

AGENDA

2nd Ordinary Council Meeting

Tuesday 16 February 2021

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

COVID-19 Statement of Commitment

The Ordinary Meeting of Council will be open to the public and holds a Statement of Commitment to adhere to:

- Physical distancing measures
- Health and hygiene principles



LUCCIO CERCARELLI
CHIEF EXECUTIVE OFFICER

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1 ACKNOWLEDGEMENT OF COUNTRY

2 OPENING OF MEETING

Chinese New Year Blessing performed by the Lion Dance Troupe from the Chung Wah Society

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies

3.2 Leave of Absence Previously Granted

3.3 Leave of Absence Request

4 REQUEST FOR AUDIO/AUDIOVISUAL CONFERENCING

5 DECLARATION OF INTEREST

5.1 Elected Members

5.2 Staff

6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

THAT the Minutes of the Council Meeting held on 2 February 2021 pages 10312 to 10323 be confirmed.

6.2 Business Arising from Previous Meeting

7 MAYORAL REPORT

8 DEPUTATIONS AND PRESENTATIONS

9 PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)

10 CONFIDENTIAL ITEMS

10.1 Moving Confidential Items into Open

10.2 Moving Open Items into Confidential

10.3 Confidential Items

THAT pursuant to *Section 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 | Confidentiality |
| 23.1 | This item is considered 'Confidential' pursuant to Section 65(2) of the <i>Local Government Act</i> and 8(e) 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 provided to the council on condition that it be kept confidential |
| 25.1.1 | This item is considered 'Confidential' pursuant to Section 65(2) of the <i>Local Government Act</i> and 8(c)(iv) 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 prejudice the interests of the council or some other person is discussed. |
| 25.2.1 | This item is considered 'Confidential' pursuant to Section 65(2) of the <i>Local Government Act</i> and 8(c)(iv) 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 prejudice the interests of the council or some other person is discussed. |

11 PETITIONS

12 NOTICES OF MOTION

13 OFFICER REPORTS

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.1.1
REPORT TITLE:	Community Benefit Scheme Update - January 2021
MEETING DATE:	Tuesday 16 February 2021
AUTHOR:	Community Services Officer, Tess Riches
APPROVER:	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 provides Council with a summary of the Community Benefit Scheme's (CBS) successful applications to date.

KEY MESSAGES

- City of Palmerston provides funding to eligible community groups that offer activities, projects, and services that assist Council to deliver on Palmerston's vision of "A Place for People".
- The budget for the current financial year for grants, donations, sponsorships, and scholarships under the CBS is \$130,000. Currently, \$99,100 has been expended and \$30,900 remains available.
- Four CBS funding applications have been approved since the preceding report.
- The budget for the 2020/2021 Financial Year for CBS Environmental Initiatives grants is \$20,000. Currently \$2,000 has been expended with \$18,000 remaining available to the community for new projects.
- Given the slow up take of CBS Environmental Initiatives grants, targeted marketing campaigns have commenced.
- Several applications are currently in process, making it likely that the CBS budget will be fully expended before the end of this Financial Year.

RECOMMENDATION

THAT Report entitled Community Benefit Scheme Update - January 2021 be received and noted.

BACKGROUND

City of Palmerston provides funding to eligible community groups that offer activities, projects, and services to assist Council to deliver on its Community Plan outcomes and objectives. Individuals and sporting teams are supported with funding to assist representation at local, interstate, and international events and activities. Due to travel restrictions, there are fewer opportunities for long-distance travel than previously, however, this situation changes regularly, and further applications are anticipated in the coming months. Individuals may also apply for scholarships. Businesses may only apply for funding in specified circumstances; for Environmental Initiative grants or Special Projects (when offered).

Community Benefits Scheme applications are accepted year-round, and the scheme is promoted at every opportunity.

DISCUSSION

A copy of City of Palmerston's approved CBS Applications, January 2021 Update is provided as **Attachment 13.1.1.1**.

Since the preceding report Council has received and approved one successful application from a resident for representation support to attend the Evolution Dance national competition at the Gold Coast.

Applications requesting greater than \$2,000 are submitted to Council with recommendation, and Council will determine the outcomes of these applications.

One organisation was successful with an application for funds greater than \$2,000. At the 1st Ordinary Council meeting held on 19 January 2021, Good Shepherd Lutheran College Palmerston Campus received \$5,000 to install a Prayer Garden in their school grounds.

Palmerston Scout Group was successful in its application for \$1,800 to assist the purchase of Out 'n' About shirts. The 1st Palmerston Scout Group has approximately 50 youth members from across the Palmerston area, who wear the light, colourful shirts when participating in adventurous and outdoor activities. The design includes their totem animal, the jacana or lily-trotter, and provides a sense of place, recognition, and pride in belonging to the Palmerston community.

An organisation that received approval for funding in 2020 but subsequently had to cancel their scheduled event due to COVID-19 restrictions, requested renewal of that sponsorship. Walking off the War Within will now hold their event on 1 May 2021, with \$1,000 sponsorship from the CBS, as approved by Council previously.

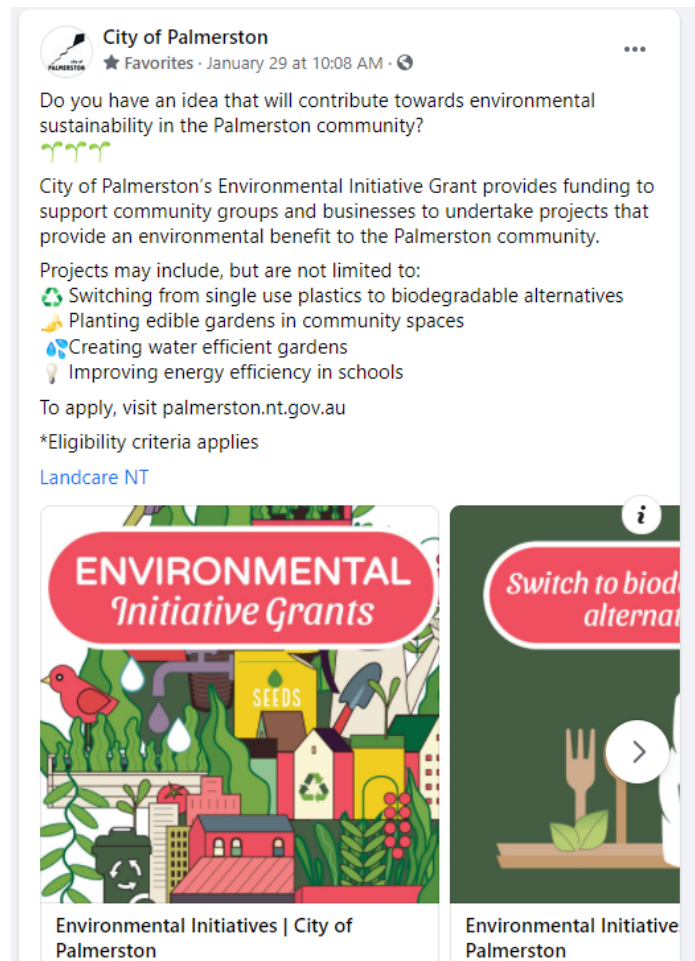
12 of 15 schools have accepted the city of Palmerston Community Services Awards, totalling \$1,300 in funding. The remaining schools may utilise this funding before the end of this Financial Year.

Council was proactive in its approach to developing and offering initiatives to benefit the community in response to the ongoing COVID-19 pandemic. Initiatives designed to stimulate the local economy were developed and continued to be implemented throughout this financial year. Initiatives such as the extension of free venue hire negate the need for application for in-kind support for that purpose. Acquittals by businesses that were successful in COVID-19 Response Special Project funding applications received late in the previous Financial Year are now almost complete. One business remains outstanding in its obligation to acquit the COVID-19 Special Response grant funding.

Several applications are currently in process, and it is likely that the CBS budget will be fully expended before the end of this Financial Year.

CONSULTATION PROCESS

Council continues to develop a new marketing programme to promote all aspects of the Community Benefit scheme to the community. Expressly targeted will be the Environmental Initiative grants component as most of those funds (\$18,000) remain unexpended. This has already been promoted on Council's social media channels, and additional materials are in development for the print media. These posts have been targeted at relevant groups.



Council's social media post promoted on 29 January 2021

Council is working with the one business yet to supply proof-of-purchase of their COVID-19 Special Response Grant funded project to facilitate the agreed documentation.

POLICY IMPLICATIONS

Council Policy *FIN18 Grants, Donations, Scholarships and Sponsorships*.

BUDGET AND RESOURCE IMPLICATIONS

The budget for the 2020/2021 Financial Year for CBS grants, donations, scholarships, and sponsorships is \$130,000. Currently \$99,100 has been expended and \$30,900 remains available.

The budget for the 2020/2021 Financial Year for CBS Environmental Initiatives grants is \$20,000. Currently \$2,000 has been expended with \$18,000 remaining available to the community for new projects.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This report addresses the following City of Palmerston Strategic Risks:

- 1 Fails to effectively regain the trust from all stakeholders

Context: Council needs to be credible and trusted by those within and external to the Council.

Council is responsible for the effective, efficient, and transparent distribution of the Community Benefit Scheme budget.

One business is yet to supply proof-of-purchase of their COVID-19 Special Response Grant funded project. Council is mitigating this risk by working with the customer to facilitate the agreed documentation.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

1. City of Palmerston Approved CBS Applications January 2021 Update [**13.1.1.1** - 4 pages]

City of Palmerston Approved Community Benefit Scheme Applications

January 2021 Update

(Correct to 4 February 2021)

Representation Support (Donation)

Date	Activity	Applicant	Amount Requested	Amount Approved
4.11.2020	Evolution Dance Competition National Finals – Gold Coast Qld - 4-10 January 2021	Resident	\$250	\$250
5.11.2020	NT State Team U13 Tennis Championships – Adelaide SA (postponed, date/venue TBA)	Resident	\$250	\$250
27.11.2020	Evolution Dance Competition National Finals – Gold Coast Qld - 4-10 January 2021	Resident	\$250	\$250
17.12.2020	Evolution Dance Competition National Finals – Gold Coast Qld - 4-10 January 2021	Resident	\$250	\$250
Representation Support			\$1,000	\$1,000

Sponsorships, Donations and Grants

Date Received	Activity	Applicant	Amount Requested	Amount Received
3 year Sponsorship	PGA Golf Championships	Cazalys /Palmerston Golf Club (agreement concludes 2020/2021)	\$30,000	\$30,000
3 year Sponsorship	Palmerston & Rural Seniors Fortnight	Palmerston & Litchfield Seniors Committee (agreement concludes 2020/2021)	\$20,000	\$20,000
3 Year Sponsorship	ANZAC Day Services	RSL Palmerston Subbranch	\$10,000	\$10,000
13.02.2020	Open Court Session	Tennis NT (event reinstated after cancelled due to COVID-19)	\$2,000	\$2,000

COUNCIL AGENDA
Attachment 13.1.1.1

16.07.2020	Tiwi Fishing Program 3 year Sponsorship	Reeling Veterans Inc.	\$10,000	\$10,000
18.09.2020	Autism NT Luncheon 2020	Autism NT	\$2,000	\$2,000
7.09.2020	2020-21 Season	Palmerston Magpies Football Club	\$5,000	\$5,000
12.10.2020	PRFC wet and FNT seasons 2021	Palmerston Rovers Football Club	\$5,000	\$5,000
16.11.2020	Sponsorship 2021	Palmerston Netball Association Inc	\$8,000	\$5,000
15.11.2020	Prayer Garden	Good Shepherd Lutheran School	\$5,000	\$5,000
08.01.2020	Walking Off the War Within WALK 1 May 2021	Walking Off the War Within (event reinstated after cancelled due to COVID-19)	\$2,000	\$1,000
25.11.2020	Sponsorship - Shirts	Palmerston Scouts Group	\$1,800	\$1,800
Sponsorships, Donations and Grants			\$100,800	\$96,800

In-Kind Support (Non-Venue Hire)

Date Received	Activity	Applicant	Amount Requested	Amount Received
In-Kind Support			nil	nil

Scholarships

Date Received	Applicant	Amount Requested	Amount Received
Scholarships		nil	nil

Annual School Awards

Date Received	School	Amount Requested	Amount Received
27.08.2020	Forrest Parade School	\$100	\$100
27.08.2020	Good Shepherd Lutheran College Palmerston Campus	\$100	\$100
27.08.2020	Rosebery Primary School	\$100	\$100
31.08.2020	Woodroffe Primary School	\$100	\$100
13.10.2020	Palmerston Christian School	\$100	\$100
15.10.2020	MacKillop Catholic College	\$100	\$100
15.10.2020	Palmerston college (two campuses)	\$200	\$200
15.10.2020	Gray Primary School	\$100	\$100
23.10.2020	Driver Primary School	\$100	\$100
23.10.2020	Sacred Heart Primary School	\$100	\$100
7.12.2020	Bakewell Primary School	\$100	\$100
20.10.2020	Moulden Park School	\$100	\$100
City of Palmerston Community Service Award		\$1,300	\$1,300

Community Benefit Scheme 2020/2021

	Budget	YTD	Balance
Grants/Donations/Sponsorships/Scholarships Paid	\$130,000	\$99,100	\$30,900

Environmental Initiatives Grants

Date Received	Activity	Applicant	Amount Requested	Amount Received
25.09.2020	Green Fire Break Trial	Friends of Mitchell Creek Catchment Group	\$2,000	\$2,000
Environmental Initiatives Grant			\$2,000	\$2,000

Community Benefit Scheme 2020/2021 - Environmental Initiatives Grants

	Budget	YTD	Balance
Grants/Donations/Sponsorships/Scholarships Paid	\$20,000	\$2,000	\$18,000

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.1.2
REPORT TITLE:	Palmerston Safe Communities Committee Unconfirmed Minutes 21 January 2021
MEETING DATE:	Tuesday 16 February 2021
AUTHOR:	Community Development Officer - Children & Families, Safe Communities, Liz Middleton
APPROVER:	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 to Council the unconfirmed minutes from the Palmerston Safe Communities Committee (PSCC) meeting held on Thursday 21 January 2021.

KEY MESSAGES

- Palmerston Safe Communities Committee met on Thursday 21 January 2021.
- Representatives from the Australian Bureau of Statistics attended to share information regarding the upcoming 2021 Census.
- The agenda and minutes are available on Council's website.

RECOMMENDATION

THAT Report entitled Palmerston Safe Communities Committee Unconfirmed Minutes 21 January 2021 be received and noted.

BACKGROUND

Palmerston Safe Communities Committee (PSCC) works in partnership with Council, the Northern Territory Government, business, community service organisations and the community. The core Committee objectives are to reduce and prevent injuries, accidents, and crime in the Palmerston municipality. Palmerston Safe Communities Committee has traditionally met approximately every two months with a total of six meeting dates each calendar year. Prior to the 21 January meeting, the Committee met on 26 November 2020 and the meeting was held at the Palmerston Youth Space in Moulden.

DISCUSSION

The Palmerston Safe Communities Committee meeting was held on 21 January 2021 with the unconfirmed minutes provided at **Attachment 13.1.2.1**.

Reports received and noted by the Committee at this meeting included:

- Palmerston Seniors Advisory Committee Update
- Palmerston and Rural Youth Services Update

- Palmerston Safe Communities Committee Action Report

Committee members and guests had the opportunity to share information as part of our Stakeholder Updates which included:

- The Misson Australia managed Sobering Up Shelter has been nearing or reaching capacity most nights with many clients from Palmerston.
- Buslink has reported on the incidences of rock throwing in 2021. They continue to provide free buses for events and programs as part of their community outreach.
- Australian Bureau of Statistics representatives attended as guests to share information with PSCC about the upcoming 2021 Census. They are commencing an employment drive to bolster their workforce in the lead up to August census.

The next Palmerston Safe Communities Committee will be held on Thursday 18 March 2021, from 1.30pm at the Palmerston Recreation Centre, 11 The Boulevard.

CONSULTATION PROCESS

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

POLICY IMPLICATIONS

There are no policy implications for this report.

BUDGET AND RESOURCE IMPLICATIONS

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

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This report addresses the following City of Palmerston Strategic Risks:

- 4 Fails to effectively design and implement contemporary governance practices
Context: Strong foundations to hold the Council and Administration to account with clear and transparent performance reporting.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

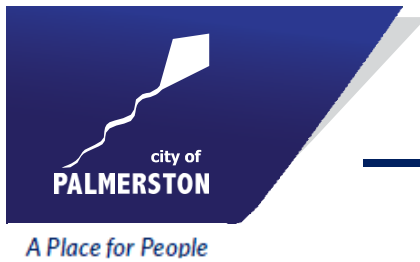
There are no environment sustainability implications for this report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

1. PSCC - Unconfirmed Minutes 21 January 2021 [13.1.2.1 - 6 pages]



PALMERSTON SAFE COMMUNITIES COMMITTEE MINUTES

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CITY OF PALMERSTON

**Minutes of Palmerston Safe Communities Committee Meeting
held in Community Room 1,
Palmerston Recreation Centre, 11 The Boulevard,
on Thursday 21 January 2021 at 1:30pm.**

COMMITTEE MEMBERS

City of Palmerston, Alderman Lucy Morrison, (Chair)
Department of Chief Minister & Cabinet, Sarah Gotch
Buslink, Colin Majid
Victims of Crime NT, Gerard McGeough,
Licensing NT, Merg Mikaelian
Australian Red Cross, Kathy Bannister
Mission Australia, Michael Soler
Department of Infrastructure, Planning and Logistics (Public
Transport), Ahmed Fathy
Department of Infrastructure, Planning and Logistics (Public
Transport), Jennifer Ferguson
YWCA, Stephanie Metry
YWCA, Vivienne Reynolds

STAFF

Deputy CEO & Director of Lifestyle & Community, Amelia
Vellar
Community Development Officer, Liz Middleton (Minute
Secretary)

GUESTS

Member for Brennan, Marie-Clare Boothby
Member for Blain, Mark Turner
Member for Drysdale, Liz Cruise (Representative)
YMCA NT, Leah Sanderson
Australian Bureau of Statistics, Sharon Hewitt
Australian Bureau of Statistics, June Walley
Australian Bureau of Statistics, Barbara Quick
Department of Chief Minister & Cabinet, Jaya Pastor-
Elsegood

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: _____



PALMERSTON SAFE COMMUNITIES COMMITTEE MINUTES

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2 OPENING OF MEETING

The Chair declared the meeting open at 1:35pm

3 APOLOGIES

3.1 Apologies

Moved: Colin Majid
Seconded: Michael Soler

THAT the following apologies received for the Palmerston Safe Communities Committee meeting on 21 January 2021 be received and noted:

City of Palmerston, Alderman Damian Hale
NT Police, Fire & Emergency Services, Amanda Foord
Member for Spillett (Representative), Angie Walker,
Larrakia Nation, Kay Villaflor
Department of Chief Minister & Cabinet, David Boustead
Buslink, Ross Robertson
NT Legal Aid Commission, Melinda Schroeder
Victims of Crime NT, Mandy Pearce

CARRIED

4 DECLARATION OF INTEREST

4.1 Committee Members

Nil

4.2 Staff

Nil

Initials: _____



PALMERSTON SAFE COMMUNITIES COMMITTEE MINUTES

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5 CONFIRMATION OF MINUTES

5.1 Confirmation of Minutes

Moved: Colin Majid

Seconded: Alderman Lucy Morrison

THAT the minutes of the Palmerston Safe Communities Committee Meeting held Thursday, 26 November 2020, pages 20 to 25, be confirmed with the following amendments:

- Section 3.1 Apologies – include Kathy Bannister, Red Cross NT within the list of apologies received as an apology.
- Section 9.3 Stakeholder Updates – include NT Legal Aid Commission within the list of verbal updates received.

CARRIED

6 CORRESPONDENCE

Nil.

7 CONFIDENTIAL ITEMS

Nil.

8 OFFICER REPORTS

8.1 Receive and Note Reports

8.1.1 Palmerston and Rural Youth Services Update

Moved: Mark Turner

Seconded: Kathy Bannister

THAT Report entitled Palmerston and Rural Youth Services Update be received and noted.

CARRIED

Initials: _____



PALMERSTON SAFE COMMUNITIES COMMITTEE MINUTES

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8.1.2 Palmerston Seniors Advisory Committee Update

Moved: Mark Turner
Seconded: Alderman Lucy Morrison

THAT Report entitled Palmerston Seniors Advisory Committee Update be received and noted.

CARRIED

8.1.3 Palmerston Safe Communities Committee Action Report

Moved: Mark Turner
Seconded: Alderman Lucy Morrison

THAT Report entitled Palmerston Safe Communities Committee Action Report be received and noted.

CARRIED

Initials: _____



PALMERSTON SAFE COMMUNITIES COMMITTEE MINUTES

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9 OTHER BUSINESS

9.1 Stakeholder Updates

Moved: Kathy Bannister

Seconded: Michael Soler

THAT the following verbal updates provided by the following Committee Members and Guests be received and noted.

- Australian Red Cross
- Australian Bureau of Statistics
- Buslink
- Department of Infrastructure, Planning and Logistics (Public Transport)
- Department of the Chief Minister and Cabinet
- Licensing NT
- Member for Brennan
- Member for Blain
- Member for Drysdale
- Mission Australia
- Victims of Crime NT
- YMCA NT
- YWCA

CARRIED

10 NEXT MEETING

The next meeting for the Palmerston Safe Communities Committee will be held on Thursday 18 March 2021 at 1:30pm at the Palmerston Recreation Centre, 11 The Boulevard, Palmerston.

11 CLOSURE OF MEETING

The Palmerston Safe Communities Committee meeting, held at Palmerston Recreation Centre, 11 Palmerston, on Thursday 21 January 2021 closed at 2:37pm.

Initials: _____



PALMERSTON SAFE COMMUNITIES
COMMITTEE MINUTES

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Chair

Print Name

Date

Initials:

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.1.3
REPORT TITLE:	Financial Report for the Month of January 2021
MEETING DATE:	Tuesday 16 February 2021
AUTHOR:	Manager Finance, Maxie Smith
APPROVER:	Director Organisational Services, Silke Maynard

COMMUNITY PLAN

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

PURPOSE

The purpose of the report is to present to Council the Financial Report for the month of January 2021.

KEY MESSAGES

- Operating income and expenditure are in-line with expectations and cashflows overall.
- Capital expenditure is showing as 41% of budget for the year inclusive of commitments. These expenses are inclusive of the Special Community Assistance and Local Employment (SCALE) projects and Swimming, Wellness, Events, Leisure, Lifestyle (SWELL) project. Significant capital programs to commence later in the financial year include Gray Community Hall Redevelopment and Council's roads reseal program.
- 89% of payments made in January 2021 were made to local suppliers, with Council continuing to apply the shortened payment term of 14 days to support businesses through the impacts of the COVID-19 pandemic.
- The revised Budget is based on the first revision with recommended budget adjustments presented in the report entitled Second Budget Review 2020/21 within this agenda.

RECOMMENDATION

THAT Report entitled Financial Report for the Month of January 2021 be received and noted.

BACKGROUND

In accordance with Section 18 of the *Local Government (Accounting) Regulations* the proceeding month's financial report must be presented to Council. The commentary below and **Attachment 13.1.3.1** present the financial position of Council at the end of January 2021.

DISCUSSION

Operating Income

- Total operating income is at 93% of the current budget.
- Subdivisional Works income is currently tracking higher than anticipated due to new developments coming online within the Palmerston region.
- Durack Heights Community Centre programs continue to perform well.
- Director City Growth & Operations income is higher than forecast due to the collection of scrap metal from the pre-cyclone clean-up.

- The recommended budget adjustments for the above-mentioned items are presented in the report entitled Second Budget Review 2020/21.
- All other operating income items are tracking as expected at this point in the financial year.

Operating Expenditure

- Total operating expenditure is at 58% of the budget inclusive of commitments.
- Emergency Operations is 10% above budget due to COVID-19 cleaning services.
- Driver Resource Centre is 10% above budget due to additional maintenance work.
- The recommended budget adjustments for the above-mentioned items are presented in the report entitled Second Budget Review 2020/21.
- All other operating expenditure lines are in-line with expectations.

Capital Income

- Capital income is at 34% of the current budget.
- Subdivisional Works income has exceeded budget due to increased development activity, with new areas in Zuccoli coming online. The recommended budget adjustment is presented in the report entitled Second Budget Review 2020/21.
- Budgeted capital grant income for this financial year, includes:
 - Gray Community Hall Redevelopment;
 - Reggie Park Open Space Upgrade;
 - Accessible for All Play Equipment;
 - Landscaping and Shade Palmerston Swimming and Fitness Centre;
 - Maurice Terrace Off-Leash Dog Park; and
 - SCALE.
- The SCALE grant funding of \$743,700 has been recognised as income in January 2021 with the obligations under the grant being delivered (in line with the requirements of AASB1058).

Capital Expenditure

- Capital Expenditure is at 41% for the year including commitments raised.
- Several major projects are due to commence in the second half of the financial year. This is inclusive of the \$1 million reseal program, and the \$1.455 million Gray Hall Redevelopment as well as playground refurbishments and works at Marlow Lagoon including the Dog Park.
- SCALE projects continue to progress, noting all grant funds have been spent and acquitted and Council is finalising works with own funding contribution.

Commitments raised against the Aquatic Centre relate to the SWELL project and the budget adjustment will be made at subsequent budget reviews.

Loans

Council approved an internal loan for \$3.65 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.

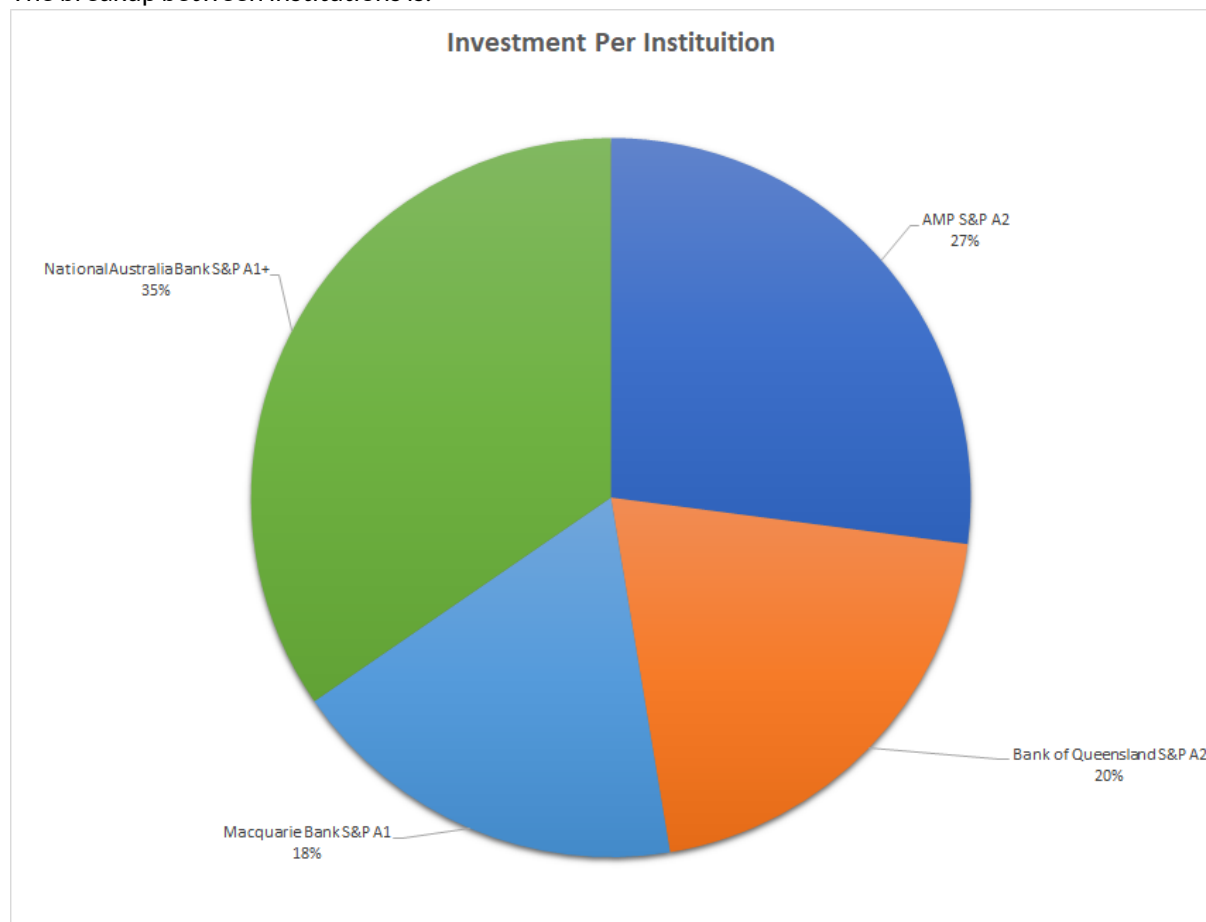
The internal loan for Making the Switch has been drawn upon, with the corresponding figures shown in **Attachment 13.1.3.1**, Section 2.10 - Council Loans. Total project costs for Making the Switch, exclusive of employee costs for the public lighting officer and interest incurred is \$3,223,849. Interest accrued to date is \$105,021 and Council commenced repayments in the 2019/20 financial year with an instalment of \$200,000 processed in conjunction with the Second Budget Review 2019/20. 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 November 2019 and will occur quarterly. The current outstanding balance on this loan is \$1,625,692. Details of the loan are provided in **Attachment 13.1.3.1**, Section 2.10 - Council Loans.

Investments

As of 31 January 2021, Council held a total of \$22.165 million in term deposits across four separate financial institutions. The investment portfolio is compliant with Council Policy *FIN06 Investments*.

The breakup between institutions is:



Outstanding Rates

Section 2.4 – Debtor Control Accounts, as presented as **Attachment 13.1.3.1**, reflects the number of properties overdue per year as well as the cumulative overdue amounts. Rates that remain overdue for more than three years attract an overriding statutory charge which gives Council priority over all other registered and unregistered mortgages, charges, and encumbrances except a previously registered overriding statutory charge. Council currently holds overriding statutory charges over all properties with overdue debt rated prior to 2017/2018. Council's overdue rates are currently worth \$3.26 million or 11.28% of total rates levied for the 2020/21 financial year.

Council continues to support ratepayers affected by COVID-19 through rate relief measures. This financial year eight commercial rates concessions have been approved under Council's *FIN17a Public Benefit Concession Policy for Commercial Ratepayers*.

Waste Charges

The purpose of Section 2.8 - Waste Charges in **Attachment 13.1.3.1**, is to provide an indicative overview of Council's progress against its budgeted Waste Reserve movement.

CONSULTATION PROCESS

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

POLICY IMPLICATIONS

Investments are compliant with Council Policy *FIN06 Investments*.

BUDGET AND RESOURCE IMPLICATIONS

Budget or resource implications are reflected in the body of the report.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This report addresses the following City of Palmerston Strategic Risks:

2. Be sustainable into the long-term
Context: Optimising the financial, social, and environmental sustainability of the Council.

The *Local Government (Accounting) Regulations - Part 8*, prescribes that:

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.
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.

With the monthly finance report being laid before Council, Council is adhering to legislative requirements and ensure ongoing monitoring of financial sustainability.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

1. Monthly Financial Report January 2021 [**13.1.3.1** - 18 pages]

Financial Management Reports

January 2021

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

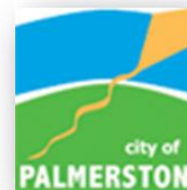


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January 2021

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	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
% of year passed

31 January 2021
58%

	Revised Budget \$	YTD Actual \$	% Utilised Actuals	YTD Committed \$	% Utilised Committed	Budget Forecast \$
Operating Income						
Rates & Annual Charges	28,867,274	27,851,649	96%	0	0%	28,867,274
Statutory Charges	138,450	41,985	30%	0	0%	138,450
User Charges & Fees	593,182	534,641	90%	0	0%	593,182
Interest & Investment Revenue	993,160	451,607	45%	0	0%	993,160
Reimbursements	0	125	0%	0	0%	0
Other Income	182,929	234,865	128%	0	0%	182,929
Grants, Subsidies & Contributions	2,002,921	1,271,390	63%	0	0%	2,002,921
Operating Income	32,777,916	30,386,262	93%	0	0%	32,777,916
Operating Expenditure						
Employee Costs	-10,187,188	-5,563,805	55%	-4,034	0%	-10,187,188
Professional Services	-1,819,076	-990,219	54%	-241,215	13%	-1,819,076
Auditor's Remuneration	-35,000	-3,830	11%	0	0%	-35,000
Operating Lease Rentals	-46,000	-10,014	22%	-11,067	24%	-46,000
Energy	-1,255,557	-586,719	47%	-11,924	1%	-1,255,557
Materials & Contractors	-10,676,934	-4,572,915	43%	-1,555,830	15%	-10,676,934
Depreciation, Amortisation & Impairment	-10,400,000	-6,066,669	58%	0	0%	-10,400,000
Elected Members Expenses	-385,771	-164,313	43%	0	0%	-385,771
Legal Expenses	-242,200	-224,916	93%	-15,021	6%	-242,200
Water Charges	-1,333,095	-972,224	73%	0	0%	-1,333,095
Telephone & Other Communication Charges	-265,474	-199,124	75%	-31,653	12%	-265,474
Community Grants	-150,000	-37,791	25%	-25,000	17%	-150,000
Other Expenses	-3,502,634	-2,151,450	61%	-236,597	7%	-3,502,634
Borrowing Costs	-46,000	-24,527	53%	0	0%	-46,000
Operating Expenditure	-40,344,929	-21,568,516	53%	-2,132,343	5%	-40,344,929
OPERATING SURPLUS/(DEFICIT)	-7,567,013	8,817,746		-2,132,343		-7,567,013
Capital Income			0%			
Net gain (loss) on disposal or revaluation of assets	60,856	77,723	128%	0	0%	60,856
Developer Contributions	42,000	219,194	522%	0	0%	42,000
Asset Income	0	0	0%	0	0%	0
Grants received	3,415,589	889,200	26%	0	0%	3,415,589
Capital Income	3,518,445	1,186,116	34%	0	0%	3,518,445
Net SURPLUS / (DEFICIT) transferred to Equity Statement	-4,048,568	10,003,863		-2,132,343		-4,048,568
Capital Expenditure						
Land Purchase	0	0	0%	0	0%	0
Asset Purchase	-3,967,287	-1,959,233	49%	-614,480	15%	-3,967,287
Asset Upgrade	-7,653,268	-1,325,244	17%	-828,343	11%	-7,653,268
Capital Expenditure	-11,620,555	-3,284,477	28%	-1,442,823	12%	-11,620,555
Less Non-Cash Expenditure	-10,400,000	-6,066,669	58%	0	0%	-10,400,000
Plus Gifted Assets	0	0	0%	0	0%	0
NET CAPITAL SURPLUS/(DEFICIT)	-5,269,123	12,786,054		-3,575,167		-5,269,123
Borrowings	0	0	0%	0	0%	0
Repayment of Borrowings	-228,223	-112,660	49%	0	0%	-228,223
Reserve Movement	5,497,346	0	0%	0	0%	5,497,346
NET OPERATING SURPLUS/(DEFICIT)	0	12,673,394		-3,575,167		0

Approved by:  Manager Finance

Section 2 Financial Results

2.1 - Budget Summary Report as at

31 January 2021

% of year passed
Cashflowed Estimate of Budget YTD

58%
96%

Operating Income

	Revised Budget \$	YTD Actuals \$	%
Governance			
Office of the CEO	559,605	364,660	65%
Office of the Chief Executive	559,605	364,660	65%
Organisational Services			
Director Organisational Services	50,012	40,650	81%
Financial Services	517,658	192,242	37%
Rates	22,131,884	20,991,193	95%
Organisational Services	22,699,554	21,224,085	94%
Events Promotion	45,000	23,000	51%
Health and Wellbeing Services	0	3,390	0.00%
Library Services	756,273	784,411	104%
Senior Citizens	2,000	2,000	100%
Youth Services	355,067	55,067	16%
Animal Management	337,250	282,076	84%
Parking & Other Ranger Services	137,200	19,435	14%
Lifestyle & Community Services	1,632,790	1,169,378	72%
City Growth & Operations			
Civic Centre	104,999	81,667	78%
Driver Resource Centre	3,818	3,818	100%
Director City Growth & Operations	646	1,553	240%
Private Works	24,750	19,495	79%
Recreation Centre	0	73	0.00%
Roads & Transport	440,102	227,173	52%
Subdivisional Works	7,500	63,524	847%
Waste Management	6,857,590	6,926,812	101%
Odegaard Drive Investment Property	446,160	297,440	67%
Durack Heights Community Centre	375	6,558	1749%
CBD Car Parking	27	27	100%
City Growth & Operations	7,885,967	7,628,139	97%
	32,777,916	30,386,262	93%

Section 2 Financial Results

2.1 - Budget Summary Report as at

31 January 2021

% of year passed 58%
Cashflowed Estimate of Budget YTD 2%

Capital Income

	Revised Budget \$	YTD Actuals \$	%
Governance			
Office of the CEO	2,610,589	889,200	34%
Office of the Chief Executive	2,610,589	889,200	34%
Organisational Services			
Financial Services	60,856	77,723	128%
Organisational Services	60,856	77,723	128%
City Growth & Operations			
Director City Growth & Operations	125,000	0	0%
Roads & Transport	680,000	0	0%
Subdivisional Works	42,000	219,194	522%
City Growth & Operations	847,000	219,194	26%
	3,518,445	1,186,116	34%

Section 2
Financial Results
31 January 2021

2.1 - Budget Summary Report as at

% of year passed
Cashflowed Estimate of Budget YTD

58%
71%

Operating Expenditure

	Revised Budget \$	YTD Actuals \$	% Utilised Actuals	Commitment \$	% Utilised Committed	Total YTD Actuals + Commitments \$
Governance						
Elected Members	-424,771	-172,043	41%	0	0%	-172,043
Office of the CEO	-1,333,260	-793,865	60%	-16,275	1%	-810,141
Office of the Chief Executive	-1,758,031	-965,909	55%	-16,275	1%	-982,184
Organisational Services						
Customer Services	-315,294	-175,056	56%	-335	0%	-175,390
Human Resources	-751,227	-588,157	78%	-28,743	4%	-616,900
Information Technology	-1,042,345	-765,642	73%	-101,747	10%	-867,389
Director Organisational Services	-443,321	-299,000	67%	-11,122	3%	-310,122
Records Management	-267,861	-135,061	50%	-11,067	4%	-146,128
Financial Services	-12,748,319	-7,376,556	58%	-1,685	0%	-7,378,241
Rates	-374,700	-275,908	74%	-2,938	1%	-278,846
Organisational Services	-15,943,066	-9,615,380	60%	-157,636	1%	-9,773,016
Lifestyle & Community Services						
Arts & Culture	-102,000	-53,592	53%	-8,039	8%	-61,631
Community Development	-883,980	-432,253	49%	-25,305	3%	-457,558
Disabled Services	-3,000	0	0%	0	0%	0
Events Promotion	-380,000	-172,074	45%	-58,043	15%	-230,117
Families & Children	-27,000	-17,604	65%	-818	3%	-18,422
Health and Wellbeing Services	-66,140	-21,438	32%	-41	0%	-21,479
Library Services	-1,745,101	-959,012	55%	-95,548	5%	-1,054,560
Senior Citizens	-7,000	-5,726	82%	-325	5%	-6,051
Youth Services	-252,348	-35,535	14%	-37,650	15%	-73,185
Director Lifestyle & Community	-523,401	-250,568	48%	-4,430	1%	-254,998
Safe Communities	-70,797	-29,470	42%	-7,810	11%	-37,280
Public Relations and Communications	-639,759	-272,496	43%	-26,276	4%	-298,771
Animal Management	-166,000	-90,096	54%	-12,526	8%	-102,623
Parking & Other Ranger Services	-887,753	-497,147	56%	-1,453	0%	-498,600
Lifestyle & Community Services	-5,754,279	-2,837,012	49%	-278,264	5%	-3,115,275
City Growth & Operations						
Aquatic Centre	-750,134	-355,686	47%	-59,648	8%	-415,334
Archer Sports Club	-256	-93	36%	0	0%	-93
Civic Centre	-406,463	-197,365	49%	-56,838	14%	-254,204
Depot	-71,623	-41,740	58%	-13,801	19%	-55,541
Driver Resource Centre	-13,250	-9,303	70%	-5,241	40%	-14,544
Emergency Operations	-30,000	-32,578	109%	-515	2%	-33,092
Gray Community Hall	-29,567	-11,403	39%	-10,871	37%	-22,274
Director City Growth & Operations	-586,162	-423,886	72%	-70,078	12%	-493,964
Open Space	-4,649,433	-2,388,351	51%	-529,242	11%	-2,917,592
Private Works	-91,373	-53,940	59%	0	0%	-53,940
Recreation Centre	-253,653	-96,943	38%	-61,200	24%	-158,143
Roads & Transport	-2,254,926	-843,441	37%	-352,441	16%	-1,195,881
Stormwater Infrastructure	-234,350	-105,041	45%	-50,789	22%	-155,831
Street Lighting	-770,000	-370,557	48%	-1,967	0%	-372,524
Subdivisional Works	0	-140	0.00%	0	0.00%	-140
Waste Management	-6,376,926	-3,054,239	48%	-449,521	7%	-3,503,760
Odegaard Drive Investment Property	-141,407	-83,167	59%	-780	1%	-83,947
Durack Heights Community Centre	-22,220	-6,342	29%	-11,360	51%	-17,703
CBD Car Parking	-126,809	-47,112	37%	0	0%	-47,112
Goyder Square	-81,000	-28,890	36%	-1,533	2%	-30,423
City Growth & Operations	-16,889,553	-8,150,216	48%	-1,675,825	10%	-9,826,041
	-40,344,929	-21,568,516	53%	-2,128,000	5%	-23,696,516

Section 2
Financial Results

2.1 - Budget Summary Report as at

31 January 2021

% of year passed
Cashflowed Estimate of Budget YTD

58%
40%

Capital Expenditure

	Revised Budget \$	YTD Actuals \$	% Utilised Actuals	Commitment \$	% Utilised Committed	Total YTD Actuals + Commitments \$
Organisational Services						
Information Technology	-430,337	-113,946	26%	-69,800	16%	-183,746
Director Organisational Services	0	0	0.00%	-37,806	0.00%	-37,806
Financial Services	-713,415	-183,255	26%	0	0%	-183,255
Organisational Services	-1,143,753	-297,202	26%	-107,606	9%	-404,807
Arts & Culture	-85,000	0	0%	0	0%	0
Library Services	-530,000	-205,739	39%	-147,498	28%	-353,237
Director Lifestyle & Community	-80,000	0	0%	-32,000	40%	-32,000
Lifestyle & Community Services	-695,000	-205,739	30%	-179,498	26%	-385,237
City Growth & Operations						
Aquatic Centre	-301,273	-420,626	140%	-256,000	85%	-676,626
Civic Centre	-85,000	-2,220	3%	-8,795	10%	-11,015
Depot	-332,030	-4,980	1%	-1,309	0%	-6,289
Driver Resource Centre	-20,000	0	0%	0	0%	0
Gray Community Hall	-1,480,000	-110,164	7%	-90,599	6%	-200,763
Director City Growth & Operations	-795,927	-137,733	17%	-431,114	54%	-568,847
Open Space	-2,755,280	-811,155	29%	-220,222	8%	-1,031,376
Recreation Centre	-510,393	-170,789	33%	-30,659	6%	-201,448
Roads & Transport	-2,099,686	-253,532	12%	-103,360	5%	-356,892
Stormwater Infrastructure	-150,000	-40,412	27%	0	0%	-40,412
Street Lighting	-608,665	-636,069	105%	-2,278	0%	-638,347
Subdivisional Works	-302,213	-142,363	47%	-10,520	3%	-152,883
Waste Management	-276,335	-51,494	19%	-863	0%	-52,357
Durack Heights Community Centre	-65,000	0	0%	0	0%	0
City Growth & Operations	-9,781,802	-2,781,536	28%	-1,155,720	12%	-3,937,257
	-11,620,555	-3,284,477	28%	-1,442,823	12%	-4,727,301

Section 2
Financial Results
2.2 Reserves Schedule

	Balance as at 1/07/2020	TO RESERVES				FROM RESERVES				Balance as at 30/06/2021
		Original Budget \$	Carry Forwards & Rollovers \$	Budget Reviews 1st Review \$	Adopted Budget \$	Original Budget \$	Carry Forwards & Rollovers \$	Budget Review 1st Review \$	Adopted Budget \$	
Externally Restricted Reserves										
Unexpended Grants Reserve	456,846	300,000	0	250,000	550,000	250,000	0	42,708	292,708	714,138
	456,846	300,000	0	250,000	550,000	250,000	0	42,708	292,708	714,138
Internally Restricted Reserves										
Election Expenses Reserve	150,000	0	0	0	0	0	0	0	0	150,000
Disaster Recovery Reserve	500,000	0	0	0	0	0	0	0	0	500,000
Unexpended Capital Works Reserve	2,597,173	0	0	0	0	0	1,400,050	1,197,123	2,597,173	0
Developer Funds In Lieu Of Construction	1,786,459	162,730	0	0	162,730	516,000	0	2,213	518,213	1,430,976
Waste Management Reserve	2,142,278	68,020	0	8,821	76,841	190,000	0	144,400	334,400	1,884,719
Asset Renewal Reserve	0	0	0	0	0	0	0	0	0	0
Major Initiatives Reserve	614,949	0	0	0	0	0	0	0	0	614,949
	7,790,859	230,750	0	8,821	239,571	706,000	1,400,050	1,343,736	3,449,786	4,580,644
Unrestricted Reserves										
Working Capital Reserve	9,546,226	0	0	0	0	997,179	0	1,547,245	2,544,424	7,001,802
	9,546,226	0	0	0	0	997,179	0	1,547,245	2,544,424	7,001,802
Total Reserve Funds*	17,793,931	530,750	0	258,821	789,571	1,953,179	1,400,050	2,933,688	6,286,917	12,296,585



Approved by: Manager Finance

Section 2
Financial Results

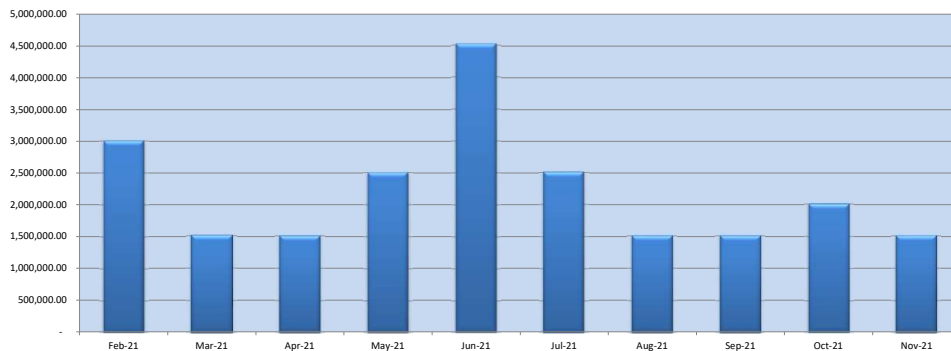
2.3 Investments Management Report

INVESTMENTS REPORT TO COUNCIL AS AT 31/01/2021

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	0.80%	April 21, 2021	80		
AMP	S&P A2	\$ 1,500,000.00	0.80%	June 30, 2021	150		
AMP	S&P A2	\$ 1,500,000.00	0.70%	September 22, 2021	234		
AMP	S&P A2	\$ 1,500,000.00	0.75%	November 3, 2021	276	\$ 6,000,000.00	27.07%
Bank of Queensland	S&P A2	\$ 1,500,000.00	0.60%	May 5, 2021	94		
Bank of Queensland	S&P A2	\$ 1,500,000.00	0.65%	July 28, 2021	178		
Bank of Queensland	S&P A2	\$ 1,500,000.00	0.65%	August 25, 2021	206	\$ 4,500,000.00	20.30%
Macquarie Bank Limited	S&P A1	\$ 1,000,000.00	0.50%	May 19, 2021	108		
Macquarie Bank Limited	S&P A1	\$ 1,000,000.00	0.65%	July 14, 2021	164		
Macquarie Bank Limited	S&P A1	\$ 1,000,000.00	0.70%	October 6, 2021	248		
Macquarie Bank Limited	S&P A1	\$ 1,000,000.00	0.70%	October 20, 2021	262	\$ 4,000,000.00	18.05%
National Australia Bank	S&P A1+	\$ 7,658.58	0.31%				
National Australia Bank	S&P A1+	\$ 157,291.83	0.31%				
National Australia Bank	S&P A1+	\$ 1,500,000.00	0.60%	February 10, 2021	10		
National Australia Bank	S&P A1+	\$ 1,500,000.00	0.70%	February 24, 2021	24		
National Australia Bank	S&P A1+	\$ 1,500,000.00	1.00%	March 10, 2021	38		
National Australia Bank	S&P A1+	\$ 1,500,000.00	0.75%	June 2, 2021	122		
National Australia Bank	S&P A1+	\$ 1,500,000.00	0.60%	June 16, 2021	136	\$ 7,664,950.41	34.58%

TOTAL SHORT TERM INVESTMENT	\$ 22,164,957.20	Average Days to Maturity	146
% OF TOTAL INVESTMENT PORTFOLIO	A1 (max 100%) 52%	A2/P2 (max 60%) 48%	A3 (max 40%) 0%
Weighted Average Rate	0.65%	BBSW 90 Day Rate Benchmark	0.01%
GENERAL BANK FUNDS	\$ 7,857,162.47	Total Budget Investment Earnings	-\$ 400,000.00
TOTAL ALL FUNDS	\$ 30,022,119.67	Year to Date Investment Earnings	-\$ 105,932.15

Cashflow of Investments



PROPERTY INVESTMENT

PROPERTY ADDRESS	VALUATION BASIS	VALUE	INCOME YTD	EXPENSE YTD	NET PROFIT YTD	COMPARATIVE YTD YIELD AT CASH RATE OF 3%
48 Odegaard Drive, Rosebery	Fair Value	\$ 5,200,000	-\$ 297,440	\$ 83,167	-\$ 380,607	91,890


Approved by: Manager Finance

Section 2
Financial Results
31 January 2021

2.4 Debtor Control Accounts

SUNDRY DEBTORS:								
	BALANCE	CURRENT	30 DAYS	60 DAYS	90 DAYS	OVER 90 DAYS		
	227,036.49	213,017.95	-	(12.05)	2,623.50	11,407.09		
RATES:								
REPORT MONTH	OVERDUE \$	Payments Received in Advance \$	OVERDUE % OF RATES INCOME					
Jan-21	\$3,263,219	\$442,159	11.28%					
Jan-20	\$2,595,774		9.04%					
TOTAL OVERDUE BY YEAR AND NUMBER OF PROPERTIES								
Year	Charged in 2020/2021	Charged in 2019/2020	Charged in 2018/2019	Charged in 2017/2018	Charged in 2016/2017	Charged in 2015/2016	Charged in 2014/2015	Charged in 2013/2014
Overdue Amount	\$2,530,206	\$402,217	\$205,432	\$76,352	\$35,421	\$11,887	\$1,413	\$291
Cumulative Number Of Properties	2082	342	146	57	32	13	5	1
INFRINGEMENTS:		\$						
Animal Infringements		144,021.23						
Public Places		10,307.00						
Parking Infringements		148,480.07						
Litter Infringements		875.00						
Signs		0.00						
Other Law and Order		0.00						
Net Balance on Infringement Debts		<u>303,683.30</u>						


Approved by: Manager Finance

Section 2

Financial Results

2.5 - Financial Indicators

	Target	2021	2020	2019	2018
Operating Surplus Ratio					
Total Operating Surplus/Deficit	0.00%	-23.09%	-18.87	-23.02%	-26.12%
Total Operating Income					
This indicator shows the extent to which operational expenses are covered by operational income, and if in surplus, how much is available to use for other purposes such as capital expenses. This has been calculated from the forecast budget.					
Debt Service Ratio (External Loans)					
Net Debt Service Cost	<5%	0.76%	0.80%	0:00%	0:00%
Operating Revenue					
A Council's debt service ratio shows Council's debts (principal + interest) in relation to Council's income.					
Rate Coverage Percentage					
Rate Revenues	60%-75%	67.15%	54.69%	48.34%	56.67%
Total Revenues					
This indicator shows the percentage of total revenue raised through rates income.					
Rates & Annual Charges Outstanding Percentage					
Rates & Annual Charges Outstanding	<5%	11.28%	5.08%	3.84%	3.39%
Rates & Annual Charges Collectible					
This percentage shows Council's total rates outstanding against rates payable to Council in this financial year. The rate will decrease as instalment dates pass.					

SECTION 2

Financial Results

		2.6 - Creditor Accounts Paid	January 2021
Creditor Name	Creditor Payment Type	Amount \$	
V02486 Macquarie Bank Limited	Investment	4,000,000.00	
54 Powerwater	Utilities	238,241.19	
639 Cleanaway Pty Ltd.	General Creditors	205,929.22	
V01904 Veolia Environmental Service (Australia) Pty Ltd	General Creditors	186,613.91	
2 Australian Taxation Office - PAYG	General Creditors	161,630.00	
549 City of Darwin	General Creditors	128,760.54	
1607 Sterling NT Pty Ltd	General Creditors	124,704.20	
5104 JLM Contracting Services Pty Ltd	General Creditors	116,489.04	
3787 Total Event Services T/A Top End Sounds P/L	General Creditors	105,524.20	
V00318 StatewideSuper Clearing House	Superannuation	85,243.05	
V00295 Jacana Energy	Utilities	47,958.65	
798 YMCA of the Northern Territory	General Creditors	40,793.27	
4912 Remote Area Tree Services Pty Ltd	General Creditors	40,315.50	
4660 Assetic Australia Pty Ltd	General Creditors	35,613.60	
V01812 C R Campbell - Electrical and Data Contractors	General Creditors	34,354.40	
V01860 Hays Specialist Recruitment (Australia) Pty Ltd	General Creditors	34,020.03	
V01643 KPMG	General Creditors	33,533.78	
5031 All Aspects Recruitment & HR Services	General Creditors	31,192.02	
87 Industrial Power Sweeping Services Pty	General Creditors	29,161.36	
V00271 Fuji Xerox Business Centre NT	General Creditors	27,373.06	
3936 Arafura Tree Services and Consulting	General Creditors	23,166.00	
47 Telstra Corporation Ltd	General Creditors	16,386.24	
V01486 Brainium Labs Pty Ltd	General Creditors	14,000.00	
V00368 iWater NT	General Creditors	12,303.50	
5 Australia Post	General Creditors	11,012.70	
V01537 Ben's Tree Service Pty Ltd	General Creditors	10,340.00	
V00435 Palmerston RSL	Grants, Sponsorships, Donations & Prizes	10,000.00	
444 Ms Techy Masero	General Creditors	9,900.00	
V00599 Athina Pascoe-Bell	Elected Members	9,401.99	
3683 Area9 IT Solutions	General Creditors	9,377.68	
3880 PAWS Darwin Limited	General Creditors	8,570.00	
V03222 Matrix on Board Training Pty Ltd	General Creditors	7,524.00	
V00157 McArthur Management Services (Vic) P/L	General Creditors	7,210.54	
V02277 Mowbray Investments Pty Ltd - On The Menu Catering	General Creditors	5,782.50	
5640 Think Water - Winnellie & Virginia	General Creditors	5,669.73	
V03227 Palmerston Netball Association Inc	Grants, Sponsorships, Donations & Prizes	5,000.00	
26 Viva Energy Australia Ltd	General Creditors	4,736.94	
5651 Minter Ellison Lawyers	General Creditors	4,383.51	
V01584 Salary Packaging Australia	General Creditors	4,370.24	
V03176 Fuji Xerox Australia Pty Limited	General Creditors	4,119.50	
V01612 News Corp Australia	General Creditors	4,071.82	
3099 Iron Mountain Australia Pty Ltd	General Creditors	3,921.15	
V01118 Wilson Security Pty Ltd	General Creditors	3,854.12	
V02245 Peter Adamovsky	General Creditors	3,630.00	
V02369 Maher Raumteen Solicitors	General Creditors	3,630.00	
V02563 Amcom Pty Ltd Acc no 68842	General Creditors	3,469.80	
V01574 Dr Thomas A Lewis OAM	Elected Members	3,375.32	
V02162 RMI Security - Conigrave Pty Ltd	General Creditors	3,194.17	
V00582 Ezko Property Services (Aust) Pty Ltd	General Creditors	2,781.63	
V00193 Amcom Pty Ltd Acc no CN5439	General Creditors	2,733.50	
2977 Security & Technology Services P/L	General Creditors	2,713.08	
V03072 Larrakia Development Corporation	General Creditors	2,442.16	
V00773 Akron Group NT Pty Ltd	General Creditors	2,381.28	
V02306 Well Done International Pty Ltd	General Creditors	2,245.98	
V01573 Amber Garden	Elected Members	2,045.05	
V03254 Tony Rykers	Refunds & Reimbursements	2,000.00	

COUNCIL AGENDA

Attachment 13.1.3.1

Creditor Name	Creditor Payment Type	Amount \$
4977 Masterplan	General Creditors	1,938.75
V01569 Benjamin Giesecke	Elected Members	1,895.05
V01570 Sarah Louise Henderson	Elected Members	1,895.05
V01572 Lucy Morrison	Elected Members	1,895.05
V01571 Michael Spick	Elected Members	1,828.38
V01579 Damian Hale	Elected Members	1,828.38
215 Employee Assistance Services NT Inc (EASA)	General Creditors	1,827.16
V00074 Trafficwerx NT	General Creditors	1,749.00
3313 Zip Print	General Creditors	1,705.00
5525 Easyweb Digital Pty Ltd	General Creditors	1,642.30
4933 NT Sports & Playground Surfacing Pty Ltd	General Creditors	1,600.00
V02580 Bartlett Consulting	General Creditors	1,581.80
V01785 M&S Mowing Plus	General Creditors	1,562.00
V03261 DC and FJ McDonald	Refunds & Reimbursements	1,520.87
V03270 Dennis Payne	Grants, Sponsorships, Donations & Prizes	1,500.00
V01936 Arjays Sales & Services Pty Ltd	General Creditors	1,479.50
4561 Bendesigns	General Creditors	1,421.20
V01615 Autopia Management Pty Limited	General Creditors	1,416.80
5508 Open Systems Technology Pty Ltd - CouncilFirst	General Creditors	1,415.90
V00443 Top End Hydraulic Services P/L T/A Forecast Machin	General Creditors	1,410.22
V01420 CENTRELINK (PAYROLL)	General Creditors	1,364.94
35 WINC Australia Pty Limited	General Creditors	1,296.26
272 City Wreckers	General Creditors	1,232.00
2199 SBA Office National	General Creditors	1,222.10
1581 NT Broadcasters Pty Ltd	General Creditors	1,155.00
2197 Tumbledown Tots	Refunds & Reimbursements	1,092.00
V00873 Australia Day Council of SA	General Creditors	1,050.00
112 Beaurepaires	General Creditors	1,015.44
4679 iSentia Pty Ltd	General Creditors	932.80
4871 Reface Industries	General Creditors	910.69
V02383 Northern Land Council	Refunds & Reimbursements	900.00
5357 Amiable Communications - Amy	General Creditors	880.00
V01810 Jacana Energy - Payroll Deductions	General Creditors	860.00
2915 Territory Uniforms	General Creditors	834.78
V01232 Mark D Blackburn	General Creditors	790.90
V01234 Mulga Security	General Creditors	749.93
V02534 Water Dynamics Pty Limited	General Creditors	677.16
V02364 Shipping Containers Leasing Pty Ltd	General Creditors	613.80
V03212 Lilla Wellington	General Creditors	600.00
V02789 G K & K A Lambert	Refunds & Reimbursements	591.53
V00730 Tip Top Circus Entertainment	General Creditors	560.00
4065 Southern Cross Protection Pty Ltd	General Creditors	542.30
V00399 Palmerston and Regional Basketball Association	General Creditors	528.10
V02601 Health for Life (M & J Overell)	General Creditors	520.00
5435 Access Hardware (NT) Pty Ltd	General Creditors	512.66
4776 Al's Panel Shop	General Creditors	500.00
256 The Bookshop Darwin	General Creditors	470.49
V00694 Subscribe-Software Pty Ltd	General Creditors	464.92
5676 Royal Wolf Trading Australia Pty Ltd	General Creditors	450.19
V02873 Jonathan Levy	General Creditors	450.00
2186 Optus Billing Services Pty Ltd	General Creditors	433.66
4528 Miranda's Armed Security Officers Pty	General Creditors	430.10
V01381 Phoebe Wear	General Creditors	400.00
938 Nightcliff Electrical	General Creditors	395.00
4605 Top End Windscreens and Tinting	General Creditors	380.00
4398 Quality Indoor Plants Hire	General Creditors	377.29
V02035 Prayer Corby	General Creditors	350.00
V02015 Darwin Mazda	General Creditors	340.95
V03263 Julia Toussaint-Jackson	Refunds & Reimbursements	311.45
V03160 Abes Audio Pty Ltd	General Creditors	302.50
V02574 Shanae and Estelle Music	General Creditors	300.00

COUNCIL AGENDA

Attachment 13.1.3.1

	Creditor Name	Creditor Payment Type	Amount \$
4731	Yeni Redding	General Creditors	292.00
59	City of Palmerston	General Creditors	287.40
4508	News 4 U	General Creditors	287.20
V00075	Mercury Group of Companies Pty Ltd (T/A Fit2Work)	General Creditors	284.13
V03253	Emily Abraham (Parent: Tricia Bean)	Grants, Sponsorships, Donations & Prizes	250.00
2238	Hollands Print Solutions Pty Ltd	General Creditors	245.29
V00475	Outback Batteries	General Creditors	230.76
V00200	Red Earth Automotive Pty Ltd	General Creditors	225.70
V01767	Blooming Tunes	General Creditors	220.00
V02600	Specialised Solutions Pty Ltd	General Creditors	220.00
V00542	Industry Health Solutions	General Creditors	209.00
V00022	Officeworks	General Creditors	201.69
5036	Dormakaba Aust P/L T/as Territory Door Services	General Creditors	198.00
289	Bolinda Publishing Pty Ltd	General Creditors	179.52
V02599	Freddy's Car Installations	General Creditors	165.00
2009	The Big Mower (NT) Pty Ltd	General Creditors	163.00
V02427	Amjid Ali Amjid	Refunds & Reimbursements	125.00
V03251	Julie Morrison	Refunds & Reimbursements	125.00
V03267	Art Educators of the Northern Territory	Refunds & Reimbursements	125.00
V03271	Janel Codog	Refunds & Reimbursements	125.00
V03272	Rebecca Dearden	Refunds & Reimbursements	125.00
V03249	Xaysavanh	Refunds & Reimbursements	120.00
5272	Greville Fabrication Pty Ltd	General Creditors	117.70
201	Spotless Facility Services Pty Ltd (T/A Ensign)	General Creditors	101.96
V00994	Frangipani Farm	General Creditors	100.00
V03239	Aglow International Australia Ltd	General Creditors	100.00
V03240	Palmerston Ballet School	General Creditors	100.00
V03248	Julie Mortimore	Refunds & Reimbursements	100.00
437	The Salvation Army Palmerston	General Creditors	80.00
V01864	Helen Wallace	General Creditors	80.00
V03252	NT Bromeliad Society	Refunds & Reimbursements	80.00
V00756	Susan Watts	Refunds & Reimbursements	76.79
3788	HPA Incorporated	General Creditors	60.00
V02115	Elizabeth Abdoo (Libby)	General Creditors	60.00
5562	Mr S K Pokhrel	Refunds & Reimbursements	58.50
V02167	Sanity Music Stores Pty Ltd	General Creditors	55.76
V03147	Stuart Reeve	Refunds & Reimbursements	50.00
V03250	Tanisha Maden	Refunds & Reimbursements	50.00
V03266	Dean Woodberry	Refunds & Reimbursements	50.00
V01938	Windcave Pty Limited	General Creditors	49.50
V00888	CNW Pty Ltd - Darwin	General Creditors	31.80
18	Integrated Land Information System	General Creditors	28.40
V03257	Tameya Martin	Refunds & Reimbursements	26.00
V03268	Heidi Demarco	Refunds & Reimbursements	26.00
V03256	Anita Jones	Refunds & Reimbursements	24.00
V02545	Amazon Web Services Inc	General Creditors	1.93
			6,006,008.53
Percentage of this month's payments made to local suppliers (excludes investments placed)			89%
 Approved by: Manager Finance			

SECTION 2

Financial Results

2.7 - Creditor Accounts Outstanding January 2021

Creditor No.	Creditor Name	Amount \$
5104	JLM Contracting Services Pty Ltd	14,984.99
V00318	StatewideSuper Clearing House	9,772.94
3787	Total Event Services T/A Top End Sounds P/L	3,850.00
V01389	Darwin Argos Painting	2,200.00
3594	Comics NT	989.99
112	Beaurepaires	976.80
V01958	Ross Kourounis T/A Rossi Architects	924.00
2238	Hollands Print Solutions Pty Ltd	858.00
V01009	Australian Parking and Revenue Control Pty Limited	764.50
5594	Kevin McCarthy	600.00
V00943	Rentokil Initial P/L - T/a NT Pest & Weed Control	363.00
3313	Zip Print	297.00
5036	Dormakaba Aust P/L T/as Territory Door Services	116.82
V02285	Territory Native Plants	110.00
V00994	Frangipani Farm	100.00
V00443	Top End Hydraulic Services P/L T/A Forecast Machin	63.25
V00902	Coles Motors	50.00
		37,021.29



Approved by: Manager Finance

Section 2
Financial Results

2.8 - Waste Charges as at 31 January 2021
Waste Management

	Revised Budget \$	YTD Actuals \$	Commitment \$	Total YTD Actuals + Commitments \$	% Utilised
Income					
Rates & Charges	6,857,590	6,926,812	0	6,926,812	101%
Income	6,857,590	6,926,812	0	6,926,812	101%
Operating Expenditure					
Employee Costs	-840,533	-490,322	0	-490,322	58%
Professional Services	-275,900	-89,274	-75,295	-164,569	60%
Grants / Donations/Contributions Paid	-20,000	-2,000	0	-2,000	10%
Utilities	-14,293	-5,892	0	-5,892	41%
Street Sweeping	-320,000	-152,173	-27,470	-179,643	56%
Litter Collection	-520,000	-83,117	-45,243	-128,360	25%
Domestic Bin Collection	-2,205,200	-990,585	-300,028	-1,290,613	59%
Slashing of Long Grass	0	-8,090	0	-8,090	0.00%
Community Programs & Events	-10,000	0	0	0	0%
Kerb Side Collections	-110,000	-153,064	0	-153,064	139%
Tip Recharge Domestic Bin collection	-755,000	-392,190	0	-392,190	52%
Transfer Station	-1,150,000	-499,322	-1,485	-500,808	44%
Loan Repayments	-46,000	-24,527	0	-24,527	53%
Tip Recharge Transfer Station	-440,000	-170,352	0	-170,352	39%
Operating Expenditure	-6,706,926	-3,060,909	-449,521	-3,510,430	52%
Capital Expenditure					
Reserve Funded Capital Works	-180,000	0	0	0	0%
Capital Expenditure	-180,000	0	0	0	0%
Borrowings					
Repayments - Archer Loan Principal	-228,223	-112,660	0	-112,660	49%
Borrowings	-228,223	-112,660	0	-112,660	49%
Profit/(Loss)	-257,559	3,753,243	-449,521	3,303,722	

Approved by: Manager Finance

Section 2 Financial Results

2.9 - Commercial Leases as at 31 January 2021 Commercial Leases

	Revised Budget \$	YTD Actuals \$	Commitment \$	Total YTD Actuals + Commitments \$	% Utilised
Income					
Library Services	22,676	23,241	0	23,241	102%
Director Organisational Services	50,012	40,650	0	40,650	81%
Civic Centre	104,999	81,667	0	81,667	78%
Income	177,687	145,557	0	145,557	82%
Expenditure					
Director Organisational Services	-24,000	-6,607	0	-6,607	28%
Expenditure	-24,000	-6,607	0	-6,607	28%
Profit/(Loss)	153,687	138,950	0	138,950	

Library Services includes lease held by The Nook

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: Manager Finance

Section 2
Financial Results

2.10 - Council Loans

31 January 2021

Internal Loan - Making the Switch Expenditure

	Internal Loan \$	Expended from Loan \$	Interest on Loan \$	Total \$
Expenditure				
LED Lighting PROJECT-3 Making the Switch	3,223,849	3,223,849	104,471	3,328,320
Public Lighting Officer 2019/20	114,000	114,000	273	114,273
Public Lighting Officer 2020/21	116,000	67,667	278	67,944
Expenditure	3,453,849	3,405,516	105,021	3,510,537

The above costs relating to the internal loan are over the life of the project to date, including the expenditure from the 2018/19 and 2019/20 financial years. The interest rate is fixed at 2.60% for the duration of the loan.

The final loan value for this project is \$3,223,849 not including employee costs for the Public Lighting Officer and interest incurred.

Internal Loan - Making the Switch Repayments

	Internal Loan \$	Prior Year Repayments \$	Current Year Repayments \$	Total \$	Outstanding Balance \$
Expenditure					
Making the Switch	3,510,537	200,000	0	200,000	3,310,537
	3,510,537	200,000	-	200,000	3,310,537

External Loan - Archer Landfill Rehabilitation

	External Loan \$	Principal Repayments \$	Interest Payments \$	Total \$	Outstanding Balance \$
Expenditure					
Archer Landfill Rehabilitation	1,960,000	334,308	77,637	411,945	1,625,692
	1,960,000	334,308	77,637	411,945	1,625,692

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: Manager Finance

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.1
REPORT TITLE:	Draft Inclusive, Diverse and Accessible Policy Framework
MEETING DATE:	Tuesday 16 February 2021
AUTHOR:	Executive Manager Community and Library Services, Anna Ingram
APPROVER:	Director Lifestyle and Community, Amelia Vellar

COMMUNITY PLAN

Cultural Diversity: In Palmerston we celebrate our cultures in a way that values our diversity.
Future Focused: Palmerston is an innovative city that sustains itself through the challenges of the future.

PURPOSE

This report presents the draft Inclusive, Diverse and Accessible Policy Framework to Council for adoption and seeks endorsement for an extended period of community consultation.

KEY MESSAGES

- A Notice of Motion for an Inclusive, Diverse and Accessible Policy Framework was submitted by Alderman Spick at the 2nd Ordinary meeting on 21 July 2020.
- An update to Council was provided at the 1st Ordinary meeting on 6 October 2020, outlining a plan to develop the draft IDA Framework.
- A consultant was engaged to assist with key stakeholder engagement and the drafting of the framework document, which is included with this report, **Attachment 13.2.1.1**
- Upon Council's adoption of the draft Inclusive, Diverse and Accessible Policy Framework staff recommend an extensive period of Community Consultation for a minimum of 60 days, incorporating a wide range of community groups reflective of Palmerston's diverse demographics.
- Staff feedback has identified further refinements including adding short, medium, and long-term goals, which will be identified following the period of Community Consultation.

RECOMMENDATION

1. THAT Report entitled Draft Inclusive, Diverse and Accessible Policy Framework be received and noted.
2. THAT Council adopt the Draft Inclusive, Diverse and Accessible Policy Framework being **Attachment 13.2.1.1** for the purpose of Community Consultation for a minimum of 60 days, as detailed within Report entitled Draft Inclusive, Diverse and Accessible Policy Framework.
3. THAT a Report on the outcomes of Community Consultation regarding the Inclusive, Diverse and Accessible Policy Framework be presented to Council following conclusion of the consultation period.

BACKGROUND

At the 2nd Ordinary Council Meeting on 21 July 2020, Alderman Mick Spick submitted the following Notice of Motion:

Inclusive, Diverse and Accessible Public Domain and Programs

THAT Council investigates and develops an Inclusive, Diverse and Accessible Policy Framework for its public domain and programs, that includes a review and update of Council's Disability Access Strategy (2016), consideration of key elements of the Community Plan, engagement of key stakeholders and ensuring it is modern, contemporary, and reflective of our community with the outcomes to be presented to the Second Ordinary Council Meeting in November 2020.

CARRIED 9/1204 - 21/07/2020

At the 1st Ordinary Council Meeting on 6 October 2020, an update on the progress of the IDA Framework was presented to Council outlining a plan for further development. This included key areas for consideration aligning to Council's Community Plan, engagement of a consultant to assist with writing the plan, a period of key stakeholder consultation and a commitment to present the draft Framework at the 2nd Ordinary Council Meeting on 16 February 2021.

Inclusive, Diverse and Accessible Policy Framework

1. THAT Report entitled *Inclusive, Diverse and Accessible Policy Framework* be received and noted.
2. THAT Council approve that the draft *Inclusive, Diverse and Accessible Policy Framework* delivery date be amended from the 2nd Ordinary Council Meeting in November 2020 to being presented at the 2nd Ordinary Council Meeting in February 2021.

CARRIED 9/1319- 06/10/2020

A Council Workshop was held on the evening of 4 February 2021, where it was identified that the community consultation would span a minimum period of 60 days and include a broad range of community groups that reflect Palmerston's diverse demographics, including recommendations provided by Elected Members and Council staff.

DISCUSSION

City of Palmerston is committed to creating a community where all members are given equal rights of access within the public domains, services, and programs, as outlined in the Community Plan. It should be noted that inclusion, diversity, and accessibility refer not only to people with a physical or mental disability but covers a broad range of socially and economically diverse people. While a formal Framework does not currently exist, Council does currently operationally deliver programs and services in all three areas. Examples of this include:

- Consideration of accessibility requirements in all infrastructure and built environment planning such as pathways, building development and upgrades, parks and playgrounds;
- Consideration of accessibility requirements when accessing online content;

- Consideration of diversity and inclusion in corporate processes such as procurement, recruitment and communication within the bounds of legislated guidelines;
- Consideration of diversity and inclusion in programs and events, ensuring a broad range of activities are available for all community groups such as Drag Queen and Bilingual Storytimes, Harmony Day, Pride and NAIDOC events, supporting Seniors' activities, Youth Festival and Youth Engagement opportunities, and many others.

The purpose of creating the IDA Framework is to draw all of Council's existing good practice and delivery together and formalise it into an overall vision for Council and the community, identifying where there may be gaps or areas for improvement, and recommending actions that may assist with future planning moving forward. This will ensure that Council is meeting all areas of the Community Plan, across all Directorates, and will also ensure that any future documents that may be created in this area use consistent language and align to both the Framework and the Community Plan.

In November 2020, Matrix Onboard Consultancy was engaged to assist COP staff with the research, development and writing of the Draft IDA Framework. The consultants were provided with a detailed brief outlining the key components required for the Framework, and weekly update meetings were scheduled to ensure the agreed timeline and milestones were met. A key part of the process was undertaking key stakeholder engagement. Over a period of approximately four weeks, representatives from the following groups were consulted through a range of formats, including face-to-face meetings, workshops, feedback sessions and online surveys:

- Diversability
- Melaleuca Refugee Centre
- Northern Territory Mental Health Coalition
- STEPS
- Palmerston NAIDOC Committee
- YMCA
- NDIS
- Helping People Achieve
- Australian Breastfeeding Association (NT)
- Autism NT
- Larrakia Family and Cultural Centre
- City of Palmerston staff
- Palmerston Kids Network
- Palmerston Seniors Network
- Palmerston and Rural Youth Services Network
- Palmerston Youth Media Team

Following this period of stakeholder consultation, the development of the draft was undertaken, and is presented with this report, **Attachment 13.2.1.1**.

OVERVIEW

The Inclusive, Diverse and Accessible Policy Framework (IDA Framework) is intended to be an overarching document that:

- Links the Community Plan to the City of Palmerston's commitment to inclusion, diversity and accessibility across all of Council;

- Documents the ideas, priorities, and suggestions provided by Palmerston community members in relation to inclusion, diversity and accessibility;
- Provides Council staff, volunteers and stakeholders a focus, ideas and structure for planning, improving and implementing actions from the Community Plan and other Council plans and strategies that ensures inclusion, diversity and accessibility;
- Serves as a collection and curation of resources and documents that can be used by Council for inspiration, guidance, professional development.

IDA Establishment Action

It is recommended that the key action for Council following the period of Community Consultation is to establish a City of Palmerston Inclusion, Diversity and Accessibility Advisory Committee. Council should consider Terms of Reference, purpose, delegates, and an overall model that will inform further action plans moving forward.

As well as the establishment of the committee, the IDA Framework may be expanded to include further supplementary plans, relating to specific areas of the Community Plan that require guiding documents, for example:

- Disability Inclusion and Access Plan (draft already underway)
- Reconciliation Action Plan
- Youth Inclusion Plan
- Families, Seniors and Children Plan

This also includes guidelines, policies, checklists, and other resources that are developed as a result of the implementation of the actions documented in the Framework.

The Framework itself is structured around four key **Principles** which have been distilled from the consultations and represent four pillars for any work done in the areas of inclusion, diversity, and accessibility. The Principles are Visible, Collaborative, Embedded and Always Improving.

The principles have then been applied to categorise recommended actions in six different council areas of operation, or **Domains**: Civic Engagement, Community, Leisure and Social Participation, Economic Participation, Built and Natural Environment, Communication and Council Culture, Services and Operations. Innovative ideas and suggestions that arose from consultation and research are included in each Domain for inspiration and consideration.

Further detail around the four key Principles and the Domains can be found within the Framework document.

Alignment with the Community Plan is embedded within the document, with a table provided in the Appendices that shows how the Framework maps to the Community Plan Measures of Success, Outcomes, Objectives and Strategies.

Another Appendix provides a list of useful documents and resources, which should form the start of a comprehensive library of resources for Council.

Staff feedback identified further refinements were needed regarding short, medium and long term goals, which will be identified during the period of Community Consultation. Should an IDA Advisory

Committee be established by Council, these elements would be formulated into an Action Plan moving forward.

CONSULTATION PROCESS

Staff recommend that Council undertake community consultation regarding the Framework immediately. Given the nature of the framework and importance of broad consultation, staff suggest extensive consultation over an extended period increasing the access period from 28 days to up to 60 days. The consultation should also include targeted sessions with identified groups, including recommendations from Elected Members and Council staff.

In preparing this report the following external parties were consulted:

- Matrix on Board Consulting

POLICY IMPLICATIONS

There are no policy implications for this report, should Council endorse these draft papers and following the period of community consultation, new Council policies may need to be created that underpin the Framework and guide Council and the community in planning and decision making.

BUDGET AND RESOURCE IMPLICATIONS

A budget of \$19,000 has been allocated to cover the cost of engaging Matrix on Board Consulting to assist with stakeholder engagement and the development and drafting of the IDA Framework. This has been covered by Council adopted operational budget.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This report addresses the following City of Palmerston Strategic Risks:

- 6 Fails to create and deliver the strategic vision for the City
Context: Ensuring a vision is enduring and clear to all relevant stakeholders, guiding future decision making, delivered effectively and efficiently, and that progress is measurable and celebrated.
- 8 Fails to develop effective relationships and manage expectations of relevant parties
Context: Engagement and communication with stakeholders (internal and external to the Council).

No specific legislation needs to be taken into consideration for this report, however the legislation detailed within the Draft Framework has been taken into consideration during the research and development phase.

Although Council is yet to adopt the Draft Framework, it does operationally deliver a range of programs and practices in all three areas. These include considering accessibility requirements in building upgrades and designs, pathways, and online content, as well as diversity and inclusion activities such as Drag Queen Storytime, supporting seniors' activities, Harmony Day, and NAIDOC week celebrations. This mitigates any immediate risk in not yet having a framework in place.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

1. I D& A Policy Framework Proof 4 a [13.2.1.1 - 48 pages]



Inclusive, Diverse & Accessible Policy Framework

Acknowledgement of Country

Council respectfully acknowledges the traditional owners of the land on which we meet – the Larrakia People – and pay respect to their elders, past present and future.

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Executive Summary

In 2018, the City of Palmerston worked with the Palmerston community to develop a comprehensive Community Plan using a world-leading process of deliberative democracy. The Plan sets the course for Council's work for ten years based on priorities identified by the people of Palmerston.

Central to all areas of the Community Plan are three key elements:

- Palmerston is a welcoming vibrant family city that fosters diversity and unity.
- In Palmerston everyone belongs.
- In Palmerston everyone is safe.

The Community Plan contains objectives and strategies for the City of Palmerston across six Outcomes: Family and Community, Vibrant Economy, Cultural Diversity, Future Focused, Environmental Sustainability and Governance. Many of these relate directly and indirectly to showcasing Palmerston's diversity and to increasing inclusion and accessibility for people of all backgrounds, ages, abilities and circumstances.

The City of Palmerston is committed to creating a community where all members enjoy equal access within the public domains, services and programs as outlined in the Community Plan. While inclusion, diversity and accessibility are often referred to in the context of people with lived experience of disability, these principles apply to many different groups within society, including Aboriginal and/or Torres Strait Islander people; people from Culturally and Linguistically Diverse (CALD) backgrounds, including newly arrived refugees and migrants; people who identify as Lesbian, Gay, Bisexual, Transgender and Intersex (LGBTI); older people, children and young people; people with a disability; people experiencing homelessness; people experiencing mental illness; people who are socio-economically disadvantaged and people experiencing gender inequality. It is for this reason that Council has commissioned an overarching Inclusion, Diversity and Accessibility Framework that

will draw together Council's existing good practice and delivery innovations, identify gaps and recommendations for improvement into an overall vision for Council and the community. The Framework will ensure that Council is meeting the objectives of the Community Plan in a way that reflects, celebrates and includes the diverse people of Palmerston across all areas and will provide a consistent language and structure for future documents and plans.

Council has already been working in many areas on increasing inclusion, diversity and accessibility, particularly in:

- Considering accessibility requirements in all infrastructure and built environment planning (building development and upgrades, pathways, parks and playgrounds).
- Reviewing and considering accessibility requirements for online content and communications.
- Incorporating inclusive practices in corporate processes such as recruitment, procurement and communication (within legislative guidelines).
- Promotion and celebration of diversity and consideration of inclusion and accessibility for events and programs. Examples include Drag Queen and Bilingual Story Times, Harmony Day, NAIDOC and Pride events.
- Collaboration with and support for several active community networks and organisations including Seniors, Youth, Aboriginal and Torres Strait Islanders and Disability Organisations.

These important steps provide a strong foundation for the City of Palmerston to achieve the key elements of our vision for Palmerston as a 'Place for People' – a welcoming, vibrant, family city that fosters diversity and unity, where everyone belongs and where everyone is safe.

The Draft Framework was developed after consultations with organisations supporting a range of community cohorts including disability, Aboriginal and Torres Strait Islander, seniors, youth, parents, migrants and refugees. Their feedback, supplemented by a review of information and research from a range of national and international organisations has been distilled into four key principles across six areas of Council operations and influence. Further and wider consultation with Palmerston community members with lived experience is planned,

and will identify Palmerston specific challenges and priorities for timeframes and actions for implementation by Council which will be included in the final Framework document as well as in specific plans such as the Disability Inclusion and Action Plan (currently under review), Youth Inclusion and Action Plan, Reconciliation Action Plan and Family, Seniors and Children Plan.

The City of Palmerston would like to thank Matrix on Board Consulting who were commissioned to conduct the initial consultations and develop this draft Framework.



Introduction

The Community Plan contains objectives and strategies for the City of Palmerston across six Outcomes: Family and Community, Vibrant Economy, Cultural Diversity, Future Focused, Environmental Sustainability and Governance. Many of these relate directly and indirectly to showcasing Palmerston's diversity and to increasing inclusion and accessibility for people of all backgrounds, ages, abilities and circumstances. It is clear that the people of Palmerston are strongly committed to the ideal that every resident is able to participate in and contribute to their community.

Objective 3.1: To celebrate our rich culture and diversity

Develop a Culture and Diversity Plan which models how the city values and respects the diversity of the community. This plan builds and enriches our diversity, promotes unity, embraces culture and heals the past.

This Framework will support the implementation of the many and varied actions from the Plan and inclusion and provide a structure and suite of resources for Council staff, volunteers, partners, stakeholders, community organisations, groups, local businesses and community members.

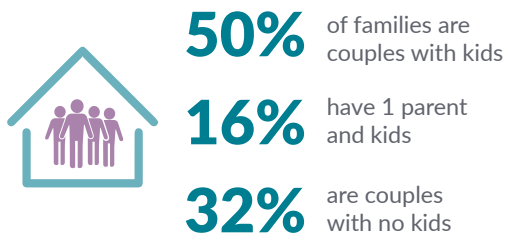
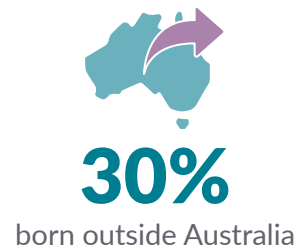
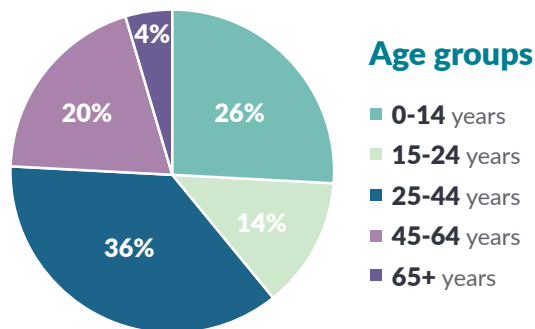
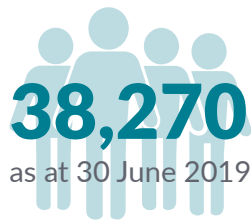
This Framework is also a commitment from Council to promote diversity and embed inclusion and accessibility across all areas of our work – from engagement with residents, through planning, service delivery, the built and natural environment, events and programs, communications, internal policies and procedures and advocacy. Council will support and collaborate with other levels of government, community organisations and groups, businesses and industry to drive the development of the City of Palmerston as truly a 'Place for People'.

This Draft document is the result of the first stage of the process, and was created in collaboration with a range of key stakeholders providing insight into the perspectives of diverse population groups, including people living with disability, people with lived experience of mental health challenges, youth, Aboriginal and Torres Strait Islander, refugees and migrants, the LGBTQI+ community, seniors and families. Further and wider community consultation is planned to gain feedback from people with lived experience within our community to determine priorities and timeframes before the Draft is finalised and adopted.



Our Community¹

Our Population



3% need assistance with
activities of daily living

8% provide unpaid assistance to
people with disabilities

34% provide unpaid
childcare

16% did unpaid voluntary work
in the year before the census

¹Demographic information sourced from the Australian Bureau of Statistics 2016 Quick Stats data tables retrieved from https://quickstats.censusdata.abs.gov.au/census_services/getproduct/census/2016/quickstat/70104?opendocument.
2019 population data sourced from Australian Bureau of Statistics Regional Population Data Cube Release March 2020 retrieved from <https://www.abs.gov.au/statistics/people/population/regional-population/2018-19#northern-territory>

Inclusion, Diversity & Accessibility

What is Inclusion?

Inclusion is 'the act of enabling all groups of people within a society to have a sense of belonging and to be able to participate in community life. It is based on fundamental values of equity, equality, social justice and human rights'². Inclusion occurs when all people feel valued and respected, are connected to their fellow citizens, have access to opportunities and resources and can contribute their perspectives and talents to improve their community.³

What is Diversity?

Diversity encompasses all the differences between people including age, cultural background, abilities, gender, sexual orientation, and socio-economic background. Every resident of Palmerston has something unique and special to offer their families, friends, neighbours and the community as a whole. In embracing diversity, we recognise the strengths and contributions different backgrounds and beliefs can bring.

What is Accessibility?

Accessibility means that everyone – no matter their age, abilities, background, gender or circumstances – has equal opportunities to participate in their community and to reach their goals and aspirations. Accessibility involves recognising and removing any barriers – physical or otherwise – that make it harder for some people than it is for others to give and receive information, attend events, participate in recreation and social activities, work, study or volunteer, receive services or otherwise be involved in all aspects of a good and satisfying life.

The City of Palmerston is committed to creating a community where all members enjoy equal access within the public domains, services and programs as outlined in the Community Plan. While inclusion, diversity and accessibility are often referred to in the context of people with lived experience of disability, these principles apply to many different groups within society, including Aboriginal and/or Torres Strait Islander people; people from Culturally and Linguistically Diverse (CALD) backgrounds, including newly arrived refugees and migrants; people who identify as Lesbian, Gay, Bisexual, Transgender and Intersex (LGBTI); older people, children and young people; people with a disability; people experiencing homelessness; people experiencing mental illness; people who are socio-economically disadvantaged and people experiencing gender inequality.

² Welcoming Cities Standards, <https://welcomingcities.org.au/>

³ Diversity Council of Australia, Building inclusion: An Evidence Based Model of Inclusive Leadership <https://www.dca.org.au/research/project/building-inclusion-evidence-based-model-inclusive-leadership>

Legislative Context

The City of Palmerston operates within a legislative context that includes international, national, and Northern Territory legislation and standards, plans, strategies and frameworks. There are many that relate to inclusion, diversity and accessibility. These include (click on title for link to document):

International (United Nations)

Australia has agreed to be bound by these major international human rights treaties, however they do not form part of Australia's domestic law unless the treaties have been specifically incorporated into Australia law through legislation. Some provisions of a treaty may already exist in national legislation, for example, many of the provisions of the Convention on the Rights of People with Disabilities are incorporated into Australia's Disability Discrimination Act 1992. While it is the Federal Government that is ultimately accountable for any violations, all levels of government, including Councils, have a role to play in protecting and promoting human rights.

United Nations Universal Declaration of Human Rights	Together these three documents form the 'International Bill of Human Rights' and set out fundamental human rights to be universally protected
The International Covenant on Civil and Political Rights	
The International Covenant on Economic, Social and Cultural Rights	
International Convention on the Elimination of All Forms of Racial Discrimination	Elimination of racial discrimination and the promotion of understanding among all races.
Declaration on the Rights of Indigenous Peoples.	Universal framework of minimum standards for the survival, dignity and well-being of the indigenous peoples of the world.
Convention on the Rights of Persons with Disabilities	International human rights treaty of the United Nations intended to protect the rights and dignity of persons with disabilities
Convention on the Elimination of All Forms of Discrimination against Women	International legal instrument that requires countries to eliminate discrimination against women and girls in all areas and promotes women's and girls' equal rights.
Convention on the Rights of the Child	International human rights treaty which sets out the civil, political, economic, social, health and cultural rights of children

National

The Acts in the following table prohibit discrimination and harassment on a number of grounds including race, sex, disability and age. The Disability (Access to Buildings and Accessible Public Transport) Standards listed include more specific requirements for disability access to buildings and public transport service provision. The legislation and standards apply to all organisations in Australia, including local Councils, in their provision of services, amenities and policies. The other Standards, Frameworks and Strategies in the table are not legally binding – for example the Digital Service Standard – but provide best practice principles for all levels of government, including Councils.

Australian Human Rights Commission Act 1986	Sets out Australia's obligations under the International Bill of Human Rights and related Conventions and Declarations.
Racial Discrimination Act 1975	Promotes equality before the law for all people regardless of race, colour or national or ethnic origin
Workplace Gender Equality Act 2012	Promotes equality for both women and men in the workplace
Sex Discrimination Act 1984	Protects people from unfair treatment on the basis of their sex, sexual orientation, gender identify, intersex status, marital or relationship status, pregnancy and breastfeeding. Also protects workers with family responsibilities and makes sexual harassment against the law.
Age Discrimination Act 2004	Protects people from age discrimination in employment, provision of goods and services, education and the administration of Commonwealth laws and programs
Fair Work Act 2009	Equity in employment and workplace conditions
Web Accessibility National Transition Strategy	The Australian Government's adoption and implementation of Web content Accessibility Guidelines version 2.0 (WCAG 2.0) Level AA
Digital Service Standard	13 criteria to help government agencies design and deliver services that are simple, clear and fast
Disability Discrimination Act 1992	Makes disability discrimination unlawful and promotes equal rights, opportunities and access for people with disability
Disability (Access to Premises – Buildings) Standards 2010 (Premises Standards)	Aims to ensure dignified, equitable, cost-effective and reasonably achievable access to buildings, and facilities and services within buildings, is provided for people with a disability
Disability Standards for Accessible Public Transport 2002 (Transport Standards)	The Transport Standards set the framework for public transport operators and providers to remove discrimination against people with disability to access public transport services
National Disability Strategy 2010-2020	Framework to ensure Australia fulfils its obligations following the ratification of the UN Convention on the Rights of Persons with Disabilities
National Settlement Framework	The National Settlement Framework is a high level structural blueprint for the three tiers of government, Commonwealth, State and Territory and Local Government, to work in partnership to effectively plan and deliver services that support the settlement of migrants and new arrivals in Australia.

Northern Territory

The NT Anti Discrimination Act makes discrimination against people because of their race, sex, sexuality, age, marital status, pregnancy, parenthood, breastfeeding, impairment, trade union or employer association activity, religious belief or activity, political opinion, affiliation or activities, irrelevant medical record, irrelevant criminal record or association with a person who has or is believed to have one of these attributes. All organisations, including local Councils, must comply with the legislation in the areas of education, work, accommodation, provision of goods, services and facilities, clubs and insurance and superannuation. The strategies and policies listed below document Territory-wide plans, principles and objectives and are not legally binding.

Anti-Discrimination Act 1992	Promotes recognition and of the principle of the right to equality of opportunity of persons regardless of an attribute; and eliminates discrimination against persons on the ground of race, sex, sexuality, age, marital status, pregnancy, parenthood, breastfeeding, impairment, trade union or employer association, religious belief or activity, political opinion, affiliation or activity, irrelevant medical record or irrelevant criminal record in the area of work, accommodation or education or in the provision of goods, services.
Local Government Act 2008	Defines the purposes and functions of local government as well as providing the legal framework for establishing and administering Councils.
Everyone Together Aboriginal Affairs Strategy 2019 - 2029	The strategy recognises the critical importance of language, culture and connection to country to Aboriginal Territorians, and it acknowledges how these elements are integral to individual and community capacity to engage in society.
Northern Territory Multicultural Policy 2020-2025	Sets out objectives and outcomes for building diversity, increasing inclusion and social cohesion across the Northern Territory



The IDA Framework

The Inclusive, Diverse and Accessible Policy Framework (IDA Framework) is intended to be an overarching document that:

- Links the Community Plan to the City of Palmerston's commitment to inclusion, diversity and accessibility across all of Council
- Documents the ideas, priorities, and suggestions provided by Palmerston community members in relation to inclusion, diversity and accessibility
- Provides Council staff, volunteers and stakeholders a focus, ideas and structure for planning, improving and implementing actions from the Community Plan and other Council plans and strategies that ensures inclusion, diversity and accessibility
- Serves as a collection and curation of resources and documents that can be used by Council for inspiration, guidance, professional development

The IDA Framework will include supplementary plans relating to specific community cohorts as they are developed, including:

- Disability Access and Inclusion Plan
- Reconciliation Action Plan
- Youth Inclusion Plan
- Families, Seniors and Children Plan

as well as guidelines, policies, checklists and other resources that are developed as a result of the implementation of the actions documented in the Framework.

The Framework is structured around four key principles which have been distilled from the consultations and represent four pillars for any work done in the areas of inclusion, diversity and accessibility. The **principles** are Visible, Collaborative, Embedded and Always Improving.

The principles have then been applied to categorise recommended actions in six different council areas of operation, or **domains**: Civic Engagement, Community, Leisure and Social Participation, Economic Participation, Built and Natural Environment, Communication and Council Culture, Services and Operations. Innovative ideas and suggestions that arose from consultation and research are included in each Domain for inspiration and consideration.

Alignment with the Community Plan is embedded within this document, with a table provided in the Appendices that shows how the Framework maps to the Community Plan Measures of Success, Outcomes, Objectives and Strategies.

Another Appendix provides a list of useful documents and resources, which should form the start of a comprehensive library of resources for Council.

Principles of the IDA Framework

1 Principle 1: **Visible**

Visible means...

that respect and celebration of our diversity is obvious and everywhere – through physical markers such as signage, artwork in public spaces, exhibitions, statements, acknowledgements, awards, community grants, programs and events. This will encourage us to learn about each other and about our history, accept and encourage different perspectives and build positive relationships and social capital.

that role models representing all types of Palmerston citizens are supported and promoted – from Alderman to Council staff to community leaders and innovators. This will help people 'see themselves' as part of their community and encourage civic participation, community engagement and leadership.

that accessibility accommodations are everywhere they can be, are easy to identify, find and use, and are a consistent part of the physical and social landscape of Palmerston. This will inspire and encourage people to participate in their community with a sense of belonging, safety and ease.

"Visible role models are very important for people to be able to rebuild their sense of identity, reimagine themselves participating in 'life'."

- Consultation Participant

In Palmerston, everyone belongs, and we care for each other. When people feel safe, are secure and supported in their community, they participate actively and can fully enjoy what Palmerston has to offer.

- City of Palmerston Community Plan
(Outcome 1 – Family and Community)



Principle 2:

Collaborative

Collaborative means...

that the Council proactively engages with community organisations, groups and citizens, creating and supporting an active local network of expertise, lived experience and passion. This will increase opportunities for a wider range of community members to become involved with their community, and will provide Council with a wealth of knowledge from which to draw.

that people with lived experience of exclusion and access barriers are at the heart of strategies to increase inclusion, diversity and accessibility in Palmerston. This will ensure that our actions are meaningful, relevant, practical and most importantly, effective.

that local businesses, organisations and individuals work together to develop and implement innovations to create an equitable, enjoyable, respectful and safe community for everyone. This will mean that Palmerston grows and improves as a socially cohesive community, with opportunities for every person, institution and organisation to engage and contribute in their own way.

Council has strong partnerships in the community which enables it to include diverse views and perspectives in its planning and decision-making processes.

- City of Palmerston Community Plan
(Outcome 3.2 Recognise and support diversity through our partnerships and leadership)

“The dream is that initiatives and programs are driven by the people they seek to support.”

- Consultation Participant



3 Principle 3: *Embedded*

Embedded means...

that inclusion, diversity and accessibility are considered and reviewed consistently across all Council services, venues and activities. This will create a common experience for all community members and create an environment that is easy to navigate, understand, engage with and enjoy equally for all residents.

that all Council systems, policies, procedures, strategies and plans consistently document and reflect the principles and strategies of accessibility, diversity and inclusion. This will support staff to fulfil Council's commitments, and ensure consistent application across all areas of Council operations.

that staff, volunteers, partners and stakeholders of the City of Palmerston receive training and are supported and celebrated for work that promotes a welcoming, safe inclusive and accessible environment for all people. This will contribute to a Council wide culture of embracing diversity, promote and highlight successes and encourage insight, professional development and increased knowledge and expertise across Council teams.

"The City of Palmerston are doing really well – the culture and atmosphere is very welcoming and understanding, frontline staff are supportive and open to conversations – (Council) just need to tweak things and replicate."

- Consultation Participant

(Outcome 1 – Family and Community)

**The wellbeing of our
community is a focus for
all of our work.**

- City of Palmerston Community Plan
(Objective 1.2)

"Nowhere is as good as Palmerston! I think they have some awesome workers in there which suit the community, they are listening and they are putting lots of effort into this...they are working with the strengths of the community and pulling on these."

- Consultation Participant

Principle 4:

Always Improving

Always Improving means...

that the City of Palmerston celebrates and builds on its strengths and successes, always striving to 'level up' and innovate. This will provide encouragement and momentum in applying the principles of inclusion, diversity and accessibility across all Council and across the community of Palmerston.

that the Council has a multi-faceted, accessible and proactive approach to obtaining and acting on feedback from the diverse population of Palmerston, partners and stakeholders. This will ensure that actions taken are evidence based and informed by the people that are impacted and affected.

that the City of Palmerston routinely and regularly reviews and updates plans and strategies for improving inclusion, diversity and accessibility. This will ensure that growth, demographic changes, advancements and innovations in best practice are identified and incorporated for the benefit of the Palmerston community.

We forecast and respond to the predictability of change, and in doing so plan the best use of our human, built and natural resources.

- City of Palmerston Community Plan
(Outcome 4 – A Future Focus)



Domains of the IDA Framework: **Civic Engagement**

Civic engagement occurs when citizens of a society participate in planning, decision making and policy setting in matters which affect them. This can be participating in scheduled community consultations and deliberative democracy activities (such as those that led to the development of the Community Plan), being included in a community Advisory Committee or Network, providing feedback or complaints about specific issues or problems, or even becoming an Elected Member of Council. Social cohesion and strong communities grow when diverse people with different perspectives are actively and positively working together to create their community.

Examples of potential barriers and issues include⁶ :

- lack of information and understanding of Council business and processes
- uncertainty that your voice will be heard, or that your perspective is useful
- authority figures and groups that are not representative of the community's population
- unwillingness to criticise or complain
- inconvenient time and/or place of activities
- lack of and/or uncertainty about availability of physical accessibility accommodations
- perception that 'this is boring' (eg Council Meetings)

We all own the future of Palmerston and all people of Palmerston have the opportunity to contribute to their community. In Palmerston, every individual matters.

- City of Palmerston Community Plan
(Outcome 3: Cultural Diversity)

Principles in Action

This is what the Council can do to enable, support and increase civic engagement and participation for all Palmerston residents.

1. VISIBLE

- Continue to promote and advertise ways for individuals to participate in consultations, advisory committees, networks, council elections and other civic engagement activities, including information about available accessibility options
- Commence a staged implementation of ensuring provision of alternative and accessible formats for Council documents including meeting agendas and minutes, community plans and strategies and Council Reports to be available in a range of languages and formats – starting with, for example Annual Reports and the Community Plan
- Continue to provide Council presence at community events (such as the Council Tent at the Friday Markets) to encourage informal feedback, and ensure that this feedback is captured and distributed

⁶ Barriers and issues are sourced from research and initial consultations and are not necessarily specific to the City of Palmerston. It is recommended that this section be replaced with those identified by Palmerston residents with lived experience after the planned wider community consultations.

2. COLLABORATIVE

- Conduct a mapping exercise to identify all community and volunteer groups and organisations operating in the Palmerston area, and develop a communications strategy that includes a point of contact at Council
- Establish a Community Inclusion and Access Advisory Committee that includes an Elected Member, Council Staff, Community organisations and individuals with lived experience of exclusion and lack of equity and access
- Work with relevant groups, organisations and individuals to develop specific plans and strategies including:
 - Disability Inclusion and Access Plan
 - Reconciliation Action Plan
 - Youth Inclusion Plan
 - Families, Seniors and Children Inclusion Plan
- Provide information, support and training for diverse community cohorts in civic participation and leadership

3. EMBEDDED

- Develop and implement Accessible Consultation and Accessible Meetings guidelines for Council staff and partners, building on work already commenced
- Ensure Council staff have an easy to follow process to access local expertise and lived experience through the IDA Advisory Committee
- Continue to implement Larrakia Protocols at all Council meetings and events
- Build and expand on existing Incorporation of formal and informal consultation and civic engagement activities in the annual calendar of events – eg Youth Forum, Seniors Week, International Day of People with Disability, Harmony Day, NAIDOC Week, PRIDE Week etc.
- Ensure that committees and groups working with and for Council to address wide ranging social and civic matters, such as the Safe Communities Committee include diverse perspectives, and that any accessibility barriers are addressed

4. ALWAYS IMPROVING

- Continue to regularly audit all Council civic engagement activities for accessibility and inclusion – including consideration of the timing of activities, options for residents to participate from home (eg Facebook Surveys, phone apps), access to interpreters, hearing loops, physical access and sensory environment of meeting rooms and venues, transport options and limiting sensory overload.

FOR INSPIRATION AND CONSIDERATION:

- Develop a Civic Education and Participation program including encouragement and support for diverse people to consider running for election
- Create a podcast about civic engagement and the work of Council
- Host a 'hackathon for good' around a key Palmerston issue (<https://disruptorsco.com/big-list-hackathons/>)

THIS DOMAIN CONTRIBUTES TO THE FOLLOWING MEASURES OF SUCCESS IN OUR COMMUNITY PLAN:

Outcome 1 - Family & Community

- An increase in the number of people attending Council events and engaging in community activities
- Increased accessibility of Council facilities and resources for community activities for all members of our community

Outcome 3 - Cultural Diversity & Outcome 4 - A Future Focus

- Council consults with and includes the needs of all people in its programs and planning using a mechanism it has agreed with those communities

Outcome 6 - Governance

- Community are satisfied that Council values and encourages participation in Council activities by the community and is committed to delivering the highest possible levels of service and community engagement
- Community are satisfied that Council is committed to ensuring that the systems and processes of Council support the organisation in delivering the best possible services to the community
- Community are satisfied that Council is showing corporate and social responsibility, ensuring the sustainability of Council assets and services and undertaking effective planning and reporting of Council performance to the Community

Domains of the IDA Framework: **Community, Leisure & Social Participation**

Our community has opportunities to celebrate, include, understand, learn and accept.

- City of Palmerston Community Plan
(Objective 3.1)

The City of Palmerston's annual program of events, celebrations and community recreation and sport programs are key strengths of Council. Consultation participants involved in developing this framework commended Council staffs' efforts to provide welcoming and accessible events, particularly at the Library, Recreation Centre and Swimming Pool. A diverse range of activities received positive feedback, including Drag Queen Storytelling, NAIDOC week celebrations, Palmerston Youth Festival, Christmas Wonderland, Youth Drop In Sports, and Brekkie in the Park. There are many opportunities to increase participation in these and other community, leisure and social events through the application of inclusion, diversity and accessibility principles.

Examples of potential barriers and issues include⁷:

- insufficient notice to arrange transport, carers and other logistics required to attend
- lack of information about accessibility options and accommodations
- uncertainty about the sensory environment – 'will it be overwhelming or overstimulating?'
- transport to and from events
- concerns about safety, particularly after dark
- timing of events – for example, people with disabilities may only be able to easily access carer support during weekday business hours
- physical and/or mobility issues
- perception that events are only for a certain group of people – for example, grandparents wishing to attend children's events may be uncertain that they are included

Principles in Action

This is what the Council can do to enable, support and increase community, leisure and social participation for all Palmerston residents.

1. VISIBLE

- Continue to celebrate Palmerston's rich culture and heritage through art, exhibitions and education initiatives
- Continue to create and promote accessibility options for participation in sports and physical recreation programs
- Ensure that promotion of events and activities includes information about accessibility accommodations and facilities
- Work towards providing information about events and activities in languages other than English, and accessible formats

⁷ Barriers and issues are sourced from research and initial consultations and are not necessarily specific to the City of Palmerston. It is recommended that this section be replaced with those identified by Palmerston residents with lived experience during the planned wider community consultations.

2. COLLABORATIVE

- Increase coordination of the Annual Calendar of events, celebrations and activities in collaboration with the IDA Advisory Committee and community organisations
- Continue to support and promote events and activities run by community organisations, and assist organisers to expand accessibility and inclusion options
- Support local businesses, organisations, facilities and venues to increase accessibility and inclusion
- Provide grants and other support (such as free/low cost venues and equipment, promotion, access to networks, advice and training) for cultural groups to run activities and programs to increase social participation and raise the profile of different cultures and groups within the community

3. EMBEDDED

- Develop Council Requirements and Guidelines for accessible and inclusive events and programs (see Resources section for examples)
- Review Council events and celebration including consideration of alternative options to increase accessibility and participation – for example, 'Quiet Times/Zones' or options for modified activities to suit different levels of physical abilities
- Ensure outdoor events include appropriate facilities including accessible toilets and change rooms, 'Quiet Spaces', mobility and parking accommodations

4. ALWAYS IMPROVING

- Implement consistent access and inclusion participant feedback mechanisms for all programs and events, with feedback discussed and actioned in collaboration with the IDA Advisory Committee
- Identify community groups that are not participating in events and activities, and conduct outreach to identify and address barriers and challenges
- As part of existing processes, regularly review of Council activities and programs to ensure a balance of age groups are catered for, including young adults and youth, and opportunities for age groups to mix and mingle
- Add to existing accessible equipment available for use at events and activities

FOR INSPIRATION AND CONSIDERATION:

- Acquire/create a portable 'Quiet Zone' that can be used at the Friday Market and other outdoor events
- Consider provision of a 'Fun Bus' to provide transport to community events and celebrations
- Sensory Friendly Films - <https://www.autism-society.org/get-involved/other-ways-to-get-involved/sensory-friendly-films/>
- Create a Local Business Network to increase access and inclusion – example here is 'age friendly' but could be expanded: <https://www.melvillecity.com.au/our-city/business-hub/operating-a-business/melville-age-friendly-accessible-business-network>

THIS DOMAIN CONTRIBUTES TO THE FOLLOWING MEASURES OF SUCCESS IN OUR COMMUNITY PLAN:

Outcome 1 - Family & Community

- An increase in the number of people attending Council events and engaging in community activities
- Increased accessibility of Council facilities and resources for community activities for all members of our community

Outcome 2 - Vibrant Economy

- The people of Palmerston choose to shop local
- More tourists visit Palmerston

Outcome 3 - Cultural Diversity & Outcome 4 - A Future Focus

- Council consults with and includes the needs of all people in its programs and planning using a mechanism it has agreed with those communities
- Fostering and promotion of arts and culture within our community and the awareness and promotion of local history is improved

Outcome 6 - Governance

- Community are satisfied that Council values and encourages participation in Council activities by the community and is committed to delivering the highest possible levels of service and community engagement
- Community are satisfied that Council is committed to ensuring that the systems and processes of Council support the organisation in delivering the best possible services to the community

Domains of the IDA Framework: ***Economic Participation***

Economic participation is more than just jobs, it includes all of the ways people contribute to their local economy, including through employment, self-employment, career progression, enterprise development, education and training, and as consumers. Local employment enables community members to set down roots, and support and engagement of diverse perspectives – including youth and people from multicultural backgrounds - in creating new industries, social enterprises and businesses increases the vibrancy and sustainability of a local economy.

Examples of potential barriers and issues include⁸ :

- lack of work experience opportunities (particularly for youth, migrants and refugees)
- employer perceptions that support for employees of diverse backgrounds and abilities is difficult and/or costly
- lack of awareness of government, philanthropic and institution programs supporting increased employment, business development for particular populations
- insufficient knowledge, skills and/or access to expertise relating to employment, social enterprise and business start-up and management
- physical and sensory environments that do not cater for diverse accessibility needs
- fear and difficulty travelling on public transport to access a job, particularly beyond Palmerston, ie Darwin City

When businesses thrive,
families also thrive, and our
city becomes more liveable.
Jobs enable community
members to set down roots –
and this means that they are
more likely to stay.

- City of Palmerston Community Plan
(Outcome 2 – Vibrant Economy)

Principles in Action

This is what the Council can do to enable, support and increase economic participation for all Palmerston residents.

1. VISIBLE

- Develop policies and programs to ensure Council workforce and volunteers reflect the diversity of our population, within the bounds of merit based recruitment and due process
- Ensure Council support and initiatives relating to diversity, inclusion and accessibility for their workforce is prominently promoted and celebrated (eg Mental Health in the Workplace program)
- Opportunities for employment, business start-ups and participation in employment support programs are widely promoted across Council communication channels

⁸ Barriers and issues are sourced from research and initial consultations and are not necessarily specific to the City of Palmerston. It is recommended that this section be replaced with those identified by Palmerston residents with lived experience during the planned wider community consultations.

2. COLLABORATIVE

- Continue to work with community organisations and services to develop and support programs and initiatives that help people of all abilities, backgrounds, ages gain confidence and skills to find and access meaningful work
- Work with community organisations and services to support entrepreneurs, micro-businesses and small business start-ups through business skills programs, mentoring initiatives and grants
- Work with other levels of government and institutions (such as banks) to ensure national programs supporting employment and business ownership are understood, and accessed by Palmerston businesses, industries and organisations
- Explore potential partnerships with community organisations to provide employment pathways within Council – for example, disability, migrant and youth employment services and programs

3. EMBEDDED

- Build on existing work to seek opportunities to provide work experience, volunteer opportunities and apprenticeships in a way that removes barriers to employment for people with diverse abilities and backgrounds
- Review Council recruitment and retention policies to address barriers to employment for people from different community groups, within the bounds of merit based recruitment and due process
- Continue to implement and review Council procurement policies to prioritise local businesses and social enterprises that have diversity in employment and ownership (where feasible)

4. ALWAYS IMPROVING

- Include employment diversity progress in Council reports
- Review and replicate/scale up of successful programs and initiatives
- Regular consultation with local industry, businesses and education, training and community organisations to identify challenges and successes

FOR INSPIRATION AND CONSIDERATION:

- Establish a Business Skills/Hub in collaboration with local businesses, Charles Darwin University and local organisations
- Consider supporting a 'meanwhile space' program where vacant shopfronts may be used for short term, low cost premises for social businesses, start ups: <https://www.theguardian.com/lifeandstyle/2019/may/02/meanwhile-spaces-the-empty-shops-becoming-a-creative-force-across-the-country>
- Support a 'Local Jobs for Local People' initiative such as https://welcomingcities.org.au/wp-content/uploads/2017/11/HCC3689-LocalJobsHandbook_Web-enabled_FINAL.pdf

THIS DOMAIN CONTRIBUTES TO THE FOLLOWING MEASURES OF SUCCESS IN OUR COMMUNITY PLAN:

Outcome 2 – Vibrant Economy

- Occupancy rates – retail shops are full
- Employment rates increase
- The population of Palmerston is growing (families stay)
- There are more businesses located in Palmerston
- Council is committed to ensuring local businesses and industry receive the support they need in order to grow and prosper in our region

Outcome 3 - Cultural Diversity & Outcome 4 - A Future Focus

- Council consults with and includes the needs of all people in its programs and planning using a mechanism it has agreed with those communities

Outcome 6 - Governance

- Community are satisfied that Council values and encourages participation in Council activities by the community and is committed to delivering the highest possible levels of service and community engagement
- Community are satisfied that Council is committed to ensuring that the systems and processes of Council support the organisation in delivering the best possible services to the community
- Community are satisfied that Council values its people and the culture of our organisation. Council is committed to continuous improvement and innovation whilst seeking to reduce the costs of Council services through increased efficiency.

Domains of the IDA Framework:

Built & Natural Environment

Infrastructure is maintained and managed to meet community need and adopt innovative approaches.

- City of Palmerston Community Plan
(Objective 4.2)

This Domain includes buildings and facilities owned and managed by Council such as the Library, Recreation Centre and Swimming Pool, parks, playgrounds and outdoor spaces, transport, parking and pedestrian treatments, infrastructure projects, street and public space signage and artwork. Council works in partnership with the Northern Territory Government to create a city that has the infrastructure, buildings and outdoor space that meets the needs and aspirations of the Palmerston community. Several major developments and projects are currently underway, including SWELL, the revitalisation of Palmerston's Swimming and Fitness Centre, Gray Community Hall Redevelopment, improvements to Marlowe Lagoon Dog Park, improvements to the Library and the development of a Play Space strategy.

Examples of potential barriers and issues include⁹:

- limited accessible parking, including availability of reserved disability parking, covered parking and drop off and pick up zones
- absence of or poorly located and/or constructed access to buildings and outdoor spaces – including pathways, ramps, handrails, lifts and doors
- lack of appropriate indoor and outdoor furniture and fittings– for example, tables that accommodate wheelchairs and chairs that are easy to rise from
- signage that is confusing or hard to read for people with vision impairment or limited English literacy
- lack of and/or poorly designed accessible toilets, changing rooms and quiet spaces
- absence of physical representations of cultural history and heritage and diversity
- playground and other equipment that is inappropriate for older children and/or children with disabilities
- lack of shade in outdoor spaces

Principles in Action

This is what the Council can do to increase the inclusiveness and accessibility of Palmerston's built and natural environment:

1. VISIBLE

- Continue the programs and strategies in place and in development to Increase availability of physical accessibility supports such as toilets, changing rooms, quiet spaces, ramps and lifts, parking and drop off zones, and ensure they are clearly marked, easy to use and integrated with other infrastructure
- Increase public art and other visible symbols such as flags and signs that celebrate Palmerston's rich cultural heritage
- As part of the existing strategies to increase accessibility of infrastructure, ensure signage uses appropriate, respectful, appropriate and gender-neutral symbols, tactile markers and Simple English

2. COLLABORATIVE

- Prioritise a collaboration with community members, businesses and organisations to review the Palmerston CBD with the view to creating a welcoming, accessible and inclusive hub for all the people of Palmerston
- Continue to build strong and effective partnerships with the Northern Territory Government with shared responsibility for the infrastructure and built environment of Palmerston

⁹ Barriers and issues are sourced from research and initial consultations and are not necessarily specific to the City of Palmerston. It is recommended that this section be replaced with those identified by Palmerston residents with lived experience during the planned wider community consultations.

- Work with people with lived experience of exclusion and lack of access to review accessibility of venues, outdoor spaces and facilities
- Support local organisations and businesses to promote and improve accessibility through information, awards, grants, guidance, collaboration with networks
- Support and encourage local groups and organisations to achieve their goals for hubs and spaces for specific community groups
- Continue the practice of wide community consultation on new developments and refurbishments
- Continue to work with the Larrakia Nation and the Palmerston Indigenous Network (PIN) to install signage to inform and celebrate Palmerston's Aboriginal and Torres Strait Islander history and culture

3. EMBEDDED

- Continue to ensure that development and redevelopment plans incorporate all relevant access standards and requirements, and incorporate Universal Design Principles
- Require community venues to have strategies in place to minimise potential for sensory overload, including noise and clutter reduction, and the creation of quiet spaces and zones
- Conduct accessibility consultations with people with lived experience when developing or redeveloping indoor and outdoor spaces

4. ALWAYS IMPROVING

- Continue regular access and inclusion audits and reviews of all buildings and outdoor spaces, with priorities and solutions developed in collaboration with people with lived experience
- Identify temporary or ad hoc accessibility accommodations and develop strategies and timeframes to upgrade and improve integration and functionality
- Continue to increase the availability of shade in outdoor spaces
- Continue to improve and increase the availability of accessible parking options
- In line with current strategies and plans, continue to increase the number and location of accessible playground and outdoor equipment, including consideration of all age groups

FOR INSPIRATION AND CONSIDERATION:

- Communication Boards in parks and playgrounds <http://www.woodendspeech.com.au/communication-in-play-project>
- Changing Places <https://changingplaces.org.au>
- RECHARGE scheme – for mobility scooters and electric wheelchairs <https://www.rechargescheme.org.au>
- Inclusive mobility <https://www.weforum.org/agenda/2019/01/want-a-more-inclusive-society-start-with-mobility/>

THIS DOMAIN CONTRIBUTES TO THE FOLLOWING MEASURES OF SUCCESS IN OUR COMMUNITY PLAN:

Outcome 1 - Family & Community

- Increased accessibility of Council facilities and resources for community activities for all members of our community

Outcome 3 - Cultural Diversity & Outcome 4 - A Future Focus

- Council consults with and includes the needs of all people in its programs and planning using a mechanism it has agreed with those communities
- Fostering and promotion of arts and culture within our community and the awareness and promotion of our local history is improved

Outcome 5 – Environmental Sustainability

- Increase in canopy coverage (percentage of areas shaded by trees)
- Performance in committing to effective and responsible city planning which balances and meets residential and commercial needs in our community is improved

Outcome 6 - Governance

- Community are satisfied that Council values and encourages participation in Council activities by the community and is committed to delivering the highest possible levels of service and community engagement
- Community are satisfied that Council is committed to ensuring that the systems and processes of Council support the organisation in delivering the best possible services to the community

Domains of the IDA Framework: **Communication**

Effective, inclusive and accessible communication will support and amplify the exciting and comprehensive actions Council will be undertaking to achieve the community's vision for Palmerston. This includes the Council website and social media, formal documents, letters, emails, notices and invitations, face to face, online and telephone experiences, feedback and complaints, awareness and education initiatives and Council's approach to advocacy and positive messaging about Palmerston. In the Palmerston Community Plan, Council made a strong commitment to improving communications with the community, including providing timely and relevant news and updates, adopting a relevant and inspiring social media approach and changing the feedback process into one of learning. This commitment was affirmed through the consultations conducted for this Framework.

Examples of potential barriers and issues include¹⁰ :

- inability to access, or uncertainty about interpreters and translation services
- lack of alternative / accessible formats for written communications
- lack of options for non-verbal communication such as communication boards, Auslan or options using symbols rather than words
- lack of alternatives to online communications or services
- unclear or unavailable contact points for specific issues or topics – 'who do I talk to?'
- exclusive, inappropriate or outdated language or symbols
- misperception and stigma around specific community groups in Palmerston

(Council will) change the council feedback process into one of learning – complaints provide an opportunity to connect with the community... we are also committed to improving how we share information with our community. We will improve the connection between Council and the community and provide more timely and relevant news and updates...We will be exploring how we use social media more effectively to share information and engage with residents.

- City of Palmerston Community Plan
(Our Commitment)

Principles in Action

This is what the Council can do to increase the inclusiveness and accessibility of communication:

1. VISIBLE

- Implement a strategy of positive communication about inclusion and diversity of all community groups in Palmerston, building on work already commenced
- Continue to ensure images and language used by Council is respectful and representative of the diverse population of Palmerston
- Provide and widely promote clear contact points for residents to communicate with Council – including information about accessibility options such as interpreters and alternative formats
- Ensure the Council website includes prominent information about how to obtain information in different languages, including Auslan

¹⁰ Barriers and issues are sourced from research and initial consultations and are not necessarily specific to the City of Palmerston. It is recommended that this section be replaced with those identified by Palmerston residents with lived experience during the planned wider community consultations.

2. COLLABORATIVE

- Conduct a mapping exercise to identify all community organisations and groups in Palmerston, and develop a mutual communication strategy or protocol
- Work with networks, community organisations and groups to disseminate information about Council activities and events – for example by providing a monthly newsletter for distribution by other parties
- Seek guidance from people with lived experience to develop communication strategies that are accessible to all community members
- Advocate with relevant government departments to improve the availability of interpreters and translators in Palmerston, including increasing the number of Auslan interpreters

3. EMBEDDED

- Develop a plan to increase alignment with the Web Content Accessibility Guidelines (<https://www.w3.org/WAI/standards-guidelines/wcag/>)
- Continue and expand provision of alternatives to online services/communication, recognising that not every resident of Palmerston has access to the internet
- Ensure all Council staff receive training and information about how to access document translation and interpreters
- Ensure council communication strategies and plans include multiple, inclusive and accessible channels – online, posters and newsletters, the TV in Goyder Square, radio, television, social media
- Provide guidelines for appropriate language, symbols and images for all Council staff
- As capacity to do so grows, ensure Council Documents contain information about how alternative formats and/or translations may be obtained

4. ALWAYS IMPROVING

- Continue to improve the timeliness, availability and accessibility of information regarding Council events, meetings, programs and activities both online and through newsletters, posters and advertising
- Implement current plans to develop a contemporary approach to Social Media in collaboration with community members, particularly the youth of Palmerston
- Review Council feedback and complaints processes to include multiple channels, ease of access, response times and a process to invite community members to engage in consultation and issues resolution

FOR INSPIRATION AND CONSIDERATION:

- Communication Boards for Frontline staff <https://www.ptv.vic.gov.au/footer/customer-service/communication-access/#commboard>
- Include a Braille message on Council letters advising that a Braille translation of the document may be requested <https://www.visionaustralia.org/services/print-accessibility/alternate-format-production>
- Feedback App for phones – Snap Send Solve: <https://www.snapsendsolve.com>
- National Toilet Map <https://toiletmap.gov.au>

THIS DOMAIN CONTRIBUTES TO THE FOLLOWING MEASURES OF SUCCESS IN OUR COMMUNITY PLAN:

Outcome 1 – Family and Community

- An increase in the number of people attending Council events and engaging in community activities
- Increased accessibility of Council facilities and resources for community activities for all members of our community

Outcome 3 - Cultural Diversity & Outcome 4 - A Future Focus

- Council consults with and includes the needs of all people in its programs and planning using a mechanism it has agreed with those communities

Outcome 5 – Environmental Sustainability

- The level of recycling/proportion of rubbish recycled is increased
- There is a decrease in littering

Outcome 6 – Governance

- Community are satisfied that Council values and encourages participation in Council activities by the community and is committed to delivering the highest possible levels of service and community engagement
- Community are satisfied that Council is committed to ensuring that the systems and processes of Council support the organisation in delivering the best possible services to the community

Domains of the IDA Framework:

Council, Culture, Services & Operations

Be effective – do what we are supposed to do, and deliver our Community Plan. Be accountable – open and transparent and also report back on our progress. Be courageous – try new solutions, take measured risks, adopt new technologies, be flexible and adaptable.

- City of Palmerston Community Plan
(Outcome 6 – Governance)

It is the role of Council to continually strive to co-create a community in collaboration with our residents. It is the people who work for and with Council and the internal systems that guide them which create an organisational culture which supports this aspiration. Provision of all Council services including permits, recycling and waste management, community grants, rates collection and environmental initiatives will incorporate principles of inclusion, diversity and accessibility to ensure equitable access and participation in all the City of Palmerston has to offer.

Examples of potential barriers and issues include¹¹:

- staff unaware of internal information and resources relating to inclusion, diversity and accessibility – including lack of information regarding local contacts
- staff training is ad hoc, not current or difficult to access
- excellent work increasing inclusion, diversity and/or accessibility falls 'under the radar'
- staff and teams unaware of existing international, national, Territory and local programs and initiatives and therefore 'reinvent the wheel'
- small local organisations have limited resources lack capacity to apply for grants and funding
- Council services and initiatives (for example, recycling initiatives or applications for permits) are not always understood by residents with limited English, or who require information in accessible formats

Principles in Action

This is what the Council can do to increase the inclusiveness, diversity and accessibility of culture, services and operations:

1. VISIBLE

- Ensure that Council's commitment to diversity, inclusion and accessibility in all council activities and operations is widely promoted and advertised internally and externally
- Consider formal and informal recognition programs (such as staff and/or community awards) for innovations and exceptional work in promoting inclusion, diversity and accessibility
- Ensure that the IDA Framework and Community Plan is widely disseminated, and used to report back to Community as planned
- Identify and consider participating in recognised and relevant accreditation, benchmarks and standards such as Welcoming Cities, the Rainbow Tick, Age Friendly and Child Friendly Cities

2. COLLABORATIVE

- Work with the IDA Advisory Committee, community organisations and local people with lived experience to develop a comprehensive staff training and information program for all Council staff including topics such as cultural safety, disability awareness and inclusion, mental health first aid, gender inclusion, multicultural inclusion, accessible and inclusive communication and language,

¹¹ Barriers and issues are sourced from research and initial consultations and are not necessarily specific to the City of Palmerston. It is recommended that this section be replaced with those identified by Palmerston residents with lived experience during the planned wider community consultations.

anti-discrimination laws and legislation, and intergenerational trauma.

- Continue to promote and encourage the use of Council venues and facilities by community organisations
- Bring together people with diverse perspectives to discuss, resolve issues, challenges and opportunities affecting the whole community – including safety, emergency planning, environmental sustainability – using current committees and networks as examples
- Create mechanisms to identify resources from community organisations and groups – local, Territory and National – and make these available at Council venues and on the Council website

3. EMBEDDED

- Implement a plan to ensure that online services meet Australian Government's Digital Service Standard Criteria (<https://www.dta.gov.au/help-and-advice/digital-service-standard/digital-service-standard-criteria>)
- Create a central point for the storage and ongoing curation of resources and information relating to inclusion, diversity and access (such as those provided in an appendix to this document) for use of Council staff
- Ensure that staff have appropriate access to the IDA Advisory Committee and networks when planning services/initiatives
- Incorporate requirements regarding access and inclusion in the Community Benefit Grants program guidelines, and review the application process to simplify the application process as much as possible – eg previous Quick Response Grants
- Develop criteria for reporting within Council that includes relevant information about how inclusion, diversity and accessibility has been considered
- Continue the ongoing review and update documented protocols, processes and procedures at the City of Palmerston to include guidance and checks for relevant inclusion, diversity and accessibility factors

4. ALWAYS IMPROVING

- Continue to ensure all services provided and initiatives undertaken by City of Palmerston conduct regular reviews of IDA and identify areas for innovation and improvement, including seeking feedback from people with lived experience
- Seek feedback on application processes (for permits, grants, scholarships etc)
- Include questions relating to diversity, inclusion and access in staff surveys

FOR INSPIRATION AND CONSIDERATION:

- City of Darwin Lord Mayoral Awards <https://www.darwin.nt.gov.au/council/news-media/news/lord-mayoral-awards-winners-announced-0>
- Rainbow Tick <https://www.qip.com.au/standards/rainbow-tick-standards/>
- Welcoming Cities <https://welcomingcities.org.au/>
- Accessible community transport to events and activities

THIS DOMAIN CONTRIBUTES TO THE FOLLOWING MEASURES OF SUCCESS IN OUR COMMUNITY PLAN:

Outcome 1 - Family & Community

- An increase in the number of people attending Council events and engaging in community activities
- Increased accessibility of Council facilities and resources for community activities for all members of our community

Outcome 3 - Cultural Diversity & Outcome 4 - A Future Focus

- Council consults with and includes the needs of all people in its programs and planning using a mechanism it has agreed with those communities

Outcome 6 - Governance

- Community are satisfied that Council values and encourages participation in Council activities by the community and is committed to delivering the highest possible levels of service and community engagement
- Community are satisfied that Council is committed to ensuring that the systems and processes of Council support the organisation in delivering the best possible services to the community
- Community are satisfied that Council values its people and the culture of our organisation. Council is committed to continuous improvement and innovation whilst seeking to reduce the costs of Council services through increased efficiency.

IDA Advisory Committee Establishment

It is recommended that Council establish the City of Palmerston Inclusion, Diversity and Accessibility Community Advisory Committee as a key priority during and after the community consultation period (see Domain 1: Civic Engagement). In establishing this Committee, Council should develop Terms of Reference to clearly define the purpose, delegates and model for the Committee that will support future planning

Following the establishment of the Committee and the community consultations planned for the IDA Framework additional plans and documents may be developed in line with the Community Plan, including:

- Disability Inclusion and Access Plan (drafted and currently under review)
- Reconciliation Action Plan
- Youth Inclusion and Access Plan
- Families, Seniors and Children Plan

Appendix 1:

Alignment of the IDA Framework to the Community Plan

1. Measures of Success

	Civic Engagement	Community, Leisure & Social Participation	Economic Participation	Built & Natural Environment	Communication	Council Culture, Services & Operations
OUTCOME 1 - Family & Community						
An increase in the number of people attending Council events and engaging in community activities	X	X		X	X	X
Reduced Crime Rates – specifically a reduction in alcohol fuelled violence						
Increased partnerships in place between the Council and other levels of government which seek to address crime						
Increased accessibility of Council facilities and resources for community activities for all members of our community	X	X			X	X
OUTCOME 2 - Vibrant Economy						
The people of Palmerston choose to shop local		X				
Occupancy rates – retail shop spaces are full			X			
Employment rates increase			X			
The population of Palmerston is growing (families stay)			X			
More tourists visit Palmerston		X				

	Civic Engagement	Community, Leisure & Social Participation	Economic Participation	Built & Natural Environment	Communication	Council Culture, Services & Operations
More funds available for Council to invest in the community						
More businesses located in Palmerston			X			
Council is committed to ensuring local businesses and industry receive the support they need in order to grow and prosper within our region – measured through the Community Satisfaction Survey			X			
OUTCOME 3 - Cultural Diversity & OUTCOME 4 - A Future Focus						
Council consults with and includes the needs of all people in its programs and planning using a mechanism it has agreed with those communities	X	X	X	X	X	X
Fostering and promotion of arts and culture within our community and the awareness and promotion of our local history is improved		X		X		
Environmental Sustainability						
The level of recycling/ proportion of rubbish recycled is increased					X	
There is a decrease in littering					X	
Increase the canopy coverage (% of areas shaded by trees)				X		
Reduction in businesses using packaging and wrapping						

	Civic Engagement	Community, Leisure & Social Participation	Economic Participation	Built & Natural Environment	Communication	Council Culture, Services & Operations
Performance in actively protecting and enhancing the environmental assets and infrastructure of the City of Palmerston, while supporting local businesses and industry in sustainable land use is improved				X		
Performance in committing to effective and responsible city planning which balances and meets residential and commercial needs in our community is improved						
OUTCOME 6 - Governance						
Community are satisfied that Council values and encourages participation in Council activities by the community and is committed to delivering the highest possible levels of service and community engagement	X	X	X	X	X	X
Community are satisfied that Council is committed to ensuring that the systems and processes of Council support the organisation in delivering the best possible services to the community	X	X	X	X	X	X



	Civic Engagement	Community, Leisure & Social Participation	Economic Participation	Built & Natural Environment	Communication	Council Culture, Services & Operations
Community are satisfied that Council values its people and the culture of our organisation. Council is committed to continuous improvement and innovation whilst seeking to reduce the costs of Council services through increased efficiency			X			X
Community are satisfied that Council is showing corporate and social responsibility, ensuring the sustainability of Council assets and services and undertaking effective planning and reporting of Council performance to the Community	X					



2. Objectives & Strategies

	Civic Engagement	Community, Leisure & Social Participation	Economic Participation	Built & Natural Environment	Communication	Council Culture, Services & Operations
Family & Community, Objective 1.1 We Focus on Families						
Palmerston Family and People Plan	X				X	
Hub for children and young people -which offers a sanctuary and promotes belonging; and support and places to gather for parents, single people and the elderly		X		X		
The youth of Palmerston are visible – positive stories, role in decision-making, Young people's voices are included in all aspects of council's work	X	X	X		X	X
Family & Community, Objective 1.2 The wellbeing of our community is a focus for all of our work						
Council considers the social implications of all planning and decision making, including when contributing to Territory planning processes and providing advice on development approvals. Council will work with the community to develop some community impact principles which assist Council to make sound decisions that align with the community's aspirations about Palmerston	X			X		
Council has strong partnerships and works in collaboration with those who provide social services to the community to better coordinate the delivery and effectiveness of these services	X	X	X	X	X	X

	Civic Engagement	Community, Leisure & Social Participation	Economic Participation	Built & Natural Environment	Communication	Council Culture, Services & Operations
Our volunteers are valued and supported for the important work they undertake for our community			X			X
Vibrant Economy, Objective 2.1: Improve Palmerston's image						
The image and brand of Palmerston is strong and authentic and reflects our vision as 'A Place for People'					X	
We promote 'employ local' and 'buy local' where possible			X			
Vibrant Economy, Objective 2.2: Palmerston's economic future is bright						
Palmerston has a long term vision which builds.... The community of Palmerston is involved in all economic planning to ensure we maintain a social capital mindset	X					
We investigate alternative income streams and economic pursuits			X			
We locate businesses in a strategic way to promote activation and movement in the CBD				X		
We involve and engage youth in business development and innovations	X		X		X	
We encourage, develop and support local businesses			X			
We attract and support new businesses to set down roots in Palmerston			X			

	Civic Engagement	Community, Leisure & Social Participation	Economic Participation	Built & Natural Environment	Communication	Council Culture, Services & Operations
We support and encourage entrepreneurs			X			
Cultural Diversity, Objective 3.1: To celebrate our rich culture and diversity						
Develop a Culture and Diversity Plan which models how the city values and respects the diversity of the community. This plan builds and enriches our diversity, promotes unity, embraces culture and heals the past	X	X	X	X	X	X
Palmerston celebrates cultural diversity with events throughout the year. Our community has opportunities to celebrate, include, understand learn and accept		X				
Council grows support for cultural events		X			X	
Recognition of our diversity and cultural heritage through statements, acknowledgments and publicly visible stories and signs about our heritage		X		X	X	X
Incorporate our cultural diversity into the design and layout of our public spaces (murals, art, paving)				X		
Culture and heritage is celebrated through art, exhibition and education initiatives		X		X	X	

	Civic Engagement	Community, Leisure & Social Participation	Economic Participation	Built & Natural Environment	Communication	Council Culture, Services & Operations
Cultural Diversity, Objective 3.2: Recognise and support diversity through our partnerships and leadership						
Aboriginal and Torres Strait Islander leaders work in partnership with Council leaders to pursue cultural and heritage outcomes	X	X		X		X
Consider development of a First Nations Strategy that recognises, acknowledges, increases awareness and promotes partnerships with the Larrakia Nation	X					
Council has strong partnerships in the community which enables it to include diverse views and perspectives in its planning and decision-making processes	X	X	X	X	X	X
Planning processes are inclusive of cultural diversity views and input	X	X	X	X	X	X
Council works with schools and community groups to celebrate and recognise culture and diversity	X	X	X	X	X	X
Establish a mechanism to enable diversity to be considered in all major initiatives of Council (ie a Diversity Advisory Committee)	X					
When undertaking town planning Council incorporates needs of all residents of Palmerston				X		

	Civic Engagement	Community, Leisure & Social Participation	Economic Participation	Built & Natural Environment	Communication	Council Culture, Services & Operations
A Future Focus, Objective 4.1: We support and foster innovation						
We focus on developing our people. We develop and foster innovation in the community – through skills development, capacity building, enabling/encouraging and supporting the community to be self-reliant	X		X			X
We will support the establishment of a network of experts and innovators who can influence innovation and encourage forward thinking	X					
We support and encourage businesses to embrace change and innovate			X		X	
We want to attract and retain businesses and not-for-profit agencies that use innovative approaches to social issues, service delivery and product development	X	X	X			X
A Future Focus, Objective 4.2: Infrastructure is fit for purpose						
Infrastructure is maintained and managed to meet community need and adopt innovative approaches				X		
Our assets have multiple uses				X		

	Civic Engagement	Community, Leisure & Social Participation	Economic Participation	Built & Natural Environment	Communication	Council Culture, Services & Operations
Environmental Sustainability, Objective 5.1: Reduce our footprint on the environment						
People are engaged and encouraged to adopt best practice sustainable and environmental practices – Practical ways to be green in Palmerston					X	
When council constructs new buildings, they seek to utilise renewable energy efficient technologies						
Council's processes model best practice in sustainability and environmental management						
Increase educational and awareness raising initiatives that improve and expand community understanding of how they can have a lower environmental footprint					X	
Provide opportunities for community to recycle, reuse or repair all types of waste					X	
Council phase out use of plastic at Council events and in all Council owned and run faculties					X	
Council uses locally sourced materials where possible, supported by local labour			X			
Council procurement processes promote sustainability					X	

	Civic Engagement	Community, Leisure & Social Participation	Economic Participation	Built & Natural Environment	Communication	Council Culture, Services & Operations
Environmental Sustainability						
Objective 5.2: Palmerston is a cool, shaded green city						
Environmental Sustainability, Objective 5.3: Encourage personal action and taking a leadership role						
Encourage greater use of recycling bins by reducing general waste collection fees/rates					X	
Participate in and encourage NTG to develop planning guidelines that promote green infrastructure						
Governance, Objective 6.1: Ensure we have a leading governance model						
Be effective – do what we are supposed to do, and deliver our Community Plan	X				X	X
Be accountable – open and transparent and also report back on our progress	X				X	
Be courageous – try new solutions, take measured risks, adopt new technologies, be flexible and adaptable	X					X
Governance, Objective 6.2: Community is at the centre						
Bring community into all aspects of the business – citizens are active and participate in the business of Council	X	X	X	X	X	X
Governance, Objective 6.3: Healthy working partnerships						
Contribute strategically to decisions others make for Palmerston (ie planning) to ensure our strategic direction is being achieved – prioritise the health of Council's partnerships and networks – and make sure they are working well	X	X	X	X	X	X

	Civic Engagement	Community, Leisure & Social Participation	Economic Participation	Built & Natural Environment	Communication	Council Culture, Services & Operations
Work in partnership with staff to achieve the very best outcomes. Ensure frank and open dialogue						X

Appendix 2: *Useful resources*

The following table is a sample of the many resources for inclusion, diversity and accessibility available. It is expected that more will be added over time to create a curated toolkit for Council staff, volunteers and partners.

● Organisation websites

Association for Children with Disability	https://www.acd.org.au/
Australian Breastfeeding Association	https://www.breastfeeding.asn.au/services/welcome
Australian Human Rights Commission	https://humanrights.gov.au
Australian Local Government Association	https://alga.asn.au
Australian Multicultural Foundation	https://www.amf.net.au
Beyond Blue	https://www.beyondblue.org.au
Centre for Inclusive Design	https://centreforinclusivedesign.org.au
Changing Places	https://changingplaces.org.au
Diversity Council of Australia	https://www.dca.org.au
Federation of Ethnic Communities' Council of Australia	https://fecca.org.au
Larrakia Nation	http://larrakia.com
Multicultural Youth Advocacy Network (Australia)	https://myan.org.au
Northern Territory Anti-Discrimination Commission	https://adc.nt.gov.au
Northern Territory Lived Experience Network (mental illness, suicide)	https://livedexperiencenet.net
Northern Territory Office of Multicultural Affairs	https://territoryfamilies.nt.gov.au/policy/multicultural-affairs
Rainbow Tick	https://www.qip.com.au/standards/rainbow-tick-standards/

Sane Australia	https://www.sane.org
SBS Cultural Atlas	https://culturalatlas.sbs.com.au
Scanlon Foundation (Social Cohesion)	https://scanlonfoundation.org.au
Transhub	https://www.transhub.org.au/language#glossary
UNICEF Child Friendly Cities Initiative	https://childfriendlycities.org/what-is-the-child-friendly-cities-initiative/
Welcoming Cities Network	https://welcomingcities.org.au/the-standard/
World Health Organisation Age Friendly World network	https://extranet.who.int/agefriendlyworld/

● Aboriginal and Torres Strait Islanders

Larrakia Protocols	http://larrakia.com/about/protocol/
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● Checklists

Accessibility starter kit	http://www.aarts.net.au/wp-content/uploads/2016/04/Checklist-AccessibilityStarterKit-2016.docx
Building maintenance	http://www.aarts.net.au/wp-content/uploads/2016/04/Checklist-Venue2BuildingMaintandAccess.docx
Centre for Inclusive Design Accessibility Checking Tools	https://centreforinclusivedesign.org.au/index.php/tools/2020/03/31/accessibility-testing-tools/
City of Darwin, Accessible and Inclusive Events	https://www.darwin.nt.gov.au/council/about-council/publications-and-forms/accessible-and-inclusive-events
Inclusive Events Checklist	https://centreforinclusivedesign.org.au/index.php/blog/2017/05/10/checklist-for-inclusive-events-and-meetings/
Signage & Communications	http://www.aarts.net.au/wp-content/uploads/2016/04/Checklist-MarketingandCommunications.docx
Ticketing, seating and services	http://www.aarts.net.au/wp-content/uploads/2016/04/Checklist-Venue4TicketingSeatingandServices.docx
Transport and parking	http://www.aarts.net.au/wp-content/uploads/2016/04/Checklist-Venue1TransportandParking.docx

● Children

Touched by Olivia (Inclusive Play Spaces)

<http://touchedbyolivia.com.au/get-involved/resources/>

● Civic Engagement

Ohio State University – Kirwan Institute, The Principles for Equitable and Inclusive Civic Engagement: A guide to transformative change

<http://kirwaninstitute.osu.edu/wp-content/uploads/2016/05/ki-civic-engagement.pdf>

● Communication & Language

Australian Press Council Advisory Guideline: Reporting on persons with diverse sexual orientation, gender identity, and sex characteristics

<https://www.presscouncil.org.au/uploads/52321/ufiles/APC-Advisory-Guideline-2019-final.pdf>

Broadcast and social media communication in emergencies Guide

<https://centreforinclusivedesign.org.au/index.php/news-and-events/news/2020/01/09/broadcast-and-social-media-communication-in-emergencies/>

Centre for Inclusive Design, Easy English versus Plain English Guide

https://centreforinclusivedesign.org.au/wp-content/uploads/2020/04/Easy-English-vs-Plain-English_accessible.pdf

Centre for Inclusive Design, Contacts and Tools for Translation

<https://centreforinclusivedesign.org.au/index.php/tools/2020/03/31/contacts-for-translation/>

Centre for Inclusive Design, Contacts and Tools for Captioning

<https://centreforinclusivedesign.org.au/index.php/tools/2020/03/31/contacts-for-captioning/>

Centre for Inclusive Design, Cognitive Disability Digital Accessibility Guide

<https://centreforinclusivedesign.org.au/index.php/services/guides/2018/03/31/cognitive-disability-digital-accessibility-guide/>

Diversity Council of Australia, Words at Work: Building Inclusion Through the Power of Language

<https://www.dca.org.au/research/project/wordsatwork-building-inclusion-through-power-language>

Radical Copy Editor Trans Style Guide

<https://radicalcopyeditor.com/2017/08/31/transgender-style-guide/>

Transhub, Trans Affirming Language Guide

https://static1.squarespace.com/static/5d8c2136980d9708b9ba5cd3/t/5fade38a69c60d415b0b9c71/1605231505190/Trans-Affirming+Language+Guide_2020.pdf

Transhub 'Words Matter'

https://static1.squarespace.com/static/5d8c2136980d9708b9ba5cd3/t/5e7bf3eb6eb97b50827b950b/1585181701422/Brochure_WordsMatter.pdf

● Disability

Australian Local Government Association, Disability Inclusion Planning: A Guide for Local Government	https://alga.asn.au/disability-inclusion-planning-guide-for-local-government/
City of Darwin Access and Inclusion Plan 2019 – 2022	https://www.darwin.nt.gov.au/council/about-council/publications-and-forms/access-and-inclusion-plan-2019-2022

● Employment

Centre for Inclusive Design, Digital Accessibility and Recruitment Guide	https://centreforinclusivedesign.org.au/index.php/services/guides/2019/11/29/digital-accessibility-and-recruitment-guide/
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● General Inclusion and Accessibility

Diversity Council of Australia, Building Inclusion: An Evidence Based Model of Inclusive Leadership	https://www.dca.org.au/research/project/building-inclusion-evidence-based-model-inclusive-leadership
United Nations – list of International Days	https://www.un.org/en/sections/observances/international-days/index.html
United Nations – list of International Weeks	https://www.un.org/en/sections/observances/international-weeks/index.html

● Mental Health

Mental Health First Aid	https://mhfa.com.au/mental-health-first-aid-guidelines
SANE resources about stigma:	https://www.sane.org/information-stories/facts-and-guides/reducing-stigma
Our turn to speak – National Stigma Report card:	https://www.sane.org/adrc/current-adrc-projects/national-stigma-report-card

● Universal Design

7 Principles of Universal Design	http://universaldesign.ie/what-is-universal-design/the-7-principles/the-7-principles.html
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● Youth

Multicultural Youth Advocacy Network (Australia),
National Youth Settlement Framework

<https://myan.org.au/resources/national-youth-settlement-framework/>







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COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.2
REPORT TITLE:	Second Budget Review 2020/21
MEETING DATE:	Tuesday 16 February 2021
AUTHOR:	Finance Manager, Maxie Smith
APPROVER:	Director Organisational Services, Silke Maynard

COMMUNITY PLAN

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

PURPOSE

This report seeks Council approval for the Second Review of the 2020/21 Budget.

KEY MESSAGES

- Council's Second Budget Review is based on year-to-date information to 31 December 2020.
- Council continues to deliver a balanced budget at the end of the Second Budget Review 2020/21.
- Taminmin Library contract has been extended to December 2021, after the 2020/21 budget was finalised. The income and expenditure for the second half of this budget year have been included into this budget review.
- Capital income increased by \$1,337,284 in the Second Budget Review and includes income for the Gray Hall Redevelopment, from the Federal Government.
- Capital expenditure increased by \$2,307,442 during this review period, with the largest increase due to the \$1.5 million Smart Technology Project being included in the budget.

RECOMMENDATION

1. THAT Report entitled Second Budget Review 2020/21 be received and noted.
2. THAT Council adopts the Second Budget Review 2020/21, per Section 128 (2) of the *Local Government Act*, as presented as **Attachment 13.2.2.1.** to report entitled Second Budget Review 2020/21.
3. THAT Council adopts the revised Reserve movements for 2020/2021 of:
Transfers of \$1,173,945 from Reserves:
 - \$1,170,500 from Working Capital Reserve.
 - \$1,000,000 for the Smart Technology Project.
 - \$170,500 for the Gray Hall Redevelopment project.
 - \$3,445 from Unexpended Grants Reserve for the Zuccoli Parade Streetscaping Project.
Transfers of \$203,787 to Reserves:
 - \$203,787 to FILOC Reserve.
 - \$177,194 additional developer contributions received.
 - \$26,593 returned to reserves from the Developer Funded Pathways project.

as presented as **Attachment 13.2.2.2** to report entitled Second Budget Review 2020/21.

BACKGROUND

Council adopted the 2020/21 Budget on 21 July 2020 as part of the Municipal Plan.

Council officers have completed a second review of the budget to assess both project and ongoing costs against the current budget and operational priorities.

DISCUSSION

The Second Budget Review considers the cost savings, operational efficiencies, and long-term benefits to our community.

The below comments have been added to reflect the movement as per Statement of Comprehensive Income as **Attachment 13.2.2.1**.

Operational Income

Operational Income increased by \$350,056 in the Second Budget Review.

The most significant Income movements are:

- One-year agreement extension for Council to manage Taminmin Library (December 2020 to December 2021). \$168,750 relates to management income from January to June 2021.
- \$56,024 relates to developer fees for additional development stages in Zuccoli.
- \$43,000 relates to additional Waste Management services. This income offsets Waste Management operational expenditure.
- \$19,452 relates to additional dog infringements and Joondanna parking agreement.

To show budget to actual movements for the first six months of the budget year, a variance analysis (budget versus actual) has been established to evaluate how each directorate/department is performing. Council has received rates income in advance and are looking to spend it on the community and operations in the third review period. Council is on track with operational expenditure (at approximately 50% of the budget year).

Refer to **Attachment 13.2.2.3** for Operational Income and Expenditure Summary and Chart.

Operational Expenditure

Operational Expenditure increased by \$350,056 in the Second Budget Review.

The most significant Operational Expenditure movements are:

- \$120,000 relates to an increase in the salaries budget for Taminmin Library staff due to Council's shared services agreement with Litchfield Council, which has been extended to December 2021.
- \$97,791 relates to staff movements.
- \$78,603 relates to other software licenses for Council's financial accounting software.
- \$52,456 relates to Legal fees.

A review of Council's Labor Budget has been completed and is primarily performing to expectations at the organisational level. At Third Budget Review, changes required at the department level will be considered.

Capital Income

Capital income increased at the Second Budget Review by \$1,337,284.

Of this increase to capital income, \$177,174 is attributed to Developer Contributions received for ongoing development works in Zuccoli. These funds are specifically attributed to funds received in lieu of construction and are transferred to Reserves in this review.

Grants received are expected to increase by \$1,160,090 as follows:

- \$805,590 for Local Roads and Community Infrastructure Grant Phase 2. The balance of grant income from the Second Phase of LRCI will be brought into the budget when these projects are due for commencement;
 - \$450,000 for Exeloos at Joan Fejo Park, and Marlow Lagoon;
 - \$155,590 for Temple Terrace Road Reconstruction;
 - \$150,000 for a shade structure at Joan Fejo Park;
 - \$50,000 for the Dog Pound Renewal.
- \$500,000 for the Smart Technology Project, to be received from the Northern Territory Government.

Grant income is being brought into the budget for projects which are due to be undertaken in this current budget year only, and any projects with commencement dates in future budget years will not be budgeted as income until the project is scheduled in accordance with relevant Australian Accounting Standards.

Additionally, there is a minor reduction in grant income of \$145,500 for the Gray Hall Redevelopment. This is an accounting adjustment to defer the receipt of income to the 2021/22 budget year in line with the funding guidelines for this grant. Due to *Accounting Standard AASB1058*, grant income will be reported in capital income as projects are delivered.

To show budget to actual movements for the first six months of the budget year, Finance has generated a variance analysis (budget versus actual) to evaluate how each directorate/department is performing. Council has created more capital projects (particularly within City Growth & Operations) and is anticipating more grant funding within the budget year. These investments provide long-term benefits to our community and in turn gives City of Palmerston a positive reputation.

Refer to **Attachment 13.2.2.4** for Capital Income and Expenditure Summary and Chart.

Capital Expenditure

Overall Capital Expenditure increased by \$2,307,442 in the Second Budget Review for 2020/21.

Most of the capital adjustments are an increase to projects, and total \$2,334,035 as outlined below:

- \$1,500,000 for the Smart Technology Project;
- \$805,590 for Local Roads and Community Infrastructure Grant Phase 2;
 - \$450,000 for Exeloos at Joan Fejo Park, and Marlow Lagoon;
 - \$155,590 for Temple Terrace Road Reconstruction;
 - \$150,000 for a shade structure at Joan Fejo Park;
 - \$50,000 for the Dog Pound Renewal.
 - Additional projects under the LRCI Phase 2 program will be brought into budget at a later date.
- \$25,000 increase to the Gray Hall Redevelopment project for additional storage is funded from Reserves per *Council Decision 9/1440 - 19/01/2021*. Another \$25,000 has been transferred into this project from within the current capital works program.

- \$3,445 from the Unexpended Grants Reserve as a variation to the finalisation of the Zuccoli Parade Streetscaping Project.

A minor decrease in capital expenditure is due to the completion of a developer funded pathway project in Zuccoli. The balance of these funds, \$26,593, is returned to the FILOC reserve in this review.

Adjustments between existing capital projects see an additional \$150,000 contribution towards the Library Recording Studio, which has been funded by savings from other capital programs.

Reserves

In the Original Budget, the total reserve balance for 2020/21 was budgeted at \$16,371,502. Capital rollovers were also transferred out of the Unexpended Capital Works Reserve on 1 July 2020 (Council Report 13.2.4, 5 May 2020), resulting in a forecasted reserve balance of \$14,971,452 for the end of the 2020/21 budget year. At the First Budget Review 2020/21 (Council Report 13.2.1, 3 November 2020) reserve balances decreased by \$2,674,868, to a forecasted end of year balance of \$12,296,584.

Through the Second Budget Review 2020/21 the total reserve balances are expected to decrease by \$1,070,158, to a forecasted end of year balance of \$11,226,426.

Transfers to Reserves total \$203,787 and are comprised of:

- \$203,787 to FILOC Reserve
 - \$177,194 additional developer contributions received for Zuccoli;
 - \$26,593 transfer from Capital Expenditure as the Zuccoli pathways project has been completed under budget.

Transfers from Reserves total \$1,173,945 and include:

- \$1,170,500 from Working Capital Reserve
 - \$1,000,000 for the Smart Technology Project, of which \$1 million is allocated to Capital Expenditure. The \$1 million is expected to be repaid by future grant contributions of \$500,000 each by the Northern Territory Government in 2021/22 and 2022/23.
 - \$145,500 for the Gray Hall Redevelopment project. This is an accounting adjustment to recognise the final milestone payment will be received in the 2021/22 financial year and is expected to be re-paid to the reserve upon receipt.
 - \$25,000 for additional storage at the Gray Hall Redevelopment (Council Decision 9/1440 - 19/01/2021).
- \$3,445 from Unexpended Grants Reserve as a variation to the Zuccoli Parade Streetscaping Project.

The statement of Reserves is shown as **Attachment 13.2.2.2** to report entitled Second Budget Review 2020/21.

CONSULTATION PROCESS

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

- Budget Officers
- Senior Leadership Team
- Executive Leadership Team

POLICY IMPLICATIONS

There are no policy implications for this report.

BUDGET AND RESOURCE IMPLICATIONS

The budget and resource implications are detailed in body of this report and the attachments.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

In accordance with Section 128 of the *Local Government Act* the budget amendments will be published on Council's website and an advertisement will be placed in the NT News.

This report addresses the following City of Palmerston Strategic Risk:

2. Is not sustainable into the long term
Context: Optimising the financial, social and environmental sustainability of the Council.

Council responds with budget reviews to opportunities and changes, ensuring appropriate and sustainable planning.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

1. Statement Of Comprehensive Income [13.2.2.1 - 1 page]
2. Statement Of Reserves [13.2.2.2 - 1 page]
3. Operating Income and Expenditure Summary and Chart [13.2.2.3 - 3 pages]
4. Capital Income and Expenditure Summary and Chart [13.2.2.4 - 3 pages]

COUNCIL AGENDA

Attachment 13.2.2.1

STATEMENT OF COMPREHENSIVE INCOME

31/12/2020

	Original Budget \$	Carry Forwards & Roll Overs \$	1st Review Adjustment \$	2nd Review Adjustment \$	Revised Budget \$
Operating Income					
Rates & Annual Charges	28,879,788	0	-12,514	43,000	28,910,274
Statutory Charges	138,450	0	0	30,490	168,940
User Charges & Fees	807,062	0	-213,880	66,641	659,823
Interest & Investment Revenue	993,160	0	0	0	993,160
Reimbursements	0	0	0	125	125
Other Income	101,625	0	81,304	192,800	375,729
Grants, Subsidies & Contributions	2,846,524	0	-843,603	17,000	2,019,921
Total Operating Income	33,766,609	0	-988,693	350,056	33,127,972
Operating Expenses					
Employee Costs	-10,164,650	0	-22,539	-127,201	-10,314,389
Professional Services	-1,642,676	0	-176,400	-82,055	-1,901,131
Auditor's Remuneration	-35,000	0	0	0	-35,000
Operating Lease Rentals	-46,000	0	0	18,577	-27,423
Energy	-1,255,557	0	0	0	-1,255,557
Materials & Contractors	-10,703,905	0	26,971	1,984	-10,674,950
Depreciation, Amortisation & Impairment	-10,400,000	0	0	0	-10,400,000
Elected Members Expenses	-385,771	0	0	29,214	-356,558
Legal Expenses	-242,200	0	0	-57,706	-299,906
Water Charges	-1,333,095	0	0	0	-1,333,095
Telephone & Other Communication Charges	-237,828	0	-27,646	0	-265,474
Community Grants	-130,000	0	-20,000	0	-150,000
Other Expenses	-3,520,633	0	17,999	-132,869	-3,635,503
Borrowing Costs	-46,000	0	0	0	-46,000
Total Operating Expenses	-40,143,315	0	-201,614	-350,056	-40,694,985
Net OPERATING SURPLUS / (DEFICIT)	-6,376,706	0	-1,190,307	0	-7,567,013
Capital Income					
Net gain (loss) on disposal or revaluation of assets	50,000	0	10,856	0	60,856
Developer Contributions	42,000	0	0	177,194	219,194
Asset Income	0	0	0	0	0
Grants received	830,000	0	2,585,589	1,160,090	4,575,679
Total Capital Income	922,000	0	2,596,445	1,337,284	4,855,729
Net SURPLUS / (DEFICIT) transferred to Equity Statement	-5,454,706	0	1,406,138	1,337,284	-2,711,284
Capital Expenses					
Land Purchase	0	0	0	0	0
Asset Purchase	-2,360,000	-650,163	-957,125	-480,109	-4,447,396
Asset Upgrade	-3,779,500	-749,887	-3,123,880	-1,827,333	-9,480,601
Total Capital Expenses	-6,139,500	-1,400,050	-4,081,005	-2,307,442	-13,927,997
Less Non Cash Expenditure	-10,400,000	0	0	0	-10,400,000
Plus Gifted Assets	0	0	0	0	0
Net CAPITAL SURPLUS / (DEFICIT)	-1,194,206	-1,400,050	-2,674,867	-970,158	-6,239,281
Borrowings	0	0	0	0	0
Repayment of Borrowings	-228,223	0	0	0	-228,223
Reserve Movement	1,422,429	1,400,050	2,674,867	970,158	6,467,504
NET OPERATING SURPLUS / (DEFICIT)	0	0	0	0	0

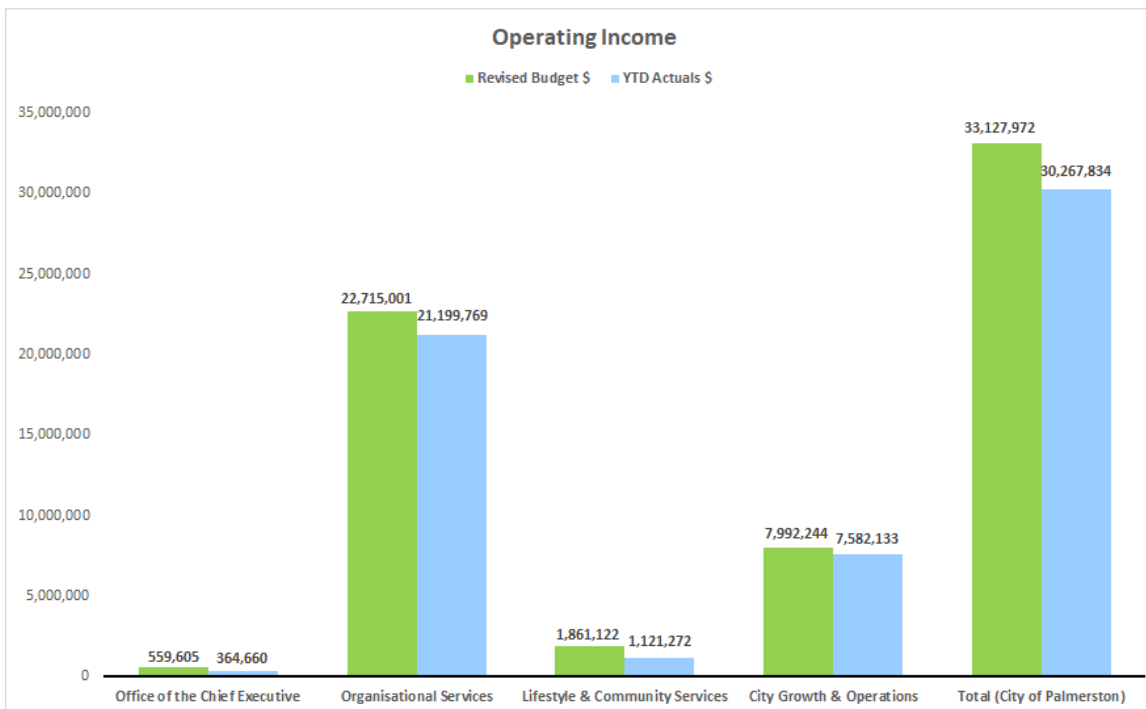
STATEMENT OF RESERVES - Budget Movements 2021

OTHER RESERVES	Opening Balance \$ 01/07/2020	Original Budget 2021 to Reserves \$	Original Budget 2021 from Reserves \$	Carry Forwards & Roll Overs to Reserves \$	Carry Forwards & Roll Overs from Reserves \$	1st Review 2021 to Reserves \$	1st Review 2021 from Reserves \$	2nd Review 2021 to Reserves \$	2nd Review 2021 from Reserves \$	Balance at the EOY 2021 \$
Externally Restricted Reserves										
Unexpended Grants Reserve	456,846	300,000	(250,000)	-	-	250,000	(42,708)	-	(3,445)	710,693
Externally Restricted Reserves	456,846	300,000	(250,000)	-	-	250,000	(42,708)	-	(3,445)	710,693
Internally Restricted Reserves										
Election Expenses Reserve	150,000	-	-	-	-	-	-	-	-	150,000
Disaster Recovery Reserve	500,000	-	-	-	-	-	-	-	-	500,000
Unexpended Capital Works Reserve	2,597,173	-	-	-	(1,400,050)	-	(1,197,123)	-	-	(0)
Developer Funds In Lieu Of Construction	1,786,459	162,730	(516,000)	-	-	-	(2,213)	203,787	-	1,634,763
Waste Management Reserve	2,142,278	68,020	(190,000)	-	-	8,821	(144,400)	-	-	1,884,719
Asset Renewal Reserve	-	-	-	-	-	-	-	-	-	-
Major Initiatives Reserve	614,949	-	-	-	-	-	-	-	-	614,949
Internally Restricted Reserves	7,790,859	230,750	(706,000)	-	(1,400,050)	8,821	(1,343,736)	203,787	-	4,784,431
Unrestricted Reserves										
Working Capital Reserve	9,546,226	-	(997,179)	-	-	-	(1,547,245)	-	(1,170,500)	5,831,302
Unrestricted Reserves	9,546,226	-	(997,179)	-	-	-	(1,547,245)	-	(1,170,500)	5,831,302
Total Reserves	17,793,931	530,750	(1,953,179)	-	(1,400,050)	258,821	(2,933,689)	203,787	(1,173,945)	11,326,426

Reserve balances as at 01/07/2020 include 2019/20 year-end adjustments

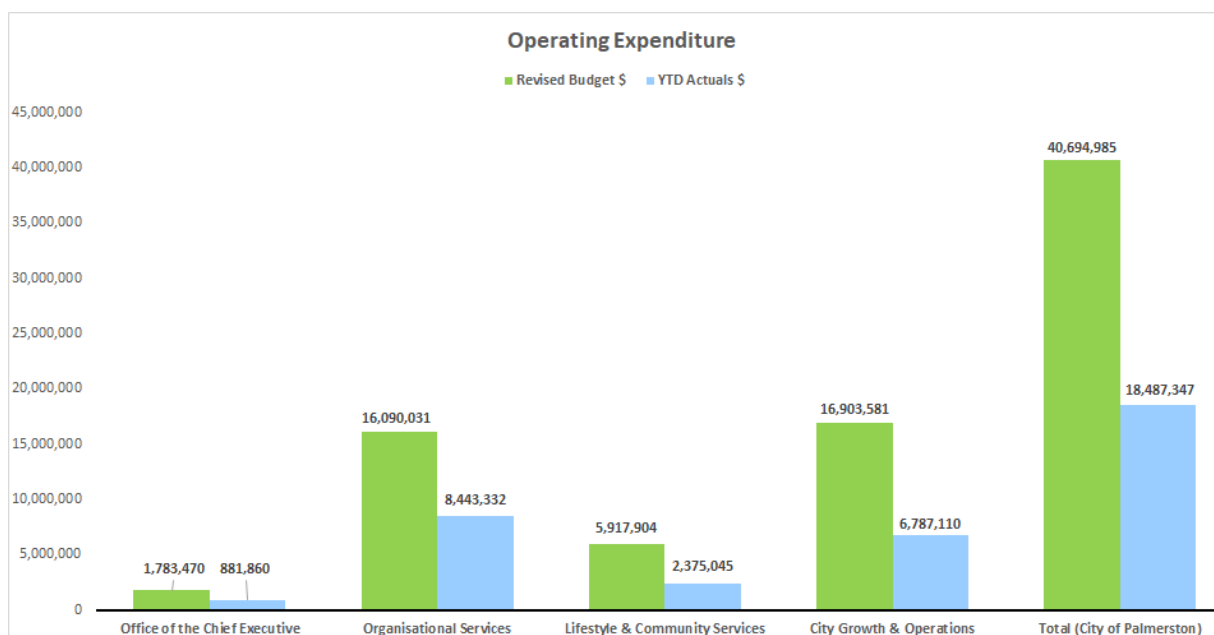
Operating Income Budget Versus YTD Actuals as at 31/12/2020

	Income		
	Revised Budget \$	YTD Actuals \$	%
Office of the Chief Executive	\$ 559,605	\$ 364,660	65%
Organisational Services	\$ 22,715,001	\$ 21,199,769	93%
Lifestyle & Community Services	\$ 1,861,122	\$ 1,121,272	60%
City Growth & Operations	\$ 7,992,244	\$ 7,582,133	95%
Total (City of Palmerston)	\$ 33,127,972	\$ 30,267,834	91%



Operating Expenditure Budget Versus YTD Actuals (excl. commitments) as at 31/12/2020

	Expenditure		
	Revised Budget \$	YTD Actuals \$	%
Office of the Chief Executive	\$ 1,783,469.64	\$ 881,859.93	49%
Organisational Services	\$ 16,090,030.69	\$ 8,443,332.32	52%
Lifestyle & Community Services	\$ 5,917,903.64	\$ 2,375,045.27	40%
City Growth & Operations	\$ 16,903,581.16	\$ 6,787,109.87	40%
Total (City of Palmerston)	\$ 40,694,985.13	\$ 18,487,347.39	45%

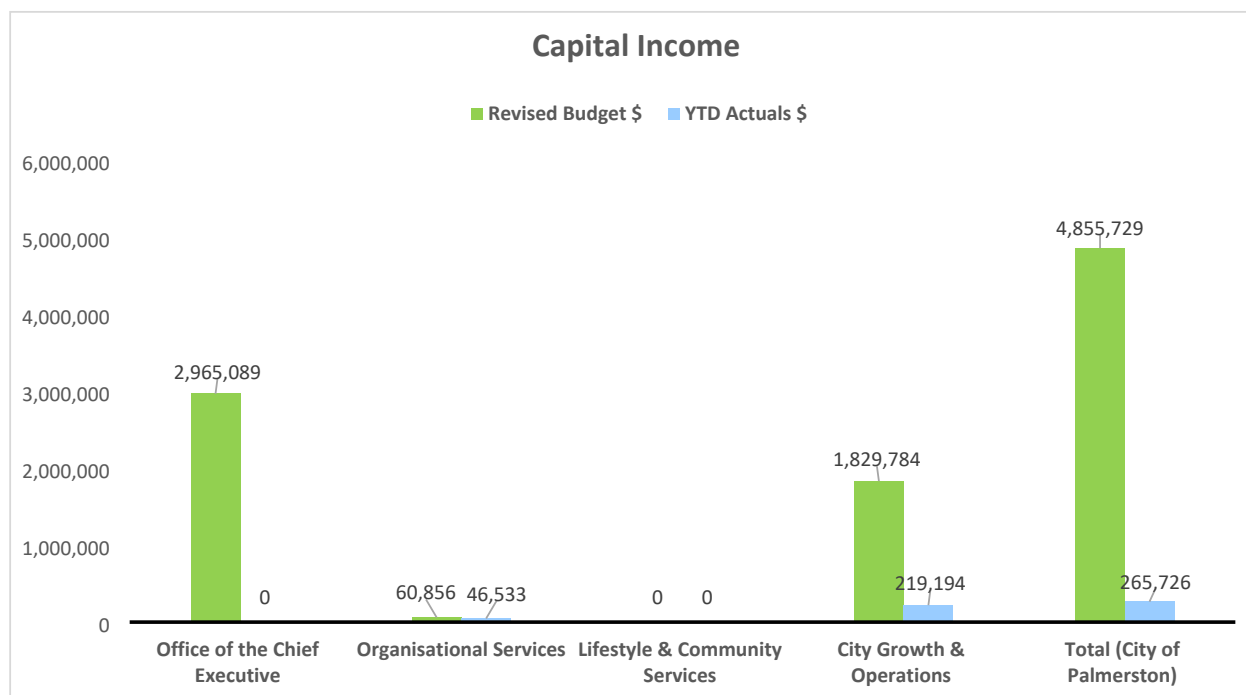


Please take note: YTD Actuals \$ excludes commitments. % refers to utilisation of the budget (YTD Actuals divide by Revised Budget)

- Council receives rates income in advance (93% operating income for Organisational Services).
- Council provides additional waste management services and connections and receives the income in advance (95% operating income for City Growth & Operations).
- Council is on track with their operating expenditure at 45% (Actuals plus commitments is 52%)
- Organisational Services' expenditure is tracking higher than the other directorate/departments due to:
 - 1) Staff movements.
 - 2) Additional users of Council's financial accounting software increase the cost of software licenses.

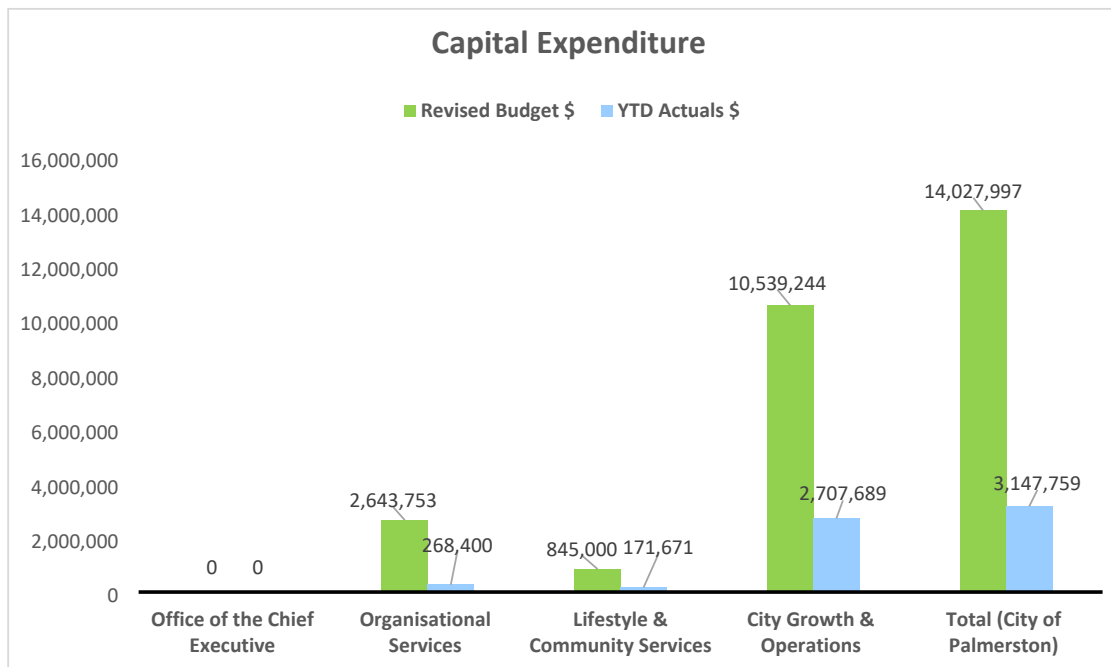
Capital Income Budget Versus YTD Actuals as at 31/12/2020

	Revised Capital Income Budget	YTD Actuals \$	%
Office of the Chief Executive	\$ 2,965,089	\$ -	0%
Organisational Services	\$ 60,856	\$ 46,533	76%
Lifestyle & Community Services	\$ -	\$ -	0%
City Growth & Operations	\$ 1,829,784	\$ 219,194	12%
Total (City of Palmerston)	\$ 4,855,729	\$ 265,726	5%



Capital Expenditure Budget Versus YTD Actuals (excl. commitments) as at 31/12/2020

	Revised Capital Expenditure Budget	YTD Actuals \$	%
Office of the Chief Executive	\$ -	\$ -	0%
Organisational Services	\$ 2,643,753	\$ 268,400	10%
Lifestyle & Community Services	\$ 845,000	\$ 171,671	20%
City Growth & Operations	\$ 10,539,244	\$ 2,707,689	26%
Total (City of Palmerston)	\$ 14,027,997	\$ 3,147,759	22%



Please take note: YTD Actuals \$ excludes commitments. % refers to utilisation of the budget (YTD Actuals divide by Revised Budget)

Due to Accounting Standard AASB1058, the income will not show as being received against budgeted income until the cash has been received from the funding body, and the grant has been expended against the capital project.

City of Palmerston's capital expenditure is tracking at 22% (or 31% inclusive of commitments). Several major projects are due to commence in the second half of the financial year, inclusive of the \$1 million reseal program, and the \$1.455 million Gray Hall Redevelopment as well as playground refurbishments and works at Marlow Lagoon including the Dog Park.

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.3
REPORT TITLE:	Energy Efficiency and Sustainability Grant - Partial Acquittal
MEETING DATE:	Tuesday 16 February 2021
AUTHOR:	Civil Operations Team Leader, Pawan Gautam
APPROVER:	Director City Growth and Operations, Nadine Nilon

COMMUNITY PLAN

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

PURPOSE

This Report seeks Council approval for the partial acquittal of Energy Efficiency and Sustainability Grant 2018-19 up to 31 January 2021.

KEY MESSAGES

- City of Palmerston successfully applied for Energy Efficiency and Sustainability Grant (EESG) 2018-19 with the Northern Territory Government's Department of Local Government and Community Development (DLGCD) in April 2019 to upgrade internal lights to LED at the Palmerston Recreation Centre and Library.
- The total project cost was estimated to be \$252,190. Council requested grant funding for 50% of the total project cost and remaining \$126,455.00 was to be contributed by the Council.
- The grant requires completion of the project by 30 June 2021.
- A condition of the grant is for acquittals to be laid before Council.
- As of 31 January 2021, \$70,331.27 has been expended for upgrade of internal lightings in Palmerston Library and Recreation Centre. Council is waiting invoice for payment of a further \$42,911.73 of completed works.

RECOMMENDATION

1. THAT Report entitled Energy Efficiency and Sustainability Grant 2018-19 Partial Acquittal be received and noted.
2. THAT Council approves the partial acquittal of the Energy Efficiency and Sustainability Grant 2018-19 to the value of \$70,331.27 as of 31 January 2021, to upgrade internal lights of Palmerston Library and Palmerston Recreation Centre.

BACKGROUND

In June 2019, Council was successful in its Energy Efficiency and Sustainability Grant 2018-19 application to upgrade internal lights of Palmerston Library and Palmerston Recreation Centre to LED lights.

The project involves replacement of internal lights in the two buildings with efficient LED lights, which will improve lighting level in the buildings, reduce the energy consumption and ongoing maintenance of these lights.

The total project cost was estimated to be \$252,190. Council requested grant funding for 50% of the total project cost and remaining \$126,455.00 was to be contributed by the Council. The grant requires completion of the project by 30 June 2021.

This report presents the partial acquittal of the project costs to date.

DISCUSSION

Council has committed to becoming more sustainable in its Municipal Plan and outlines its intent to achieve this through projects such as the installation of solar PV systems, and LED lighting.

Both the Palmerston Recreation Centre and Library provide service to the community seven days a week and host numerous events throughout the year. LED upgrade of lights in Recreation Centre and Library will provide better experience for users which include disadvantaged youths, young families and wider community accessing programs and activities. The project will also result in significant cost saving on existing lighting energy consumption and there will be additional cost savings from reduced maintenance requirements for LED lights.

Total cost for the project was estimated to be \$252,190. The project was separated into the separate buildings and types of lighting (ie Recreation Centre court lighting. The quotes received for the majority of the lighting was \$113,243. These quoted works are complete, with \$70,331.27 on the project spent, with a further \$42,911.73 to be invoiced and paid (as at 31 January 2021). Council is working with DLGCD to determine the project and final grant requirements, as there are some additional technical considerations in relation to the replacement of the remainder of lights. This does not affect this current acquittal presented to Council and will be reported on separately.

The report recommends Council's approval for the partial acquittal for funds expended by 31 January 2021 at **Attachment 13.2.3.1**.

CONSULTATION PROCESS

Northern Territory Government's Department of Local Government and Community Development were consulted in the preparation of this report in relation to the acquittal requirements.

POLICY IMPLICATIONS

There are no policy implications for this report.

BUDGET AND RESOURCE IMPLICATIONS

Council has commenced the roll out of the project at a cost of \$113,243.00 excluding GST. Council has paid \$70,331.27 so far for the project and is waiting for invoice for remaining \$42,911.73.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

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

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

The immediate and long- term benefits of the lighting upgrade include improved lighting leading to increased security and safety as well as the reduction in energy consumption resulting in reduced carbon emissions.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

1. Attachment 1_-_ Partial Acquittal EESG 22012020 [13.2.3.1 - 2 pages]



DEPARTMENT OF
LOCAL GOVERNMENT, HOUSING
AND COMMUNITY DEVELOPMENT

City of Palmerston
2018-19 ACQUITTAL OF ENERGY EFFICIENCY AND SUSTAINABILITY GRANT

Department of Local Government, Housing and Community Development File number: LGR2014/00187

Purpose of Grant: To upgrade interior lights to LED in the Palmerston Recreation Centre and Palmerston Library.

Purchases were in accordance with the Northern Territory Buy Local Plan: Yes/No YES
(If no please provide an explanation with this acquittal)

INCOME AND EXPENDITURE ACQUITTAL FOR THE PERIOD ENDING 30 JUNE 2020

Energy Efficiency and Sustainability Grant	\$126 455	
Other income		
Total income	\$126,455.00	
Expenditure (Specify accounts and attach copies of ledger entries) <i>An 'administration fee' is not to be apportioned to the grant for acquittal purposes.</i>	Partial Acquittal - Funds expended by 31 January 2021	\$70,331.27
Total Expenditure by 31 January 2021	<u>70,331.27</u>	
Surplus/(Deficit)		

We certify, in accordance with the conditions under which this grant was accepted, that the expenditure shown in this acquittal has been actually incurred and reports required to be submitted are in accordance with the stated purpose of this grant.

Acquittal prepared by: Pawan Gautam 31 / 01 /
Laid before the Council at a meeting held on 16 / 02 / 2021 Copy of minutes attached.
CEO or CFO: _____ / _____ / _____

DEPARTMENTAL USE ONLY

Grant amount correct: ☐ Yes ☐ No
Expenditure conforms to purpose: ☐ Yes ☐ No
Capital Works – Bought from Territory Enterprise: ☐ Yes ☐ No (If no has an explanation been provided: (☐ Yes ☐ No)
Minutes checked: ☐ Yes ☐ No
Balance of funds to be acquitted: \$ _____
Date next acquittal due: ____/____/____
ACQUITTAL ACCEPTED: ☐ Yes ☐ No
Prepared by: _____

Comments:

Donna Hadfield, Manager Grants Program _____ / _____ / _____

dlghcd.nt.gov.au

COUNCIL AGENDA

Attachment 13.2.3.1

Department Code	Costcentre Code	G/L Account No.	Project Code	Posting Date	Doc. Date	Doc. No	PO No.	Amount	Description	Invoice No.	Vendor No.	Vendor Name	Purchaser	Invoice Description
TECH008	707	4003	PRJ10233	18/11/2020	17/11/2020	PINV154765	PO131260	\$ 28,000.00	Supply and install lights at Rec Ctr as per RFQ	00001797	V01812	C R Campbell - Electrical and Data Contractors	ALEXD	Supply and install lights at Rec Ctr - claim 1
TECH008	707	5106	PRJ10233	18/11/2020	17/11/2020	PINV154765	PO131260	\$ 2,800.00	Supply and install lights at Rec Ctr as per RFQ	00001797	V01812	C R Campbell - Electrical and Data Contractors	ALEXD	Supply and install lights at Rec Ctr - claim 1
TECH008	707	4003	PRJ10233	18/11/2020	17/11/2020	PINV154766	PO131257	\$ 11,100.00	Supply and install lights at Library as per RFQ	00001798	V01812	C R Campbell - Electrical and Data Contractors	ALEXD	Supply and install lights at Library - claim 1
TECH008	707	5106	PRJ10233	18/11/2020	17/11/2020	PINV154766	PO131257	\$ 1,110.00	Supply and install lights at Library as per RFQ	00001798	V01812	C R Campbell - Electrical and Data Contractors	ALEXD	Supply and install lights at Library - claim 1
TECH009	707	4003	PRJ10233	11/01/2021	19/12/2020	PINV156073	PO131257	\$ 22,750.00	Supply and install lights at Library as per RFQ	00001817	V01812	C R Campbell - Electrical and Data Contractors	PAWANG	Supply and install lights at Library - claim 2
TECH009	707	5106	PRJ10233	11/01/2021	19/12/2020	PINV156073	PO131257	\$ 2,275.00	Supply and install lights at Library as per RFQ	00001817	V01812	C R Campbell - Electrical and Data Contractors	PAWANG	Supply and install lights at Library - claim 2
TECH009	707	4003	PRJ10233	11/01/2021	17/11/2020	PINV156075	PO131260	\$ 8,481.27	Supply and install lights at Rec Ctr as per RFQ	00001819	V01812	C R Campbell - Electrical and Data Contractors	PAWANG	Supply and install lights at Rec Ctr - Final Claim
TECH009	707	5106	PRJ10233	11/01/2021	17/11/2020	PINV156075	PO131260	\$ 848.13	Supply and install lights at Rec Ctr as per RFQ	00001819	V01812	C R Campbell - Electrical and Data Contractors	PAWANG	Supply and install lights at Rec Ctr - Final Claim
TOTAL								\$ 77,364.40						

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.4
REPORT TITLE:	Lake Management Plan Update
MEETING DATE:	Tuesday 16 February 2021
AUTHOR:	City Sustainability Manager, Katie O'Neill
APPROVER:	Director City Growth and Operations, Nadine Nilon

COMMUNITY PLAN

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

PURPOSE

This report presents the Palmerston Lakes Management Plan to Council. This operational plan provides a coordinated, proactive approach to the management of Palmerston's Lakes.

KEY MESSAGES

- The Palmerston Lakes Management Plan (LMP) has been finalised, providing targets and actions for the coordinated management of Council lakes.
- The LMP includes individual strategies for each lake, designed to maintain the lakes desired function and water quality.
- Each strategy includes key management practices such as a targeted water monitoring programs, aquatic vegetation management, Salvinia and algal control, sediment loading reduction programs, irrigation management planning and the commencement of community education.
- Within each management practice are on-the-ground measures, which are quantifiable actions that will directly improve water quality. These include setting threshold levels for weed harvesting, undertaking monitoring of in-situ water quality parameters, ensuring the continuation of the sediment trap maintenance program, and determining draw down limits for irrigation use.
- These actions will compliment and improve on current management programs, ensuring the long-term sustainable use of the lakes for all members of the community.

RECOMMENDATION

1. THAT Report entitled Lake Management Plan Update be received and noted.
2. THAT Council notes commencement of the Palmerston Lakes Management Plan, provided as **Attachment 13.2.4.1** to Report entitled Lake Management Plan Update, with progress and updates to be provided to Council through City Growth and Operations quarterly reports.

BACKGROUND

At the 1st Ordinary Council Meeting of Tuesday 6 October 2020, Council was provided with an update on the development of the Palmerston Lakes Management Plan (LMP). The LMP is an operation plan that will coordinate management of Council's lakes by defining priority functions and identifying actions for maintaining these functions.

The LMP was developed across five stages, including assessment of condition and physical parameters, determining primary and secondary lake functions, setting management targets, assessing current management practices, and developing an overarching strategy.

The LMP is now complete and is presented as **Attachment 13.2.4.1** to this report.

DISCUSSION

The LMP defines the priority functions of the Palmerston lakes, and provides approaches for maintaining these; noting that maintaining good lake water quality is always the highest priority, given all other functions rely on this. The LMP contains a specific management strategy for each lake, with individual objectives based on functionality and water quality.

Table one below summarises the primary functions of each lake, and its current condition. It is important to note that all lakes serve all functions to at least some extent; identifying primary functions is a means to target actions and focus expenditure.

Table One: Desired Lake Functions and Lake Conditions

Lake	Primary Function	Current Condition
1a & 1b	- Stormwater treatment for runoff entering via Tiger Brennan Drive	Poor
Lake 3 & 4	- Stormwater treatment for runoff entering the Durack Lakes System.	Poor
Lake 5	- Ecological habitat. - Visual Amenity	Good
Lake 6	- Visual Amenity - Ecological habitat - Recreation fishing	Poor
Lakes 7 (a, b, c)	- Visual Amenity - Ecological habitat	Good
Lake 8	- Irrigation water source. - Visual amenity	Good
Lake 9	- Stormwater treatment (this is the last point of treatment before discharge to Darwin harbour).	Good
Lake 10a & 10b	- Stormwater treatment - Irrigation water source	Good

Sanctuary Lakes A, B, C	<ul style="list-style-type: none"> - Visual amenity - Storm water management 	Poor
Marlow Lagoon	<ul style="list-style-type: none"> - Visual amenity - Ecological habitat 	Good

The functions and conditions formed the basis for proposed management practices, which once implemented will achieve the desired objectives of each lake. These practices are listed in the table below.

Table Two: Management Practices for Each Lake

Lake	Management Practice	Performance Indicators
All lakes	<ul style="list-style-type: none"> - Improved targeted water quality monitoring program. - Strategic weed harvesting. - Active Salvinia and Algal management. - Installation of aeration devices. - Community education program. 	<ul style="list-style-type: none"> - Meeting DO threshold requirements. - Meeting water quality parameter threshold requirements. - Healthy aquatic vegetation. - No major fish kill events.
Lakes 1a, 1b, 9	<ul style="list-style-type: none"> - Installation of sediment load reducing measures. - Desilting (long term program). 	
Lake 6	<ul style="list-style-type: none"> - Investigation into ceasing of use for irrigation and the required rehabilitation to enhance areas around the lake for improved visual amenity. 	
Lake 8	<ul style="list-style-type: none"> - Irrigation Management Plan (stipulating extraction volumes, times, trigger values for ceasing use). 	
Marlow Lagoon	<ul style="list-style-type: none"> - Management of collapsed causeway i.e., install box -culverts to allow for water to flow through 	

Management practices in the LMP are further broken down to specific management measures. These are on-the-ground, quantifiable actions that will have a direct positive impact on the water quality of the lakes.

Management Measures

1. Vegetation Management

The Palmerston Lakes are prone to aquatic plant build-up due to their shallow depths and high nutrient influx. Harvesting of weeds is an important step to removing organic matter and thereby reducing

nutrient loads. Council currently undertakes a weed harvesting program, which involves harvesting a lake until all weed and plant material is removed. Not all plants within the waterbodies are weeds, some plants are part of a healthy ecosystem. The removal of all plant material is a labour-intensive program, to harvest a lake in full it can take 5-10 days.

New management measures will focus on a threshold approach (see Diagram One below). This will allow a faster rotation through the lakes and prevent lakes reaching critical levels of weed coverage. The threshold approach will be undertaken in conjunction with a community education program which details healthy plant coverage in lakes.

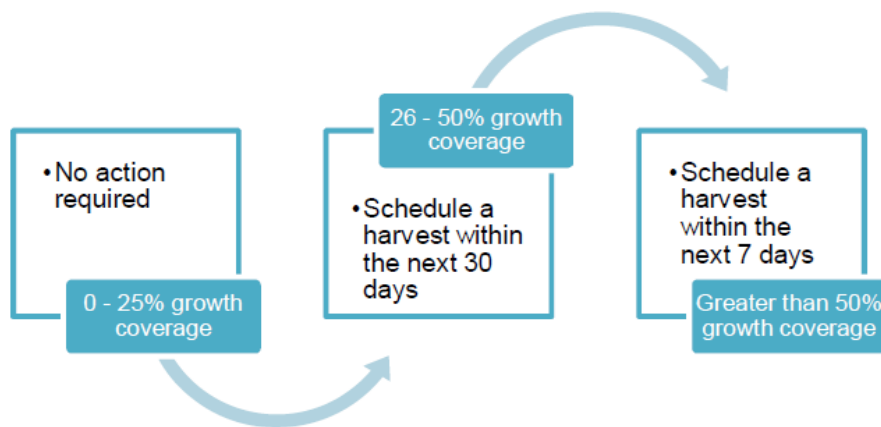


Diagram One: Threshold Approach to Vegetation Management

2. Salvinia Management

Salvinia is a weed of national significance and it is legislated that Council undertakes active management of the weed. An integrated weed control program will be developed, which several actions, including manual removal by hand of small outbreaks and the use of biological agents, such as the Salvinia Weevil (*Cyrtobagous salviniae*). The larvae of the Salvinia weevil (once released into waterways) feed inside the stems and the leaf buds of the Salvinia, reducing the overall plant biomass.

Council released these insects into Sanctuary Lakes in December 2020. Currently the lake is almost devoid of Salvinia, indicating that the weevils were effective. Salvinia weevils will be released into Lake 1 (Durack) in late February 2021, and the outcome of the weevils will continue to be monitored.

3. Algal Management

The presence of algae in lakes usually results from nutrient input from catchment runoff and the stirring up of sediments from the lakebed floor. Algal testing will be undertaken on noticeable blooms to ensure that it is non-toxic and to focus control measures to specific species types.

4. Floating wetlands

The LMP includes examples of the use of floating wetlands to assist with nutrient management. Floating wetlands are manufactured 'islands' of wetland plants, where roots of plants are attached to a filter media, which then allows the plants to act as biofilters. This measure requires further review and investigation, including a cost benefit analysis, prior to it being confirmed as a viable option to implement.

5. Sediment Management

It was identified during the development of the LMP that sediment loading, and occasional disturbance of lakebed sediments was significantly contributing to nutrient levels in the waterbodies and thus impacting on water quality. Sediment removal in established waterbodies is difficult and needs to be carefully coordinated to ensure the condition of the lake and its surrounds are not impacted on.

Short-term measures for sediment control will be undertaken, including:

- The continuation of the current cleaning and maintenance program of existing sediment and gross pollutant traps to ensure that they are working efficiently.
- The investigation into the installation of treatment systems upstream of the lakes within stormwater drainage.

The LMP also references undertaking a longer-term program of lakebed dredging, which will undergo further investigation on its potential to be a viable management solution.

6. Aeration Devices

Aeration devices improve water quality by increasing dissolved oxygen levels throughout the water column thereby reducing stratification. Palmerston's lakes have had several instances of low DO events, which have contributed to fish kills. Recently, aeration devices have been added to several of Palmerston water bodies (see table three below).

Table three: Recently Installed Aeration Devices

Lake	Aeration System
Lake 1a & 1b	2x half HP fountains
Lake 4	1 x 2 HP fountain
Lake 7a	2 x half HP fountains
Lake 7c	1 x half HP fountains
Lake 9	4 x lakebed diffusers

The LMP details where additional aeration devices should be installed and what type (i.e., lakebed diffusers, or floating fountains). This program will be implemented once the impacts of the recently installed aeration devices are determined. If there are significant improvements in water quality because of these systems, justification will be made to install additional aeration devices in the remaining water bodies.

7. Irrigation Management Plan

Many of the lakes are currently being used for irrigation of the surrounding parklands, open space, and golf course. This is being undertaken on an as needs basis with opportunities to introduce water saving measures, which will reduce extraction rates and run off into the lakes. An Irrigation Management Plan is being developed, including catchment modelling, assessment of the physical parameters of the lakes, development of water quality triggers and water volume extraction thresholds. The Irrigation Management Plan will determine the long-term sustainability of drawing water for irrigation from specific lakes.

As part of the assessment of irrigation requirements, Council is also discussing the cessation of the use of Lake 6 as an irrigation water source for the golf course. Lake 6 has been observed as being in poor

condition with a microalgae-dominated plant assemblage i.e., green, murky water. Contributing factors may include the high usage of this lake for irrigation water for the Palmerston golf course.

The Palmerston Golf Course and Country Club (PG&CC) have provided Council with a proposal to utilise lake 8 as an alternative water source. The PG&CC indicated that extraction would occur in a sustainable manner and have provided information on water volumes and run times to support this. Council is using this information to determine water level thresholds for lake 8, which would be operationally managed with PG&CC. This information will allow Council to set conditions around the use of lake 8 for the purposes of irrigation to ensure that the excellent condition of the lake is maintained.

8. Community Education

The Palmerston Lakes Systems are important and highly valued community assets, however; community understanding on some of the management and environmental issues surrounding the lakes can be limited.

As part of the LMP, a community education program will be undertaken, which includes:

- Information on what a healthy water body looks like, inclusive of aquatic plants.
- Interpretive signage throughout the lakes on aquatic plants, animals, lake functions.
- Education on the impact of backwashing of swimming pools, dumping of exotic fish etc.
- Community clean up days for schools and the community.

9. Water Quality Monitoring Plan

Water quality monitoring for Palmerston has previously concentrated on the ingress and egress points at each lake to determine the potential impacts of stormwater runoff on Darwin Harbour. A revised water quality monitoring program will be introduced that focuses on the water quality within the lakes. Water quality parameters to be tested will include in the field observations such as dissolved oxygen, electrical conductivity, turbidity, temperature, and pH. These parameters are easy to collate and provide instant indicators of when there is a water quality issue, allowing Council to respond quickly.

Bore water, used to top the lakes up during the dry season will also be tested. The water quality monitoring will also include E. Coli and Enterococci, to monitor potential human health impacts. This water quality monitoring program is significantly more robust than what has been undertaken in the past and will allow Council to measure the success of management practices.

Summary

Palmerston lakes are valuable assets, that serve a variety of purposes for different sectors of the community. Council has a responsibility to maintain the water quality of these lakes to ensure their sustainable use for the long term.

The LMP provides a coordinated, strategic approach to management, which focusses resources to where they are needed most. The LMP enhances and improves current management practices, by reviewing processes and providing improvements (such as a revised water quality monitoring program and a threshold approach to weed management). It also provides performance indicators to assess effectiveness of actions implemented. As this is the first LMP for Council, it will require ongoing review as the supporting programs and plans are implemented.

The key actions from the LMP over the next three years include;

- Vegetation Management – revised weed harvester program – 2021

- Water Quality Monitoring Plan – lakes and bores – commenced
- Education Program – commence 2021
- Irrigation Management Plan – 2021
- Sediment Control Measures – review and works – 2021 and scheduled as required
- Aerator and fountain performance assessment – 2021 to inform future works
- Salvinia management – ongoing trial of alternatives such as weevils - commenced
- Lakebed dredging investigation – 2022
- Floating wetlands investigation - 2022
- Lakes Management Plan Review – 2023 following above actions

The LMP will result in significant improvements in lake water quality, ensuring that community expectations are met and that these areas can be enjoyed for generations to come.

CONSULTATION PROCESS

Community consultation is not proposed for the management plan as it is an operational plan. However, the website section relating to lakes will be updated to include;

- Lake functions – primary and secondary, and relevant definitions
- Weed harvester activities and schedule
- Water Quality Report Card – to be updated a minimum of every 6 months

The community education program will be devised and implemented as per the LMP and will include use of Council's social media and webpage. Education programs can be run in consultation with community groups and schools.

POLICY IMPLICATIONS

Nil

BUDGET AND RESOURCE IMPLICATIONS

The Lakes Management Plan, and ongoing management actions are within existing operational budgets. Where reviews result in recommended service changes or projects requiring additional funding, these will be considered in future budgets.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This report addresses the following City of Palmerston Strategic Risks:

2 Is not sustainable into the long term

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

Lake management is an important community concern, and Council is subject to reputational risks should management not be effective. In addition, the fish stocking program undertaken by the Department of Fisheries is reliant on Council's management of water quality.

Council is also legislatively mandated to control Salvinia, as it is a Weed of National Significance. The NT Weeds Dept. favourably view any organisation that has a proactive plan for management of this weed. There are also operational risks, as Council is reliant on these lakes as water sources for our irrigation.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

Effective and coordinated management of lakes will improve the water quality and ecology of these systems. Due to reduced rainfall, the increased salinity of Council bores and the large draw down on the

aquifer, the use of lakes for irrigation (coupled with the ongoing top up of lakes from the aquifer) is not considered sustainable into the future. A coordinated approach to management will allow for alternatives to this irrigation process to be considered.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

1. Palmerston Lakes LMP [13.2.4.1 - 55 pages]



Palmerston Lakes Management Plan

City of Palmerston



DOCUMENT CONTROL RECORD

Job	EZ20108
Document ID	194556-26
Author(s)	Adele Faraone (EcOz), Emma Smith (EcOz)

DOCUMENT HISTORY

Version	Purpose	Date	CoP Reviewer
1	LMP issued	6 November 2020	Katie O'Neill

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

RELIANCE, USES and LIMITATIONS

This Lakes Management Plan has been developed by EcOz Environmental Consultants for the City of Palmerston. Information contained within the document has been provided and/or reviewed by City of Palmerston.

This report is copyright and is to be used only for its intended purpose by the intended recipient, and is not to be copied or used in any other way. The report may be relied upon for its intended purpose within the limits of the following disclaimer.

This study, report and analyses have been based on the information available to EcOz Environmental Consultants at the time of preparation. EcOz Environmental Consultants accepts responsibility for the report and its conclusions to the extent that the information was sufficient and accurate at the time of preparation. EcOz Environmental Consultants does not take responsibility for errors and omissions due to incorrect information or information not available to EcOz Environmental Consultants at the time of preparation of the study, report or analyses.



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Appendices

Appendix A	Site inspection report
Appendix B	Palmerston Lakes Water Quality Report Card
Appendix C	Salvinia Signage



ACRONYMS

ANZECC	Australian and New Zealand Environment and Conservation Council
BOD	biochemical oxygen demand
BoM	Bureau of Meteorology
CDUDS	Monitoring site - Downstream of CDU Campus
Chl-a	chlorophyll-a
CoP	City of Palmerston
DENR	Department of Environment and Natural Resources (Northern Territory)
DLD	Monitoring site – Durack Lake 1b
DLDS	Monitoring site – Downstream of Durack Lakes
DLE	Monitoring site – Durack Lake 1a
DLG	Monitoring site – Durack Lake 7
DLBORE	Monitoring site – Durack Lake Bore
DH	Monitoring site – Durack Heights
DO	dissolved oxygen
EC	electrical conductivity
EcOz	EcOz Environmental Consultants
GPT	gross pollutant trap
LMP	Lakes Management Plan
LOR	limit of reporting
ML	Monitoring site – Marlow Lagoon near outlet
MLBORE	Monitoring site – Marlow Lagoon Bore
MUSIC	Model for Urban Stormwater Improvement Conceptualisation
NATA	National Association of Testing Authorities
NO_x	nitrate NO ₃ + nitrite NO ₂
NT	Northern Territory
NT EPA	Northern Territory Environment Protection Authority
QA/QC	quality assurance, quality control
SLA	Monitoring site – Sanctuary Lakes, Lake C
SLB	Monitoring site – Sanctuary Lakes, Lake A
SLBORE	Monitoring site – Sanctuary Lakes Bore
TN	total nitrogen
TP	total phosphorus
TSS	total suspended solids
WMPC Act	Waste Management and Pollution Control Act (Northern Territory)
WQO	Water quality objectives
WSUD	water sensitive urban design



EXECUTIVE SUMMARY

This Lakes Management Plan (LMP) covers the City of Palmerston (CoP)-managed lakes, comprising the Durack Lakes, Sanctuary Lakes and Marlow Lagoon. Community expectations and CoP requirements of the lakes are many and varied, and include:

- Stormwater retention and water quality treatment
- Amenity, recreation and aesthetic values for those living near the lakes and using parklands around the lakes
- Water source for irrigation of the Palmerston golf course and CoP-managed parklands surrounding the lakes
- Habitat for wildlife including fish, birds and reptiles
- Recreational fishing, whereby the lakes are periodically stocked with barramundi for this purpose

Routine maintenance activities undertaken by CoP in and around the Palmerston lakes includes:

- Frequent removal of aquatic plants from the lakes
- Irrigation, mowing and maintenance of lawn and parklands around the lakes
- Topping up of lake water levels during the dry season using groundwater from nearby bores

Excessive aquatic plant growth in the lakes and incidences of low dissolved oxygen are of particular concern for addressing in this LMP.

This LMP defines the priority purposes and functions of the Palmerston lakes, and provides strategies for maintaining these; noting that maintaining good lake water quality is always the highest priority, given all other functions rely on this.

A number of staged studies and reviews were undertaken to support development of this LMP that included defining the priority functions/purposes of each of the Palmerston lakes, the current environmental condition of each lake, and a review of current management and maintenance practices.

These investigations identified that current management practices and lake functions could be improved by:

- Changing the Palmerston lakes water quality monitoring program to focus on dissolved oxygen (DO) as an indicator.
- The current harvesting regime is appropriate for the management of vegetation such as rooted and floating aquatic plants (lilies) and fringing vegetation (bullrushes and typha). A more targeted approach to salvinia and algae management is required.
- Management of catchment related sediment inputs are crucial to reduce the nutrient load within the lakes.
- Recommendation to develop an irrigation management plan for lake water utilised for irrigation purposes (largely by Palmerston Golf Course).
- The importance of community education and engagement when it comes to looking after the lakes.

This first version LMP will require periodic revision and updating to align with any changes to community expectations, and to incorporate improved knowledge of how the lakes function and which management practices work best.



1 INTRODUCTION

This Lakes Management Plan (LMP) covers the City of Palmerston (CoP)-managed lakes, comprising the Durack Lakes, Sanctuary Lakes and Marlow Lagoon (herein referred to as the Palmerston lakes). All these lakes were constructed as features of suburban developments in the mid to late 1990's (except for Marlow Lagoon, which is natural).

Community expectations and CoP requirements of the lakes are many and varied, and include:

- Stormwater retention and water quality treatment
- Amenity, recreation and aesthetic values for those living near the lakes and using parklands around the lakes
- Water source for irrigation of the Palmerston golf course and CoP-managed parklands surrounding the lakes
- Habitat for wildlife including fish, birds and reptiles
- Recreational fishing, whereby the lakes are periodically stocked with barramundi for this purpose

Routine maintenance activities undertaken by CoP in and around the Palmerston lakes includes:

- Frequent removal of aquatic plants from the lakes
- Irrigation, mowing and maintenance of lawn and parklands around the lakes
- Topping up of lake water levels during the dry season using groundwater from nearby bores

Excessive aquatic plant growth in the lakes and incidences of low dissolved oxygen are of particular concern for addressing in this LMP.

1.1 Purpose and scope

This LMP defines the priority purposes and functions of the Palmerston lakes, and provides approaches for maintaining these; noting that maintaining good lake water quality is always the highest priority, given all other functions rely on this.

CoP commissioned EcOz Environmental Consultants (EcOz) to develop this LMP in accordance with specified requirements and with continued input from CoP during the LMP development process. This first version LMP will require periodic revision and updating to align with any changes to community expectations, and to incorporate improved knowledge of how the lakes function and which management practices work best.

A number of staged studies and reviews were undertaken by EcOz, in consultation with CoP, to support development of this LMP, comprising:

- Stage 1: Functional objectives of Palmerston lakes, July 2020 - identification of primary, secondary and incidental lake functions (Excel spreadsheet)
- Stage 2: Lake Condition Report, August 2020 - outlines the current environmental condition of each of the Palmerston lakes in terms of water quality and stormwater treatment
- Stage 3: Lake management targets, September 2020 - identifying priority management actions to be undertaken for each lake (Excel spreadsheet)
- Stage 4: Review of Lake Management Practices report, September 2020 – review of current lake management practices and recommendations for improvements
- Supplementary Report: Lake Water Quality and Maintenance Review, September 2020 – review of all available water quality monitoring data for the Palmerston lakes, including quarterly monitoring since 2014, monthly sampling of two lakes throughout 2019, and a dissolved oxygen



survey of all lakes in August 2020. The aim was to improve understanding of controls on lake water quality.

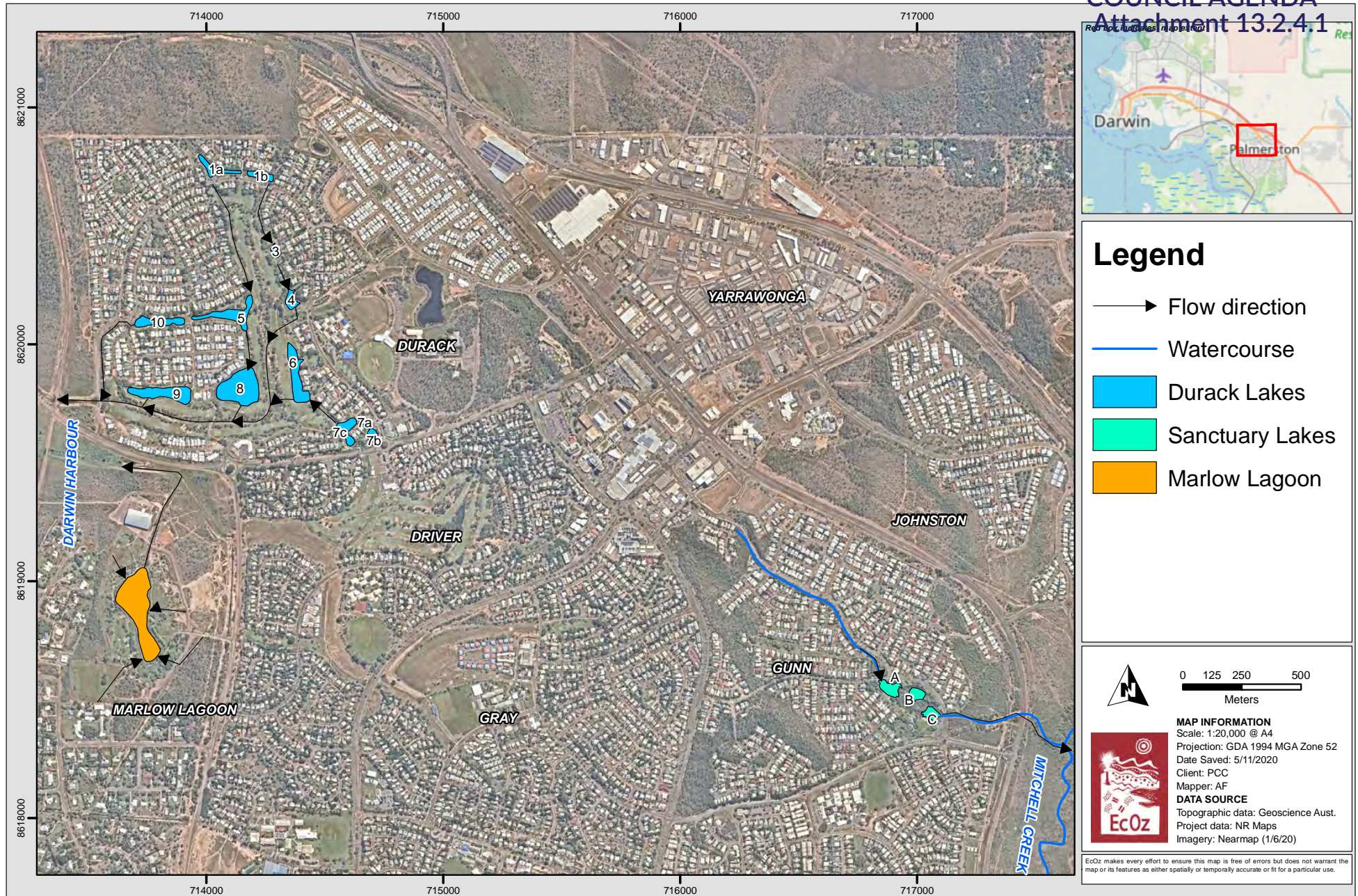
The main findings of these studies and reviews are utilised in this LMP, however for more detail, please refer to the relevant above-listed documents.

CoP management and operations staff were consulted during development of the studies and reviews listed above when determining lake functions and purposes, and current management practices. These CoP staff have an understanding of the Palmerston community's values and uses of the lakes; however, no direct community consultation was undertaken. Community consultation regarding specific aspects of this LMP may be undertaken to inform future LMP revisions.

This LMP sets out the following:

- The current existing environmental setting, physical features, lake water quality and condition of each lake
- The primary and secondary functions/purpose of each lake
- Management targets for each of the lakes based on current environmental characteristics and functional objectives
- Assessment of current management practices concerning the lakes and recommendations for improvement
- Targeted actions, timelines for implementation of improved lake practices on management and departmental responsibilities
- Water quality monitoring plan and lake condition reporting
- Non-conformance and corrective actions

This first version LMP will require periodic revision and updating to align with any changes to community expectations, and to incorporate improved knowledge of how the lakes function and which management practices work best.



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Figure 1-1. Location of the Palmerston Lakes



2 EXISTING ENVIRONMENTAL CONDITIONS

This section provides information on the current environmental setting and condition of the Palmerston lakes. This information is relevant when defining appropriate lake functions and management targets in later sections of this LMP.

2.1 Rainfall and runoff

Lake water quality changes seasonally in response to the region's wet-dry tropical monsoon climate, where most rainfall occurs during the wet season (November to April) and almost no rain during the dry season (May to October). Management of the lakes also changes seasonally, whereby the lakes are heavily utilised as an irrigation water source during the dry season and constantly topped up with water from groundwater bores. The rate of aquatic plant growth and frequency of harvesting is also greatest during the dry months when water flow through the lakes is minimal .

Average annual rainfall is 1723 mm, based on records from the nearest Bureau of Meteorology (BoM) station with consistent long-term data (i.e. Darwin Airport, BoM station no. 14015). The mid-wet season months are the wettest, with January recording an average monthly rainfall of 429 mm, followed by February with 370 mm, and March with 314 mm (Figure 2-1). During these months, monsoonal periods can occur, where rain falls consistently; sometimes lasting several weeks. Less rain falls during the early wet season (December average 249 mm, November average 143 mm). This usually occurs as short storm events.

Rainfall in April and May is infrequent, with average monthly totals of 102 mm and 21 mm respectively. Normally, no rain falls in June, July and August (<5 mm total monthly average), and very little in September and October (16 mm and 70 mm respectively).

The first storms of the wet season often start October/November, but can occur as early as September. The first rains following the dry season months of May to August are referred to as the 'first flush'. Runoff at this time is characterised by relatively higher contaminant levels and poorer water quality due to the build-up of contaminants on surfaces over the dry season. Section 2.4 below further discusses seasonal lake water quality patterns.

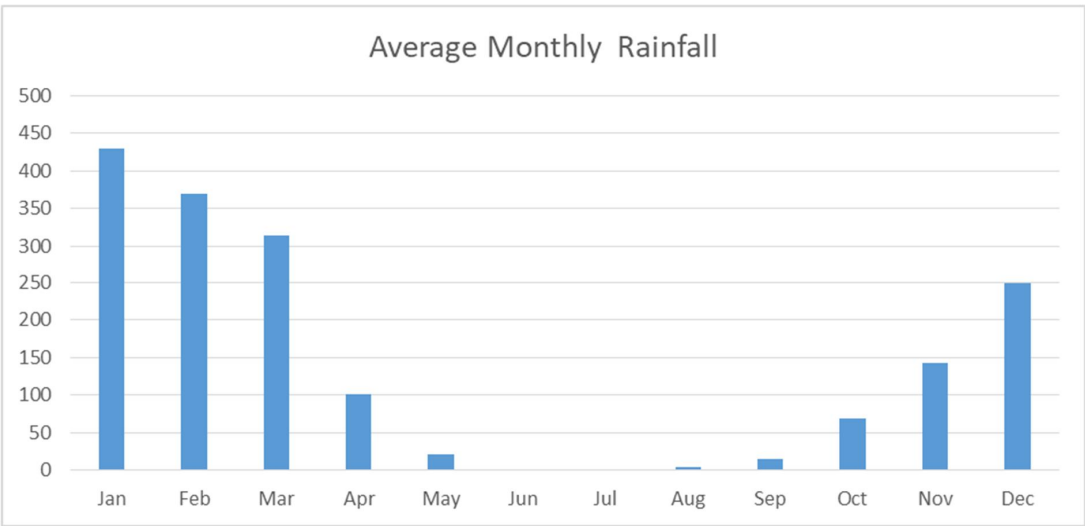


Figure 2-1. Average monthly rainfall.
Taken from BoM station Darwin Airport No. 14015.



2.2 Palmerston lakes history and uses

Durack Lakes and Sanctuary Lakes are man-made lake systems constructed during the mid to late 1990's as part of the housing developments of the suburbs of Durack and Gunn respectively (Figure 1-1). These lakes were designed to provide some level of stormwater retention and treatment, as well as visual amenity to local residents living around the lakes. The parklands, footpaths and bike paths immediately surrounding the lakes are also used by the Palmerston community for recreation.

The Palmerston golf course is incorporated into the areas surrounding the Durack Lakes, with the fairways and greens of holes 1 to 9 situated around lakes 3, 4, 5, 6, 7, 8 and 9.

Marlow Lagoon is a natural freshwater lake, now within a recreation area that features parklands, footpaths, a children's playground and pet exercise park. This recreation area is surrounded by the suburbs of Marlow Lagoon and Driver.

CoP is responsible for maintaining all three lake systems, as well as the surrounding parklands and associated infrastructure.

Recreational fishing in all three lake systems is encouraged by CoP, and the lakes are periodically stocked with barramundi for this purpose.

Swimming is not permitted within any of the three lake systems due to the potential presence of saltwater crocodiles, and given the urban catchments, water quality cannot be guaranteed as free of pathogens or other contaminants potentially unsafe to human health.

During the dry season, lake water levels are maintained by adding water sourced from nearby groundwater bores. All the lakes, excluding Lake 5 and Marlow Lagoon, are used to irrigate the parklands immediately surrounding the lakes. Palmerston golf course has to date utilised Lake 6 as a water source for irrigation, in addition to their two groundwater bores.

2.3 Lake physical features and current condition

The following section summarises the physical features and current environmental condition of the Palmerston lakes. For more detail, please refer to the *Stage 2 Lake Condition Report* and Supplementary Report, *Lake Water Quality and Maintenance Review* listed in Section 1.1 above.

The environmental condition of each lake has been given a qualitative rating of “good”, “ok”, or “poor”; see Table 2-1. This rating is based on site inspections undertaken by EcOz in July and August 2020, and observations of aquatic plant assemblage and biomass, water clarity, sediment build-up etc. The rating also incorporates the findings of lake water balance modelling, and modelled sediment and nutrient inputs/outputs reported in the Stage 2 Lake Condition Report.

Important factors determining the functioning and condition of each lake include the size of catchment contributing runoff into each lake, and the lake's surface area, volume and depth. These statistics are provided in Table 2-1 and discussed in the sections below.

Table 2-1 also includes the estimated parkland/golf course area irrigated using water from each lake and the specific groundwater bores used to top up each lake. This provides a relative indicator of which lakes and bores are drawn from most heavily for irrigation.



2.3.1 Durack Lakes

Physical features

The Durack Lakes comprise 14 interconnected lakes; see Figure 2-2 for lake ID numbers and water flow directions. The total combined catchment area of The Durack lakes is around 136 ha. This catchment is predominantly residential, with the immediate areas around the lakes mainly comprising golf course and parklands. All the lakes have residences within close proximity. The combined catchment area of Lakes 1a and 1b is by far the largest of all the Durack Lakes (45.53 ha); followed by Lake 5 (18.9 ha). All other lakes have catchment areas less than 14 ha.

The total combined water surface area of the lakes is almost 92,000 m², with depths ranging between 1.5 m and 3.6 m. Lake 8 has by far the largest surface area and volume, followed by Lake 9, then Lake 5. Likewise, Lake 8 is the deepest, followed by Lakes 1a, 1b, 9 and 6. Lakes 3, 4, 5 and 10 are all relatively shallow and less than 2 m deep. These depths are based on manual depth measurements taken by EcOz during the late dry season in August 2020. The lakes have never been dredged and the build-up of sediment and organic material on the bottom of the lakes since their construction in the mid 1990's is unknown.

Two local bores (Sabal and Crowson) are utilised in the dry season to maintain water levels for lake aesthetics and as an irrigation water source (Lake 5 is the only lake not involved in irrigation). The Sabal bore (RN035414) is used for topping up Lakes 1a, 1b, 3, 4, 5, and 10. The Crowson bore (RN031124) is used for topping up lakes 6, 7, 8 and 9. Note however, that pipe systems and pumps allow water exchange between the various lakes, e.g. Lake 8 can be topped up directly from the Crowson Bore, or via overflows from Lake 10 and Lake 5, which get their water from the Sabal bore.

The outlet from the Durack Lakes system discharges through a channel under Woodlake Boulevard before entering the Hudson Creek tidal inlet of the Darwin Harbour estuary.

Environmental condition

Based on site inspection, Lake 6 was observed as being in poor condition with a microalgae-dominated plant assemblage i.e. green, murky water. Contributing factors may include the high usage of this lake for irrigation water for the Palmerston golf course and/or high usage of fertilisers or other nutrient sources in the catchment. Modelling results for Lake 6 are in contrast to these visual observations, as they indicated the lake's sizing in relation to a simple, mainly residential catchment is appropriate for treating inputs of nutrients in runoff. These results are indicating that additional factors, not accounted for in the model, are having a detrimental impact on lake water quality.

Lakes 1a, 1b, 3 and 4 were observed to have poor to ok condition, with the relatively small water areas and volumes of these lakes likely a contributing factor. Compared to the other Durack Lakes, these four lakes have very large catchment areas relative to lake water volume i.e. over 66 ha of catchment to a combined total lake volume of 40,000 m³. Lakes 3 and 4 are shallower than 1a and 1b, which is potentially why these lakes appear in poorer condition than Lakes 1a and 1b. Modelling showed very large sediment inputs in runoff from the catchment of these four lakes, which is also obvious in historic aerial imagery during the wet season, where Lakes 1a, 1b, 3 and 4 are extremely turbid in comparison to the other Durack Lakes. Modelling results for these four lakes also indicated they were ineffective in treating nutrient inputs from the catchment.

Lakes 5, 7, 9 and 10 were observed to be in relatively good condition, however, aquatic vegetation growth is still very rapid. Modelling results for these four lakes indicated their sizing was sufficient for effectively treating the predicted nutrients inputs in runoff from the catchment.

Lake 8 appears to have the best water quality and least amount of plant growth. This is due to the fact this lake is relatively deep, has a relatively large water volume and small catchment compared to the other lakes. Modelling results indicated this lake was most effective in treating the predicted nutrient inputs. This lake also benefits from the pre-treatment of stormwater through Lake 5 prior to entering the lake.



2.3.2 Sanctuary Lakes

Physical features

The Sanctuary Lakes are located in the Palmerston suburb of Gunn (Figure 1-1 and Figure 2-2). These lakes comprise three sequential lakes (denoted A, B and C), with a total surface area of approximately 17,600 m². Lake depths range between 2.8 m and 3.5 m, based on the manual depth measurements taken by EcOz in August 2020. The lakes have never been dredged and the build-up of sediment and organic material on the bottom of the lakes since their construction in the mid 1990's is unknown.

During the dry season, a local bore (RN032101) tops up the lakes, in order to maintain the lakes' amenity and aesthetics. Bore water is also used to irrigate the parklands surrounding the lakes.

Surface flows into Sanctuary Lakes are primarily from the surrounding residential areas of Gray and Gunn, and have a total contributing catchment of 66.4 ha.

Overflows from the lakes flow east into Mitchell Creek, which then flows south into the tidal reaches of the Elizabeth River, prior to entering Darwin Harbour.

The middle lake (Lake B) has a small island, which potentially restricts flows to the western side of the lake.

Environmental condition

The Sanctuary Lakes were observed to be in poor condition, due to excessive plant growth, especially algae and salvinia. Modelling also showed these lakes to be largely ineffective in treating nutrient inputs in runoff due to their small size in comparison to catchment size.

2.3.3 Marlow Lagoon

Physical features

Marlow Lagoon is an augmented natural freshwater lagoon located within the Palmerston suburb of Marlow Lagoon (Figure 1-1 and Figure 2-2). It has a surface area of approximately 31,600 m² and is very shallow with a maximum depth of 1.2 m. Surface water flows into Marlow Lagoon are from the surrounding suburban catchment area totalling 30.43 ha. The lagoon overflows and discharges into a channel near the intersection of Kirkland Road and Elrundie Avenue into the Hudson Creek tidal inlet of the Darwin Harbour estuary.

The lagoon has an island in centre, with pedestrian causeways on either side that potentially restrict water exchange between the northern and southern basins of the lagoon.

Lagoon water levels drop during the dry season, however, enough water remains that topping up the lagoon with bore water is not normally undertaken. Two nearby bores are utilised by CoP to irrigate the surrounding parklands and top up the lake (if required); RN023582 and RN022721. Irrigation of the surrounding parklands is predominantly taken directly from the groundwater bore RN023582.

Environmental condition

Marlow Lagoon was observed to be in relatively good condition. This lagoon has a relatively large water volume compared to catchment area and the lake is not usually topped up with bore water or utilised as an irrigation water source. Aquatic plant removal using the harvester is also not currently undertaken in this lake.



Water Monitoring Sites in the Palmerston Area

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Table 2-1. Palmerston lakes physical features, lake fill water source and environmental condition.

*Data for lake catchment area, volume, surface area and irrigated area supplied by CoP, lake depths taken from EcOz manual measurements during DO survey in August 2020.
Lake condition rating based on site inspections July/August 2020 and modelling – see Stage 2 Lake Condition Report for more detail.*

Lake	Catchment area (ha)	Vol. at outlet level (m ³)	Lake surface area (m ²)	Lake depth in centre (m)	Area irrigated using lake water (m ²)	Lake fill water source	Lake condition rating
Lake 1a	45.53	10,000	4,170	3.35	27,760	Sabal bore (RN035414)	Ok
Lake 1b		12,070	5,030	3.50			Ok
Lake 3	13.11	6,560	3,200	2.00	6,555	Sabal bore (RN035414) via pumping from Lake 4	Poor
Lake 4	8.11	11,900	5,600	2.00	27,400	Sabal bore (RN035414)	Poor
Lake 5	18.90	25,200	12,900	1.90	Not used for irrigation	Sabal bore (RN035414) via overflow from Lake 10 or pumped up from Lake 8	Good
Lake 6	8.92	23,200	11,600	3.40	61,000	Crowson bore (RN031124)	Poor
Lake 7a	13.75	19,250	400	~1.5	41,700	Crowson bore (RN031124)	Good
Lake 7b			1,860	2.40			Good
Lake 7c			4610	3.05			Good
Lake 8	6.49	68,300	22,700	3.60	3,245	Sabal bore via Lake 10 or directly from Crowson bore	Good
Lake 9	12.67	39,600	11,400	3.40	6,335	Crowson bore (RN031124)	Good
Lake 10	8.68	16,900	8,400	2.00	66,226	Sabal bore (RN035414)	Good
Sanctuary Lakes A	66.40	54,500	5,700	3.50	33,200	Sanctuary bore (RN032101)	Ok
Sanctuary Lakes B			6,500	3.05			Ok
Sanctuary Lakes C			5,400	2.80			Poor
Marlow Lagoon	30.43	79,000	31,600	1.20	Lake water not used for irrigation	Lake not normally topped up, water levels are lower during dry season but lake doesn't dry out	Ok



2.4 Lake water quality

Water quality monitoring of the Palmerston lakes was undertaken routinely (usually quarterly) between March 2014 and March 2020. This program involved the sampling of nine sites each monitoring round at representative locations throughout the lake systems (Figure 2-2). Site locations focussed on determining the water quality of runoff entering the lakes from the surrounding urban areas, and then discharged from the lake systems into Darwin Harbour.

In August 2020, a survey was undertaken measuring dissolved oxygen (DO) levels throughout the water column of each of the Palmerston lakes during both the morning and afternoon. This was to gain a better understanding of lake condition and controls on water quality and plant growth. DO is a key indicator of lake function and condition. A lake that has a large biomass of plants and algae will typically experience very low DO concentrations in the early morning and high concentrations in the afternoon. A lake that is stratified will also typically record very high DO concentrations in the surface layer and low concentrations in the bottom layer.

The results of these and other water quality surveys undertaken in the Palmerston lakes were discussed in detail in the Supplementary Report, *Lake Water Quality and Maintenance Review*. A summary of the findings for the quarterly monitoring and DO survey results is provided below.

2.4.1 Quarterly water quality monitoring results

Table 2-2 summarises the quarterly monitoring water quality trends observed at the outlet points for each of the three lake systems i.e. Durack Lakes, Sanctuary Lakes and Marlow Lagoon; corresponding to the monitoring sites DLDS, SLA and ML respectively (Figure 2-2). The results from the three lake systems are combined to give one qualitative rating of “good”, “ok”, or “poor” for each water quality parameter.

Concentrations are compared against the NT Government’s Water Quality Objectives (WQO’s) for the Darwin Harbour Region; specifically, those for the ‘upper estuary’ and ‘freshwater rivers and streams’ where relevant.

Table 2-2. Quarterly water quality monitoring trends summary.

Parameter	Trends	Condition rating
Temperature	Temperature ranged between 21.6°C (measured at ML in June 2019) and 38.6°C (measured at DLDS in December 2019). It follows a strong seasonal pattern, with the lowest temperatures in June and July, and highest between December and March. Temperatures are more variable during the wet season months January and February, due to monsoonal periods, where rainfall, freshwater inflows and longer periods of overcast days can lower water temperatures. The high temperatures experienced at times during the period December to March could be detrimental to aquatic fauna.	Ok to Good
pH	pH generally ranged between 6.0 and 8.5, with the average of concentrations being 7.48 for DLDS, 6.79 for ML and 7.18 for SLA. DLDS often exceeds the WQO upper limit of 8.5 during the early wet season, likely associated with increased plant productivity in the lakes. At times during the wet season, pH decreases below the WQO range due to the input of rainfall and runoff, which is naturally slightly acidic.	Ok to Good

Parameter	Trends	Condition rating
Electrical Conductivity	<p>All sites have a clear seasonal EC trend. Concentrations are lowest during the wet season and highest during the late dry season. EC decreases with the first flush of rain in November/December and continues to decrease over the wet season. This pattern is especially pronounced at site DLDS (i.e. Durack Lakes outlet site), which fluctuates between <200 µS/cm during the late wet season, to over 600 µS/cm at the end of the dry season.</p> <p>EC values at SLA and ML are lower than at DLDS, with dry season concentrations at SLA around 400 µS/cm and EC concentrations at ML always below 200 µS/cm.</p> <p>Relatively higher dry season EC's in all three lake systems is due to evapo-concentration and the lack of fresh rainwater input. This is exacerbated in the Durack and Sanctuary Lakes by the topping up of these lakes with bore water. The Crowson and Sabal bores used to top up the Durack Lakes are relatively more saline than the Sanctuary Lakes bore.</p>	Ok
Dissolved Oxygen	<p>DO is highly variable, as this parameter changes over the course of each day depending on plant biomass and photosynthesis, wind strength and direction, rainwater inputs, cloud cover, water depth etc. This diurnal variability confounds the interpretation of quarterly DO spot measurements, which range between 7 %saturation and 140 %saturation, with high and low concentrations occurring at any time of the year.</p> <p>Of note is that all recorded fish kills to date have coincided with very low DO levels throughout the water column and throughout the lake where the fill kill occurred, often during the early wet season. Circumstances leading to such low DO levels include a large biomass of algae and salvinia, and high ambient temperatures, which mean that DO levels become very low during the night when plants only respire and consume oxygen and do not photosynthesis and produce oxygen. This is compounded if algae is in a phase of die-off, whereby the breakdown of dead algae consumes oxygen in the water column during both the day and night.</p>	Ok
Ammonia	<p>Ammonia concentrations range from <0.01 to 0.08 mg/L, with the majority of concentrations above the WQO (0.02 mg/L) at all sites. Ammonia concentrations fluctuate between monitoring rounds, with no clear seasonal pattern. Relatively high concentrations can occur at any time of the year.</p>	Ok
Total Nitrogen	<p>TN concentrations range from 0.1 to 2.1 mg/L. The majority of concentrations at site SLA remaining below the WQO (0.2 mg/L). Approximately 50% of the concentrations at site DLDS were around the WQO, with the majority of the concentrations from ML above the WQO. No apparent seasonal trend was identified at any of the sites nor was there an increasing trend identified.</p>	Good
Total Phosphorus	<p>TP concentrations range from <0.01 to 0.19 mg/L. The majority of concentrations remain below the WQO (0.03 mg/L). There is no apparent seasonal trend identified, nor any increasing concentration trends. Trends were observed at sites DLD and DLE (representative of the outflows from Lakes 1a and 1b), which saw increased levels of phosphorous during December (i.e. early wet season), which relates to increased sediment loads entering the system during the first flush of wet season rainfall.</p>	Ok to Good
Chlorophyll-a	<p>Chlorophyll-a concentrations are generally always below the WQO (4 mg/m³) at site DLDS with occasional concentrations above this. At sites ML and SLA, chlorophyll-a concentrations varied quite largely and were generally above the WQO. However the trend in historical data does indicate that algal blooms occur periodically within the lakes.</p>	Ok to Good



Parameter	Trends	Condition rating
Dissolved metals	Concentrations at all monitoring sites were below the applicable guideline values (ANZECC default guidelines for 95% species protection in freshwater). Except in 2018, where there was a slight increase in copper and zinc concentrations at DLDS, however there was no increasing trend in concentrations in the next sampling round, with the concentration being below the LOR.	Good
Hydrocarbons (TPH/TRH /BTEXN)	All concentrations at all sites were always below detection limits.	Good
Bacteriological	Bacteriological indicators are only measured during the annual extended parameter round, which to date, has always occurred during March each year. As such, the results are only indicative of the situation during the mid-wet season. Bacteriological concentrations during other times of the year could be higher or lower. During the mid-wet season, <i>E.Coli</i> and enterococci concentrations generally always exceeded the recreational guideline value (100 CFU/100mL and 50 CFU/100mL respectively) at all sites.	Ok to poor

Conclusions and recommendations from quarterly water quality monitoring results

The quarterly water quality monitoring results show that dissolved metals and hydrocarbon concentrations are usually low and below the guideline values. These contaminants do not appear to be an issue for the Palmerston lakes and continued monitoring of these is not considered a priority. These parameters may be sampled on an ad hoc basis if a spill or leak containing these contaminants was to occur, or if activities/industries in the catchment involving these contaminants were to be undertaken.

Nutrient concentrations in the lakes (i.e. ammonia, nitrogen, phosphorus) are highly variable and difficult to interpret. Possibly, this is because the concentrations of these nutrients is not indicative of actual nutrient loads into the lakes, given during the dry season plants would uptake a proportion of nutrients prior to sampling, and during the wet season, a large proportion of nutrients would be flushed through the lakes and not retained. It is difficult to draw conclusions from this data useful for informing management actions. Based on the six years of data, overall, concentrations do not appear to be increasing. Continued monitoring of these parameters is not considered a priority.

Chlorophyll-a concentrations are useful for indicating the presence of algal blooms, although measuring DO during the morning and afternoon throughout the water column (see section below), would also indicate this.

Bacteriological indicators have to date only been sampled on an annual basis and always during the wet season. Concentrations at this time have been very high and above the recreational guidelines; although this is expected during the wet season and these types of levels are typically seen in waterways across the Darwin area. High levels during the wet season also presents a low risk to the community given swimming is never permitted in the lakes and the water is not used for irrigation at this time. It is advised that the lakes be tested for bacteriological parameters during the dry season.

Measuring temperature, pH and electrical conductivity is useful for monitoring potential stressors on aquatic organisms and clear seasonal trends in these parameters is evident.

Of note is that the quality of the groundwater being pumped into the lakes during the dry season in large volumes is largely unknown. It would be useful to sample the water from the Sabel, Crowson and Sanctuary bores on a regular basis to determine if this water contains a level of nutrients or bacteriological contamination. The increasing salinity of these bores due to high extraction volumes and saline intrusion is also a concern and regular sampling would assist in tracking this.



2.4.2 Dissolved oxygen lake survey results

In August 2020, in-situ DO measurements (and also other physical parameters) were recorded using a hand-held field meter in each of the Palmerston lakes (totalling 33 sites across 17 lakes) during the early morning (6.30 am to 8.30 am) and afternoon (12 noon to 4 pm). These 17 lakes comprised:

- Thirteen lakes in the Durack Lakes (1a, 1b, 3, 4, 5, 6, 7a, 7b, 7c, 8, 9, 10a and 10b)
- Three at Sanctuary Lakes (Lakes A, B and C)
- One at Marlow Lagoon

Monitoring sites are shown in Figure 6-1 and Figure 6-2; these same sites are proposed for the water quality monitoring program outlined in Section 6 below.

During each of the morning and afternoon sampling times, DO (and also the other field parameters temperature, pH, EC and turbidity) were measured at the surface and at regular depths throughout the water column. The depth of each site to the lake bottom was also measured using a pole and tape measure. Observations of weather conditions, plant coverage and species, and any other aspects relevant to water quality were noted.

Figure 2-3 presents the DO water column profiles measured at each site during the morning and afternoon. Based on these profiles, the condition of each lake is described in Table 2-3 and given a qualitative rating of “good”, “ok”, or “poor”. Sites that were well oxygenated throughout the water column during both the morning and afternoon were assessed as good, whereas sites that had low DO during the morning/afternoon or anywhere within the water column were assessed as ok or poor depending on the degree and extent of hypoxia.

Table 2-3. DO survey results summary.

Lake	DO sampling results	Condition rating
Lake 8	Lake 8 was observed to have the best DO results out of all the lakes. This lake is well oxygenated throughout the water column at all times of the day. This lake is the deepest and largest of all the lakes. Water flows into this lake are also via Lake 5; therefore, water inflows from the catchment have a higher level of treatment. Sediment and nutrient loads into Lake 8 are reduced after having passed through Lake 5.	Good
Lakes 6, 7, 9 and 10	Lakes 9, 10, 6, 7 and Sanctuary Lakes are also generally well oxygenated throughout most of the water column, most of the time. A general trend from these lakes is that they have low DO near the lake bed.	Ok
Lake 5	Lake 5 is also moderately well oxygenated, with some areas of the lakes (northern and western arms) recording low DO levels during the morning period.	Ok
Lakes 1a, 1b, 3 and 4	Lakes 1a, 1b, 3 and 4 appear to have signs of stratification and low DO, particularly at depth and are considered to have the worst quality out of all the lakes. These lakes are smaller than the other Durack Lakes but their catchment areas are of a similar size, or even larger, in the case of Lakes 1a and 1b.	Poor
Sanctuary Lakes	In contrast to all the Durack Lakes, DO concentrations in Sanctuary Lakes A, B and C were higher at depth (1.5-2.0 m) compared to the surface. This is attributed to rapidly growing macro algae that was observed smothering the rooted vegetation growing on the lake bottom. The Sanctuary Lakes had been harvested a week prior to the DO survey. The removal of shading aquatic plants, and the disturbance of bottom sediments and release of nutrients has likely caused this rapid growth. Similar rapid plants growth would be expected in the Durack Lakes following harvesting.	Poor



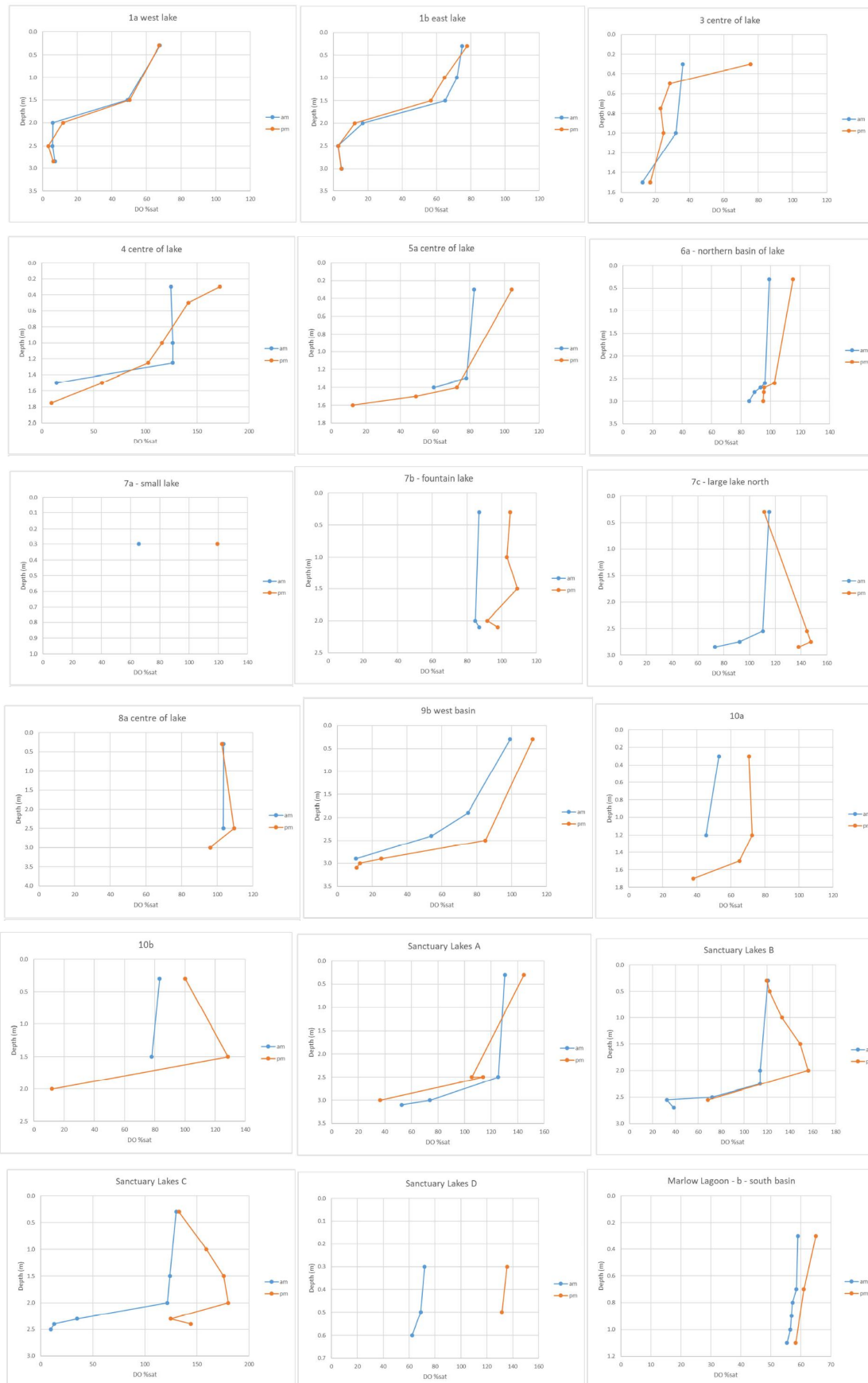
Lake	DO sampling results	Condition rating
Marlow Lagoon	Marlow Lagoon is moderately well oxygenated throughout the water column. As it is the only natural waterbody in the observed lake systems within this study and is not currently topped up with water from the local bores, this is reflected in the lower EC and pH results.	Good

Conclusions and recommendations from DO survey results

The DO survey results are useful for understanding the environmental condition of each individual lake and the degree of plant growth; including microalgae, which may not be immediately visible during lake inspections. Aquatic plant growth is currently the most problematic issue for the Palmerston lakes; it also has implications for fish health, given a large mass of plants/algae can cause low DO levels in the pre-dawn.

The DO survey undertaken in August 2020 is a snapshot representing late dry season conditions. It would be of value to repeat this survey during the early wet season (build-up), mid wet season and early dry season to see if the condition (plant biomass) of different lakes changes seasonally with the input of catchment runoff. Noting how long plant harvesting was undertaken in each lake prior to each survey would also assist in monitoring how the lakes respond to the harvesting operations.

Figure 2-3. Dissolved oxygen in-situ depth profiles.





3 LAKE FUNCTIONS

All lakes were assessed on their current function, based on feedback from the CoP maintenance team. All lakes were observed to have the same functions and in the same order. The lake condition analysis and DO sampling identified that some of the lakes are under pressure with their various purposes. Desired primary and secondary functions were then derived in order to develop specific management targets for each lake.

Table 3-1 outlines the current functions of the lakes and the desired primary functions after the various investigations undertaken, upon which the lakes will have management targets derived.

Table 3-1. Current functions and desired priority functions for all lakes.

Lake	Current functions	Desired primary functions
Lake 1a	Primary Function: Stormwater management (retention and treatment) Ecological habitat Secondary Functions: Flood mitigation Visual amenity Irrigation water source [^] Recreational fishing	Stormwater management Ecological habitat
Lake 1b		Stormwater management Ecological habitat
Lake 3		Stormwater management Ecological habitat
Lake 4		Stormwater management Ecological habitat
Lake 5		Visual amenity Ecological habitat
Lake 6		Visual amenity Ecological habitat
Lake 7 (a, b, c)		Visual amenity Ecological habitat
Lake 8		Irrigation water source (currently proposed) Visual amenity
Lake 9		Stormwater treatment (last point of treatment before discharge to Darwin harbour) Ecological habitat Irrigation water source
Lake 10 (a, b)		Stormwater treatment Ecological habitat Irrigation water source
Sanctuary Lake A		Visual amenity Stormwater management
Sanctuary Lake B		Visual amenity Stormwater management
Sanctuary Lake C		Visual amenity Stormwater management
Marlow Lagoon		Visual amenity Ecological habitat

[^]Excludes Lake 5 and Marlow Lagoon which are currently not used as an irrigation water source.



4 MANAGEMENT TARGETS

The following strategies have been developed specific to each lake and its desired function. Each strategy includes required management practices, performance indicators and a timeline for implementation. It is envisaged that each of the lake strategies will be adapted over time to align with changes to community expectations and improvements in knowledge regarding lake functioning and what management practices work best.

Sections 5 and 6 below provide details regarding the required maintenance and management practices. Corrective actions are detailed in Section 7.

Table 4-1. Lake 1a strategy.

Lake objective	To provide stormwater treatment for runoff entering the Durack Lakes system from Tiger Brennan Drive, whilst providing a good ecological habitat for aquatic life. This lake is located at the top of the catchment and is the first treatment asset for surface water treatment before passing under a culvert under Woodlake Boulevard and draining via grassed swale towards Lake 5.
Secondary functions	Secondary to stormwater management and providing a viable ecological habitat, Lake 1a is a visual amenity asset to the community, whilst also available for recreational fishing.
Current condition	Currently has low to poor water quality
Required Maintenance/Management practices	Water quality monitoring as per Section 6 below Regular and maintained weed harvesting Installation of sediment load reducing measures Installation of aeration devices Active Salvinia management Desilting of lake (long term of plan) Community education about aquatic plants and impacts of human actions on the lakes
Performance indicators	Meeting assessment criteria for DO, turbidity etc as per Section 6.5 below Aquatic vegetation healthy and not showing signs of distress or disease No major fish kill events
Timeline for implementation	Ongoing - Regular and maintained weed harvesting November 2020 - Active Salvinia management January 2021 - Quarterly water quality monitoring April/May 2021 - Community education December 2021 - Installation of sediment load reducing measures December 2021 - Installation of aeration devices 2023 - 2025 - Desilting of lake (long term of plan)

Table 4-2. Lake 1b strategy.

Lake objective	To provide stormwater treatment for runoff entering the Durack Lakes system from Tiger Brennan Drive, whilst providing a good ecological habitat for aquatic life. This lake is located at the top of the catchment and is the first treatment asset for surface water treatment before entering Lake 3.
Secondary functions	Secondary to stormwater management and providing a viable ecological habitat, Lake 1b is a visual amenity asset to the community, whilst also available for recreational fishing.



Current condition	Currently has low to poor water quality
Required Maintenance/Management practices	Water quality monitoring as per Section 6 below Regular and maintained weed harvesting Installation of sediment load reducing measures Installation of aeration devices Active Salvinia management Desilting of lake (long term of plan) Community education about aquatic plants and impacts of human actions on the lakes
Performance indicators	Meeting assessment criteria for DO, turbidity etc as per Section 6.5 below Aquatic vegetation healthy and not showing signs of distress or disease No major fish kill events
Timeline for implementation	Ongoing - Regular and maintained weed harvesting November 2020 - Active Salvinia management January 2021 - Quarterly water quality monitoring April/May 2021 - Community education December 2021 - Installation of sediment load reducing measures December 2021 - Installation of aeration devices 2023 - 2025 - Desilting of lake (long term of plan)

Table 4-3. Lake 3 strategy.

Lake objective	To provide stormwater treatment for runoff entering the Durack Lakes system whilst providing a good ecological habitat for aquatic life. This lake receives flows from Lake 1b and its own catchment.
Secondary functions	Secondary to stormwater management and providing a viable ecological habitat, Lake 3 is a visual amenity asset to the community, whilst also available for recreational fishing.
Current condition	Currently has low to poor water quality
Required Maintenance/Management practices	Water quality monitoring as per Section 6 below Regular and maintained weed harvesting Installation of sediment load reducing measures Installation of aeration devices Active Salvinia management Desilting of lake (long term of plan) Community education about aquatic plants and impacts of human actions on the lakes
Performance indicators	Meeting assessment criteria for DO, turbidity etc as per Section 6.5 below Aquatic vegetation healthy and not showing signs of distress or disease No major fish kill events
Timeline for implementation	Ongoing - Regular and maintained weed harvesting November 2020 - Active Salvinia management January 2021 - Quarterly water quality monitoring April/May 2021 - Community education December 2021 - Installation of sediment load reducing measures December 2021 - Installation of aeration devices 2023 - 2025 - Desilting of lake (long term of plan)

Table 4-4. Lake 4 strategy

Lake objective	To provide stormwater treatment for runoff entering the Durack Lakes system whilst providing a good ecological habitat for aquatic life. This lake receives flows from Lake 3 and its own catchment.
Secondary functions	Secondary to stormwater management and providing a viable ecological habitat, Lake 4 is a visual amenity asset to the community, whilst also available for recreational fishing.
Current condition	Currently has low to poor water quality
Required Maintenance/Management practices	Water quality monitoring as per Section 6 below Regular and maintained weed harvesting Installation of sediment load reducing measures Installation of aeration devices Active Salvinia management Desilting of lake (long term of plan) Community education about aquatic plants and impacts of human actions on the lakes
Performance indicators	Meeting assessment criteria for DO, turbidity etc as per Section 6.5 below Aquatic vegetation healthy and not showing signs of distress or disease No major fish kill events
Timeline for implementation	Ongoing - Regular and maintained weed harvesting November 2020 - Active Salvinia management January 2021 - Quarterly water quality monitoring April/May 2021 - Community education December 2021 - Installation of sediment load reducing measures December 2021 - Installation of aeration devices 2023 - 2025 - Desilting of lake (long term of plan)

Table 4-5. Lake 5 strategy

Lake objective	To enhance areas around the lake for visual amenity purposes and provide a good ecological habitat for aquatic life. This lake receives flows from Lake 1a (via a grassed swale) and its own catchment.
Secondary functions	Secondary to visual amenity and providing a viable ecological habitat, Lake 5 is a stormwater asset whilst also available for recreational fishing.
Current condition	Currently has good water quality
Required Maintenance/Management practices	Water quality monitoring as per Section 6 below Regular and maintained weed harvesting Installation of aeration devices Active Salvinia management Community education about aquatic plants, impacts of human actions on the lakes and what makes a healthy lake
Performance indicators	Meeting assessment criteria for DO, turbidity etc as per Section 6.5 below Aquatic vegetation healthy and not showing signs of distress or disease No major fish kill events
Timeline for implementation	Ongoing - Regular and maintained weed harvesting November 2020 - Active Salvinia management January 2021 - Quarterly water quality monitoring April/May 2021 - Community education December 2021 - Installation of aeration devices

Table 4-6. Lake 6 strategy

Lake objective	To rehabilitate the lake from previous use as a main irrigation source for the PGC, enhance areas around the lake for visual amenity purposes and provide a good ecological habitat for aquatic life.
Current condition	Currently has poor water quality, evidence of salvinia and microalgae
Required Maintenance/Management practices	Rehabilitation of lake from irrigation utilised pond to priority functions Water quality monitoring as per Section 6 below Regular and maintained weed harvesting Installation of aeration devices Desilting of lake (long term of plan) Active Salvinia management Community education about aquatic plants, impacts of human actions on the lakes and what makes a healthy lake
Performance indicators	Meeting assessment criteria for DO, turbidity etc as per Section 6.5 below Aquatic vegetation healthy and not showing signs of distress or disease No major fish kill events
Timeline for implementation	Ongoing - Regular and maintained weed harvesting November 2020 - Active Salvinia management March 2021 – Rehabilitation of lake January 2021 - Quarterly water quality monitoring April/May 2021 - Community education December 2021 - Installation of sediment load reducing measures December 2021 - Installation of aeration devices 2023 - 2025 - Desilting of lake (long term of plan)

Table 4-7. Lake 7a, 7b and 7c strategy

Lake objective	To enhance areas around the lake for visual amenity purposes and provide a good ecological habitat for aquatic life. This lake receives flows from its own catchment.
Secondary functions	Secondary to visual amenity and providing a viable ecological habitat, Lake 7a, b and c are stormwater assets whilst also available for recreational fishing.
Current condition	Currently has good water quality
Required Maintenance/Management practices	Water quality monitoring as per Section 6 below Regular and maintained weed harvesting Installation of aeration devices Active Salvinia management Community education about aquatic plants, impacts of human actions on the lakes and what makes a healthy lake
Performance indicators	Meeting assessment criteria for DO, turbidity etc as per Section 6.5 below Aquatic vegetation healthy and not showing signs of distress or disease No major fish kill events
Timeline for implementation	Ongoing - Regular and maintained weed harvesting November 2020 - Active Salvinia management January 2021 - Quarterly water quality monitoring April/May 2021 - Community education December 2021 - Installation of aeration devices

Table 4-8. Lake 8 strategy

Lake objective	To provide an irrigation resource for the PGC as well as enhance areas around the lake for visual amenity purposes. This lake receives overflows from Lake 5 (via a grassed swale) and its own catchment.
Secondary functions	Secondary to providing PCG with an irrigation source and providing a viable ecological habitat, Lake 8 is also available for recreational fishing.
Current condition	Currently has good water quality
Required Maintenance/Management practices	Development of an irrigation management plan (stipulating extraction volumes allowable from external parties) Water quality monitoring as per Section 6 below Regular and maintained weed harvesting Installation of aeration devices Active Salvinia management Community education about aquatic plants, impacts of human actions on the lakes and what makes a healthy lake
Performance indicators	Meeting assessment criteria for DO, turbidity etc as per Section 6.5 below Water levels at a respectable height Large increase in EC concentrations (if too high, evident that lake is struggling with extraction) Aquatic vegetation healthy and not showing signs of distress or disease No major fish kill events
Timeline for implementation	Ongoing - Regular and maintained weed harvesting November 2020 - Active Salvinia management January 2021 - Quarterly water quality monitoring February 2021 – Irrigation management plan April/May 2021 - Community education December 2021 - Installation of aeration devices 2023 - 2025 - Desilting of lake (long term of plan)

Table 4-9. Lake 9 strategy

Lake objective	To provide stormwater treatment for runoff entering and then exiting the Durack Lakes system whilst providing a good ecological habitat for aquatic life and an irrigation source for local parklands and reserves in the area. This lake receives flows from Lake 8 and its own catchment.
Secondary functions	Secondary to stormwater management, providing a viable ecological habitat and irrigation source, Lake 9 is a visual amenity asset to the community, whilst also available for recreational fishing.
Current condition	Currently has good water quality
Required Maintenance/Management practices	Water quality monitoring as per Section 6 below Regular and maintained weed harvesting Installation of sediment load reducing measures Installation of aeration devices Active Salvinia management Desilting of lake (long term of plan) Community education about aquatic plants and impacts of human actions on the lakes
Performance indicators	Meeting assessment criteria for DO, turbidity etc as per Section 6.5 below Aquatic vegetation healthy and not showing signs of distress or disease No major fish kill events



Timeline for implementation	Ongoing - Regular and maintained weed harvesting November 2020 - Active Salvinia management January 2021 - Quarterly water quality monitoring April/May 2021 - Community education December 2021 - Installation of sediment load reducing measures December 2021 - Installation of aeration devices 2023 - 2025 - Desilting of lake (long term of plan)
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Table 4-10. Lake 10a and 10b strategy

Lake objective	To provide stormwater treatment for runoff entering and then exiting the Durack Lakes system whilst providing a good ecological habitat for aquatic life and an irrigation source for local parklands and reserves in the area. This lake receives flows from Lake 5 and its own catchment.
Secondary functions	Secondary to stormwater management, providing a viable ecological habitat and irrigation source, Lake 10a and 10b is a visual amenity asset to the community, whilst also available for recreational fishing.
Current condition	Currently has good water quality
Required Maintenance/Management practices	Water quality monitoring as per Section 6 below Regular and maintained weed harvesting Installation of sediment load reducing measures Installation of aeration devices Active Salvinia management Community education about aquatic plants and impacts of human actions on the lakes
Performance indicators	Meeting assessment criteria for DO, turbidity etc as per Section 6.5 below Aquatic vegetation healthy and not showing signs of distress or disease No major fish kill events
Timeline for implementation	Ongoing - Regular and maintained weed harvesting November 2020 - Active Salvinia management January 2021 - Quarterly water quality monitoring April/May 2021 - Community education December 2021 - Installation of sediment load reducing measures December 2021 - Installation of aeration devices

Table 4-11. Sanctuary Lakes A, B and C strategy

Lake objective	To provide stormwater treatment for runoff entering and then exiting the Durack Lakes system whilst enhancing areas around the lake for visual amenity purposes
Secondary functions	Secondary to visual amenity and providing a viable ecological habitat, the Sanctuary Lakes is a stormwater assets whilst also available for recreational fishing
Current condition	Currently has poor water quality, evidence of salvinia and microalgae
Required Maintenance/Management practices	Water quality monitoring as per Section 6 below Regular and maintained weed harvesting Installation of aeration devices Active Salvinia management Community education about aquatic plants, impacts of human actions on the lakes and what makes a healthy lake



Performance indicators	Meeting assessment criteria for DO, turbidity etc as per Section 6.5 below Aquatic vegetation healthy and not showing signs of distress or disease No major fish kill events
Timeline for implementation	Ongoing - Regular and maintained weed harvesting November 2020 - Active Salvinia management January 2021 - Quarterly water quality monitoring April/May 2021 - Community education December 2021 - Installation of sediment load reducing measures December 2021 - Installation of aeration devices

Table 4-12. Marlow Lagoon strategy

Lake objective	To enhance areas around the lake for visual amenity purposes and provide a good ecological habitat for aquatic life.
Secondary functions	Secondary to visual amenity and providing a viable ecological habitat, Marlow lagoon is a stormwater asset whilst also available for recreational fishing.
Current condition	Currently has good water quality
Required Maintenance/Management practices	Management of collapsed causeway i.e. install box culverts to allow for water to flow through) Water quality monitoring as per Section 6 below Regular and maintained weed harvesting Installation of aeration devices Active Salvinia management Community education about aquatic plants, impacts of human actions on the lakes and what makes a healthy lake
Performance indicators	Meeting assessment criteria for DO, turbidity etc as per Section 6.5 below Aquatic vegetation healthy and not showing signs of distress or disease No major fish kill events
Timeline for implementation	Ongoing - Regular and maintained weed harvesting November 2020 - Active Salvinia management January 2021 - Quarterly water quality monitoring April/May 2021 – Clean up the blockage where the old walkway used to be April/May 2021 - Community education December 2021 - Installation of sediment load reducing measures December 2021 - Installation of aeration devices

5 MANAGEMENT MEASURES

Routine maintenance activities currently undertaken by CoP in and around the lakes includes frequent removal of aquatic plants and weeds from the lake beds, mowing and maintenance of lawn and parklands around the lakes, and the topping up of water levels in the lakes using groundwater from nearby bores.

New management targets were derived and are summarised as follows:

- An updated water quality monitoring plan is to be developed and implemented, which is targeted towards the water quality of the lakes rather than the overall Palmerston lakes system entering the Darwin Harbour. The plan is based on the most recent DO sampling that occurred in August 2020 and includes sampling for additional bacteriological parameters such as *E. coli*. Further information about this monitoring program is detailed in Section 6 of this document.
- The current harvesting regime is appropriate for the management of vegetation such as rooted aquatic plants (lilies) and fringing vegetation (bullrushes and typha). A more targeted approach to salvinia and algae management is required.
- Management of catchment related sediment inputs are crucial to reduce the nutrient load within the lakes.
- Recommendation to develop an irrigation management plan for lake water utilised for irrigation purposes (largely with Palmerston Golf Course).
- The importance of community education and engagement when it comes to looking after the lakes.

5.1 Vegetation management

The current harvesting regime conducted by the maintenance team at CoP is deemed adequate for the type of vegetation that is growing in and around the lakes. Aquatic plants will continue to grow in all the Palmerston Lakes, given their shallow depths and availability of nutrients entering the system. It is therefore recommended that CoP continue with the same harvesting program for vegetation, such as harvesting the rooted and floating aquatic plants and fringing vegetation, when growth reaches the thresholds as show below in Figure 5-1.

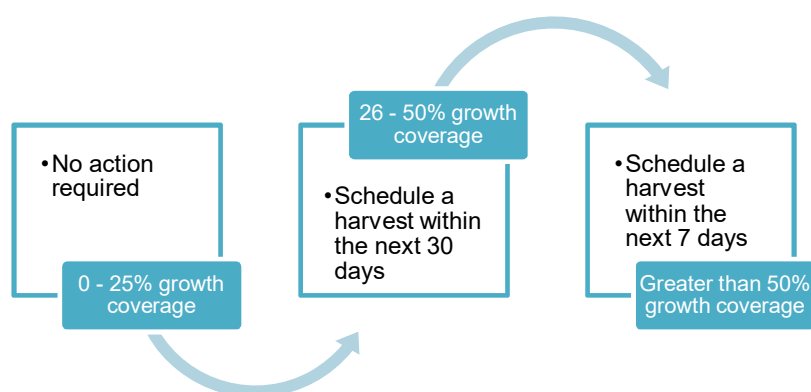


Figure 5-1. Management of rooted and floating aquatic and fringing vegetation

Improvements to the harvesting regime and identifying other means for managing the lake vegetation could come from commissioning a study (through CDU or similar) that specifically looks at how to achieve the optimal vegetation assemblage and minimise the rate of plant growth



5.2 Salvinia management

Salvinia (*Salvinia molesta*) is a 'Weed of National Significance' and is a free-floating perennial aquatic fern, which forms mats over water surfaces. In the Northern Territory, it's declared status is *Class B – growth and spread to be controlled*, which means in the case of its growth within the Palmerston lakes, it is the responsibility of CoP to manage its spread and prevent the public from spreading it into other water systems via fishing and other recreational activities.

Salvinia creates a mat on the surface of the water that blocks out light to the lower water column and alters the environment for aquatic organisms, fish and plants. Salvinia is spread by vegetative reproduction. Its stem fragments are distributed by water movement, and can be spread by water craft, fishing equipment such as lures and nets, and also by animals. Salvinia grows best when the water temperature is between 20°C and 30°C and tends to grow faster when nutrients are abundant or when there has been runoff from a recent rainfall event.

Salvinia can have the following impacts on the lakes:

- blocks light and reduces oxygen levels
- causes stagnation and pollution
- restricts water flow
- blocks access to water by animals
- creates favourable breeding conditions for mosquitoes.

Salvinia Management

There are four methods of control options for salvinia management and they are outlined in Table 5-1 below.

Table 5-1. Salvinia control methods (adapted from CRC Weed Management, 2003)

Type of infestation	Physical	Mechanical	Chemical	Biological
Small: Small area with a few plants	Manually remove by hand. Booms or nets can be used to prevent short-term spread.	Not suitable	Several chemicals are registered as suitable for salvinia destruction.	Not suitable for smaller areas as it will not eradicate salvinia.
Medium: Medium area with medium density	Manually removing the salvinia is not suitable in medium to large growth areas.	Aquatic weed harvesters can remove salvinia, however due to the rapid regeneration of salvinia, it will need to be harvested regularly.	The common herbicide (glyphosate found in RoundUp) only attacks the top layer of growth and is therefore not effective in eradication.	The salvinia weevil (<i>Salvinia molesta</i>) has shown to be extremely effective in controlling salvinia. Generally, this method takes 1-3 years. Suitable and more effective in warmer climates.
Large: Large area (many ha) with high density of plants	Fire is another physical method to be considered in integrated weed control, however it is not suitable in urban environments, such as that in Palmerston.		There are other chemicals that can be used however, not advisable for use in areas of public interaction (i.e. lakes used for irrigation)	

The key to controlling salvinia is to develop an integrated weed control program" which includes multiple methods of control. CoP currently use the mechanical method for salvinia management, and it is therefore



recommended that exploration into the biological method of salvinia control be explored in a selection of lakes whereby salvinia is a nuisance i.e. Sanctuary Lakes, given the effectiveness of control by the weevil in tropical climates.

5.2.1 Proposed salvinia management plan

It is proposed that the introduction of weevils as a method of control for salvinia occur in lakes where the lakes are connected. The three Sanctuary Lakes are an ideal location for this type of treatment to be introduced due, to its position on the corner of Buscall Avenue and Lakeview Boulevard and its primary function as a visual amenity asset to the Palmerston community.

As there is such a wide spread of salvinia across all the lakes, total eradication is not possible, however with the introduction of weevils, this form of biological control means that there would be less use of mechanical inputs (such as the Truxor), saving time and cost of CoP maintenance staff.

On the 29th September, the Bureau of Meteorology has officially declared a La Niña event is currently underway, which means it is likely that the Northern Territory will have above average rainfall during the 2020-2021 wet season, and ideal conditions for introducing the salvinia weevil within the lakes. By the start of the 2021 dry season, the population will be established enough to reduce the bloom of salvinia that usually occurs during this time of the year.

The Palmerston lakes have a history of successful bio-control, followed by weevil numbers plummeting and the salvinia then returning. Applying the biological method of salvinia control is not a 'once off' permanent solution to the salvinia outbreak as the weevil population will need to be managed over time, even when the salvinia levels are low to ensure that the same situation does not recur in years to come.

It is therefore proposed that in the Sanctuary Lakes:

- An augmentative biological control method will be used, if weevils were to be introduced into the lakes. The augmentative method means that weevils are to be introduced in a large amount (in the late dry season/early wet season – October/November) and regularly topped up every month in order to sustain a weevil population.
 - Note a weevil's life cycle takes approximately 6 weeks from a juvenile weevil to an adult weevil.
- Weevils are to be introduced after the lakes have been mechanically harvested using the Truxor.
- Booms are to be put in place where there are areas of known salavina out breaks, in an attempt to control spread. The booms allow for closer management, as well as ease in checking for weevil efficiently and controlling salvinia movement across the whole of the lakes.
- By re-introducing small groups of weevils, each month we are establishing a population that will continuously grow and won't need another large re-introduction if there is a sudden reduction in population. Weevils will only reduce in population size when their food source is unavailable (which are dependent on the conditions of the lake and food sources available for them to eat), or following a large flushing event.
- Effects of the implementation of the salvinia weevil show within 3-4 months of regular releasing.
- The lakes will need to be monitored every fortnight, as part of the maintenance plan, to observe whether the weevils are performing.

Cost of weevils

If CoP were to proceed with the introduction of weevils within the Sanctuary Lakes, the Malak Malak Land Management Rangers located in Daly River under the Northern Land Council, would have the capacity to supply the weevils, which come at a cost of approximately 50 cents each. Note that this cost is a rough



estimate of the cost of adult weevils. It is recommended that CoP discuss with NT Weeds and the Malak Malak Rangers prices upon proceeding with this form of control.

Depending on CoP's budget, it will determine the volume of weevils to be introduced into the lakes. An ideal situation, upon which NT Weeds recommends includes the following:

- 2,000 weevils introduced during October or November of 2020, which would come to a cost of approximately \$1,000.00.
- The risk of a population decline is unlikely, if the lake condition is established to ensure that there is enough young salvinia available for the weevils to eat. If this is the case, the population is likely to increase.
- Each month there would be a continuous addition of between 400-600 weevils.
- The total cost for the first year of utilising the salvinia weevil would be approximately \$4,300.00, excluding transport, delivery and introduction. Negotiations with the Malak Malak Rangers and NT weeds would be required to discuss the exact costs associated with these services.

If CoP were to go ahead with the introduction of the salvinia weevil, an integrated weed management plan would need to be developed under a separate scope of works in conjunction NT Weeds regarding its implementation and monitoring regime.

A representative from CoP would be required to be responsible for the program, with the assistance of NT Weeds. A signage strategy would also be required for this program (see Appendix C for examples of the signs that can be implemented).

5.3 Algae management

The presence of algae within the lakes results from nutrient inputs from catchment runoff and the release of nutrients from the lake bed due to the breakdown of organic matter. Part of the management of algae will involve identifying areas within the lakes where the addition of more sediment controls can be implemented.

It is recommended that an algae specialist be engaged to survey the lakes to determine the types of algae that are present within the lakes. Once completed, the outcome of the survey will aid in determining specific algae treatment for the lakes.

Floating wetlands

A proposed option for the management of algae and general lake water quality, for lakes which have a desired lake function of stormwater management is the implementation of floating wetlands or floating treatment media (FTM). Floating wetlands and FTM are ideal for improving water quality in existing lakes or wetlands which have high nutrient loads, habitat restoration and natural beautification of lakes and their surrounds.

The floating treatment areas can be designed to fit any existing space or waterbody shape and can operate in fluctuating water levels. As the roots of the plants, which are attached to the filter media spread down through the water column, there is a larger activated space available for microbes and bacteria to take on the role of bio-remediation to remove pollutants and algae.

A system as such might be useful for the remediation of Lake 6, as well as be introduced into Lake 8, if that were to become the main lake used for irrigation by PGC. Lakes 1a, 1b, 3 and 4 might also benefit from a smaller FTM system, increasing the potential for these lakes to meet the MUSIC water quality objectives, as specified in the CoP Lake Construction Guidelines.



5.4 Sediment management

Sediment removal, in established waterbodies, is a difficult undertaking and requires extensive planning to ensure that the condition of the lake and its surrounds are not severely impacted. Proposed approaches for managing incoming sediment inputs include:

- Cleanout and re-installation of pre-existing sediment traps currently within the lakes. It is noted that these sediment assets have not been operating effectively.
- Cleanout of Gross Pollutant Traps (GPT) within the lakes drainage network.
- Installation of primary treatment assets upstream of the lakes within the stormwater drainage systems. These types of systems require less space than the traditional sediment pond used in Water Sensitive Urban Design (WSUD), as they are installed within the drainage network, rather than developing a piece of land. As land acquisition will prove to be a difficult undertaking given the heavily developed extent of the lakes catchments, a proprietary system (as seen below in Figure 5-2), might be a feasible option for some upstream lakes (such as lakes 1a, 1b and 6).

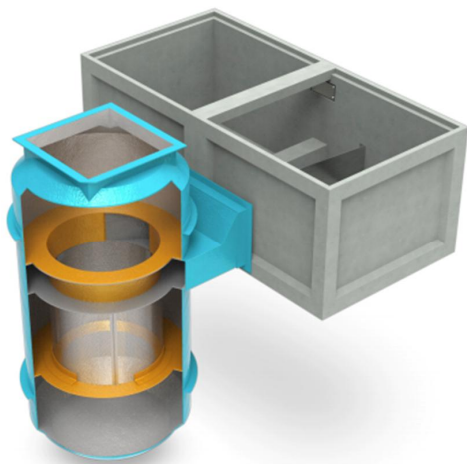


Figure 5-2. SPEL Vortceptor (left) and SPEL Stormceptor (right) (SPEL Environment, 2020)

- Developing a long term plan to dredge the lakes in order to clean out the current sediment that sits at the bottom of the lakes, which includes a cost benefit analysis for social, economic and environmental impacts.

It is recommended that CoP review the abovementioned options in regards to their own visions for the Palmerston community, as all options will have a cost associated within them, whether it be financial or space/land acquisition related.

In the future, it may be warranted to dredge the lakes, remove the built-up sediment and thereby deepen the lakes which could assist in reducing the rate of aquatic plant growth.

5.5 Aeration devices

Maintaining higher DO levels throughout the water column, preventing stratification, and preventing hypoxic conditions close to the lakebed, should decrease the internal loading of nutrients (in particular phosphorus) from the lakebed sediments back into the water column to fuel plant growth. An aeration system however, will not assist in reducing the external loading of nutrients from the catchment. Therefore, if external nutrient loads are high enough, the rate of plant/algae growth may not decrease.



In the very least, the aeration system should mean there is always oxygenated habitat available for fish to move into, even if some parts of the lake become hypoxic. None of the Palmerston lakes currently have aeration fountains or diffusers, except for Lake 7b, which has a small surface fountain.

Table 5-2 provides the proposed locations and recommended aeration systems provided to CoP in an advice letter in July 2020. CoP have begun installing the lake diffusers in Lakes 9 and 10.

Table 5-2. Recommended size and number of aeration systems for Palmerston lakes taken from EcOz advice letter, July 2020.

Lakes considered of high priority for aeration are highlighted in pink

Lake	Recommended aeration system
Lake 1a	2 x half HP fountains
Lake 1b	2 x half HP fountains
Lake 3	1 x 2 HP fountain
Lake 4	1 x 2 HP fountain
Lake 5	4 x lake bed diffusers
Lake 6	4 x lake bed diffusers
Lake 7a	2 x half HP fountains
Lake 7b	Already has fountain
Lake 7c	1 x half HP fountain
Lake 8	5 x lake bed diffusers
Lake 9	4 x lake bed diffusers
Lake 10	3 x lake bed diffusers
Sanctuary Lake A	2 x lake bed diffusers
Sanctuary Lake B	2 x lake bed diffusers 1 x half HP fountain on SW side of island
Sanctuary Lake C	2 x lake bed diffusers

5.6 Irrigation management plan

As the lakes are used for irrigation for the surrounding parklands, open space and the golf course, it is recommended that an irrigation management plan be developed. It is understood that CoP are currently undergoing an irrigation audit, therefore an irrigation management plan would complement the outcome of the audit with respect to the audit outcomes.

Generally, an irrigation management plan would include some of the following objectives:

- Provide context regarding the landscape where the CoP irrigation system operates (topography, soils, climate and historical irrigation use)
- Provide details on the operational instructions and requirements of the irrigation system (including maps where the system is located)
- Identify triggers from the WQMP (i.e. *E. coli* levels, low DO, etc.) that will assess whether the water from the lakes is of a sufficient quality for irrigation purposes
- Outline reporting protocols for activities relating to the irrigation system operations, maintenance and monitoring
- Outline a procedure for recording volumes extracted from lakes for irrigation and bores for lake filling.



5.7 Community education and engagement

An important component of the LMP is to ensure that the local Palmerston community, visitors to the lakes and those that manage the lakes and their surrounds, have the necessary knowledge, awareness, motivation and behaviours to assist in protecting these areas.

Effective management of these lakes cannot be achieved by CoP alone, as the community can have a positive impact in raising awareness and participating in environmental management. Raising community awareness regarding the status of the lakes, the importance of their role for stormwater management, ecological habitat, irrigation and weed hygiene is crucial as some individuals may not be aware of these functions.

Ways the community can be informed to the abovementioned include:

- Implementation of a 'Signage Strategy', whereby a series of wayfinding and interpretive signs about the lakes are installed including, what their specific function is, what aquatic animals can be found, types of vegetation etc. The signs could also include content for natural areas suggesting people use designated pathways, clean up after their dogs minimise disrupting any vegetation or weeds they might come across.
- Educating local residents about the impact of backwashing their swimming pools can have on the water quality of the lakes through flyers, signs and/or education days at the lakes.
- Involving the community in clean up days.
- Educating local residents and the general public about the importance of weed hygiene practices to aid in the prevention of weed (particularly salvinia) spread. Minimising public access and disturbance in areas where there is prominent growth of salvinia.
- Holding an education session at the lakes when the salvinia weevils are being introduced, allowing local residents and the general public to look at the weevils and understand the process of their introduction. This would also be a good opportunity for the local Ranger group supplying the weevils to get involved within the community.

Schools are also an important avenue for raising awareness and interest in environmental issues and creating future community members that are aware of, and actively participate in local environmental management.



6 WATER QUALITY MONITORING PROGRAM

6.1 Monitoring objectives

The primary objective of water quality monitoring of the Palmerston lakes is to monitor the environmental condition of the lakes and inform their management so as to maintain 'good' water quality; with 'good' being defined as:

- Maintaining a well oxygenated water column throughout the day and night
- Having a desirable mix of aquatic plant types (e.g. submerged rooted plants and lilies)
- No algal blooms, excessive aquatic plant growth across most of the lake
- No fish kills
- Clear water, i.e. not turbid from fine sediment washed in or green and murky from microalgae
- No odours from rotting vegetation etc

Dissolved oxygen

DO is focused on in the proposed monitoring program given aquatic plant growth is currently the most problematic issue facing the lakes. The measurement of DO in the morning and afternoon, and throughout the water column, provides a measure of plant biomass, organic matter breakdown and risks to fish and other aquatic organisms.

The water quality monitoring program proposed here is modelled on the DO survey undertaken in August 2020 (see Section 2.4.2 above). This survey provided a snapshot of lake environmental condition during the late dry season. Conditions are expected to be different at different times of the year i.e. seasonal, and may also change in response to specific maintenance activities being undertaken e.g. aquatic plant harvesting, installation of oxygen diffusers, increases/decreases in the volume of water extracted for irrigation, clean-out/installation of sediment traps at lake inlets.

Sediment

Sediment inputs into the lakes from catchment runoff is of concern, given high inputs bring in attached nutrients (in particular phosphorus), which can remain within the lakes rather than being flushed through. The build-up of sediment also reduces the depth and volume of the lakes, which reduces their capacity to treat nutrients. Plant growth appears to be more rapid in the smaller lakes e.g. Lakes 3 and 4 as compared to the deep Lake 8. To monitor sediment inputs, the water quality monitoring program includes the measurement of turbidity and water depth.

Bacteriological and bore water quality

Secondary objectives of this monitoring program are to fill some knowledge gaps identified above in Section 2.4 regarding bacteriological indicators and the quality of groundwater used to fill the lakes. Bacteriological indicators have to date only been sampled on an annual basis and always during the wet season. Testing for these indicators during the dry season would provide a better indicator of any potential bacteriological risks of using this water for irrigation.

Sampling the water from the Sabal, Crowson and Sanctuary bores on a six-monthly basis would determine if this water contains a level of nutrients or bacteriological contamination. The increasing salinity of these bores due to high extraction volumes and saline intrusion is also a concern and regular sampling would assist in tracking this.

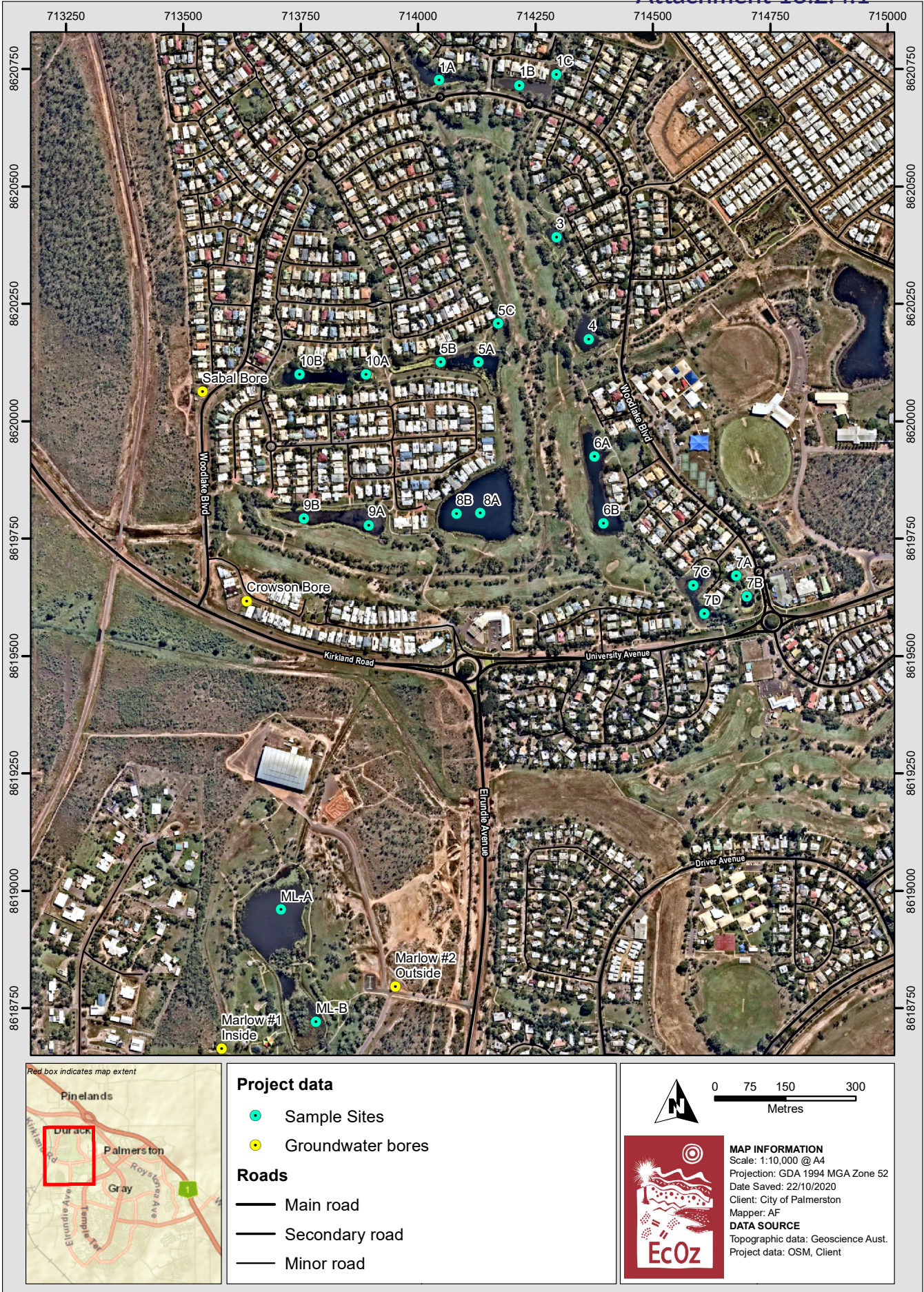


6.2 Monitoring sites

Monitoring site locations are listed in Table 6-1 and shown in Figure 6-1. Monitoring site location details are shown in Figure 6-2. Lake monitoring sites are the same as those sampled during the DO survey discussed in Section 2.4.2 above.

Table 6-1. Monitoring site location details.

Site ID	Latitude	Longitude	Location details
Surface water sites			
1A	-12.46957	130.96937	Centre of Lake 1a
1B	-12.46966	130.97095	Centre of Lake 1b
1C	-12.46944	130.97167	North eastern arm of Lake 1b
3	-12.47257	130.97170	Centre of Lake 3
4	-12.47453	130.97235	Centre of Lake 4
5A	-12.47500	130.97018	Eastern open water zone of Lake 5
5B	-12.47500	130.96945	Central open water zone of Lake 5
5C	-12.47425	130.97057	North eastern arm of Lake 5, after the boardwalk
6A	-12.47679	130.97247	Northern open water zone of Lake 6
6B	-12.47808	130.97266	Southern open water zone of Lake 6
7A	-12.47907	130.97527	Centre of Lake 7a
7B	-12.47946	130.97548	Centre of lake 7b
7C	-12.47926	130.97443	Northern open water zone of Lake 7c
7D	-12.47980	130.97465	Southern open water zone of Lake 7c
8A	-12.47789	130.97025	Centre of Lake 8
8B	-12.47791	130.96978	Western open water zone of Lake 8
9A	-12.47814	130.96806	Eastern open water zone of Lake 9
9B	-12.47803	130.96679	Western open water zone of Lake 9
10A	-12.47525	130.96798	Centre of Lake 10a
10B	-12.47525	130.96668	Western open water zone of Lake 10b
SA	-12.48915	130.99566	Centre of Sanctuary Lake A
SB	-12.48928	130.99664	Centre of Sanctuary Lake B
SC	-12.49001	130.99731	Centre of Sanctuary Lake C
SD	-12.48970	130.99626	South west of Sanctuary Lake B, on the other side of the island
ML-A	-12.48556	130.96639	Northern area of Marlow Lagoon
ML-B	-12.48771	130.96710	Southern area of Marlow Lagoon
Groundwater bore sites			
Sabal Bore RN035414	-12.47560	130.96478	Located off Woodlake Boulevard, south of Sabal Place
Crowson Bore RN031124	-12.47962	130.96568	Located at 10 Crowson Close
Sanctuary Bore RN032101	-12.48976	-130.99958	Located downstream of the Sanctuary Lakes, access from Lakeview boulevard
Marlow #1 RN023582	-12.48824	130.96525	Inside of the Marlow Lagoon reserve
Marlow #2	-12.48703	130.96865	Outside of the Marlow Lagoon reserve



Path: Z:\01 EcOz_Documents\04 EcOz Vantage GIS\EZ19022 - Palmerston Lakes Water Quality and Maintenance Review\01 Project Files\Sampling map 1.mxd

Figure X-X. Map of



Path: Z:\01 EcOz_Documents\04 EcOz Vantage GIS\EZ19022 - Palmerston Lakes Water Quality and Maintenance Review\01 Project Files\Sampling map 2.mxd

Figure X-X. Map of



6.3 Frequency of sampling and sampling parameters

Lake water quality monitoring is to be undertaken quarterly to capture the late dry season (August), early wet season (November), mid wet season (February) and early dry season (May). Groundwater sampling is to be undertaken 6-monthly during the mid-wet season (February) and late dry season (August).

Parameters to be measured during each lake monitoring round include field parameters (temperature, pH, DO, EC, turbidity), lake depth and observations of aquatic plant assemblage and coverage and any other observations relevant for lake water quality (pollutants etc). Laboratory parameters will only include bacteriological indicators *E. Coli* and enterococci.

Parameters to be measured when sampling the groundwater bores include field parameters, as well as the groundwater level (if possible). Laboratory parameters will include bacteriological indicators and nutrients (total nitrogen and total phosphorus).

The frequency of sampling and parameters to be measured are summarised in Table 6-2.

Table 6-2. Monitoring program sampling frequency and parameters.

Month	Groundwater Sampling		Lake Sampling	
	Frequency	Parameters	Frequency	Parameters
January		Field: • Temp • DO • EC • pH • ORP • Groundwater level (if possible)		Field: • Temp • DO • EC • pH • Turbidity • Lake depth • Observations of aquatic plant assemblage and coverage
February	X		X	
March				
April				
May			X	
June				
July				
August	X	Laboratory: • <i>E. Coli</i> • Enterococci • TN, TP	X	Laboratory: • <i>E. Coli</i> • Enterococci
September				
October				
November			X	
December				

6.4 Sampling methodology

The proposed sampling program involves the following:

- Measuring in-situ DO (and other field parameters) using a hand-held field meter at each of the sampling sites during the early morning, between 6.30 am and 8.30 am, and in the afternoon, between 12 noon and 4 pm.
- At each sampling site, field parameters will be measured at the surface, and at depth intervals of 0.25 m through the water column to the lake bottom.
- A sample for bacteriological analysis will also be taken from the surface at each sampling site.
- Sites will be accessed by paddling an un-motorised boat; either a small tinnie or canoe depending on the lake.
- Lake depths will be recorded at each site using a tape measure and an extendable pole and/or a weighted tape measure.
- Other relevant observations will also be recorded at the time of sampling including wind strength and direction, cloud cover, water clarity, plant/algae coverage, any visual signs of pollution etc.



- The sampling will be undertaken by two personnel as a safety precaution and for manual handling, given the work will be undertaken using a boat.

Bore sampling will need the assistance of CoP operations staff to gain access to the bore compound and turn on the bore pump so as to collect a bucket of water for field parameter measurements and to collect samples for laboratory analysis.

6.5 Assessment criteria

The following is proposed as the main assessment criteria for applying to quarterly lake monitoring results:

- Maintain DO concentrations greater than 80% throughout the majority of the water column during both the morning and afternoon
- Turbidity to remain below 20 NTU.

Also, where relevant, results will be assessed against the local Water Quality Objectives (WQO's) developed by the NT Government for Darwin Harbour; specifically, those for the 'upper estuary' and 'freshwater rivers and streams' as outlined in the document *Water Quality Objectives for the Darwin Harbour Region – Background Document* (NRETAS 2010).

The criteria for assessing bacteriological results is yet to be developed in the context of using the lake water for irrigation. The criteria will depend on an assessment of the potential risks.

Bore water quality will be monitored for long-term trends in salinity increases, presence/absence of bacteriological indicators and a comparison of TN and TP to the Darwin Harbour WQO's.

6.6 Reporting

To provide a more engaged and simplified approach to reporting, results from water quality monitoring is proposed to be structured similar to the Darwin Harbour Report Cards. A simplified reporting structure allows a score to be determined per lake, based on the water quality assessment criteria and the desired lake targets, whilst also being engaging for the community. Key performance indicators that are observed will be in line with the assessment criteria listed in Section 6.5 above.

The report cards could be uploaded on the CoP website, making it easy and accessible for the local community to be kept up to date on what is happening at their local lake.

An annual report, will also be developed based on the results of the quarterly report cards for internal use at CoP. An example developed as the annual report card for 2020 can be found in Appendix B.

6.7 Documentation

Documentation is crucial in regards to monitoring of the lakes. It is understood that CoP currently have some documentation in place to monitor the lakes. It is recommended that the documentation system be reviewed to align with the LMP. All documentation, plans, procedures, registers, reports, databases and records should be uploaded to CoP's internal system and be made available to all who are maintaining and managing the lakes. A summary of the documents recommended to be reviewed and made available is provided in Table 6-3.



Table 6-3. Documents and records summary

Document/Record	Summary	Frequency of updates
Minutes and actions of site meetings relating to specific actions for the lakes	Staff scheduled meetings to discuss any issues within the lakes. It provides opportunity to provide feedback and concerns. Meeting minutes are documented and kept within the CoP internal system.	As required
Lake inspection checklist	The Lake Inspection Checklist (Appendix B) is a general site inspection checklists used as a tool to ensure compliance with the CoP lakes maintenance plan	As required
Action register	Where there is an inspection or audit, which identifies non-conformances, corrective or preventative actions that need to be addressed, these are recorded within CoP's internal management system.	As required
Non-conformance register	All environmental incidents, near-misses or non-compliances are reported to the head of the CoP maintenance team as soon as practicable.	As required
Maintenance plan review	The maintenance plan is required to be reviewed at least annually to ensure the content remains current and up to date with practices at the CoP.	Annually

6.8 Site inspection checklists

In the past, CoP have used various spreadsheets and word documents to record lake inspection data. However multiple sheets and documents being taken out on site can become a nuisance and difficult to manage.

It is recommended that all lake inspection data is consolidated and recorded in one location. For example, the maintenance crew undertaking the lake inspection and maintenance could take out an iPad with a pre-filled template loaded in it, to make recording of the inspections easier. Once back at the office, the inspections could be easily loaded up onto CoP's database.

The pre-filled template could be in the form of a spreadsheet or an online form, such as Google Forms or Survey Monkey, which upon completion is automatically uploaded into CoP's internal system.

An example of the type of questions that would be in the form is provided in Appendix A.

7 NON-CONFORMANCE AND CORRECTIVE ACTIONS

Any non-conformance will be documented through site inspections/audits, using the tables provided in this section, stating the nature of the non-conformance and the mechanisms implemented to correct the incident.

A CoP representative should be notified of any non-conformance within 24 hours of an environmental incident occurring. Corrective/preventative action should be completed within a timely manner (e.g. within a maximum of seven days of the event occurring) to ensure that the incident is addressed. Records will be kept of all environmental incidents that occur, and corrective actions implemented throughout the duration of the project. If management controls are not implemented and completed in the designated manner, additional training may be required for the Company Project Manager, works crews and/or subcontractors.

Corrective actions for each environmental safeguard category are provided in Table 7-7-1.

Table 7-7-1. Corrective actions for continual improvement.

Category	Target	Corrective Action
Inductions and training	<ul style="list-style-type: none"> All Company staff and subcontractors have received a site induction that covers all environmental responsibilities. 	<ul style="list-style-type: none"> Review induction records and procedures. Revise induction procedures.
Community liaison	<ul style="list-style-type: none"> No complaints from nearby residents or general public. 	<ul style="list-style-type: none"> Review community engagement efforts and undertake additional methods. Respond to all complaints and implement specific corrective actions.
Water quality	<ul style="list-style-type: none"> If water quality objectives are not being met over a series of two monitoring events, the following corrective actions are to be implemented 	<ul style="list-style-type: none"> Investigation into the likely source linked to the poor water quality being observed Determining if the source driving the poor water quality have any 'high risk' parameters (i.e. extremely low DO, visual observation of the water quality is murky and full of marco/micro algae) Ensuring that no sewer overflows have occur in the area Increase community awareness and ensure warning signs re put in place until compliance is met (i.e no fishing). Ensure that erosion and sediment controls are in place and consistent with CoP's Erosion and Sediment Control standards. If faecal coliform results are non-compliant, additional testing must occur and access to the lake for secondary uses or functions should be restricted. Seek professional advice on rectification options If pH changes, fish kills can occur, therefore an investigation must be initiated to determine if pH was the cause. Professional advice must be sought on rectification options.



Category	Target	Corrective Action
Vegetation and fauna	<ul style="list-style-type: none"> • The presence of threatened fauna is identified within works areas prior to operations commencing. • No threatened flora or fauna species harmed during the works. • All vegetation clearing has prior approval from the relevant authority (i.e. DIPL, DENR). 	<ul style="list-style-type: none"> • Ensure experienced and knowledgeable personnel are available to assist with the removal of any native fauna. • Delineate and clearly mark out areas for clearing or maintenance and ensure all workers and subcontractors are made aware. • Vegetation should be trimmed as required • Where a risk to safety is identified, vegetation should be removed
Weeds management	<ul style="list-style-type: none"> • No new weeds or pests introduced to site, and/or spread of existing weeds and pests. • Existing weeds (salvinia) to be managed more regularly. 	<ul style="list-style-type: none"> • Review weed management procedures. • Establish exclusion areas for existing weed infestations. • Implement weed management practices as per the NT Weed Management Handbook. • Remove or contain all pest attractants. • Ensure vehicles are cleaned for weeds and pests prior to entry to site.

8 REFERENCES

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- SPEL Stormwater (2020), *Vortceptor*. [online] Available at <http://spel.com.au/products/vortceptor/> [Accessed 29 September 2020]



APPENDIX A SITE INSPECTION REPORT



Palmerston Lakes: Monthly Maintenance Checklist

INSPECTION TYPE: MONTHLY LAKES INSPECTION AND MAINTENANCE RECORD

INSPECTION DATE:

INSPECTED BY:

Monthly maintenance inspections to be undertaken as per the following checklist

Category	Inspection Checklist	Comments/Notes	Tick
Lake ID	Note lake ID number		<input type="checkbox"/>
Visual appearance	Water clarity – is water clear? If not, note colour.		Y <input type="checkbox"/> N <input type="checkbox"/>
	Does water have a sheen or surface scum?		Y <input type="checkbox"/> N <input type="checkbox"/>
	Does water have an odour?		Y <input type="checkbox"/> N <input type="checkbox"/>
	Is there algae visible in the water?		Y <input type="checkbox"/> N <input type="checkbox"/>
Vegetation harvesting	Are there weeds present? If yes, name weeds		Y <input type="checkbox"/> N <input type="checkbox"/>
	Vegetation coverage - % of water covered by vegetation Note type of vegetation covering lake (e.g. salvinia, lilies)		<25% <input type="checkbox"/> 25% <input type="checkbox"/> 50% <input type="checkbox"/> >75% <input type="checkbox"/>
	Bank coverage - % of bank covered by vegetation		<25% <input type="checkbox"/> 25% <input type="checkbox"/> 50% <input type="checkbox"/> >75% <input type="checkbox"/>
	Harvesting required? If yes - note date to be harvested		Y <input type="checkbox"/> N <input type="checkbox"/>
	Weed spraying required (aquatic plants)? If yes - note date to be sprayed		Y <input type="checkbox"/> N <input type="checkbox"/>
Park / grass maintenance	Has mowing been undertaken within past month? If yes – note date of mowing operations.		Y <input type="checkbox"/> N <input type="checkbox"/>
	Has fertilizing been undertaken within the past month? If yes – note date of fertilizing, and area fertilized (spot fertilizing or large area? Estimate m ²).		Y <input type="checkbox"/> N <input type="checkbox"/>
	Has weed spraying been undertaken within the past month? If yes – note date of spraying and area sprayed (spot spraying or large area? Estimate m ²).		Y <input type="checkbox"/> N <input type="checkbox"/>
Sediment	Has there been soil disturbance within lake catchment within the past month? Note any known sources of sediment upstream (e.g. active construction works)		Y <input type="checkbox"/> N <input type="checkbox"/>
	Is there noticeable sediment in water (based on water colour – e.g. red or brown water)?		Y <input type="checkbox"/> N <input type="checkbox"/>
Water volumes	Has the lake been topped up with groundwater within the past month?		Y <input type="checkbox"/> N <input type="checkbox"/>
	Has water been extracted from the lake within the past month?		Y <input type="checkbox"/> N <input type="checkbox"/>



**Palmerston Lakes:
Monthly Maintenance Checklist**

	Have grounds surrounding the lake been irrigated within the past month?		Y <input type="checkbox"/> N <input type="checkbox"/>
Dissolved oxygen	Is lake being aerated (e.g. with aerator or fountain)?		Y <input type="checkbox"/> N <input type="checkbox"/>
	Is lake flowing at outlet and inlet?		Y <input type="checkbox"/> N <input type="checkbox"/>
	Have there been any fish kills within the past month?		Y <input type="checkbox"/> N <input type="checkbox"/>
Pollution	Are there signs of lake pollution? (e.g. rubbish, foams/scums/surface sheens)		Y <input type="checkbox"/> N <input type="checkbox"/>
	Are there signs of illegal dumping of domestic plants/fish tank contents into lake?		Y <input type="checkbox"/> N <input type="checkbox"/>
Golf course	Note any known golf course maintenance activities within the past month (e.g. fertilizing)		
Other	Note any other comments/observations		
ACTIONS REQUIRED:	E.g. vegetation harvesting, mowing		
ADDITIONAL COMMENTS:			
DATE OF NEXT INSPECTION:			

Signed:

.....

Name:

Date:



APPENDIX B PALMERSTON LAKES WATER QUALITY REPORT CARD



Palmerston Lakes Water Quality Report Card

AT A GLANCE

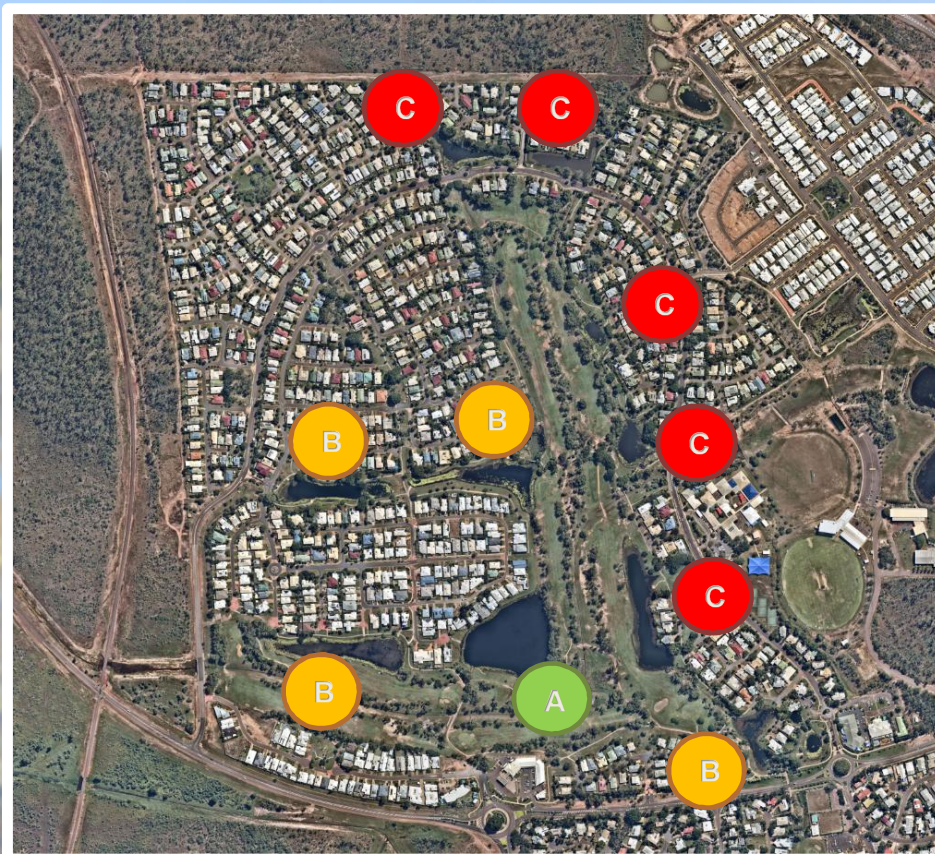
✗ Two Large fish kill events were recorded

✓ Installation of aeration devices at lakes 9 & 10

In 2020, water quality in the Durack Lakes, Sanctuary Lakes and Marlow Lagoon received a combined **FAIR** rating.

Lake 8 was the standout lake, recording excellent dissolved oxygen concentrations and provided a great habitat for local aquatic wildlife.

Durack Lakes 1a, 1b, 3, 4, and 6 and all three Sanctuary Lakes received a **POOR** rating, due to low dissolved oxygen readings, excessive plant and algae growth, as well as large amounts of *Salvinia molesta* (Salvinia), a Weed of National Significance.



RATINGS



GOOD



FAIR



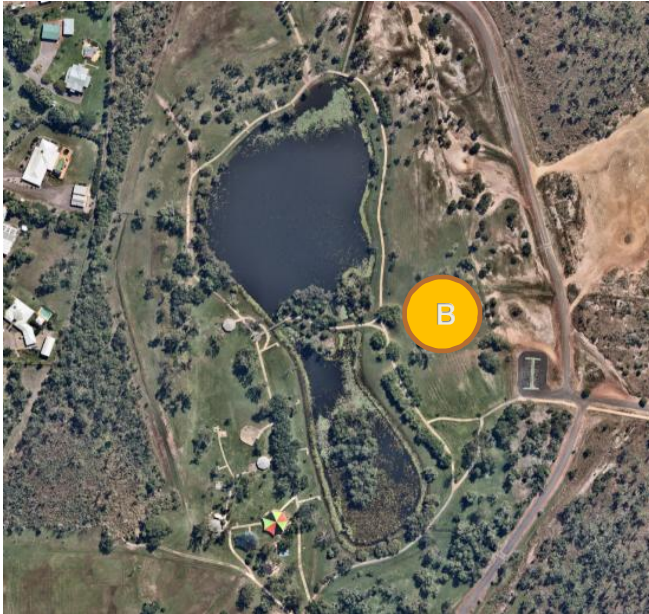
POOR



VERY
POOR



Palmerston Lakes Water Quality Report Card



2020 Individual Lake Grading														
Lake	Lake 1a	Lake 1b	Lake 3	Lake 4	Lake 5	Lake 6	Lake 7	Lake 8	Lake 9	Lake 10	Sanctuary lake A	Sanctuary Lake B	Sanctuary Lake C	Marlow Lagoon
Grade														

How does this report card work?

Water quality analysis was conducted by EcOz Environmental Consultants. Each lake was assessed for water quality and assigned a grade against the following five water quality objectives; water clarity, dissolved oxygen, abundance of wildlife, vegetation (including weeds and algae) and fish kills.





APPENDIX C SALVINIA SIGNAGE

SALVINIA FREE AREA

Salvinia is not known to be in the Mary or Adelaide River systems.

Check your boat, trailer and fishing gear for salvinia before launching.

Salvinia is a free-floating aquatic weed that can cover and choke out freshwater billabongs and rivers. It can destroy habitat for fish, birds and other aquatic life, and prevent fishing and recreational boating.



DO NOT INTRODUCE SALVINIA TO THIS AREA

If you see salvinia in this river system, report it immediately to
the Weed Management Branch 08 8999 4567

www.nt.gov.au/salvinia



BIOSECURITY ALERT: SALVINIA OCCURS IN THIS RIVER SYSTEM

Check your boat, trailer and fishing gear for salvinia before leaving this area.

Salvinia is a free-floating aquatic weed that can cover and choke out freshwater billabongs and rivers. It can destroy habitat for fish, birds and other aquatic life, and prevent fishing and recreational boating.



DO NOT SPREAD SALVINIA FROM THIS AREA

For more information see our website or call the Weed Management Branch on 08 8999 4567

www.nt.gov.au/salvinia



14 INFORMATION AND CORRESPONDENCE

14.1 Information

14.2 Correspondence

15 REPORT OF DELEGATES

16 QUESTIONS BY MEMBERS

17 GENERAL BUSINESS

18 NEXT ORDINARY COUNCIL MEETING

THAT the next Ordinary Meeting of Council be held on Tuesday, 2 March 2021 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



COUNCIL MEETING MINUTES

TUESDAY, 2 February 2021

CITY OF PALMERSTON

**Minutes of Council Meeting
held in Council Chambers
Civic Plaza, 1 Chung Wah Terrace, Palmerston
on Tuesday 2 February 2021 at 5:30pm.**

ELECTED MEMBERS

Mayor Athina Pascoe-Bell (Chair)
Deputy Mayor Tom Lewis
Alderman Amber Garden
Alderman Benjamin Giesecke
Alderman Damian Hale
Alderman Sarah Henderson
Alderman Lucy Morrison
Alderman Mick Spick

STAFF

Chief Executive Officer, Luccio Cercarelli
Deputy Chief Executive Officer/Director Lifestyle and
Community, Amelia Vellar
Environmental/Urban Planner, Damien Scalora
Communications Officer, Catherine Einoder
Minute Secretary, Ashlee Gaddes

GALLERY

ABC Reporter, Kate Ashton
NT News Journalist, Alicia Perera
Minister for Local Government, Hon. Chanston Paech
Mark Turner MLA, Member for Blain
Engagement and Communications Advisor Northern Territory
Government, Alyce Mokrzycki
One Member of the Public

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.

2 OPENING OF MEETING

The Chair declared the meeting open at 5:30pm.

Initials: _____

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies

Nil.

3.2 Leave of Absence Previously Granted

Nil.

3.3 Leave of Absence Request

Moved: Alderman Morrison
Seconded: Alderman Hale

1. THAT the leave of absence received from Alderman Henderson for 4 February to 11 February 2021 inclusive be received and noted.
2. THAT the leave of absence received from Alderman Hale for 3 February to 4 February 2021 inclusive be received and noted.

CARRIED 9/1454 - 02/02/2021

4 REQUEST FOR AUDIO/AUDIOVISUAL CONFERENCING

Moved: Alderman Henderson
Seconded: Alderman Garden

THAT the request for Audio/Audiovisual Conferencing received from Alderman Henderson for 4 February to 11 February inclusive be received and noted.

CARRIED 9/1455 - 02/02/2021

Initials: _____

5 DECLARATION OF INTEREST

5.1 Elected Members

Moved: Alderman Morrison
Seconded: Alderman Spick

THAT the Declaration of Interest received from Alderman Morrison for Item 25.2.1 be received and noted.

CARRIED 9/1456 - 02/02/2021

5.2 Staff

Moved: Alderman Garden
Seconded: Alderman Morrison

THAT the Declaration of Interest received from Chief Executive Officer, Luccio Cercarelli for Item 25.2.1 be received and noted.

CARRIED 9/1457 - 02/02/2021

6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

Moved: Alderman Garden
Seconded: Alderman Henderson

THAT the minutes of the Council Meeting held on Tuesday, 19 January 2021 pages 10297 to 10307, be confirmed.

CARRIED 9/1458 - 02/02/2021

6.2 Business Arising from Previous Meeting

Nil.

7 MAYORAL REPORT

7.1 Mayoral Update Report - 2 February 2021

Moved: Mayor Pascoe-Bell
Seconded: Alderman Spick

Initials: _____

Minute Book Page 10315
1st Ordinary Council Meeting

THAT Report entitled Mayoral Update Report - 2 February 2021 be received and noted.

CARRIED 9/1459 - 02/02/2021

8 DEPUTATIONS AND PRESENTATIONS

Nil.

9 PUBLIC QUESTIONS (WRITTEN SUBMISSIONS)

Nil.

10 CONFIDENTIAL ITEMS

10.1 Moving Confidential Items into Open

23.1 Presentation by the Minister for Local Government

Moved: Alderman Giesecke

Seconded: Alderman Garden

1. THAT the presentation by Hon. Chanston Paech, Minister for Local Government be received and noted.
2. THAT the Council Decision relating to Agenda Item 23.1 be moved to the Open Minutes of the 2 February 2021 Council Meeting.

CARRIED 9/1472 - 02/02/2021

Initials: _____

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1st Ordinary Council Meeting

25.2.1 Risk Management and Audit Committee Appointment of Chair

Moved: Alderman Spick
Seconded: Alderman Garden

1. THAT Report entitled Risk Management and Audit Committee Appointment of Chair be received and noted.

CARRIED 9/1473 - 02/02/2021

Moved: Alderman Spick
Seconded: Alderman Hale

2. THAT Mr Mark Blackburn, Independent Member be appointed as Interim Chair to the Risk Management and Audit Committee until a formal permanent appointment of Chairperson to the Committee is made.

CARRIED 9/1474 - 02/02/2021

Moved: Alderman Henderson
Seconded: Alderman Hale

3. THAT Council approve the advertising of the position of Independent Chair and/or Independent Member of the Risk Management and Audit Committee for a period of two years with applications to the Chief Executive Officer in writing, by 5pm Monday 22 March 2021 with a subsequent Council Report providing any applications being presented to the Second Ordinary Council Meeting in April 2021.

CARRIED 9/1475 - 02/02/2021

Moved: Alderman Garden
Seconded: Alderman Henderson

4. THAT the Council Decisions relating to Report entitled Risk Management and Audit Committee Interim Chair and Membership be moved to the Open Minutes of the 2 February 2021 Council Meeting.

CARRIED 9/1476 - 02/02/2021

Initials: _____

Minute Book Page 10317
1st Ordinary Council Meeting

10.2 Moving Open Items into Confidential

Nil.

10.3 Confidential Items

Moved: Alderman Giesecke
Seconded: Alderman Garden

THAT pursuant to *Section 65(2) of the Local Government Act 2008* 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
23.1	8(e)	This item is considered 'Confidential' pursuant to <i>Section 65(2) of the Local Government Act</i> and 8(e) 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 provided to the council on condition that it be kept confidential.
25.2.1	8(c)(iv)	This item is considered 'Confidential' pursuant to <i>Section 65(2) of the Local Government Act</i> and 8(c)(iv) 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 prejudice the interests of the council or some other person is discussed.

CARRIED 9/1460 – 02/02/2021

11 PETITIONS

Nil.

12 NOTICES OF MOTION

Nil.

Initials: _____

13 OFFICERS REPORTS

13.1 Receive and Note Reports

13.1.1 Playground Renewal and Play Space Strategy Update

Moved: Alderman Morrison
Seconded: Alderman Hale

THAT Report entitled Playground Renewal and Play Space Strategy Update be received and noted.

CARRIED 9/1461 – 02/02/2021

13.1.2 Catch and Release Fishing Competition Update February 2021

Moved: Alderman Morrison
Seconded: Alderman Garden

THAT Report entitled Catch and Release Fishing Competition Update February 2021 be received and noted.

CARRIED 9/1462 – 02/02/2021

13.2 Action Reports

13.2.1 Lighting Up Palmerston

Moved: Alderman Garden
Seconded: Alderman Giesecke

1. THAT Report entitled Lighting Up Palmerston be received and noted.
2. THAT Council adopts the Lighting Up Palmerston Policy, as a Policy of Council being **Attachment 13.2.1.1** with clause 4.1.8 to be deleted.

CARRIED 9/1463 – 02/02/2021

Initials: _____

13.2.2 Certification of Rates Concession

Moved: Alderman Morrison

Seconded: Alderman Hale

1. THAT Report entitled Certification of Rates Concession be received and noted.
2. THAT Council endorse the Certification of Rates Concession provided to eligible commercial/industrial ratepayers in 2019/20 and 2020/21 as presented at **Attachment 13.2.2.2** to report entitled Certification of Rates Concession.

CARRIED 9/1464 - 02/02/2021

13.2.3 Council Advisory Committee Membership Review

Moved: Alderman Morrison

Seconded: Alderman Garden

1. THAT Report entitled Council Advisory Committee Membership Review be received and noted.
2. THAT a letter offering a membership extension be sent to the Committee Members of the listed Advisory Committees of a continuation of membership term to 14 December 2021, with a response of acceptance due by 5pm Wednesday 3 March 2021:
 - a) Palmerston Animal Management Advisory Committee:
 - RSPCA Chair of the Board, Danny Moore
 - One Representative, Department of Territory Families, Housing and Communities
 - Palmerston Resident, Andrea Ruske
 - Palmerston Resident, Katrina Stafford
 - Palmerston Resident, Jill Pascoe
 - b) Palmerston Safe Communities Advisory Committee:
 - One representative, Department of Infrastructure, Planning and Logistics (Transit Safety)
 - One Representative, Department of Infrastructure, Planning and Logistics (Road Safety)
 - One representative, Department of Infrastructure, Planning and Logistics (Public Transport)
 - One representative, Department of the Chief Minister and Cabinet
 - One representative, from Northern Territory Police
 - One representative, from Northern Territory Police CCTV Unit

Initials: _____

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- One representative, from Territory Families
- Youth Outreach and Reengagement Team
- One representative, from Department of Territory Families, Housing and Communities (Public Housing Safety Unit)
- One representative, from NT Police, Fire and Emergency Services
- One representative, from NT Community Corrections
- One representative, Licensing NT
- One representative, Amity Community Services NT
- One representative, Buslink
- One representative, Jesuit Social Services
- One representative, Larrakia Nation
- One representative, Local Drug Action Team
- One representative, Mission Australia
- One representative, Neighbourhood Watch NT
- One representative, NT Legal Aid Commission
- One representative, Australian Red Cross (NT)
- One representative, Victims of Crime NT
- One representative, YMCA NT
- One representative, YWCA

c) Palmerston Seniors Advisory Committee

- Palmerston Resident, Sheryl Sephton
- Palmerston Resident, Neville Driver
- Palmerston Resident, Maggie Grave
- Palmerston Resident, Ann Brown
- Palmerston Resident, Anne Coutts
- Palmerston Resident, Margaret Moore
- Palmerston Resident, Trevor Miller
- Palmerston Resident, Mary Oliffe
- Litchfield Resident, Lillian Mann
- Litchfield Resident, Barbara Crane
- Litchfield Resident, Dot Chapman
- Litchfield Resident, Sandra Parker

CARRIED 9/1465 – 02/02/2021

Initials: _____

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1st Ordinary Council Meeting

13.2.4 Council Policy Review MEE01 - Access to Council and Committee Meetings and Confidential Minutes

Moved: Alderman Morrison
Seconded: Deputy Mayor Lewis

1. THAT Report entitled Council Policy Review MEE01 - Access to Council and Committee Meetings and Confidential Minutes be received and noted.
2. THAT Council Policy MEE01 Access to Council and Committee Meetings and Confidential Minutes be rescinded.
3. THAT Council adopt policy Confidential Information being **Attachment 13.2.4.2** to Report entitled Council Policy Review - MEE01 Access to Council and Committee Meetings and Confidential Minutes as a policy of Council with the following amendments:
 - Replace section 4.2.1 a) with 'be released to the Open Minutes at a time determined by Council; or'
 - Replace section 4.2.1 b) with section 4.2.1 c).
 - Amend section 4.2.2 to read 'Should a Council Decision not be made under 4.2.1 the decision will be added to the City of Palmerston confidentiality Review List.'

CARRIED 9/1466 - 02/02/2021

14 INFORMATION AND CORRESPONDENCE

14.1 Information

Nil.

14.2 Correspondence

Nil.

15 REPORT OF DELEGATES

Nil.

16 QUESTIONS BY MEMBERS

Nil.

Initials: _____

17 GENERAL BUSINESS

Nil.

18 NEXT COUNCIL MEETING

Moved: Alderman Henderson
Seconded: Alderman Spick

THAT the next Ordinary Meeting of Council be held on Tuesday, 16 February 2021 at 5:30pm in the Council Chambers, First Floor, Civic Plaza, 1 Chung Wah Terrace Palmerston.

CARRIED 9/1467 - 02/02/2021

19 CLOSURE OF MEETING TO PUBLIC

Moved: Alderman Garden
Seconded: Alderman Henderson

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 9/1468 - 02/02/2021

20 ADJOURNMENT OF MEETING AND MEDIA LIAISON

Moved: Alderman Spick
Seconded: Alderman Giesecke

THAT the meeting be adjourned for 10 minutes for media liaison.

CARRIED 9/1469 - 02/02/2021

The meeting adjourned at 6:02pm.

The open section of the meeting closed at 6:02pm for the discussion of confidential matters.

The Chair declared the meeting closed at 7:39pm.

Initials: _____

Chair

Print Name

Date

UNCONFIRMED

Initials: