red Cross Society and The Salvation Army to support communities affected by the recent significant bushfires in Australia.

Agad  
Signature

Amber Gauden  
Print Name

3 December 2019  
Date

**13 OFFICER REPORTS**

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## 13.1 Receive and Note Reports

13.1.1	Abandoned Vehicles in Palmerston	9/0356
13.1.2	<i>Prójects</i> – Making the Switch, Update December 2019	9/0338
13.1.3	Community Benefit Scheme December 2019 Update	9/0213
13.1.4	Palmerston Safe Communities Committee November 2019 Minutes	9/0317
13.1.5	Financial Report for the Month of November 2019	9/0354

<b>AGENDA ITEM:</b>	13.1.1
<b>REPORT TITLE:</b>	Abandoned Vehicles in Palmerston
<b>REPORT NUMBER:</b>	9/0356
<b>MEETING DATE:</b>	10/12/2019
<b>AUTHOR:</b>	Manager Ranger Services, Jeffrey Borella
<b>APPROVER:</b>	Director Lifestyle and Community, Amelia Vellar

## COMMUNITY PLAN

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

## PURPOSE

This report was requested by Council to overview the management of abandoned vehicles within Palmerston including any opportunities to improve service delivery.

## KEY MESSAGES

- Council is authorised to remove or require owners to remove vehicles abandoned located on Council roads within the municipality.
- Northern Territory Government (NTG) Department of Infrastructure, Planning and Logistics, (DIPL) Main Roads Section, are the competent authority for the removal of abandoned vehicles from NTG roads.
- Any vehicle parked in a dangerous or hazardous manner, on any road, should be reported to NT Police who can remove it immediately.
- Between 30 October 2018 and 30 October 2019, 256 abandoned vehicle reports were received by Council.
- Council Rangers contact owners of abandoned vehicles left in any public space within Palmerston as soon as the abandoned vehicle is identified.
- Both DIPL and Council are committed to improving response times.

## RECOMMENDATION

THAT Report Number 9/0356 entitled Abandoned Vehicles in Palmerston be received and noted.

## BACKGROUND

At the 2<sup>nd</sup> Ordinary Council Meeting of 17 September 2019 Council made the following decision:

### 17.1 Abandoned Vehicles

*THAT a report outlining the legislative requirements, procedures, practices and timeframes associated with the management of abandoned vehicles within Palmerston including any opportunities to improve service delivery, be presented to Council by the First Ordinary Meeting in December 2019.*

**CARRIED 9/0835 - 17/09/2019**

Between 30 October 2018 and 30 October 2019, 256 abandoned vehicle reports were received by Council. A total of 70 vehicles were removed by Council, 174 vehicles were removed by the owner or persons unknown and the remaining 12 were removed before Rangers acted or the land in which the vehicle was parked was not controlled by Council.

## **DISCUSSION**

Abandoned vehicles are unsightly and potentially dangerous. They can encourage vandalism and arson, endangering lives, property and the environment. In addition, components of abandoned vehicles can deteriorate and leaks, such as oil and battery acid, pollute the surroundings and can cause risk to the health and safety of people and animals. Abandoned vehicles also provide harbourage for pests like rats and mice and are a valid source of complaint from the public.

### **Definition**

An abandoned vehicle is:

- a vehicle that is registered and left for more than 24 hours at a public place where it is not allowed to be stopped or parked;
- registered and left for more than 24 hours in a public parking area where there is limited parking time;
- registered and left for more than seven (7) days in a parking area where vehicle timed parking is not limited or
- not registered and left on a public road.

### **Legislative requirements, procedures, practices**

Within the City of Palmerston there are three ways abandoned vehicles present:

1. An abandoned vehicle on a Council owned road
2. An abandoned vehicle on a Northern Territory Government owned road or
3. An abandoned vehicle on any road that is a safety concern.

These three situations are all managed in slightly different ways.

Council Rangers place an abandoned vehicle notice on the reported vehicle in accordance with Council's Abandoned Vehicle Procedure.

If a vehicle is stopped or parked in a dangerous position and is a hazard to the public, Police can direct the competent authority, be it NTG or Council, to tow or move the vehicle to a safe location. Once impounded, further attempts will be made to contact the owner and a public notice will be placed on Council's web page (<https://www.palmerston.nt.gov.au/operations/parking-roads/parking/abandoned-vehicles>) for a seven (7) day period. If unsuccessful, the vehicle will be handed over to a Council contractor for disposal.

All vehicles that are a viable asset are held for 28 days. An abandoned vehicle release fee of \$154 to cover administration and towing cost will be payable to Council on release of the vehicle. Proof of ownership is required before releasing an impounded vehicle.

NTG Main Roads confirmed they operate under the same legislation as Council, Part 5 of the *NTG Traffic Regulations* and are the competent authority for NTG road corridors that lay within the Palmerston municipality and are bound by identical time frames. All other arterial and suburban roads are the responsibility of Council.

### **Timeframes**

Unregistered vehicles are required to be moved within 24 hours while registered vehicles are required to be moved within seven (7) days. All reasonable attempts will be made to contact the owner to arrange the removal of the vehicle before Council makes arrangements to tow and impound the vehicle in accordance with Part 5 of the *NTG Traffic Regulations*.

### **Reporting Mechanisms**

Council has service phonedlines to call Rangers during the day and after hours to report any regulatory services related issue including abandoned vehicles. Contact details can be found as well as information on the process on Council's website. Community members can email Council or report any issue via the website through the contact us page found here- <https://www.palmerston.nt.gov.au/contact-us>

To make reporting to the relevant authority easier, Council also has available via its website interactive maps that use GIS technology to show whether a road is owned by Council or NTG. This road map can be found here- <https://palmerston.maps.arcgis.com/apps/StoryMapBasic/index.html?appid=f5bacd68c1124d4886e6abedc476c732>

Council staff also contacted DIPL staff who have advised of an after-hours phone number to assist with reporting abandoned vehicles on NTG owned roads to improve their response times. DIPL staff are also available during normal business hours.

### **Opportunities to improve service delivery**

Council has conducted research on the process's other regional councils with a similar demographic currently follow to address their abandoned vehicle issue. The aim of this research is to find out options and gain ideas on how to improve our current service level.

At this point in time other jurisdictions such as Cairns Regional Council and Townsville City Council can remove abandoned vehicles from public spaces controlled by Council, within 48 hours depending on location, whether they are registered, roadworthy or neither. Similarly, as here in the Northern Territory, they are bound by Queensland State Legislation guidelines. Abandoned vehicles on Queensland government roads remain under government care and control. After questioning these other Council's process staff found that City of Palmerston's mirrored or was at an improved service level to the other councils contacted.

Council and DIPL staff are in regular contact to manage as effectively as possible all abandoned vehicles in the municipality regardless what road they are found on. Council Rangers contact owners of abandoned vehicles left in a public space within Palmerston as soon as the abandoned vehicles are identified, in an effort to raise awareness that their vehicle may be removed and impounded at short notice. This proactive approach will continue to be used by Rangers when dealing with all abandoned

vehicle reports regardless of jurisdiction, and in doing so, will continue to strive for an improved service level to the various stakeholders and the general public. Greater vigilance by Rangers when performing other duties to identify abandoned vehicles (seen whilst driving around Palmerston) will also assist in faster removal.

## CONSULTATION PROCESS

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

- The Regulatory Services team

In preparing this report, the following external parties were consulted:

- The Northern Territory Government, Department of Infrastructure, Planning and Logistics, Main Roads Corridor Section.

## POLICY IMPLICATIONS

There are no policy implications for this report.

## BUDGET AND RESOURCE IMPLICATIONS

The annual budget allocated for removal of Abandoned Vehicle is \$12,000. The Year to date spend thus far is \$2940, the remaining budget available is \$9060.

## RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

The management of abandoned vehicles is guided by the following:

- Part 5 of the *Northern Territory of Australia Traffic Regulations 1999*
- City of Palmerston Abandoned Vehicle Procedure
- City of Palmerston Emergency Removal Procedure

## ENVIRONMENT SUSTAINABILITY IMPLICATIONS

Abandoned vehicles are unsightly and dangerous creating an eyesore which can encourage vandalism and arson, endangering lives, property and the environment. In addition, components deteriorate and leak, such as oil and battery acid, polluting the surroundings and can cause risk to health and safety of people and animals. Abandoned vehicles also provide harbourage for pests like rats and mice.

## 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

There are no attachments to this report.

<b>AGENDA ITEM:</b>	13.1.2
<b>REPORT TITLE:</b>	<i>Prójects</i> – Making the Switch, Update December 2019
<b>REPORT NUMBER:</b>	9/0338
<b>MEETING DATE:</b>	10/12/2019
<b>AUTHOR:</b>	Public Lighting Coordinator, Jiri Heider
<b>APPROVER:</b>	Director Organisational Services, Richard Iap

## COMMUNITY PLAN

Future Focused: Palmerston is an innovative city that sustains itself through the challenges of the future.

## PURPOSE

This report provides Council with an update on the *Prójects* – Making the Switch, Public lighting transition to smart LED's project.

## KEY MESSAGES

- Council identified the replacement of 4,700 street and public lights with smart controlled LED lights over a two-year period as a major initiative within *Próject*.
- Council has committed a total of \$3.65 million (GST exclusive) to the program.
- Council has awarded contracts for the delivery of this project with estimate cost of \$3.2 million.
- The first stage of 200 public streetlights replacements commenced in Moulden in April 2019.
- Council have identified additional 247 lights and increased street lighting wattage requirements during rollout of the project.
- Council has now completed upgrades of all street and public lights in the suburbs of Moulden, Driver and Gray.
- All street lights on residential roads have been completed in the suburbs of Woodroffe, Gunn, Rosebery and Farrar.
- It is anticipated that all lights in Palmerston will be completed by April 2020.
- In total, 3059 of the 4947 lights have been replaced with new LEDs with smart controls as of 2 December which is approximately 62% of the total lights in the project.
- It is anticipated that this project will result in savings of an estimated \$570,000 annually once completed.
- Recycling and disposing of existing streetlights in an environmentally appropriate manner is occurring meeting Council's sustainability expectations for the contracted works.
- Carbon dioxide emissions as a consequence of the new LEDs lights will be reduced by more than 64% and is the equivalent of planting more than 500 hectares of Australian forest trees.
- Council's Dark Spots program for lighting improvements has been identified and are currently underway.

## RECOMMENDATION

THAT Report Number 9/338 entitled *Próject* – Making the Switch, Update December 2019 be received and noted.

## BACKGROUND

At the 1<sup>st</sup> Ordinary Council Meeting on 5 February 2019, Council resolved the following:

*Próject - Making the Switch, Update February 2019* 9/0147

*THAT Report Number 9/0147 entitled Próject - Making the Switch, Update February 2019 be received and noted.*

**CARRIED 9/0460 - 05/02/2019**

At the 1<sup>st</sup> Ordinary Council Meeting on 2 April 2019, Council resolved the following:

*Próject - Making the Switch, Update March 2019* 9/0204

*THAT Report Number 9/0204 entitled Próject - Making the Switch, Update March 2019 be received and noted.*

**CARRIED 9/0558 - 02/04/2019**

At the 1<sup>st</sup> Ordinary Council Meeting on 6 August 2019, Council resolved the following:

*Próject - Making the Switch, Update August 2019* 9/0280

*THAT Report Number 9/0280 entitled Próject - Making the Switch, Update August 2019 be received and noted.*

**CARRIED 9/0757 - 06/08/2019**

This project forms part of Council's major initiatives and is captured as part of *Prójects - The Family City*. Council has awarded contracts as follows:

- Installation of LED luminaires and associated equipment has been awarded to Northern Territory based electrical company ESPEC.
- Public lighting LED luminaire supply has been awarded to a panel of three suppliers being:
  - Light Source Solutions,
  - OrangeTek and
  - Signify (formerly Philips).

Originally it was expected the project would be completed in 24 months from commencement date. This date was revised once tenders for installation works were awarded to ESPEC to 15 months. Council is now on track to deliver this project within one year, by April 2020.

## DISCUSSION

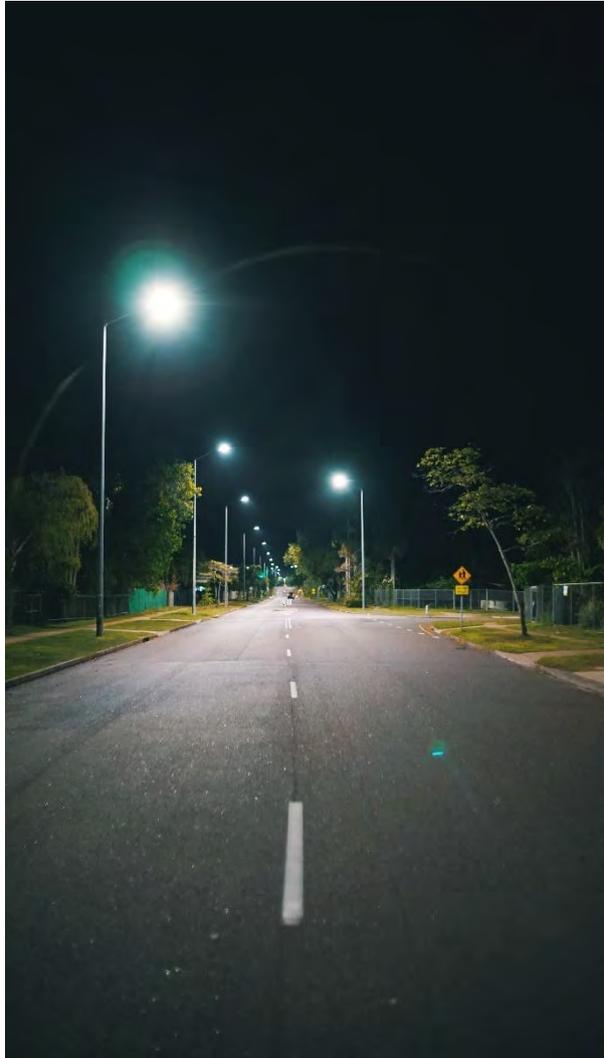
Council has been actively working on the accelerated delivery of this significant project. In total, 3059 smart controlled LED luminaires have been replaced as of 2 December which is about 62% of the total project.

Examples of areas with recently upgraded lighting are shown:

**Emery Avenue, Durack**



**Forrest Parade, Zuccoli**



**Frances Drive,  
Palmerston City**

After completion of the first stage of 200 lights in the roll out in Moulden, Council and its contractors agreed on an accelerated timescale for the project which could have seen completion achieved within one year. It is anticipated on current progress, delivery times for lights and the time taken to re-program the residential road lights that the conversion project will be completed during April 2020. The installation contractor, ESPEC, have worked with Council to ensure continued efficiency of installations and have addressed issues when identified and bringing on new processes. EPSEC will also provide an additional crew in the coming weeks to ensure revised target dates are achieved.

Commencing the project in Moulden, Council has now completed upgrades of all street and public lights in the suburbs of Moulden, Driver and Gray. All residential roads have been completed in the suburbs of Woodroffe, Gunn, Rosebery and Farrar.

Council along with external specialist lighting consultants, Next Energy, have carried out 'before' and 'after' light measurements throughout the City over the roll out period. These exercises have helped to identify areas where legacy lighting has been installed in an ad-hoc fashion and a one for one replacement of luminaires will not dramatically improve light compliance levels.

During the reviews of lighting levels across the City, Council has decided to re-program a number of residential road luminaires to allow for additional, higher light output. This will give Council the ability to increase lighting levels in residential areas to improve the quality and intensity of lights. ESPEC will undertake the programming works of lights as part of the rollout contract.

Council have also taken the decision to increase the wattage of certain replacement luminaires to be used on major roads, where the requirements of vehicle drivers have a higher priority. This will allow higher lighting levels on main roads where greater road safety advantages can be gained. This increased service level will only have a minimal impact on the total reduction in energy and emissions from original estimates. The ability to select higher lighting levels can be controlled by staff using the installed smart control system and the selected lighting levels will be determined on a location by location basis.

Since the commencement of the project, Council has been working with Power and Water Corporation (PWC) on the installation of the new LED lights on overhead poles. There has been a number of delays on the approvals of lights, which has seen significant delays with installation of lights in Yarrowonga, Pinelands and Marlow Lagoon. Council is expecting approvals to be provided by the end of the December.

A significant part of the LED upgrade project is every quarter an inventory list replaced lights are submitted to PWC. This ensures Council receives reduced tariff rates for the upgraded lights and realises the savings on Council's power bill. Council's most recent PWC bill identifies \$20,000 in savings.

As part of this project Council committed a portion of the annual savings to the delivery of a 'Lighting Dark Spots' program. This program recognises that due to the age and design of existing infrastructure, and the fact that many public areas have no infrastructure, that a number of dark and unsafe areas with poor or no lighting would and had been identified.

Council has now commenced under the Dark Spots program for upgrades of:

- Memorial Park, Palmerston City
- Marlow Lagoon (Round-about on Flockhart drive), Marlow Lagoon
- Waterhouse Crescent, Driver
- Melastoma Drive, Moulden

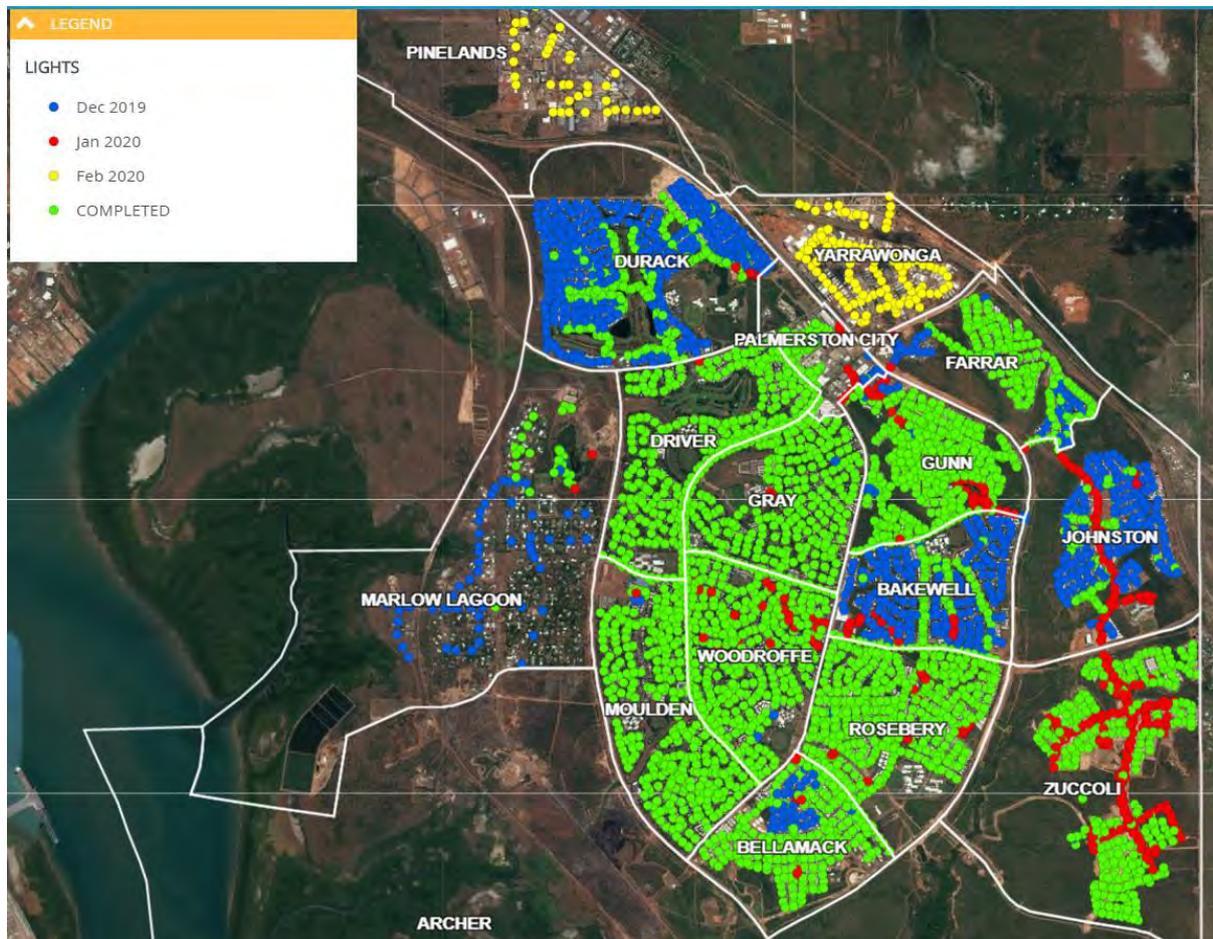
## CONSULTATION PROCESS

Council is undertaking a media and social media campaign advising of this project and its commitment.

A live map of the replacement program has been published on the CoP website, and can be viewed here:

<http://www.palmerston.nt.gov.au/operations/major-projects/making-switch>.

A snapshot showing the current upgraded lighting status is shown below:



Feedback received through by Council has been overwhelmingly positive. Council will continue to promote and provide information to residents on the progress of the 'Marking the Switch' project.

In preparing this report the following City of Palmerston staff were consulted:

- Director Finance
- Public Lighting Coordinator

In preparing this report the following external parties were contacted:

- Next Energy

## **POLICY IMPLICATIONS**

There are no policy implications for this report.

## **BUDGET AND RESOURCE IMPLICATIONS**

The approved total budget allocation for this project is \$3.65 million for the replacement of the identified 4,700 public lights.

- Council has approved that the project be funded by a 10-year internal loan at an interest rate of 2.6%.
- Contracts awarded for this project are schedule of rates contracts.
- The project has been revised to include an addition 247 lighting assets being identified to be upgraded and increased repair work being required during installation process in some older suburbs.
- The estimated total schedule of rates contract costs for this project are \$3.2 million, including the additional and higher wattage lights.
- This identified figure of \$3.2 million will be less than the budget allocation for this project of \$3.65 million and will result in \$140,000 reduction in the total interest amount payable for the internal loan.
- With 62% of the project completed, the funding model has been updated based on the new inventory list and conditions.
- It is anticipated that this project, once completed, will result in operational savings of an estimated \$570,000 annually once completed. This is made up by expecting energy savings of \$236,000 per year and a reduction of \$334,000 in maintenance costs.
- These operational savings are considered to be very conservative as future failure rates of the installed LED luminaires is expected to be less than used in the budget figures when compared to other similar installations that have been operational for some time in other projects within Australia and overseas.

## **RISK, LEGAL AND LEGISLATIVE IMPLICATIONS**

With all large projects there are project management risks as part of project delivery. These were substantially addressed at the contracting stage and any further risks are being identified, and mitigation measures put in place as the project progresses. The addition of an additional FTE to specifically manage this project and use of specialised consultants is further mitigating risk.

Installing new efficient luminaires might result in current nearby dark areas appearing darker. There is a risk that the community will demand that these be addressed. This risk is being mitigated by the inclusion of the 'Dark Spots' lighting improvement program funded by savings.

Council staff engaged a law firm, a probity auditor and specialist consultancies to advise and assist with the procurement and delivery phases of this project.

Although it is not legislatively required, the monthly financial report will be updated to include information relating to the internal loan. The report will include how much from the reserve has been borrowed, how much has been repaid, and the final outstanding balance of the loan. Furthermore, the Council will be provided with regular updates on the progress of the project. These reports will also include financial details related to the project.

During the assessment of tenders and the issuing of the contracts, the process was reviewed by legal, probity auditor and technical consultants. No issues were identified during the process by any of these consultants.

## ENVIRONMENT SUSTAINABILITY IMPLICATIONS

Ownership of street lighting has a significant impact on Council's carbon footprint but has also provided Council with an opportunity to implement energy efficient lighting solutions. The accelerated Smart LED Street and Public Lighting Programme provides will drastically reduce the City's emissions and reduced energy usage.

The project will deliver benefits such as:

- Lower levels of light pollution.
- Improved pedestrian and vehicle safety.
- Improved general community safety.
- Improved liveability and amenity.

ESPEC, as part of the installation of the new LED lights and assets, continue to recycle and dispose of existing streetlights in an environmentally appropriate manner to meet Council's sustainability expectations for the works. ESPEC is a signatory for FluoroCycle and will recycle old lamps at accredited facilities.

This project continues Council's commitment to create a more sustainable environment, with carbon dioxide emissions as a consequence of the new LEDs lights will be reduced by more than 64% and is the equivalent of planting more than 500 hectares of Australian forest trees.

As a direct result of issues identified during the ongoing before and after lighting measurements, Council has also recently introduced a work process for tree pruning around street lighting luminaires and it is expected while this may have a short-term budget implication it will save future operational costs associated with luminaire damage. It will also increase the amount of light emanating from the LED luminaires reaching the road surface

## 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

There are no attachments for this report.

<b>AGENDA ITEM:</b>	13.1.3
<b>REPORT TITLE:</b>	Community Benefit Scheme December 2019 Update
<b>REPORT NUMBER:</b>	9/0213
<b>MEETING DATE:</b>	10/12/2019
<b>AUTHOR:</b>	Manager Community Services, Jan Peters
<b>APPROVER:</b>	Director Lifestyle and Community, Amelia Vellar

## COMMUNITY PLAN

Family and Community: Palmerston is a safe and family friendly community where everyone belongs.

## PURPOSE

This report provides Council with a summary of the Community Benefit Scheme 2019/2020 Financial Year applications processed to date.

## KEY MESSAGES

- Council has provided to date, a total of \$74,690 in grants, scholarships, sponsorships and donations, including representation support, from the 2019/2020 fund.
- A balance of \$55,310 remains in the Community Benefit Scheme 2019/2020 budget.
- Four (4) funding requests from organisations and residents have been received this month.

## RECOMMENDATION

THAT Report Number 9/0213 entitled Community Benefit Scheme December 2019 Update be received and noted.

## BACKGROUND

City of Palmerston provides Community Benefit Scheme (CBS) funding in the form of grants, donations and sponsorships to eligible community groups offering activities, projects and services that assist Council to deliver on Palmerston's vision of 'A Place for People'.

Funding may also be awarded to eligible individuals for the purposes of scholarships or representation support. This is a form of donation and does not require acquittal. Each Palmerston school is offered a donation of \$100 annually to support an award for Community Service to one or more of its students.

In the 2019/2020 budget \$130,000 was allocated to the CBS fund for community grants, donations, sponsorships and scholarships.

At the Council meeting held 5 November 2019, FIN18 Grants, Donations, Scholarships and Sponsorships was extended with two new categories of community support. Environmental Initiatives (to a cumulative value of \$20,000) and Graffiti Removal grants (up to \$500 per instance), were added to the group of available funding categories. The Environmental Initiatives funding has been allocated from the waste budget and the graffiti removal grant is sourced from Council's current operational graffiti removal

budget. No applications for these new categories have been received to date. Promotion of these, and existing funding opportunities will be undertaken continually through 2020.

Funding applications are accepted year-round and the scheme is promoted at every opportunity. Successful applicants agree to acknowledge Council's support and provide images that may be used to promote the funding scheme. Images have been used in Facebook posts and previous Council reports promoting CBS.

## **DISCUSSION**

To date, Council has awarded \$74,690 of funding. In November Council processed four (4) new applications for representation support and one (1) previously received application for sponsorships/grants/donations.

The following five (5) individual representation support requests and one (1) sponsorship request have been awarded in November:

- Three (3) Residents: 2019 Queensland Junior Teams Carnival (tennis): 14-18 December 2019: Brisbane;
- One (1) Resident: National Australian Indigenous Basketball Competition: 15-20 December 2019: Cairns;
- One (1) sponsorship application from Palmerston RSL requesting a three-year sponsorship of \$10,000 per year to provide ANZAC Day Services to the Palmerston community in 2020, 2021 and 2022.

One (1) application by a team continues to be held over until the team has located a base from which to train and operate. If that base is within Palmerston municipality then the team will be eligible to apply for funding.

The balance of the Community Benefit Scheme budget rests at \$55,310.

A table listing all funding applications processed to end of November for 2019/2020 is provided as **Attachment A**.

## **CONSULTATION PROCESS**

Council will continue to promote all funding opportunities to the community, via various methods including advertising on the City of Palmerston Website, Facebook and presentations at various City of Palmerston Committee Meetings. Successful applicants will be posted on our website and, where appropriate media releases will be circulated.

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

- Director City Growth and Operations, Kathy Jarrett
- Environmental/Emergency Operations Officer, Rishenda Moss

## **POLICY IMPLICATIONS**

Council Policy FIN18 Grants, Donations, Sponsorships and Scholarships.



*A Place for People*

# COUNCIL REPORT

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1st Ordinary Council Meeting

Council staff will be considering the conditions around the one off \$100 donation to all Palmerston schools for their end of year school awards. The review will ensure Council is recognised for its donation and that the funds are used for the intended purpose.

## **BUDGET AND RESOURCE IMPLICATIONS**

The Community Benefit Scheme budget for the 2019/2020 Financial Year is \$130,000. At the time of writing this report Council has awarded \$74,690 and \$55,310 remains unexpended.

## **RISK, LEGAL AND LEGISLATIVE IMPLICATIONS**

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

## **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**

**Attachment A:** City of Palmerston Approved Community Benefit Scheme Applications – December 2019

## City of Palmerston Approved Community Benefit Scheme Applications - December 2019

**Representation Support**

<b>Date</b>	<b>Activity</b>	<b>Applicant</b>	<b>Amount Requested</b>	<b>Amount Approved</b>
01.07.2019	Individual	Resident: Under 13 Girls NT Hockey Championships: 2-8 October 2019: Hobart	\$250	\$250
01.07.2019	Individual	Resident: Under 12 Rugby Union Queensland State Championships: 5-7 July 2019: Toowoomba	\$250	\$250
01.07.2019	Individual	Resident: Under 16 Rugby Union Queensland State Championships: 5-7 July 2019: Toowoomba	\$250	\$250
01.07.2019	Individual	Resident: Under 12 NT Touch Football Championships: 26 October – 1 November 2019: Canberra	\$250	\$250
10.07.2019	Individual	Resident: Jack Newton International Sub-Junior Classic golf: 30 September - 4 October 2019: Hunter Valley	\$250	\$250
10.07.2019	Individual	Resident: Basketball - Australian Junior Club Championships: 30 September - 5 October 2019: Ballarat	\$250	\$250
15.07.2019	Individual	Resident: Under 12 School Sports NT Netball Championship: 14-20 September 2019: Canberra	\$250	\$250
18.07.2019	Individual	Resident: Under12 NT Touch Football Championships: 26 October – 1 November 2019: Canberra	\$250	\$250
18.07.2019	Individual	Resident: Under 12 Rugby Union Queensland State Championships: 5-7 July 2019: Toowoomba	\$250	\$0
23.07.2019	Individual	Resident: Basketball - Australian Junior Club Championships: 30 September - 5 October 2019: Ballarat	\$250	\$250
23.07.2019	Individual	Resident: Under 12 Girls Basketball Championships: 10-16 August 2019: Bendigo	\$250	\$250
23.07.2019	Individual	Resident: Under 12 School Sports NT Tennis Championships: 12-19 October 2019: Perth	\$250	\$250
23.07.2019	Individual	Resident: Under 12 School Sports NT Tennis Championships: 12-19 October 2019: Perth	\$250	\$250
23.07.2019	Individual	Resident: Police International Rugby Union Championships: 17-28 September 2019: Hong Kong	\$250	\$0
23.07.2019	Individual	Resident: Combined Cross Country: 3-26 August 2019: Wollongong	\$250	\$250
24.07.2019	Individual	Resident: Combined Cross Country: 3-26 August 2019: Wollongong	\$250	\$250

24.07.2019	Individual	Resident: Under 12 NT Touch Football Championships: 26 October - 1st November 2019: Canberra	\$250	\$250
24.07.2019	Individual	Resident: Under 12 NT Touch Football Championships: 26 October - 1 November 2019: Canberra	\$250	\$250
29.07.2019	Individual	Resident: Ironman World Championships: 12 October 2019: Hawaii	\$250	\$250
30.07.2019	Individual	Resident: Under 12 NT Touch Football Championships: 26 October - 1 November 2019: Canberra	\$250	\$250
30.07.2019	Individual	Resident: Under 12 NT Touch Football Championships: 26 October - 1 November 2019: Canberra	\$250	\$250
01.08.2019	Individual	Resident: Under 13 Girls NT Hockey Championships: 2-8 October 2019: Hobart	\$250	\$250
07.08.2019	Individual	Resident: Under 18 NT Touch Football Championships: 18-21 September 2019: Kawana Waters	\$250	\$250
07.08.2019	Individual	Resident: Under 12 NT Touch Football Championships: 26 October - 1 November 2019: Canberra	\$250	\$250
11.08.2019	Individual	Resident: Under 13 Girls NT Hockey Championships: 2-8 October 2019: Hobart	\$250	\$250
23.08.2019	Individual	Resident: Under 17 Girls Basketball Championships: 15-20 September 2019: Cairns	\$250	\$250
26.08.2019	Individual	Resident: Combined Cross Country: 23-26 August 2019: Wollongong	\$250	\$250
26.08.2019	Individual	Resident: Under 12 Boys Basketball Championships: 15-20 September 2019: Cairns	\$250	\$250
26.08.2019	Team	Team: Gymnastics Australia National Clubs Carnival WAG Level 5: 26-27 September 2019: Gold Coast	\$750	\$750
27.08.2019	Individual	Resident: Under 18 NT Touch Football Championships: 14-21 September 2019: Kawana Waters	\$250	\$250
27.08.2019	Individual	Resident: Under 18 NT Touch Football Championships: 14-21 September 2019: Kawana Waters	\$250	\$250
28.08.2019	Individual	Resident: Australian Junior Athletics National Championships: 18-23 September 2019: Darwin	\$250	\$250
28.08.2019	Individual	Resident: Under 14 Girls Basketball Championships: 30 September - 5 October 2019: Ballarat, Victoria	\$250	\$250
29.08.2019	Individual	Resident: Gymnastics Australia National Clubs Carnival WAG Level 6: 26-27 September 2019: Gold Coast	\$250	\$250
29.08.2019	Individual	Resident: Under 13 Girls NT Hockey Championships: 2-8 October 2019: Hobart	\$250	\$250

30.08.2019	Individual	Resident: Australian U14 Club Championships: 30 September - 5 October 2019: Ballarat	\$250	\$0
05.09.2019	Individual	Resident: School Sport Touch football NT Championships: 26 October - 1 November 2019: Canberra	\$250	\$250
10.09.2019	Individual	Resident: Under 12 School Sports NT Tennis Championships: 12-19 October 2019: Perth	\$250	\$250
16.09.2019	Team	Resident: NT U14 Girls Indigenous Basketball Championships: 15-20 December 2019: Cairns	\$750	Awaiting details
13.09.2019	Individual	Resident: Australian All Schools Athletics Championships: 6-8 December 2019: Perth	\$250	\$250
24.09.2019	Individual	Resident: NT U14 Girls Indigenous Basketball Championships: 15-20 December 2019: Cairns	\$250	\$250
9.10.2019	Individual	Resident: NT 2019 Senior Sides Series (Lawn Bowls) Competition: 19-24 October: Ettalong	\$250	\$250
11.10.2019	Individual	Resident: SingaCup (soccer) NT representation: 2-3 November 2019: Singapore	\$250	\$250
17.10.2019	Individual	Resident: National Australian Indigenous Basketball Competition: 15-20 December 2019: Cairns	\$250	\$250
17.10.2019	Individual	Resident: National Australian Indigenous Basketball Competition: 15-20 December 2019: Cairns	\$250	\$250
18.10.2019	Individual	Resident: Under 12 NT Touch Football Championships: 26 October - 1 November 2019: Canberra	\$250	\$250
18.10.2019	Individual	Resident: Under 12 NT Touch Football Championships: 26 October - 1 November 2019: Canberra	\$250	\$250
11.11.2019	Individual	Resident: National Australian Indigenous Basketball Competition: 15-20 December 2019: Cairns	\$250	\$250
12.11.2019	Individual	Resident: 2019 Queensland Junior Teams Carnival (tennis): 14-18 December 2019: Brisbane	\$250	\$250
13.11.2019	Individual	Resident: 2019 Queensland Junior Teams Carnival (tennis): 14 - 18 December 2019 Brisbane	\$250	\$250
13.11.2019	Individual	Resident: 2019 Queensland Junior Teams Carnival (tennis): 14 - 18 December 2019 Brisbane	\$250	\$250
<b>Representation Individual Support</b>			<b>\$13,750</b>	<b>\$12,250</b>

### Sponsorships and Grants

Date Received	Activity	Applicant	Amount Requested	Amount Received
3 year Sponsorship	PGA Golf Championships	Cazalys Palmerston (agreement concludes 2020/2021)	\$30,000	\$30,000
3 year Sponsorship	Palmerston & Rural Seniors Fortnight	Palmerston & Litchfield Seniors Committee (agreement concludes 2020/2021)	\$15,000	\$15,000
05.07.2019	Special Children's Christmas Party	AM Media (Special Children's Christmas Party): 14 December 2019: Darwin Convention Centre	\$1,100	\$1,100
29.07.2019	AIAM 2019 National Workshop	Australian Institute of Animal Management	\$3,000	\$0
30.07.2019	Veterinary Assistance	Wildcare Incorporated	\$2,000	\$2,000
01.08.2019	Palmerston De-sexing Program	Top End Rehoming Group	\$10,000	\$0
02.08.2019	Little People Big Dreams	Child Australia	\$2,500	\$0
06.08.2019	Walk 2 Remember	Sids and Kids NT	\$2,000	\$2,000
19.08.2019	Wheelchair Rugby League	NT Wheelchair Rugby League	\$340	\$340
30.09.2019	Christmas Bash 2019	Palmerston 50+ Club	\$1,000	\$1,000
3 Year Sponsorship	ANZAC Day Services	RSL Palmerston Subbranch	\$10,000	\$10,000
09.10.2019	Heavenly Hands Creations	Creative Jewellery	\$500	\$0
<b>Sponsorships and Grants</b>			<b>\$77,440</b>	<b>\$61,440</b>

## Annual School Awards

Date Received	School	Amount Requested	Amount Received
03.09.2019	Woodroffe Primary School	\$100	\$100
16.09.2019	Mackillop Catholic College	\$100	\$100
16.09.2019	Forrest Parade School	\$100	\$100
24.09.2019	Gray Primary School	\$100	\$100
16.09.2019	Rosebery Primary School	\$100	\$100
16.09.2019	Bakewell Primary School	\$100	\$100
16.09.2019	Mother Teresa Catholic Primary School	\$100	\$100
20.09.2019	Driver Primary School	\$100	\$100
27.09.2019	Palmerston Christian School	\$100	\$100
09.10.2019	Moulden Park School	\$100	\$100
<b>City of Palmerston Community Service Award</b>		<b>\$1,000</b>	<b>\$1,000</b>

## Community Benefit Scheme 2019/2020

	Budget	YTD	Balance
<b>Grants/Donations/Sponsorships/ Scholarships Paid</b>	<b>\$130,000</b>	<b>\$74,690</b>	<b>\$55,310</b>

## In-Kind Support

Date Received	Activity	Applicant	Amount Requested	Amount Received
01.07.2019	Recreation Centre Venue Hire	Senior Indoor Croquet Club	\$500	\$500
19.08.2019	Recreation Centre Venue Hire	NT Wheelchair Rugby League	\$160	\$160
<b>In-Kind Support</b>			<b>\$660</b>	<b>\$660</b>

<b>AGENDA ITEM:</b>	13.1.4
<b>REPORT TITLE:</b>	Palmerston Safe Communities Committee November 2019 Minutes
<b>REPORT NUMBER:</b>	9/0317
<b>MEETING DATE:</b>	14/11/2019
<b>AUTHOR:</b>	Community Development Officer, Rosalind Clarke
<b>APPROVER:</b>	Director Lifestyle and Community, Amelia Vellar

## COMMUNITY PLAN

Family and Community: Palmerston is a safe and family friendly community where everyone belongs.

## PURPOSE

This report presents the unconfirmed minutes from the Palmerston Safe Communities Committee (PSCC) meeting held on 14 November 2019.

## KEY MESSAGES

- Palmerston Safe Communities Committee (PSCC) members provide program updates, advice and feedback in relation to safety issues that affect Palmerston residents and businesses.
- A PSCC meeting was held 14 November 2019.
- Guest speakers included:
  - Kevin Thomas, rally organiser of the Youth Crime Crisis Rallies, who gave an update on the concerns he had heard from local businesses and possible strategies to positively engage youth.
  - An officer from the Department of the Chief Minister gave an update on the six-week trial of the Larrakia Nation Anti-Social Behaviour App, indicating the App will continue to be a tool for reporting anti-social behaviour.

## RECOMMENDATION

THAT Report Number 9/0317 entitled Palmerston Safe Communities Committee November 2019 Minutes be received and noted.

## BACKGROUND

PSCC works in partnership with Council, the Northern Territory Government, businesses and the community. The core committee objectives are to reduce and prevent injuries, accidents and crime.

The Committee meets bi-monthly and comprises of representatives from over 30 organisations,

## DISCUSSION

A PSCC meeting occurred on the 14 November 2019 at the Palmerston Recreation Centre. The unconfirmed minutes of the 14 November 2019 PSCC meeting are provided as **Attachment A**. These minutes were circulated to the Committee on 28 November 2019.

The following points of interest were discussed during the meeting by committee members and guests:

- Guest speaker, Kevin Thomas, rally organiser of the Youth Crime Crisis Rallies, gave an update on the concerns he had heard from local businesses and possible strategies to positively engage youth. Suggestions included engagement between Elders and young people, other mentoring programs, and a focus on prevention. It was also identified that businesses and community may not be aware of strategies and programs already being implemented to prevent youth crime, and therefore better promotion of programs may help to shift community perceptions.
- Russell Wills, Department of the Chief Minister gave an update on the six-week trial of the Anti-Social Behaviour App, indicating the App will continue to be a tool for reporting anti-social behaviour with some changes such as removing 'sleeping, camping or homeless' from the reporting categories. Throughout the trial police reports have reduced significantly. Larrakia Nation will continue to manage and respond to reports unless the behaviour is criminal in nature.
- Mayor Athina Pascoe-Bell updated the group about the City's laneway trial and the Smart LED and Public Lighting replacement.
- Buslink are working with NT Government to address rock throwing at public transport. City of Palmerston is aiming to contribute to this multi-pronged approach and is liaising with NT Government around support for the facilitating the theatre production 'The Stones' being shown in Palmerston as an educative tool to reduce this type of offending.
- A briefing was scheduled to take place on the Cashless Debit Card on 19 November in Darwin. Staff from the Department of the Chief Minister were following up an additional briefing session to be held in Palmerston. This took place on 21 November at the Palmerston Recreation Centre.

## **CONSULTATION PROCESS**

The Palmerston Safe Communities Committee is a consultative Committee of Council. All matters contained in this report were discussion points of the Committee meeting held on 14 November 2019.

## **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 is no risk, legal and legislative implications relating to this report.

## **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**

**Attachment A:** Palmerston Safe Communities Committee Meeting Minutes 14 November 2019

## CITY OF PALMERSTON

**Minutes of Palmerston Safe Communities Committee Meeting  
held in Community Room 1, Palmerston Recreation Centre  
The Boulevard, Palmerston  
on Thursday 14 November 2019 at 1:30pm.**

## COMMITTEE MEMBERS

Alderman Damian Hale (Chair)  
Mayor Athina Pascoe-Bell  
Serena Dalton, Grassroots Action Palmerston  
Rachel Fosdick, Local Drug Action Team/Palmerston and  
Regional Basketball Association  
Olga Dalrymple, Member for Brennan (Representative)  
Lorraine Teresa, Catholic Care NT  
Angie Walker, Member for Spillett (Representative)  
Ellie Kendrick, Member for Spillett (Representative)  
Tracy-Dale Middleton, Neighbourhood Watch NT  
David Boustead, Department of the Chief Minister  
Kirby Bolton, Member for Drysdale (Representative)  
Mandy Pearce, Victims of Crime NT  
Kathy Bannister, Red Cross  
Luke Gosling, Member for Solomon  
Ross Robertson, Buslink  
Alfie May, Buslink  
Meguerditch Mikaelian, Licensing NT  
Bernard Kulda, Licensing NT  
Nathan Finn, NT Police

## STAFF

Manager Community Services, Jan Peters  
Ranger Services Manager, Jeffrey Borella  
Community Development Officer, Amanda Stevenson  
Secretary, Rosalind Clarke

## GALLERY

Kevin Thomas, Business Owner  
Russel Wills, Department of the Chief Minister

**1** ACKNOWLEDGEMENT OF COUNTRY

*I respectfully acknowledge the traditional owners of the land on which we are meeting – the Larrakia People – and pay my respects to their elders, past, present and future.*

Initials: \_\_\_\_\_

## 2 OPENING OF MEETING

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The Chair declared the meeting open at 1:35pm.

## 3 APOLOGIES

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### 3.1 Apologies

THAT the following apology's received for 14 November 2019 be received and noted:

Alana Chapman, Territory Families  
 Michael Maclean, NT Police, Fire & Emergency Services  
 Gemma Bellenger, NT Police, Fire & Emergency Services  
 Amanda Foord, NT Police, Fire & Emergency Services  
 Jane McMurtrie, Palmerston Community Care Centre  
 Dave Russell, Territory Families  
 Davina Pickwick, Department for Human Services  
 Megan Fernando, Kidsafe NT  
 Melinda Fleming, Victims of Crime  
 Linda Spencer, Catholic Care NT  
 Tony Hopkins, Buslink  
 Mel Roomes, Road Safety NT  
 Marcello Alvarez, Mission Australia  
 Alderman Lucy Morrison  
 Director Lifestyle and Community, Amelia Vellar

## 4 DECLARATION OF INTEREST

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### 4.1 Committee Members

Nil.

### 4.2 Staff

Nil.

## 5 CONFIRMATION OF MINUTES

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### 5.1 Confirmation of Minutes

THAT the minutes of the Palmerston Safe Communities Committee Meeting held on Thursday, 14 November 2019 be confirmed.

**CARRIED**

Initials:

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## PALMERSTON SAFE COMMUNITIES

## COMMITTEE MINUTES

**6 PRESENTATIONS****6.1 Kevin Thomas, Local Business Owner - Youth Crime Rally Crisis**

Kevin gave an update on the concerns local business owners have about break and enters into business premises. A rally to draw attention to this issue was held in June at Parliament House and attracted 200 people. An additional rally was held in Palmerston in July. Kevin is working with government for input regarding the changes to the Youth Justice Act. Suggestions have included engaging with Elders to mentor young people in their communities, a safe place for young people to go at night if they cannot go home, more prevention strategies, While there are many actions being taken by services to address youth crime, the community may not be aware of this and greater promotion of actions being taken may improve public perception that youth crime is not being addressed adequately.

**6.2 Russel Wills, Department of the Chief Minister – Anti-Social Behaviour App**

The Anti-Social Behaviour App was rolled out in July for a 6 week trial. The app allowed for people to report anti-social behaviour under categories: drunkenness, noise and nuisance, sleeping, camping or homeless, and welfare check. There have been 1500 downloads of the app and 950 reports over the trial period. Police reports have reduced significantly. The app will continue with Larrakia Nation responding to reports. Some amendments will be made such as removing the category 'sleeping, camping or homeless' and adding 'obstructing public access'. There may also be some design changes.

**7 BUSINESS ARISING FROM PREVIOUS MEETINGS****7.1 Action Table Development**

ISSUES	ACTION	RESPONSIBILITY	WHEN	STATUS
Transport Activity Survey	Mayor Pascoe-Bell requested staff follow up with DIPL to discuss a transport activity survey to inform the plan for improving the bus network connectivity in Palmerston.	Council Staff		In progress. An update will be given when more information is available.
Portable Basketball Hoops	Contact Debbie Muir, Mission Australia regarding the	Serena Dalton, Grassroots Action Palmerston		PARBA still have hoops that can be used.

Initials:

## PALMERSTON SAFE COMMUNITIES

## COMMITTEE MINUTES

	cost of portable basketball hoops			
Youth Crime Crisis Rally	Continue liaising with Kevin Thomas in relation to the Youth Crime Crisis Rally held in Palmerston in July, regarding his guest attendance at the next meeting.	Alderman Hale	14 November 2019	Completed. Kevin in attendance.
Anti-Social Behaviour App	Organise for NT Government to present at the next meeting to share information about the Anti-Social Behaviour App pilot.	Director Lifestyle and Community	14 November 2019	Completed. Russel Wills in attendance to provide and update. The App is available for download from App Store or Google Play by searching 'NT Anti-Social Behaviour'
Private Screening of Impact Documentary 'In My Blood It Runs	Organise a private screening of Impact Documentary 'In My Blood It Runs' for PSCC members.	Council Staff		The opportunity has been discussed with the film makers. Technical requirements for the screening are being organised and the group will be updated in due course.
End of Year Afternoon Tea	Organise end of year afternoon tea for meeting 14 November.	Council Staff	14 November 2019	Completed.
Rock Throwing Data	Follow up on Mayor Pascoe-Bell's request for data around rock throwing in Palmerston.	Council Staff		
Licensing NT	City of Palmerston to share licencing messages from	Council Staff		

Initials:

## PALMERSTON SAFE COMMUNITIES

## COMMITTEE MINUTES

	Licencing NT on social media platforms.			
Cashless Debit Card	Department of Chief Minister to advise if a briefing session can be held in Palmerston on cashless debit card.			A cashless debit card briefing was held at the Palmerston Recreation Centre on Thursday 21 November. The information was circulated to the group prior via email. Completed.

**8 CHAIR'S REPORT**

Nil.

**9 NEW BUSINESS****9.1 Palmerston Kids Network (PKN) Update**

The last Palmerston Kids Network meeting was held at the Driver Resource Centre where all community partners for Communities for Children were given the opportunity to outline their programs to the group. The next meeting will be held on Tuesday 26 November 2019 from 9.30am to 11.00am at the Palmerston Recreation Centre.

Some members of PKN recently formed a working group to deliver our annual Palmerston Children's Week Event which was held on 22 October. The event was aimed at families with children aged 0-5. 32 organisations were involved on the day and 600 people attended. This year the theme was 'Everyone has the right to be healthy', so there were activities, food and information based on the theme, and it was a great opportunity for families to access information about health, and to connect with services.

**9.2 Palmerston and Rural Youth Services (PARYS) Update**

The PARYS network has recently completed two professional development opportunities. The grant writing workshop was attended by 27 participants, and Cultural Safety and Youth Mentoring, delivered by Timmy Dougan was attended by 50 PARYS members. The last PARYS meeting was held on Tuesday 5 November at 9am at the Palmerston Recreation Centre. The group is open to representatives from organisations working with young people in Palmerston and surrounds.

Initials:

## PALMERSTON SAFE COMMUNITIES

## COMMITTEE MINUTES

A Place for People

- 9.3 Palmerston Seniors Advisory Committee (PSAC) Update**  
The final PSAC meeting for 2019 will be held on Monday 18 November at the Palmerston Recreation Centre. The group will begin to develop a new action table informed by discussions at the August Annual Seniors Forum.
- 9.4 NT Police, Nathan Finn**  
Crimes against the person and property crime have both declined. Police are experiencing a busy week following the Yuendumu incident.
- 9.5 Victims of Crime NT, Mandy Pearce**  
The Vehicle Resecure Program available through Victims of Crime NT allows financial assistance to individuals to resecure their vehicles following an incident of property crime. For more information see <https://victimsofcrime.org.au/services/financial-assistance>
- 9.6 City of Palmerston, Mayor Athina Pascoe-Bell**  
The agenda for the upcoming Council meeting has been released today. At the meeting on Tuesday, a decision will be made about The Laneway Trials and how the trial will inform action moving forward in regard to Palmerston's laneways.
- City of Palmerston's Accelerated Smart LED Street and Public Lighting Replacement Program is being implemented and is approximately 50% complete. This involves current street lighting being replaced with LED lights, giving 2.5 times the illumination. To view the public lighting upgrade progress and predicted rollout see the City of Palmerston website or follow the link:  
<https://palmerston.maps.arcgis.com/apps/StoryMapBasic/index.html?appid=08158a47829a401c834245ccb805869f>
- Following a community consultation in Moulden, a community garden is being established and planting has begun.
- 9.7 Buslink, Ross Robertson and Alfie May**  
A working group is coming together to collaboratively address rock throwing at Buslink buses. Alfie is the Community Liaison Officer who has good community connections and relationships to assist in addressing the issue. They also have a School Liaison Officer to work around education for children and young people. City of Palmerston Community Development Officers have been working with the group and are liaising re support for bringing the play 'The Stones' to Palmerston next year, based on a true story of young people who caused an accident throwing rocks at traffic.
- 9.8 Licencing NT, Meguerditch Mikaelian**  
Liquor licencing compliance inspectors work with the police alcohol unit to monitor crowds, noise, and liquor licencing regulations in licenced premises. There will be an increase in licencing messages over the Christmas / New Year period.

Initials:

## PALMERSTON SAFE COMMUNITIES

## COMMITTEE MINUTES

A Place for People

- 9.9 **Department of the Chief Minister, David Boustead**  
Youth sports grants for two (2) years of funding 2020-2022 have now closed. A cashless debit card rollout briefing session will take place in Darwin on 19 November.
- 9.10 **City of Palmerston, Rosalind Clarke**  
Shared Paths is a program run by Council to encourage primary school students and their families find ways to travel safely and actively to school. Rosebery Primary School took up the opportunity and decals were installed to guide students on the safest travel pathways to school. The school reported an increase in active travel to school, and the school held an event to celebrate at the end of term. The next phase of the project will involve engagement with Moulden Park School families to determine if that school and community are interested in participating in Shared Paths.
- City of Palmerston are currently working with Orange Sky, a charity who provides showers and clothes washing facilities for the homeless, to service our city centre. Possibilities are still being explored, including partnering with charities to provide food, and to include mobile health services. An update will be given in due course.
- 9.11 **Red Cross, Cathy Bannister**  
Red Cross are part of the leadership group for Collective Impact project in Palmerston, Grow Well Live Well. The group supported community to identify three priority areas in Palmerston: Family and domestic violence, youth mental health and wellbeing, and crime. Possible linkages between the Grow Well Live Well Action Groups and local businesses were identified moving into the future.
- 9.12 **Grassroots Action Palmerston, Serena Dalton**  
A youth forum was held to consult with young people around their offending behaviour and to gain insight into why young people offend and what would help to prevent the behaviour. The biggest identified missing factor by young people was role models and mentors. The group will now use this information to inform how to work together moving forward.
- 9.13 **Neighbourhood Watch NT, Tracy-Dale Middleton**  
Neighbourhood Watch NT and the Lifestyle Studio are holding a Seniors Self Defence and Safety Talk on 21 November. See the Neighbourhood Watch NT Facebook page for more details. Safety videos will be highlighted on the Facebook page over the Christmas / New Year period, and a campaign will be held at Darwin Airport to encourage people to register an Absentee Advice Form if they are going away over the Christmas period. You can find a copy of the form by following the link:  
[http://www.nhwnt.org.au/content\\_images/attachments/2018/ABSENTEE%20OWNER%20ADVICE%20Dec%202018%201pg.pdf](http://www.nhwnt.org.au/content_images/attachments/2018/ABSENTEE%20OWNER%20ADVICE%20Dec%202018%201pg.pdf)

Initials:

## PALMERSTON SAFE COMMUNITIES

## COMMITTEE MINUTES

A Place for People

- 9.14 **City of Palmerston, Amanda Stevenson**  
An International Men's Day Event will be held at the Palmerston Recreation Centre on Tuesday 19 November from 3-5pm to celebrate the strong male role models in our lives and communities: 'men leading by example'. There will be a BBQ, 3 on 3 basketball, a free barber, entertainment and information from services. All are welcome.
- 9.15 **Member for Solomon, Luke Gosling**  
International Human Rights Day is on 10<sup>th</sup> December and to mark the occasion a half-day forum is being held for key stakeholders around trauma informed practice. This is an opportunity to come together to find out what the sector is implementing around the practice, and what more can be done.
- 9.16 **Local Drug Action Team (LDAT), Rachel Fosdick**  
LDAT are creating a community action plan to guide the group's work with the community. It includes peer to peer mentoring and the use of local media to share a positive story from Palmerston for every negative story, and will include the hashtag #positivepalmerston

**10 CORRESPONDENCE**

Nil.

**11 CONFIDENTIAL ITEMS**

Nil.

**12 NEXT MEETING**

THAT the next meeting for the Palmerston Safe Communities Committee Meeting be held on Thursday, 6 February 2020 at 1:30pm in the Community Room 1, Palmerston Recreation Centre, The Boulevard, Palmerston.

**13 CLOSURE OF MEETING**

THAT the Palmerston Safe Communities Committee Meeting, held in the Community Room 1, Palmerston Recreation Centre, The Boulevard, Palmerston on Thursday, 14 November 2019 closed at 3:05pm



<b>AGENDA ITEM:</b>	13.1.5
<b>REPORT TITLE:</b>	Financial Report for the Month of November 2019
<b>REPORT NUMBER:</b>	9/0354
<b>MEETING DATE:</b>	10/12/2019
<b>AUTHOR:</b>	Acting Chief Financial Officer, Maxie Smith
<b>APPROVER:</b>	Chief Executive Officer, Luccio Cercarelli

## COMMUNITY PLAN

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

## PURPOSE

The purpose of this report is to present to Council the Financial Report for the Month of November 2019.

## KEY MESSAGES

- Overall, Operating Income and Expenditure are generally in-line with budget expectations and cashflows.
- Capital expenditure inclusive of commitments is at 36% as opposed to 44% last month. The change is driven by additional income received and incorporated in the 1st Quarter Budget Review (Report No. 9/0349). Capital expenditures are in-line with budget expectations.

## RECOMMENDATION

THAT Report Number 9/0354 entitled Financial Report for the Month of November 2019 be received and noted.

## BACKGROUND

In accordance with Section 18 of the *Local Government (Accounting) Regulations* the proceeding months financial report must be presented to Council. The commentary below and the attachment present the financial position of Council at the end of November 2019.

## DISCUSSION

Monthly cashflows for income and expenses have been updated and are recorded in the report. This information details when income or expenses are expected to happen throughout the year with consideration of seasonality and appropriate timing of works. This allows for improved reporting for Elected Members and budget management for Council Officers.

### Operating Income

- Total Operating Income is at 91% of the current budget.
- Rates & Annual Charges Income is currently 96% due to the total amount of rates for 2019/20 being levied in August 2019.

- All other Operating Income items are generally tracking as expected in the fifth month of the financial year.

#### Operating Expenditure

- Total Operating Expenditure is at 50% of the budget inclusive of commitments.
- Water Charges are currently 21% of budget, this is due to the timing of the billing cycle and these fluctuations are expected to occur continually throughout the financial year.
- All other Operating Expenditure is in-line with budget expectations.

#### Capital Income

- Capital Income is currently 22%.
- Additional funds of \$14,018 were received from the sale of council assets, the budget will be adjusted at the 2<sup>nd</sup> Budget Review.
- Council is expecting to receive \$1,000,000 in capital grants over the duration of the financial year, in addition to developer contributions of \$500,000.

#### Capital Expenditure

- Capital Expenditure is at 36% for the year including commitments raised in-line with budget expectations. Capital Expenditure showed as 44% in the October monthly report, this reduction is due to the addition of \$1,112,811 income incorporated into the capital program in the 1<sup>st</sup> Quarter Budget Review (Report No. 9/0349). Actual expenditure in this period increased by \$663,091.

#### Loans

Council approved an internal loan for \$3.675 million to fund *Making the Switch* and an external loan for \$1.96 million to fund the final stage of remediation works at the previous Archer Landfill site.

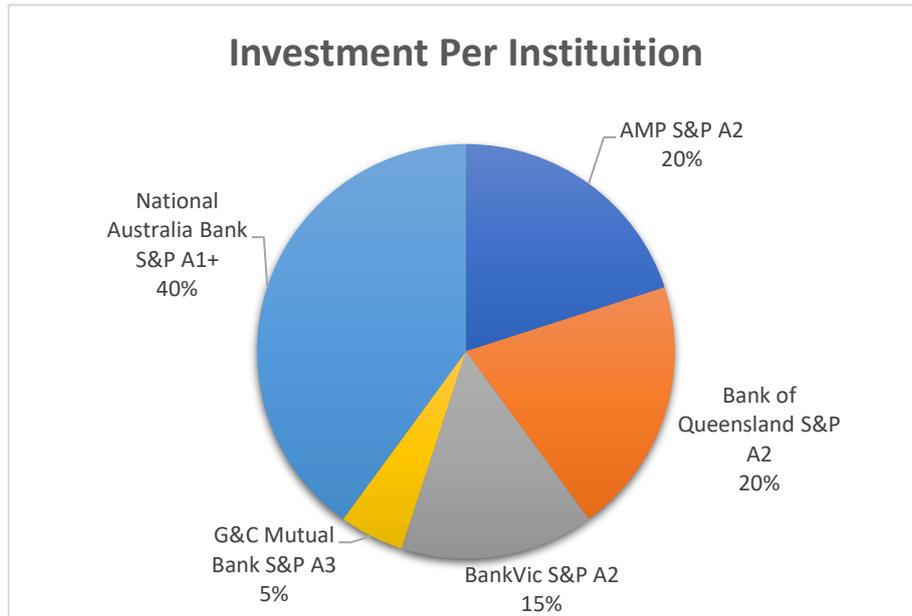
The internal loan for *Making the Switch* has been drawn upon, with the corresponding figures shown in **Attachment A**, section 2.10 Council Loans. As at the end of November, \$1,923,785 of the loan has been drawn down, with \$14,366 of internal interest accrued. As energy savings from the project are realised, a portion will be allocated to the repayment of the loan, with the remainder allocated to improving the public lighting network as previously approved.

The loan for Archer Landfill Rehabilitation of \$1.96 million was drawn upon on 28 June 2019. The principal repayments for this loan commenced in October 2019 and will occur quarterly. Details of the loan are provided in **Attachment A**, section 2.10 Council Loans.

#### Investments

As at 30 November 2019, Council held a total of \$30,164,203.60 in term deposits in five separate financial institutions.

The breakup between the institutions is:



### Outstanding Rates

Council's overdue rates are currently worth \$3,215,597, or 11.21% of total rates levied for the 2019/20 financial year, which is higher than last financial years result of 10.26%. Although the ratio is slightly higher than last year, this figure is expected to decrease by December as the 2<sup>nd</sup> Instalment for Rates came due on 30<sup>th</sup> November 2019, and further payments will be received over the coming weeks.

### **CONSULTATION PROCESS**

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

### **POLICY IMPLICATIONS**

Council Policy *FIN06 - Investments*. Investments are compliant with policy.

### **BUDGET AND RESOURCE IMPLICATIONS**

Budget and resource implications are outlined in the body of the report and attachment.

### **RISK, LEGAL AND LEGISLATIVE IMPLICATIONS**

The *Local Government (Accounting) Regulations* prescribes that:

#### *18 Financial Reports to Council*

1. *The CEO must, in each month, lay before a meeting of the Council a report, in a form approved by the Council. Setting out:*
  - a. *The actual income and expenditure of the Council for the period from the commencement of the financial year up to the end of the previous month;*
  - b. *The forecast income and expenditure for the whole of the financial year.*



*A Place for People*

# COUNCIL REPORT

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1st Ordinary Council Meeting

2. *The report must include:*
  - a. *Details of all cash investments held by the Council (including any money held in trust);*
  - b. *A statement of the debts owed to the Council including aggregate amount owed under each category with a general indication of the age of the debts;*
  - c. *Other information required by the Council.*

## **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.

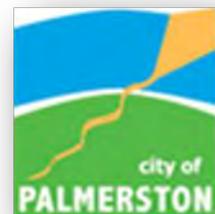
## **ATTACHMENTS**

**Attachment A:** Financial Management Report – November 2019

# Financial Management Reports

November 2019

- ❖ 1. Executive Summary
- ❖ 2. Financial Results



# TABLE OF CONTENTS

November 2019

<b>SECTION 1 – EXECUTIVE SUMMARY</b>	1.1	Executive Summary
<b>SECTION 2 – FINANCIAL RESULTS</b>	2.1	Budget Summary Report
	2.2	Reserves Schedule
	2.3	Investments Management Report
	2.4	Debtor Control Accounts
	2.5	Financial Indicators
	2.6	Creditor Accounts Paid
	2.7	Creditor Accounts Outstanding
	2.8	Waste Charges
	2.9	Commercial Leases
	2.10	Council Loans

## Section 2 Financial Results

1.1 - Executive Summary as at 30 November 2019  
% of year passed 42%

	Revised Budget \$	YTD Actual \$	% Utilised Actuals	YTD Committed \$	% Utilised Committed	Budget Forecast \$
<b>Operating Income</b>						
Rates & Annual Charges	28,641,805	27,603,955	96%	0	0%	28,641,805
Statutory Charges	148,200	77,449	52%	0	0%	148,200
User Charges & Fees	1,139,006	545,867	48%	180	0%	1,139,006
Interest & Investment Revenue	983,160	446,876	45%	0	0%	983,160
Reimbursements	1,614	1,787	111%	0	0%	1,614
Other Income	136,000	102,697	76%	0	0%	136,000
Grants, Subsidies & Contributions	1,884,927	1,099,645	58%	0	0%	1,884,927
<b>Operating Income</b>	<b>32,934,712</b>	<b>29,878,276</b>	<b>91%</b>	<b>180</b>	<b>0%</b>	<b>32,934,712</b>
<b>Operating Expenditure</b>						
Employee Costs	-9,632,324	-3,986,872	41%	-66,762	1%	-9,632,324
Professional Services	-1,436,700	-499,027	35%	-456,226	32%	-1,436,700
Auditor's Remuneration	-35,000	-4,736	14%	0	0%	-35,000
Operating Lease Rentals	-147,100	-61,943	42%	-11,186	8%	-147,100
Energy	-1,217,057	-414,165	34%	0	0%	-1,217,057
Materials & Contractors	-11,077,167	-2,864,806	26%	-3,883,484	35%	-11,077,167
Depreciation, Amortisation & Impairment	-10,034,021	-4,180,840	42%	0	0%	-10,034,021
Elected Members Expenses	-377,686	-103,195	27%	-14,826	4%	-377,686
Legal Expenses	-323,600	-180,830	56%	-31,400	10%	-323,600
Water Charges	-1,338,844	-277,779	21%	0	0%	-1,338,844
Telephone & Other Communication Charges	-227,484	-118,667	52%	-33,399	15%	-227,484
Community Grants	-130,000	-19,158	15%	-48,250	37%	-130,000
Other Expenses	-3,489,359	-1,801,349	52%	-429,885	12%	-3,489,359
Borrowing Costs	-92,200	-14,217	15%	0	0%	-92,200
<b>Operating Expenditure</b>	<b>-39,558,541</b>	<b>-14,527,584</b>	<b>37%</b>	<b>-4,975,419</b>	<b>13%</b>	<b>-39,558,541</b>
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>-6,623,829</b>	<b>15,350,692</b>		<b>-4,975,239</b>		<b>-6,623,829</b>
<b>Capital Income</b>			<b>0</b>			
Net gain (loss) on disposal or revaluation of assets	0	14,018	0%	0	0%	0
Developer Contributions	500,000	0	0%	0	0%	500,000
Asset Income	0	0	0%	0	0%	0
Grants received	1,411,887	411,887	29%	0	0%	1,411,887
<b>Capital Income</b>	<b>1,911,887</b>	<b>425,905</b>	<b>22%</b>	<b>0</b>	<b>0%</b>	<b>1,911,887</b>
<b>Net SURPLUS / (DEFICIT) transferred to Equity Statement</b>	<b>-4,711,942</b>	<b>15,776,597</b>		<b>-4,975,239</b>		<b>-4,711,942</b>
<b>Capital Expenditure</b>						
Land Purchase	0	0	0%	0	0%	0
Asset Purchase	-6,876,576	-790,085	11%	-916,653	13%	-6,876,576
Asset Upgrade	-8,171,414	-2,812,966	34%	-962,617	12%	-8,171,414
<b>Capital Expenditure</b>	<b>-15,047,990</b>	<b>-3,603,050</b>	<b>24%</b>	<b>-1,879,270</b>	<b>12%</b>	<b>-15,047,990</b>
Less Non-Cash Expenditure	-10,034,021	-4,180,840	42%	0	0%	-10,034,021
Plus Gifted Assets	0	0	0%	0	0%	0
<b>NET CAPITAL SURPLUS/(DEFICIT)</b>	<b>-9,725,911</b>	<b>16,354,387</b>		<b>-6,854,509</b>		<b>-9,725,911</b>
Borrowings	0	0	0%	0	0%	0
Repayment of Borrowings	-209,000	-54,761	26%	0	0%	-209,000
Reserve Movement	9,934,911	0	0%	0	0%	9,934,911
<b>NET OPERATING SURPLUS/(DEFICIT)</b>	<b>0</b>	<b>16,299,626</b>		<b>-6,854,509</b>		<b>0</b>



Approved by: Acting Chief Financial Officer

## Section 2

## Financial Results

## 2.1 - Budget Summary Report as at 30 November 2019

% of year passed 42%  
Cashflowed Estimate of Budget YTD 91%

## Operating Income

	Revised Budget \$	YTD Actuals \$	%
<b>Governance</b>			
Office of the CEO	404,376	202,188	50.00%
<b>Governance</b>	<b>404,376</b>	<b>202,188</b>	<b>50.00%</b>
<b>Organisational Services</b>			
Human Resources	0	173	0.00%
Director Organisational Services	65,976	27,493	41.67%
<b>Organisational Services</b>	<b>65,976</b>	<b>27,666</b>	<b>41.93%</b>
<b>Finance</b>			
Financial Services	450,000	242,911	53.98%
Rates	21,947,925	20,814,073	94.83%
<b>Finance</b>	<b>22,397,925</b>	<b>21,056,985</b>	<b>94.01%</b>
Arts & Culture	11,000	11,000	100.00%
Events Promotion	8,114	6,614	81.51%
Library Services	848,600	735,806	86.71%
Senior Citizens	1,500	1,500	100.00%
Youth Services	305,000	0	0.00%
Animal Management	346,000	264,353	76.40%
Parking & Other Ranger Services	126,200	60,631	48.04%
<b>Lifestyle &amp; Community Services</b>	<b>1,646,414</b>	<b>1,079,904</b>	<b>65.59%</b>
<b>City Growth &amp; Operations</b>			
Civic Centre	143,230	59,680	41.67%
Driver Resource Centre	17,000	5,870	34.53%
Gray Community Hall	17,000	6,602	38.83%
Director City Growth & Operations	0	166	0.00%
Private Works	103,000	26,770	25.99%
Recreation Centre	120,000	29,759	24.80%
Roads & Transport	547,351	274,474	50.15%
Subdivisional Works	100,000	0	0.00%
Waste Management	6,806,080	6,828,976	100.34%
Odegaard Drive Investment Property	446,160	185,900	41.67%
Durack Heights Community Centre	200	1,663	831.39%
CBD Car Parking	120,000	91,674	76.40%
<b>City Growth &amp; Operations</b>	<b>8,420,021</b>	<b>7,511,534</b>	<b>89.21%</b>
	<b>32,934,712</b>	<b>29,878,276</b>	<b>90.72%</b>

## Section 2

## Financial Results

## 2.1 - Budget Summary Report as at 30 November 2019

% of year passed 42%

Cashflowed Estimate of Budget YTD 15%

## Capital Income

	Revised Budget \$	YTD Actuals \$	%
<b>Organisational Services</b>			
Information Technology	1,000,000	0	0.00%
Director Organisational Services	0	14,018	0.00%
<b>Organisational Services</b>	<b>1,000,000</b>	<b>14,018</b>	<b>1.40%</b>
<b>City Growth &amp; Operations</b>			
Roads & Transport	411,887	411,887	100.00%
Subdivisional Works	500,000	0	0.00%
<b>City Growth &amp; Operations</b>	<b>911,887</b>	<b>411,887</b>	<b>45.17%</b>
	<b>1,911,887</b>	<b>425,905</b>	<b>22.28%</b>

**ATTACHMENT A**  
**Section 2**  
**Financial Results**

2.1 - Budget Summary Report as at 30 November 2019

% of year passed 42%  
Cashflowed Estimate of Budget YTD 38%

**Operating Expenditure**

	Revised Budget \$	YTD Actuals \$	% Utilised Actuals	Commitment \$	% Utilised Committed	Total YTD Actuals + Commitments \$
<b>Governance</b>						
Elected Members	-410,686	-117,387	28.58%	-19,636	4.78%	-137,023
Office of the CEO	-865,194	-477,545	55.20%	-31,809	3.68%	-509,354
<b>Governance</b>	<b>-1,275,880</b>	<b>-594,932</b>	<b>46.63%</b>	<b>-51,445</b>	<b>4.03%</b>	<b>-646,377</b>
<b>Organisational Services</b>						
Customer Services	-238,637	-128,751	53.95%	-198	0.08%	-128,949
Human Resources	-753,835	-378,279	50.18%	-10,660	1.41%	-388,938
Information Technology	-1,226,077	-688,877	56.19%	-71,796	5.86%	-760,673
Director Organisational Services	-449,000	-140,618	31.32%	-15,658	3.49%	-156,276
Records Management	-264,501	-125,159	47.32%	-56,323	21.29%	-181,483
Public Relations and Communications	-469,121	-226,673	48.32%	-41,309	8.81%	-267,982
<b>Organisational Services</b>	<b>-3,401,171</b>	<b>-1,688,356</b>	<b>49.64%</b>	<b>-195,944</b>	<b>5.76%</b>	<b>-1,884,301</b>
<b>Finance</b>						
Financial Services	-12,189,768	-4,997,717	41.00%	-247,039	2.03%	-5,244,757
Rates	-396,100	-198,524	50.12%	-444	0.11%	-198,968
<b>Finance</b>	<b>-12,585,868</b>	<b>-5,196,241</b>	<b>41.29%</b>	<b>-247,483</b>	<b>1.97%</b>	<b>-5,443,725</b>
<b>Lifestyle &amp; Community Services</b>						
Arts & Culture	-105,403	-25,129	23.84%	-14,736	13.98%	-39,865
Community Development	-817,111	-375,436	45.95%	-51,905	6.35%	-427,341
Disabled Services	-3,000	-200	6.67%	0	0.00%	-200
Events Promotion	-313,614	-164,076	52.32%	-32,739	10.44%	-196,815
Families & Children	-44,423	-4,863	10.95%	0	0.00%	-4,863
Health and Wellbeing Services	-55,000	-13,930	25.33%	-10,533	19.15%	-24,462
Library Services	-1,738,771	-643,306	37.00%	-84,794	4.88%	-728,101
Senior Citizens	-6,500	-4,891	75.25%	0	0.00%	-4,891
Youth Services	-658,644	-357,104	54.22%	-4,299	0.65%	-361,402
Director Lifestyle & Community	-507,846	-128,992	25.40%	-1,468	0.29%	-130,460
Animal Management	-136,000	-64,873	47.70%	-58,822	43.25%	-123,695
Parking & Other Ranger Services	-829,781	-346,841	41.80%	-2,343	0.28%	-349,184
<b>Lifestyle &amp; Community Services</b>	<b>-5,216,093</b>	<b>-2,129,642</b>	<b>40.83%</b>	<b>-200,474</b>	<b>3.84%</b>	<b>-1,918,403</b>
<b>City Growth &amp; Operations</b>						
Aquatic Centre	-630,134	-180,916	28.71%	-254,962	40.46%	-435,878
Archer Sports Club	-2,256	-64	2.85%	0	0.00%	-64
Civic Centre	-391,243	-141,800	36.24%	-38,827	9.92%	-180,627
Depot	-70,773	-20,343	28.74%	-5,668	8.01%	-26,010
Driver Resource Centre	-25,500	-7,367	28.89%	-2,823	11.07%	-10,189
Gray Community Hall	-53,067	-15,293	28.82%	-5,962	11.23%	-21,255
Director City Growth & Operations	-628,757	-242,631	38.59%	-135,543	21.56%	-378,174
Open Space	-4,727,976	-1,388,227	29.36%	-273,546	5.79%	-1,661,773
Private Works	-91,816	-36,458	39.71%	0	0.00%	-36,458
Recreation Centre	-252,623	-80,370	31.81%	-41,122	16.28%	-121,491
Roads & Transport	-2,418,478	-579,434	23.96%	-144,092	5.96%	-723,527
Stormwater Infrastructure	-295,000	-59,944	20.32%	-12,200	4.14%	-72,144
Street Lighting	-1,220,000	-355,126	29.11%	-43,843	3.59%	-398,969
Subdivisional Works	0	-28	0.00%	0	0.00%	-28
Waste Management	-5,924,383	-1,657,061	27.97%	-3,192,413	53.89%	-4,849,473
Odegaard Drive Investment Property	-140,206	-42,661	30.43%	-621	0.44%	-43,282
Durack Heights Community Centre	-22,220	-6,921	31.15%	-4,385	19.73%	-11,307
CBD Car Parking	-123,097	-45,145	36.67%	-68,435	55.59%	-113,580
Goyder Square	-62,000	-5,453	8.79%	-359	0.58%	-5,812
<b>City Growth &amp; Operations</b>	<b>-17,079,529</b>	<b>-4,865,241</b>	<b>28.49%</b>	<b>-4,224,799</b>	<b>24.74%</b>	<b>-9,090,040</b>
	<b>-39,558,541</b>	<b>-14,474,414</b>	<b>36.59%</b>	<b>-4,920,145</b>	<b>12.44%</b>	<b>-18,982,845</b>

**ATTACHMENT A**  
**Section 2**  
**Financial Results**

2.1 - Budget Summary Report as at 30 November 2019

% of year passed 42%  
Cashflowed Estimate of Budget YTD 30%

**Capital Expenditure**

	Revised Budget \$	YTD Actuals \$	% Utilised Actuals	Commitment \$	% Utilised Committed	Total YTD Actuals + Commitments \$
<b>Organisational Services</b>						
Information Technology	-2,445,000	-575,051	23.52%	-515,303	21.08%	-1,090,353
<b>Organisational Services</b>	<b>-2,445,000</b>	<b>-575,051</b>	<b>23.52%</b>	<b>-515,303</b>	<b>21.08%</b>	<b>-1,090,353</b>
<b>Finance</b>						
Financial Services	-300,000	0	0.00%	0	0.00%	0
<b>Finance</b>	<b>-300,000</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>
Events Promotion	0	0	0.00%	-530	0.00%	-530
Health and Wellbeing Services	-9,000	-2,500	27.78%	0	0.00%	-2,500
Library Services	-125,000	0	0.00%	0	0.00%	0
Director Lifestyle & Community	-80,000	0	0.00%	0	0.00%	0
<b>Lifestyle &amp; Community Services</b>	<b>-214,000</b>	<b>-2,500</b>	<b>1.17%</b>	<b>-530</b>	<b>0.25%</b>	<b>-3,030</b>
<b>City Growth &amp; Operations</b>						
Aquatic Centre	-335,480	-127,050	37.87%	-98,773	29.44%	-225,823
Civic Centre	-230,000	-11,058	4.81%	-4,267	1.86%	-15,325
Depot	-143,000	-42,165	29.49%	-8,605	6.02%	-50,770
Driver Resource Centre	-22,000	0	0.00%	0	0.00%	0
Gray Community Hall	-26,000	0	0.00%	0	0.00%	0
Director City Growth & Operations	-696,905	-75,899	10.89%	-53,453	7.67%	-129,352
Open Space	-2,503,520	-399,352	15.95%	-36,668	1.46%	-436,020
Recreation Centre	-275,000	-47,889	17.41%	-45,360	16.49%	-93,249
Roads & Transport	-3,336,580	-308,500	9.25%	-780,976	23.41%	-1,089,476
Stormwater Infrastructure	-200,000	0	0.00%	-19,507	9.75%	-19,507
Street Lighting	-2,863,529	-1,474,953	51.51%	-301,212	10.52%	-1,776,166
Subdivisional Works	-567,000	-292,629	51.61%	-14,518	2.56%	-307,147
Waste Management	-889,976	-299,174	33.62%	-100	0.01%	-299,274
<b>City Growth &amp; Operations</b>	<b>-12,088,990</b>	<b>-3,078,670</b>	<b>25.47%</b>	<b>-1,363,437</b>	<b>11.28%</b>	<b>-4,442,107</b>
	<b>-15,047,990</b>	<b>-3,656,220</b>	<b>24.30%</b>	<b>-1,879,270</b>	<b>12.49%</b>	<b>-5,555,491</b>

## Section 2

### Financial Results

#### 2.2 Reserves Schedule

	Balance as at 1/07/2019	TO RESERVES			FROM RESERVES			Balance as at 30/06/2020
		Original Budget \$	Carry Forwards & Rollovers \$	Adopted Budget \$	Original Budget \$	Carry Forwards & Rollovers \$	Adopted Budget \$	
<b>Externally Restricted Reserves</b>								
Unexpended Grants Reserve	9,063,501	0	0	0	350,000	2,920,793	3,670,793	5,392,709
	<b>9,063,501</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>350,000</b>	<b>2,920,793</b>	<b>3,670,793</b>	<b>5,392,709</b>
<b>Internally Restricted Reserves</b>								
Election Expenses Reserve	150,000	0	0	0	0	0	0	150,000
Disaster Recovery Reserve	500,000	0	0	0	0	0	36,900	463,100
Unexpended Capital Works Reserve	1,195,255	0	0	0	0	1,195,255	1,195,255	0
Developer Funds In Lieu Of Construction	5,099,661	500,000	0	500,000	2,439,000	0	3,006,000	2,593,661
Waste Management Reserve	1,582,545	135,000	0	322,000	0	0	0	1,904,545
Asset Renewal Reserve	0	0	0	0	0	0	0	0
Major Initiatives Reserve	865,949	0	0	0	0	0	201,000	664,949
	<b>9,393,410</b>	<b>635,000</b>	<b>0</b>	<b>822,000</b>	<b>2,439,000</b>	<b>1,195,255</b>	<b>4,439,155</b>	<b>5,776,255</b>
<b>Unrestricted Reserves</b>								
Working Capital Reserve	8,971,837	219,038	0	219,038	1,270,000	300,000	2,866,002	6,324,873
	<b>8,971,837</b>	<b>219,038</b>	<b>0</b>	<b>219,038</b>	<b>1,270,000</b>	<b>300,000</b>	<b>2,866,002</b>	<b>6,324,873</b>
<b>Total Reserve Funds*</b>	<b>27,428,748</b>	<b>854,038</b>	<b>0</b>	<b>1,041,038</b>	<b>4,059,000</b>	<b>4,416,048</b>	<b>10,975,950</b>	<b>17,493,837</b>

\*Reserve balances dated at 01/07/2019 are inclusive of the year end adjustments made on 30/06/2019, and are per the Annual Report 2018/19 (Report No. 9/0336) and audited financial statements

  
 Approved by: Acting Chief Financial Officer

Section 2  
Financial Results

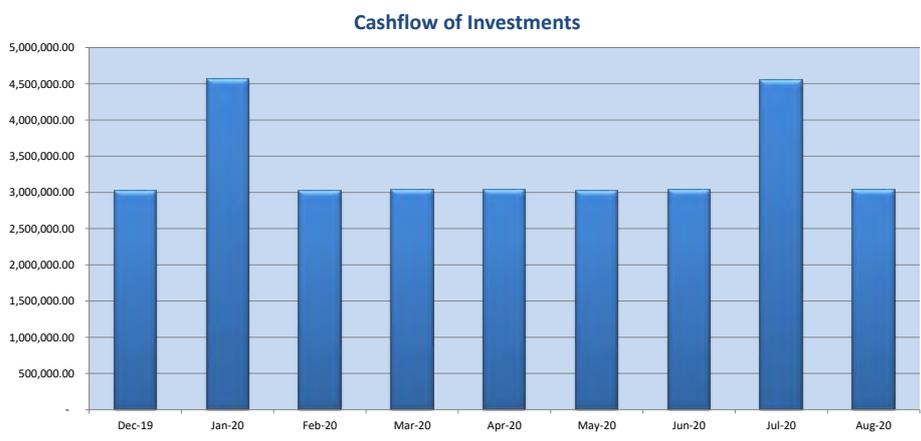
2.3 Investments Management Report

INVESTMENTS REPORT TO COUNCIL AS AT 30/11/2019

COUNTERPARTY	RATING	AMOUNT	INTEREST RATE	MATURITY DATE	DAYS TO MATURITY	INSTITUTION TOTALS	%COUNTER PARTY
People's Choice Credit Union	S&P A2	\$ 6.79	0.00%			\$ 6.79	0.00%
AMP	S&P A2	\$ 1,500,000.00	2.20%	April 22, 2020	144		
AMP	S&P A2	\$ 1,500,000.00	1.70%	May 20, 2020	172		
AMP	S&P A2	\$ 1,500,000.00	1.60%	July 15, 2020	228		
AMP	S&P A2	\$ 1,500,000.00	1.65%	August 26, 2020	270	\$ 6,000,000.00	19.89%
Bank of Queensland	S&P A2	\$ 1,500,000.00	1.63%	June 17, 2020	200		
Bank of Queensland	S&P A2	\$ 1,500,000.00	1.63%	July 29, 2020	242		
Bank of Queensland	S&P A2	\$ 1,500,000.00	1.63%	August 12, 2020	256		
Bank of Queensland	S&P A2	\$ 1,500,000.00	1.53%	July 1, 2020	214	\$ 6,000,000.00	19.89%
BankVic	S&P A2	\$ 1,500,000.00	2.05%	January 29, 2020	60		
BankVic	S&P A2	\$ 1,500,000.00	2.05%	February 26, 2020	88		
BankVic	S&P A2	\$ 1,500,000.00	2.05%	March 25, 2020	116	\$ 4,500,000.00	14.92%
G&C Mutual Bank	S&P A3	\$ 1,500,000.00	2.55%	January 15, 2020	46	\$ 1,500,000.00	4.97%
National Australia Bank	S&P A1+	\$ 7,623.66	0.74%				
National Australia Bank	S&P A1+	\$ 156,573.15	0.74%				
National Australia Bank	S&P A1+	\$ 1,500,000.00	1.95%	December 4, 2019	4		
National Australia Bank	S&P A1+	\$ 1,500,000.00	2.05%	December 18, 2019	18		
National Australia Bank	S&P A1+	\$ 1,500,000.00	1.96%	January 2, 2020	33		
National Australia Bank	S&P A1+	\$ 1,500,000.00	1.68%	February 12, 2020	74		
National Australia Bank	S&P A1+	\$ 1,500,000.00	1.67%	March 11, 2020	102		
National Australia Bank	S&P A1+	\$ 1,500,000.00	1.65%	April 8, 2020	130		
National Australia Bank	S&P A1+	\$ 1,500,000.00	1.64%	May 6, 2020	158		
National Australia Bank	S&P A1+	\$ 1,500,000.00	1.56%	June 3, 2020	186	\$ 12,164,196.81	40.33%

<b>TOTAL SHORT TERM INVESTMENT</b>	<b>\$ 30,164,203.60</b>	<b>Average Days to Maturity</b>	<b>137</b>
<b>% OF TOTAL INVESTMENT PORTFOLIO</b>	<b>A1 (max 100%) 40%</b>	<b>A2/P2 (max 60%) 55%</b>	<b>A3 (max 40%) 5%</b>
<b>Weighted Average Rate</b>	<b>1.50%</b>	<b>BBSW 90 Day Rate Benchmark</b>	<b>0.89%</b>

<b>GENERAL BANK FUNDS</b>	<b>\$ 5,620,759.31</b>	<b>Total Budget Investment Earnings</b>	<b>-\$ 400,000.00</b>
<b>TOTAL ALL FUNDS</b>	<b>\$ 35,784,962.91</b>	<b>Year to Date Investment Earnings</b>	<b>-\$ 205,041.33</b>



PROPERTY ADDRESS	VALUATION BASIS	VALUE	INCOME YTD	EXPENSE YTD	NET PROFIT YTD	COMPARATIVE YTD YIELD AT CASH RATE OF 3%
48 Odegard Drive, Rosebery	Fair Value	\$ 5,100,000	\$ 223,080	\$ 48,510	\$ 174,570	64,134



Approved by: Acting Chief Financial Officer

Section 2  
Financial Results

2.4 Debtor Control Accounts 30 November 2019

<b>SUNDRY DEBTORS:</b>						
	<b>BALANCE</b>	<b>CURRENT</b>	<b>30 DAYS</b>	<b>60 DAYS</b>	<b>90 DAYS</b>	<b>OVER 90 DAYS</b>
	44,964.12	40,073.99	4,977.82	(32.00)	-	(55.69)
<b>RATES:</b>						
<b>REPORT MONTH</b>	<b>OVERDUE \$</b>	<b>Payments Received in Advance \$</b>	<b>OVERDUE % OF RATES INCOME</b>			
Nov-19	\$3,215,597	\$306,883	11.21%			
Nov-18	\$2,868,997		10.26%			
<b>TOTAL OVERDUE \$</b>	<b>Charged in 2019/2020</b>	<b>Charged in 2018/2019</b>	<b>Charged in 2017/2018</b>	<b>Charged in 2016/2017</b>	<b>Charged Prior to 2016/2017</b>	
\$3,215,597	\$2,558,012	\$451,731	\$139,672	\$51,369	\$14,813	
<b>INFRINGEMENTS:</b>						
			\$			
Animal Infringements			125,078.66			
Public Places			9,767.00			
Parking Infringements			174,169.50			
Litter Infringements			875.00			
Signs			0.00			
Other Law and Order			0.00			
Net Balance on Infringement Debts			<u>309,890.16</u>			

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## SECTION 2

### Financial Results

2.6 - Creditor Accounts Paid    November 2019

Creditor No.	Creditor Name	Amount \$
4256	AMP Bank	3,000,000.00
2	Australian Taxation Office - PAYG	244,054.00
46	Downer EDI Works Pty Ltd	237,158.82
V00295	Jacana Energy	227,821.15
54	Powerwater	224,861.14
639	Cleanaway Pty Ltd.	207,936.32
5104	JLM Contracting Services Pty Ltd	173,978.47
V00318	StatewideSuper Clearing House	155,255.15
V02093	Light Source Solutions	137,445.00
V01755	Liquid Blu Pty Ltd	93,137.00
V00773	Akron Group NT Pty Ltd	75,624.04
4190	National Australia Bank	61,442.31
5746	Jacobs Group Australia Pty Ltd	57,261.11
V02143	Smart City Solutions Pty Ltd	52,112.50
V00228	Outback Tree Service	42,449.00
5508	Open Systems Technology Pty Ltd - CouncilFirst	41,744.56
938	Nightcliff Electrical	39,041.28
V01913	OrangeTek	37,791.87
V00860	Costojic Pty Ltd	37,227.17
798	YMCA of the Northern Territory	34,206.80
V00582	Ezko Property Services (Aust) Pty Ltd	33,681.69
V00250	Ward Keller	32,949.95
V01629	Smarter Technology Solutions	32,268.08
V00476	Water Dynamics (NT) Pty Limited	31,302.38
5525	Easyweb Digital Pty Ltd	29,876.00
5254	True North	28,530.16
87	Industrial Power Sweeping Services Pty	27,820.30
V00368	iWater NT	26,988.89
V00157	McArthur Management Services (Vic) P/L	26,400.00
V02398	Indigo Training and Consulting Pty Ltd	21,786.85
3683	Area9 IT Solutions	19,313.30
V01643	KPMG	17,050.00
4912	Remote Area Tree Services Pty Ltd	17,000.00
3880	PAWS Darwin Limited	16,504.80
V01718	Arnhem Nursery	14,857.92
V01255	CMO Trading Pty Ltd T/a Acromat	14,850.00
47	Telstra Corporation Ltd	14,603.04
184	Clouston Associates	13,774.75
4538	Byrne Consultants	13,762.65
V02004	Skinnyfish Music Pty Ltd	13,695.00
V02039	Humpty Doo Trees Pty Ltd	13,200.00
5757	Rutledge Engineering (Aust) Pty Ltd	12,544.40
V01958	Ross Kourounis T/A Rossi Architects	12,355.20
V01009	Australian Parking and Revenue Control Pty Limited	11,993.72
V01619	Merit Partners Pty Ltd	11,641.15
3936	Arafura Tree Services and Consulting	11,462.00
350	IBM Global Financing Australia Limited	10,969.20
V00443	Top End Hydraulic Services P/L T/A Forecast Machin	10,541.18
V00813	Middys - Middendorp Electric Co Pty Ltd	10,486.74
2161	GHD Pty Ltd	10,378.50
444	Ms Techy Masero	9,350.00
V00343	MAGIQ Software Ltd. T/A - NCS Chameleon Ltd	9,295.00
V00599	Athina Pascoe-Bell	9,179.24
3787	Total Event Services T/A Top End Sounds P/L	8,429.30
4355	Tonkin Consulting	8,016.25
V01612	News Corp Australia	7,333.02

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Creditor No.	Creditor Name	Amount \$
4737	D & L Plumbing & Gasfitting	7,282.00
2587	Top End RACE	6,666.66
5131	Core Traffic Control Pty Ltd	6,609.90
V00120	Royal Life Saving Society (NT)	6,600.00
4561	Bendesigns	6,591.20
3971	Pipeline Renovations Pty Ltd trading as RenoFLO	6,468.00
3313	Zip Print	6,407.50
3438	NT Shade & Canvas Pty Ltd	6,226.00
274	CSG Business Solutions (NT) Pty Ltd	5,750.14
V02134	Integral Digital Pty Ltd	5,748.93
V02162	RMI Security - Conigrave Pty Ltd	5,644.68
V01615	Autopia Management Pty Limited	5,593.68
V01751	Librio Associates Pty Ltd	5,500.00
V01982	Telensa Systems Pty Ltd	5,445.00
V02386	One Touch Property Maintenance	5,208.48
V02295	ADG Engineers (Aust) Pty Ltd	4,950.00
V01717	Alawa Plumbing Pty Ltd	4,925.00
4065	Southern Cross Protection Pty Ltd	4,897.73
26	Viva Energy Australia Ltd	4,881.50
566	Stickers & Stuff	4,868.84
V01584	Salary Packaging Australia	4,721.07
V00271	Fuji Xerox Business Centre NT	4,519.70
V00193	Amcom Pty Ltd	4,450.52
V00693	The Australian College of Commerce & Management	4,400.00
V02431	Enosys Solutions Pty Ltd	4,396.46
V00172	CIC-THD-PTY LTD	4,146.14
5	Australia Post	4,094.65
V02356	Bill Chin Electrical Consultant Pty Ltd (BCEC)	3,850.00
5615	EcOz Environmental Consulting	3,832.95
V00682	Leigh Dyson Plumbing	3,340.00
256	The Bookshop Darwin	3,331.86
V01947	Ashburner Francis Pty Ltd	3,289.00
V01569	Benjamin Giesecke	3,231.92
V01134	Territory Technology Solutions Pty Ltd	3,032.70
2394	Pola Seal Pty Ltd	3,019.40
30	Colemans Printing Pty Ltd	2,535.50
V00474	Lane Print & Post	2,506.63
V01579	Damian Hale	2,449.29
422	ALIA -Australian Library & Information Association	2,440.00
1581	NT Broadcasters Pty Ltd	2,299.00
V01570	Sarah Louise Henderson	2,235.18
V01573	Amber Garden	2,151.85
4191	Darwin Castles and Slides	2,135.00
V02300	Lumen Being	2,000.00
5122	NT Electrical Group	1,985.69
V01572	Lucy Morrison	1,935.18
V02198	Total Glass Solutions NT Pty Ltd	1,914.00
V01748	FE Technologies Pty Ltd	1,886.50
3829	Fairy Jill's Enchanted Entertainment	1,881.00
V01574	Dr Thomas A Lewis OAM	1,851.85
V01571	Michael Spick	1,785.18
2557	The Lifestyle Studio	1,700.00
35	WINC Australia Pty Limited	1,684.30
V01810	Jacana Energy - Payroll Deductions	1,680.00
V02397	Autocare NT Pty Ltd	1,650.00
2294	Modern Teaching Aids Pty Ltd	1,645.81
3099	Iron Mountain Australia Pty Ltd	1,623.12
2336	Flick Anticimex Pty Ltd	1,617.79
V02043	Lumitex Ltd	1,608.17
4483	Isubscribe Pty Ltd	1,576.76
V00101	Bellamack Pty Ltd	1,567.00

## ATTACHMENT A

Creditor No.	Creditor Name	Amount \$
V02306	Well Done International Pty Ltd	1,534.50
2977	Security & Technology Services P/L	1,523.50
V02344	Cat Hart	1,500.00
V02401	Jamie Clarke	1,500.00
V00943	Northern Territory Pest and Weed Control	1,485.00
V01203	Tyreright Palmerston	1,484.00
V01234	Mulga Security	1,377.20
V01812	C R Campbell - Electrical and Data Contractors	1,364.00
V01420	CENTRELINK (PAYROLL)	1,332.27
943	Territory Asset Management Services	1,320.00
V02429	Darwin Casuarina Lions Club	1,300.00
V02446	Lisa Maree Donaldson	1,287.00
V00475	Outback Batteries	1,240.61
V02443	Susanna Lee	1,225.67
2238	Hollands Print Solutions Pty Ltd	1,202.33
V02379	Paint and Create Darwin	1,200.00
V02393	Mentor Education	1,200.00
4007	Ark Animal Hospital Pty Ltd	1,126.77
V02167	Sanity Music Stores Pty Ltd	1,116.47
V02347	Mint Key	1,100.00
V00828	Iain Summers	1,054.90
V01423	Fusion Exhibition & Hire Services	990.00
V01829	Master Blaster High Pressure Cleaning	990.00
5176	ASSA Advanced Safety Systems Australia	984.50
5640	Think Water - Winnellie & Virginia	966.35
V00542	Industry Health Solutions	950.00
V01785	M&S Mowing Plus	913.00
V02407	Kerri-Ann Price T/a Off the Grid in Oz	900.00
V02403	Carpet Clinic NT	895.20
V01694	NT Advertising and Distribution	869.00
V02447	Jessica Goegan	857.48
185	Bridge Toyota	855.61
5605	Linfield Pacific Pty Ltd T/A Safe Flame	840.00
4679	iSentia Pty Ltd	833.80
272	City Wreckers	770.00
2199	SBA Office National	749.60
V02277	Mowbray Investments Pty Ltd - Food'll do Catering	735.48
V02364	Shipping Containers Leasing Pty Ltd	721.60
5036	Dormakaba Aust P/L T/as Territory Door Services	704.00
V02075	FL Pools Pty Ltd T/a Fingleaf Pool Products	699.00
V02073	Holistic Health Services NT	660.00
V00258	Real Estate Central	659.57
549	City of Darwin	629.61
3594	Comics NT	613.30
3504	Raeco International Pty Ltd	600.60
V00334	Zumba with Adrijana	600.00
V01792	Outer Edge Photography P/L ta Party Animals Darwin	600.00
V02328	Dale Austin - Dingo, Cockatoo Aboriginal Culture	600.00
V02404	Timothy Duggan	600.00
V01888	May Wogandt	583.00
2186	Optus Billing Services Pty Ltd	551.94
V02369	Maher Raumteen Solicitors	550.00
4398	Quality Indoor Plants Hire	528.99
4528	Miranda's Armed Security Officers Pty	525.80
4336	Wavesound Pty Ltd	514.25
V00351	Charles Darwin University	500.00
V02152	Lily & Elsie Harden (Parent: Kate Harden)	500.00
V02408	Kyro & Byron Ah Mat (parent Jennifer Coombes)	500.00
V02411	Michael Nodoro	500.00
V01116	Learning Discovery Pty Ltd	498.00
V01647	The Light Up Letter Co. NT	480.00

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Creditor No.	Creditor Name	Amount \$
V02311	NTBS Consulting Engineers Pty Ltd	477.95
V02285	Territory Native Plants	457.60
V02421	Lachlan McLean	452.72
5163	Linda Masters	450.00
V00939	Defend Fire Services Pty Ltd	442.00
5611	Steelmans Tools and Industrial Supplies	436.20
215	Employee Assistance Services NT Inc (EASA)	414.69
617	Barnyard Trading	409.20
V02354	Tropiculture Australia	408.00
V00332	Stacie Selwood T/a Hyper The Clown	400.00
3428	Bunnings Group Limited	396.87
4508	News 4 U	390.25
V00200	Red Earth Automotive Pty Ltd	390.00
2124	Food'Il Do Catering Darwin (Grinners Catering)	389.99
4891	CH Pty Limited T/a Piperight Services	361.35
V00730	The Burning Circus	360.00
V00166	Diamond International Events T/A Trina's Catering	346.50
4871	Reface Industries	322.10
3189	Seek Limited	313.50
V01324	Leighs Catering	309.65
123	Kerry's Automotive Group - KAP Motors Pty Ltd	297.00
V01850	Sam Eyles Refrigeration and Air Conditioning P/L	294.03
V02301	Armaguard	287.10
V01934	Powerpass - Bunnings Group Limited	274.11
4856	Portner Press Pty Ltd	271.00
V00284	Wheelers Books	254.32
V02420	SMART NT	253.00
V00614	RTM - Dept. of the Attorney General and Justice	250.00
V01851	Lincoln Pratt	250.00
V02410	Peter Brady	250.00
V02415	Taj Nicholls (parent Mikah Delamotte)	250.00
V02428	Jack Burrowes (Parent: Rosalina Burrowes)	250.00
V02402	George's Tech Repairs	249.00
V00694	Subscribe-Software Pty Ltd	244.70
V00831	Powerfunk Records Pty Ltd.	220.00
V02005	Satay Time	220.00
V01554	Meghan Davey	214.39
V02399	Leeanne Lee	213.00
V02382	Jeff Norton	200.00
V02409	Tiny Town Children's Centre Pty Ltd	200.00
712	Paradise Landscaping (NT) Pty Ltd	160.00
V01541	Hire Power NT	156.75
22	Norsign Pty Ltd	145.20
V02414	Ezycharge Australia Pty Ltd	141.90
1874	Ulverscroft Large Print Books Limited	136.58
610	Data Centre Services (DCS)	132.59
V00292	Melbourne Business School Ltd	132.00
4731	Yeni Redding	125.00
V00997	Palmerston Athletics Club	125.00
V02126	Foster and Kinship Carers Assoc NT Inc	125.00
V02345	Belinda Freisler & Mark Freisler	125.00
V02400	NT Karen Association	125.00
V02413	Senator Malarndirri McCarthy	125.00
V02416	Jomea Nicole Zafico	125.00
V02417	Tazeen Shiraz	125.00
V02427	Amjid Ali Amjid	125.00
V02433	Rita Ativie	125.00
V02435	Karlene Dagg	125.00
V02436	Tamara O'Sullivan	125.00
V02437	Shlok Sharma	125.00
V02438	Bernard Yehuda	125.00

## ATTACHMENT A

Creditor No.	Creditor Name	Amount \$
V02439	Flor Lising	125.00
V02442	Aboriginal Areas Protection Authority	125.00
V00890	Laundryplus	105.60
V02360	Parap Bakery Pty Ltd	101.00
V02445	Jill Kuhn	100.00
1625	Precision Engraving	92.00
V00994	Frangipani Farm	80.00
V01769	Snows Run (NT) Pty Ltd T/as Territory Green Waste	80.00
V02112	RTM - Corporate and Strategic Services - AGD	75.00
V02238	Foodbank Northern Territory	72.67
V02184	Kathryn Jarrett	72.00
V02441	NT Fishaholics	60.00
90	Local Government Association of the NT (LGANT)	55.00
V02396	Rex Williams	50.00
V02406	Zoe Smith	50.00
V02419	Bernard Westley	50.00
V02434	Kym Yeoward	50.00
V01938	Windcave Pty Limited	49.50
V02423	Jodie Heasman	45.00
V02424	Tanya Mary Mahoney	45.00
V02440	Michelle Oliver	42.00
V02418	Deborah Reynolds	32.00
V02430	Jeffrey Gregson	32.00
V02395	Mr Wayne Martin	31.00
18	Integrated Land Information System	28.40
201	Spotless Facility Services Pty Ltd (T/A Ensign)	24.21
V02425	Imranual Haque Shaikat	20.00
V02106	Timothy J Trudgen	16.99
V02422	Alan Malig	7.20
		6,091,840.47
	Percentage of this payment made to local suppliers (excludes investments placed)	76%
		
	<hr/> Approved by: Acting Chief Financial Officer	

## SECTION 2

### Financial Results

2.7 - Creditor Accounts Outstanding    November 2019

Creditor No.	Creditor Name	Amount \$
V02029	Server Room Specialists	100,012.00
1607	Sterling NT Pty Ltd	61,722.27
712	Paradise Landscaping (NT) Pty Ltd	57,568.70
V00773	Akron Group NT Pty Ltd	40,090.60
4355	Tonkin Consulting	16,148.55
2977	Security & Technology Services P/L	14,627.80
V01619	Merit Partners Pty Ltd	13,669.65
5641	Northern Planning Consultants Pty Ltd	11,352.00
V00476	Water Dynamics (NT) Pty Limited	10,819.59
V01829	Master Blaster High Pressure Cleaning	10,488.75
V00295	Jacana Energy	9,885.53
5104	JLM Contracting Services Pty Ltd	9,280.15
V01718	Arnhem Nursery	8,667.12
53	Eggins Electrical	7,901.21
V00250	Ward Keller	7,700.00
V02093	Light Source Solutions	5,867.62
V01717	Alawa Plumbing Pty Ltd	4,890.00
V00368	iWater NT	4,356.00
4561	Bendesigns	3,092.65
V02444	Local Community Insurance Services	2,879.68
V00193	Amcom Pty Ltd	2,479.82
938	Nightcliff Electrical	2,444.65
V02340	Litchfield Green Waste Recyclers	2,400.00
V01662	Bannerconda	2,024.00
5272	Greville Fabrication Pty Ltd	1,782.00
3313	Zip Print	1,738.00
3189	Seek Limited	1,375.00
V01118	Wilson Security Pty Ltd	1,242.67
V02405	Garner the Gardener	1,019.15
87	Industrial Power Sweeping Services Pty	979.00
V01812	C R Campbell - Electrical and Data Contractors	748.00
2199	SBA Office National	531.46
4398	Quality Indoor Plants Hire	528.99
V01792	Outer Edge Photography P/L ta Party Animals Darwin	450.00
V01694	NT Advertising and Distribution	341.00
90	Local Government Association of the NT (LGANT)	340.00
943	Territory Asset Management Services	330.00
272	City Wreckers	308.00
V01691	Blackwoods	298.36
112	Beaurepaires	286.32
V02301	Armaguard	255.20
5036	Dormakaba Aust P/L T/as Territory Door Services	198.00
V00890	Laundryplus	124.00
3428	Bunnings Group Limited	95.00
3788	HPA Incorporated	95.00
V02167	Sanity Music Stores Pty Ltd	75.96
201	Spotless Facility Services Pty Ltd (T/A Ensign)	48.42
54	Powerwater	26.16
		423,584.03



Approved by: Acting Chief Financial Officer

## Section 2 Financial Results

### 2.8 - Waste Charges as at 30 November 2019

#### Waste Management

	Revised Budget \$	YTD Actuals \$	Commitment \$	Total YTD Actuals + Commitments \$	% Utilised
<b>Income</b>					
Rates & Charges	6,806,080	6,828,976	0	6,828,976	100.34%
<b>Income</b>	<b>6,806,080</b>	<b>6,828,976</b>	<b>0</b>	<b>6,828,976</b>	<b>100.34%</b>
<b>Operating Expenditure</b>					
Employee Costs	-840,533	-350,220	0	-350,220	41.67%
Professional Services	-80,000	-19,905	-27,751	-47,656	59.57%
Educational Resources	-100,000	-14,226	-3,970	-18,196	18.20%
Utilities	-14,293	-763	0	-763	5.34%
Street Sweeping	-320,000	-100,478	-183,244	-283,721	88.66%
Litter Collection	-190,000	-78,096	-10,475	-88,571	46.62%
Domestic Bin Collection	-2,052,992	-678,472	-1,368,973	-2,047,445	99.73%
Sundry Expenses	0	0	-135	-135	0.00%
Kerb Side Collections	-105,000	-65,448	0	-65,448	62.33%
Tip Recharge Domestic Bin collection	-670,000	-111,091	-463,359	-574,449	85.74%
Transfer Station	-1,101,705	-171,400	-851,861	-1,023,260	92.88%
Loan Repayments	-92,200	-14,217	0	-14,217	15.42%
Tip Recharge Transfer Station	-357,660	-52,746	-282,646	-335,392	93.77%
<b>Operating Expenditure</b>	<b>-5,924,383</b>	<b>-1,657,061</b>	<b>-3,192,413</b>	<b>-4,849,473</b>	<b>81.86%</b>
<b>Capital Expenditure</b>					
Waste Management Capital Works	-350,000	-299,174	-100	-299,274	85.51%
<b>Capital Expenditure</b>	<b>-350,000</b>	<b>-299,174</b>	<b>-100</b>	<b>-299,274</b>	<b>85.51%</b>
<b>Borrowings</b>					
Repayments - Archer Loan Principal	-209,000	-54,761	0	-54,761	26.20%
<b>Borrowings</b>	<b>-209,000</b>	<b>-54,761</b>	<b>0</b>	<b>-54,761</b>	<b>26.20%</b>
<b>Profit/(Loss)</b>	<b>322,697</b>	<b>4,817,981</b>	<b>-3,192,513</b>	<b>1,625,468</b>	



Approved by: Acting Chief Financial Officer

## Section 2 Financial Results

### 2.9 - Commercial Leases as at 30 November 2019 Commercial Leases

	Revised Budget \$	YTD Actuals \$	Commitment \$	Total YTD Actuals + Commitments \$	% Utilised
<b>Income</b>					
Library Services	32,000	13,316	0	13,316	41.61%
Director Organisational Services	65,976	33,051	0	33,051	50.10%
Civic Centre	143,230	70,808	0	70,808	49.44%
<b>Income</b>	<b>241,206</b>	<b>117,175</b>	<b>0</b>	<b>117,175</b>	<b>48.58%</b>
<b>Expenditure</b>					
Director Organisational Services	-9,600	-4,208	0	-4,208	43.83%
<b>Expenditure</b>	<b>-9,600</b>	<b>-4,208</b>	<b>0</b>	<b>-4,208</b>	<b>43.83%</b>
<b>Profit/(Loss)</b>	<b>231,606</b>	<b>112,967</b>	<b>0</b>	<b>112,967</b>	

Library Services includes lease held by Mosko's Market

Civic Centre includes the lease held by Adult Mental Health

Director Organisational Services includes the leases held by Peter McGrath and Palmerston Re-Engagement Centre

McGees Management Fees charged to Director Organisational Services each month



Approved by: Acting Chief Financial Officer

## Section 2 Financial Results 30 November 2019

### 2.10 - Council Loans

#### Making the Switch Expenditure

	Revised Budget \$	YTD Actuals \$	Commitment \$	Total YTD Actuals + Commitments \$	% Utilised
<b>Expenditure</b>					
LED Lighting PR6JECT-3 Making the Switch	2,163,529	1,447,313	286,152	1,733,466	80.12%
<b>Expenditure</b>	<b>2,163,529</b>	<b>1,447,313</b>	<b>286,152</b>	<b>1,733,466</b>	<b>80.12%</b>

The current budget for Making the Switch is \$2,000,000 drawn down from the internal loan. This is in addition to the \$640,000 draw down in the 2018/19 financial year.

#### Internal Loan - Making the Switch

	Internal Loan \$	Expended from Loan \$	Interest on Loan \$	Total \$	% Utilised
<b>Expenditure</b>					
LED Lighting PR6JECT-3 Making the Switch	2,640,000	1,923,785	14,366	1,938,151	73.41%
<b>Expenditure</b>	<b>2,640,000</b>	<b>1,923,785</b>	<b>14,366</b>	<b>1,938,151</b>	<b>73.41%</b>

The above costs relating to the internal loan are over the life of the project to date, including the expenditure from the 2018/19 financial year.

#### External Loan - Archer Landfill Rehabilitation

<b>Expenditure</b>	External Loan \$	Principal Repayments \$	Interest Payments \$	Total \$	Outstanding Balance \$
<b>Expenditure</b>					
Archer Landfill Rehabilitation	1,960,000	54,761	14,217	68,978	1,905,239
	<b>1,960,000</b>	<b>54,761</b>	<b>14,217</b>	<b>68,978</b>	<b>1,905,239</b>

The External Loan - Archer Landfill Rehabilitation is for a term of 8 years commencing 28 June 2018 and concluding 30 June 2027. The interest rate is fixed at 2.78% for the duration of the loan.



Approved by: Acting Chief Financial Officer

**13 OFFICER REPORTS**

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## 13.2 Action Reports

13.2.1	Pop-Up Dining 2019 Trail Outcomes	9/0329
13.2.2	Christmas School Holidays Free Pool Entry Trial - Palmerston Swimming & Fitness Centre	9/0347
13.2.3	Palmerston Seniors Advisory Committee Update November 2019	9/0352
13.2.4	City Centre Parking Strategy – Update December 2019	9/0315
13.2.5	Changes to Road Reserve – Pierssene Road, Yarrawonga	9/0351
13.2.6	Rates Strategy Public Consultation Outcomes	9/0062
13.2.7	Proposal to Amend Northern Territory Planning Scheme – Sex Services Businesses	9/0345
13.2.8	Mitigation of Inappropriately Disposal of Waste	9/0353



<b>AGENDA ITEM:</b>	13.2.1
<b>REPORT TITLE:</b>	Pop-Up Dining 2019 Trail Outcomes
<b>REPORT NUMBER:</b>	9/0329
<b>MEETING DATE:</b>	10/12/2019
<b>AUTHOR:</b>	Director Lifestyle and Community, Amelia Vellar
<b>APPROVER:</b>	Chief Executive Officer, Luccio Cercarelli

## COMMUNITY PLAN

Vibrant Economy: Palmerston is a destination city for employment, it is a place where businesses are encouraged to set up and grow.

## PURPOSE

This report provides Council with the outcomes of the Pop-Up Dining 2019 trail at Sanctuary Lakes during the 2019 Dry Season.

## KEY MESSAGES

- Council explored trailing Pop-Up Dining to activate Palmerston from a business perspective and to provide further social vibrancy to the community by way of new culinary experiences.
- Pop-Up Dining was trialled for the first time in Palmerston during the 2019 dry season at Sanctuary Lakes, Gunn.
- Pop-Up Dining vans commenced in Sanctuary Lakes on 25 June 2019.
- Feedback from vendors, confirms Pop-Up Dining was not particularly well supported by the community in its current form and location.
- Council staff acknowledge that it takes time to establish an outdoor dining culture in a city and that there is a small market of potential Pop-Dining vendors that are in demand from other municipalities.
- Staff recommend more locations and continuous ability to apply for permits be made available if Pop-Up Dining is to be continued in the municipality.

## RECOMMENDATION

1. THAT Report Number 9/0329 entitled Pop-Up Dining 2019 Trail Outcomes be received and noted.
2. THAT Council continue Pop-Up Dining as outlined in Report Number 9/0329 entitled Pop-Up Dining 2019 Trail Outcomes noting that:
  - (i) The matter is operational, and permits and conditions will be approved by the Chief Executive Officer; and
  - (ii) That no Pop-Up Dining approvals outside of events will be granted within the Palmerston City Centre.

## BACKGROUND

At the 1<sup>st</sup> Ordinary Council Meeting of 11 December 2018 Council made the following decisions:

**13.2.1 Pop-Up Dining Consultation 9/0135**

1. THAT Report Number 9/0135 entitled Pop-Up Dining Consultation be received and noted.
2. THAT Council approve a trial period of Pop-Up Dining during the 2019 Dry Season, limited to Sanctuary Lakes Gunn as outlined in Report Number 9/0135 entitled Pop-Up Dining Consultation.
3. THAT the trial permit fee for Pop-Up Dining at Sanctuary Lakes, Gunn for 2019 be \$25.00 per annum.
4. THAT a report on the outcomes of the Pop-Up Dining 2019 trial be presented to Council in November 2019, with a recommendation on the way forward for Pop-up Dining in Palmerston.

**CARRIED 9/0407 - 11/12/2018**

Pop-Up Dining refers to selling restaurant style food on a regular basis from a food van, truck cart or booth in a public space. Pop-Up Dining can involve a food van that is self-contained and mobile, a food stall that is similar to a market stall, a small food cart that can sell coffee or ice cream or a pop-up café with seating and a more extensive menu. Council explored trailing Pop-Up Dining to activate Palmerston from a business perspective and to provide further social vibrancy to the community by way of new culinary experiences.

Prior to this Pop-Up Dining trial, Council had supported Pop-Up Dining opportunities at Council events and provided leased space to the Palmerston and Rural Markets Association for the Dry Season Friday night markets. Council did not have a policy or permit system in place to either allow or regulate Pop-Up Dining in public spaces.

The City of Palmerston conducted consultation with the community to gauge the level of community support for Pop-Up Dining. This consultation was conducted from 19 September to 2 November 2018 (45 days). The feedback from the community showed 94% of the 252 survey respondents being supportive of Pop-Up Dining in Palmerston and six (6) percent not supporting it. The consultation also provided valuable information on potential benefits, impacts to local businesses and identified potential suitable locations.

After consideration of the consultations' feedback a trial was proposed for the 2019 Dry Season. Council provided opportunities for mobile food van vendors to provide food and drink services at Sanctuary Lakes, seven (7) days a week, from 6.30am until 8.00pm. Two (2) vendors were permitted to operate from the site at any one time during the trial period. Sanctuary Lakes was chosen as the preferred site for the trial following extensive consultation with the community, including local food businesses. The contribution of vendors complementing existing dining experiences aimed to bring vibrancy to an area and would push economic growth.

Expressions of interests were sought from vendors to participate in the trial and were assessed by a panel. Twelve vendors were assessed as suitable, but scheduling and equipment issues left just three (3) vendors suitable and able to participate in the trial. The three (3) local vendors Charlotte's Web Chocolate Factory, Rick's Grilled Cheese and The Smoothie Van were issued permits and times. The vendors were welcome to trade from 25 June 2019.

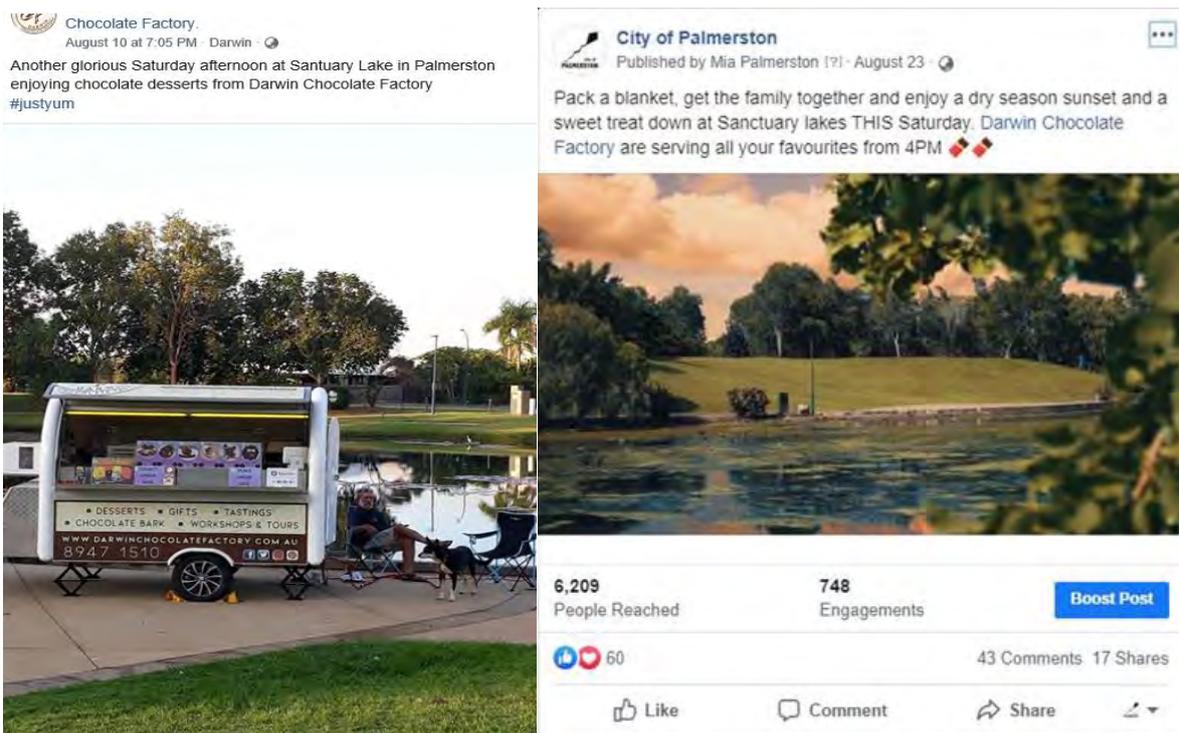
## DISCUSSION

Permits were issued to the following three (3) vendors for their desired days (all choose the weekend) and times:

- Rick's Grilled Cheese
- Charlotte's Web Darwin Chocolate Factory
- The Smoothie Van

The Pop-Up dining trail commenced at Sanctuary Lakes on 25 June 2019. Staff contacted the vendors to gain feedback on the trial. Two of the three vendors (Rick's Grilled Cheese and The Smoothie Van) were not attending each week even at the height of the dry season due to competing commitments. Charlotte's Web Darwin Chocolate Factory attended most weeks.

The vendor's reported that they had found business very slow unless attending as part of an event (such as Sanctuary Sessions). Charlotte's Web Darwin Chocolate Factory reported Sundays were very quiet but overall it was nice to build an audience and that they enjoyed the location.



### Images: Charlotte's Web Chocolate Factory at Sanctuary Lakes as part of the Pop-Up Dining Trial

Charlotte's Web Darwin Chocolate Factory reported the most trade by the three (3) operators with up to 40 people an evening once they became established and known at the location. They found they were often the only food van at Sanctuary Lakes on Saturday nights except on event nights.

The vendors felt the Pop-Up dining experience could be improved by being advertised more (including by Council) and by there being more community events at Sanctuary Lakes.

Council staff recognise after completing this trial that there are limited mobile food vendors in the Greater Darwin area and even fewer that are fully self-contained (as was required to trade at Sanctuary Lakes). Competition for Pop-Up businesses to operate at various events during the dry season made

establishing a consistent and unique Pop-Up Dining experience at Sanctuary Lakes difficult, as vendors worked where the crowds were over this peak season. This also made advertising Pop-Up Dining problematic for Council as attendance by the operators was inconsistent. However, staff view this trial as beneficial as Council gained valuable insights which will improve any future attempts at establishing outdoor dining in Palmerston.

Council staff also acknowledge that to build an outdoor or Pop-Up Dining culture takes time in a community and this was a limited trial.

During this trial, Council received numerous calls from various small businesses, seeking permission to set up other Pop-Up Dining style offerings such as coffee vans in other locations around Palmerston such as Marlow's Lagoon and Phoenix Park (which was not approved in the initial scope of the Pop-Up Dining).

Moving forward, Council Staff recommend that Council broaden the ability for a range of Pop-Up Dining vendors to trade through the year in suitable locations around Palmerston. Given the likelihood of low numbers of applications, Council could advertise a year-round expression of interest. Staff would assess these on individual merit using similar principles established under the trial to issue permits. The final approval would be granted by the Chief Executive Officer under the premise that Pop Up Dining would still be restricted to areas outside of the Central Business District. Pop Up Dining would only be approved in the CBD for events such as "On Frances". Depending on demand a more formalised system would be established if required.

## CONSULTATION PROCESS

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

- Director Organisational Services – Richard Iap
- Executive Assistant to Director Lifestyle and Community – Tree Malyan

In preparing this report, the following external parties were consulted:

Three (3) Pop-Up Dining Vendors:

- Mr Prashant Ranjan Singh: Rick's Grilled Cheese
- Ms Shanay Wisely: Charlotte's Web Chocolate Factory
- Mr Daniel Atkinson: The Smoothie Van

## POLICY IMPLICATIONS

There are no policy implications for this report.

## BUDGET AND RESOURCE IMPLICATIONS

A small amount of income may be received from Council via the permits for Pop-Up Dining (currently set at \$25 per annum).

## RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

If Pop-Up Dining is to be continued all vendors in Palmerston will need to be compliant with the *Northern Territory Food Act*, the *Northern Territory Food Safety Standards* and *City of Palmerston (Public Places) By-Laws*.

There is a risk that Pop-Up Dining if continued will not be well supported by the community. However, staff acknowledge that it takes time to build new initiatives and note that it is low risk and cost to the organisation.

Site selection was noted as important in the community consultation undertaken before Pop-Up Dining was launched. To mitigate this risk a selection of inputs will be considered before a location is confirmed. The City centre will not be considered at this time apart from for events. Issuing of permits and associated conditions will be determined at an operational level by the Chief Executive Officer.

## **ENVIRONMENT SUSTAINABILITY IMPLICATIONS**

If Pop-Up Dining is to be continued all vendors will not be permitted to provide or use single-use plastics and will be encouraged to use recycled products where possible, thus reducing the environmental impact. Vendors will also be required to remove any waste created by the venture and dispose of appropriately as was required during the trial.

## **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**

There are no attachments for this report.

<b>AGENDA ITEM:</b>	13.2.2
<b>REPORT TITLE:</b>	Christmas School Holidays Free Pool Entry Trial - Palmerston Swimming & Fitness Centre
<b>REPORT NUMBER:</b>	9/0347
<b>MEETING DATE:</b>	10/12/2019
<b>AUTHOR:</b>	Director Lifestyle and Community, Amelia Vellar
<b>APPROVER:</b>	Chief Executive Officer, Luccio Cercarelli

## COMMUNITY PLAN

Family and Community: Palmerston is a safe and family friendly community where everyone belongs.

## PURPOSE

This report seeks Council support to waive pool entry fees at the Palmerston Swimming and Fitness Centre (the Palmerston Pool) for the 2019-20 Christmas school holidays, as part of a trial aimed at increasing social cohesion and active lifestyles.

## KEY MESSAGES

- The Palmerston Swimming and Fitness Centre is an important community asset that is underutilised.
- The entry fee is a barrier for some members of our community.
- The “free entry” Christmas period proposed in this report comprises Friday 13 December 2019 to Monday 27 January 2020 (inclusive of the Australia Day public holiday). The facility is recommended to be free for all the normal hours of operation over this period.
- The Economic Benefits of Australia’s Public Aquatic Facilities Industry Report (2017) found that as a result of health benefits related to use of aquatic facilities, every aquatic facility visit creates economic benefits worth an average of \$26.39 in addition to the leisure value gained by users.
- The upgrade to the Palmerston Swimming and Fitness Centre, “Splashing Out” is a key major project under Council’s Projects.

## RECOMMENDATION

1. THAT Report Number 9/0347 entitled Christmas School Holidays Free Pool Entry Trial - Palmerston Swimming & Fitness Centre be received and noted.
2. THAT Council waive entry fees for all pool users of the Palmerston Swimming & Fitness Centre for the Christmas school holiday period from Friday 13 December 2019 to Monday 27 January 2020 (inclusive of the Australia Day Public Holiday).
3. THAT Council consider the removal of pool entry fees to the Palmerston Swimming & Fitness Centre as part of the 2020/2021 budget deliberations.

## BACKGROUND

The Palmerston Pool is a City of Palmerston facility, managed by YMCA.

The Palmerston Pool is in Moulden, at 31 Tilson Avenue (corner of Tilson Avenue and Bonson Terrace) with the entrance and free parking to the facility off Bonson Terrace.

The Centre boasts a 50 metre Olympic sized pool with eight (8) lanes and a separate toddler pool. The pools offer patrons the chance to escape the heat of the day and relax in the shade as well as lanes for those who like to keep fit swimming laps. The grounds have manicured lawns with plenty of shade, and a kiosk provides refreshments and free parking.

The upgrade to the Palmerston Pool, “Splashing Out” is a key major project under Council’s Projects. The existing aquatic elements at the facility are nearing the end of their operational lifespan and significant refurbishment or replacement is required to ensure the continued provision of aquatic facilities to the community. A masterplan for a redeveloped centre has been completed, which includes new and refurbished facility elements. The anticipated construction cost of the preferred redeveloped centre is \$15 million. Council and the Northern Territory Government have committed a combined \$5 million to the project to date. Council intend to deliver the redeveloped centre as a free, public facility, eliminating access issues for low socio-economic groups and emphasising community ownership.

Council would like to see more community members utilising the existing facility. To encourage this Council staff are proposing offering free entry for the Christmas school holiday period.

## DISCUSSION

Our community is the centre of everything we do. Palmerston is a welcoming vibrant family city that fosters diversity and unity, where everyone belongs, and everyone feels safe. Council is committed to providing the community with a range of engaging and fun activities.

Christmas and school holidays are an expensive time for many families and is a hot time of the year in Palmerston. Palmerston has a diverse and transient community. Parts of our community struggle to afford recreational activities especially families with multiple children. Community pools increases the bond between community members, by bringing people together and encouraging fun and exercise whilst contacting people with others they may not normally meet in an interactive environment.

Palmerston is home to many Defence families who move from interstate on posting. During the Christmas period, defence families begin their transitioning and arrive in the Northern Territory. Many of these families live in hotels up to six (6) weeks prior to moving into their more permanent accommodation. This gives the family time to familiarise themselves with amenities in the local area. Council staff could promote this free entry initiative through the Defence Community Organisation to further welcome these families to the Palmerston community.

To support a community bond and as an opportunity for the community to access this facility, City of Palmerston staff recommend waiving all pool entry fees for the 2019-20 Christmas season between the following dates and times as part of a trial aimed at increasing social cohesion and active lifestyles:

Friday 14 December 2019 to Monday 27 January 2020 (inclusive of the Australia Day public holiday).

- Monday to Friday 5.30am – 7pm
- Saturday and Sunday 8.00am – 5pm

Council will extensively advertise this initiative and as a result expect the numbers of the patrons for the pool to increase over the Christmas season. There could also be a potential need for extra staffing, which would be managed by the operator. There is also an opportunity to host school holiday programs at the facility if the entry fee barrier is removed.

Welcoming additional swimmers at the Palmerston Pool over the Christmas holidays would make the most of this important community asset.

All existing fees and charges will remain for access to other services other than the pool.

## CONSULTATION PROCESS

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

- Executive Assistant to Director Lifestyle and Community
- Director Finance

In preparing this report, the following external parties were consulted:

- YMCA

## POLICY IMPLICATIONS

There are no policy implications for this report.

## BUDGET AND RESOURCE IMPLICATIONS

When measuring the overall economic outcomes of aquatic facilities, it is important to factor associated health benefits related to the use of aquatic facilities, as well as direct operating costs and income. The Economic Benefits of Australia's Public Aquatic Facilities Industry Report (2017) found that as a result of health benefits related to use of aquatic facilities, every aquatic facility visit creates economic benefits worth an average of \$26.39 in addition to the leisure value gained by users.

During the period December to January 2018/2119, there were 4730 casual swims at the pool, which included 250 people who attended the New Year's Eve Youth Pool party.

This brought in a total revenue for recreational swimming of \$15,706.

The current pricing at the facility is as follows:

Aquatic Casual Prices	1 x Pass	30 x Pass
Adult 16Y+	\$4.30	\$63.30
Concession	\$2.40	\$52.30
Child/Youth 5Y - 15Y/Senior	\$2.40	\$32.00
Family - 2 Adults and 2 Children	\$11.90	
Preschool 0Y - 4Y	FREE	
Spectator	FREE	

Loss of revenue for Palmerston Swimming & Fitness Centre from recreational swimming would be around \$15,706.

The associated costs of granting free entry will be met within the approved 2019/2020 Operating Budget.

### **RISK, LEGAL AND LEGISLATIVE IMPLICATIONS**

The Pool has 434 members who use the Aquatic passes that may feel aggravated by the free pool entry period. The majority (267) of these are 30 x Swim passes. Consideration will be made to refund the school holiday period for any pass holders, this matter will be managed at an operational level.

Council has the ability to waive fees and charges at their discretion for this service.

The number of users determines the number of lifeguards which is arranged by the operator. All safety and compliance regulations will be followed by the Operator.

### **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**

There are no attachments for this report.

<b>AGENDA ITEM:</b>	13.2.3
<b>REPORT TITLE:</b>	Palmerston Seniors Advisory Committee Update November 2019
<b>REPORT NUMBER:</b>	9/0352
<b>MEETING DATE:</b>	10/12/2019
<b>AUTHOR:</b>	Manager Community Services, Jan Peters
<b>APPROVER:</b>	Director Lifestyle and Community, Amelia Vellar

## COMMUNITY PLAN

Family and Community: Palmerston is a safe and family friendly community where everyone belongs.

## PURPOSE

This report presents an overview of the most recent Palmerston Seniors Advisory Committee (PSAC) meeting held on 18 November 2019.

## KEY MESSAGES

- The 2019 Palmerston Seniors Forum was held Monday 19 August 2019, providing local seniors opportunities to network, share information and provide feedback directly to Council.
- Palmerston Seniors Advisory Committee (PSAC) is an advisory committee to Council. PSAC provides advice and feedback in relation to issues that affect Palmerston (and rural) seniors who access services, businesses, events and activities in Palmerston.
- Palmerston Seniors Advisory Committee meeting held on 18 November 2019, considered feedback from the Seniors Forum to prepare a new Action Table to work to.
- One (1) application for membership of PSAC was received from a Palmerston senior resident.
- One (1) resignation from a PSAC member was received.

## RECOMMENDATION

1. THAT Report Number 9/0352 entitled Palmerston Seniors Advisory Committee Update November 2019 be received and noted.
2. THAT Council thank Mrs Margaret Lee for her contributions to the Palmerston Seniors Advisory Committee.
3. THAT Council endorse Mrs Sheryl Sephton as a member of the Palmerston Seniors Advisory Committee.

## BACKGROUND

Palmerston Seniors Advisory Committee (PSAC) is an advisory committee to Council, providing advice and feedback in relation to issues that affect Palmerston (and rural) seniors who access services, businesses, events and activities in Palmerston. The PSAC members also assist in the facilitation of the annual Palmerston Seniors Forum, which traditionally provides a list of actions for the PSAC to consider at subsequent meetings.

The Committee meets bi-monthly, bringing together the fifteen current senior members (both Palmerston and rural-dwellers), with Council staff, Elected Members and guests such as Government representatives from local electorates.

## DISCUSSION

The 2019 Palmerston Seniors Forum was held at Palmerston Recreation Centre on Monday 19 August.

A function of this event is consultative and involves participants workshopping in small groups. The ideas and suggestions contributed may form action table items for the Palmerston Seniors Advisory Committee (PSAC) to consider at their bi-monthly meetings.

As no quorum was achieved at the PSAC meeting following the Seniors Forum on 16 September 2019, development of the Action Table was rolled over to the 18 November 2019 meeting.

When required, additional nominations from Palmerston or rural-living seniors for membership are called for and accepted at the annual Palmerston Seniors Forum.

PSAC Terms of Reference state:

*3.4 Committee membership will be made up of a maximum of sixteen (16) members. Majority of membership must be held by Palmerston Residents (60%) with minority memberships open to residents residing in the rural area that meet the membership eligibility criteria.*

*3.5 Classified as a senior member of the community (50+) but must reside in the Palmerston or rural municipality and rural members also must demonstrate connections or involvement in Palmerston Groups.*

*6.1 Any vacant community committee members will be sought by nominations and approved by Council.*

At the 2019 Palmerston Seniors Forum only one nomination form was submitted; Mrs Shery Sephton, has nominated herself to become the sixteenth member of the Palmerston Seniors Advisory Committee. A long-term Palmerston resident with active links to the Palmerston and Litchfield Seniors Association, the committee agreed that Mrs Sephton would be a good fit for this advisory committee. The Committee supports her nomination.

Mrs Margaret Lee has subsequently resigned her position of committee member of PSAC. Mrs Lee will be missed; she has represented seniors in this capacity for twelve years and has many active links to the Palmerston community, and beyond. The Committee agreed to recommend to Council that a letter of thanks be sent to Mrs Lee, from Council on behalf of the Committee.

Mrs Lee's resignation decreases the membership to fifteen senior members again, of a possible sixteen positions, if Mrs Sephton's nomination is accepted.

The committee request Council call for nominations for the remaining position. Currently most of the existing members are all long-serving – ranging in time spent on the Committee from 14 years to six (6) years. The three 'new' PSAC members started in 2018.

It is recommended that a call for PSAC nominations for membership be undertaken at this time, by means of newspaper advertising and distribution through local seniors' groups. Current members will be invited to renominate, if they would like to.

## **CONSULTATION PROCESS**

The Palmerston Seniors Advisory Committee is a consultative committee of Council and all items contained in this report were discussed at the Palmerston Seniors Advisory Group meeting held on 18 November 2019.

## **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.

## **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**

**Attachment A:** Unconfirmed Palmerston Seniors Advisory Committee Minutes November 2019

**Attachment B:** Terms of Reference – Palmerston Seniors Advisory Committee

# PALMERSTON SENIORS ADVISORY COMMITTEE MINUTES

## CITY OF PALMERSTON

**Minutes of Palmerston Seniors Advisory Committee Meeting  
held in Palmerston Recreation Centre,  
The Boulevard, Palmerston  
on Monday 18 November 2019 at 12:05 pm.**

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### COMMITTEE MEMBERS

Alderman Sarah Henderson (Chair)  
Mayor Athina Pascoe-Bell  
Ann Brown  
Anne Coutts  
Barbara Crane  
Dot Chapman  
Anna Durbridge  
Trevor Miller  
Mary Oliffe  
Sandra Parker  
Avril Smith

### STAFF

Acting Director Lifestyle and Community, Jan Peters,  
Community Services Officer, Tess Riches, (minutes)

### GUESTS

Olga Dalrymple, Electorate of Brennan  
Angie Walker, Electorate of Spillett  
Kirby Bolton, Electorate of Drysdale

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## 1 OPENING OF MEETING

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The Chair declared the meeting open at 12.05 pm.

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## 2 APOLOGIES AND LEAVE OF ABSENCE

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Amelia Vellar  
Neville Driver  
Marg Lee  
Luke Gosling OAM MP

Director Lifestyle and Community  
Committee member  
(former Committee Member)  
Federal Member for Solomon

# PALMERSTON SENIORS ADVISORY COMMITTEE MINUTES

## 3 CONFIRMATION OF MINUTES

3.1 Committee confirmed the minutes of the Palmerston Seniors Advisory Committee Meeting held on 15 July 2019).

## 4 PRESENTATIONS

Nil

## 5 BUSINESS ARISING FROM PREVIOUS MEETINGS

### 5.1 Action Table Development

Potential Action Table Items were discussed, and several were included in the Action Table for further discussion or action, as required.

<b>ACTION TABLE</b>				
<b>Issues</b>	<b>Action</b>	<b>Responsibility</b>	<b>When</b>	<b>Status</b>
Paint house numbers on street curbing	Council does not provide this service. Promote awareness of any community groups undertaking the activity.	Committee, Community Services Officer (Grey Goss)	Next Grey Goss - Feb 2020	
Ida Scott Park seating shade	Find out any works planned for Ida Scott Park & when scheduled, report back to committee.	Community Services Officer	ASAP	In progress
Shade in Goyder Square	Find out what is planned for Goyder Square	Manager Community Services, Director Lifestyle and Community	Next meeting	In progress
Sprinklers observed watering during the day on Temple Terrace	Report to Open Spaces Team.	Community Services Officer	Asap: via email	Complete
Essington Ave footpaths refurbishment	Find out any intended improvements /when scheduled, report back to committee.	Community Services Officer	Next meeting	In progress
Reducing isolation of	Brainstorm ideas at next meeting.	Committee	Next meeting	

# PALMERSTON SENIORS ADVISORY COMMITTEE MINUTES

<b>ACTION TABLE</b>				
<b>Issues</b>	<b>Action</b>	<b>Responsibility</b>	<b>When</b>	<b>Status</b>
lonely local seniors				
Promote Council events to Seniors	Brainstorm ideas at next meeting.	Committee	Next meeting	
Reporting issues to Council for attention and/or action	Promote to community.	Committee, Community Services Officer (Grey Goss)	Every opportunity, and when reporting app is launched	Ongoing
Multiple NT Gov identified issues	Discuss issues, identify interest and invite appropriate NT Gov representative to PSAC to present/discuss.	Committee	Next meeting	
Dementia Australia – Brain Gym and other public programs	Promote local activities to senior community.	Committee, Community Services Officer (Grey Goss)	Ongoing	Ongoing
PSAC Membership	<ol style="list-style-type: none"> <li>1. Marg Lee resignation from PSAC - Send letter of thanks to Marg for her support.</li> <li>2. Nomination by Sheryl Sephton - Include in next PSAC meeting Report to Council, for consideration.</li> </ol>	<p>Community Services Officer, Mayor, Chair</p> <p>Community Services Officer</p>	<p>Asap</p> <p>Asap</p>	
Gray Hall Expansion Plans	<p>Committee wants to be actively involved in the consultation. Council to provide information as available.</p> <p>CoP is awaiting funding that has been promised for the Federal Government to fund the Expansion of Gray Community Hall.</p>	Community Services Officer, Director Lifestyle and Community, Mayor, Chair	Asap	

# PALMERSTON SENIORS ADVISORY COMMITTEE MINUTES

<b>ACTION TABLE</b>				
Issues	Action	Responsibility	When	Status
Concerns about safe access to Gateway shopping Centre from bus stops and on foot. Any plans for bus stop inside Gateway ground?	Discuss at future meeting.	Committee	Future meeting	
Transport to and from Annual Seniors Forum	Discuss at future meeting.	Committee	Future Meeting	
YMCA seniors exercise classes overcrowded	Discuss with operator.	Director Lifestyle and Community to discuss with YMCA management, report back.	Next meeting	

## **6 CHAIR'S REPORT**

### 6.1 Verbal Report:

Chair - Alderman Sarah Henderson

- Council's free public WIFI has been extended in range and increased in speed. For instance, the entire Marlow Lagoon park area now has access to this popular service.
- One of the identified outcomes of the Smart Cities Project: to improve waste management service delivery through effective and efficient monitoring and collection. Smart Compacting Bins have been installed in several sites and are contributing data to assist operational decisions that will save money. Smart Waste sensors, which will provide data to allow timely waste collection in several public parks, have been sourced and are being installed also.
- Engagement is ongoing with NT Police and Emergency Services around Closed Circuit TV initiatives, resulting in additions and upgrades to the Police network.
- Smart Cities and Making the Switch objectives continue to be met with LED lights replacing older lights throughout several suburbs, and smart technology

# PALMERSTON SENIORS ADVISORY COMMITTEE MINUTES

lighting improvements for Sanctuary Lakes, Goyder Square and Frances Drive. Additions to smart technology will include weather and environmental sensors, able to provide data which may be useful for a wide range of uses.

- City of Palmerston Council to Community – venue is Rosebery 19 November
- Community events include International Men’s Day 19 November 2019.
- City of Palmerston’s Christmas events:  
Christmas Carols will take place at the Recreation Centre on 30 November 2019 and;  
Goyder Square Christmas Tree Lighting Ceremony will take place on Friday 6 December 2019.

## **7** NEW BUSINESS

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### 7.1 2020 PSAG meeting dates and times:

Monday	03 February
Monday	30 March
Monday	18 May
Monday	20 July
Monday	21 September
Monday	23 November

### 7.2 PSAC membership:

Marg Lee advised prior to this meeting that she was resigning her position, and the committee was unanimous in their request that a letter be sent to thank her for her years of support and service to the committee.

Nominated: Trevor Miller

Seconded: Mary Oliffe

The nomination by Sheryl Sephton was considered, and all present agreed to recommend her appointment to the Committee by Council. This support will be included in the upcoming PSAC Meeting Report that will be submitted to Council in December.

As the committee currently has fourteen senior members, leaving two positions available, it was recommended that Council call for nominations for an additional member.

Nominated: Trevor Miller

Seconded: Dot Chapman

### 7.3 The Committee extended its congratulations to the Palmerston and Litchfield Seniors Association for its recent award of 2019 Top End Jacana Energy Community Volunteer Organisation of the Year. Volunteering South Australia & Northern Territory Inc. recognised this outstanding group of volunteers, many of whom also serve on PSAC, and their efforts throughout the year.

**8** CORRESPONDENCE

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Letter (email) of resignation from Marg Lee, received 16 September 2019

**9** NEXT MEETING AND CLOSURE

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The next Palmerston Seniors Advisory Committee meeting will be held on 3 February 2020.

The Palmerston Seniors Advisory Committee meeting, held in the Palmerston Recreation Centre, The Boulevard, Palmerston on Monday, 18 Nov 2019 closed at 1:41 pm.



Alderman Sarah Henderson  
Chair

Date:

INITIALS: \_\_\_\_\_  
MINUTES 18 November 2019

CITY OF PALMERSTON

**City of Palmerston Seniors Advisory Committee**  
**Terms of Reference – revised July 2018**

**1. TITLE**

The name of the committee shall be **Palmerston Seniors Advisory Committee**.

**2. PURPOSE**

The committee is an advisory committee to the City of Palmerston and an advocacy body for the community, regarding issues relating to seniors in the Palmerston Municipality.

**3. MEMBERSHIP**

3.1 One or more Elected Members nominated/elected by Council.

3.2 The Mayor is an ex officio member of the committee.

3.3 Council Officers (3 maximum) will have representation in the committee with representatives appointed by the Director of Community Services. The composition of representation shall be, where appropriate, the Community Services Manager/Director, Community Services Officer as Secretary and other members to be recommended by the committee.

3.4 Committee membership will be made up of a maximum of sixteen (16) members. Majority of membership must be held by Palmerston Residents (60%) with minority memberships open to residents residing in the rural area that meet the membership eligibility criteria.

3.5 Classified as a senior member of the community (50+) but must reside in the Palmerston or rural municipality and rural members also must demonstrate connections or involvement in Palmerston Groups.

3.6 Committee membership nominations will be presented to Council for approval.

3.7 A quorum of members must be present before a meeting can proceed. At least Eight (8) members and One (1) Council officer must be present for the meeting to proceed.

3.8 Term of membership is 2 years. Members may reapply for membership for a further period of time should Council not receive a sufficient number of new nominations within the two-year period.

3.9 Committee members will cease to be a member if they:

o resign from the committee

o fail to attend two (2) consecutive meetings without providing apologies to the chairperson

o breach confidentiality

3.10 Membership shall be reviewed bi-annually (every 2 years).

3.11 Members must abide by the provisions of the Local Government Act, Schedule 2 which constitutes a Code of Conduct for all committee members.

**4. INVITED GUESTS**

4.1 Internal or external persons may be invited to attend the meetings at the request of the Chairperson on behalf of the committee to provide advice and assistance with the decision-making process. They have no voting rights and may be requested to leave the meeting at any time by the Chairperson.

4.2 Each Palmerston electorate office may be represented by one Member of Legislative Assembly (MLA) or their representative. They have no voting rights and may be requested to leave the meeting at any time by the Chairperson.

**5. VOTING**

- 5.1 Decisions will be made by: Majority vote with consideration of sustainable outcomes (budget constraints and stakeholder consultation).
- 5.2 The committee has no power to make decisions on behalf of Council, however may make recommendations for Council consideration.

**6. VACANT POSITIONS**

- 6.1 Any vacant Council Elected Member positions will be nominated/elected at the next available Council meeting.
- 6.2 Any vacant staff representative positions will be appointed by the Director of Community Services.
- 6.3 Any vacant community committee members will be sought through nominations and approval considered by Council.

**7. CHAIRPERSON**

The Chairperson shall be an Elected Member of Council nominated/elected at a Council meeting for a period of up to one (1) year. Responsibilities include:

- Guiding the meeting according to the agenda and time available; and
- Ensuring all discussion items end with a decision, action or definite outcome.

**8. SECRETARY**

A secretary will be present at each meeting. Roles and responsibilities include:

- Prepare and disseminate minutes and agendas according to Council policy;
- Schedule meetings and notify committee members;
- Invite specialists to attend meetings when requested by the committee; and
- Recording any decisions made by the committee.

**9. DURATION AND FREQUENCY OF MEETINGS**

Meetings will be scheduled on Mondays (if possible) and Bi-Monthly. Additional meetings may be held by agreement of the committee.

**10. FUNCTIONS**

The functions of the Palmerston Seniors Advisory Committee are:

- To facilitate discussions around Palmerston Seniors in the Palmerston municipality, and sometimes greater regions.
- To provide advice and make recommendations to Council.
- Identify and progress strategies for addressing the issues explored and discussed at the annual Seniors Forum.
- Inform and involve all key stakeholders to promote partnerships addressing issues.
- Actively and informally consult with peers, tabling any issues/concerns at Palmerston Seniors Advisory Committee Meetings.
- Gathering and disseminating relevant information to seniors and
- Assist in convening an annual Senior's Forum for Palmerston seniors and stakeholders.

**11. REVIEW**

A review of the Committee functions will be conducted annually.

Terms of Reference will be reviewed bi-annually and presented to Council for approval.

<b>AGENDA ITEM:</b>	13.2.4
<b>REPORT TITLE:</b>	City Centre Parking Strategy – Update December 2019
<b>REPORT NUMBER:</b>	9/0315
<b>MEETING DATE:</b>	10/12/2019
<b>AUTHOR:</b>	Director City Growth and Operations, Kathy Jarrett
<b>APPROVER:</b>	Chief Executive Officer, Luccio Cercarelli

## COMMUNITY PLAN

Vibrant Economy: Palmerston is a destination city for employment, it is a place where businesses are encouraged to set up and grow.

## PURPOSE

This report seeks to provide Council with an update on parking changes implemented in the City Centre as per the Palmerston City Centre Parking Study Strategy and Implementation Plan.

## KEY MESSAGES

- On 1 July 2019, Council commenced implementation of new City Centre parking arrangements designed to maximise the use of council infrastructure, support local business and the economy and contribute to Palmerston as *A Place for People*.
- At the time of implementation, it was noted that further car parking surveys would be undertaken following the implementation of the changes to monitor results.
- The first survey has now been undertaken with the high-level outcomes showing there is remaining capacity across all parking zones within the City Centre.
- As a result, further improvements have been identified such as the installation of additional signage, a simplification of the process to obtain a ticket from the parking meters and the implementation of further promotional material and campaigns to draw people to the City Centre, highlighting the availability of free parking.
- In addition to the above improvements, a recommendation is also made to extend the employment of the approved Ranger to permanent full time to further assist in achieving the desired parking behaviours and management of other Ranger service levels.

## RECOMMENDATION

1. THAT Report Number 9/0315 entitled City Centre Parking Strategy – Update December 2019 be received and noted.
2. THAT Council approve the creation of a new Full Time Equivalent Ranger position to supplement resourcing for the ongoing management of parking regulations and other regulatory activities.

## BACKGROUND

Following the preparation of a detailed Parking Study, on 1 July 2019 Council commenced implementation of new City Centre parking arrangements designed to maximise the use of council infrastructure, support local business and the economy and contribute to Palmerston as *A Place for People*.

The new arrangements included free carparking in 1 hour, 2 hour and 4 hour time restricted parking areas across the City Centre, subject to displaying a valid ticket. Regulated parking hours were changed to 8.00am - 4.00pm (from 8.00am - 5.00pm) allowing visitors to the City Centre to park in designated parking spaces for free and without a ticket or time limit after 4.00pm and on weekends and public holidays.

All day parking remained unchanged with a fee of \$4.00 during regulated hours. Parking permits for all day parking were also made available for either 3 months, 6 months or 12 months.

To assist with the additional parking regulation required to ensure the changes to parking in the City Centre are effective and the desired behaviour is achieved, a part time 12 month limited tenure Ranger officer was engaged. In addition, implementation of the new parking arrangements was accompanied by new signage and an advertising campaign designed to inform residents of the free parking availability.

When adopting the new arrangements, it was noted that parking is an eco-system and subject to a variety of influences and change. It was identified that further car parking surveys would be undertaken quarterly for the first year following the implementation of the changes to monitor results and identify any improvements that could be implemented.

This report details the outcomes of the first parking survey since the introduction of the new arrangements.

## DISCUSSION

### Data

To assist in understanding any changes in parking behaviours, survey data allowing a comparison to be drawn between parking demand and turnover between May/June 2019 prior to the implementation of changes and October 2019 has been collected and details of infringement notices issued have been gathered.

High level outcomes of the survey data gathered are provided at **Attachments A** and **B**. These attachments show comparison maps for weekday and weekend average occupancy data between May/June 2019 and October 2019.

A sample of the maps showing occupancy and turnover in the period Wednesday 16 October 2019 – Sunday 20 October is included at **Attachment C**. A full set of maps is available to Elected Members on request.

In summary, the changes to weekday and weekend parking show similar patterns based on the colour coding of the maps and the numbers need to be reviewed in light of longer timeframes as changes in

parking patterns may be influenced by effects such as seasonal tourism, construction activity, shopping promotions, office space development/leasing and community events.

Over the period from July to October 2019, the non-compliance was primarily associated with failure to display a valid ticket with a total of 770 infringements issued, at an average of 8 infringements per day. Parking beyond the paid or free time resulted in a total of 138 infringements being issued, at an average of less than two per day. Whilst the total numbers appear high, the ratio of the total number of motorists using the car parks is low. For example, using a nominal 50% occupancy with nominal turnover the estimated number of parking events (July to October) would be at least 60,000; giving a figure of less than 2% non-compliance.

However the feedback from residents/visitors and businesses regards the 'fail to display a valid ticket' shows a need for better information on:

- the use of the ticket machines,
- the need for the display of a valid ticket with free parking.

In addition, the method of obtaining a free parking ticket has been reviewed and changes proposed to simplify the steps needed whilst still recording the car registration.

Another example of the need to reflect operational requirements was the change for a Zone B (1 hour free) area on the Boulevard being changed to a Zone D (4 hours free). This change came about in response to concerns from a business where their customer contact was generally longer than 2 hours and a change was considered a valid response affecting six parking bays.

Details of infringement notices issued during the period July to October are:

Zone	Type of infringement		No. of Carparks within Zone
	Fail to display ticket	Expired ticket	
Zone B - 1 hour free parking	253	24	74
Zone C - 2 hours free parking	336	91	208
Zone D - 4 hours free parking	122	20	57
Zone E - All day \$4.00 parking fee	59	3	390
<b>TOTAL</b>	<b>770</b>	<b>138</b>	<b>729</b>

## Conclusion

In reviewing the data as presented in this report, from an overall perspective there is remaining capacity across all parking zones within the City Centre.

The implementation of the new parking arrangements is still in its early days and will continue to be monitored for effectiveness and against the original purpose being to maximise the use of council infrastructure, support local business and the economy and contribute to Palmerston as *A Place for People*.

## Observations

Overall the results of the survey indicate that the current parking arrangements are working and that no significant changes are required. The results from the next two survey periods will provide a better guide as to the effectiveness of the current arrangements or whether any fine tuning is required.

1. The overall percentage change in occupancy from May/June 2019 to October 2019 for each zone is shown below:

	Zone B (1-hour parking area)	Zone C (2-hour parking area)	Zone D (4-hour parking area)	Zone E (all day parking area)
Palmerston Parking Weekday Average Changes from May/June 2019 to October 2019	-7%	-9%	+2%	-2%
Palmerston Parking Weekend Average Changes from May/June 2019 to October 2019	+3%	+3%	+6%	-1%

2. Parking demand on weekends has increased but is still lower than on weekdays.
3. On weekends and weekdays, there are notable hotspots where the parking demand was consistently high and the average occupancy exceeded 85%. These hotspots are Frances Drive (on both weekends and weekdays), Fiveash Lane (on weekdays) and the corner of Temple Terrace and Roystonea Avenue (on weekdays).
4. The highest proportion of infringement notices per number of carparks available were issued in Zone B for failing to display a ticket.
5. Infringement notices issued for Zone E per carpark available is very low in comparison to the other zones.

## Improvements

After three months of the new parking arrangements, the data gathered through survey is showing little change in the utilisation of available carparking. Accordingly, a number of improvements have been identified which may assist in maximising the use of Council's infrastructure, support local business and the economy and contribute to Palmerston as *A Place for People*.

1. To assist in reducing instances of infringement notices being issued for failing to display a ticket, it is proposed to:
  - o Install additional signage taking an educational approach (as opposed to compliance) at prominent locations e.g. at shopping centre entrances reminding carpark users to get a ticket even though the carpark is free.
  - o Implement a simplification of the process for obtaining a ticket by removing the requirement for the second pressing of the 'OK' button so that it is consistent with paid parking tickets.
2. Development and ongoing implementation of promotional material and campaigns to draw people to the City Centre, highlighting the availability of free parking.

3. Development of video clips showing how to use the parking meters for inclusion on Council's website.
4. Investigation and implementation of a mobile phone parking app, PayStay. This app will provide real time information for residents and visitors to the City to parking availability as well as the ability to pay parking fees online. Council's Rangers will have access to the app for regulatory purposes.
5. Conversion of the part-time limited term to full-time permanent Ranger position to assist achievement of desired parking behaviours as well as other activities within Council's Ranger Services such as animal management and education.

## **CONSULTATION PROCESS**

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

- Ranger Services Manager and Ranger Officer's
- Director Lifestyle and Community
- Director Organisational Services

In preparing this report, the following external parties were consulted:

- Tonkin Consulting for the preparation of the Parking Study October 2019 data

## **POLICY IMPLICATIONS**

There are no policy implications for this report.

## **BUDGET AND RESOURCE IMPLICATIONS**

The improvements identified with respect to signage, changes to the programming of the parking meters, promotional activities and the mobile phone parking app will be accommodated within the existing budget.

The year to date revenue from parking infringements is approximately \$44,000 compared to a budget estimate of \$60,000.

The conversion of the 12 month part-time to full-time Ranger position is anticipated to be accommodated within operating budgets.

## **RISK, LEGAL AND LEGISLATIVE IMPLICATIONS**

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

## **ENVIRONMENT SUSTAINABILITY IMPLICATIONS**

There are no environment sustainability implications for this report.



city of  
**PALMERSTON**

*A Place for People*

# COUNCIL REPORT

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1st Ordinary Council Meeting

## **COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION**

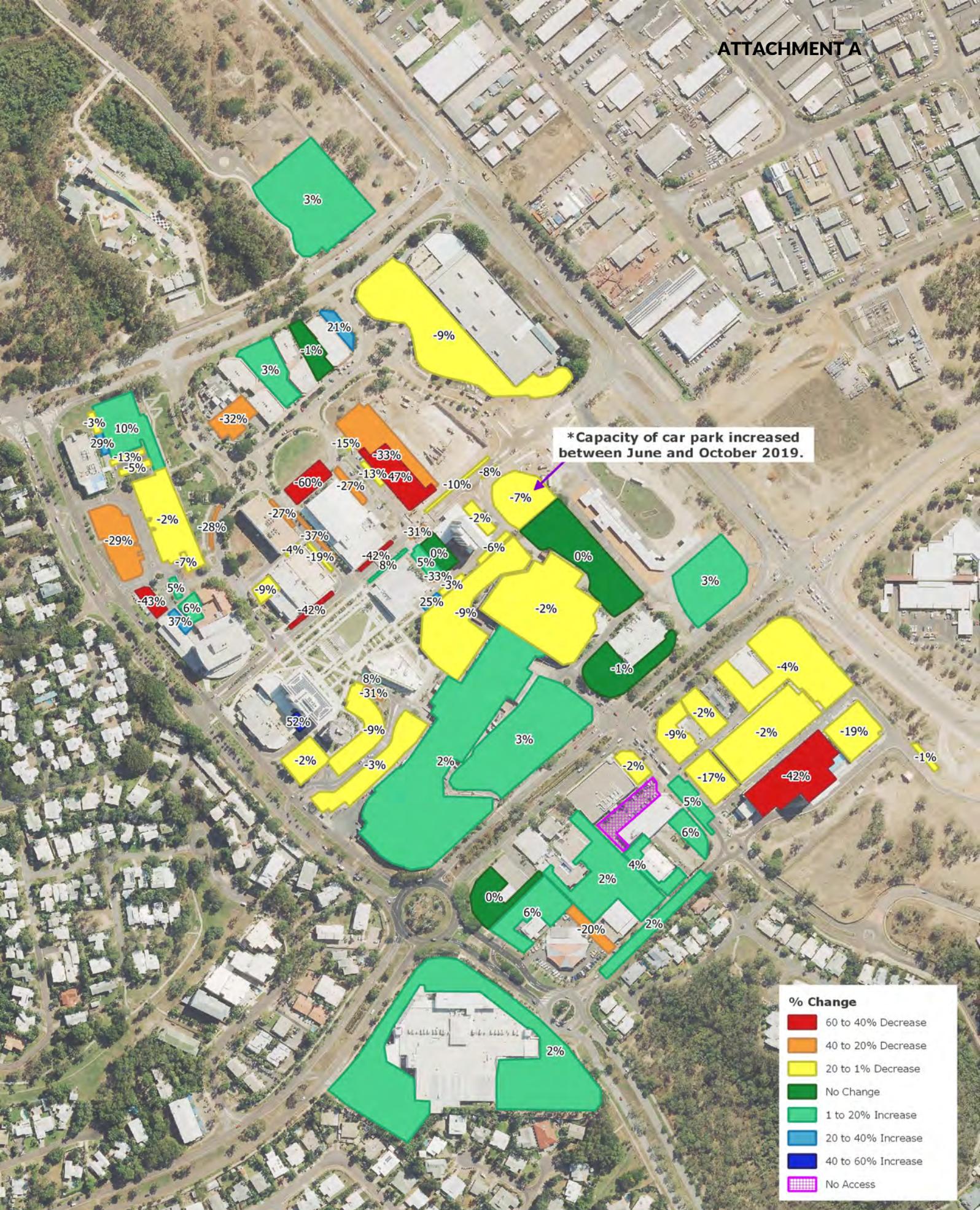
We the author and approving officer declare that we do not have a conflict of interest in relation to this matter.

## **ATTACHMENTS**

**Attachment A:** Weekday average carpark occupancy data between May / June 2019 and October 2019.

**Attachment B:** Weekend average carpark occupancy data between May / June 2019 and October 2019.

**Attachment C:** Sample of survey data related to carpark occupancy and turnover.

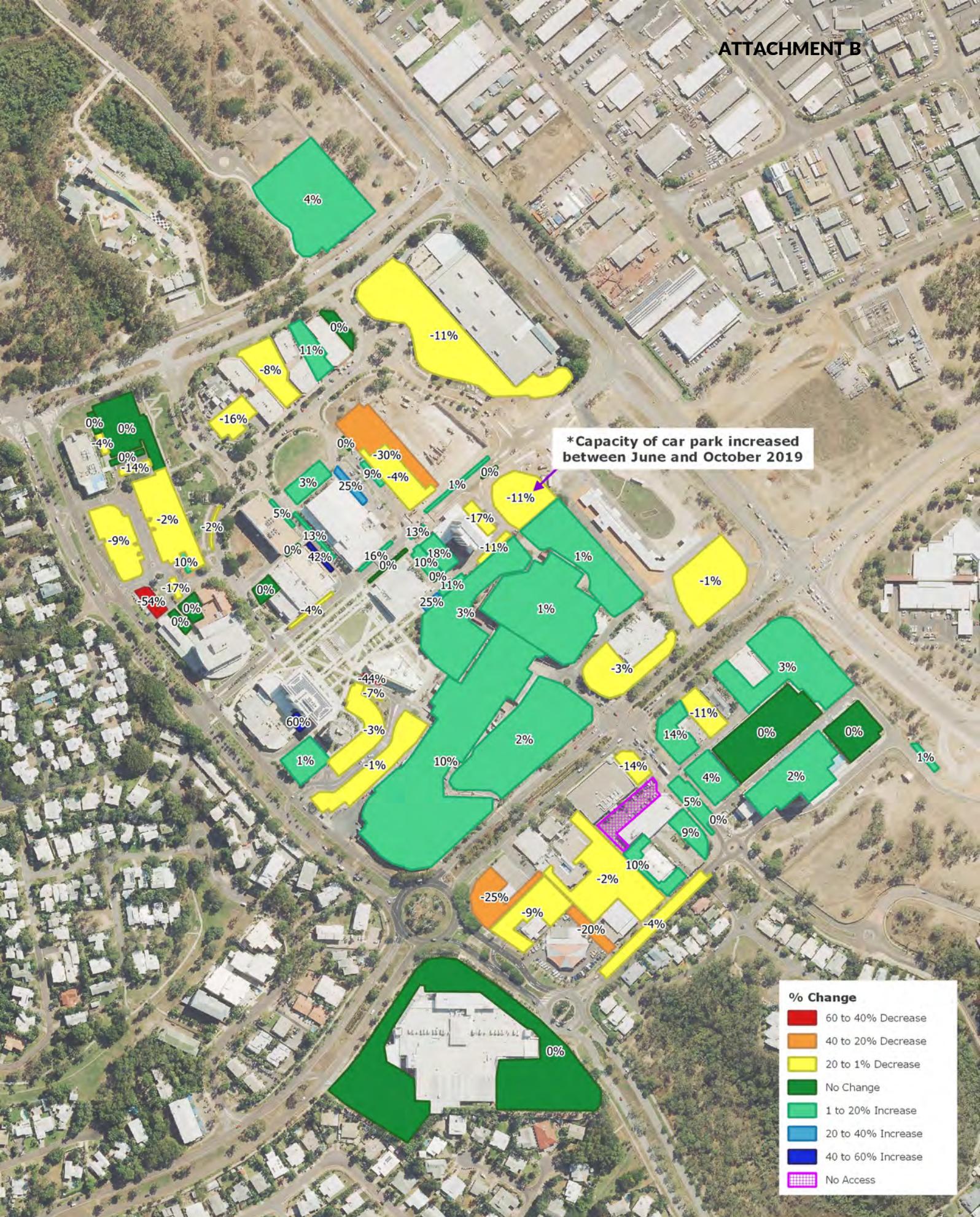


City of Palmerston

Job Number: 20191748  
 Filename: 20191748GQ002A  
 Revision: Rev A  
 Date: 2019-11-08 09:05  
 Drawn: Travis Moon

Data Acknowledgement:  
 Aerial from Palmerston Council, 2016  
 Cadastre and Parking data from  
 Palmerston Council, 2019

**PALMERSTON PARKING STRATEGY  
 WEEKDAY AVERAGE CHANGES FROM  
 MAY/JUNE 2019 TO OCTOBER 2019**



\*Capacity of car park increased between June and October 2019

% Change	
<span style="color: red;">■</span>	60 to 40% Decrease
<span style="color: orange;">■</span>	40 to 20% Decrease
<span style="color: yellow;">■</span>	20 to 1% Decrease
<span style="color: green;">■</span>	No Change
<span style="color: lightgreen;">■</span>	1 to 20% Increase
<span style="color: blue;">■</span>	20 to 40% Increase
<span style="color: darkblue;">■</span>	40 to 60% Increase
<span style="color: purple;">■</span> (Grid)	No Access



City of Palmerston

Job Number: 20191748  
 Filename: 20191748GQ002A  
 Revision: Rev A  
 Date: 2019-11-08 09:07  
 Drawn: Travis Moon

Data Acknowledgement:  
 Aerial from Palmerston Council, 2016  
 Cadastre and Parking data from  
 Palmerston Council, 2019

**PALMERSTON PARKING STRATEGY  
 WEEKEND AVERAGE CHANGES FROM  
 MAY/JUNE 2019 TO OCTOBER 2019**





City of Palmerston

Job Number: 20191748  
 Filename: 20191748 Car p  
 Revision: Rev p  
 Date: 2019-11-04 13:58  
 Drawn: Travis Moon

Data Acknowledgement:  
 Aerial from Palmerston Council, 2016  
 Cadastre and Parking data from  
 Palmerston Council, 2019

**Turnover**

- New
- From 10:30am
- From 8:00am

**PALMERSTON PARKING STRATEGY - THURSDAY 17TH OCTOBER 2019 1:00PM PARKING TURNOVER**



EPSG:28352



City of Palmerston

Job Number: 20191748  
 Filename: 20191748 Car p  
 Revision: Rev p  
 Date: 2019-11-06 12:04  
 Drawn: Travis Moon

Data Acknowledgement:  
 Aerial from Palmerston Council, 2016  
 Cadastre and Parking data from  
 Palmerston Council, 2019

**Turnover**  
 ■ New  
 ■ From 9:00am

**PALMERSTON PARKING STRATEGY - THURSDAY 17TH OCTOBER 2019 2:00PM - 3 & 4 HOUR PARKING TURNOVER**

<b>AGENDA ITEM:</b>	13.2.5
<b>REPORT TITLE:</b>	Changes to Road Reserve – Pierssene Road, Yarrowonga
<b>REPORT NUMBER:</b>	9/0351
<b>MEETING DATE:</b>	10/12/2019
<b>AUTHOR:</b>	Acting Director City Growth and Operations, Alex Douglas
<b>APPROVER:</b>	Chief Executive Officer, Luccio Cercarelli

## COMMUNITY PLAN

Vibrant Economy: Palmerston is a destination city for employment, it is a place where businesses are encouraged to set up and grow.

## PURPOSE

This report seeks the approval of Council to amend a previous decision of the Council relating to the prospective purchaser of a portion of road to be closed as part of the development of the new Bunnings site.

## KEY MESSAGES

- The proposed purchaser of the land has changed however the intent of the previous decisions of the Council are not affected.

## RECOMMENDATION

1. THAT Report Number 9/0351 entitled Changes to Road Reserve – Pierssene Road, Yarrowonga be received and noted.
2. THAT Council note the change in ownership of Lot 9148 Pierssene Road, Yarrowonga from Bunnings Properties Pty Ltd to The Trust Company (Australia) Limited (ACN 000 000 993) as outlined in Report Number 9/0351 entitled Changes to Road Reserve – Pierssene Road, Yarrowonga.
3. THAT Council reaffirms the sale of the land as per the previous Council decisions noting the change of ownership from Bunnings Properties Pty Ltd to The Trust Company (Australia) Limited (ACN 000 000 993) in its capacity as agent for Bieson Pty Ltd (ACN 110 465 168) as trustee for the LWR Palmerston Trust provided that all other conditions remain unaffected.
4. THAT pursuant to Section 26 (2) of the *Local Government Act*, Council authorises the affixing of the common seal to all documents associated with the offer of Land Transfer and sale of Lot 9148, Pierssene Road, Yarrowonga between the owner or its representatives and City of Palmerston and that this be attested by the signatures of the Official Manager (or Mayor) and Chief Executive Officer.

## BACKGROUND

The most recent consideration of this matter was at the 1st Ordinary Council Meeting of 3 July 2018 wherein the Council was provided an update on progress of the changes to the road reserve abutting Lot 9148 Pierssene Road, Yarrowonga.

The Council Resolution 8/1412 was adopted at the 2<sup>nd</sup> Ordinary Council Meeting of 20 February 2018 and reads:

**4.1 Bunnings Lot 9148, Pierssene Road Yarrowonga – Update on Proposed Changes to the Road Reserve 8/1412**

1. THAT Report Number 8/1412 entitled Bunnings Lot 9148, Pierssene Road Yarrowonga – Update on Proposed Changes to the Road Reserve be received and noted.

2. THAT Council accepts the offer of \$200 per square metre from Bunnings Properties Pty Ltd (Bunnings) for the sale and purchase of land and road reserve as detailed in Report Number 8/1373 Bunnings, Lot 9148, Pierssene Road, Yarrowonga – Proposed Changes to Road Reserve subject to the following conditions:

- a. THAT Bunnings make payment to Council for the difference in land parcel transfer at the rate of \$200 per square metre.
- b. THAT Bunnings be the owners of Lot 9148 prior to the finalisation.
- c. THAT Bunnings be responsible for all associated costs with this proposal.
- d. THAT Ministerial approval is granted for the road closure of a portion of Pierssene Road as previously approved by Council.

3. THAT Council delegate to the CEO the authority to finalise the total area of land to be sold and purchased in respect to Bunnings Lot 9148, Pierssene Road Yarrowonga and road reserve.

4. THAT pursuant to Section 26 (2) of the Local Government Act, Council authorises the affixing of the common seal to all documents associated with the offer of Land Transfer and sale of Lot 9148, Pierssene Road, Yarrowonga between Bunnings Properties Pty Ltd and City of Palmerston and that this be attested by the signatures of the Official Manager (or Mayor) and Chief Executive Officer.

5. THAT the decisions only relating to report number 8/1412 be moved into open.

**CARRIED 8/3038 – 20/02/2018**

The survey company that is managing the process on behalf of the developer has advised that the prospective owner will now not be Bunnings Properties Pty Ltd and in order to ensure compliance with the relevant decisions of the Council, a new resolution is required to reflect the correct names.

## DISCUSSION

The recommendation has been prepared to reflect that a number of actions have been implemented during the intervening period and do not require reiteration.

The prospective change in ownership of the land will not impact on the development and is not considered of any material impediment to seeking Council's approval to amend the previous Council Resolution.

As with any freehold land tenure the subsequent ownership can change over time and the Council's primary involvement ceases with this development following the sale of the land and closed road reserve.

## **CONSULTATION PROCESS**

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

- Director City Growth and Operations
- Capital Works Coordinator

In preparing this report, there has been consultation with the Land Titles Office and the Department of Local Government.

## **POLICY IMPLICATIONS**

There are no policy implications for this report.

## **BUDGET AND RESOURCE IMPLICATIONS**

There are no direct budget or resource implications associated with this report as the procedural aspects such as public consultation and public notices were completed within previous financial years.

## **RISK, LEGAL AND LEGISLATIVE IMPLICATIONS**

The Council has conformed with the requirements of the Local Government Act and regulations in proceeding with the road opening and closing process and sale of land.

## **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**

**Attachment A:** Council Report Number 9/0041, Proposed Part Road Closure – Pierssene Road, Yarrowonga, presented to Council on 3 July 2018.



A Place for People

1st Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.2.7
<b>REPORT TITLE:</b>	Proposed Part Road Closure – Pierssene Road, Yarrawonga
<b>REPORT NUMBER:</b>	9/0041
<b>MEETING DATE:</b>	3 July 2018
<b>Author:</b>	Environment and Emergency Operations Officer, Rishenda Moss
<b>Approver:</b>	Director City Growth and Operations, Gerard Rosse

## PURPOSE

This report seeks Council approval to write to the Minister of Housing and Community Development seeking consent of a road closure on Pierssene Road, Yarrawonga following a public consultation period with submissions being received.

### Municipal Plan:

2. Economic Development

2.2 Local Business and Industry

2.2 We are committed to ensuring local businesses and industry receive the support they need in order to grow and prosper within our region.

## KEY ISSUES

- A development (now approved) to establish and relocate Bunnings was proposed in June 2017, located on the former Finlay's site in Yarrawonga.
- Part of this development proposed the realignment of the cul-de-sac and associated road closure and opening process in Pierssene Road.
- Council began the road realignment process in late 2017 which included public consultation undertaken for the closure of part of Pierssene Road, Yarrawonga.
- No objections or comments were received during the consultation period.
- Council is now seeking approval from the Minister of Housing and Community Development to formally close part of Pierssene Road, Yarrawonga.

## RECOMMENDATION

1. THAT Report Number 9/0041 entitled Proposed Part Road Closure – Pierssene Road, Yarrawonga be received and noted.
2. THAT that the Mayor write to the Minister of Housing and Community Development seeking consent to the permanent closure of approximately 334m<sup>2</sup> of Pierssene Road, Yarrawonga, to reconfigure the cul-de-sac to accommodate the new proposed Bunnings development site, as a result of receiving no submissions during the public consultation period.

**BACKGROUND**

On 6 June 2017 a development application was presented to the Ordinary Meeting of Council for the new Bunnings development whereby Council endorsed the development application. Included in that report was the following paragraph that relates to the reconfiguration of the cul-de-sac.

*"The proposed revised design of the Pierssene Road cul-de-sac head road reserve will require a decision of Council via an agreement for purchase / lease / permit to occupy / other agreement for this area of the road reserve. Any approved works and /or boundary adjustments to this road reserve will be at the applicant's expense and to the satisfaction of Council. Council request that this requirement be included as a Condition Precedent should the Consent Authority approve the application".*

At the Ordinary Council Meeting of 21 November 2017, a further report was received by Council with the following decisions made:

***Bunnings Lot 9148, Pierssene Road, Yarrowonga – Proposed Changes to the Road Reserve 8/1373***

1. *THAT Council accepts late Report Number 8/1373 as a matter of urgency and that the matter be received in the confidential session in accordance with Regulation 8(c)(i) of the Local Government (Administration) Regulations and that the Report and associated attachments remain confidential for a period of 12 months or a lesser period as determined by the Chief Executive Officer.*
2. *THAT Council receives Report Number 8/1373.*
3. *THAT Council approves in principle the road closure and opening required in Pierssene Road Yarrowonga for the realignment of the road reserve boundaries to accommodate the Bunnings development proposal.*
4. *THAT in accordance with the Local Government (Administration) Regulations the road opening and closing process for Piersenne Road Yarrowonga commence.*
5. *THAT the Chief Executive Officer provide an independent valuation of the balance of land resulting from the proposed realignment of the Pierssene Road reserve to the ordinary meeting of Council to be held in December 2017.*
6. *THAT the decisions only relating to report number 8/1373 be moved to open.*

**CARRIED 8/2967 – 21/11/2017**

The final report in relation to this matter was presented to the 2<sup>nd</sup> Ordinary Council Meeting of 20 February 2018 with the following decision/s made:

***Bunnings Lot 9148, Pierssene Road Yarrowonga – Update on Proposed Changes to the Road Reserve 8/1412***

1. *THAT Report Number 8/1412 entitled Bunnings Lot 9148, Pierssene Road Yarrowonga – Update on Proposed Changes to the Road Reserve be received and noted.*
2. *THAT Council accepts the offer of \$200 per square metre from Bunnings Properties Pty Ltd (Bunnings) for the sale and purchase of land and road reserve as detailed in Report Number 8/1373 Bunnings, Lot 9148, Pierssene Road, Yarrowonga – Proposed Changes to Road Reserve subject to the following conditions:*
  - a. *THAT Bunnings make payment to Council for the difference in land parcel transfer at the rate of \$200 per square metre.*
  - b. *THAT Bunnings be the owners of Lot 9148 prior to the finalisation.*

- c. THAT Bunnings be responsible for all associated costs with this proposal.
  - d. THAT Ministerial approval is granted for the road closure of a portion of Pierssene Road as previously approved by Council.
3. THAT Council delegate to the CEO the authority to finalise the total area of land to be sold and purchased in respect to Bunnings Lot 9148, Pierssene Road Yarrowonga and road reserve.
  4. THAT pursuant to Section 26 (2) of the Local Government Act, Council authorises the affixing of the common seal to all documents associated with the offer of Land Transfer and sale of Lot 9148, Pierssene Road, Yarrowonga between Bunnings Properties Pty Ltd and City of Palmerston and that this be attested by the signatures of the Official Manager (or Mayor) and Chief Executive Officer.
  5. THAT the decisions only relating to report number 8/1412 be moved into open.

CARRIED 8/3038 - 20/02/2018

Since the February 2018 decision, public consultation has occurred for the proposed road closure in accordance with the *Local Government Act* and associated *Local Government (Administration) Regulations*.

## DISCUSSION

The proposed road closure is shown at **Attachment A**.

The proposed road closure was publicly advertised in the NT News on 3 May 2018, placed on the City of Palmerston website on 30 April 2018 and posted on Facebook on 2 May 2018 with an invitation for any person to submit written objections as required under the *Local Government (Administration) Regulations*.

The 28-day advertising/objection period concluded at the close of business on the 28 May 2018.

As no objections or comments were received, Council may now write to the Minister of Housing and Community Development seeking the consent of the Minister for the road closure.

## COSULTATION

As contained within the body of the report.

## POLICY IMPLICATIONS

There are no policy implications in this report.

## BUDGET AND RESOURCE IMPLICATIONS

There are no budget or resource implications in this report.

## RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

The *Control of Roads Act* for Parts 3 and 4 **does not** include a road that is under the care, control and management of a local government council.

The *Local Government Act* permits a council to permanently close a road, or part of a road, under its care, control and management where the relevant procedural requirements prescribed by regulation have been satisfied and with the consent of the Minister responsible for the administration of the *Local Government Act*.

The *Local Government (Administration) Regulations* sets out the procedural requirements required to be followed by a council to permanently close a road under its care, control and management. The procedural requirements are:

**'Permanent closure of road.**

- (1) *Before a council submits for the Minister's consent a proposal to close a road in its area on a permanent basis, it must give public notice of the proposal.*
- (2) *The proposal (which must include a plan delineating the road to be closed with reasonable accuracy and detail) must be accessible on the council's website.*
- (3) *The notice must include an invitation to any person who may object to the proposal to lodge a written objection to the proposal within a reasonable period (at least 28 days) stated in the notice.*
- (4) *The council must consider any objections lodged in accordance with the invitation.*
- (5) *If, after publishing a notice under this regulation, the council substantially modifies its proposal (either as a result of objections or for some other reason), the council must publish a fresh notice under this regulation of the modified proposal.*
- (6) *When the council submits a proposal for permanent road closure to the Minister for consent, the proposal must be accompanied by:*
  - (a) *a report setting out the steps taken by the council to comply with this regulation; and*
  - (b) *copies of written objections (if any) received by the council to its proposal'.*

Council has conformed with its legislative requirements for the permanent road closure.

## **ENVIRONMENT SUSTAINABILITY IMPLICATIONS**

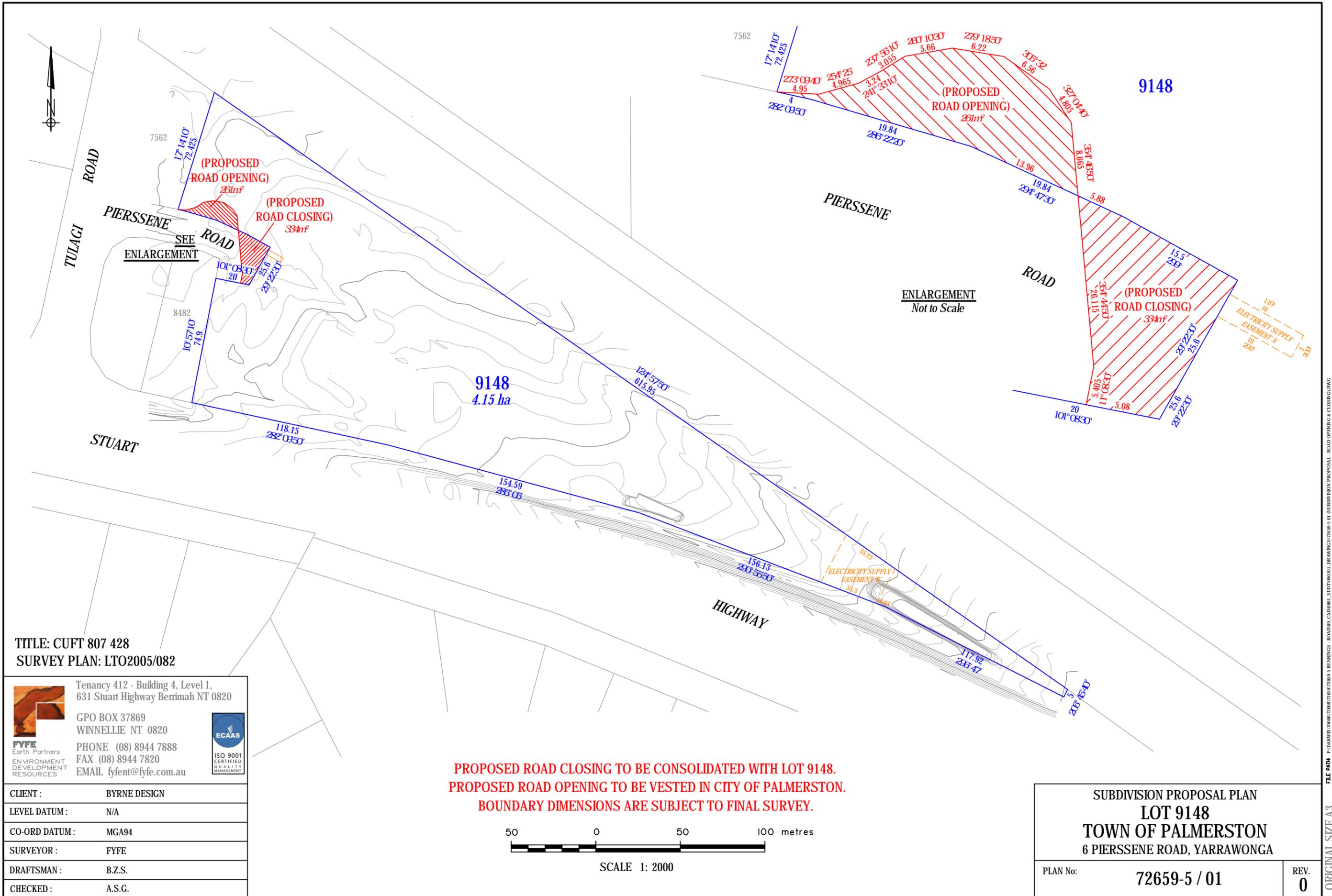
There are no environment sustainability implications in this report.

## **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**

**Attachment A:** Plan of Road Closure

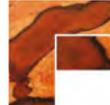


TITLE: CUFT 807 428  
SURVEY PLAN: LTO2005/082

Tenancy 412 - Building 4, Level 1,  
631 Stuart Highway Bemimah NT 0820

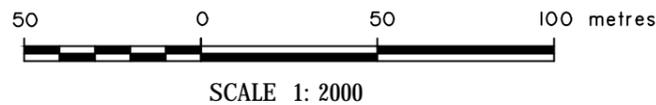
GPO BOX 37869  
WINNELLIE NT 0820

PHONE (08) 8944 7888  
FAX (08) 8944 7820  
EMAIL fyfent@fyfe.com.au




CLIENT :	BYRNE DESIGN
LEVEL DATUM :	N/A
CO-ORD DATUM :	MGA94
SURVEYOR :	FYFE
DRAFTSMAN :	B.Z.S.
CHECKED :	A.S.G.

**PROPOSED ROAD CLOSING TO BE CONSOLIDATED WITH LOT 9148.  
PROPOSED ROAD OPENING TO BE VESTED IN CITY OF PALMERSTON.  
BOUNDARY DIMENSIONS ARE SUBJECT TO FINAL SURVEY.**



SUBDIVISION PROPOSAL PLAN	
LOT 9148	
TOWN OF PALMERSTON	
6 PIERSSENE ROAD, YARRAWONGA	
PLAN No:	72659-5 / 01
REV.	0

FILE PATH: P:\DRAWING\70000\72000\72659-5\BUILDINGS - ROAD\09 CAD\0901 SUBD\00101 DRAWINGS\72659-5 OF SUBDIVISION PROPOSAL - ROAD OPENING & CLOSING.DWG ORIGINAL SIZE A3

<b>AGENDA ITEM:</b>	13.2.6
<b>REPORT TITLE:</b>	Rates Strategy Public Consultation Outcomes
<b>REPORT NUMBER:</b>	9/0062
<b>MEETING DATE:</b>	10/12/2019
<b>AUTHOR:</b>	Director Organisational Services, Richard Iap
<b>APPROVER:</b>	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 provides an update to Council on the Rates Strategy public consultation and seeks adoption of a rating method and the development of City of Palmerston Rates Strategy Policy.

## KEY MESSAGES

- Council established a volunteer Community Reference Group (CRG) of representative Palmerston ratepayers to provide ideas, concepts and feedback to Council to inform the development of a rating strategy.
- Council undertook a six-week public consultation on the three models of rating, providing information to the community during September - October 2019.
- An online survey was conducted through Council's Have Your Say webpage, generating 244 responses.
- Council used a wide range of elements and media to promote and seek participation in the Rates Strategy Consultation.
- A total of 53% of survey respondents preferred Option 1: Valuation-based charge with a differential (current method).
- Council considers the feedback received from the consultation process and determine the preferred rating option to prepare as a Rating Strategy Policy for City of Palmerston.

## RECOMMENDATION

1. THAT Report Number 9/0062 entitled Rates Strategy Public Consultation Outcomes be received and noted.
2. THAT Council retains the current valuation-based (UCV) charge with a differential rating method based on community consultation feedback received.
3. THAT Council prepare a draft Rating Strategy Policy for City of Palmerston based on valuation-based (UCV) charge with a differential rating method and the principles of rating established by the Community Reference Group for presentation to the First Ordinary Meeting in March 2020.

## BACKGROUND

Council established a volunteer Community Reference Group (CRG) of representative Palmerston ratepayers to provide ideas, concepts and feedback to Council to inform the development of a rating strategy. One of the first matters that was considered by the CRG was the principles of rating.

Members of the CRG accepted the following principles of rating for Palmerston:

- Administrative simplicity;
- Economic efficiency; and
- Equity

At the 2<sup>nd</sup> Ordinary Council Meeting of 16 April 2019 Council made the following decisions:

### 25.2.1 Rates Strategy Update and Proposed Consultation

C9/0209

1. THAT Report Number C9/0209 entitled Rates Strategy Update and Proposed Consultation be received and noted.
2. THAT Council undertake six weeks public consultation and provide information to the community commencing August 2019, as outlined in Report Number C9/0209 entitled Rates Strategy Update and Proposed Consultation, on three models of rating, namely:
  - Option 1 - Valuation based charge with a differential;
  - Option 2 - Flat Rate for residential only/UCV for remaining properties; and
  - Option 3 - Combination Fixed Rate and UCV Rate.
3. THAT a further report on the Rates Strategy be provided by the 2<sup>nd</sup> Ordinary Council Meeting in November 2019 providing the outcomes of the public consultation.
4. THAT Council note the minor amendment to Attachment D to Report Number C9/0209 entitled Rates Strategy Update and Proposed Consultation to correct terminology as tabled.
5. THAT Decisions 1 to 5 relating to Report Number C9/0209 entitled Rates Strategy Update and Proposed Consultation be moved to the open minutes once consultation has commenced.
6. THAT Council write to members of the community reference group and provide community messaging regarding the commencement of community consultation on the Rates Strategy in August 2019.
7. THAT Council Decisions 6 to 7 relating to Report Number C9/0209 entitled Rates Strategy Update and Proposed Consultation be moved to the open minutes of the 2<sup>nd</sup> Ordinary Council Meeting of 16 April 2019.

CARRIED 9/0595 - 16/04/2019

As a result of the engagement process with the CRG, Council developed three potential rating options to form the basis of further community engagement.

Council staff engaged with True North Strategic Communication to prepare and manage a community engagement strategy to guide the public consultation which ran from 2 September to 13 October 2019. The public consultation was a broad process that required expertise and resources beyond the current capacity of Council, including gathering public feedback.

The engagement process provided three options to the public for consideration:

- Option 1: Valuation-based charge with a differential (current method)
- Option 2: Flat rate for Residential, UCV for remaining properties (used prior to 2015)
- Option 3: Combination fixed rate and UCV rate

A mix of engagement methods were used during the consultation to target ratepayers, including:

- Face-to-face consultation with discussion kiosks in various locations around Palmerston
- Online tools such as the Have Your Say webpage, Facebook posts and an online survey
- Direct contact through a dedicated email address and phone number
- Offline options including receiving a hard copy survey and the opportunity for written feedback

The Consultation Report provided by True North Strategic Communication with the outcomes of the community feedback is in **Attachment A**.

This report considers the feedback and outcomes from the public consultation process and seeks recommendations of a rating strategy for City of Palmerston.

## **DISCUSSION**

A total of 244 completed survey responses were received by ratepayers, which is a small percentage of participants compared to the population of Palmerston ratepayers.

The survey results provided from the community feedback gathered by True North Strategic Communication has indicated Option 1, the valuation-based charge, is the preferred option for more than half the survey respondents.

A summary of the key concerns for each of the three rating options is provided below:

### **Option 1: Valuation-based charge with a differential (current method)**

A total of 53% of survey respondents prefer Option 1 as it appears to be the fairest and cheapest option available and is also consistent with other Councils in Australia.

Some comments received include:

- Most equitable option and is also the method used by most other Councils in Australia.
- It is the fairer model, so people with smaller blocks aren't paying as much as people with larger blocks. Retirees living in smaller units may not have the ability to pay a higher rate.
- Cheaper option and takes into consideration the value of the property.

- Appears to be the fairer option when family members in units or apartments are on a pension. Rates should not rise to compensate for others with bigger yards, it's not fair when they have no real land value, no extra services and on smaller wages.

### **Option 2: Flat rate for Residential, UCV for remaining properties (used prior to 2015)**

A total of 40% selected Option 2 as it was the cheapest option for them and there is no reason why some residents should have to pay more to receive the same or less services than other areas.

Some comments received include:

- Everyone gets the same service, so everyone should pay equally.
- It is a fair option which does not penalise those who have invested in property in Palmerston. Many are already struggling to pay their mortgages due to the decline in property values. This option reflects the services provided which are the same to all properties regardless of their UCV.
- We all get the same service so shouldn't have to pay a higher rate for owning a larger block.

### **Option 3: Combination fixed rate and UCV rate**

Of the 7% of residents who prefer Option 3, the common theme was that a combination of charges presented a cheaper and fairer option for the individual situations.

Some comments received include:

- It seems unfair to pay the same amount in a unit as someone who owns a large house.
- This option reduces the rates for a low UCV property, if you own more you should pay more.
- It's fairer as it works on a combination and is not unfairly biased towards either group of rate payers.

A complete list of comments can be found within the Consultation Report provided by True North Strategic Communication at **Attachment A**.

It is recommended Council considers the feedback received from the consultation process and retains Option 1, Valuation-based (UCV) charge with a differential rating method and prepare a draft Rating Strategy Policy for City of Palmerston for presentation to the first Ordinary Meeting in March 2020.

## **CONSULTATION PROCESS**

The consultation undertaken by True North Strategic Communication was to seek feedback on the three rating models and other rating considerations, but not to be determinative on the outcomes. Council will be required to make the final decision which will be clearly communicated to the community. The credibility of the process will rest on Council being able to demonstrate that it undertook a genuine consultative process that listened to all views and informed the decision.

Community feedback was targeted through the following means:

- Direct mailout to all Palmerston ratepayers (**Attachment B**)
- Fact sheet (**Attachment C**)
- Online survey and hard copy survey (**Attachment D**)
- Council media release (**Attachment E**)
- Frequently asked questions sheet (**Attachment F**)

- Print and radio media advertisement
- 12 discussion kiosks at various Palmerston locations
- Have Your Say on Council's website
- Online Rates Calculator
- Phone
- Stakeholder emails
- Social media via Facebook and Instagram

A direct mailout was done to all Palmerston ratepayers (13,717) which included a letter advising of the consultation, fact sheet and how to participate.

Council developed a Have Your Say webpage to host the Rates Strategy consultation and included an online rates calculator, which allowed ratepayers to enter in their properties details to see the result of each of the three rating methods.

Print, radio and social media were used to inform and promote the rates strategy consultation to the community.

**NT News full page advert - 13 September**



**FREE ENTRY**  
**SATURDAYS | 4-7PM**  
**SANCTUARY LAKES**  
*Live music*  
**BY LOCAL ARTISTS**  
FOOD TRUCK, FAMILY & PET FRIENDLY.  
BYO BLANKET, BEAN BAG OR CHAIR  
**14 SEPT**  
LIBBY ABDOO & ADAM SCRIVEN

**RATES STRATEGY Consultation**  
Council is seeking feedback from Palmerston ratepayers on the most appropriate rating option for Palmerston from the 2019-2021 financial year.  
Option 1: Valuation-based charge with a differential (parent method)  
Option 2: Flat rate for Residential, LRV for remaining properties (used prior to 2015)  
Option 3: Consolidated Fixed Rate and LRV Rate  
For more information and to Have Your Say visit [www.palmerston.nt.gov.au](http://www.palmerston.nt.gov.au) or a discussion kiosk.

Fri 20 Sept	Palmerston Markets	5:00pm - 8:00pm
Sun 22 Sept	Zuccoli Plaza Markets	9:00am - 11:00am
Thurs 26 Sept	Bakewell Shopping Centre	3:00pm - 6:00pm
Sat 28 Sept	Gateway Shopping Centre	10:00am - 1:00pm
Wed 2 Oct	Palmerston Shopping Centre	11:00am - 2:00pm
Fri 4 Oct	Gateway Shopping Centre	5:00pm - 8:00pm
Fri 11 Oct	Palmerston Markets	5:00pm - 8:00pm
Sat 12 Oct	Bakewell Shopping Centre	11:00am - 2:00pm

**FLICNICS**  
FREE MOVIES  
UNDER THE STARS AT COVERED SQUARE  
MOVIES START: 7:00PM  
14 SEPT: LADIES IN BLACK  
21 SEPT: FIFTH ELEMENT

city of  
**PALMERSTON**  
A Place for People

**NT News full page advert - 27 September**



**2019 Pre Cyclone CLEAN UP**  
Prior to each wet season, Council conducts a hard rubbish collection service for Palmerston suburbs to help residents prepare for the cyclone season.  
**FARRAR | DOWN | BAKEWELL | ROSEBERY | JOHNSTON | BELLAMACK | ZUCCOLI**  
ITEMS FOR COLLECTION MUST BE PLACED ON THE VERGE ON  
**5-6 OCTOBER** FOR COLLECTION FROM  
MONDAY 7 OCTOBER

**WHAT WILL BE COLLECTED**  
VERGE WASTE, APPLIANCES, TUBS, WHEELS, FURNITURE, REFRIGERATORS, BIKES, MOTORCYCLES, BATTERED WHEELS

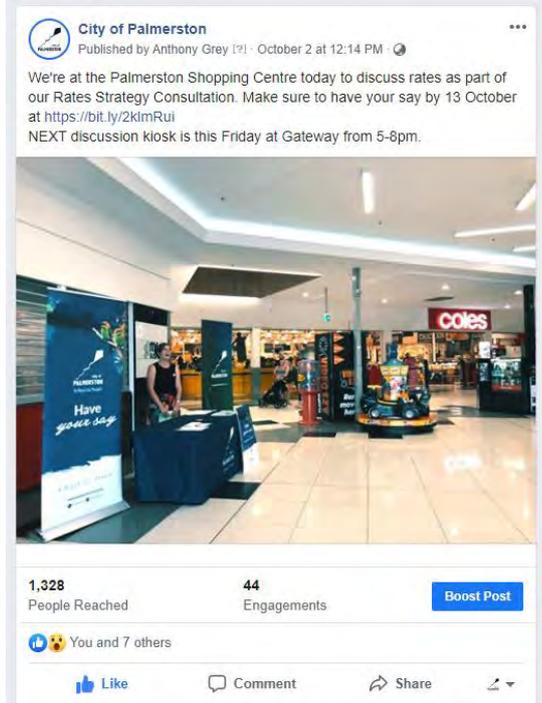
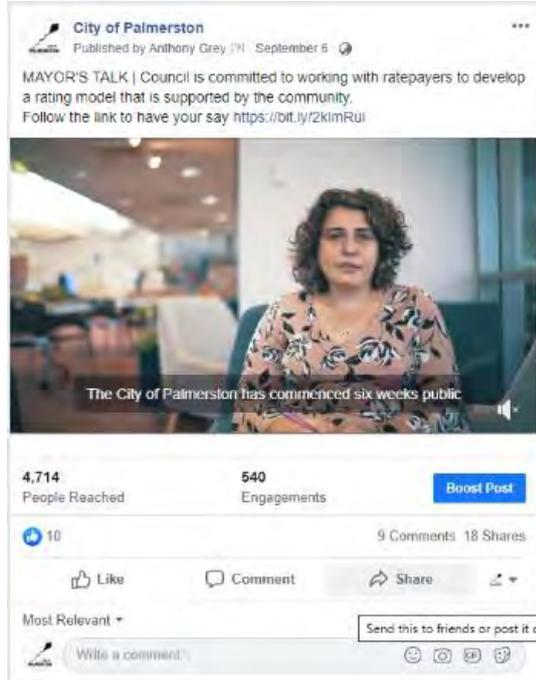
**WHAT WILL NOT BE COLLECTEDHARD, HEAVY, OR FLAMMABLE WASTE, BATTERED WHEELS, REFRIGERATORS, BIKES, MOTORCYCLES, BATTERED WHEELS**

**RATES STRATEGY Consultation**  
Council is seeking feedback from Palmerston ratepayers on the most appropriate rating option for Palmerston from the 2019-2021 financial year.  
Option 1: Valuation-based charge with a differential (parent method)  
Option 2: Flat rate for Residential, LRV for remaining properties (used prior to 2015)  
Option 3: Consolidated Fixed Rate and LRV Rate  
For more information and to Have Your Say visit [www.palmerston.nt.gov.au](http://www.palmerston.nt.gov.au) or a discussion kiosk.

**COMMUNITY OPPORTUNITIES**  
Speak to your Elected Members  
Tue 8 Oct: Public Forum, 5:00pm  
Member Councilors: Catherine Van't Hof  
Tue 15 Oct: Public Forum, 5:00pm  
Member Councilors: Catherine Van't Hof  
Public forums are followed by the Ordinary Council Meeting at 5:30pm  
Fri 22 Oct: Palmerston Markets, 5:30pm-8:30pm

city of  
**PALMERSTON**  
A Place for People

## Sample of the Social Media Facebook Posts



- Mayor's Talk - 6 September: 9 comments, 18 shares, 10 likes, 4,704 reach.
- First discussion kiosk - 7 September: 3 shares, 18 likes, 2,135 reach.
- Discussion kiosk details - 11 September: 3 likes, 988 reach.
- Consultation reminder and discussion kiosk details - 26 September: 781 reach.
- Mayor's Talk - 26 September: 2 comments, 1 share, 4 likes, 1,041 reach.
- Consultation reminder and discussion kiosk details - 2 October: 8 likes, 1,328 reach.
- Consultation reminder message - 8 October: 1 comment, 3 share, 1,661 reach.

Mayor's Weekly scheduled interviews across local stations during the consultation period.

Twelve discussion kiosks were held at multiple locations around Palmerston, at various times throughout the six-week consultation period, to engage with as many ratepayers as possible. The kiosks provided ratepayers the opportunity to take a fact sheet, discuss the consultation, provide feedback, use the online rates calculator or request a hard copy survey.

A staff member from both True North and City of Palmerston staffed each of the kiosks, which were based at Gateway Shopping Centre, Zuccoli Plaza Markets, Bakewell Shopping Centre, Palmerston Shopping Centre and the Palmerston Markets.

A more detailed report into the consultation process can be found in the Consultation Report provided by True North Strategic Communication in **Attachment A**.

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

- Communications, Media and Marketing Lead
- Director Finance

## **POLICY IMPLICATIONS**

Changes to Council's concessions may require a change to Council Policy *Fin17 Rates Concession*. This policy is reviewed each year prior to adoption of the Declaration of Rates and Charges.

## **BUDGET AND RESOURCE IMPLICATIONS**

It is important to note this process was to assist Council to determine how the rating responsibility is distributed across the community, not how rates should be spent by Council, how rates or expenditure could be reduced, or the size of Council's revenue.

Therefore, any change in the rating method will not affect the overall size of the total rating revenue that will be required to generated to meet the services levels of the City.

## **RISK, LEGAL AND LEGISLATIVE IMPLICATIONS**

The consultation process was to assist Council to determine the method of rating in Palmerston. Council has completed a consultation process that was significant in overall reach of all Palmerston ratepayers and sort participation and feedback. It would be risk to Council and the consultation process if Council wishes to adopt another method of rating other than the preferred Option 1: Valuation-based charge with a differential (current method).

Council is required to have a method of rating for the City and all three options that Council sort feedback on met required legislations and regulations.

## **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**

**Attachment A:** True North Strategic Communication Consultation Report

**Attachment B:** City of Palmerston Rates Strategy Letter

**Attachment C:** City of Palmerston Rates Strategy 2019 Factsheet

**Attachment D:** City of Palmerston Rate Payers to have a say with Rates Strategy Survey

**Attachment E:** City of Palmerston Media Release

**Attachment F:** Rates Strategy Consultation FAQs



# City of Palmerston

## Rating strategy

### Consultation Report

Prepared by True North Strategic Communication  
November 2019

Version No.	Issue Date	Prepared by:	Approved by:	Approval Date
V1	1 November 2019	Claire Butler and Sevasti Laouris		
V2	27 November 2019	Sevasti Laouris		

*Recipients are responsible for eliminating all superseded documents in their possession*

#### **Consultation statement**

True North Strategic Communication is guided by the principles of good community engagement, based on people's level of interest and concern as outlined by the International Association for Public Participation (IAP2).

Our role is to provide stakeholders and the general public with objective information so they can provide informed feedback on consultation projects. We give people the opportunity to provide input that is balanced and reflective of the range of community views to independently provide the best possible guidance to decision makers.

Our practice reflects professional standards and ethical standards for human research including anonymity, confidentiality, record storage and keeping people informed.



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## Executive summary

City of Palmerston is developing a rating strategy and has consulted with Palmerston ratepayers to seek feedback on three potential rating options put forward by Council. The feedback from the consultation process will be used to help Council make a final decision on the fairest and most equitable rating option for the city.

The three rating options being considered were:

- Option 1: Valuation-based charge with a differential (current method)
- Option 2: Flat rate for Residential, UCV for remaining properties (used prior to 2015)
- Option 3: Combination Fixed Rate and UCV Rate.

This report outlines the consultation process and the feedback received through various channels. The report also provides some analysis and recommendations based on the feedback received.

The consultation ran for six weeks from 2 September to 13 October 2019 and was targeted at Palmerston ratepayers.

Feedback was received through the following means:

- online survey
- hard copy survey mailed on request
- feedback at the discussion kiosks
- email
- phone
- social media.

## Findings

Several key themes emerged during the consultation. The key themes were:



The survey results indicated that the valuation-based option is the preferred option for more than half of the survey respondents however Council should note that:

- The number of survey respondents represents a sample of Palmerston ratepayers rather than all ratepayers.
- Most, if not all ratepayers would have selected the rating option that is cheapest for them, based on the rates calculator provided.
- Perceptions of fairness and equity in rates depends on each ratepayers' individual position, i.e. those with a lower value property believe it is unfair they pay the same as those with a higher value property, and those with a higher value property believe it is unfair they pay more than those with a lower value property.



- Many ratepayers provided detailed comments in the survey which may provide further insights into their opinions.
- None of the rating options will please all ratepayers.
- The consultation process was inclusive of all ratepayers and included online, mailed information and face-to-face discussions to ensure all ratepayers were informed and had the opportunity to provide feedback.

Despite the various communication and consultation methods used, a small percentage of Palmerston ratepayers participated in this consultation which could be a result of the following:

- lack of interest in the subject matter
- lack of understanding of how rates are used and how they are calculated
- the requirement to enter a unique payment reference number to complete the survey.

All ratepayers were sent a letter and fact sheet advising of the consultation, therefore awareness of the consultation process is unlikely to be a contributing factor in this case.

The online survey was the main method that ratepayers used to provide feedback.

### Recommendations

It is recommended that Council consider all feedback received from the consultation when making the final decision about which rating option to adopt. Most of the ratepayers who completed the survey provided additional information to explain the reasons for their responses, which may be useful for Council in considering which rating option to adopt.

As there is not one option that will be the preference for all ratepayers, Council will need to carefully plan for any announcements about the selected rating option and will need to clearly communicate the reasons behind the decision.

It is also recommended that the Council make this report available to the public, and that the final rating strategy be provided to the Community Reference Group and ratepayers with reference to the information gathered during the consultation process and how this guided Council decision-making.

## Background

The City of Palmerston is developing a rating strategy for the city to be adopted as of the 2020/21 rating period.

In 2018, Council established a volunteer Community Reference Group (CRG) of representative Palmerston ratepayers to provide ideas, concepts and feedback to Council to inform the development of the rating strategy. As a result of the engagement process with the CRG, Council developed three potential rating options to form the basis of further community engagement. The City of Palmerston engaged True North Strategic Communication (True North) to prepare a community engagement strategy to guide this engagement process.

Before the community engagement strategy was prepared, Council and True North consulted with the CRG about how Council should engage with ratepayers and seek feedback. Key recommendations from the CRG were that a range of communication and consultation tools were required for the broadest reach, and that the materials should be in plain language that everybody could understand. The CRG suggested a combination of communication including online, face-to-face and direct mail. These recommendations were taken into account in the preparation and implementation of the community engagement strategy.

City of Palmerston consulted with Palmerston ratepayers to understand the opinions, support or concerns for each of the three potential rating options. This feedback was sought to help Council make a final decision on the fairest and most equitable rating option for Palmerston. The communication materials and face-to-face communication during the consultation explained that the consultation process was to seek further feedback to help determine which model should be implemented from the 2020/21 financial year. Council wanted to ensure that this did not become a voting process where the most popular rating option would automatically be the selected model. The options being considered were:

- Option 1: Valuation-based charge with a differential (current method)
- Option 2: Flat rate for Residential, UCV for remaining properties (used prior to 2015)
- Option 3: Combination Fixed Rate and UCV Rate.

A mix of engagement methods were used during the consultation to target ratepayers, including:

- face-to-face consultation with discussion kiosks in various locations around Palmerston
- online tools such as the Have Your Say webpage, online rates calculator, Facebook posts and an online survey
- direct contact through a dedicated email address and phone number
- offline options including the option of receiving a hard copy survey and opportunity for written feedback.

These methods were supported with online and printed materials including fact sheets, posters, and for internal use, Frequently Asked Questions and a topic guide.

## Methodology

### Consultation goal

The goal of this community engagement was to **enable Council to make a decision on the preferred ratings model for the City of Palmerston, based on ratepayer feedback.**

The community engagement objectives were to:

- inform the community about the city's rating principles
- educate the community about the rating process and three potential options
- gather feedback and understand the opinions and concerns for each of the three rating models
- provide information on alternative payment options and assistance for ratepayers struggling to pay their rates.

### Level of engagement

Using the International Association for Public Participation (IAP2) principles that guide good community engagement, this engagement was conducted at the level of **inform, consult** and **involve**.

Level of engagement	Promise to the public
Inform	We will keep you informed
Consult	We will keep you informed, listen to your concerns and provide feedback on how the public's input influenced the decision
Involve	We will work with you to ensure your concerns are reflected in the alternatives developed, and provide feedback on how the public's input influenced the decision
Collaborate	We will look to you for advice, ideas and solutions and incorporate those into the decisions as much as possible
Empower	We will implement what you decide
©International Association of Public Participation <a href="http://www.iap2.org">www.iap2.org</a>	

### Tools and tactics

The six-week consultation program ran from 2 September to 13 October 2019 and incorporated a range of tools and tactics to maximise engagement with Palmerston ratepayers.

The tools and tactics included:



#### ^ Tools and tactics

These tools and tactics were supported with information and promotion of the consultation, including:

- letter and information sent out to all ratepayers
- media announcements and releases at the start and during the consultation
- regular video messages from the Mayor posted online
- a media release and associated media coverage
- regular posts on the City of Palmerston Facebook page
- information on the City of Palmerston website
- topic guide and Frequently Asked Questions for internal use
- posters in the Council office and Council buildings.

#### Fact sheet

A fact sheet to inform Palmerston ratepayers of the rating strategy, rating options and the consultation was mailed out to all ratepayers with a letter emailed to selected stakeholder groups, placed on the *Have Your Say* web page and distributed at discussion kiosks.

#### Online survey

An online survey was available on the *Have Your Say* page which generated 244 responses. The survey specifically sought feedback on ratepayers' preferred rating option and the reasons for their preference, along with background information such as their ratepayer category, suburb and length of time as a Palmerston ratepayer.

People were required to enter a payment reference number from their rates notices to ensure only one response per ratepayer was lodged and to ensure only City of Palmerston ratepayers could respond to the survey.

### Hard copy surveys

Ratepayers were given the option of requesting a hard copy survey and reply-paid envelope if they were unable to complete the online survey. Two people requested the hard copy survey by phone, one by email and two at the discussion kiosks. Four completed hard copy surveys were received, however two of the surveys were not valid as the payment reference number was not included. Two valid hard copy surveys were received, and the results have been included with the online survey results.

### Mailout to all Palmerston ratepayers

A letter was sent to 13 717 City of Palmerston ratepayers with the fact sheet, advising them of the consultation, encouraging their participation and directing people to the website to complete the online survey.

### Discussion kiosks

Discussion kiosks were set up at various times at Palmerston shopping centres, markets and events throughout the six-week consultation period to engage with as many ratepayers as possible. The kiosks provided ratepayers with the opportunity to take a fact sheet, discuss the consultation, provide feedback, use the online rates calculator or request a hard copy survey.

There were 12 discussion kiosks over the six-week consultation period, with two kiosks held per week. Each kiosk ranged from two to three hours in total and were held over a range of days and times. One True North staff member and one City of Palmerston staff member staffed each of the discussion kiosks. The kiosk timetable was:

- Gateway Shopping Centre, Saturday 7 September 11am – 2pm
- Zuccoli Plaza Markets, Sunday 8 September 9am – 11am
- Bakewell Shopping Centre, Wednesday 11 September 3pm – 6pm
- Palmerston Shopping Centre, Thursday 12 September 11am – 2pm
- Palmerston markets, Friday 20 September 5pm – 8pm
- Zuccoli Plaza Markets, Sunday 22 September 9am – 11am
- Bakewell Shopping Centre, Thursday 26 September 11am – 2pm
- Gateway Shopping Centre, Saturday 28 September 10am – 1pm
- Palmerston Shopping Centre, Wednesday 2 October 11am – 2pm
- Gateway Shopping Centre, Friday 4 October 5pm – 8pm
- Palmerston markets, Friday 11 October 5pm – 8pm
- Gateway Shopping Centre, Saturday 12 October 11am – 2pm.

Approximately 120 people participated in the discussion kiosks, however many more people saw the kiosks and had the opportunity to participate if they wished to. The kiosks were located in central, busy areas and were very visible to passers-by. There were quite a few people who showed some initial interest in the kiosks until they realised the subject matter and were not interested in participating, and others were renting homes in Palmerston and were not ratepayers. Many people also stopped by the discussions kiosks to discuss other Council matters.



Gateway Shopping  
Centre



Palmerston Shopping  
Centre

#### Have Your Say web page – City of Palmerston website

The project was listed on the *Have Your Say* web page on the City of Palmerston website as *Rates Strategy* and included background on the project, information resources, details about the consultation and how ratepayers could provide feedback. A link to the online survey and a link to the rates calculator were both included on the website.

#### Online rates calculator

An online rates calculator was developed for the *Have Your Say* webpage to enable all ratepayers to compare how each rating system would affect their rates. Ratepayers were able to enter their Unimproved Capital Value (UCV) and were provided with approximate amounts they would pay under each rating option.

#### Email and phone feedback

Ratepayers were also invited to provide feedback via phone or email response, with eight phone calls and six emails received by True North during the consultation period.

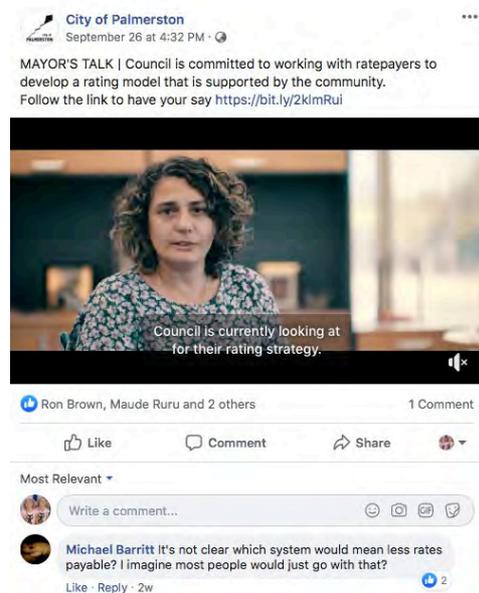
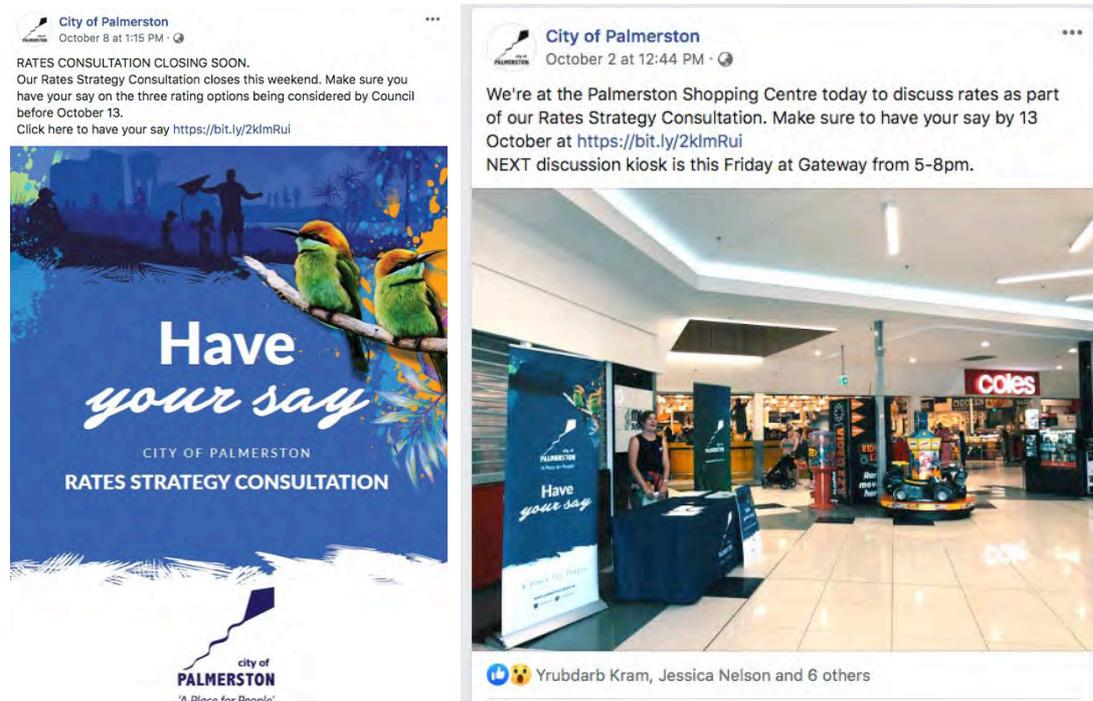
#### Stakeholder email

An email was sent to a number of key stakeholder groups to inform them of the consultation, and for these groups to share with their networks. Council offered to meet with any interested community and stakeholder groups however there were no requests for this. The stakeholder groups contacted were:

- Palmerston Regional Business Association
- Chamber of Commerce NT
- NT Property Council
- Palmerston Seniors Advisory Committee
- Palmerston Migrant and Reference Advisory Groups
- Lions Club Palmerston
- Palmerston RSL
- Palmerston Rotary Clubs
- Probus
- Council of the Aging NT.

Social media

Council generated regular posts on Facebook about the consultation. This included the Mayor’s Talk, posts from various discussion kiosks, and reminders for ratepayers to provide their feedback. In total, the Facebook posts had a combined reach of over 11 000 people.



^ Social media - City of Palmerston Facebook page

Supporting materials

Materials and tools to support and promote the consultation included:

*Consultation Report: City of Palmerston Rates Strategy*

- media release and associated media coverage
- regular video messages from the Mayor posted online (Mayor's Talk)
- regular posts on the City of Palmerston Facebook page
- information on the City of Palmerston website
- topic guide and Frequently Asked Questions for internal use
- posters in the Council office and Council buildings.

## Media

A media release was issued by the City of Palmerston on 2 September announcing the start of the consultation process and encouraging ratepayers' feedback. The following day, the consultation featured in the NT News (as pictured below). The Mayor also discussed the rates consultation during regular radio interview spots on Territory FM and during her monthly time slot on Mix 104.9, Hot 100, ABC radio and Radio Larrakia.

Adverts promoting the consultation also appeared in the NT News on 13 and 27 September.

### NT News article, 3 September 2019

## Mayor seeks feedback on Palmo rates

WILL ZWAR  
 will.zwar@news.com.au

PALMERSTON ratepayers will have their annual say on council rates with the launch of council's six-week consultation strategy yesterday.

The strategy will seek feedback on three rates options for the 2020-2021 financial year.

Palmerston Mayor Athina Pascoe-Bell said it was "important that the community is given the opportunity to be part of the decision-making process".

"When this council was elected in 2018, a commitment was made to address the community's concerns about how rates are calculated.

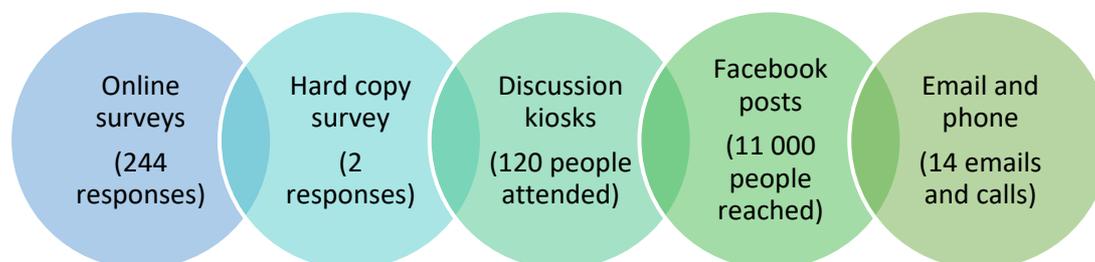
"This is an opportunity for all Palmerston ratepayers to have their say and assist council in adopting a rating strategy that is supported by the community."

The three options, calculated by a community reference group of 22 ratepayers and council officers offers fixed rates, the current valuation method and a mixture of the two.

A letterbox flyer will inform residents of how to provide feedback.

## Feedback

Feedback from the consultation was received in the following ways:



## Survey

The online survey was the main method used by Palmerston ratepayers to provide feedback for this consultation. The online survey was open for the duration of the consultation period, with 244 online surveys and two hard copy surveys completed. To complete the survey, ratepayers were required to enter their payment reference number from their rates notice. Those who did not enter their reference number could not complete the online survey. Hard copy surveys that did not contain the reference number were considered invalid. Two hard copy surveys were received that did not contain the rates reference number and were not included in overall feedback.

The use of a reference number ensured only ratepayers were able to complete the survey, and only one survey could be completed per rateable property. This may have had an impact on the number of surveys completed as those without their reference number handy, or anyone with concerns that their responses would be connected to their identity, may not have completed the survey.

In the first two weeks of the consultation, 155 online surveys were completed. In the third week, 23 were completed. A further 29 were completed in the fourth week, 13 in the following week and 24 in the final week of consultation.

A summary of the feedback from both the online survey and hard copy surveys is provided below. Percentages have been rounded to the nearest whole percent. Most of the survey respondents provided additional comments in the survey to explain the reasons behind their responses, which may be useful for Council when making the final rating decision. Appendix A provides a more detailed survey summary.

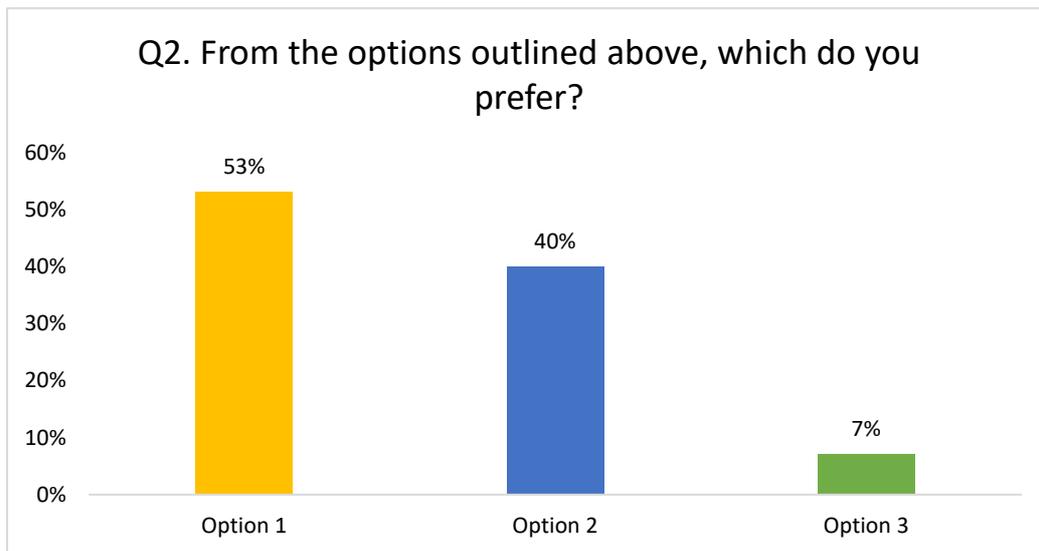
### Summary of survey responses

#### *Preferred rating option*

In the survey, respondents were asked which of the three rating options they preferred, with just over half the respondents selecting option 1 (valuation-based charge) as their preferred rating option (53%). A total of 40 per cent of respondents selected option 2 (flat rate) as their preferred option, while only 7 per cent selected the third option as their preferred rating option.

Preferred rating option	
Option 1 (valuation-based charge)	53%
Option 2 (flat rate)	40%

Option 3 (fixed rate and UCV rate)	7%
------------------------------------	----



#### *Option 1 – Valuation based charge*

Just over half of the survey respondents (53%) selected option 1 as their preferred rating option. The majority who selected option 1 indicated that they are residential ratepayers (98%).

The ratepayers who selected option 1 were from a range of suburbs, with only six suburbs not represented. Of those who selected option 1:

- 17 per cent said they own property in Gray
- 13 per cent in property in Durack
- 12 per cent in Zuccoli
- 12 per cent in Rosebery
- 12 per cent in Gunn.

The remainder were spread across other suburbs.

More than half of the respondents who selected option 1 said they have been Palmerston ratepayers for more than 10 years (52%).

#### *Why did people prefer option 1?*

When respondents who selected option 1 were asked why they preferred that option, the most popular comments were that option 1 is the:

- fairest
- cheapest or best option for me.

Other comments included:

- greater transparency and predictability
- prefer the user pays system

- consistent with other parts of Australia
- do not want the rates to increase
- what I already know.

Some notable comments were:

- *Most equitable option and is also the method used by most other councils in Australia.*
- *I believe it is the fairer model, so people with smaller blocks aren't paying as much as people with larger blocks, a lot of retirees are living in smaller units and don't have the ability to pay more.*
- *Cheaper and takes into consideration the value of the property.*
- *I am happy with my current rate amount and I like that I have not received a rate rise in a few years now. The consistency has been appreciated and makes budgeting for the future much easier. I also believe this is the fairest option when I consider family members in units/apartments on a pension. I don't believe their rates should rise to compensate for others with bigger yards to come down. It's not fair for them when they have no real land value, no extra services and on smaller wages.*

What people didn't like about option 2 and 3

Those who selected option 1 explained what they didn't like about the other rating options. The most frequent responses were that:

- options 2 and 3 would be more expensive for them
- options 2 and 3 are unfair
- option 3 is too complicated
- if you have a property which is worth more, you should pay more
- lower valued properties are disadvantaged with options 2 and 3.

Some notable comments were:

- *It is wrong to think of rates as only payment for council services such as waste collection so that a flat rate is appropriate. Properties with higher land values benefit the most from initiatives which make Palmerston a more desirable place to live. Marlow Lagoon should not have a cheaper rate applied as it currently does (or at least not as cheap).*
- *Option 2 is not a bad option either. But option 1 to maintain the status quo is preferred. I don't prefer Option 3 because it will mean I need to pay more for rates and in the current climate of property values etc, this is extremely difficult to pay more on bills, including rates. Also the value of property has decreased significantly and many people are in negative equity and having increased rates will not help people struggling financially.*
- *Option 2. The Equity issue. Why should a pensioner in a small unit pay the same as someone who has the income to keep a large property. Option 3. Seems too complicated for the average household and probably unfair on lower income situations*
- *It would seem fair to base the rates on the UCV as the blocks were originally purchased for the attractiveness of the position/location, which presumably influences the UCV the property receives each 3 years. This is a 'given' which buyers surely accept. The other two options have me paying higher rates on my modest 3 bedroom property than other blocks which have much higher value improvements, which presumably reflect the aspirations and financial situation of the owners. Option 1 would also appear to be a very widely accepted norm in other areas.*

### Option 2 – Flat rate

A total of 40 per cent of survey respondents selected option 2 as their preferred option. The majority of those who selected option 2 said they are residential ratepayers (82%), while 17 per cent are rural residential.

The ratepayers who selected option 2 were from a range of suburbs, with only five suburbs not represented. Of those who selected option 2:

- 25 per cent own property in Marlow Lagoon
- 17 per cent in Durack
- 16 per cent in Rosebery
- 10 per cent in Gunn.

The remainder were spread across other suburbs.

Most of the respondents who selected option 2 have been Palmerston ratepayers for more than 10 years (70%).

### Why did people prefer option 2?

Of the ratepayers who preferred option 2, most said they preferred that option because it was the fairest option. Other responses were:

- it is the cheapest option for them
- there is no reason why they should have to pay more to receive the same or less services than other areas.

Some notable comments were:

- *This is a fair option - everyone gets the same services, so everyone should pay equally.*
- *This is a fair option which does not penalise those who have invested in property in Palmerston. Many of whom are already struggling to pay their mortgages due to the decline in property values It reflects the services provided, which are the same to all properties regardless of their UCV. It is fairer to those persons who purchased property many years ago, worked hard to pay for those properties, and who are now on pensions and higher rates due to the UCV are a struggle to pay.*
- *My current rate is based on land valuation because I have a larger block I pay have to pay a lot more and don't get any different service from PCC to other rate payers. We all get the same service - bin sizes are the same. I feel that this option is the fairest.*
- *What extra services do I receive for paying more, I receive no other services than a rate payer whose property is valued less, the council has just looked at who they are most likely to get money from.*

### What people didn't like about option 1 and 3

Those who selected option 2 explained what they didn't like about the other options. The most frequent responses were that:

- the other options are not fair

- the other two options are more expensive for them
- higher value properties don't necessarily indicate a capacity to pay more
- everyone receives the same services, so everyone should pay the same
- it's not fair for higher valued properties to pay more when they don't receive the same level of services
- don't want rates affected by fluctuating property valuation rates.

Some notable comments were:

- *This is the closest option to a fair and equitable distribution of costs to all ratepayers. All residents of Palmerston regardless if they're a homeowner or not, have access to the same facilities and services, therefore, it makes sense that all ratepayers share that financial burden equally. It doesn't matter how big or small your property is you still have access to all of the facilities and services provided by the council (whether you choose to use them or not).*
- *Because everyone in residential properties pays the same = fair. Why should I pay more because I have more land? I don't have a footpath out the front of my property like I did when I lived in Durack. I can't get mail delivered to this address even if I want to so I am at a disadvantage to other rate payers when it comes to services provided, yet I pay more in rates? Go back to the way things were prior to 2015.*
- *Cheapest option for us as a ratepayer. Yes understand Council needs to make money to provide services and upkeep of the municipality, however there are more properties now in Palmerston. Therefore, if all ratepayers pay the same, we are all equal.*

### Option 3 – Fixed rate and UCV rate

A total of 7 per cent of survey respondents selected option 3 as their preferred option. All of those who selected option 3 are residential ratepayers (100%). As 7 per cent is a total of 18 respondents and a small representative sample, using percentages in this section may be misleading so numbers of responses are used here rather than percentages.

The ratepayers who selected option 3 were from eight suburbs, with 10 suburbs not represented. Five were from Bakewell, three were from Gray, Woodroffe, Rosebery and Zuccoli and one each from Bellamack, Durack and Gunn.

Of those respondents who selected option 3, four said they have been ratepayers for more than 10 years, eight have been ratepayers for 5-10 years, and six have been ratepayers for either less than a year or 1-4 years.

### Why did people prefer option 3?

Respondents who said they preferred option 3 said this was because:

- they think it is the fairest option (nine people)
- it is the cheapest option for them (eight people)
- it is similar to option 1 but has a valuation-based charge (one person).

Some notable comments were:

- *According to the ratings options calculator Option 3 is the least expensive option for my situation.*



- *I own a unit. It seems unfair to pay the same amount as someone who owns a large house. The rates I pay in Palmerston for a 2 bedroom unit are higher than what I pay for in Larrakeyah for a 4 bedroom townhouse.*
- *As a low ucv property like 2/3 of palmerston this option reduces my rates considerably. I feel that like all services those with larger portions (like how the unit titles act divides cost of body Corp fee) rates should work the same, own more, pay more.*
- *Its fairer as it works on a combination. It means that its not unfairly biased towards either group of rate payers.*

What people didn't like about option 1 and 2

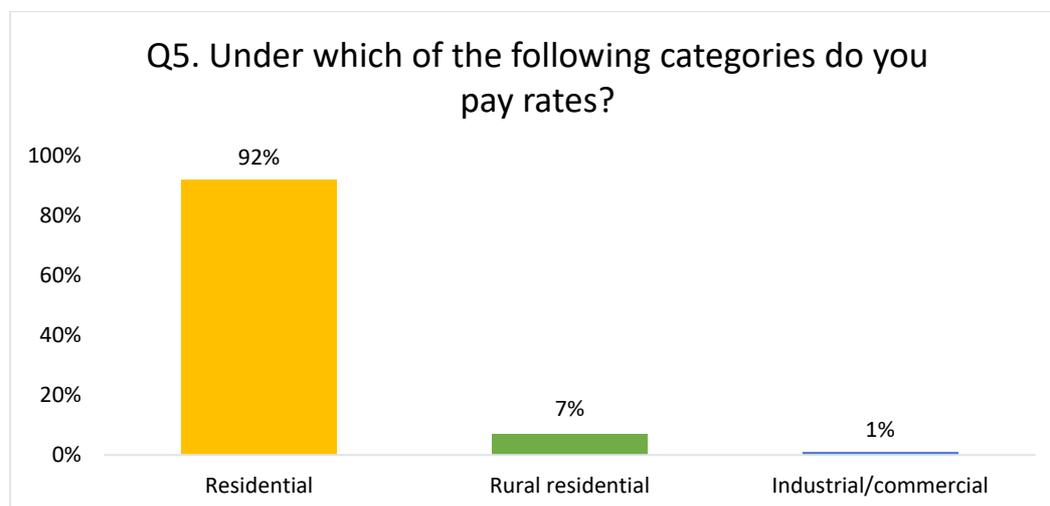
Those who selected option 3 explained what they didn't like about options 1 and 2. This included comments that ratepayers with a low UCV, which is often people in units, are disadvantaged under options 1 and 2. Others said that option 1 would be their second choice.

Some notable comments were:

- *Flat rate is unfair to owners like myself. Valuation based is still expensive, for example, I'm an owner of a tiny two bedroom townhouse with the smallest footprint but pay similar rates as for a stand alone house on a large block. I don't believe this to be fair at all.*
- *The first option, implies no change in culture or infrastructure which I don't think is useful - long term. The second looks too extreme a change for those that would be in lower valued areas.*
- *Options 1 and 2 are more expensive for lower valued ucv properties*
- *I don't actually mind option 1. Option 2 appears to be less fair as the burden is placed on residential rate payers and industrial/commercial remains unchanged. If anything, Industrial/Commercial should be paying more than a residential ratepayer.*

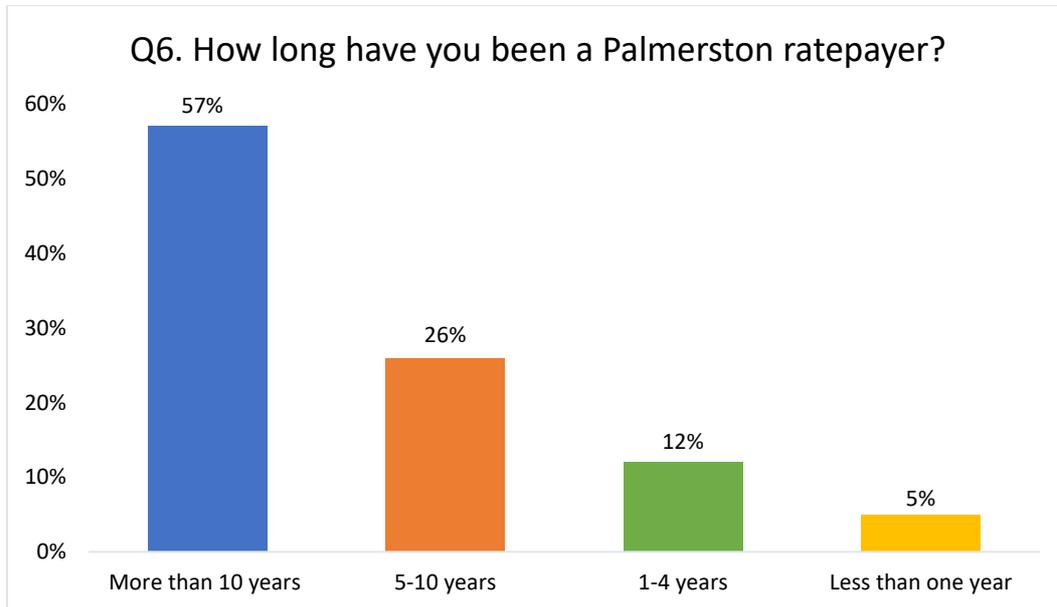
Profile of Palmerston ratepayers

Respondents were asked under which categories they pay rates – residential, rural residential or industrial/commercial. The majority of respondents (92%) said they are residential ratepayers, 7 per cent said they are rural residential and 1 per cent (two respondents) are industrial/commercial.



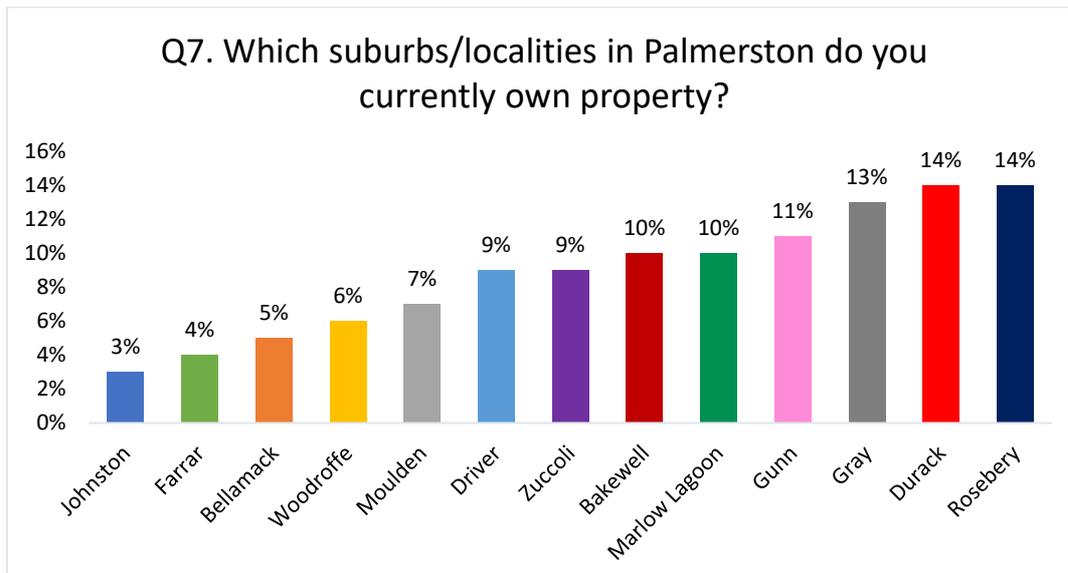


More than half (57%) of respondents indicated that they have been a Palmerston ratepayer for more than 10 years, followed by 26 per cent who said they have for 5-10 years.



The largest number of respondents said they owned a property in Durack (14%) and Rosebery (14%), followed by Gray (13%), Gunn (11%), Marlow Lagoon (10%) and Bakewell (10%). The remaining 28 per cent of respondents were spread across the other seven suburbs.

None of the survey respondents said they own property in Archer, Mitchell, Palmerston city, Pinelands or Yarrowonga.



*Additional comments and feedback*

Respondents had the opportunity to provide further comments to help Council determine the final rating option. There were 124 responses to this question, with a wide range of responses. Some of the themes from the responses include:

- comments that Council is doing a good job and to keep up the good work
- comments that ratepayers will just choose the option that is cheapest for them
- request for Council to not increase rates
- requests to ensure the model is fair and equitable.

A selection of survey comments about the rating options are outlined below:

- *What about a fourth option. each suburbs rates are calculated by cost to maintain that particular suburb and divided by number of rate payers within that suburb plus 10% for future developements*
- *Palmerston is populated by working middle class - not an affluent area. If you own a bigger property here then you should pay rates accordingly. Rates increases are not popular given past Council foolish spending - wasting our hard earned money eg big television in Goyder Square - we all have a list. Appreciate the opportunity to participate thank you.*
- *I would hope that the CRG team did investigate how the rest of Australia determines rates as i believe that we need to start seriously looking at how other states manage their systems and learn from that valuable information. Thank you*
- *Points to consult: 1/Continue to facilitate input from the community 2/ Fairness, impartial and justice in Rates contributions. 3/ The financial well- off to contribute an extra (small) % to even out some financial burden with some who will find it difficult to pay. 4/ Assist the seniors and pensioners*
- *Improved capital values fluctuate from house to house, suburb to suburb. Household incomes are not related to land value. Modest rate increases should be consistently aimed for.*
- *Option 3 should be considered to assist those in lower ucv properties. Also I would like insight if this option is approved to then understand how the mix will be decided (ie 60/40)*
- *There appears to be a misconception that ratepayers in Marlow Lagoon have a higher disposable income - not true. Current method of rating is not fair to owners of larger blocks. Residential Rural (RR) blocks also don't receive same services as is provided to residential blocks (ie no sewerage, no postal service, no bus service, limited (minimal) street lighting, almost zero pedestrian paths. Not that RR ratepayers necessarily want these services but why should they pay more rates just because of the size of the block of land as UCV is higher when the Council provides less than normal ratepayer expectations in services. There has been minimal spend in the Marlow Lagoon area by Council in the last 10 years, just quick fixes. Also, Council should offer a % discount for rates to be paid in full.*

A selection of other comments about the consultation or about Council are listed below:

- *Keep up the good work and great community initiatives*
- *Please Consult the people again who participated in the survey to let them know which option council has chosen and how it will impact them if different to estimate calculator in case they wanna change their choice*
- *Are you actually going to listen to people and put the results of this survey out there for all to read - or regardless of what results or feedback you get from the community, are you going to do whatever you want to anyway?*
- *Many people will vote simply according to which option works out cheapest for them individually, and this is not an accurate measure of which option is best overall.*
- *I do not believe that anyone should argue against the equality principle, and I do not believe it is the Council's role to decide who has the ability to pay more and so charge them extra. (I also think that this current Council is doing a great job)*

- Due to council members themselves owning properties in Palmerston there is a conflict of interests in this decision. This decision should be put to the residents of palmerston in a VOTE.
- I would be interested to see what kind of a response you get as the instructions to actually 'have your say' were in very small print, and not easy to find amongst all the information.
- Have one more discussion with the CRG group once you get the numbers in.

## Social media

City of Palmerston's social media posts reached more than 11 000 people in total. The posts generated some comments and feedback which are outlined below.

### Notable feedback and comments on Facebook

Date	Social media activity	Response/comments
6 September 2019	Mayor's Talk video on rates	<ul style="list-style-type: none"> <li>• 9 comments, 18 shares, 10 likes, 4704 reach</li> <li>• Notable comments on original post: <ul style="list-style-type: none"> <li>○ <i>Such a turnaround in attitude for council. Thank you Athina for living up to your promise</i></li> <li>○ <i>Thank you Major Athina! You are proving that there are good people in our council – who care what the population wants!</i></li> <li>○ <i>The elephant in the room is that valuations have dropped but our rates go up</i></li> <li>○ <i>How are options 2 and 3 event an option? If the majority of ratepayers will see an increase how is this best for the people. Is it even fair that someone with a 400sqm block pay the same as someone in a semi rural property????</i></li> </ul> </li> <li>• Post shared on Moulden Community NT Australia and Rosebery Community 0832 Facebook groups by iPropertyNT</li> <li>• Post shared in Palmerston Residents and Rate Payers for a Better Palmerston Facebook group by the Mayor.</li> </ul>
7 September	Post about discussion kiosk	<ul style="list-style-type: none"> <li>• 18 likes</li> <li>• 3 shares</li> <li>• 2135 reach</li> </ul>
11 September	Post about upcoming discussion kiosks	<ul style="list-style-type: none"> <li>• 3 likes</li> <li>• 988 reach</li> </ul>
Week 3	Lucy Morrison, City of Palmerston Alderman posted on Facebook about the consultation encouraging people to have their say.	<ul style="list-style-type: none"> <li>• 10 likes, 12 comments and 2 shares</li> <li>• Notable comments: <ul style="list-style-type: none"> <li>○ <i>Leave it as it is. The only time Authorities want to change something is when it benefits them and not the people</i></li> <li>○ <i>Just stop putting them up</i></li> </ul> </li> </ul>
26 September	Post about discussion kiosk	No likes or shares, 781 reach
	Mayor's Talk video on rates	5 likes, 6 comments, 1 share and 1041 reach
		Notable comments:

		<ul style="list-style-type: none"> <li>• <i>It's not clear which system would mean less rates payable? I imagine most people would just go with that?</i></li> <li>• <i>Option 1 which is what is currently in place...most of palmo will see rates rise with option 2 or 3</i></li> </ul>
2 October	Post about discussion kiosk at Palmerston Shopping Centre	<ul style="list-style-type: none"> <li>• 8 likes, 1328 reach</li> </ul>
8 October	Post about consultation closing soon with link to website	<ul style="list-style-type: none"> <li>• 1 comment, 3 shares and 1661 reach.</li> </ul>

## Discussion kiosks

The discussion kiosks provided the opportunity for ratepayers to talk to City of Palmerston and True North staff about the consultation, provide their feedback and ask questions about the three rating options.

Over the six-week consultation period, about 120 people visited the discussion kiosks to ask questions, provide feedback, use the online rates calculator or take a fact sheet. A summary of the discussions and feedback relating to the rating strategy is outlined in the table below. Some people approached the kiosks to find out what was being discussed but indicated a lack of interest when they realised it was about rates. There was naturally more interest in the discussion kiosks in the initial two weeks, with a drop from 55 in the first two weeks to 30 in the second two weeks and another 33 in the last two weeks of consultation. Many people also stopped by the kiosks to discuss other Council matters.

Many ratepayers who visited the discussion kiosks had questions about the rating models and provided feedback on some of the models. Many indicated after their questions had been answered that they would complete the survey at home.

## Email and phone calls

True North received eight phone calls and six emails during the consultation. Of the people who contacted True North, two asked for hard copy surveys to be mailed to them, some people had general questions about the consultation process and rating models and others provided feedback on the consultation. City of Palmerston received one email response.

### Feedback received at discussion kiosks

A summary of the feedback received at each of the discussion kiosks relevant to the rating strategy is outlined in the table below.

Date and Time	Location	Feedback
Saturday 7 September 2019, 11am – 2pm	Gateway Shopping Centre	<ul style="list-style-type: none"> <li>• Rates are too high, Council doesn't maintain park near our house or rubbish pick up well</li> <li>• It doesn't matter where you live, everyone still gets the same services so it should be a flat rate. Is a long term Palmerston resident and liked the model that was in place prior to 2015</li> <li>• Rate payer that is angered by rates, said he doesn't pay rates for his investment property</li> <li>• Need more investment in public spaces to make the amount we pay in rates worth it</li> <li>• Question regarding UCV component – is there a minimum for Option 3? Council to follow up and respond.</li> </ul>
Sunday 8 September 2019, 9am – 11am	Zuccoli Plaza Markets	<ul style="list-style-type: none"> <li>• Ratepayer, lives in Darwin and has investment properties in Palmerston. Prefers combination – commented that high UCV property owners will want flat and lower UCV property owners will want combination. Took fact sheet and will go online to fill in survey.</li> <li>• Ratepayer asked about rates going online, mentioned a letter from Council recently. Knew about the consultation and will fill in survey online.</li> <li>• Younger ratepayer, grown up in Palmerston but doesn't understand rates, asked where rates money goes, took fact sheet and will complete survey online.</li> <li>• Ratepayer couple, concerned about the roundabout at intersection Emery/Temple. Also concerned about the way rates are spent and mentioned that some of the 'poorer' suburbs (Moulden) miss out on basics such as landscaping. Why do these ratepayers have to pay the same as others in better suburbs when Council service levels are so much better?</li> <li>• Ratepayer couple questioned the fairness in them having to pay more in rates because of the zoning of their property being MD. The property is used for residential purposes only but they have to pay a higher rate because of the zoning. When they bought the property they did not understand the impact the zoning had on their rates calculation. They have spoken to Council about this issue previously.</li> </ul>
Wednesday 11 September 2019, 3pm – 6pm	Bakewell Shopping Centre	<ul style="list-style-type: none"> <li>• Marlow Lagoon resident questioned why rates are higher if their UCV is now lower than it was 2017 when rates went up. Asked if the model would be determined by a majority and what they'd pay under each model – directed to rates calculator and was happy with this. Asked if the services provided will change if rates are lowered.</li> </ul>

Date and Time	Location	Feedback
Thursday 12 September 2019, 11am – 2pm	Palmerston Shopping Centre	<ul style="list-style-type: none"> <li>• One person mentioned they prefer a flat rate</li> <li>• One person thinks everyone should contribute to rates, not just property owners as the services council provide are not just property based.</li> <li>• Views that there is no value in rates for Marlow Lagoon residents</li> <li>• One person queried why others should be paying for lake cleaning services when there are no lakes in their suburb</li> <li>• One person questioned if DVA gold card holders are eligible for discounts</li> <li>• One person asked if consideration will be given to self-funded retirees.</li> </ul>
Friday 20 September, 5pm – 8pm	Palmerston markets	<ul style="list-style-type: none"> <li>• Community member living in Marlow Lagoon had questions about models. Asked if Option 3 was calculated based on people who couldn't afford to pay their rates. IS the flat rate for people who can't afford to pay rates? Why does UCV mean people pay more if they don't actually get more? How is that fair? Don't understand how I could pay any higher on rates if it becomes a flat rate if I'm already paying the highest rate as a Marlow Lagoon resident. I don't get the same services. People living in sheds should pay the full amount.</li> <li>• Why is Council reducing interest rates for unpaid rates? Why do this and then increase rates? People who don't pay rates should be penalised. Very strongly believe flat rate is the best option as it doesn't matter where you live everyone gets the same services. You can use any of Council's amenities, except if you live in Marlow then you get less. Own house in Johnston and duplex in Bellamack but lives in rural area.</li> <li>• It's good that Council is actually asking people what they think rather than just telling them.</li> </ul>
Sunday 23 September 2019, 9am-11am	Zuccoli Plaza Markets	<ul style="list-style-type: none"> <li>• General conversation, has a similar sized property in WA and the rates in WA are almost double than the ones in Palmerston</li> <li>• Litchfield rates payer who doesn't think there should be interest on rates.</li> </ul>
26 September 2019, 3pm-6pm	Bakewell Shopping Centre	<ul style="list-style-type: none"> <li>• General questions about what the display was about.</li> </ul>
28 September 2019, 10am – 1pm	Gateway Shopping Centre	<ul style="list-style-type: none"> <li>• General questions about what the display was about</li> <li>• Why are rates going up if property value is going down? Shouldn't the UCV be lower? Took a fact sheet and asked if rates are going up and who set the UCV.</li> <li>• Would prefer you stay with current model. It's what is used across Australia and is most fair. My take on option 3 is that if you have a larger property, you'd pay less which isn't fair. A flat rate means even if you live on a big property you pay the same as someone living in a unit which isn't fair.</li> <li>• Likes the idea of option 3 as it seems the fairest. Lives in a unit complex and under current model her and her friend who lives on a 700m2 block in older part of Rosebery pay same amount. How could UCVs be the same? Took fact sheet and will look at online calculator.</li> </ul>

Date and Time	Location	Feedback
Wednesday 2 October 2019, 11am-2pm	Palmerston Shopping Centre	<ul style="list-style-type: none"> <li>• Passionate ratepayer spent over an hour at information display discussing her concerns with Council, including services across the municipality and rates generally. She believes that Council should levy the ratepayers who benefit from the service. For example, if money is spent on a park in Grey, then Grey ratepayers should be levied. If lights are installed in Moulden, then Moulden ratepayers should be levied. She believes that she should not have to subsidise anything that she does not directly benefit from. She owns two properties, one in Marlows and one in Grey. Complained that a tree on Council land fell on her fence during Cyclone Marcus and the Council did not contribute to it being fixed. She is dissatisfied with Council and the Mayor. People are not participating in this consultation because they believe it is pointless. The wording on the fact sheet is confusing. Spoke about the rates change in 2015 and impact on Marlow and the uproar from the community and warned that Council needs to be careful in their decision making.</li> <li>• Council is doing a good job.</li> <li>• Real estate agent who manages 400 commercial properties - just a few people own the majority of commercial premises in Palmerston and it is good to see them pay their due. Difficult for smaller businesses to purchase commercial properties in Palmerston as most for lease only.</li> </ul>
Friday 4 October 2019, 5pm-8pm	Gateway Shopping Centre	<ul style="list-style-type: none"> <li>• One person said to keep the rates as they are and charge the larger block owners more.</li> <li>• Lived in Palmerston for more than 30 years. Currently owns property in Durack Heights. Not fair that we have a smaller block but we'd pay the same as someone on a big one. Option 1 is a good idea. Had questions about who gets to decide on the final option and whether rates would increase.</li> </ul>
Friday 11 October 2019, 5pm – 8pm	Palmerston markets	<ul style="list-style-type: none"> <li>• Ratepayer (Moulden) knew about consultation and took hard copy as finds online too confusing.</li> <li>• Ratepayer (Zuccoli) has heard about consultation, did not recall seeing information in mail, took fact sheet and would go online and provide feedback.</li> <li>• Ratepayer (Grey) not aware of consultation, explained process and took fact sheet.</li> <li>• Ratepayer asked about upfront payment and the competition announcement. Sam confirmed that the winner was recently advised and it is advertised on Council's Facebook page.</li> <li>• Ratepayer (Grey) questioned consultation process and decision making by Council, concerned about rate increase in current economic climate.</li> <li>• Ratepayer advised that his vacant investment block in Durack Heights costs more in rates than his home. He is frustrated as the value of this land has decreased his rates stay the same.</li> <li>• Son of ratepayer asked about how rates are spent. Took fact sheet and advised he would speak to his parents about filling out the survey and providing feedback.</li> <li>• Ratepayer asked about valuation process, was advised valuations are by Valuer General every three years.</li> </ul>

Date and Time	Location	Feedback
Saturday 12 October 2019, 11am – 2pm	Gateway Shopping Centre	<ul style="list-style-type: none"> <li>Litchfield Council are doing same thing re rates consultation and it is a mess. We get nothing for the rates out there and they keep going up.</li> <li>General discussion on how UCV is calculated.</li> <li>Council is doing a great job.</li> </ul>

Phone call feedback

A summary of the phone call feedback is provided in the table below.

#	Date received - 2019	Feedback	Response
1	3 September	<ul style="list-style-type: none"> <li>Concerned about safety in Palmerston and thought rates paid for policing</li> </ul>	<ul style="list-style-type: none"> <li>Provided an overview of what rates pay for and outlined consultation.</li> <li>Referred to website for calculator and information and online survey.</li> </ul>
2	4 September	<ul style="list-style-type: none"> <li>Would like a hard copy survey mailed to her. Values the opportunity to be involved in the process about rates. Had a question about whether Council determine the value of property or if this is independent.</li> </ul>	<ul style="list-style-type: none"> <li>Mailed hard copy survey</li> </ul>
3	4 September	<ul style="list-style-type: none"> <li>Palmerston resident and prefers option 1</li> </ul>	<ul style="list-style-type: none"> <li>No action required</li> </ul>
4	5 September	<ul style="list-style-type: none"> <li>Had some questions about the models. Prefers option 1, option 2 wouldn't be fair as units and homes or larger properties would all have to pay the same amount.</li> <li>How is flat rate determined?</li> <li>How is UCV determined?</li> <li>How does Council determine how much rates revenue they need?</li> <li>Will look at rates calculator now.</li> </ul>	<ul style="list-style-type: none"> <li>Answered questions and referred to online calculator</li> </ul>

#	Date received - 2019	Feedback	Response
5	16 September	<ul style="list-style-type: none"> <li>Which ratepayer option would be better for me as a concession holder or pensioner?</li> </ul>	<ul style="list-style-type: none"> <li>Explained options and referred to online calculator. Said he would use calculator to make choice.</li> </ul>
6	16 September	<ul style="list-style-type: none"> <li>Property owner based in Melbourne, wants to change address rates are mailed to.</li> <li>Will contact Council directly.</li> </ul>	<ul style="list-style-type: none"> <li>No action required</li> </ul>
7	16 September	<ul style="list-style-type: none"> <li>Following up re hard copy survey</li> </ul>	<ul style="list-style-type: none"> <li>Checked on status of survey</li> </ul>
8	11 October	<ul style="list-style-type: none"> <li>Had used the online rates calculator but with UCV of \$57K, couldn't understand why option 3 would be so much cheaper and wanted to check if it was a mistake</li> </ul>	<ul style="list-style-type: none"> <li>Discussed the three different options and checked rates calculator. Provided a general overview and encouraged him to complete the online survey</li> </ul>

#### Email feedback

A summary of the email feedback is provided in the table below.

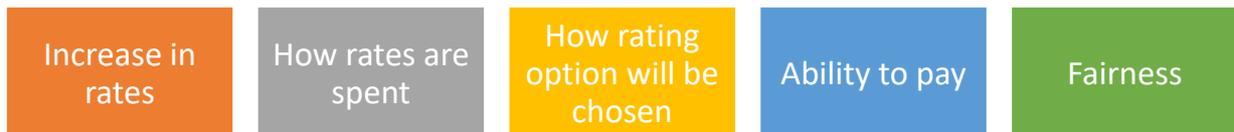
#	Date received - 2019	Feedback	Response
1	5 September	<ul style="list-style-type: none"> <li>Would like a hard copy survey mailed to him and the reference number. Also asked for postal address to be changed.</li> </ul>	<ul style="list-style-type: none"> <li>Mail hard copy survey</li> <li>Responded with contact number for him to access reference number</li> </ul>
2	5 September	<ul style="list-style-type: none"> <li>Our option is option 1.</li> </ul>	<ul style="list-style-type: none"> <li>No action required</li> </ul>
3	8 September	<ul style="list-style-type: none"> <li>Leave as Option 1, definitely not option 2. Option 3 a possibility.</li> </ul>	<ul style="list-style-type: none"> <li>No action required</li> </ul>
4	11 September	<ul style="list-style-type: none"> <li>Would like to change postal address.</li> </ul>	<ul style="list-style-type: none"> <li>Referred to City of Palmerston for action</li> </ul>

#	Date received - 2019	Feedback	Response
5	16 September	<ul style="list-style-type: none"> <li>Clearly reckon No.1 would be the fairest for all ratepayers, only concern is land prices spiralling out of control for those on pension or thinking of retiring.</li> </ul>	<ul style="list-style-type: none"> <li>No action required</li> </ul>
6	8 October	<ul style="list-style-type: none"> <li>Requested link to the rating strategy survey for Palmerston City.</li> </ul>	<ul style="list-style-type: none"> <li>Link emailed</li> </ul>
7	14 October	<ul style="list-style-type: none"> <li>Received by City of Palmerston – person had trouble logging in to the survey, so provided the following feedback: <i>Thanks for reply - didn't expect an extension. The site is now closed as at this time but would have gone Option 1 as first preference.</i></li> </ul>	

## Analysis

### Key themes

Several key themes emerged during the consultation. The key themes were:



#### Increase in rates

Ratepayers were mostly concerned about increases to their rates. The majority of people expressed that they do not want to see their rates increase regardless of the option adopted by Council. Many said they were especially concerned about this due to the current economic climate and falling property values. As a result, many said they chose their preferred rating option based on what would be the cheapest option for them.

#### How rates are spent

When discussing the rating options, many referred to how rates are spent. Some said they would like to see rates spent on bettering suburbs and felt some suburbs such as Moulden were given less attention when it comes to landscaping. Others didn't feel that they should be paying for services they don't receive in their suburb.

#### How rating option will be chosen

During consultation there were many questions about how Council would actually choose the rating option. Many perceived the consultation as an opportunity to vote on their preferred option and believed Council would pick the most popular option. Others indicated that they believed with Councilors living in Palmerston they had a vested interest and would choose according to their personal interests.

#### Ability to pay

In the survey, some ratepayers questioned how Council determines a ratepayer's ability to pay, stating that people who own larger blocks or live in more expensive suburbs do not necessarily have more ability to pay rates than others.

#### Fairness

Not surprisingly, fairness was frequently raised by ratepayers during the consultation with many people believing that their preferred option was the fairest option. Those with higher value properties generally stated that it was fairest if all ratepayers pay the same amount, while those in lower value

properties stated that it was fairest for them to pay lower rates due to having a lower value or smaller property.

## Survey

The majority of survey respondents (53%) selected option 1, the valuation-based charge as their rating preferred option. While 40 per cent of respondents said they preferred option 2, the fixed rate, and only 7 per cent selected option 3, the combination fixed rate and UCV.

Regardless of which option ratepayers preferred, many said the reason for their choice was either because they thought it was the fairest option or it was the cheapest option for them. It was clear that people's choices also changed depending on the suburb they owned property in and the type of dwelling on the property or size of the property.

Perceptions of fairness and equity were directly connected to ratepayers' individual circumstances. Those that live in units, townhouses or lower valued properties were more likely to select the valuation-based charge as their preferred option because it would mean lower rates for them or they believed it was unfair to pay the same rates as large properties or higher value properties in what they perceived as 'better' suburbs.

On the other hand, most ratepayers with higher value properties or larger blocks were more likely to select the fixed rate as their preferred option as it would mean lower rates for them or they believed it was unfair that they should have to pay more for the same or less services than those in lower value properties.

Some ratepayers indicated that capacity to pay could not be determined by the value of a person's property due to various circumstances. Others indicated that people make a choice when buying property and that people know rates are determined by the value or size of property and purchase accordingly.

Some survey respondents indicated that option 3 was too confusing or said they were hesitant to choose that option as there was insufficient information on costs due to the variable nature of that particular model. Those who did select option 3 as their preferred option largely chose this because it was the cheapest option for them. Of the respondents who indicated their preference for option 3, most indicated they own a property in Bakewell (five people), followed by an even number in Gray, Rosebery, Woodroffe and Zuccoli (three people in each).

Given the issues surrounding rates for Marlow Lagoon ratepayers, it was not surprising to note that 100 per cent of the survey respondents from Marlow Lagoon selected the flat rate as their preferred option. Marlow Lagoon ratepayers represented 10 per cent of the survey respondents.

In Rosebery, the preferences for option 1 and option 2 were fairly even. Respondents with properties in Zuccoli, Bellamack and Gray indicated their preference for a valuation-based charge with more than two thirds choosing this option. Again, this is likely to be because the valuation-based charge results in lower rates for these properties.

Given the number of Palmerston ratepayers, the survey respondents represent a small sample size and may not be indicative of the preferences of all City of Palmerston ratepayers. This consultation

was open to all ratepayers, and the message from the City of Palmerston was clear that feedback gathered during consultation would help Council make a final decision.

### Discussion kiosk, email and phone feedback

Approximately 120 people visited a discussion kiosk over the consultation period. This figure does not represent the number of people who saw the discussion booths and associated promotional material, only those who were interested in the topic or wanted to provide feedback, ask a question or get more information.

Many people stopped by the discussion kiosks to ask questions about the rating options or to ask what the consultation was about. Around half of the people that stopped by were already aware of the consultation, while others said they had seen something in the mail but were not sure what it was about. Many community members said they were pleased that Council was consulting with the community on the rating options.

Most of the feedback received via phone and email involved people asking questions about the models, requesting a hard copy survey or requesting a change to their postal address. Many perceived the consultation as an opportunity to vote on their preferred rating model. Of the people who provided feedback over phone or email, the majority indicated their preference for option 1. When asked why, many of these indicated that it was the cheaper option or the fairest option while others did not give a reason for their preference.

## Recommendations

This report has been prepared after a six-week consultation process on the City of Palmerston's rating strategy. The consultation sought to understand ratepayer attitudes towards three potential rating options.

It is recommended that the next steps are:

- Council consider the feedback received from the consultation when making the final decision about which rating option to adopt. Key points from the consultation worth noting include:
  - Although the survey results indicate that the valuation-based option is the preferred option for most survey respondents, Council should be aware that the survey respondents represent a very small sample of Palmerston ratepayers.
  - Many ratepayers provided detailed comments in the survey which may provide further insights into ratepayers' opinions.
  - Most ratepayers selected the rating option that is cheapest for them, based on the rates calculator.
  - None of the potential rating options will please all ratepayers.
  - Regardless of the option selected, most ratepayers believe their preferred option is the fairest option.
  - The consultation process was inclusive of all ratepayers and included online, mailed information and face-to-face discussions to ensure a wide reach of the population.
- As there is not one option that will be the preference for all ratepayers, Council will need to carefully plan for any announcements about the selected rating option. Regardless of the option selected, there is likely to be unhappy ratepayers, media coverage, social media conversations and potentially complaints to Council. Council will need to:
  - clearly communicate how Council's decision was made on the chosen rating option
  - explain the reasons for the selected option
  - highlight that the purpose of the consultation was not to vote on the preferred option but rather for Council to gather feedback from ratepayers about each of the models
  - reiterate the consultation process invited all City of Palmerston ratepayers to provide input, and outline the various options provided for feedback.
- Release the consultation report to the public on City of Palmerston website, and authorise True North Strategic Communication to provide a copy to those who made a submission or requested to be kept informed.
- Council's draft rating strategy should be communicated back to the Community Reference Group and ratepayers, with reference to the information gathered during the consultation process and how this guided Council decision-making.



## Appendices

Appendix A Survey response summary

city of  
**PALMERSTON**  
'A Place for People'

  
PO Box 970  
DARWIN NT 0800

# Have *your say*

Dear

When the 9th City of Palmerston Council was elected in 2018, a commitment was made to address the community's concerns about how rates are calculated in Palmerston. We have since been working towards a series of outcomes which give ratepayers more opportunity to participate in the decision-making process.

Here are some of the things we successfully achieved:

- Engaged a volunteer-based Community Reference Group (CRG) to provide feedback and ideas on the best way to calculate rates.
- Designed a rates calculator to allow ratepayers to see how their rates are valued.
- Reduced the interest rate for overdue rates from 18% to 9%.

Based on discussions from our CRG, three different options were considered for how rates could be calculated in the future.

The three rating options are:

- **Option 1:** Valuation-based charge with a differential (current method)
- **Option 2:** Flat rate for residential, UCV for remaining properties (used prior to 2015)
- **Option 3:** Combination Fixed Rate and UCV Rate.

We would now like to know which option ratepayers think is the most appropriate. The information you provide will be used to help determine the model used for all ratepayers going forward (*from 2020/21 financial year*).

This may mean no change to the way rates are calculated; it could mean a change for some property owners; or it could mean a change for everyone. This approach will ensure all ratepayers have the opportunity to consider the different options and see how each one impacts them.

You can have your say by participating in a short online survey at [www.palmerston.nt.gov.au](http://www.palmerston.nt.gov.au). You will be required to enter the reference number on your current rates notice to participate, ensuring the information being captured reflects our City's current ratepayers' preferences and that everyone gets an equal say. A hardcopy of the survey and a reply-paid envelope can be mailed out upon request at the contact details below. All responses will be kept confidential.

As Palmerston continues to grow so does the need to provide, maintain and improve our necessary services. It is important to understand no matter which option is decided, Council will continue as 'A Place for People', and our commitment to maintaining our City's services remains the same.

For further information visit [www.palmerston.nt.gov.au](http://www.palmerston.nt.gov.au) or contact True North Strategic Communication at [feedback@truenorthcomm.com.au](mailto:feedback@truenorthcomm.com.au) or (08) 8981 6445. You can also speak to a representative from City of Palmerston at one of our pop-up kiosks. See Council's website for times and locations.

The survey will be open until 13 October 2019, and we look forward to receiving your feedback to ensure the option selected is best supported by the Community.

Yours sincerely,

**Luccio Cercarelli**  
Chief Executive Officer

# CITY OF PALMERSTON RATES STRATEGY CONSULTATION

Council is committed to working with ratepayers to develop a rating model that is supported by the community.

## ABOUT THE RATES STRATEGY

Council is preparing a Rates Strategy that sets out how rates are calculated for each type of property. This includes residential, rural residential, industrial and commercial properties.

Based on feedback and ideas from a volunteer-based Community Reference Group (CRG) on the best way to calculate rates, three different options are being considered in this consultation. The options are guided by the following principles of rating: **administrative simplicity, economic efficiency, equity.**

Council is now seeking further feedback to help determine which model will be implemented for all ratepayers going forward (*from 2020/21 financial year*).

This community consultation is open from 2 September to 13 October 2019.

## HOW RATES ARE CALCULATED

Council prepares a budget for each financial year which determines how much we need to raise in rates. The total amount to be raised is divided by the total value of all rateable properties in Palmerston. This figure is called the Rate in the Dollar.

Council then determines how much each property would need to pay by multiplying the **Rate in the Dollar** by the Unimproved Capital Value (UCV) of each property.

## RATING OPTIONS FOR THE CITY OF PALMERSTON

The three rating options being considered are:

### KEY TERMS



**Rate in the Dollar** – Council assesses how much it needs to raise in rates each year and that amount is divided by the total value of all rateable properties in Palmerston. This figure is the Rate in the Dollar.



**Unimproved Capital Value (UCV)** is the amount your land alone would be expected to sell for without any improvements.

### Option 1: Valuation-based charge with a differential (current method)

Using this model, all ratepayers would pay an amount based on a rate in the dollar set by Council *and* their property's Unimproved Capital Value (UCV). If your rates are lower than a certain amount, a minimum rate would apply. The UCV, used by the City of Palmerston and most municipal Councils in the Northern Territory, are independently set by the Northern Territory Valuer-General every three years.

#### How does option 1 affect me?

- As this is the current rating method used by City of Palmerston, ratepayers would see no change to the way their rates are calculated.
- Properties with higher UCVs pay higher rates than those with lower UCVs.

**Option 2: Flat rate for Residential, UCV for remaining properties (used prior to 2015)**

Using this model, all residential ratepayers would pay the same flat rate. Industrial and commercial properties would pay rates based on their UCV with a minimum rate.

*How does option 2 affect me?*

- For residential ratepayers, this system follows the **equality** principle, all residential ratepayers pay the same amount.
- This option does not take into account the **equity** principle as it does not consider a ratepayer’s ability to pay.
- Most residential ratepayers would see their rates increase using this model.
- There would be no changes to the way commercial and industrial rates are calculated.
- This is the system that was used by City of Palmerston prior to the 2015–16 financial year.



Use the rating calculator at [www.palmerston.nt.gov.au](http://www.palmerston.nt.gov.au) to see how your rates would be affected under this model.

**Option 3: Combination Fixed Rate and UCV Rate**

Under this option, Council would select a percentage of the total rates revenue that would be raised from a fixed rate, and this would be evenly shared across all ratepayers. The rest would be raised from a valuation-based charge, calculated in a similar way to Option 1. Generally, the higher the fixed charge the more low valued properties will pay, and higher value properties will pay less.

*How does option 3 affect me?*

- This option balances equity and equality as it combines a flat rate that means all ratepayers would pay the same flat rate, and a valuation rate that takes into account people’s capacity to pay.
- Option 3 is a more complicated rating system as it combines two charges which are calculated differently – fixed rate plus UCV rate.



Use the rating calculator at [www.palmerston.nt.gov.au](http://www.palmerston.nt.gov.au) to see how your rates would be affected under this model.

**HOW RATES ARE USED TO MAKE PALMERSTON ‘A PLACE FOR PEOPLE’**

(SNAPSHOT FROM 2019/20 FINANCIAL YEAR BUDGET)

**\$9.84M** **CAPITAL BUDGET**

**\$770,000** **IN ROAD RESEALING**

**4,700** **STREET AND PUBLIC LIGHTS**  
TO BE REPLACED WITH ENERGY EFFICIENT LEDS

**\$2M SMART CITIES PROGRAM** TO IMPROVE LIVEABILITY, AND DETER CRIME AND ANTI-SOCIAL BEHAVIOUR

**\$605,000** **ON SHARED PATHWAYS AND DRIVEWAYS**

**\$150,000** **IN DRAINAGE UPGRADE AND MAINTENANCE**



**INCREASE IN COUNCIL'S INVESTMENT IN TREE PLANTING TO \$250,000** **\$130,000 FOR PARK SHADING**

**\$1.7M** **ON LIBRARY SERVICES**

**\$1.6M** **ON COMMUNITY ENGAGEMENT & EVENTS**

More information on how rates are used in Palmerston can be found in the Municipal Plan and Budget 2019/20 which is available on Council's website.

To provide feedback on the rating options or for further information:

- Complete the rating strategy survey online at [www.palmerston.nt.gov.au](http://www.palmerston.nt.gov.au) (You will be required to enter the reference number on your current rates notice to participate.)
- Visit us at a discussion kiosk, see the website for times and locations.
- Request a hardcopy of the survey at the contact details below.
- Email True North Strategic Communication at [feedback@truenorthcomm.com.au](mailto:feedback@truenorthcomm.com.au) or phone (08) 8981 6445.

# Have *your say*

## Rates Strategy Survey

Thank you for participating in our Rates Strategy Survey. Your feedback will help Council determine the most appropriate rating model for all ratepayers going forward (*from 2020/21 financial year*). Before completing the survey, we encourage you to familiarise yourself with the three rating options outlined below and use the rates calculator available at [www.palmerston.nt.gov.au](http://www.palmerston.nt.gov.au) to see how each of the different options could impact you. You can also refer to the fact sheet for more information.

The community consultation period is open from 2 September to 13 October 2019.

Please provide your payment reference number found on your rates notice here: \_\_\_\_\_

By providing this, it ensures the information being captured reflects our City's current ratepayers' preferences.

### **Op** Valuation-based charge with a differential (current method)

Using this model, all ratepayers would pay an amount based on a rate in the dollar set by Council and their property's Unimproved Capital Value (UCV). If your rates are lower than a certain amount, a minimum rate would apply. The UCV, used by the City of Palmerston and most municipal Councils in the Northern Territory, are independently set by the Northern Territory Valuer-General every three years.

To calculate rates using this method, the UCV is multiplied by the rate in the dollar set by the Council each year.

Example: If the UCV of a property is \$250,000 and the Council rate in the dollar is \$0.0045, the rates bill would be \$1,125 ( $\$250,000 \times 0.0045$ ).

#### **How does option affect me?**

- As this is the current rating method used by City of Palmerston, ratepayers would see no change to the way their rates are calculated.
- Properties with higher UCVs pay higher rates than those with lower UCVs.

### **Op** Flat rate for Residential, UCV for remaining properties (used prior to 2015)

Using this model, all residential ratepayers would pay the same flat rate. Industrial and commercial properties would pay rates based on their UCV with a minimum rate.

#### **How does option affect me?**

- For residential ratepayers, this system follows the equality principle, all residential ratepayers pay the same amount.
- This option does not take into account the equity principle, as it does not consider a ratepayer's ability to pay.
- Most residential ratepayers would see their rates increase using this model.
- There would be no changes to the way commercial and industrial rates are calculated.
- This is the system that was used by City of Palmerston prior to the 2015-16 financial year.

### **Op** Combination Fixed Rate and UCV Rate

Under this option, Council would select a percentage of the total rates that would be raised from a fixed rate, and this would be evenly shared across all ratepayers. The rest would be raised from a valuation-based charge, calculated in a similar way to Option 1. Generally, the higher the fixed charge the more that low valued properties will pay, and higher value properties will pay less.

#### **How does option affect me?**

- This option balances equity and equality as it combines a flat rate which means all ratepayers would pay the same flat rate, and a valuation rate that takes into account people's capacity to pay.
- Option 3 is a more complicated rating system as it combines two charges which are calculated differently – fixed rate plus UCV rate.

# Have *your say*

## Rates Strategy Survey

From the three options previously listed, which do you prefer? *(Please tick)*

- Op** Valuation-based charge with a differential (current method)
- Op** Flat rate for Residential, UCV for remaining properties (used prior to 2015)
- Op** Combination Fixed Rate and UCV Rate

Why do you prefer this option?

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What about the other two options do you not like?

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Additional Information about Palmerston Ratepayers.

Under which of the following categories do you pay rates?  
*(Please tick appropriate option, more than one option can be selected).*

- Residential
- Rural residential
- Industrial/commercial

How long have you been a Palmerston ratepayer? *(Please tick)*

- Less than one year
- 1-4 years
- 5-10 years
- More than 10 years
- Unsure

Which suburb/localities within Palmerston do you currently own property? *(Please list)*

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Do you have any further comments to help Council determine the final rating option?

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If you would like to be kept informed throughout the process, please leave your contact details below. Your contact details will be provided to Council and used to keep you informed on Council projects and updates.

Name:

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Phone:

Email:

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Thank you for taking the time to complete the survey. After the consultation period closes on 13 October 2019, Council will consider all feedback and make a final decision on the rating option to be adopted. The options selected will set the rates from 2020/21 financial year. *(There will be no change to how the rates are valued for the 2019/20 financial year).* All ratepayers will be advised of the final decision.

Privacy statement: The purpose of this survey is to gather information from the community for the City of Palmerston's Rates Strategy. City of Palmerston has engaged consultancy True North Strategic Communication to collect data received during this consultation. All data collected for this survey will remain confidential and be provided in an aggregated format that does not identify individuals. Your personal details will not be used in any way except as specified in the survey and will not be made available to any other party.

2 September 2019

### City of Palmerston Ratepayers to have a say with Rates Strategy Consultation

Today the City of Palmerston is launching a six-week rates strategy consultation to seek feedback from all Palmerston ratepayers on the most appropriate rating option for Palmerston from the 2020-2021 financial year.

A rates strategy sets out how rates are calculated for each type of property (residential, rural residential, industrial and commercial).

Council has been working with a volunteer Community Reference Group (CRG) of 22 Palmerston ratepayers to help decide on the most appropriate way to raise money from rates. Based on the feedback from the CRG, Council has selected three different options for consideration on how rates could be calculated for Palmerston.

The three options are:

- Option 1: Valuation-based charge with a differential (current model).
- Option 2: Flat rate for residential, UCV for remaining properties (used before 2015).
- Option 3: Combination Fixed Rate and UCV Rate.

Palmerston Mayor Athina Pascoe-Bell said, "It's important that the community is given the opportunity to be part of the decision-making process."

"When this Council was elected in 2018, a commitment was made to address the Community's concerns about how rates are calculated in Palmerston."

"This is an opportunity for all Palmerston ratepayers to have their say and assist Council in adopting a rating strategy that is supported by the community"

Mayor Pascoe-Bell added, "It's something all ratepayers are passionate about, so we encourage all ratepayers to participate in this consultation."

Palmerston ratepayers will receive a letter and fact sheet in the mail outlining the consultation and rating options. Council has also created an online calculator on the Council's website so ratepayers can see how their rates would be affected under each of the three options.

There are a variety of ways that people can participate in the consultation and provide their feedback:

- Complete the online survey by following the links on the City of Palmerston website at <https://www.palmerston.nt.gov.au/council/have-your-say/2019/rate-strategy>
- Request a hardcopy of the survey by contacting True North Strategic Communication at [feedback@truenorthcomm.com.au](mailto:feedback@truenorthcomm.com.au) or calling (08) 8981 6445
- Visit a discussion kiosk to talk to staff

Discussion kiosks will be open at various locations around Palmerston during the consultation period, providing the opportunity for people to ask questions or provide feedback. Details of dates, times and locations are available on the City of Palmerston website at [www.palmerston.nt.gov.au](http://www.palmerston.nt.gov.au)

The consultation period for the rates strategy will close on Sunday 13 October 2019.

- ENDS -

**Media Contact:** Brigitte Brown 0436 842 474

## **City of Palmerston Rates Strategy Consultation.**

### **Frequently Asked Questions:**

#### **1. Why is Council asking ratepayers about the different rating options?**

When the 9th City of Palmerston Council was elected in 2018, a commitment was made to address the Community's concerns about how rates are calculated in Palmerston.

Council is now preparing a Rates Strategy that sets out how rates are calculated for each type of property (residential, rural residential, industrial and commercial).

Council wants to ensure the rating model selected going forward best reflects ratepayers' opinions and is supported by the community.

Council has been working with a Community Reference Group (CRG) of 22 Palmerston ratepayers to help decide on a fair way to raise money from rates. Council has considered the CRG's feedback and has selected three different options for how rates could be calculated.

Council would now like to know what ratepayers think about the three rating options to understand all the issues or concerns before making a final decision. Council believes it is important that the community is given the opportunity to be part of the decision-making process, as the final decision affects all ratepayers.

#### **2. What is a Rates Strategy and why do we need one?**

A Rates Strategy sets out how rates are calculated for each type of property owner (residential, rural residential, industrial and commercial).

Council needs to consider the rating options available to ensure Council adopts the most appropriate rating option for all ratepayers.

A Rates Strategy is different to the annual budget. The annual budget determines how much money needs to be raised each year for Council to deliver the necessary infrastructure and services. The Rates Strategy determines how the total amount of money needed will be apportioned across all ratepayers.

#### **3. Is Council asking us to vote on our preferred rating option?**

No, Council is not asking people to vote on their preferred option. Council is seeking feedback on all three rating options and will consider all the feedback before making the final decision.

This may mean no change to the way rates are calculated; it could mean a change for some property owners; or it could mean a change for everyone. This approach will ensure all ratepayers have the opportunity to consider the different options and see how each one impacts them.

**4. Will each rating option still deliver the same amount in overall rates to Council?**

Yes, no matter which option is selected, Council will still receive the amount required each year as set out in the annual budget. The rating option simply determines how the share of rates is calculated for each type of property owner.

**5. What are the different rating options and how will they affect me?**

The three different rating options are:

**Option 1:** *Valuation-based charge with a differential (the model we have now)*

**Option 2:** *Flat rate for Residential, UCV for remaining properties (the model used before 2015)*

**Option 3:** *Combination Fixed Rate and UCV Rate*

Visit [www.palmerston.nt.gov.au](http://www.palmerston.nt.gov.au) or read the fact sheets for more information on each of the options. Use the online calculator to see how your rates would be impacted under each option.

**6. How can I find out what my rates will be under each different option?**

City of Palmerston has created an online calculator so you can see how your rates would be affected under each of the three options. Visit [www.palmerston.nt.gov.au](http://www.palmerston.nt.gov.au) to access the calculator.

**7. When will the new rating system start?**

The selected rating option will be used to set the rates for next year (the 2020-21 budget) and future years. The selected rating option will not impact rates in 2019-20.

**8. How can I find out more information about rates in Palmerston or this consultation?**

Visit [www.palmerston.nt.gov.au](http://www.palmerston.nt.gov.au) for more information about the rating options and this consultation and for more general information about rates in Palmerston.

**9. How are my rates calculated now?**

Council rates are currently calculated using a valuation-based charge with a differential which is option 1 in this consultation process. For general information about rates in Palmerston, please visit

**10. When can we find out the results of the consultation, and the final decision?**

Council will advise all ratepayers of the feedback received as part of the consultation process and of Council's final decision.

**11. Who can I talk to if I don't understand the rating options?**

You can visit a City of Palmerston discussion kiosk during the consultation period to talk to someone about the rating options or to ask any questions.

**The discussion kiosk details are:**

**Week 1:**

Gateway Shopping Centre – Saturday 7 September 11am – 2pm  
Zuccoli Plaza Markets – Sunday 8 September 9am – 11am

**Week 2:**

Bakewell Shopping Centre – Wednesday 11 September 3pm – 6pm  
Palmerston Shopping Centre – Thursday 12 September 11am – 2pm

**Week 3:**

Friday night markets – Friday 20 September 5pm – 8pm  
Zuccoli Plaza Markets – Sunday 22 September 9am – 11am

**Week 4:**

Bakewell Shopping Centre – Thursday 25 September 3pm – 6pm  
Gateway Shopping Centre – Saturday 28 September 10am – 1pm

**Week 5:**

Palmerston Shopping Centre – Wednesday 2 October 11am – 2pm  
Gateway Shopping Centre – Friday 3 October 5pm – 8pm

**Week 6:**

Friday night markets – Friday 11 October 5pm – 8pm  
Bakewell Shopping Centre – Saturday 12 October 11am – 2pm

The discussion kiosk time and locations can also be found on Council's website.

**12. What are the different options available for paying my rates?**

There are a range of payment options for rates, including:

- direct debit (weekly, fortnightly, monthly, in instalments or annually)
- online by credit card
- credit card by phone
- BPay
- mail
- in person
- at any Australia Post outlet.

Council also has EzyBill where you receive your rates notice by email and then payment can be made via any of the payment options.

**13. What can I do if I can't afford to pay my rates?**

Council offers various rates concessions for ratepayers suffering financial hardship. Eligible pensioners and carers are also entitled to concessions on their rates.

**14. Are Palmerston ratepayers who don't live here being asked for their feedback?**

Yes, all Palmerston ratepayers are given the opportunity to provide their feedback as part of this consultation process. We have sent a letter and fact sheet to every ratepayer and anyone who is a ratepayer can complete the online survey, email feedback or request a hard copy survey.

You will need to enter the payment reference number on your current rates notice to participate in the survey, this ensures that the information being captured reflects our City's current ratepayers' preferences and that everyone gets an equal say. All responses will be kept confidential.

**15. When does this consultation finish?**

This community consultation is open from 2 September to 13 October 2019.

**16. How can I provide feedback to Council for this consultation?**

For more information or to provide feedback you can:

- Complete the rating strategy survey online at [www.palmerston.nt.gov.au](http://www.palmerston.nt.gov.au)
- Visit us at a discussion kiosk. See the website for times and locations
- Request a hardcopy of the survey at the contact details below
- Email True North Strategic Communication at [feedback@truenorthcomm.com.au](mailto:feedback@truenorthcomm.com.au) or phone (08) 8981 6445.
- Collect a hardcopy of the Survey in person from the customer service desk at the City of Palmerston office.

<b>AGENDA ITEM:</b>	13.2.7
<b>REPORT TITLE:</b>	Proposal to Amend Northern Territory Planning Scheme – Sex Services Businesses
<b>REPORT NUMBER:</b>	9/0345
<b>MEETING DATE:</b>	10/12/2019
<b>AUTHOR:</b>	Chief Executive Officer, Luccio Cercarelli
<b>APPROVER:</b>	Chief Executive Officer, Luccio Cercarelli

## COMMUNITY PLAN

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

## PURPOSE

The purpose of this report is for Council to consider a submission to the Northern Territory Planning Commission regarding the proposed Northern Territory Planning Scheme amendment – sex services businesses (PA 2019/0332).

## KEY MESSAGES

- The Northern Territory Planning Commission is seeking submissions regarding a proposed Planning Scheme amendment relating to sex services businesses.
- The applicant for the proposal is the Department of Attorney-General and Justice.
- The amendment is proposing that planning policy allows sex work in the following situations:
  - Home Occupation
  - Commercial Sex Service Premises
  - Unzoned Land
- The proposal has been reviewed and a submission has been prepared for Council consideration.

## RECOMMENDATION

1. THAT Report Number 9/0345 entitled Proposal to Amend Northern Territory Planning Scheme – Sex Services Businesses be received and noted.
2. THAT Council endorse the submission to the Northern Territory Planning Commission regarding the proposal to amend the Northern Territory Planning Scheme (PA2019/0332) – Sex Services Businesses being **Attachment B** to Report Number 9/0345 entitled Proposal to Amend Northern Territory Planning Scheme – Sex Services Businesses.

## BACKGROUND

The Department of Attorney-General and Justice is proposing that planning policy be amended to allow sex work in the following situations:

- Home Occupation
- Commercial Sex Service Premises
- Unzoned Land

The application proposes to amend the Northern Territory Planning Scheme by introducing rules to regulate the establishment of sex services businesses.

The proposal (PA2019/0332) has now been exhibited by the Northern Territory Planning Commission and submissions are being sought by Friday 13 December 2019, **Attachment A**.

This report has reviewed the proposal and has developed a draft submission for Council's consideration.

## DISCUSSION

The submission is divided into four sections consistent with the proposed changes to the Northern Territory Planning Scheme sections relating to *Definitions* (**Clause 3.0**), *Car Parking* (**Clause 6.5.1**), *Commercial Sex Service Premises* (**Clause 6.18**) and *Sex Work in the form of Home Occupation* (**Clause 7.10.7**). In summary, the City of Palmerston has concerns with the proposed amendments in relation to:

- The inadequate definition of *sex work* and the proposed policies in general not dealing with commercial premises primarily associated with sex and sex products, including adult shops and adult entertainment premises;
- That the consideration of land uses incompatible with sex work is far too narrow and should be expanded to include any land use potentially incompatible with sex work;
- That the proposed separation requirements are inadequate and only prevent commercial sex service premises "next to or adjoining" incompatible land uses, meaning commercial sex service premises can still occur within immediate proximity of incompatible land uses such as libraries and recreation facilities;
- Overly narrow consideration of internal areas in relation to car parking requirements; and
- The potential for sex work in the form of home occupation extending beyond the existing parameters of home occupation, and the inability to regulate future land use incompatibility given the range of *permitted* land uses in residential zones.

The draft submission is made under **Section 22** of the Northern Territory Planning Act.

The draft submission is provided at **Attachment B**.

## CONSULTATION PROCESS

The proposed amendment is a Northern Territory Government process and has been publicly exhibited.

The Northern Territory Planning Commission is seeking submissions by 11:59pm, Friday 13 December 2019.

In preparing this report the following external party was consulted:

- Northern Planning Consultants

## **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**

The submission needs to be made by Friday, 13 December 2019.

The submission is made under Section 22 of the *Northern Territory Planning Act*.

The submission looks to expand definition of sensitive users. If the definitions remain unchanged there is a risk such industries could be established new sensitive use such as libraries and recreation facilities.

The amendment of the Northern Territory Planning Scheme is undertaken by the Northern Territory Government and Council can make a submission however Council is not the decision owner.

## **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**

**Attachment A:** Proposal to amend NT Planning Scheme PA2019/0332

**Attachment B:** Draft Submission to the Northern Territory Planning Commission Submission - Proposal to amend the Northern Territory Planning Scheme – Sex Services Businesses

**NORTHERN TERRITORY OF AUSTRALIA**  
**PROPOSAL TO AMEND NT PLANNING SCHEME**  
**PA2019/0332**

The Minister for Infrastructure, Planning and Logistics has accepted an application for exhibition. The application proposes to amend the NT Planning Scheme by introducing new planning rules that would regulate the establishment of sex services businesses.

The applicant for this proposal is the Department of Attorney General and Justice, and the applicant is proposing that planning policy be amended to allow sex work in the following situations:

Home Occupation

This means that sex work can be undertaken by up to two sex workers who reside in a dwelling. It is proposed that this activity would occur without consent in all zones (except for in Zones DV, HT and WM, where consent would be required), but would be prohibited:

- in Zone RD (Restricted Development); and
- if the premises is located next to or adjoining a:
  - kindergarten;
  - preschool, primary school or secondary school;
  - child care centre (including a home based child care centre); or
  - a premises that is primarily used as a place of worship.

Commercial Sex Service Premises

This means a premises used by three or more sex workers as a commercial business. Such a business premises can be lawfully established:

- without consent in industrial zones;
- with consent in Zone CB (Central Business) and Zone C (Commercial); but
- would be prohibited:
  - if the premises is located next to or adjoining a kindergarten, preschool, primary school or secondary school, a child care centre (including a home based child care centre) or a premises that is primarily used as a place of worship; and
  - on land in all other zones.

Unzoned land

This proposal will only apply to localities where town planning controls apply. This means that:

- planning will not regulate the establishment of sex services business in places such as Adelaide River and Mataranka, or any unzoned location where clause 12.1 (Aboriginal Community Living Area) does not apply; and
- sex work can occur without consent in these locations.

A copy of the application that explains the proposed planning scheme amendment in more detail is at page 3 of this document. Text shown in **red** within the application indicates a change to the wording of clauses contained within the NT Planning Scheme.

**Period of Exhibition and Lodging a Submission**

The exhibition period is from Friday 15 November 2019 to Friday 13 December 2019.

Written submissions about the proposed planning scheme amendment are to be received by 11.59pm on Friday 13 December 2019 and addressed to:

NT Planning Commission  
GPO Box 1680  
DARWIN NT 0801; or

Email: [planning.ntg@nt.gov.au](mailto:planning.ntg@nt.gov.au); or

Fax: (08) 8999 7189; or

Hand delivered to a Department of Infrastructure, Planning and Logistics office at:

- Alice Springs – Greenwell Building, 50 Bath Street, Alice Springs;
- Darwin – Energy House, 18 – 20 Cavenagh Street, Darwin City; and
- Katherine – Government Centre, First Floor, First Street, Katherine.

For more information please contact Lands Planning on telephone (08) 8999 8963.

**ATTACHMENT A**  
**Outline of amendments required to the NT Planning Scheme:**  
**Supporting decriminalisation of the Sex Industry**

**Applicant**

The Northern Territory of Australia through the Department of the Attorney-General and Justice.

**Background**

In 1992, the Northern Territory Legislative Assembly acknowledged the presence of the sex industry and that criminalisation of the industry failed to either eliminate it, or protect sex workers or members of the general public. In doing so, the Legislative Assembly passed the *Prostitution Regulation Act 1992* to decriminalise certain aspects of the sex industry and establish a regulatory regime overseen by police.

Since commencement of the *Prostitution Regulation Act 1992*, a number of reviews have identified shortcomings with the way the sex industry is regulated in the Northern Territory, particularly in relation to worker safety and the different business models for providing of sex services that exist outside of those permitted under the *Prostitution Regulation Act 1992*. The partial criminalised framework established under the *Prostitution Regulation Act 1992* prevents sex workers working legitimately except under certain strict circumstances (either on their own or through an agency) which restricts workers accessing support, exposing them to risk of harm that other workers are not exposed to. That framework also stigmatises workers which places barriers when workers seek assistance from authorities, including police.

Acknowledging these ongoing issues, Government has introduced the Sex Industry Bill 2019 in the Legislative Assembly to repeal the *Prostitution Regulation Act 1992*, decriminalise the industry in its entirety, and establish a framework that enhances worker health and safety and brings the industry within the scope of laws that apply to all other businesses, including laws that relate to land planning and use.

The amendments in this application seek to support the framework established under the Sex Industry Bill 2019, by applying the Northern Territory Planning Scheme to sex industry businesses that operate out of premises.

While individual sex workers and agencies can currently operate out of various premises throughout the Northern Territory, they do so without specific consideration of the Planning Scheme. Most neighbours of those businesses (large or small) are often not aware that their neighbour is involved in the sex industry, which means, by and large, that most industry participants are having regard to the impact their business may have on the general amenity of the locality. However the Planning Scheme does not currently contemplate those businesses, which means that planning considerations (such as general amenity) are coincidental factors.

Full decriminalisation of the industry, however, means that the general laws that apply to other businesses will also apply to the sex industry. In order for the Planning Scheme to properly cover the various business models of the industry, a number of minor amendments are necessary to ensure that due regard to the general amenity of their location is given to legitimate businesses.

The proposed amendments seek to achieve this through clarifying where a business may be located based on its scale of operation, and the general community amenity considerations the Development Consent Authority may have in regard to those business operations.

## 1. General Definitions

### a) Introduction new definitions to clause 3

Introduce new definitions as outlined in red as follows:

**“sex worker”** means a person who performs sex work

**“sex work”** means the provision by a person of services that involve the person participating in sexual activity with another person in return for payment or reward

**“sex services business”** means a business that provides for or arranges sex work

**“commercial sex service premises”** means a premises from which a sex services business operates and that business engages more than 2 sex workers.

## 2. Changes to support Independent Operators

### a) Amendment to the definition of home occupation

Expand the definition of home occupation as follows:

**“home occupation”** means an occupation or profession which is carried on in a **dwelling** or on the **site** of a **dwelling** by a person resident in the **dwelling**, and may include:

(a) the caring for up to five children including children who reside in the **dwelling**; or

(b) a sex services business consisting of up to two sex workers who reside in the dwelling plus support staff.

### b) Amendments to clause 7.10.7 (Home Occupation)

Amend clause 7.10.7 as outlined in red below:

1. The purpose of this clause is to ensure that **home occupations** are established and operated in a manner that does not detract from the residential **amenity** of the locality.

2. A **dwelling** may be used for the purpose of a **home occupation** where:

(a) the occupation or profession is carried out only by persons residing in the **dwelling**;

(b) the total of the **floor area** of the **dwelling** plus the other areas of the **site** that are used for the **home occupation** (including areas used temporarily) does not exceed 30m<sup>2</sup>;

(c) no greater demand or load is imposed on the services provided by a public utility organisation than that which is ordinarily required in the locality;

(d) no sign is displayed, other than a **business sign** that is not more than 0.5m<sup>2</sup> in area;

(e) no goods or equipment are visible from outside the **site**; and

**ATTACHMENT A**  
**Outline of amendments required to the NT Planning Scheme:**  
**Supporting decriminalisation of the Sex Industry**

(f) not more than one vehicle kept on the **site** is used for the purpose of the **home occupation**.

3. A premises may be used for sex work by the resident provided:

- (a) the premises is not located next to or adjoining an already established kindergarten, pre-school, primary school, secondary school (whether it be a middle, senior or combined secondary school), approved child care service, or premises whose sole use is that of a place of worship;
- (b) in Zone SD (Single Dwelling Residential) and MD (Multiple Dwelling Residential) sufficient car parking is available on-site for the client of each resident engaging in sex work; and
- (c) no signs, other devices or markings that indicate that the premises is used for the purpose of engaging in sex work.

4. The consent authority may approve an application for a **home occupation** that is not in accordance with sub-clause 2 only if it is satisfied the proposed **home occupation** is appropriate **for** the **site** having regard to the potential impact of the **home occupation** on the residential **amenity** of adjoining and nearby property.

5. The consent authority must not **consent** to a development that is not in accordance with subclause 3(a).

c) *Amendments to clause 12.1 (Aboriginal Community Living Areas)*

Amend clause 12.1 as outlined in red below:

1. The purpose of this clause is to provide for the orderly and proper planning of the identified communities.
2. This clause applies only to the parcels of land specified in Schedule 4, which are Aboriginal community living areas within the meaning of Part 8 of the *Pastoral Land Act*.
3. The land may be used or developed without **consent** for any purpose that is necessary for, or ancillary to, community life including the following:
  - (a) **community centre**;
  - (b) **dwelling**;
  - (c) **plant nursery**;
  - (d) **child care centre**;
  - (e) **place of worship**;
  - (f) **shop**;
  - (g) **hospital**;
  - (h) **medical clinic**;
  - (i) **office**;
  - (j) **veterinary clinic**;
  - (k) **education establishment**;
  - (l) the keeping of poultry;
  - (m) the growing of crops, fruits, vegetables, pasture and the like;
  - (n) **home occupation, subject to clause 7.10.7**
4. The land is not to be used or developed without **consent** for any other purpose, including the keeping of livestock.

**3. Changes to support Commercial Operators**

*a) Amendments to Part 3 – Zoning Tables*

Introduce “Commercial sex service premises” to all zoning tables.

Prohibit “Commercial sex service premises” in Zone SD (Single Dwelling Residential), Zone MD (Multiple Dwelling Residential), Zone MR (Medium Density Residential), Zone HR (High Density Residential), Zone SC (Service Commercial), Zone TC (Tourist Commercial) Zone CV (Caravans), Zone CL (Community Living), Zone PS (Public Open Space), Zone OR (Organised Recreation), Zone CP (Community Purposes) Zone A (Agriculture), Zone H (Horticulture), Zone RR (Rural Residential), Zone RL (Rural Living), Zone R (Rural), Zone FD (Future Development), Zone RD (Restricted Development), Zone WM (Water Management), Zone HT (Heritage) and Zone CN (Conservation).

List “Commercial sex service premises” as a discretionary use in Zone C (Commercial) and Zone CB (Central Business).

List “Commercial sex service premises” as a permitted use in all other zones.

*b) Amendment to the table to clause 6.5.1 – Parking Requirements*

After **community centre**, insert the following:

<b>Use or development</b>	<b>Minimum number of car parking spaces required</b>	<b>Minimum number of car parking spaces required in Zone CB in Darwin</b>
<b>Commercial sex service premises</b>	2 for every bedroom, plus 1 for each support staff	2 for every bedroom

*c) Introduction new General Provision to Part 4 – General Performance Criteria*

After clause 6.17, introduce the following:

**6.18 Commercial sex service premises**

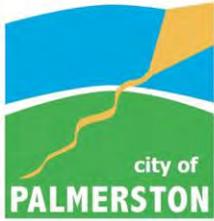
1. The purpose of this clause is to ensure that **commercial sex service premises** are established and operated in a manner that does not detract from the amenity of the locality.
2. A premises may be used as a **commercial sex service premises** provided:
  - (a) the premises is not located next to or adjoining an already established kindergarten, pre-school, primary school, secondary school (whether it be a middle, senior or combined secondary school), approved child care service, or premises whose sole use is that of a place of worship; and
  - (b) signage is limited to the name of venue, hours of operation and contact details, with other devices and markings to be discrete.
3. The consent authority must not **consent** to a development that is not in accordance with subclause 2(a).

**ATTACHMENT A**  
**Outline of amendments required to the NT Planning Scheme:**  
**Supporting decriminalisation of the Sex Industry**

d) *Amendments to clause 12.1 (Aboriginal Community Living Areas)*

Amend clause 12.1 as outlined in red below:

1. The purpose of this clause is to provide for the orderly and proper planning of the identified communities.
2. This clause applies only to the parcels of land specified in Schedule 4, which are Aboriginal community living areas within the meaning of Part 8 of the *Pastoral Land Act*.
3. The land may be used or developed without **consent** for any purpose that is necessary for, or ancillary to, community life including the following:
  - (a) **community centre;**
  - (b) **dwelling;**
  - (c) **plant nursery;**
  - (d) **child care centre;**
  - (e) **place of worship;**
  - (f) **shop;**
  - (g) **hospital;**
  - (h) **medical clinic;**
  - (i) **office;**
  - (j) **veterinary clinic;**
  - (k) **education establishment;**
  - (l) the keeping of poultry;
  - (m) the growing of crops, fruits, vegetables, pasture and the like;
  - (n) home occupation, subject to clause 7.10.7
4. The land is not to be used or developed without **consent** for any other purpose, including the keeping of livestock.
5. An application for a **commercial sex services premises** is to comply with the requirements of clause 6.18.



ID: 396388 - LC:ab

5 December 2019

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Dear Sir/Madam

**Submission regarding Proposal to amend the Northern Territory Planning Scheme – Sex Services Businesses**

Council welcomes the opportunity to make comment on the 'Proposal to amend the Northern Territory Planning Scheme – Sex Services Businesses' to provide the following comments for the Northern Territory's Planning Commission consideration.

**1. Definition**

The proposal seeks to amend **Clause 3.0** of the Planning Scheme to introduce definitions for *sex worker*, *sex work*, *sex services business* and *commercial sex service premises*. The definitions of *sex worker*, *sex services business* and *commercial sex service premises* primarily revolve around the definition of *sex work*, being "the provision by a person of services that involve the person participating in sexual activity with another person in return for payment or reward." The above definition clearly requires participation in sexual activity, and thus precludes consideration of activities primarily related to sex, but not necessarily involving sexual activity, including adult / pornography shops, and adult entertainment venues. These uses are incompatible with a number of land uses both existing and anticipated in a range of zones, and the current definitions that cover these uses, namely *shop* or *hotel*, are inadequate to ensure incompatible land uses are appropriately separated. The incompatibility of such premises with sensitive land uses is fundamentally due to their trade in items or entertainment involving sex, and as such the definitions should be expanded to include premises primarily trading in items or entertainment services primarily associated with sex.

**2. Car Parking**

Changes to **Clause 6.5.1** seek to introduce car parking requirements for *commercial sex premises* at the rate of 2 spaces per bedroom plus 1 for each support staff in areas outside of the Darwin CB Zone, and 2 spaces per bedroom for land inside the Darwin CB Zone. The policy wording assumes all commercial sex service premises will contain bedrooms, and appears to preclude sex service premises that don't include bedrooms, such as massage parlours. The current proposed policy is susceptible to manipulation and may not require car parking in a manner consistent with the actual generation rate of the activity. Furthermore, any expansion of the policy to include adult stores and entertainment venues per paragraphs 1 and 3 above and below would require changes to **Clause 6.5.1** to be expanded accordingly, likely including the requirement for car parking on the basis of *net floor area*.

### 3. Commercial Sex Service Premises

The introduction of **Clause 6.18** into the Planning Scheme seeks to provide policies governing the use and / or development of land for the purpose of *Commercial Sex Service Premises* (ie sex services business with more than 2 sex workers), stipulates whether commercial sex service premises are *permitted*, *discretionary* or *prohibited* depending on the zone, and provides land use controls relating to the siting of premises and restrictions on advertising.

As identified in paragraph 1 above, the consideration of commercial sex service premises should be expanded to include premises potentially incompatible with a range of land uses due to their trade primarily involving sex but not including *sex work* as defined in the proposal, including adult shops and adult entertainment premises. Such premises are not adequately controlled by the Planning Scheme under existing definitions (usually *shop* or *hotel*) and are unsuitable in many CB and C zoned areas due to their proximity to conflicting land uses.

Whilst **Clause 6.18** seeks to preclude commercial sex service premises from being “located next to or adjoining” a range of incompatible uses, including schools, kindergartens, child care centres or place of worship, this limitation is unduly narrow for the following reasons:

- The identified incompatible uses do not fully encapsulate uses incompatible with commercial sex service premise, adult shop or adult entertainment venue, and should be expanded to include *community centre* (including a library), *sport and recreation* (including playgrounds and public recreation facilities) and *leisure and recreation* (including premises with a high potential for family / youth visitation);
- The prohibition on commercial sex service premises “next to or adjoining” incompatible uses is inadequate, as this still enables commercial sex service premises within close proximity of incompatible uses. A minimum separation distance should be applied instead; and
- The prohibition on commercial sex service premises should extend to providing a minimum distance from any zone boundary with a zone in which commercial sex service premises are *prohibited*, ensuring an appropriate separation distance from future development *reasonably anticipated* in an adjoining zone.

The above will ensure **Clause 6.18** adequately captures all premises primarily associated with sex services, sex products or sex entertainment, will ensure all incompatible land uses are appropriately identified, and will ensure adequate separation distance to incompatible uses and future development *reasonably anticipated* in adjoining zones.

### 4. Home Occupation

Changes to the *home occupation* policy in **Clause 7.10.7** introduce a separate policy for the conduct of a sex services business by residents of a dwelling. The policy is largely consistent with that for *home occupation*, however introduces the ability for staff (in the form of support staff) that do not reside in the dwelling to work in the premises. The existing *home occupation* provisions prohibit additional staff not residing in the dwelling (**Clause 7.10.7(2)(a)**), and the proposed amendment should only enable a sex services business to operate in a manner consistent with the existing parameters. Such an expansion could feasibly extend the use beyond a *home occupation* to a use more suited to a commercial area.

Whilst the amendments to **Clause 7.10.7** prohibit the ability for a sex service business to operate “*next to or adjoining*” incompatible uses, as with commercial sex service premise in paragraph 3, this prohibition is inadequate, as still enables a sex services business within close proximity to incompatible uses. A minimum separation distance should be applied instead. Furthermore, whilst the prohibition prevents a sex services business next to or adjacent an *approved child care service* (capturing both a *child care centre* and *home based child care centre*), child care in the form of *home occupation* (the caring for up to 5 children) is *permitted* in the majority of residential zones. Accordingly, the Development Consent Authority is unlikely to have a record of child care facilities in the form of *home occupation*, and is unable to control future use of land for child care in the form of *home occupation*. Accordingly, there remains the potential for incompatible land use between a sex services business and child care in the form of *home occupation*.

Finally, the amendments to **Clause 7.10.7** are silent on visitor / client arrangements. Unlike the majority of other forms of *home occupation* (ie home office), the operation of a sex services business is entirely reliant on visitation. Uncontrolled and frequent visitation may impact on the amenity of a locality, and the policy does not appear to prohibit sex workers providing services to multiple clients (although it appears to anticipate single clients). The policy should be expanded to restrict visitation arrangements.

Council confirms it reserves the opportunity to appear in support of the comments at the relevant reporting body hearing in relation to this matter.

Should you wish to discuss the above further, please contact the undersigned on 8935 9922 or by email [Kathy.Jarrett@palmerston.nt.gov.au](mailto:Kathy.Jarrett@palmerston.nt.gov.au).

Regards

Kathy Jarrett  
Director City Growth and Operations

<b>AGENDA ITEM:</b>	13.2.8
<b>REPORT TITLE:</b>	Mitigation of Inappropriately Disposal of Waste
<b>REPORT NUMBER:</b>	9/0353
<b>MEETING DATE:</b>	10/12/2019
<b>AUTHOR:</b>	Acting Director City Growth and Operations, Alex Douglas
<b>APPROVER:</b>	Chief Executive Officer, Luccio Cercarelli

## COMMUNITY PLAN

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

## PURPOSE

This report seeks to address Council's request to be informed of the methods of dealing with the issue of litter management within the municipality and the means by which the community may become involved.

## KEY MESSAGES

- Council requested a report regarding mitigation of inappropriate waste disposal into our waterways and community engagement.
- The Council manages waste and litter collection within the City for land under its control and management.
- Council has various stormwater treatments in place to manage litter within the stormwater system.
- The Council does not have an existing strategy to engage with groups within the community wishing to participate in volunteer litter collection/activities.
- Facilitating community development and engagement across a range of groups builds on the Council's aspiration to be *A Place for People*.
- Engaging with community groups and others creates the opportunity to influence behaviour and attitudes towards litter and the environment.

## RECOMMENDATION

1. THAT Report Number 9/0353 entitled Mitigation of Inappropriately Disposal of Waste be received and noted.
2. THAT Council note the strategies being deployed to address waste in our waterways including infrastructure such as traps and basins, the development of a waste education program and the engagement of community groups and volunteers to assist in waste education and litter clean-up days as outlined in Report Number 9/0353 entitled Mitigation of Inappropriately Disposal of Waste.

## BACKGROUND

The Notice of Motion presented by Alderman Spick outlined concerns for the amount of litter that can be accumulate within our parks and open drains that can then be carried into our creeks and waterways.

At the 1<sup>st</sup> Ordinary Council Meeting of 3 September Council resolved the following:

### 12.1 Mitigation of Inappropriate Disposal of Waste

Moved: Alderman Spick  
Seconded: Alderman Garden

*THAT a report be prepared for the first ordinary meeting in December 2019, outlining strategies for the City of Palmerston to mitigate the inappropriate disposal of waste within the municipality.*

CARRIED 9/0799 – 03/09/2019

The Council has a number of service levels and activities that involve the removal of litter and waste. These are listed as follows:

- Public Litter and Annual Pre-Cyclone Clean Up – primarily involves emptying of public bins in road reserves, parks and reserves. The frequency can range from daily to weekly.
- Landscape Maintenance – litter is collected from parks and reserves, and within laneways. The frequency can generally range from daily to fortnightly.
- Grounds Maintenance – primarily is for mowing of road verges etc however does require litter to be removed before mowing. The frequency can generally range from daily to monthly.
- Street Sweeping – primarily aimed at street kerb lines however does include pathways within the City Centre. The frequency can range from weekly to annually.
- Weed harvesting within the lakes – the primary activity is the cutting and removal of floating vegetation, however the process also removes litter (paper, plastics, cans etc) trapped in the weed.
- Council's outdoor staff undertake daily litter collection within the City Centre.

This report considers the existing and possible strategies to mitigate inappropriate waste disposal namely entering waterways.

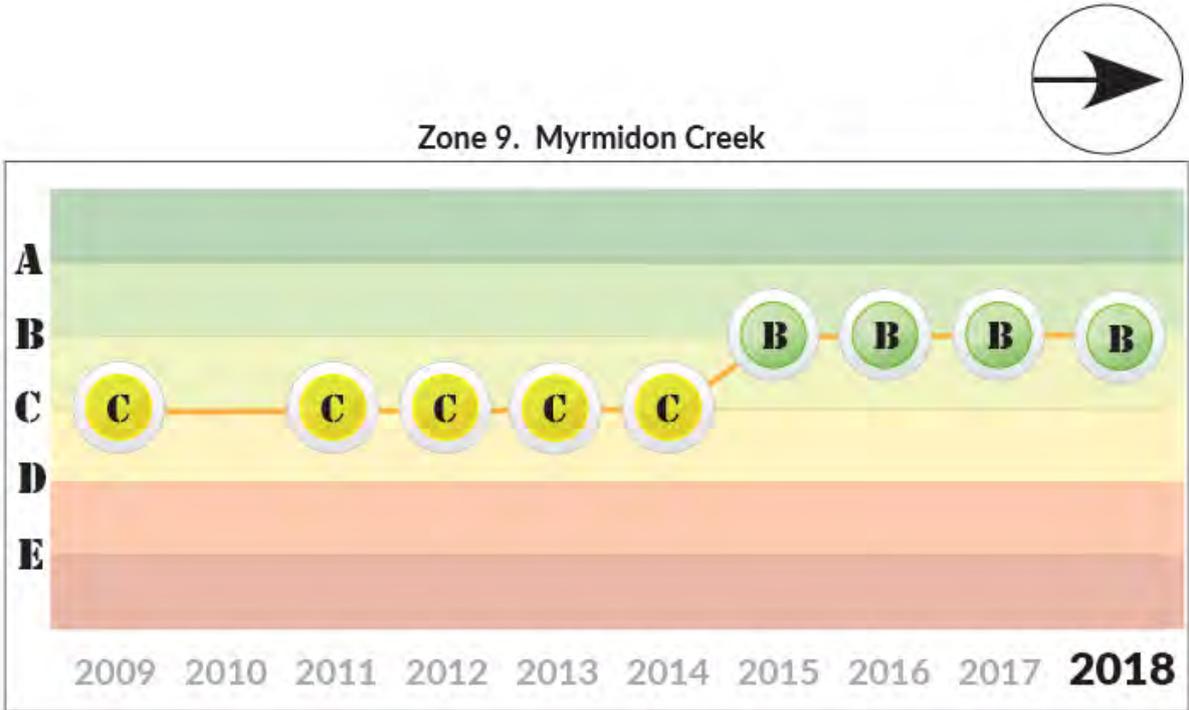
## DISCUSSION

Litter within the environment detracts from the visual amenity of a location, as well as the impact on the environment either by direct impact on wildlife (entrapment or ingestion) or indirect through pollution (degraded water quality etc).

The Department of Environment and Natural Resources has been reporting annually on water quality monitoring within the Darwin Harbour via a report, entitled “Darwin Harbour Report Card” since 2009.

The Harbour and rivers are divided into Zones, with Zone 9 being the most relevant to the City and covers the Myrmidon Creek waterway that discharges in to the Elizabeth River.

The water quality monitoring does not include the presence of litter as one their measures, however it is heartening to note that the long term trend has shown a gradual improvement over the years, as depicted in the following graphs where 'B' indicates water quality in an acceptable state except for the potential for algal blooms:



Additional information can be viewed on the Departments website via the link:  
<https://denr.nt.gov.au/water/water-management/darwin-harbour/darwin-harbour-region-report-cards/2018-report-cards/zone-9-myrmidon-creek>

The area used as an example of the concerns in the Notice of Motion, being the open drain along Maluka Drive and Terry Drive, has litter removal on a weekly cycle. The amount of litter that was collected by community members is of concern and should generally not build up to the extent indicated. Monitoring of the area is ongoing and will include additional inspections of problem areas.

To complement the above activities the sediment traps located around the District within the drains and lakes are maintained on a regular (nominal annual) basis. In reviewing these treatments it is clear that more frequent cleaning is required and staff will assess requirements over the wet season to develop a new program.

Encouraging and supporting volunteers to become involved with making the City a more attractive and liveable place has many advantages with few, if any, disadvantages. Community participation through a variety of events and activities is seen as a means to encourage and allow interest within the City and its environment in such a way that it complements our ongoing service levels and activities rather than seek to replace them.

In considering strategies to mitigate the inappropriate disposal of waste within the City of Palmerston municipality (with a focus on litter within parks and open drains that can then be carried into creeks and waterways), the following elements have been investigated and are discussed in detail below:

- Traps and basins
- Waste education
- Community groups / volunteers

### Traps and Basins

To intercept the litter within a catchment area via traps before it discharges into one of our lakes or natural water courses can be problematic as the solutions could lead to a range of unintended consequences such as stormwater pipes blocking causing inundation of roads or properties upstream. In addition, the litter within the catchment can be both man-made and natural (e.g. plastic bags or branches from shrubs or trees). Also, the source of litter can be from activity around the lakes as well as that from the watercourses and drains.

Examples of the types of structures and measures applicable are:

1. **Trap nets or gross pollutant traps (GPTs)** - is achievable provided that access is all weather and safe to allow for maintenance during inclement weather. The tendency of the rainfall to be high intensity and short duration leads to high flows in large capacity open drains or pipes. Blocking of these trap structures may lead to overtopping and inundation of abutting properties or upstream.

The City does not have any of these structures within our stormwater network. Due to the high capital and maintenance costs staff would generally recommend to not install additional infrastructure within the existing network. The development of subdivisions may include these structures and considered in the context of the location and effectiveness.

2. **Sediment traps** - these structures involve reducing the velocity of the flows to allow heavier material to settle out. In some instances the structure incorporates a form of litter trap - refer image below.

The stormwater network within the City has a range of the these along our open drains or at discharge locations into the lakes. The nature of the design does not easily allow for the trapping of litter.

As identified earlier in this report there is a need to improve the maintenance frequency and this will be assessed over the wet season. As with traps and GPTs these structures are generally included with new subdivisions, and again are reviewed in the context of location and effectiveness.

Two examples of existing sediment traps are provided as follows:

Combined Sediment and Litter Trap – Terry Drive, Gunn



Sediment Trap – Lake 9 – Luxmore Court, Durack



3. **Nutrient stripping basins** – the use of vegetation to draw nutrients from within the stormwater also provides a form of trap for litter. The clearing of collected litter can be problematic as it requires manual rather than mechanical removal to avoid damaging the vegetation.

The lakes are a form of nutrient stripping treatment through the growth of the lilies, and vegetation along the banks. Weed harvesting does remove the floating 'gross pollutants' however this does not provide a constant method of prevention.

The following are some images of various traps available.

### Gross Pollutant Traps



### Net Traps



## Sediment Traps



## Nutrient Stripping Basins



The litter observed within our lakes and watercourses can vary from sources such as visitors to the parks, and from litter washed in from drains and pipes. Minimising the amount of litter entering the environment is the most effective method of mitigation versus the high capital cost of retrofitting infrastructure that requires high levels of ongoing maintenance.

## Waste Education

Litter within the environment generally is the result of inappropriate behaviour by not discarding material via the many means available – such as public litter bins or domestic waste or recycling services. The provision of bins does not necessarily engender appropriate behaviour. In many national and state parks the waste bins have been removed and visitors are required to take home what they brought in. In the vast majority of cases the amount of litter left is negligible, and the parks authorities achieve cost savings by not having to provide waste collection in remote locations. Why this approach works within discreet destinations and not within urban environments is likely because the positive behaviour is associated with a day trip or holiday and is different to mainstream living.

Developing and implementing a range of strategies within the community reflects the Council's aspirations of building and strengthening the community through information, education and participation.

Building on the recent launch of Council's new kerbside waste trucks with their waste education messaging, staff have been discussing community education campaigns with a range of organisations and stakeholders. The opportunities being developed include working with schools, community groups and the broader community via in-school programs through to multi-media campaigns. The development of City of Palmerston's waste education program is nearing completion, with the view to commencing in the first Quarter of 2020. Key messages will continue to be developed, and a focus area of waste in our waterways will be included in the program. The program is also examining initiatives designed to build pride such as 'Take the Pledge' via engaging the community and offering incentives to residents that are recycling and disposing of waste correctly.

### Community Groups / Volunteers

The City of Palmerston already has a dedicated group of volunteers providing many hours of services to the community, primarily in the library and other areas of the Lifestyle and Community directorate.

As mentioned above, part of the waste education program will be engaging with community groups and individuals to participate in a war on waste. A strategy to engage with volunteers in this area will be developed, including activities such as community led education sessions on waste and recycling and a series of local litter clean-ups. A suite of material will be developed that community members can access, and City of Palmerston staff will be available to assist as necessary.

### **CONSULTATION PROCESS**

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

- Director City Growth and Operations
- Director Lifestyle and Community

### **POLICY IMPLICATIONS**

A policy to guide the use of volunteers and will be developed in conjunction with the waste education campaign to facilitate the engagement of community groups, schools and others.

### **BUDGET AND RESOURCE IMPLICATIONS**

There are no direct budget or resource implications associated with this report at this time as current service contracts would not be impacted and the purchase of miscellaneous items such as rubbish collection bags and additional collections would be considered minor expenditure relative to the annual budget allocations.

Funds are already included in the 2019/2020 budget for waste education and the strategies in this regard identified herein can be accommodated within the allocated budget. The ongoing development and implementation of multimedia campaigns would require allocations within future budgets and subject to the evaluation of priorities at the time.

### **RISK, LEGAL AND LEGISLATIVE IMPLICATIONS**

There are some risks and legal implications associated with the engagement of volunteers however this is not new to Local Government and Council's insurers. Appropriate practices and procedures to manage risk typically do not create a significant impost on the Council or the participants.



# COUNCIL REPORT

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*A Place for People*

1st Ordinary Council Meeting

## **ENVIRONMENT SUSTAINABILITY IMPLICATIONS**

The key implication for environment sustainability is the potential to minimise waste entering our stormwater systems and the benefit of less litter within our lakes and the environment generally.

## **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**

There are no attachments to this report:

**14** INFORMATION AND CORRESPONDENCE

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14.1 Information

14.1.1 LGANT Draft General Meeting Minutes – 7 November 2019

THAT Council receive and note Item 14.1.1 entitled LGANT Draft General Meeting Minutes – 7 November 2019.

## LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

**MINUTES****General Meeting of LGANT****Alice Springs Town Council Function Room****7 November 2019 1:00pm****1. PERSONS PRESENT AT THE MEETING**

<b>DELEGATES</b>	
Mayor Damien Ryan	Alice Springs Town Council
Councillor Eli Melky	Alice Springs Town Council
Councillor Jimmy Cocking	Alice Springs Town Council
CEO Robert Jennings	Alice Springs Town Council
Mayor Steven Edgington	Barkly Regional Council
Deputy Mayor Hal Ruger	Barkly Regional Council
CEO Steve Moore	Barkly Regional Council
President Adrian Dixon	Central Desert Regional Council
Deputy President Warren Williams	Central Desert Regional Council
CEO Diane Hood	Central Desert Regional Council
Lord Mayor Kon Vatskalis	City of Darwin
Alderman Gary Haslett	City of Darwin
Alderman Peter Panquee	City of Darwin
CEO Scott Waters	City of Darwin
Alderman Sarah Henderson	City of Palmerston
CEO Luccio Cercarelli	City of Palmerston
President Kaye Thurlow	East Arnhem Regional Council
Councillor Bobby Wunungmurra	East Arnhem Regional Council
CEO Dale Keehne	East Arnhem Regional Council
Mayor Fay Miller	Katherine Town Council
Deputy Mayor Lis Clark	Katherine Town Council
A/CEO Claire Johansson	Katherine Town Council
Mayor Maree Bredhauer	Litchfield Council
Deputy Mayor Kirsty Sayers-Hunt	Litchfield Council
CEO Daniel Fletcher	Litchfield Council
President Roxanne Kenny	MacDonnell Regional Council
Deputy President Greg Sharman	MacDonnell Regional Council
CEO Jeff MacLeod	MacDonnell Regional Council
Deputy Mayor Helen Lee	Roper Gulf Regional Council
Councillor Deanna Kennedy	Roper Gulf Regional Council
CEO Phillip Luck	Roper Gulf Regional Council
President Lesley Tungatulum	Tiwi Islands Regional Council
CEO Valerie Rowland	Tiwi Islands Regional Council
President Peter Clee	Wagait Shire Council
CEO Anna Malgorzewicz	Wagait Shire Council
Mayor Matthew Ryan	West Arnhem Regional Council
Mayor John Wilson	West Daly Regional Council
Deputy Mayor Terry Sams	West Daly Regional Council
Councillor Wally Minjin	West Daly Regional Council
CEO Shaun Hardy	West Daly Regional Council

## LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

<b>GUESTS:</b>	
Doctor Sam McMahon	Senator for the Northern Territory
Siobhan Doogan	Ministerial Advisor
Gary Higgins MLA	Leader of the Opposition
Sharon Mulholland	Advisor to the Leader of the Opposition
Lorelei Fong Lim	Advisor to the Leader of the Opposition
Kerry Moir	Past President
Bill Moir	Guest
Lynne Craigie	WALGA
Nick Sloan	WALGA
Kylie Yates	LG NSW
Tara McCarthy	LG NSW
Kate Peake	Regional Development Australia NT
Maree De Lacey	Department of Local Government, Housing and Community Development
Peter Holt	Department of Local Government, Housing and Community Development
Ann Lewis	Department of Local Government, Housing and Community Development
Hugh King	Department of Local Government, Housing and Community Development
Sarah Fairhead	Department of Infrastructure, Planning and Logistics
James Sheridan	Jardine Lloyd Thompson
Alison Lambert	Jardine Lloyd Thompson
Jo Fitzpatrick	Statewide Super
Scott Mead	Mead Perry Group
John Perry	Mead Perry Group
Angelo Nardi	IT Vision
Atma Maharaj	Latitude 12
Sheldon Smith	Latitude 12
Todd Sinclair	Latitude 12
Chandra Sharma	Latitude 12
Stephen Asher	Fleetnetwork Pty Ltd
Greg Peters	Fleetnetwork Pty Ltd
Emanuel Klimantis	Commonwealth Bank
<b>IN ATTENDANCE</b>	
Tony Tapsell	LGANT
Sean Holden	LGANT
Peter McLinden	LGANT
Maree McLinden	LGANT
Meredith Newall	LGANT
Jenny Jan	LGANT
Elaine McLeod	LGANT

**2. APOLOGIES**

Mayor Judy MacFarlane	Roper Gulf Regional Council
Gerry Wood MLA	Member for Nelson
Luke Gosling MP	Member for Solomon
Hon Gerry McCarthy MLA	Minister for Local Government, Housing and Community Development

## LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

Jamie Chalker	CEO, Department Local Government, Housing and Community Development
Councillor Ralph Blyth	West Arnhem Regional Council
Mayor Brian Pedwell	Victoria Daly Regional Council
Councillor Shirley Garlett	Victoria Daly Regional Council
Mayor Athina Pascoe Bell	City of Palmerston
Alderman Lucy Morrison	City of Palmerston
Deputy Mayor Anna Eggerton	West Arnhem Regional Council

**RESOLUTION**

THAT delegates:

1. accept the acknowledgements from officers and delegates that they are unable to attend the meeting;
2. approve the applications from delegates for leave of absence from the meeting.

**Moved**            **City of Darwin**  
**Seconded**      **Wagait Shire Council**  
**Carried**

**3. DISTRIBUTION OF VOTING CARDS**

LGANT staff distributed voting cards to delegates.

**4. NOTIFICATION OF CONFLICTS OF INTERESTS – Nil****5. CONFIRMATION OF THE MINUTES OF PREVIOUS MEETING****RESOLUTION**

THAT the minutes of the General Meeting held on 11 April 2019 as circulated, be confirmed as a true and correct record of that meeting.

**Moved**            **Katherine Town Council**  
**Seconded**      **Barkly Regional Council**  
**Carried**

**6. ACCEPTANCE OF THE AGENDA AND NOTIFICATION OF GENERAL BUSINESS ITEMS****6.1 Discuss Climate Action/Adaptation at the next general meeting in April 2020.****RESOLUTION**

THAT delegates discuss the above matter in general business.

**Moved**            **Alice Springs Town Council**  
**Seconded**      **City of Darwin**  
**Carried**

**6.2 Council Motion – Groote Archipelago De-amalgamation****RESOLUTION**

THAT delegates discuss the motion put forward by East Arnhem Regional Council in general business.

**Moved**            **East Arnhem Regional Council**  
**Seconded**      **City of Darwin**  
**Carried**

## LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

**RESOLUTION**

THAT delegates:

1. accept that the agenda provided is the agenda to be dealt with at the meeting
2. acknowledge they understand what the agenda is about
3. agree to the item/s to be raised in general business
4. accept the recording of the meeting.

**Moved** Alice Springs Town Council  
**Seconded** East Arnhem Regional Council  
**Carried**

**7. DECISIONS DELEGATES ARE BEING ASKED TO MAKE THIS MEETING****7.1 2020-2021 LGANT Annual Priorities for Strategic Plan****Discussion**

Delegates were asked to send suggestions of annual priorities to LGANT for the 2020-2021 Strategic Plan.

**RESOLUTION**

That delegates commit to consulting with their councils for input into the LGANT 2020-2021 annual priorities.

**Moved** MacDonnell Regional Council  
**Seconded** Litchfield Council  
**Carried**

**7.2 Draft LGANT 2020 NT Election Document****Discussion**

Delegates noted the request for input to the 2020 LGANT NT election document.

**RESOLUTION**

That delegates provide input to the draft 2020 NT election document for distribution to political parties and independent candidates.

**Moved** West Arnhem Regional Council  
**Seconded** Barkly Regional Council  
**Carried**

**7.3 Draft LGANT 2020-2021 NT Budget Submission****Discussion**

Mention was made of the following matters:

- the January 2020 submission date for the budget process
- a budget line for a partnership agreement with the NT Government

## LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

**RESOLUTION**

To consider endorsing the draft 2020-2021 LGANT Budget Submission to the Northern Territory Government with the inclusion of the discussion around the partnership agreement.

**Moved**            **Central Desert Regional Council**  
**Seconded**      **MacDonnell Regional Council**  
**Carried**

**7.4 Australian Institute of Company Directors Courses****Discussion**

Members noted that registrations for the last course was poor and committed to encouraging fellow elected members to attend future courses.

**RESOLUTION**

That delegates encourage their fellow elected members to attend future elected member training courses facilitated by LGANT and run by the Australian Institute of Company Directors.

**Moved**            **Katherine Town Council**  
**Seconded**      **Wagait Shire Council**  
**Carried**

**7.5 Council Motion – Access to Building Records****Discussion**

Delegates heard that access to building records will help with accurately rating properties that are not strata titled.

**RESOLUTION**

LGANT calls on the Northern Territory Government to amend the Building Regulations to allow councils to access all building records and relevant information held by the Northern Territory Government on properties within its respective council areas.

**Moved**            **City of Palmerston**  
**Seconded**      **Katherine Town Council**  
**Carried**

**7.6 Council Motion – Constitutional Amendment on LGANT Executive Composition****Discussion**

This motion was not seconded and therefore lapsed.

**RESOLUTION**

LGANT make the following amendments to its Constitution to ensure that no Council can have more than one member on the Executive, namely clause 14.3 be changed to read:

*"The nine (9) person Executive shall comprise:*

- (a) the Association President*
- (b) two (2) Vice Presidents elected pursuant to clause 14.11*
- (c) six (6) Executive members*

*Should City of Darwin not be successful in having an Elected Member elected as President or Vice President, one of the six Executive member positions will be filled by an Elected Member from the City of Darwin";*

## LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

and clause 14.8 be amended to read

*"No Council shall have more than one Elected Member form part of the Executive. The first delegate to be elected/appointed will occupy a position and all other nominations will automatically be withdrawn prior to an election being held for the other positions."*

Moved City of Palmerston

Seconded -

Lapsed

### 7.7 Council Motion – NT Potable Water Catchment Areas

#### *Discussion*

This motion was not seconded and therefore lapsed.

#### RESOLUTION

LGANT calls on the NT Government to put all Territory potable water catchment areas off limits to exploration by declaring them reserve blocks under the NT *Petroleum Act*.

Moved Alice Springs Town Council

Seconded -

Lapsed

## 8. REPORTS ON ACTIONS REQUIRED TO BE DONE FROM PREVIOUS MEETINGS

### 8.1 Funding for Coastal Communities to Build Cyclone Shelters

#### *Discussion*

Delegates were told that Roper Gulf Regional Council has received funding to upgrade a basketball/multi purpose facility at Borroloola to the highest intensity level. The council has also received a small amount of funding for a staging area in Ngukurr. These funds were not provided under the above program.

### 8.2 Aged Care Across the Northern Territory

#### *Discussion*

Delegates heard that the Royal Commission's report has been released and will be circulated to councils.

#### Action

1. Circulate the report on aged care across the NT to member councils.

### 8.3 Bench Marking the Rating of Mining and Pastoral Properties Across Northern Australia

### 8.4 Council Motion – LGANT Executive Board Membership

### 8.5 Council Motion – Development of Emergency Management Plans

### 8.6 LGANT Executive Motion – Fair Superannuation and Remuneration for Mayors, Presidents, Aldermen and Councillors in the Northern Territory

### 8.7 Council Motion – Uniform Policy Position in the Use of Glyphosate Products

## LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

**RESOLUTION**

THAT delegates receive and note the report on actions required to be done from the last meeting.

**Moved** Roper Gulf Regional Council  
**Seconded** City of Darwin  
**Carried**

**9. BUSINESS WHICH ONLY REQUIRES DELEGATES TO RECEIVE AND NOTE INFORMATION****9.1 Incorporation of LGANT****Discussion**

Members noted the report.

**RESOLUTION**

THAT delegates receive and note the report on the incorporation of LGANT.

**Moved** Litchfield Council  
**Seconded** MacDonnell Regional Council  
**Carried**

**10. BUSINESS FROM PREVIOUS MEETINGS THAT IS NOT YET FINISHED****10.1 Subdivision Guidelines****Discussion**

Delegates heard that the subdivision guidelines have been delayed due to disputes with industry regarding the cost impost of development.

**10.2 Transfer of Local Roads, Barge Landing and Airstrips to Local Government****Discussion**

Delegates were told that this body of work is being handled by Regional Roads Committees and that the terms of reference for the committees includes as well as local roads:

- airstrips
- barge landings
- road safety procurement
- joint contracts.

**10.3 Council Motion – Councils' Legal Obligation to Manage and Maintain Aboriginal Land Trust Land****Discussion**

Legal advice on this issue has not been received to date members heard.

**10.4 Council Motion – Impact of Substance Misuse on Council Workforces****Discussion**

Delegates heard that this matter has been dealt with by the Governance and Human Resources Reference Group with the recommendation that councils use the services of WALGA.

**10.5 Council Motion – Rating of Aboriginal Land****10.6 Council Motion – Allocation of Financial Assistance Grants and the 2016 Census**

**LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY**

**10.7 Council Motion – Inequity of Black Spot Funding in the Northern Territory**

**Discussion**

Delegates heard that Senator Sam McMahon has been appointed as Chair of the Road Safety Black Spot Committee and the next meeting will be held in February 2020. Letters have gone out to all council CEOs inviting applications under the Black Spot Program.

**10.8 Council Motion – Review of Natural Disaster Relief and Recovery Arrangements (NDRRA) Conditions and Eligibility**

**10.9 Council Motion – Improving Voter Turnout at Council Elections**

**Discussion**

Mention was made of:

- the NT Electoral Commission's (NTEC) lack of communication and education for voters in remote areas
- voter signage is not in language
- an opportunity for councils to make recommendations to the Department when submitting their council representation reviews
- Litchfield Council fining non-voters at the last local government elections and receiving very little community comment
- LGANT requesting better funding for NTEC in its budget submission to encourage better voter turnout.

**Action**

2. Request better funding for NTEC in the LGANT budget submission.

**10.10 Council Motion – Remote Engagement and Coordination Strategy**

**10.11 Council Motion – Stamp Duty Exemption for Councils in the Northern Territory**

**10.12 Council Motion – Family Friendly Policies to Attract and Retain Elected Members**

**10.13 Council Motion – Uniform Animal Management Legislation**

**10.14 Council Motion – Amendments to Section 79 of the *Local Government Act***

**10.15 NT Alcohol Policies and Legislation Review**

**10.16 Review of the *Local Government Act***

**RESOLUTION**

THAT delegates receive and note the reports on business from previous meetings that are not yet finished.

Moved            **Litchfield Council**  
Seconded       **Katherine Town Council**  
Carried

**11. BUSINESS NOT YET FINISHED BUT INACTIVE**

11.1 Constitutional Recognition of Aboriginal & Torres Strait Islander Peoples

## LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

## 12. MEMBERS QUESTIONS – Nil

## 13. COMPLETED BUSINESS

13.1	2019-2024 LGANT Strategic Plan including 2019-2020 Annual Priorities
13.2	2019-2020 LGANT Budget including Member Subscriptions
13.3	<u>Council Motion – LGANT Policy Statement on Community Relations</u>
13.4	<u>Council Motion – Review of Local Government By-laws</u>

**RESOLUTION**

THAT delegates approve the items of completed business be removed from the General Meeting agenda for the next meeting.

**Moved**                    **West Arnhem Regional Council**  
**Seconded**            **Barkly Regional Council**  
**Carried**

## 14. GENERAL BUSINESS

## 14.1 Risks and Vulnerabilities of the Northern Territory to Climate Change

**Discussion**

Councillor Jimmy Cocking, Alice Springs Town Council requested that LGANT arrange presentations at the next general meeting in April 2020 on the unique risks and vulnerabilities of the Northern Territory to climate change. The NT Government has just released a Climate Change Response members were told, of which significant elements refer to local government's involvement.

**RESOLUTION**

THAT LGANT arranges presentations for the next general meeting on the risks and vulnerabilities of the Northern Territory to climate change.

**Moved**                    **Alice Springs Town Council**  
**Seconded**            **Litchfield Council**  
**Carried**

## 14.2 Council Motion – Groote Archipelago De-amalgamation

**Discussion**

East Arnhem provided the following history to its motion:

*In November 2018 the Chief Minister signed an agreement with the Anindilyakwa Land Council (ALC) under the umbrella of Local Decision Making policy, to facilitate handing over responsibility and management of education, housing, health, law and justice and local government to ALC. This would potentially create a de-amalgamation of East Arnhem Regional Council (EARC) and the creation of the Anindilyakwa Regional Council involving the communities of Angurugu, Umbakumba and Milyakburra, thus reducing EARC to the remaining communities.*

Members heard that a de-amalgamation would result in EARC going from nine communities to six which will lead to a considerable reduction in Financial Assistance Grants from the NT Grants Commission.

**LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY**

The following motion was proposed by EARC and seconded by the City of Darwin.

**RESOLUTION**

That LGANT:

- expresses its serious concerns with the recent announcement by the Chief Minister that the Groote Archipelago will become a separate local government council, being de-amalgamated from East Arnhem Regional Council.
- calls upon the NT Government to provide it with the following information:
  - the reasons for this change
  - the outcome of any public consultations undertaken regarding this proposed de-amalgamation
  - an analysis showing the new council's viability and how the new council will be funded
  - how the East Arnhem Regional Council will be funded following the de-amalgamation to ensure it remains financially viable.

**Moved** Alice Springs Town Council  
**Seconded** Litchfield Council  
**Carried**

**15. CONFIDENTIAL BUSINESS - Nil**

**16. NEXT MEETING**

The next LGANT general meeting will be held on a date in April 2020 at a venue to be decided.

**17. CLOSURE**

There being no more business, the President closed the meeting at 2:05 pm.

**18. LIST OF ACTIONS FROM THE GENERAL MEETING**

<b>ACTIONS</b>	<b>Item No</b>
1. Circulate the report on aged care across the NT to member councils.	8.2
2. Request better funding for NTEC in the LGANT budget submission.	10.9

**14** INFORMATION AND CORRESPONDENCE

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14.1 Information

14.1.2 LGANT Draft Annual General Meeting Minutes – 8 November 2019

THAT Council receive and note Item 14.1.2 entitled LGANT Draft Annual General Meeting Minutes – 8 November 2019.

## GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

*Minutes of Annual General Meeting (AGM) of LGANT  
held on Friday 8 November 2019 in the Function Room  
at the Alice Springs Town Council  
commenced 9:30 am*

**MINUTES****1. PERSONS PRESENT AT THE MEETING**

<b>DELEGATES</b>	
Mayor Damien Ryan	Alice Springs Town Council
Councillor Eli Melky	Alice Springs Town Council
Councillor Jimmy Cocking	Alice Springs Town Council
CEO Robert Jennings	Alice Springs Town Council
Mayor Steven Edgington	Barkly Regional Council
Deputy Mayor Hal Ruger	Barkly Regional Council
CEO Steve Moore	Barkly Regional Council
President Adrian Dixon	Central Desert Regional Council
Deputy President Warren Williams	Central Desert Regional Council
CEO Diane Hood	Central Desert Regional Council
Lord Mayor Kon Vatskalis	City of Darwin
Alderman Gary Haslett	City of Darwin
Alderman Peter Panquee	City of Darwin
CEO Scott Waters	City of Darwin
Alderman Sarah Henderson	City of Palmerston
CEO Luccio Cercarelli	City of Palmerston
President Kaye Thurlow	East Arnhem Regional Council
Councillor Bobby Wunungmurra	East Arnhem Regional Council
CEO Dale Keehne	East Arnhem Regional Council
Mayor Fay Miller	Katherine Town Council
Deputy Mayor Lis Clark	Katherine Town Council
A/CEO Claire Johansson	Katherine Town Council
Mayor Maree Bredhauer	Litchfield Council
Deputy Mayor Kirsty Sayers-Hunt	Litchfield Council
CEO Daniel Fletcher	Litchfield Council
Deputy President Greg Sharman	MacDonnell Regional Council
CEO Jeff MacLeod	MacDonnell Regional Council
Deputy Mayor Helen Lee	Roper Gulf Regional Council
Councillor Deanna Kennedy	Roper Gulf Regional Council
CEO Phillip Luck	Roper Gulf Regional Council
President Lesley Tungatulum	Tiwi Islands Regional Council
CEO Valerie Rowland	Tiwi Islands Regional Council
President Peter Clee	Wagait Shire Council
CEO Anna Malgorzewicz	Wagait Shire Council
Mayor John Wilson	West Daly Regional Council
Deputy Mayor Terry Sams	West Daly Regional Council
Councillor Wally Minjin	West Daly Regional Council
CEO Shaun Hardy	West Daly Regional Council
Tony Tapsell	LGANT
Sean Holden	LGANT

**GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY**

Peter McLinden	LGANT
Maree McLinden	LGANT
Meredith Newall	LGANT
Jenny Jan	LGANT
Elaine McLeod	LGANT

**2. APOLOGIES**

Mayor Judy MacFarlane	Roper Gulf Regional Council
Gerry Wood MLA	Member for Nelson
Luke Gosling MP	Member for Solomon
Hon Gerry McCarthy MLA	Minister for Local Government, Housing and Community Development
Jamie Chalker	CEO, Department Local Government, Housing and Community Development
Councillor Ralph Blyth	West Arnhem Regional Council
Mayor Brian Pedwell	Victoria Daly Regional Council
Councillor Shirley Garlett	Victoria Daly Regional Council
Mayor Athina Pascoe Bell	City of Palmerston
Alderman Lucy Morrison	City of Palmerston
Deputy Mayor Anna Eggerton	West Arnhem Regional Council
President Roxanne Kenny	MacDonnell Regional Council
Mayor Matthew Ryan	West Arnhem Regional Council

**RESOLUTION**

THAT delegates:

1. accept the acknowledgements from officers and delegates that they are unable to attend the meeting;
2. approve the applications from delegates for leave of absence from the meeting.

**Moved**            **East Arnhem Regional Council**  
**Seconded**      **Barkly Regional Council**  
**Carried**

**3. DISTRIBUTION OF VOTING CARDS**

The voting cards were distributed.

**4. NOTIFICATION OF CONFLICT(S) OF INTEREST**

There were no notifications of conflicts of interest.

**5. CONFIRMATION OF THE MINUTES OF THE PREVIOUS MEETING**

**RESOLUTION**

THAT delegates confirm the minutes of the previous Annual General Meeting held on 9 November 2018 as circulated, are a true and correct record of that meeting.

**Moved**            **MacDonnell Regional Council**  
**Seconded**      **City of Darwin**  
**Carried**

GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

6. ACCEPTANCE OF THE AGENDA (RECEIPT OF PAPERS) AND NOTIFICATION OF GENERAL BUSINESS ITEMS

**RESOLUTION**

THAT delegates:

1. accept that the agenda provided is the agenda to be dealt with at the meeting;
2. acknowledge they understand what the agenda is about;
3. agree to the notice given of items to be raised in general business that are only minor or are capable of being given proper attention at the meeting.

**Moved** Litchfield Council  
**Seconded** Wagait Shire Council  
**Carried**

7. DECISIONS MEMBERS ARE BEING ASKED TO MAKE THIS MEETING

7.1 2018-2019 Annual Report

*Discussion*

Delegates endorsed the annual report.

**RESOLUTION**

THAT delegates endorse the 2018-2019 Annual Report of LGANT.

**Moved** MacDonnell Regional Council  
**Seconded** Katherine Town Council  
**Carried**

8. BUSINESS WHICH ONLY REQUIRES MEMBERS TO RECEIVE AND NOTE INFORMATION

8.1 LGANT Honorary Life Membership Award

*Discussion*

The first LGANT honorary Life Membership Award was presented to former LGANT President Kerry Moir by Senator for the Northern Territory Sam McMahon at the LGANT General Meeting on 7 November 2019.

**RESOLUTION**

That delegates note the Honorary Life Membership award presented by the Senator for the Northern Territory.

**Moved** West Daly Regional Council  
**Seconded** Alice Springs Town Council  
**Carried**

8.2 Local Government Long Service Awards

*Discussion*

Local Government Long Service Awards were presented at the LGANT General Meeting on 7 November 2019 by Senator for the Northern Territory Sam McMahon. There were three recipients:

- Councillor Hal Ruger, Barkly Regional Council – 15 years service
- President Roxanne Kenny, MacDonnell Regional Council – 10 years service
- Councillor Wally Minjin, West Daly Regional Council – 10 years service.

GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

The President reminded delegates that councils should notify LGANT of any eligible candidates.

**RESOLUTION**

That delegates receive and note the list of long service award recipients and congratulate them as they receive them from the Minister and the LGANT President.

<b>Moved</b>	<b>Wagait Shire Council</b>
<b>Seconded</b>	<b>East Arnhem Regional Council</b>
<b>Carried</b>	

**8.3 Reports from Delegates on Committees Outside of LGANT**

**Discussion**

The President thanked LGANT representatives on outside committees for their reports.

The LGANT representative to the NT Tobacco Control Action Committee, Councillor Kris Civitarese, has been asked to provide the Committee with information on what councils are doing in regards to no smoking policies. CEOs were asked to send this information to LGANT ([elaine.mcleod@lgant.asn.au](mailto:elaine.mcleod@lgant.asn.au)) for on-forwarding.

**9. PRESIDENT'S REPORT**

Delegates noted the President's report which is included in the 2018-2019 Annual Report.

**RESOLUTION**

That delegates receive and note the LGANT President's report.

<b>Moved</b>	<b>Alice Springs Town Council</b>
<b>Seconded</b>	<b>Roper Gulf Regional Council</b>
<b>Carried</b>	

**10. MEMBERS QUESTIONS**

**Question:**

Can the Electoral Commission be asked to consider allowing councils to run full elections?

**Answer:**

LGANT CEO will liaise with MacDonnell Regional Council CEO to have this answered.

**Question:**

Are there issues with LGANT changing its incorporation and is a company the best incorporation to choose?

**Answer:**

LGANT will become a company limited by guarantee under the *Corporations Act*. Previous information on this process was provided at previous general meetings. The information included legal advice from the Local Government Association of Queensland which clearly indicated that this was the best form of incorporation. The Australian Local Government Association is also a company limited by guarantee. LGANT is pursuing legal advice on its constitution which so far indicates that it can use its existing constitution with minimal changes.

**11. NEXT MEETING**

The next LGANT Annual General Meeting and Executive elections will be held in November 2020 in Alice Springs, with the date to be advised.

**12. MEETING CLOSED: 9:53 am**

**15** REPORT OF DELEGATES

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**16** QUESTIONS BY MEMBERS

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**17** GENERAL BUSINESS

---

**18** NEXT ORDINARY COUNCIL MEETING

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THAT the next Ordinary Meeting of Council be held on Tuesday, 21 January 2020 at 5.30pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

**19** CLOSURE OF MEETING TO PUBLIC

---

THAT pursuant to Section 65(2) of the *Local Government Act* and Regulation 8 of the *Local Government (Administration) Regulations*, the meeting be closed to the public to consider the Confidential item of the Agenda.

**20** ADJOURNMENT OF MEETING AND MEDIA LIAISON

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**COUNCIL MEETING  
MINUTES  
TUESDAY, 19 NOVEMBER 2019**

## CITY OF PALMERSTON

**Minutes of Council Meeting  
held in Palmerston Raiders Club  
Goodline Park, Corner Owsten Avenue and Forrest Parade, Rosebery  
on Tuesday 19 November 2019 at 5:30pm.**

---

### ELECTED MEMBERS

Mayor Athina Pascoe-Bell (Chair)  
Deputy Mayor Benjamin Giesecke  
Alderman Amber Garden  
Alderman Damian Hale  
Alderman Sarah Henderson  
Alderman Tom Lewis  
Alderman Lucy Morrison  
Alderman Mick Spick

### STAFF

Chief Executive Officer, Luccio Cercarelli  
Director City Growth and Operations, Kathy Jarrett  
Director Organisational Services, Richard Iap  
Acting Director Lifestyle and Community, Jan Peters  
Executive Manager Finance, Shane Nankivell  
Acting Manager Infrastructure and Maintenance, Alex Douglas  
Communications Media and Marketing Lead, Samantha Abdic  
Media Project Officer, Anthony Grey  
Minute Secretary, Alexandra Briley

### GALLERY

Alderman Christine Simpson, Litchfield Council  
Abi Ogunmoyela, Department of Local Government and  
Housing  
5 members of the public

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## 1 ACKNOWLEDGEMENT OF COUNTRY

*I respectfully acknowledge the traditional owners of the land on which we are meeting - the Larrakia People - and pay my respects to their elders, past, present and future.*

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## 2 OPENING OF MEETING

The Chair declared the meeting open at 5:30pm.

Initials: \_\_\_\_\_

## 3 APOLOGIES AND LEAVE OF ABSENCE

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### 3.1 Apologies

Nil.

### 3.2 Leave of Absence Previously Granted

Nil.

### 3.3 Leave of Absence Request

Moved: Alderman Garden  
Seconded: Deputy Mayor Giesecke

1. THAT the leave of absence received from Alderman Henderson for 21 November to 28 November 2019 inclusive be received and noted.
2. THAT the leave of absence received from Alderman Hale for 23 November to 26 November 2019 inclusive be received and noted.

CARRIED 9/0907 - 19/11/2019

## 4 REQUEST FOR TELECONFERENCING

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Nil.

## 5 DECLARATION OF INTEREST

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### 5.1 Elected Members

Nil.

### 5.2 Staff

Nil.

Initials: \_\_\_\_\_

## 6 CONFIRMATION OF MINUTES

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### 6.1 Confirmation of Minutes

Moved: Alderman Morrison  
Seconded: Alderman Hale

THAT the minutes of the Council Meeting held on Tuesday, 5 November 2019 pages 9933 to 9943, be confirmed.

CARRIED 9/0908 – 19/11/2019

### 6.2 Business Arising from Previous Meeting

Nil.

## 7 MAYORAL REPORT

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Nil.

## 8 DEPUTATIONS AND PRESENTATIONS

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Nil.

## 9 PUBLIC QUESTIONS (WRITTEN SUBMISSIONS)

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Nil.

## 10 CONFIDENTIAL ITEMS

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### 10.1 Moving Confidential Items into Open

Nil.

### 10.2 Moving Open Items into Confidential

Nil.

### 10.3 Confidential Items

Nil.

Initials: \_\_\_\_\_

## 11 PETITIONS

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### 11.1 Closure of Laneway – Altair Court to Capella Court Laneway

Moved: Alderman Henderson  
Seconded: Alderman Lewis

1. THAT the petition presented by Alderman Henderson on behalf of Mr P Hickey regarding the proposed closure of the Altair Court to Capella Court Laneway be tabled at the Council Meeting held on Tuesday, 19 November 2019.
2. THAT Council receives and notes the petition received 4 November 2019 by Mr P Hickey regarding the proposed closure of the Altair Court to Capella Court Laneway.
3. THAT Council note that the petition regarding the proposal to close the Altair Court to Capella Court Laneway provided by Mr P Hickey is addressed in Report Number 9/0344 entitled Trial of Laneway Treatments – Update November 2019 included in the Council Meeting held 19 November 2019.

CARRIED 9/0909 – 19/11/2019

## 12 NOTICES OF MOTION

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Nil.

## 13 OFFICERS REPORTS

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### 13.1 Receive and Note Reports

13.1.1 Community Benefit Scheme November 2019 Update 9/0340

Moved: Alderman Garden  
Seconded: Deputy Mayor Giesecke

THAT Report Number 9/0340 entitled Community Benefit Scheme November 2019 Update be received and noted.

CARRIED 9/0910 – 19/11/2019

Initials: \_\_\_\_\_

13.1.2 Activate Restructure 2020 9/0342

Moved: Alderman Morrison  
Seconded: Alderman Garden

THAT Report Number 9/0342 entitled Activate Restructure 2020 be received and noted.

CARRIED 9/0911 - 19/11/2019

13.1.3 Financial Report for the Month of October 2019 9/0350

Moved: Alderman Morrison  
Seconded: Alderman Hale

THAT Report Number 9/0350 entitled Financial Report for the Month of October 2019 be received and noted.

CARRIED 9/0912 - 19/11/2019

## 13.2 Action Reports

13.2.1 Progressing Planning Reform Stage 3 – Council Submission 9/0343

Moved: Alderman Henderson  
Seconded: Deputy Mayor Giesecke

1. THAT Report Number 9/0343 entitled Planning Reform Stage 3 – Council Submission be received and noted.
2. THAT Council endorse the submission to the Northern Territory Department of Infrastructure, Planning and Logistics on Planning Reform Stage 3 being **Attachment B** to Report Number 9/0343 entitled Planning Reform Stage 3 – Council Submission with amendments as identified by Council regarding rezoning of special purpose zones, Development Consent Authority nominations and Ministers right to refuse a nomination and prevention of the development of land uses which are inconsistent with surrounding sensitive land uses.

CARRIED 9/0913 - 19/11/2019

Initials: \_\_\_\_\_

13.2.2 Trial of Laneway Treatments – Update November 2019

9/0344

Moved: Alderman Garden  
Seconded: Alderman Morrison

1. THAT Report Number 9/0344 entitled Trial of Laneway Treatments – Update November 2019 be received and noted.
2. THAT Council endorse implementing trial night-time closures (between the hours of no earlier than 9.00pm and no later than 6.30am) of the following laneways which are already in Council's trial laneway program:
  - Gumnut Way to Livistona Park, Moulden
  - Livistona Park to Melastoma Drive, Moulden
  - Staghorn Court to Livistona Park, Moulden
  - Staghorn Court to Gumnut Way, Moulden
  - Priest Circuit to Emery Avenue, Gray
3. THAT Council endorse implementing trial full-time closures of the following laneways which are already in Council's trial laneway program:
  - Politis Court to Strawbridge Park, Moulden
  - Politis Court to Strawbridge Crescent, Moulden
4. THAT Council endorse implementing trial night-time closures (between the hours of no earlier than 9.00pm and no later than 6.30am) of the following laneways which have been identified through consultation and other evidence (identified in Report No. 9/0344 *Trial of Laneway Treatments – Update November 2019*) as being locations that may benefit from such treatment to address antisocial behaviour:
  - Bonson Terrace to Staghorn Court, Moulden
  - Altair Court to Capella Court, Woodroffe
5. THAT a further report on the outcomes of the trial of temporary night-time and full-time laneway closures be presented to the Second Ordinary Meeting in March 2020 as detailed in Report Number 9/0344 entitled Trial of Laneway Treatments – Update November 2019.
6. THAT Council notes the identification and assessment of additional laneways for consideration as to the application of trial treatments is currently underway and that the outcomes will be presented to Council at the Second Ordinary Meeting held in March 2020 as identified In Report Number 9/0344 entitled Trial of Laneway Treatments – Update November 2019.

**CARRIED 9/0914 – 19/11/2019**

Initials:

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**13.2.3 Community Benefit Scheme Sponsorship Application - The Returned  
& Services League of Australia, Palmerston Sub-branch Inc. 9/0346**

Moved: Deputy Mayor Giesecke  
Seconded: Alderman Henderson

1. THAT Report Number 9/0346 entitled Community Benefit Scheme Sponsorship Application - The Returned & Services League of Australia, Palmerston Sub-branch Inc. be received and noted.
2. THAT Report Number 9/0324 entitled Community Benefit Scheme Sponsorship Application - The Returned & Services League of Australia, Palmerston Sub-branch Inc. presented at Council at the 2<sup>nd</sup> Ordinary Council Meeting on 15 October 2019 be retrieved and tabled.

**CARRIED 9/0915 - 19/11/2019**

**13.2.3 Community Benefit Scheme Sponsorship Application - The Returned  
& Services League of Australia, Palmerston Sub-branch Inc. 9/0324**

Moved: Alderman Lewis  
Seconded: Alderman Henderson

1. THAT Report Number 9/0324 entitled Community Benefit Scheme Sponsorship Application - The Returned & Services League of Australia, Palmerston Sub-branch Inc. be received and noted.
2. THAT Council approves the sponsorship request from The Returned & Services League of Australia, Palmerston Sub-branch Inc. for ANZAC Day Services being \$10,000 annually for 2020, 2021 and 2022 as detailed in Report Number 9/0324 entitled Community Benefit Scheme Sponsorship Application - The Returned & Services League of Australia, Palmerston Sub-branch Inc.

**CARRIED 9/0916 - 19/11/2019**

Initials: \_\_\_\_\_

13.2.4 First Quarter Budget Review 2019/20 9/0349

Moved: Alderman Morrison  
Seconded: Deputy Mayor Giesecke

1. THAT Report Number 9/0349 entitled First Quarter Budget Review 2019/20 be received and noted.
  2. THAT Council adopts the First Quarter Budget Review 2019/20, pursuant to Section 128 (2) of *Local Government Act* per **Attachment A** of Report Number 9/0349 entitled First Quarter Budget Review 2019/20.
  3. THAT Council adopts the reserve movements for 2019/20 of:
    - (i) Transfer from reserve
      - \$1,296,002 transferred from Working Capital Reserve;
      - \$567,000 transferred from Funds in Lieu of Construction Reserve;
      - \$400,000 transferred from Unexpended Grants Reserve;
      - \$201,000 transferred from Major Initiatives Reserve; and
      - \$36,900 transferred from Disaster Recovery Reserve.
    - (ii) Transfer to reserve
      - \$187,000 transferred to Waste Management Reserve
- as per **Attachment B** of Report Number 9/0349 entitled First Quarter Budget Review 2019/20.

CARRIED 9/0917 – 19/11/2019

13.2.5 Appointment of the Deputy Mayor – December 2019 to May 2020 9/0348

Moved: Alderman Henderson  
Seconded: Deputy Mayor Giesecke

1. THAT Report Number 9/0348 entitled Appointment of the Deputy Mayor – December 2019 to May 2020 be received and noted.
2. THAT Council appoint Alderman Morrison as Deputy Mayor for a period of five months in accordance with Council Policy *EM01 Elected Members*, commencing 22 December 2019 to 22 May 2020 (inclusive).

CARRIED 9/0918 – 19/11/2019

Initials: \_\_\_\_\_

## 14 INFORMATION AND CORRESPONDENCE

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### 14.1 Information

Nil.

### 14.2 Correspondence

#### 14.2.1 LGANT Call for Nominations – Northern Territory Grants Commission

Moved: Alderman Hale  
Seconded: Alderman Spick

1. THAT Council receive and note Item 14.2.1 entitled LGANT Call for Nominations – Northern Territory Grants Commission.
2. THAT Mayor Pascoe-Bell be nominated as a LGANT member of the Northern Territory Grants Commission.

CARRIED 9/0919 – 19/11/2019

#### 14.2.2 Appointment of Members to the Palmerston Division of the Development Consent Authority

Moved: Alderman Morrison  
Seconded: Alderman Garden

THAT Council receive and note correspondence received from Minister Infrastructure, Planning and Logistics being Item 14.2.2 entitled Appointment of Members to the Palmerston Division of the Development Consent Authority.

CARRIED 9/0920 – 19/11/2019

Initials: \_\_\_\_\_

## 15 REPORT OF DELEGATES

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Nil.

## 16 QUESTIONS BY MEMBERS

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Nil.

## 17 GENERAL BUSINESS

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### 17.1 Appreciation for Executive Manager Finance

Moved: Mayor Pascoe-Bell  
Seconded: Alderman Morrison

THAT Council expresses its thanks to the Executive Manager Finance, Shane Nankivell for his time and achievements at the City of Palmerston and wishes him all the best for his future.

CARRIED 9/0921 - 19/11/2019

## 18 NEXT COUNCIL MEETING

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Moved: Alderman Henderson  
Seconded: Alderman Garden

THAT the next Ordinary Meeting of Council be held on Tuesday, 10 December 2019 at 5:30pm in the Council Chambers, First Floor, Civic Plaza, 1 Chung Wah Terrace Palmerston.

CARRIED 9/0922 - 19/11/2019

## 19 CLOSURE OF MEETING TO PUBLIC

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Moved: Deputy Mayor Giesecke  
Seconded: Alderman Lewis

THAT pursuant to Section 65(2) of the *Local Government Act* and Regulation 9 of the *Local Government (Administration) Regulations* the meeting be closed to the public to consider the Confidential Items of the Agenda.

CARRIED 9/0923 - 19/11/2019

Initials: \_\_\_\_\_

**20** ADJOURNMENT OF MEETING AND MEDIA LIAISON

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Nil.

*The open section of the meeting closed at 6:26pm for the discussion of confidential matters.*

*The Chair declared the meeting closed at 6:28pm.*

UNCONFIRMED



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Athina Pascoe-Bell  
MAYOR

Date:

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