

# AGENDA

## 2nd Ordinary Council Meeting

### Tuesday 18 May 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

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 4 May 2021 pages 10410 to 10418 be confirmed with the following amendment:

THAT the Declaration of Interest received from Alderman Morrison for Item 25.2.6 be received and noted.

6.2 Business Arising from Previous Meeting

7 MAYORAL REPORT

8 DEPUTATIONS AND PRESENTATIONS

8.1 Zuccoli Aspire Update May 2021

THAT the presentation by Hermanus Louw from Costojic Pty Ltd on Zuccoli Aspire Update May 2021 be received and noted.

9 PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)

10 CONFIDENTIAL ITEMS

10.1 Moving Confidential Items into Open

10.2 Moving Open Items into Confidential

10.3 Confidential Items

THAT pursuant to Section 99(2) of the *Local Government Act 2019* and Section 50(1) of the *Local Government (General) Regulations 2021* the meeting be closed to the public to consider the following confidential items:

Item	Confidential Clause
25.2.1	8(c)(iv) This item is considered 'Confidential' pursuant to section 65(2) of the <i>Local Government Act 2008</i> and Regulation 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.
25.2.2	8(c)(i) This item is considered 'Confidential' pursuant to section 65(2) of the <i>Local Government Act 2008</i> and Regulation 8(c)(i) of the <i>Local Government (Administration) Regulations</i> , which states municipal council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

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

## COUNCIL REPORT

2nd Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.1.1
<b>REPORT TITLE:</b>	Community Benefit Scheme Update - April 2021
<b>MEETING DATE:</b>	Tuesday 18 May 2021
<b>AUTHOR:</b>	Community Services Officer, Tess Riches
<b>APPROVER:</b>	Director Lifestyle and Community, Amelia Vellar

### COMMUNITY PLAN

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

### PURPOSE

This report provides Council with a summary of the Community Benefit Scheme (CBS) 2020/2021 successful applications to date.

### KEY MESSAGES

- City of Palmerston provides funding to eligible community groups that offer activities, projects, and services to assist Council to deliver on City of Palmerston's vision of "A Place for People".
- The Community Benefit Scheme budget for the current financial year for grants, donations, sponsorships, and scholarships is \$130,000. Currently \$115,090 has been expended and \$14,910 remains available.
- Two successful applications for representation support have been processed this month, and one previously successful applicant was unable to compete, effectively cancelling her application.
- One successful sponsorship application was processed this month.
- Two funding applications were considered and approved by Council in May: one Scholarship and one sponsorship from Palmerston and Litchfield Seniors Association pertaining to the following financial year.
- One successful Environmental Initiatives Grant application was processed this month.
- 13 schools have accepted the \$100 City of Palmerston Community Service Award funding offer, utilising a total of \$1,400 in funding.

### RECOMMENDATION

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

### BACKGROUND

City of Palmerston provides funding to eligible community groups which offer activities, projects, and services that 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 (when possible) international events and activities. Travel restrictions due to the COVID-19 pandemic impacted the number of applications for this funding category for several months, however, Council is now receiving more applications, especially for competitions within the Territory.

Community Benefit Scheme applications are accepted year-round, and the scheme is promoted at every opportunity, so it is anticipated that applications for representation support and other funding categories will continue to increase, subject to pandemic restrictions that may be imposed. It is likely that the remainder of the CBS budget will be expended before close of financial year.

Council maintains a proactive and positive approach to developing and offering initiatives to benefit the community in response to the ongoing COVID-19 pandemic. Initiatives such as the extension of free venue hire negate the need for application for in-kind support for that purpose; if/when venue fees are reintroduced applications for waived fees will also reoccur.

## **DISCUSSION**

A copy of City of Palmerston Approved Community Benefit Scheme Applications, April 2021 Update is provided as **Attachment 13.1.1.1**

Two successful applications for representation support from residents have been processed this month, and one previously successful applicant was unable to compete due to injury. Her application has been cancelled and she is able to reapply this financial year.

- One applicant was assisted to compete in the U15 Girls Hockey team – Australian Hockey Championships in Bathurst NSW in April.
- One applicant was assisted to compete in the U15 team at the 2021 Netball Championships in Alice Springs, 30 April to 2 May.

Council approved the funding application from Zimbabwe Darwin (Community) Association for \$2,000 to assist them to provide a multi-cultural community event; ZimPride Soccer Tournament, 31 July 2021. This fun and engaging family-friendly event will be held at Gray Oval, Palmerston, bringing together approximately 300 members of the community to enjoy multicultural activities, sport, and food.

Two applications required presentation to Council for consideration at the 4 May 2021 meeting:

- Council received a successful scholarship application from a young resident for \$3,790 to support their studies in Certificate 4 in Education Support – CHC40213.
- Council also approved a grant application for \$20,000 per year for three years, from local organisation, Palmerston and Litchfield Seniors Association.  
This application pertains to the following (2021/2022) financial year so does not impact on this year's CBS budget. Please note this organisation was successfully funded with \$20,000 sponsorship during this financial year.

One successful Environmental Initiatives Grant application was processed this month. Gray Primary School received \$500 to assist the design and installation of an Edible (Bush Tucker) Garden. Gray Primary School students will plant native plants, maintain the garden, and learn about sustainability and other environmental best-practices.

Thirteen of fifteen Palmerston schools have now accepted the City of Palmerston Community Service Awards funding of \$100 per school, utilising a total of \$1,400 in funding. Schools that have not so far accepted the funding offer have been reinvited to do so before the end of the financial year.

## **CONSULTATION PROCESS**

Council continues to actively promote the CBS, especially the Environmental Initiatives Grant, Discussions are underway with eligible community groups that may be supported with this funding as follows.

- **Harvest Corner Community Garden:** Current discussions including an onsite meeting have been held with Harvest Corner Community Garden, who have demonstrated an eagerness to submit an Environmental Grant application to assist with redevelopment of the garden. Discussion currently centres on the availability of water throughout the hall's demolition and rebuilding, as that will set limitations on what can be achieved within the available timeframes. A project plan for the gardens will guide the development of any application, which may cover some or all aspects of the proposed redevelopment.
- **Student Voice Positive Choice (SPVC):** Initial conversations have commenced with the Assistant Principal of Driver Primary School, the Coordinator for Student Voice Positive Choice (SVPC) for 11 schools across Palmerston. The SVPC topic this year is recycling. The proposed project is the development of informational vinyl stickers for Palmerston's recycling bins. If successful, this exciting project may be supported via in-kind support such as: help with sign content (and design), promotion, and access to the bins, as well as funding from the Environmental Initiatives Grants to assist design and production.

Newspaper promotions to advertise both Environmental Initiatives Grant and CBS funding are scheduled towards the end of May 2021.

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

- City Sustainability Manager, City Growth and Operations.

## **POLICY IMPLICATIONS**

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

## **BUDGET AND RESOURCE IMPLICATIONS**

The Community Benefit Scheme budget for the 2020-2021 financial year for grants, donations, sponsorships, and scholarships is \$130,000. Currently \$115,090 has been expended and \$14,910 remains available.

Continued demand for funding by eligible applicants suggests that the remaining budget will be expended by the end of the financial year.

The budget for the 2021 financial year for Environmental Initiative Grants under the Community Benefit Scheme is \$20,000. Currently \$2,500 has been expended with \$17,500 remaining to the community for new projects.

Environmental Initiatives Grants are anticipated to have a budget remainder by end of financial year, however, officers are working to further promote this opportunity to eligible organisations with projects currently in planning.

## **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.
- 2 Is not sustainable into the long term

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

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

There is a risk that the remaining Community Benefit Scheme budget will be expended before the end of the financial year. Officers continue to make recommendations based on eligibility and merit. Council may wish to consider the future budget allocations for funding community projects and activities.

There is a risk that the remaining Environmental Initiatives budget is not expended fully by end of financial year. Officers are working to further promote this opportunity to eligible organisations with projects currently in planning and applications are expected.

### **ENVIRONMENT SUSTAINABILITY IMPLICATIONS**

Gray Primary School received a \$500 Environmental Initiatives grant to assist them to design and make an Edible (Bush tucker) Garden. Gray Primary School students will plant native plants, maintain the garden and learn about sustainability by hands-on gardening.

Waste reduction strategies through composting and rehabilitation of the environment by repairing and reusing existing garden infrastructure further consolidate environmentally informed learning.

Council is pleased to contribute to 'grass-roots' projects such as this, at a local school and undertaken by young students. It is hoped that big ideas will grow from small daily practices to the lasting benefit of the Palmerston environment.

### **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 s Approved CBS Applications April 2021 Update [13.1.1.1 - 5 pages]

**City of Palmerston Approved Community Benefit Scheme Applications**  
**April 2021 Update**  
(Correct to 30 April 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
15.02.2021	SA Track and Field Championships	Resident	\$250	\$250
3.03.2021	Touch Football NT team - National touch league comp	Resident	\$250	\$250
3.03.2021	U15 girls hockey team - Aus hockey championships	Resident	\$250	\$250
8.03.2021	U15 girls hockey team - Aus hockey championships	Resident	\$250	\$250
16.03.2021	2021 NT link Netball Championships	Resident	\$250	\$250

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18.03.2021	2021 NT Link Netball Championship - Alice Springs	Resident	\$250	\$250
23.03.2021	2021 NT Link Netball Championship - Alice Springs	Resident	\$250	\$250
29.03.2021	2021 Netball Championship - Darwin	Resident	\$250	\$250
31.03.2021	U15 Girls National Hockey Championships	Resident	\$250	\$250
28.04.2021	2021 NT Link Netball Championship - Alice Springs	Resident	\$250	\$250
<b>Representation Support</b>			<b>\$3,500</b>	<b>\$3,500</b>

### 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
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

## COUNCIL AGENDA Attachment 13.1.1.1

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 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
28.01.2021	Community access RDATE	Riding for The Disabled in the Top End	\$7,600	\$7,600
27.04.2021	ZimPride Soccer Tournament 2021	Zimbabwe Darwin (Community) Association	\$2,000	\$2,000
<b>Sponsorships, Donations and Grants</b>			<b>\$110,400</b>	<b>\$106,400</b>

### In-Kind Support (Non-Venue Hire)

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

**COUNCIL AGENDA**  
**Attachment 13.1.1.1**

**Scholarships**

Date Received	Study	Applicant	Amount Requested	Amount Received
7.03.21	Certificate 4 in Education Support - CHC40213	Resident	\$3,790	\$3,790
<b>Scholarships</b>			<b>\$3,790</b>	<b>\$3,790</b>

**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

**COUNCIL AGENDA**  
**Attachment 13.1.1.1**

20.10.2020	Moulden Park School	\$100	\$100
10.03.2021	Zuccoli Primary School	\$100	\$100
<b>City of Palmerston Community Service Award</b>		<b>\$1,400</b>	<b>\$1,400</b>

**Community Benefit Scheme 2020/2021**

	<b>Budget</b>	<b>YTD</b>	<b>Balance</b>
<b>Grants/Donations/Sponsorships/Scholarships Paid</b>	<b>\$130,000</b>	<b>\$115,090</b>	<b>\$14,910</b>

**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
1.04.2021	Edible Garden	Gray Primary school	\$500	\$500
<b>Environmental Initiatives Grant</b>			<b>\$2,500</b>	<b>\$2,500</b>

**Community Benefit Scheme 2020/2021 - Environmental Initiatives Grant**

	<b>Budget</b>	<b>YTD</b>	<b>Balance</b>
<b>Grants/Donations/Sponsorships/Scholarships Paid</b>	<b>\$20,000</b>	<b>\$2,500</b>	<b>\$17,500</b>

## COUNCIL REPORT

2nd Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.1.2
<b>REPORT TITLE:</b>	Waste Management Planning Project Update May 2021
<b>MEETING DATE:</b>	Tuesday 18 May 2021
<b>AUTHOR:</b>	Director City Growth and Operations, Nadine Nilon
<b>APPROVER:</b>	Chief Executive Officer, Luccio Cercarelli

### COMMUNITY PLAN

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

### PURPOSE

This report provides an update to Council on the Waste Management Infrastructure Planning project.

### KEY MESSAGES

- Council is undertaking a Waste Management Infrastructure Planning project for the top end, with a focus on the Palmerston municipality.
- The project is a significant project that will involve a number of stages and stakeholders throughout its development.
- The first report for the Waste Demographics and Infrastructure Review is complete, which is the first milestone for the project.
- The next stages of the project will be further assessment and exploration of the findings to date which will enable more targeted investigation of potential markets and technologies, along with infrastructure requirements.
- The outcome of the project for Council is to understand its long-term waste management opportunities to enable appropriate and sustainable planning.
- Council will continue to work with key stakeholders, including the Northern Territory Government and other Council's as the project progresses.

### RECOMMENDATION

THAT Report entitled Waste Management Planning Project Update May 2021 be received and noted.

### BACKGROUND

Council is undertaking a Waste Management Infrastructure Planning project which is looking at the current status and opportunities of waste management across the top end, as part of a broader vision for sustainable development.

This project is occurring alongside the Northern Territory Government (NTG) and other top end Councils, including those within the Regional Organisation of Councils (TOPROC). Top End Councils are responsible for the essential elements of waste management within their communities. The extent of services varies across Council's, however there are key common areas that all Councils are impacted by, including access to landfill and recycling opportunities and disaster/emergency waste management.

This project also aligns with NTG interests across a number of waste management issues, including the Waste Management Strategy for the Northern Territory 2015–2022 (the NT Strategy).

The project has the following objectives as an outcome:

- Identify and apply policy and infrastructure solutions that are innovative, scalable, simple to implement, cost-effective and suitable for application in a regional, isolated economy in the tropics.
- Assess the capability and capacity of the Top End region to efficiently manage emergency management risks, specifically considering the ability of the region to effectively manage the associated solid and hazardous waste streams that may be generated through disaster events.
- Identify a new site(s) to establish a regional resource reuse and recovery hub, to house the future technologies and infrastructure in a location that is optimal across the perspectives of planning, community, environment and logistics for access to source materials and end-markets for recovered resources. The focus will be on realising and applying the waste management hierarchy and providing service delivery efficiency improvements across the broader region, but this may include additional landfill capacity as part of the infrastructure mix.
- Work in partnership with the NTG and the private sector to stimulate and develop markets for the reuse of recovered resources, removing bureaucratic barriers, and producing products for local and regional industries, which in turn supports and stimulates regional economic development (e.g. recycled organics into agriculture, or recovered plastics, or construction and demolition wastes into infrastructure, mining and oil and gas projects).

This report provides an update on the progress to date of this project.

## **DISCUSSION**

This project has commenced with a Demographics and Waste Infrastructure Review, as included as **Attachment 13.1.2.1** This review has been completed and will be discussed with the broader stakeholder group prior to the commencement of the next stage(s) of the project.

This project is staged through a number of tasks that enable a thorough understanding of needs and opportunities are identified:

1. Existing capacity and capability to realise the waste management hierarchy across the top end, as well as existing commercial operators within this region.
2. Existing emergency and disaster waste management capacity and infrastructure across the region and gaps that may exist in the ability to safely and effectively manage emergency and disaster waste.
3. Potential markets that exist, or that can be reasonably established to support resource recovery in the Region through policy and/or seed funding.
4. Relevant infrastructure and technologies that could be sourced/developed and implemented through local government and/or commercial operations.
5. Identify and understand potential requirements (and suitable location) for additional landfill capacity as part of the scope of a Regional Waste Management Facility (RWMF) in servicing the entire Top End region.

The completed review focusses on the completion of the first two tasks listed above with some exploration of the other tasks. There are elements of each of these that will continue to be researched and refined as the project continues into the next stage.

The key findings of the Review completed are summarised below. The region has included the larger Council's data. There are smaller Council's that generate waste and are part of the stakeholder group, their data just isn't specifically included due to the low populations and volume of material generated.

### Population Demographics

Top End region population is around 165,000, with growth expectations for the population to increase to 215,000 within the top end region by 2036.

### Domestic Waste Generation

The region generates over 45,000 tonnes of domestic waste per year, with Palmerston generating nearly 12,000 tonnes. Through growth, it is anticipated that the volumes will increase to over 18,000 tonnes for Palmerston and 61,000 tonnes per year for the region by 2035. It is noted that Palmerston's growth is higher than other Council areas due to the high growth occurring within the municipality.

### Municipal Kerbside Recyclable Waste

It is estimated that the region generates approximately 10,500 tonnes of recyclable waste from households, with paper/cardboard and metal being the highest volumes of recyclable waste streams. The majority of metal waste was collected at transfer stations. It is anticipated that, by 2035, there will be over 14,000 tonnes of recyclable waste collected through municipal services. This assumes that current recycling rates continue.

### Commercial and Industrial Waste

The commercial and industrial waste industry is difficult to fully understand and assess leading to a data gap with this information. This will be an ongoing area for investigation as it is closely linked to potential market opportunities. It is estimated that there is currently 153,000 tonnes of commercial and industrial waste and recycling collected (including green waste), with up to 217,000 tonnes anticipated to be generated by 2035. The majority of the growth is anticipated to be commercial and industrial waste.

### Emergency and Disaster Waste

The review has commenced an assessment of potential emergency and disaster waste generation. It is estimated that a category cyclone could result in kilotons of waste being generated across the region. However, as is the nature of cyclones, it is unlikely that the entire region would receive the full impact of a cyclone. For Palmerston, a category 5 cyclone could generate in the order of 850 kilotons (or 850,000 tonnes) of waste. This is based on extrapolation of available information, which has also enabled a potential breakdown of the type of waste material that would be generated. This is outlined in detail within the Review Report. Essentially, the outcome of this assessment, provides a clear need for further investigation of the potential waste impact of a disaster within the region and the potential significant volumes of waste. Infrastructure is required to appropriately store, separate and manage waste from a significant disaster event.

### Existing Infrastructure and Pathways

Existing infrastructure has been identified, this includes:

- Landfill – Shoal Bay as the significant facility for the region
- Materials Recovery Facilities (MRF) - two facilities located within the region
- Transfer Stations – multiple transfer stations across the region, including Archer for Palmerston, Shoal Bay Waste Management Facility and three within Litchfield municipality

## Gap Analysis and Opportunities

A number of clear gaps and dependencies were identified, these included:

- Shoal Bay Waste Management Facility as a single-point dependency with high domestic and commercial reliance.
- MRF infrastructure and technology – whilst these sites are modern facilities, they are focused on domestic products and dependent on human sorting.
- Regional waste segregation to maximise recycling is varied and somewhat limited across the region.
- Food waste processing – landfill is currently the only option (other than home composting).
- Disaster waste processing constraints within existing facilities is limited.

A number of potential opportunities have been identified. These are largely infrastructure and technology focussed, based on the identified gaps and opportunities.

## **Next Steps**

The next stage will include further investigation of end-use market opportunities which will assist in starting to build an understanding of the requirements and identification of potential infrastructure and technology requirements.

Further update reports will be presented to Council as the project continues.

## **CONSULTATION PROCESS**

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

- Golder Associates
- Northern Territory Government, Department Infrastructure Planning and Logistics

Consultation will continue with other Council's and NTG throughout the process, with Golder Associates undertaking the project work. Commercial operators will also be engaged as stakeholders at relevant stages.

## **POLICY IMPLICATIONS**

There are no policy implications for this report. Future reports and outcomes will guide any potential impact on Council Policy.

## **BUDGET AND RESOURCE IMPLICATIONS**

There are no budget or resource implications relating to this report. The project activities are within existing budgets, with future budget considerations to occur as relevant.

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

This project is intended to assist Council understand its risks relating to waste management, which will inform future decision making such as the Archer Waste Management Facility and any other relevant regional waste management activities.

## **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.



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## **ATTACHMENTS**

1. Rev 1 Demographics and Waste Infrastructure Review [13.1.2.1 - 37 pages]



REPORT

**Top End Waste Management Infrastructure Planning**  
*Waste Demographics and Infrastructure Review*

Submitted to:

**City of Palmerston**

Submitted by:

**Golder Associates Pty Ltd**

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20138064-001-R-Rev1

25 March 2021



## Distribution List

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## 1.0 INTRODUCTION

The City of Palmerston (Council) has engaged Golder Associates Pty Ltd (Golder) to support it with advancing its waste management infrastructure planning and development, as part of a broader vision for sustainable development across the Top End. Council is seeking to lead a process that results in significant enhancement of waste management practices and efficiencies across the Top End, with a focus on application of the waste management hierarchy and a reduction in the reliance on waste disposal to landfill. This would be through the establishment of new, innovative and scalable waste reduction and recovery technology, which is to drive and support economic development throughout the Region.

Council has commissioned this project to encompass all Top End Local Government Areas (LGAs) and Councils with an interest in waste management, including Top End Regional Organisation of Councils (TOPROC) members. Council also maintains a strong working relationship with the Northern Territory Government (the NTG) and has gained its support for advancing what may be a new Regional Waste Management Facility (RWMF). The NTG has advised Council, and thus this project, that it has specific interests in the project, namely:

- Aligning with its *Waste Management Strategy for the Northern Territory 2015–2022* (the NT Strategy);
- Realising and applying the waste management hierarchy; and
- The identification of service delivery efficiency improvements across the Top End region.

It is foreseen that the transition from landfill disposal to sustainable resource recovery will comprise a series of staged, multi-year projects, with this first stage focused on building a baseline understanding through the completion of several tasks, namely:

- 1) Existing capacity and capability to realise the waste management hierarchy across the Top End, including all TOPROC local government areas, as well as existing commercial operators within this region.
- 2) Existing emergency and disaster waste management capacity and infrastructure across the region and gaps that may exist in the ability of TOPROC members to safely and effectively manage emergency and disaster waste.
- 3) Potential markets that exist, or that can be reasonably established to support resource recovery in the Region through policy and/or seed funding.
- 4) Relevant infrastructure and technologies that could be sourced/developed and implemented through local government and/or commercial operations.
- 5) While we understand that the overall objective is resource recovery and the diversion of materials from landfill, it is recognised that some ongoing disposal of residual waste that cannot be feasibly recovered and recycled is likely to be required. In this regard Council and the NTG are seeking to understand potential requirements for additional landfill capacity as part of the scope of a RWMF in servicing the entire Top End region. This has therefore been considered in this assessment of existing and projected waste demographics and market capacity.

This Summary Report has been prepared to detail our assessment in relation to Task 1 and Task 2 above, providing an overview of the existing and projected waste demographics and market assessment for the Region and the general capacity and capability of the local waste management market. The next step will be to investigate potential end markets for recovered materials and the potential technology and infrastructure requirements to support supply to these end markets. This will be presented in a subsequent report to Council and the NTG.

## 2.0 PROJECT CONTEXT AND OBJECTIVES

Council recognise that Top End communities strongly support improvements to waste management practices, which reduce the impact on the environment, while also delivering efficiencies in the delivery of waste management services across the region. Equally, Council understands that large-scale waste diversion from Shoal Bay Landfill would extend its finite operational capacity. Further, opportunities for long-term job creation and economic development could be extended through establishing new waste infrastructure that services not just the Top End but may also extend to national level support through the export of processed product into Asia.

### 2.1 Context

In appreciating the uniqueness of the waste management situation in the Top End, and the need to make innovative and decisive improvements to the management of wastes and recovered resources in the region, Council sees the key drivers for policy and investment effort being:

- A need to stimulate regional economic development across the Top End.
- Future alternative regional waste management operational capacity and capability to drive realisation of the waste management hierarchy, while reducing risks associated with the single-point dependency on waste disposal at the Shoal Bay Waste Management Facility.
- A need to ensure the region has adequate and accessible emergency and disaster waste management capacity and capability, which is focused on the safe collation of emergency and disaster waste in a way that maximises its potential for resource recovery in preference to landfill disposal. The Department of Infrastructure, Planning and Logistics (DIPL) and Council consider this a key risk and infrastructure gap for the Top End region, which currently leaves the region in a challenging position in the event of a future cyclone or similar disaster.
- Reduction in the weight and volume of residual wastes requiring disposal to landfill. This may be part of a broader package of policy and infrastructure solutions aimed at prolonging landfill capacity for residual wastes in the region.
- Significant improvement to current very low rates of resource recovery in the region relative to other Australian economic centres. This low rate of recovery is generally associated with the isolated regional populations and relatively small waste catchments in the region.
- Development of a centre of excellence for the export of higher-value processed product to replace previous exports of low value/contaminated waste, which are now subject to more stringent requirements on acceptance of recyclable materials by China and other markets in the Asian region. With the right technology and cost base, Darwin's close access to Asian markets presents a nationally significant opportunity that can be exploited to maximise the economic value of recovered recyclables, either through on-shore processing or exporting high-grade resources to off-shore manufacturing end-markets across Asia. The alternative may be to efficiently divert these resources to other manufacturing hubs within Australia.

These drivers have guided the various assessments, investigations, consultations, planning and advice that is presented in this Summary Report.

Further to the above, DIPL and the then Department of Natural Resources, Environment, the Arts and Sport (NRETAS) have each separately undertaken waste infrastructure assessments, with both identifying similar drivers for expanded waste, resource recovery and emergency and disaster waste management capacity in the Top End. DIPL recognise that the City of Darwin's Shoal Bay Waste Management Facility provides for the

region's immediate needs, however its main objective is to undertake a multi-criteria analysis to determine and secure a site for a future Regional Waste Management Facility.

## 2.2 Objectives

Council has previously commissioned Golder to complete a preliminary investigation into its future options for advancing waste management, which identified some ambitious and innovative opportunities. From this Council sees significant need and opportunity for investigations and assessments to inform policy development at all levels of government, with this to support the identification and establishment of new and innovative regional waste management infrastructure. Underpinning the potential opportunities, Council recognises the following objectives:

- Identify a new site(s) to establish a regional resource reuse and recovery hub, to house the future technologies and infrastructure in a location that is optimal across the perspectives of planning, community, environment and logistics for access to source materials and end-markets for recovered resources. The focus will be on realising and applying the waste management hierarchy and providing service delivery efficiency improvements across the broader region, but this may include additional landfill capacity as part of the infrastructure mix.
- Assess the capability and capacity of the Top End region to efficiently manage emergency management risks, specifically considering the ability of the region to effectively manage the associated solid and hazardous waste streams that may be generated through disaster events. Council and the NTG consider there may be gaps in the capability of the region in this regard and is therefore a key objective of the RWMF project. There is a strong desire to realise the resource potential of these waste streams in preference to landfill disposal where it is safe to do so.
- Work in partnership with the NTG and the private sector to stimulate and develop markets for the reuse of recovered resources, removing bureaucratic barriers, and producing products for local and regional industries, which in turn supports and stimulates regional economic development (e.g. recycled organics into agriculture, or recovered plastics, or construction and demolition wastes into infrastructure, mining and oil and gas projects).
- Identify and apply policy and infrastructure solutions that are innovative, scalable, simple to implement, cost-effective and suitable for application in a regional, isolated economy in the tropics.

Each task through this initial stage of the project builds a baseline understanding of the waste management capacity and capability in the Top End, with this understanding being critical to inform, identify and enable the technology and infrastructure to meet these objectives.

### 3.0 WASTE DEMOGRAPHICS AND MARKET CAPACITY ASSESSMENT

#### 3.1 Demographics and Waste Generation

Golder has completed an assessment of population and waste demographics for the region, seeking to understand existing and projected waste and recyclable generation rates and collection programs across the combined LGAs. As described below, Golder has applied Australian Bureau of Statistics (ABS) demographic data for the study area LGAs and have sought the support of LGA Council's in providing its waste generation, disposal and recycling data.

##### 3.1.1 Existing Population Demographics

The estimated resident population (ERP) of the Top End region in 2019 was 164,221, according to data obtained from the ABS annual population estimates (ABS, 2019). The ERP is the official estimate of the Australian population used by ABS, which counts persons who have lived, or intend to live, in an LGA for at least six months. The distribution of population across the five LGAs is shown in Table 1 below. Over the period from 2016-2019, the total population of the region increased at an average annualised rate of approximately 2.53%.

The average median weekly income for the region, as of the most recent census estimate, was \$2,187 (ABS, 2016). This is significantly higher than the average Australian median weekly income of \$1,438 (ABS, 2016). Over the period from 2011-2016, the average median weekly income increased at an annualised rate of 4.18%, reflecting the significant economic development of the region over the decade. West Arnhem was the only LGA to experience a reduction in weekly median income of -3.10% annualised over the period from 2011-2016.

The estimated number of private dwellings in the region was 61,028, according to 2016 census data. The number of dwellings has increased from the prior dwelling count in 2011 of 54,061, representing an approximate annual growth rate across the region of 2.45%

The average population density of the region is heavily skewed towards the Darwin and Palmerston LGAs, which contain population densities of 760 and 719 persons per km<sup>2</sup> respectively. With significantly larger jurisdictions and smaller populations, Litchfield, Katherine and West Arnhem LGAs report population densities of less than 10 persons per km<sup>2</sup>.

Table 1: Top End historical demographic data.

	Total Top End	Darwin	Palmerston	Litchfield	Katherine	West Arnhem
Total Population 2019	164,221	82,886	38,270	25,561	10,623	6,881
Annual Population change 2016-2019	2.53%	1.70%	4.24%	2.33%	3.02%	3.60%
Median Weekly Household Income 2016	\$2,187	\$2,164	\$2,197	\$2,228	\$1,819	\$1,467
Median Weekly Household Income Annual Growth 2011-2016	4.18%	3.65%	3.91%	4.75%	3.47%	-3.10%
Private Dwellings 2016	61,028	33,449	13,112	8,427	4,038	2,002

	Total Top End	Darwin	Palmerston	Litchfield	Katherine	West Arnhem
Private Dwellings Annual change 2011-2016	2.45%	1.89%	4.80%	2.30%	0.91%	1.61%
Population Density Persons per km <sup>2</sup>	N/A	760	719	9	1	0.1

### 3.1.2 Projected Population Demographics

According to analysis produced by the Northern Territory Department of Treasury and Finance in the 2019 *Population Projections* (NTDTF, 2019), the population of the Top End region is projected to grow at approximately 1.3% per annum over the period from 2016-2035. In the short term (2016-2020), the region's population is projected to grow by approximately 0.68%. Over time, population growth progressively increases to an average growth rate of 1.64% over the period from 2030-2035. Palmerston and Litchfield LGAs represent the fastest growing populations over the period, while Darwin, Katherine and West Arnhem LGAs are projected to experience slower population growth over the same period (NTDTF, 2019).

The NTDTF 2019 projections represent the most recent population and demographics projections publicly available at the time of this analysis. The NTDTF 2019 projections broadly align with earlier ABS projections produced in 2017. Both analyses project a Territory-wide population growth of 1.2% and a total NT 2046 population of 351,000 persons. It should be noted, however, that both projections are based on the Statistical Area level 3 (SA3), rather than LGAs, and therefore differ slightly from the population figures presented in Section 3.1.1.

The projection sources cited in this section were produced prior to the economic and demographic impacts of COVID-19. No predictions or considerations of the impacts of COVID-19 have been made in this assessment.

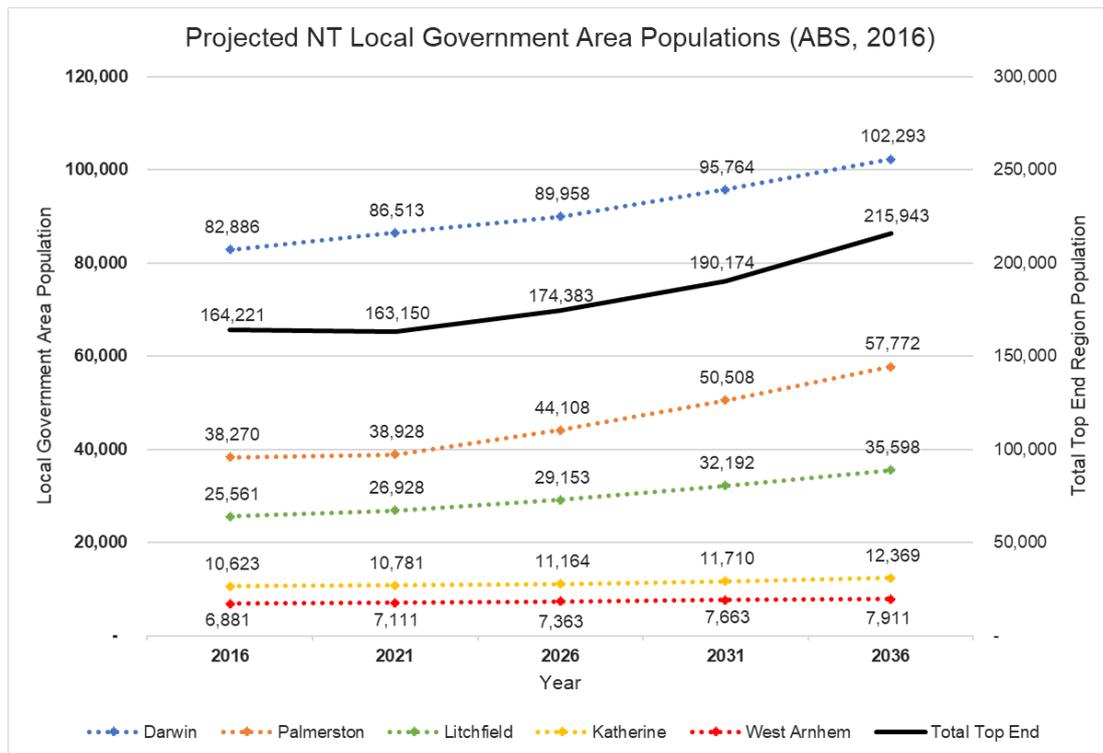


Figure 1: Projected Top End Populations based on SA3 geographic regions.

### 3.1.3 Existing Domestic Waste Generation

#### 3.1.3.1 Existing Municipal Solid Waste

Data on the Municipal Solid Waste (MSW) volumes produced domestically in each LGA was obtained from a variety of sources. Kerbside and transfer station MSW collection volumes were sourced for Darwin (2019/20), Palmerston (2019/20) and Litchfield (2018/19) LGAs. For Katherine and West Arnhem LGAs no waste data could be obtained. To estimate the total volume of waste potentially produced by these LGAs, Litchfield per-capita waste generation rates were applied to the total population of Katherine and West Arnhem. As a semi-rural area, Litchfield was considered to be the most representative LGA for Katherine and West Arnhem.

As outlined in Table 1 below, the total Top End MSW volume was estimated to be 45,392 tonnes per annum. In 2019/20, Shoal Bay landfill received 40,730 tonnes of MSW, of which 6,921 tonnes was sourced from LGAs other than Darwin and Palmerston. The difference in values between the estimated MSW waste produced, and the known MSW received, is likely due to; waste from Katherine and West Arnhem being landfilled at smaller landfills within their LGAs; natural variation in the waste values produced year on year; and, lower than extrapolated waste generation rates for Katherine and West Arnhem residents.

Table 1: Estimated MSW from domestic sources (tonnes per year). Italicised values refer to extrapolations based on the per capita waste generation of similar LGAs.

	Total	Darwin	Palmerston	Litchfield	Katherine	West Arnhem
Estimated MSW from domestic sources (tonnes per year)	<b>45,392</b>	22,052	11,758	6,876	2,853	1,854

### 3.1.3.2 Existing Municipal Recyclable Waste

Darwin and Palmerston Councils provide a domestic kerbside co-mingled recyclable service along with self-haul transfer station recyclable collections. Kerbside collection data was obtained for Palmerston City Council and City of Darwin Council. However, Litchfield, Katherine and West Arnhem Councils do not provide a kerbside collection service, and therefore report significantly lower volumes of recyclable waste. It is likely that a large proportion of recyclable waste from these LGAs is currently disposed to local landfills.

Litchfield Council provide a self-haul service for recyclable materials, collecting 348 tonnes of co-mingled recyclable waste, and 1,026 tonnes of metal waste in 2018/19. With no kerbside services, Katherine and West Arnhem LGAs have been assumed to have the same per-capita recyclable generation as Litchfield LGA self-haul recyclables.

**Table 2: Total Recyclable waste by LGA**

	Total	Darwin	Palmerston	Litchfield	Katherine	West Arnhem
Estimated recyclable waste from domestic municipal sources (tonnes per year)	10,543	5,903	2,412	1373	546*	309*

\* Katherine and West Arnhem do not undertake municipal recyclable collection. These values are a pro-rata estimation based on Litchfield self-haul collection data, including scrap metal.

**Table 3: Total recyclable waste by material.**

	Paper / Cardboard	Metal	Glass	Plastics
Estimated domestic material waste volume (tonnes per year)	3,333	3,258	1,482	336

It should be noted that the values presented above include domestic-sourced materials that were disposed at a waste transfer station. Approximately 95% of metal waste, and 15% of cardboard and paper waste values presented were disposed to a waste transfer station rather than kerbside collection. It should also be noted that the 'total' recyclable volume reported in Table 2 exceeds the sum of the materials volume reported in Table 3 due to a lack of categorised materials in some data sets.

### 3.1.4 Projected Domestic Waste Generation

Total waste volumes generated by a population can be influenced by a number of demographic and economic factors. Changes in a region's population, household income (domestic consumption) and population density typically have the greatest effect on waste volumes. Projections for these factors were used to calculate a dynamic annual waste growth rate for each LGA, which considers changes in influencing factors over time for each LGA. Waste projections were calculated by applying the dynamic annual waste growth factor to the existing MSW and recycling volumes presented in Sections 3.1.3.1 and 3.1.3.2 above.

It should be noted that yearly waste volumes produced by any given population can be highly variable. The projections below do not account for this variability. Rather the waste volume projections below give an indication of the equivalent waste generation if the ABS population and demographic projections are realised.

### 3.1.4.1 Projected Domestic General Waste

Over the period from 2019 to 2035, MSW is predicted to grow to 61,114 tonnes per annum for the Top End region. This represents an average annual MSW production growth rate of 1.76%, which is influenced by projected changes in population, household consumption, household income and population density.

Based on historical MSW generation data from Darwin and Palmerston, the specific yearly MSW waste values may deviate from the projected average by up to 11.5%. A variety of other factors, such as recycling rate changes, economic impacts, major infrastructure and mining projects, and unforeseen population changes may result in further deviations from the projections in Figure 2 below.

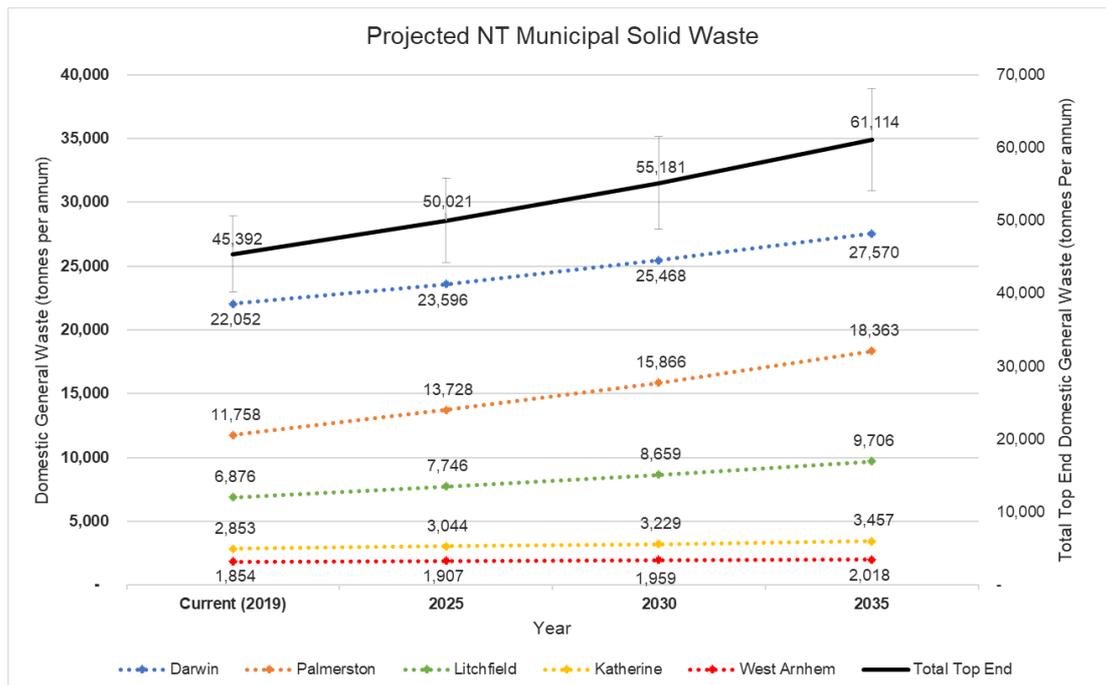


Figure 2: Projected Municipal Solid Waste

### 3.1.4.2 Projected Domestic Recyclable Waste

Over the period from 2019 to 2035, domestic recyclable waste is predicted to grow from 10,543 to 14,376 tonnes per annum for the Top End region. The same waste growth rate calculated for MSW was applied to domestic recyclable waste projections, producing an estimated annual recycling growth rate of 1.76%.

Individual recycling rates were assumed to remain constant over the projected period, as recycling rates are typically determined by a number of highly variable factors, such as policy decisions, community waste education programs, community engagement and the quality, availability and access to waste infrastructure, which cannot otherwise be readily accounted for in the available datasets informing these projections.

Based on historical MSW generation data from Palmerston, the specific yearly recycling waste values may deviate from the projected average by up to 11.1%. A variety of other factors, such as recycling rate changes, economic impacts, major infrastructure and mining projects, and unforeseen population changes may result in further deviations from the projections in Figure 3 below.

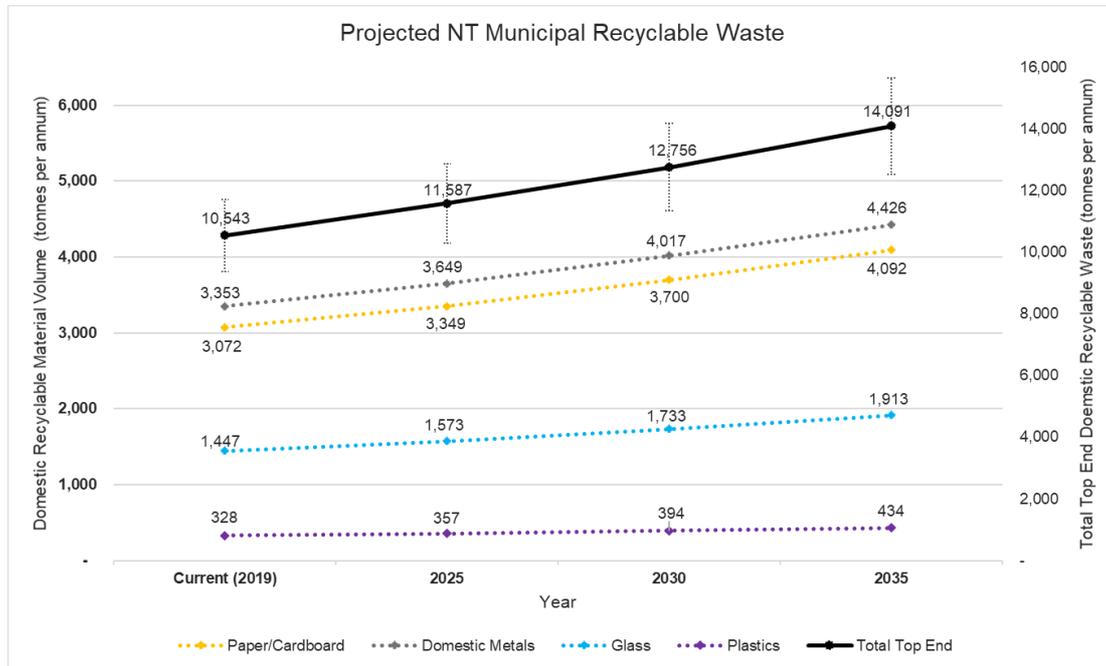


Figure 3: Projected domestic recyclable waste.

### 3.2 Commercial and Industrial Waste Generation

Golder has completed an assessment of Commercial and Industrial (C&I) and Construction and Demolition (C&D) waste and recyclable generation rates to understand its contribution to the regional waste catchment. These waste streams are outside of the responsibility of regional LGA Councils, however present a potentially significant component of the overall regional waste catchment. To understand the contribution of C&I and C&D wastes disposed to landfill, or recovered and recycled in the region, required engagement with commercial waste management providers (e.g. Veolia, Cleanaway, NTRS, Sims Metal), and a review of what has been reported publicly by NT EPA, other NTG agencies, or as part of public reporting under NT EPA Licences (e.g. Shoal Bay Waste Management Facility).

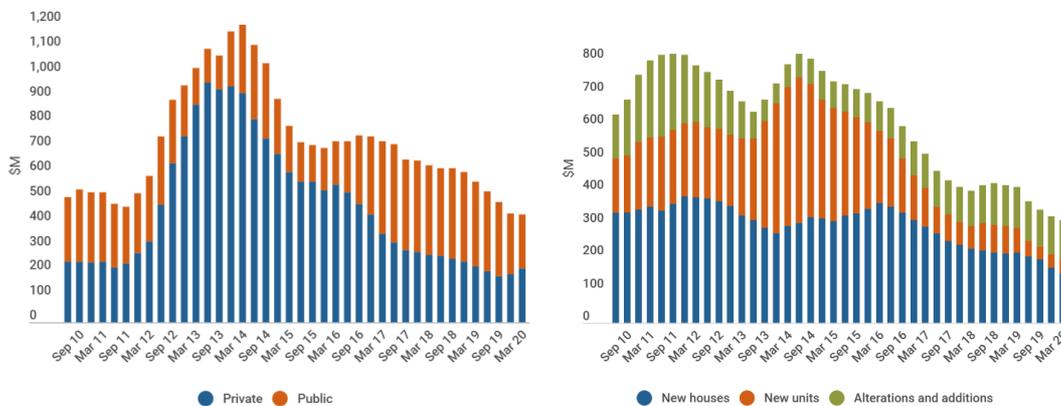
Due to this information generally being commercially sensitive, where there are gaps in the datasets. We have had to make certain assumptions, or draw correlations in order to gain insights into regional C&I and C&D waste generation, recycling and disposal rates. Where necessary, these assumptions and correlations are described in the following sub-sections.

#### 3.2.1 Existing Commercial and Industrial Economic Activity

The NT is a small, open economy which has historically been reliant on resources and major infrastructure and construction projects for economic growth (NTDTF, 2019b: NTDTF 2020). Over the last 25 years, the NT has typically experienced economic growth cycles averaging six to seven years. Over the last decade, an ongoing pipeline of major project investments across several sectors, funded by both the public and private sectors, has stimulated economic growth within NT (NTDTF, 2019b). However, the NT is currently transitioning through a downturn in the economic cycle, likely as a result of reduced private sector investment, and the completion and transition of a number of large projects from construction to operation, such as the INPEX Ichthys gas project (NTDTF, 2020).

According to the NTDTF, the gross state product (GSP) of the NT was estimated at \$26.1 billion in 2018-19, down 1.5% from the 2017-18 GSP figure of \$26.5 billion. According to Regional Development Australia, the annual NT GSP growth over the five-year period 2015-2019, was 0.18% (RDA, 2019).

According to the NTDTF, the construction industry in the NT has been declining over the period 2015-2019. The value of the NT construction industry fell from \$2.2 billion in 2015, to \$1.6 billion in 2019, representing an average annualised decline of 5.5%. The total value of non-residential construction in the NT fell from \$732 million in 2015, to \$503 million in 2019, representing an average annualised decline of 7.8%. Much of this decline was the result of lower private sector investment, as shown in Figure 4. Similarly, the total value of residential development in the NT fell from \$721 million in 2015, to \$364 million in 2019, representing an average annualised reduction of 14.7%.



**Figure 4: (Left) Total value of non-residential construction activity NT. (Right) Total value of residential construction activity NT. Figures and data sourced from NTDTF 2020a.**

For the purposes of this report, it is assumed that the NT economic growth rates discussed above are representative of the economic development of the Top End region.

### 3.2.2 Projected Commercial and Industrial Economic Development and Growth

According to the NT Department of Trade, Business and Innovation, the NT’s current economic downturn is expected to stabilise in 2018/19, and rebound in the following years (NTDTBI, 2019; NTDTF, 2019b). GSP is projected to increase annually by 6.3% in 2019/20, slowing to 2.5% in 2023/24. These projections were made prior to the onset of the COVID-19 pandemic and must therefore be considered with a level of caution.

Over the five-year period from 2018/19-2023/24, household consumption is expected to increase from \$11.0 billion to \$12.3 billion, representing a 2.7% average annualised growth rate. Private investment is projected to increase from \$4.0 billion to \$4.6 billion, representing a 3.7% average annualised growth rate. Public investment is projected to increase at an average annualised rate of 1.8%, while public consumption is projected to increase at an average annualised rate of 2.5% (NTDTF, 2019b).

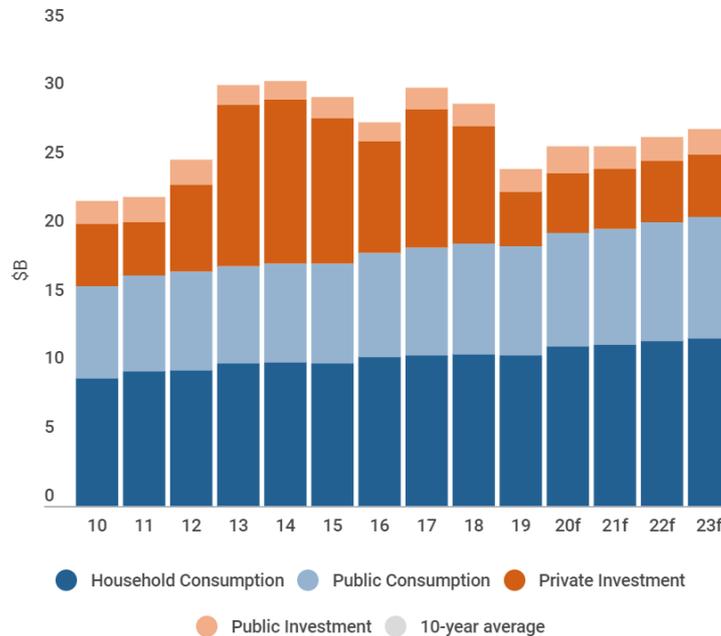


Figure 5: Economic consumption and investment in NT.

Again, it should be noted that these projections, undertaken by the NTDTF, were published in 2019, prior to the impact of COVID19. No predictions or considerations of the impacts of COVID-19 have been made in this assessment.

### 3.2.3 Existing Commercial and Industrial Waste and Recycling Rates

Due to the commercially sensitive nature of C&I and C&D waste generation rates, there is limited publicly available information on waste volumes and material categories. Data sourced from the 2019/20 Shoal Bay landfill audit and compliance report provides the following annual waste volumes for C&I and C&D wastes. Given that Shoal Bay landfill is the ultimate end-point for the majority of C&I and C&D wastes produced in the region, the values in Table 4 provides a relatively accurate indication of the expected current total volumes of residual C&I and C&D wastes disposed to landfill in the Top End.

Table 4: C&I and C&D waste and recycling generation.

	Commercial and Industrial	Commercial and Industrial Recycling	Construction and Demolition	Commercial Greenwaste
Total volume of waste collected by Shoal Bay 2019/20 (tonnes)	74,753	14,203*	54,488**	9,604

\*Commercial Recycling waste estimate was produced by applying the NT total recycling rates (National Waste Strategy 2018) to the commercial and industrial waste data.

\*\*Construction and Demolition waste data was sourced from 2015/16 Shoal Bay EPA Audit.

There does however remain a substantial data gap in understanding the rates and types of commercial recycling captured in the region. As C&I recycling is managed by private waste contractors, rather than at Shoal Bay or by a local council, there is no publicly available data to allow for Top End waste volume estimates. Instead, the NT total recycling rate of 19% (National Waste Strategy 2020) has been applied to the total C&I waste volume for the Top End region.

### 3.2.4 Projected Commercial and Industrial Waste and Recycling Rates

Over the period from 2019 to 2035, C&I wastes are projected to grow at an annual rate of 2.53%. This was calculated by from the economic growth trends and projections discussed in section 3.2.2 above. The annual commercial growth rate was used for C&I waste, C&I recyclables and commercial greenwaste projections.

Figure 6 below also includes projections for C&D waste volumes. For C&D data, the five-year trendline for the commercial construction industry, residential building industry and non-residential building industry were incorporated into a five-year projection to 2025. From 2019 to 2025, C&D waste volumes were projected to decrease by 0.68% per year. Growth projections for the years 2025-2035 were sourced from commercial economic projections and provided an annual growth rate of 2.99%.

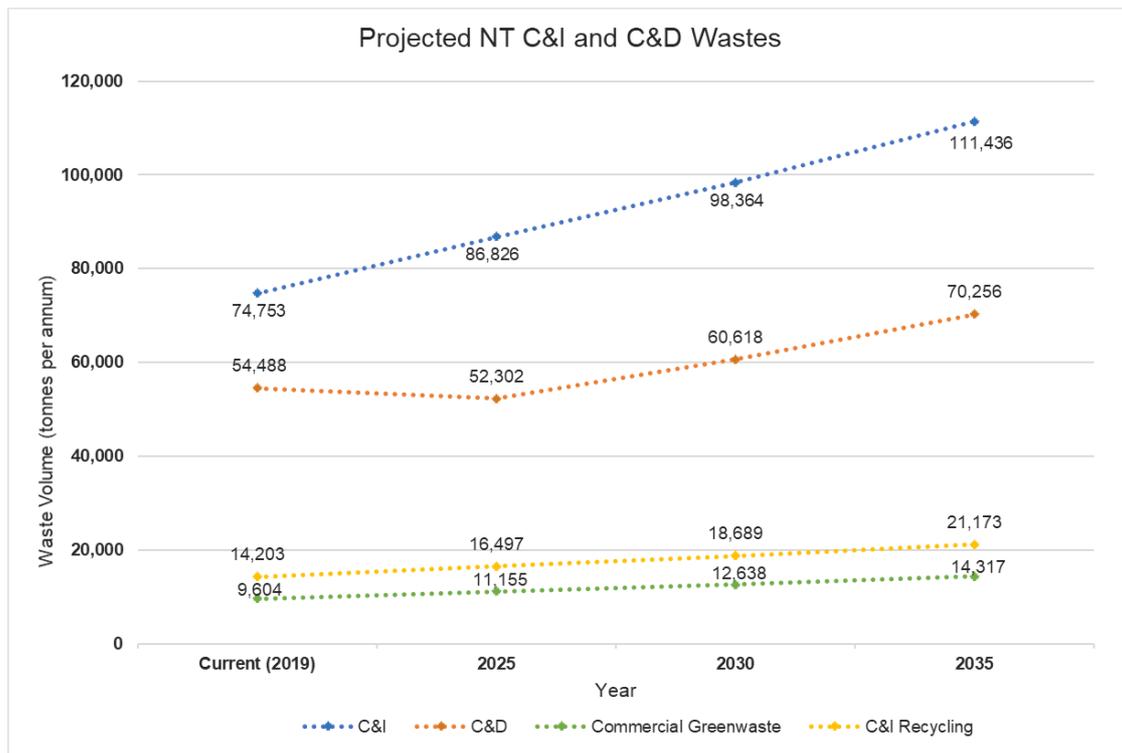


Figure 6: Projected C&I and C&D waste volumes

### 3.3 Potential Emergency and Disaster Waste Generation

Disaster waste management is a vital consideration during the recovery phase of a disaster, consisting of approximately 27% disaster recovery costs. This includes the collection, transport, and disposal of various solid, liquid, and hazardous wastes. The amount of disaster waste generated from an event can vary in the order of 5 – 15 times the annual waste generated (Cheng, 2018).

The credible disaster scenarios Golder has considered in informing this study include cyclones, bushfires, and floods. This was decided on the basis of the disaster risk register in the Darwin Local Emergency Plan 2020-21 (the Darwin Plan), where low risks have been excluded, such as road transport incidents, due to its lower waste generation potential (Territory Emergency Management Council, 2020).

The northern region coast is affected by 2-3 tropical cyclones annually. Cyclones are low pressure systems that form over warm tropical waters and can seriously impact the social, built, natural and economic environments of communities impacted. Heavy rainfall, flooding and abnormally high tides and storm surges can accompany this disaster event. Cyclones impact numerous locations in the Top End, including multiple sites across the Gulf of Carpentaria, Arnhem Coast, and the Tiwi Islands and West Coast (including Darwin). The last category 5 event in northern Australia was cyclone Yasi in 2011 (Territory Emergency Management Council, 2020). The majority of cyclone disaster waste is potentially recyclable, with this outcome generally preferable to avoid the consumption of landfill airspace and the greenhouse gas emissions.

Floods occur when land which is normally dry is inundated. This is a result of rises in river and waterbody water levels to a point where they can no longer retain anymore water. Floods can result from heavy or prolonged rainfall, thunderstorms, monsoonal rain or tidal storm surges associated with tropical cyclones. In the Darwin Plan, Rapid Creek, Elizabeth River, Charlotte Rivers, Adelaide River, Bees Creek, and Darwin River are areas of concern. Rapid Creek and the Darwin River have a substantial material effect on their surrounding communities, whereas the others will mostly cause inconvenience and isolation (Territory Emergency Management Council, 2020). Similar to cyclone disaster waste, the majority of flood disaster waste is potentially recyclable.

Bushfires predominantly occur during the fire prone dry season (May – September) and is strongly correlated with northerly high-pressure systems. During the build-up period to the wet season (late September to late November), high humidity and temperatures combined with regular electrical storms can start fires in random locations. There are six Fire Control Regions within the NT, with Vernon and (some of) Arafura falling within the Darwin area (NT Department of Environment and Natural Resources, Vernon Arafura Regional Bushfire Management Plan 2018). A significant volume of bushfire waste will be disposed of in landfill, with a small volume of hazardous waste (e.g. asbestos) requiring a more controlled method of disposal to landfill. The potential for this small volume of asbestos waste to be interspersed amongst the substantive volume of bushfire waste presents a significant impediment to the recovery of resources.

According to the City of Cassowary Coast's Solid Waste Management Strategy 2013-2023, in 2011 approximately 46 kilotons of waste (not incorporating cyclone Yasi waste) was generated within the Cassowary Coast Regional Council (Cassowary Coast Regional Council, 2013). The disaster waste that was generated by cyclone Yasi in the Cassowary Coast Regional Council area was approximately 14 times its annual waste generation rate, at 637 kilotons and 100,000 m<sup>3</sup> of CO<sub>2</sub> emissions assuming all the waste was disposed to landfill (Cassowary Council Mayor Cr Bill Shannon, 2012).

By using 2016 C&I and C&D volumes and 2019 MSW volumes, an approximation of the total annual waste generated by Top End LGAs is 199 kilotons per annum. An estimation of the potential disaster waste generated by a Category 5 cyclone, ranging between 5 and 15 times the annual waste generated, may be 995 – 2,985 kilotons of waste. Applying the disaster waste to annual waste generation ratio observed in the

Cassowary Coast Regional Coast (14:1) to the Top End LGAs would equate to 2,786 kilotons of waste from a Category 5 cyclone impacting the entire Top End region.

Table 5 presents potential volumes of disaster waste that may be generated by different category cyclones, where a linear formula was derived from the median wind speeds of the different cyclone categories and applied to approximate potential waste generated (extrapolated from the experience of the Cassowary Coast Regional Council).

**Table 5: Potential Disaster Waste Generated by Cyclone Category**

Category	Approximate Disaster Waste Generated (kilotons)
5	2,786
4	2,410
3	2,033
2	1,732
1	1,431

The estimations provided in Table 5 are a crude extrapolation and do not necessarily account for variation in populations and number of households in the Cassowary Coast Regional Council area relative to Top End LGAs. Accordingly, considering comparable geographies and communities where cyclone disaster scenarios such as these have occurred, we have sought to build an understanding of a variety of potential disaster waste generation rates that may be realised across the Top End LGAs based on population size and number of households. Specifically, the waste generated per household and per capita in the Cassowary Coast Regional Council area was calculated using the Australian Bureau of Statistic's 2011 Census data and extrapolated to the Top End LGAs, as presented in Table 6 (ABS, 2016, 2020).

**Table 6: Potential Cyclone Category 5 Disaster Waste Generation by Top-End LGAs**

LGA	Total Disaster Waste Generated (from Per Capita Calculation (kilotons))	Total Disaster Waste Generated (from Per Household Calculation (kilotons))
Palmerston	851	810
Darwin	1,844	2,067
Litchfield	569	521
Katherine	236	249
West Arnhem	153	124
<b>Total</b>	<b>3,653</b>	<b>3,770</b>
LGA	Per Capita Calculation Ratio (tons/person)	Per Household Calculation Ratio (tons/house)
<b>Cassowary Coast Council</b>	<b>22.2</b>	<b>61.8</b>

At a high-level, disaster waste can be separated into C&I, C&D and MSW sources, and a variety of composite waste types, of as outlined in Table 7. Table 7 details the different types of wastes; their materials and sources; and, their prevalence in cyclones (where a low prevalence is approximately less than 1% of the disaster waste, medium is between 1% and 10% of the disaster waste, and high is greater than 10%<sup>1</sup>). Generally, the abundance of each waste stream generated will vary based on the type, scale, and location of the disaster.

**Table 7: Waste stream prevalence<sup>2</sup>, materials, and sources (Office of Green Industries SA, 2015)**

Types of waste	Prevalence (cyclone)	Prevalence (bushfire)	Prevalence (flood)	Waste materials	Waste sources
<b>Masonry</b>	L	M-H	L-M	Concrete, bricks, stone, asphalt, and plasterboard	Damaged building structures, slabs, curbing, roads.
<b>Asbestos - containing waste</b>	L-M	M-H	L-M	Asbestos-containing waste	Damaged building structures containing asbestos
<b>Metals</b>	M	M	L	Ferrous (steel), aluminium and other non-ferrous metals	Damaged fencing, sheds, windows and doors, reinforced concrete, electrical cable, copper pipe.
<b>Vegetative waste</b>	H	M-H	L-M	Greenwaste	Fallen or burnt trees, broken branches, leaves and other vegetative material.
<b>Hard waste</b>	L-M	M	M-H	Mix of wastes such as timber, furnishings, carpet and textiles	Damaged or displaced furniture, personal belongings and other items. Timber from damaged building structures.
<b>White goods</b>	L-M	L-M	L-M	White goods (e.g. refrigerator, dishwasher)	Damaged or displaced whitegoods from

<sup>1</sup> These ranges are approximate and have been derived from multiple disaster scenarios the Office of Green Industries SA's Disaster Waste Management Scoping Study (2015).

<sup>2</sup> Note that where a range of waste stream prevalences have been presented is a result of a number of factors which vary depending on the degree of damage to a building (whether it collapses or not; is the furniture salvageable). The prevalence is also only relative to the other disaster streams, as different disasters will generate differing volumes of waste.

Types of waste	Prevalence (cyclone)	Prevalence (bushfire)	Prevalence (flood)	Waste materials	Waste sources
					households and businesses.
<b>Electrical and electronic waste</b>	L-M	L-M	L-M	Electrical and electronic material (e.g. TVs, computers, appliances)	Damaged or displaced electrical and electronic goods from households and businesses.
<b>Other hazardous wastes</b>	L-M	L-M	L-M	Chemicals, batteries, fluorescent lighting	Household hazardous wastes (e.g. fluorescent lighting, cleaning chemicals, batteries), farming waste (e.g. farming chemicals) and other industrial wastes.
<b>Soil and sediment</b>	L-M	L	M-H	Clays, fines, rubble and soil	Displaced clay, fines, rubble and soil.
<b>Contaminated soil</b>	L-M	L	M-H	Contaminated soil	Contaminated waste soil.
<b>Vehicle bodies</b>	L-M	L-M	L-M	Car, truck and other vehicle bodies	Damaged or displaced vehicle bodies.
<b>Putrescible waste</b>	L-M	L	L-M	Food waste, disposable nappies	Spoilt food from supermarkets, restaurants and households, and putrescible waste from post-disaster relief centres.
<b>Medical waste</b>	L-M	L-M	L-M	Pharmaceutical waste	Waste generated across hospitals.

## 4.0 EXISTING WASTE MANAGEMENT INFRASTRUCTURE AND RESOURCE PATHWAYS

To understand the waste and recyclable material flows through Top End LGAs, Golder undertook a detailed waste management infrastructure and waste stream material flow analysis. This was necessary to understand the existing capability and capacity, and potential gaps, in the waste management infrastructure and service provision, and whether there are potential existing and future waste management capacity and capability constraints within the Top End economy.

### 4.1 Shoal Bay Waste Management Facility and Regional Landfill

The Shoal Bay Waste Management Facility provides the only landfill disposal facility within Greater Darwin, and is a regionally significant waste management facility, as it is also the only disposal route available for the majority of MSW, greenwaste, C&I and C&D waste generated by communities in Greater Darwin (including Palmerston LGA and Litchfield LGA). The Shoal Bay facility is currently operated by Veolia, having commenced a seven-year contract with the City of Darwin to operate the facility in early 2020. The Shoal Bay Waste Management Facility itself consists of a number of smaller facilities and processing centres, as outlined below:

- Shoal Bay Landfill: receives domestic MSW, residual C&I organic wastes; non-hazardous C&I waste; non-recoverable C&D wastes; and select special wastes (including asbestos).
- Transfer Station: allows residents to self-haul recoverable and recyclable materials and deposit them in dedicated bins according to their intended reuse or recycling endpoint. The transfer station is also operated by Veolia.
- Recycle Shop is co-located at the site and operated by Helping People Achieve (HPA), which provides an avenue to sell reusable products collected at Shoal Bay.
- Greenwaste Recovery: the greenwaste recovery facility is operated by Shoal Bay Mulch and processes domestic self-haul sourced garden green organic wastes. Sourced materials are inspected, mulched, screened and sold back to the market as mulch for horticultural and rehabilitation purposes. Commercially sourced green organics are not processed at the facility, rather they are currently disposed to landfill. This facility does not have the capacity to process food organics.

City of Darwin Council retains a lease on the Shoal Bay Waste Management Facility until 2034, with a potential option to extend beyond this timeframe. The community and local industry maintain a heavy reliance on the landfill, with it presenting a single-point dependency for landfill capacity in the region. The need for such a facility will likely extend well beyond 2034 due to continued projected population and economic growth and a current absence of alternatives of sufficient scale and capability.

### 4.2 Materials Recovery Facilities

Two materials recovery facilities (MRFs) currently service the Top End region, operated by Northern Territory Recycling Solutions Pty Ltd (NTRS) and Cleanaway Pty Ltd (Cleanaway) in Berrimah and Holtze respectively. These facilities accept and process wastes collected through the domestic kerbside recycling collections service, and private C&I waste collection services, segregating recyclables into their constituent streams, and bailing these recovered materials prior to selling them to the market for reprocessing.

The small volumes of recyclables collected in the Top End region, relative to the cost of establishing recycling facilities, means recovered materials are generally consolidated into viably transportable quantities and shipped interstate, or overseas, where the materials are further processed and recycled. Anecdotal advice of

the local waste management sector suggests that the waste processing market in the Top End region is likely too small to support additional MRFs while remaining commercially viable.

### 4.3 Waste Transfer Stations and Local Landfills

There are several waste transfer stations established within the Top End region. These are mostly Council operated and serve a mixture of commercial and domestic, or domestic-only users to collect waste streams for local or third-party reuse, recycling or disposal. Details of the waste transfer stations are outlined below:

- Archer Waste Management Facility: is located in the suburb of Archer towards the southern outskirts of the Palmerston LGA. The Council facility is operated by Veolia, which subcontracts to Litchfield Green Waste, (who produce and sell mulch and compost products), and Helping People Achieve (HPA), a community-based organisation (who staff the site). The facility allows residents to self-haul a variety of waste streams fee free, while also able to purchase some processed wastes (such as mulch). Accepted waste streams include domestic MSW; recyclables; green waste; select hazardous; and C&D waste which are sorted to be reused, recycled or disposed.
- Darwin Shoal Bay Waste Management Facility: is located in the suburb of Karama, towards the eastern outskirts of the Darwin City Council and is operated by Veolia and staffed by HPA. Domestic-sourced waste is accepted effectively fee-free for Darwin residents, as is C&I waste, but with fees. Domestic MSW; green waste; and recyclables are disposed of separately. The transfer station also accepts special waste such as select hazardous; C&D; C&I; whitegoods; and asbestos waste (requires written approval).
- Howard Springs, Humpty Doo, and Berry Springs Waste Transfer Stations are operated by Litchfield Council for local commercial and domestic users, while external non-rate paying users must pay a fee). The facilities collect and sort domestic MSW; recyclables; select hazardous; C&I and C&D waste, which are then consolidated for reuse or recycling.
- West Arnhem Regional Council operate waste sorting bays and waste oil recovery at, and in conjunction with its Gunbalanya, Jabiru and Maningrida landfills, which are intended to facilitate the segregation of recyclable materials and preserve the limited airspace at these small regional landfills. These Council operated facilities are located at three of the five major communities in the West Arnhem Regional Council. Materials recovered from these facilities are transported to Darwin for further processing.
- Wagait Shire Council operate a hard waste compound, which is open with limited access to residents of Wagait Shire. Separate sections of the hard waste compound are allocated for household rubbish, waste oil collection, green waste and hard rubbish like car bodies, building materials and white goods, however, recovery rates are limited. Putrescible waste is transferred to Shoal Bay, green waste is burnt rather than reprocessed and hard waste is collected and processed in Darwin. There is no dedicated transfer station provided in Wagait Shire.
- Coomalie Community Government Council operate two small regional landfills with co-located waste management facilities in Batchelor and Adelaide River. There is limited resource recovery at these locations, which is periodically transferred to Darwin for further processing, and most of the waste received at these sites disposed to the co-located landfills. Adelaide River has approximately 10 years of available airspace, while Batchelor may have up to 20 years available airspace.
- Katherine Waste Management Facility: is located in the suburb of Cossack, towards the southern outskirts of Katherine and is operated by Katherine Town Council. Commercial customers are charged a fee, whilst only some residential waste types are charged fees. A variety of domestic MSW; hazardous waste; e-waste; tyres; and recyclables are collected as part of a number of recycling a product stewardship schemes.

# COUNCIL AGENDA

## Attachment 13.1.2.1

25 March 2021

20138064-001-R-Rev1

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The Katherine Facility is estimated to reach end of life in five to nine years, and cannot be extended. A new facility is estimated to cost \$5.4 million and remediation of the old landfill is estimated to cost \$12 million.

## 5.0 GAP ANALYSIS AND OPPORTUNITY REVIEW

The development of infrastructure for recycling and recovery in the Top End has typically lagged behind other similarly sized cities in Australia, due to the region's low population, isolated location, and historical dependence on a single landfill, amongst other contributing factors. This section aims to identify the most significant infrastructure gaps present in the Top End waste management economy and identify potential waste management infrastructure that may address these gaps and advance resource recovery in the region.

### 5.1 Single-point Dependencies

The Shoal Bay Waste Management Facility provides the only landfill disposal facility within Greater Darwin and is the only disposal route available for the majority of MSW, C&I and C&D waste generated in the Top End. The community, local business and industry of Greater Darwin maintain a heavy reliance on the landfill, and the need for such a facility will likely extend well beyond its life span due to continued population and economic growth in the region and a current absence of alternatives of sufficient scale and capability. In the event that Shoal Bay was temporarily closed due to a natural disaster or other unexpected event, Greater Darwin would have no short-term or long-term disposal option for the majority of its waste. This presents a significant safety, environmental and logistics risk for the Region, and highlights the need for a diverse waste management landscape.

The isolation of the NT, in relation to its neighbours, further compounds the risks and limitations of the Top End's reliance on a single facility. Other states and territories in Australia not only have more diverse waste management landscape but are also interconnected across state lines (with the exception of WA). The impacts of a failure in the waste management system in Victoria could, to an extent, be lessened by relying on infrastructure in SA and NSW. The relative inability for NT to easily transport large volumes of waste interstate is a significant vulnerability that can be addressed through a more diversified waste management system.

The presence of a single landfill in the Top End area also has economic and management impacts on Palmerston and Litchfield Councils, who rely on Shoal bay to dispose large volumes of their MSW wastes. A single point dependency in the market, which is managed by one council but essential to all Top End Councils, drives inequality in waste management outcomes. This results in higher landfill levy fees and limited control over end markets for waste. Alternative waste management infrastructure provides additional options for waste producers and waste managers and delivers a more equitable outcome for all Top End residents.

### 5.2 Recycling and Recovery Infrastructure Gaps

#### Existing MRF Infrastructure

The two-existing commercial MRFs are an integral part of the Region's ability to segregate recyclable materials for transport and processing. The operational efficiency of these MRFs is essential to achieving high rates of resource recovery and producing a sorted product that is desirable for the end-use re-processor (i.e. free from contamination and sorted into material subcategories). Compared with the MRF infrastructure of other capital cities and regional centres, the Top End MRFs may generally be considered lower-tech waste processing, with a higher reliance on human sorting, as opposed to faster and more efficient automatic sorting possible with newer and high-tech systems. This gap in infrastructure capability for the region results in a rudimentary collection and baling operation, with a higher proportion of wastage disposed to landfill, rather than a resource efficient operation producing high-quality recovered products. This is not a criticism of these operators or operations, both which are well run within the confines of the technology applied, however is recognition that higher-order technologies could be brought to bear that achieve greater rates of resource recovery.

The main obstacle preventing commercial waste contractors from filling this infrastructure gap in the region by upgrading the Top End MRFs, is the small volumes of recyclable waste produced from kerbside and C&I

sources, which typically cannot support the large upfront cost of establishing or upgrading recycling facilities. These small volumes are a result of the low rates of recycling, and the recycling behaviours, of Top End residents, which, based on data presented in section 3.1.3.2, is approximately 23%. As a result, improvement of regional waste management infrastructure will likely need to be led by Local Councils, as private industry are unlikely to provide the infrastructure improvements required to resolve the current waste management gaps, without the appropriate incentives to make the projects commercially viable.

### Regional Waste Segregation

Services for segregation and collection of recyclable wastes in the three regional Councils (Litchfield, Katherine and West Arnhem) are significantly limited when compared with Palmerston and Darwin Councils. None of the regional Councils provide a kerbside recycling collection service, relying on residents to segregate and self-haul recyclable wastes to local transfer stations and landfills. This results in the low domestic recycling rates of 7% for Litchfield Council and 6% for Katherine Council (excluding self-haul scrap metal).

Cost is the largest challenge faced by regional Councils in implementing a kerbside recycling program. This is due to a smaller population, lower waste volumes, lower population density and greater distance from existing MRF facilities in Darwin.

### Food Waste Processing

In the current waste management landscape of the Top End, the only endpoint for food waste in the region is the Shoal Bay Landfill. While residents could be encouraged to reduce food waste through composting, most residents and businesses have no alternative disposal pathway for food waste. Food waste is the largest MSW component, constituting approximately 25-40% of a typical kerbside general waste bin.

### Disaster Waste Processing

As discussed in Section 3.3, a natural disaster in the Top End Region could produce 995 – 2,985 kilotons of waste. This waste would put significant strain on the existing waste management infrastructure and would likely need to be landfilled at Shoal Bay, as no current disaster waste holding area exists. The Litchfield waste management strategy 2018-2023, estimates that most of the remaining airspace in Shoal Bay would be filled with the large and sudden surge of waste from a natural disaster.

## 5.3 Disaster Waste Infrastructure

There is currently no dedicated facility for the temporary storage and processing of disaster waste pending disposal, with each LGA arranging collection points and with the Shoal Bay Regional Waste Facility being the ultimate landfill disposal point for the majority of disaster waste. While the City of Darwin retains a lease for this facility through until 2034, there is no publicly available information to indicate what the remaining airspace capacity of the landfill is and therefore assess the impacts of a significant disaster on landfill airspace.

Nonetheless, the Shoal Bay Regional Waste Facility has limited suitable surrounding land for expansion. To the west and east of the landfill, wetlands may prevent any expansion, whilst legacy war remnants may inhibit expansion further to the north. This leaves a southern parcel of land, which if utilised may encroach on the suburb of Holmes and the Holmes Jungle Nature Park. In addition to limited landfill airspace and expansion potential, the Shoal Bay Regional Waste Facility has limited storage space for temporarily holding disaster waste in the order of those potential volumes estimated and described in Section 3.3.

As outlined in providing the context of this study, DIPL and Council consider this a key risk and infrastructure gap for the Top End region, which currently leaves the region in a challenging position in the event of a future cyclone or similar disaster.

As detailed in Section 3.3, the majority of disaster waste is potentially recyclable, which represents an opportunity to preserve landfill airspace, reduce associated CO<sub>2</sub> emissions, reduce disposal costs, and support the recirculation of materials back into the economy. While there are numerous methods to recycle disaster waste, several simple and low-capital options may include organic waste reprocessing and recycled aggregate production, with some of these potential options for alternative management of disaster waste presented in Figure 7 below.

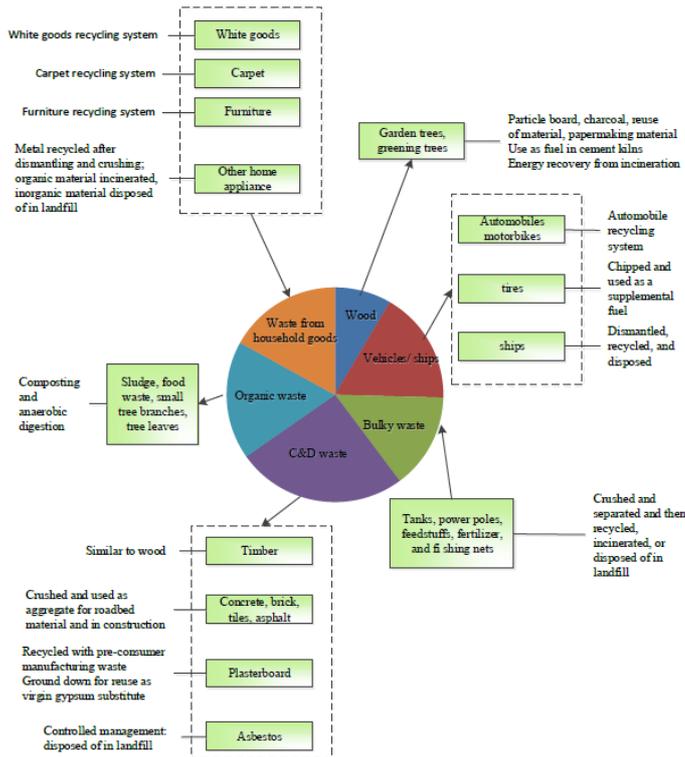


FIGURE 2.4: Recycling ability of materials in disaster waste

Figure 7: Disaster Waste Stream Recycling (Cheng, 2018)

## 5.4 Infrastructure Opportunities

### Top End Resource Recovery Hub

There is an opportunity for a state-of-the-art Resource Recovery Hub to be constructed within the Greater Darwin region for the consolidation, sorting and disposal of recyclable wastes and materials. Currently, disposal of non-kerbside wastes is limited to the facilities listed in Section 4.1, most notably Shoal Bay, Archer Transfer Station and Berrimah Transfer Station. The absence of a dedicated recycling waste management facility means that there are limited alternate disposal pathways for MSW, C&I and C&D wastes materials produced in the Top End.

A Resource Recovery Hub would be purpose built to maximise resource recovery, with enclosed sheds for sorting recycling material; dedicated bunkers for the collection of organics, metal, and concrete; and, an enclosed 'push-pit' for residual general wastes that can be further manually screened prior to consolidation and disposal. The Hub would also allow for segregation and recycling of waste produced by businesses and

commercial operators, which, up to this point, have limited recycling and reuse options available in the Top End. A Resource Recovery Hub that accepts waste from commercial and domestic sources across the Top End would play an important role in shifting the Top End waste management landscape from a landfill centred linear disposal system, to a more circular waste ecosystem centred around reuse and recycling of materials.

There is also an opportunity for the Resource Recovery Hub to be co-located with other waste management infrastructure such as food waste processing, an advanced MRF, a disaster waste collection centre, or a second Top-End landfill. As a regional hub for waste management, the Facility could provide Council with a potential income stream from waste disposal fees, material resale and reduced landfill levy fees.

DIPL has previously commissioned a *Regional Waste Management Facility Gap Analysis Report* in 2018, which documented and identified key issues required to develop a new Regional Waste Management Facility (RWMF). We would consider the Resource Recovery Hub described here to be analogous to the RWMF described by DIPL, but with an express focus on resource recovery and support to a circular economy. The 2018 DIPL report recommended a multi-criteria analysis be undertaken to determine potential locations for a new RWMF site, an approach Golder would also recommend for the Resource Recovery Hub (see further comments in relation to this in Section 7.0).

### Mixed Waste Processing Facility

A Mixed Waste Processing Facility (MWPF), sometimes referred to as a 'dirty MRF' is a processing facility that separates recyclable material directly from MSW. MWPFs use a combination of manual and automatic sorting to extract and segregate recyclable materials over a number of processing stages. They are most effective in regions with low recycling rates, because recyclable materials constituted a larger volume of the input MSW. For the regional Top End Councils without a kerbside recycling collection, a MWPF would be particularly effective in extracting the recyclable materials that are disposed in the MSW kerbside collection. A MWPF can typically recover between 5 and 60% of waste as recyclables, depending on the composition and condition of input MSW. However the process can result in a higher recyclable contamination rate compared to a standard MRF. A MWPF also is more expensive to establish and operate due to a larger manual sorting component and high-tech automatic sorting methods.

### Advanced MRF

Council may consider the development of a modern, 'advanced' MRF facility for the Top End Region. An advanced MRF would achieve a greater material sorting efficiency and would be able to segregate materials into more material subcategories (such as high quality/low quality carboards, PET, HDPE, LDPE, coloured glasses etc.). By increasing the effectiveness of material sorting, an advanced MRF can increase the value of the recyclable material for resale. This could result in lowered cost of recyclable collection (on a tonnage basis), which may allow for Top End Councils to implement or further expand their kerbside recycling collection schemes.

Current recycling volume tonnages are too low to justify the development of an advanced MRF on a purely financial basis, however, as discussed in Section 3.1.4.2, the domestic recycling volume from the Top End is projected to increase over the coming decades. This could be further enhanced if council can further increase recycling rates over time with coordinated recycling programs to increase recycling awareness and participation. An Advanced MRF would also provide a greater recycling processing capacity for the Top End to meet the projected growth in recycling volumes in the future.

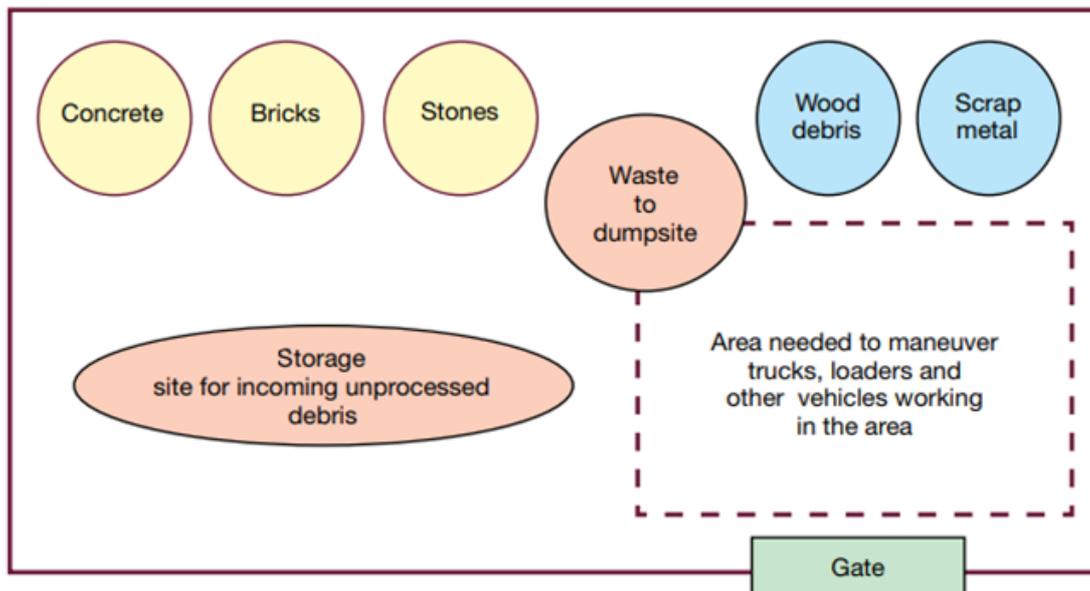
### Disaster Waste Collection Centre

Given the variability in the waste streams and volumes generated, there is much uncertainty and many factors to account for to plan for the collective and appropriate disposal of disaster waste. A collection centre should be established to store and separate waste streams into non-hazardous and hazardous wastes for transport

and processing. Storage considerations and disposal priority should be given to leachate generating waste (sealed concrete bunkers), asbestos waste, chemical waste and other hazardous waste streams.

The collection centre should be used once the existing capacity of the waste infrastructure has been reached. The disaster waste collection centre should be located as close as possible to existing waste management facilities for ease of transport and separation. Figure 8 details a high-level layout for a potential disaster waste collection centre.

Ideally, the area should be sufficient to accommodate all disaster waste, however, a category 5 cyclone for example would require an unprecedented space of land for storage and disposal. Based on the size of a future disaster waste collection centre, in the event of a significant waste generating disaster, consideration should be given to establishing temporary storage areas in close proximity to existing waste infrastructure.



**Figure 8: Potential Layout for a Disaster Waste Collection Centre (United Nations Office for the Coordination of Humanitarian Affairs – Environmental Emergencies Section, 2011)**

### Waste to Energy Facility

A small-scale Waste to Energy (WtE) facility can process large volumes of MSW, C&I, greenwaste and (if required) recyclable wastes. The WtE incineration process significantly reduces the total volume of wastes that would have otherwise been consigned to landfill by approximately 90-97%, reducing the amount of landfill airspace required (and associated waste disposal costs). Furthermore, a WtE facility would provide multiple streams of income for the operator, through waste disposal fees and energy sale.

However, even small-scale WtE facilities are highly technical, specialised and costly to build and operate. The siting of a WtE facility in a location suitable to service greater Darwin may prove to be difficult, given the separation distances from residents and sensitive receptors that may be required. Given the low recycling rates undertaken by Top-End residents, a WtE facility incinerating MSW may also destroy a significant volume of recyclable materials if recycling rates cannot be improved over time. Giving consideration to the Waste Management Hierarchy, it is preferable to recycle wastes and retain their material value, than to destroy the wastes through incineration.

### Food Organics Processing Facility

With no current landfill diversion option for food wastes, there may be an opportunity to develop a Food Organics and Garden Organics (FOGO) processing plant. A FOGO plant would be able to turn food waste and greenwaste into a soil conditioner and organic mulch product with a high organic value suitable for both domestic and agricultural use. In addition to diverting waste from landfill, reducing putrescible organic wastes provides a positive long term environmental outcome, as putrescible wastes lead to greater landfill gas, odour, and leachate management issues.

The success of a FOGO facility would be heavily dependent on residents proactively separating their organic waste from their general waste. Given the currently low rates of recycling, it is unlikely that residents would provide the volumes needed to sustain a FOGO facility without an accompanying education and awareness campaign.

It should also be noted that the greenwaste volumes are currently being effectively managed by the Shoal Bay and Archer WTS mulching contractors. While greenwaste volumes can be highly volatile from year to year, alternate options such as improving the quality of mulch, and connecting with potential commercial mulch vendors may be preferable to the development of an expensive facility.

### New Regional Landfill

Given the current dependency on the Shoal Bay Landfill, a new landfill in the Greater Darwin region would provide an alternative waste disposal location for the Top End. This would remove the single point dependency on the Shoal Bay Landfill and introduce commercial competition into the waste management landscape, providing lower disposal costs for Palmerston, Litchfield, Katherine and Wet Arnhem Councils.

The landfill would likely be located within Litchfield Council, given the large land and separation distance requirements. A landfill in this location would reduce the haulage time for waste contractors from Palmerston and Litchfield, resulting in long term costs savings for kerbside collections and WTS disposals.

## 6.0 NEXT STEPS AND FURTHER INVESTIGATION

Subsequent steps in this project and further investigations will investigate end-use market opportunities for recovered resources, as well as potential administrative, policy and/or regulator barriers to resource recovery in the Top End. This section describes our preliminary view of what may be further assessed and investigated through this next step in the project with the intent of informing discussions with Council and NTG on what should ultimately be our focus in the next phase of the project.

### 6.1 End-use Market Opportunities

Based on data reviewed to date from 2015, there may be significant volumes of potentially recyclable materials from the C&I and C&D sectors which bypass recovery facilities and are disposed of in landfill (41% and 29% respectively of 247,000 tonnes of waste in FYE2015). At the Shoal Bay Waste Management Facility, there is limited material separation and recovery or reuse of C&D materials. This presents opportunities for C&D separation and recovery, or reuse of materials such as concrete, brick, timber, ferrous and non-ferrous metals.

Metal recycling is an exception to the low levels of C&D recycling, which is captured and recycled through tradition scrap metal merchants and generally does not present as waste at the Shoal Bay landfill. This provides local businesses with a profitable and well-established market for metal recycling services, and may form a model for the recovery of other currently landfilled, but discrete and valuable resource streams.

Volumes of domestic and C&I sourced green waste have been highly variable over the past decade. In 2019/20, 9602 tonnes of greenwaste was produced in the Top end region, with only 502 tonnes landfilled. This was significantly lower than 2015/16, where 19,404 tonnes of greenwaste was produced in the Top End. Greenwaste processing at Shoal Bay is constrained by the volume of mulch it can sell and contractual limitations on the volumes that can be stockpiled. Producing higher quality product and sourcing new end-use markets may be avenues to increase the end-use demand for mulched greenwaste.

Further to the above, it would be valuable to investigate and better understand:

- What existing landfilled waste streams could be reused locally, or be feasibly recovered and exported for reuse elsewhere?
- What existing material currently recovered and shipped interstate/overseas could feed local markets?
- What potential end-use market opportunities exist for:
  - recycled organics into parks and gardens, horticulture, agriculture, land/mine rehabilitation;
  - construction and demolition waste derived recycled aggregates into infrastructure and civil construction;
  - potential alternative applications for recovered plastics and glass into infrastructure and civil construction; and
  - production of refuse-derived-fuels.

### 6.2 Potential Administration, Policy and Regulatory Barriers

In other Australian jurisdictions it has been recognised that administration, policy and/or regulatory barriers can inhibit resource recovery and has become an area of focus for regulators and policy makers in 'unlocking' resource recovery through improved policy and implementation. From our understanding of various resource recovery-focused approaches in other jurisdictions, and from our assessments and investigations through this

project to date, we have identified the following administration, policy and regulatory aspects that may warrant further consideration or investigation:

- Assessing market bottlenecks, single-point dependencies and risks to resource recovery.
- The potential implications of the Commonwealth waste export ban, or other policy barriers inhibiting the movement of waste.
- What technology and infrastructure may be needed to pre-process waste and recyclables locally in order to meet the export requirements imposed by the Commonwealth, or by receiving market jurisdictions.
- Critically review and test the waste demographics, infrastructure and waste stream analysis; and end-use market capacity analysis and assumptions. Engagement on these matters will also aid the project by:
  - Gaining insights into capacity and capability constraints and opportunities within the local waste market;
  - Better understanding opportunities and potential mechanisms for end-use market stimulation; and
  - Applying local knowledge in the identification of innovative potential solutions.
- Review the NT policy and regulatory framework governing waste classification and management to identify potential impediments or roadblocks to resource recovery. This could involve engagement with the NT waste management sector, NTG and supporting agencies.

## 7.0 SUMMARY AND CONCLUSIONS

This Summary Report has presented our assessment in relation to the existing capacity and capability to realise the waste management hierarchy across the Top End. It has outlined the existing emergency and disaster waste management capacity and infrastructure across the region, as well as identifying gaps that may exist in this management capacity. This report has provided an overview of the existing and projected waste demographics and market assessment for the Region and the general capacity and capability of the local waste management market.

At this stage of the project there are several learnings and conclusions that can be drawn from the assessment, with these being:

- The Top End waste catchment includes a relatively small population over a large geographical spread, which limits opportunities to efficiently aggregate viable volumes of resources to support higher order, or more advanced resource recovery technologies and opportunities.
- There is a substantial deficit in emergency and disaster waste management capacity and capability in the Top End, which leaves the region exposed in the event of a future disaster. Currently the Shoal Bay Waste Management Facility is the single-point dependency for disaster waste disposal for Greater Darwin (localised disposal be applied in some parts of the Katherine and West Arnhem LGAs), with its capacity limited and constrained. The realisation of several disaster scenarios assessed through this study may result in the available landfill capacity at Shoal Bay being exhausted, or substantially consumed, with limited potential to expand this capacity. Apart from bushfire, most disaster scenarios will generate substantial volumes of recoverable resources and with the availability of suitably designed and located interim storage, there is potential to realise this resource potential in preference to landfill disposal.
- There is some potential low hanging fruit that could be adopted to advance resource recovery in the near-term, with a focus on recovered aggregates and organics. This would be assessed through more detailed feasibility assessment during latter phases of this project, however based on opportunity alone, these are deserving of further consideration. We note that pursuing these opportunities may require large land parcels to provide adequate storage for backlog feedstock and processed material pending market application. In the case of organics processing, depending on the composting methodology applied, it may also be necessary to secure a location with substantial separation distances to potentially sensitive receptors in order to 'future proof' this infrastructure from encroachment by incompatible land use in the future. There may also need to be policy, or regulatory support in getting these recovered materials back into the market (e.g. DIPL supporting recycled aggregates in NT road construction).
- Further improved source segregation of domestic and C&I recyclables at MRFs may also assist, however may require a restructuring of collection and processing contracts to ensure the volume of material is available to waste contractors to support the investment. Alternatively, investment in a new Advanced MRF may allow a single-bin collection system, however may come at substantially higher capital and operating cost.
- The Shoal Bay Waste Management Facility is also a single-point dependency for landfill disposal in Greater Darwin (Darwin, Palmerston and Litchfield), which also drives inequality in waste management outcomes for LGAs outside of the City of Darwin. It is further constrained by available space, and opportunity for expansion relative to a purpose-built greenfield development at a new location.
- It is foreseeable that landfill capacity will be required at least for the near-to-medium term as new resource recovery and landfill diversion technology and infrastructure are established. There are benefits, from the perspective of logistics, cost-effectiveness, and maximising resource recovery

potential, for landfill capacity to be provided in conjunction with, or as part of a Resource Recovery Hub. In this regard, subsequent phases of this project should assess and consider the need for, and implications of incorporating landfill disposal capacity as part of the technology and infrastructure mix for a Resource Recovery Hub.

- In the event that a Resource Recovery Hub was to be considered by Council and the NTG to be a part of the solution to advancing resource recovery in the Top End, there will be a need to workshop the infrastructure and siting requirements for such a facility with NTG agencies, Top End LGAs and the waste management sector. This will be to ensure a comprehensive brief is developed to support the siting and design requirements of such a facility. This would form the basis of a multi-criteria analysis of infrastructure needs; site specifications; and, siting requirements for the facility, which will ultimately aid the siting process and broader engagement on the function and location of the facility. It is nonetheless foreseeable that this facility would need to be a regional facility (i.e. support all Top End LGAs) and require a large land parcel to store a backlog of feedstock and processed material pending market application, with substantial separation distances available to potentially sensitive receptors to 'future proof' this infrastructure from encroachment by incompatible land use. Next steps in the process would be to define the technology and infrastructure mix, as well as progress a siting study for a potential new resource recovery hub (this would include developing the siting criteria).

The next steps in the project will be to further assess and explore some of the findings summarised above, while also investigating potential end markets for recovered materials and the potential technology and infrastructure requirements to support supply to these end markets. This will be presented in a subsequent report to Council and the NTG.

## 8.0 REFERENCES

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- City of Palmerston (2020) Recycling Percentage Spreadsheet.
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- Northern Territory Department of Treasury and Finance (2020) Northern Territory Outlook.
- Northern Territory EPA (2016) Annual Audit and Compliance Report: Shoal Bay Landfill.
- Office of Green Industries SA (2015) Disaster Waste Management Scoping Study
- Territory Emergency Management Council (2020) Darwin Local Emergency Plan 2020-21
- United Nations Office for the Coordination of Humanitarian Affairs – Environmental Emergencies Section (2011) Disaster Waste Management Guidelines

### 9.0 CLOSURE

Should you have any queries in relation to this Summary Report, please do not hesitate to give contact the undersigned on 03 8862 3500 or contact Garrett Hall directly on 0417 565 411 or email at [gahall@golder.com.au](mailto:gahall@golder.com.au).

## Signature Page

### Golder Associates Pty Ltd



Coen Romalis  
*Environmental Scientist*



Garrett Hall  
*Principal Environmental Scientist*

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## COUNCIL REPORT

2nd Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.1.3
<b>REPORT TITLE:</b>	Financial Report for the Month of April 2021
<b>MEETING DATE:</b>	Tuesday 18 May 2021
<b>AUTHOR:</b>	Financial Accountant, Serene Lim
<b>APPROVER:</b>	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 April 2021.

### KEY MESSAGES

- Operating expenditure is in-line with expectations and cashflows overall.
- Capital expenditure is showing as 47% of the budget for the year, inclusive of commitments. These expenses include the Special Community Assistance and Local Employment (SCALE) projects and the Swimming, Wellness, Events, Leisure, Lifestyle (SWELL) project. In addition, significant capital programs are commencing now for completion toward the end of the financial year, including Council's roads reseal program and some of the Local Roads and Community Infrastructure (LRCI) project.
- 80% of payments made in April 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.
- Outstanding rates as of 30 April 2021 are lower than the same time last year.

### RECOMMENDATION

THAT Report entitled Financial Report for the Month of April 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 April 2021.

### DISCUSSION

#### Operating Income

- Total operating income is at 94% of the revised budget.
- Director Organisational Services is tracking higher than anticipated due to Northern Territory Government Grant Funding for Commercial Rates 2020-21.
- Civic Centre is 11% above budget due to rental income from Top End Mental Health Services.
- Private Works income is 18% above budget, due to increase in work on public places.

- Subdivisional Works income is tracking higher than anticipated due to new developments within the Palmerston region.
- Other operating income items are generally tracking as expected at this point in the financial year.

### Operating Expenditure

- Total operating expenditure is at 82% of the budget inclusive of commitments.
- Human Resources have increased due to Training and Development commitments for staff.
- Diversity and Inclusion Activities' have increased due to the Council's decision to establish an Inclusive, Diverse and Accessible Policy Framework, as presented to Council at the Second Ordinary Council Meeting of 16 February 2021.
- Emergency Operations is 20% above budget due to COVID-19 cleaning services and temporary fencing at Maurice Park for dog exercise area.
- Director City Growth & Operations is 19% above budget due to temporary staff movements.
- Civic Centre is 7% above budget due to the vehicle accident impacting the ground floor at Civic Plaza.

### Capital Income

- Capital income is at 49% of the current budget.
- Council has received \$640,295 from the Federal Government for the Local Roads Community Infrastructure Phase Two projects.
- Financial Services income increased due to higher profit on sales of assets.

### Capital Expenditure

- Capital Expenditure is at 47% for the year, including commitments raised.
- Civic Centre is up on budget by 1% due to airconditioning works committed.
- Design and development of Gray Community Hall Public Art Commission are underway, causing increased actual plus commitments of 3% above budget in the Lifestyle and Community Services area.
- Invoices raised against the Aquatic Centre relate to the SWELL project design work.

### 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 \$124,116 and Council commenced repayments in the 2019-20 budget 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 part will be distributed to the repayment of the loan, with the rest distributed to improving the public lighting network as previously approved.

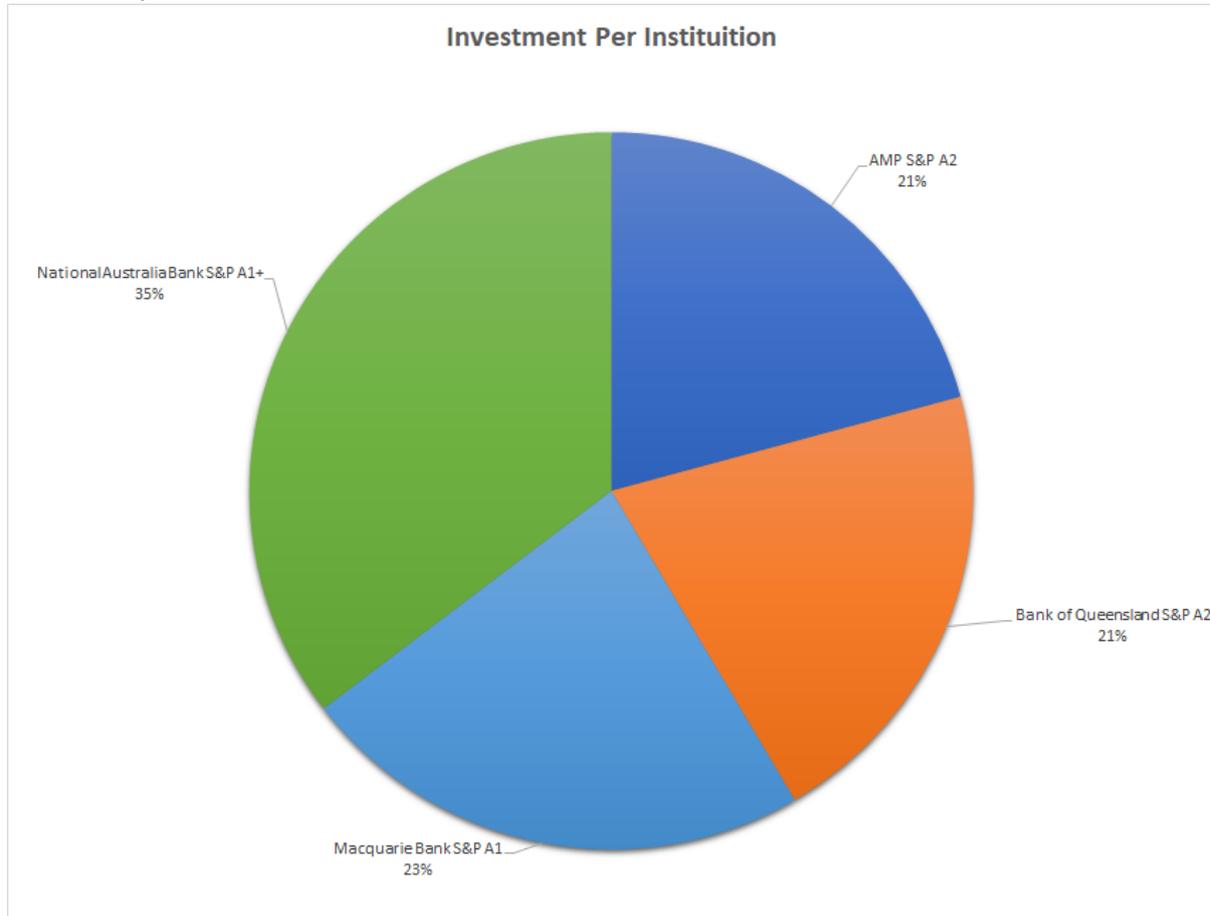
The loan for Archer Landfill Rehabilitation of \$1.96 million was drawn upon on 28 June 2019. The principal repayments for this loan commenced in November 2019 and will occur quarterly. The current outstanding balance on this loan is \$1,567,949. Details of the loan are provided in **Attachment 13.1.3.1**, Section 2.10 - Council Loans.

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**Investments**

As of 30 April 2021, Council held a total of \$21.665 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 stay overdue for more than three years qualify for the sale of land process under Legislation. To start this process, Council places an overriding statutory charge on the property 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 \$2.02 million or 6.98% of total rates levied for the 2020-21 financial year. Overdue rates are higher when the month end coincides with an instalment date. Fourth instalment was due on the 30 March 2021. Outstanding rates as of 30 April 2021 are lower than the same time last 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 supply an indicative overview of Council's progress against its budgeted Waste Reserve movement.

Council will be presented with the Third Budget Review for 2020-21 at the First Ordinary Council Meeting of 1 June 2021.

## CONSULTATION PROCESS

There was no consultation needed 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.



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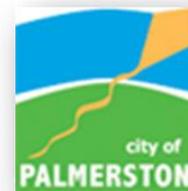
## **ATTACHMENTS**

1. Monthly Financial Report April 2021 [13.1.3.1 - 19 pages]

# Financial Management Reports

April 2021

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



# TABLE OF CONTENTS

April 2021

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

# COUNCIL AGENDA Attachment 13.1.3.1

## Section 2 Financial Results

1.1 - Executive Summary as at  
% of year passed

30 April 2021  
83%

	Revised Budget \$	YTD Actual \$	% Utilised Actuals	YTD Committed \$	% Utilised Committed	Budget Forecast \$
<b>Operating Income</b>						
Rates & Annual Charges	28,910,274	27,922,264	97%	0	0%	28,910,274
Statutory Charges	168,940	108,205	64%	0	0%	168,940
User Charges & Fees	659,823	653,728	99%	0	0%	659,823
Interest & Investment Revenue	993,160	624,012	63%	0	0%	993,160
Reimbursements	125	125	100%	0	0%	125
Other Income	375,729	309,481	82%	0	0%	375,729
Grants, Subsidies & Contributions	2,019,921	1,514,247	75%	0	0%	2,019,921
<b>Operating Income</b>	<b>33,127,972</b>	<b>31,132,062</b>	<b>94%</b>	<b>0</b>	<b>0%</b>	<b>33,127,972</b>
<b>Operating Expenditure</b>						
Employee Costs	-10,314,389	-8,400,290	81%	-12,673	0%	-10,314,389
Professional Services	-1,901,131	-1,293,922	68%	-236,878	12%	-1,901,131
Auditor's Remuneration	-35,000	-3,830	11%	0	0%	-35,000
Operating Lease Rentals	-27,423	-15,315	56%	-6,016	22%	-27,423
Energy	-1,255,557	-925,262	74%	0	0%	-1,255,557
Materials & Contractors	-10,674,950	-7,050,610	66%	-1,164,010	11%	-10,674,950
Depreciation, Amortisation & Impairment	-10,400,000	-8,666,670	83%	0	0%	-10,400,000
Elected Members Expenses	-356,558	-242,404	68%	0	0%	-356,558
Legal Expenses	-299,906	-316,650	106%	-13,528	5%	-299,906
Water Charges	-1,333,095	-1,208,839	91%	0	0%	-1,333,095
Telephone & Other Communication Charges	-265,474	-278,820	105%	-7,293	3%	-265,474
Community Grants	-150,000	-102,941	69%	-23,111	15%	-150,000
Other Expenses	-3,635,503	-2,826,532	78%	-374,737	10%	-3,635,503
Borrowing Costs	-46,000	-35,376	77%	0	0%	-46,000
<b>Operating Expenditure</b>	<b>-40,694,985</b>	<b>-31,367,462</b>	<b>77%</b>	<b>-1,838,246</b>	<b>5%</b>	<b>-40,694,985</b>
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>-7,567,013</b>	<b>-235,401</b>		<b>-1,838,246</b>		<b>-7,567,013</b>
<b>Capital Income</b>			<b>0%</b>			
Net gain (loss) on disposal or revaluation of assets	60,856	135,677	223%	0	0%	60,856
Developer Contributions	219,194	230,239	105%	0	0%	219,194
Asset Income	0	0	0%	0	0%	0
Grants received	4,575,679	2,029,709	44%	0	0%	4,575,679
<b>Capital Income</b>	<b>4,855,729</b>	<b>2,395,625</b>	<b>49%</b>	<b>0</b>	<b>0%</b>	<b>4,855,729</b>
<b>Net SURPLUS / (DEFICIT) transferred to Equity Statement</b>	<b>-2,711,284</b>	<b>2,160,224</b>		<b>-1,838,246</b>		<b>-2,711,284</b>
<b>Capital Expenditure</b>						
Land Purchase	0	0	0%	0	0%	0
Asset Purchase	-4,447,396	-2,279,315	51%	-938,036	21%	-4,447,396
Asset Upgrade	-9,480,601	-1,940,211	20%	-1,375,172	15%	-9,480,601
<b>Capital Expenditure</b>	<b>-13,927,997</b>	<b>-4,219,526</b>	<b>30%</b>	<b>-2,313,208</b>	<b>17%</b>	<b>-13,927,997</b>
Less Non-Cash Expenditure	-10,400,000	-8,666,670	83%	0	0%	-10,400,000
Plus Gifted Assets	0	0	0%	0	0%	0
<b>NET CAPITAL SURPLUS/(DEFICIT)</b>	<b>-6,239,281</b>	<b>6,607,368</b>		<b>-4,151,454</b>		<b>-6,239,281</b>
Borrowings	0	0	0%	0	0%	0
Repayment of Borrowings	-228,223	-170,404	75%	0	0%	-228,223
Reserve Movement	6,467,504	0	0%	0	0%	6,467,504
<b>NET OPERATING SURPLUS/(DEFICIT)</b>	<b>0</b>	<b>6,436,964</b>		<b>-4,151,454</b>		<b>0</b>

Approved by:  Director Organizational Services

Section 2  
Financial Results

2.1 - Budget Summary Report as at

30 April 2021

% of year passed  
Cashflowed Estimate of Budget YTD

83%  
98%

Operating Income

	Revised Budget \$	YTD Actuals \$	%
<b>Governance</b>			
Office of the CEO	559,605	466,990	83%
Office of the Chief Executive	559,605	466,990	83%
<b>Organisational Services</b>			
Director Organisational Services	50,012	78,170	156%
Financial Services	533,105	232,856	44%
Rates	22,131,884	21,100,616	95%
<b>Organisational Services</b>	<b>22,715,001</b>	<b>21,411,642</b>	<b>94%</b>
Events Promotion	61,000	23,000	38%
Health and Wellbeing Services	3,390	3,420	101%
Library Services	933,523	867,378	93%
Senior Citizens	2,000	2,000	100%
Youth Services	355,067	55,067	16%
Animal Management	356,702	337,273	95%
Parking & Other Ranger Services	149,440	65,678	44%
<b>Lifestyle &amp; Community Services</b>	<b>1,861,122</b>	<b>1,353,816</b>	<b>73%</b>
<b>City Growth &amp; Operations</b>			
Civic Centre	104,999	116,200	111%
Driver Resource Centre	3,818	3,818	100%
Director City Growth & Operations	1,553	1,553	100%
Private Works	24,750	29,110	118%
Recreation Centre	0	-73	0.00%
Roads & Transport	441,615	339,431	77%
Subdivisional Works	62,174	64,127	103%
Waste Management	6,900,590	6,932,812	100%
Odegaard Drive Investment Property	446,160	402,220	90%
Durack Heights Community Centre	6,558	6,558	100%
CBD Car Parking	27	27	100%
<b>City Growth &amp; Operations</b>	<b>7,992,244</b>	<b>7,895,784</b>	<b>99%</b>
	<b>33,127,972</b>	<b>31,128,233</b>	<b>94%</b>

Section 2  
Financial Results

2.1 - Budget Summary Report as at

30 April 2021

% of year passed 83%  
Cashflowed Estimate of Budget YTD 2%

Capital Income

	Revised Budget \$	YTD Actuals \$	%
<b>Governance</b>			
Office of the CEO	2,965,089	1,095,144	37%
Office of the Chief Executive	2,965,089	1,095,144	37%
<b>Organisational Services</b>			
Financial Services	60,856	135,677	223%
Organisational Services	60,856	135,677	223%
<b>City Growth &amp; Operations</b>			
Director City Growth & Operations	930,590	91,100	10%
Roads & Transport	680,000	843,465	124%
Subdivisional Works	219,194	230,239	105%
City Growth & Operations	1,829,784	1,164,804	64%
	4,855,729	2,395,625	49%

# COUNCIL AGENDA Attachment 13.1.3.1

## Section 2 Financial Results 30 April 2021

### 2.1 - Budget Summary Report as at

% of year passed  
Cashflowed Estimate of Budget YTD

83%  
87%

#### Operating Expenditure

	Revised Budget \$	YTD Actuals \$	% Utilised Actuals	Commitment \$	% Utilised Committed	Total YTD Actuals + Commitments \$
<b>Governance</b>						
Elected Members	-397,755	-263,567	66%	-47	0%	-263,614
Office of the CEO	-1,385,715	-1,099,882	79%	-20,945	2%	-1,120,827
Office of the Chief Executive	-1,783,470	-1,363,448	76%	-20,992	1%	-1,384,441
<b>Organisational Services</b>						
Customer Services	-315,294	-286,302	91%	-504	0%	-286,807
Human Resources	-849,018	-832,942	98%	-36,429	4%	-869,370
Information Technology	-1,120,949	-1,092,676	97%	-29,390	3%	-1,122,065
Director Organisational Services	-453,494	-393,588	87%	-16,262	4%	-409,850
Records Management	-257,074	-195,217	76%	-6,016	2%	-201,233
Financial Services	-12,724,303	-10,260,561	81%	-49,633	0%	-10,310,194
Rates	-369,900	-282,080	76%	0	0%	-282,080
<b>Organisational Services</b>	<b>-16,090,031</b>	<b>-13,343,366</b>	<b>83%</b>	<b>-138,234</b>	<b>1%</b>	<b>-13,481,599</b>
<b>Lifestyle &amp; Community Services</b>						
Arts & Culture	-108,183	-70,320	65%	-803	1%	-71,122
Community Development	-879,980	-718,593	82%	-23,680	3%	-742,273
Diversity and Inclusion Activities	-1,000	-6,540	654%	-6,340	634%	-12,880
Events Promotion	-415,000	-282,757	68%	-103,432	25%	-386,189
Families & Children	-27,000	-21,092	78%	-535	2%	-21,627
Health and Wellbeing Services	-56,530	-30,554	54%	-9,461	17%	-40,016
Library Services	-1,863,701	-1,470,879	79%	-53,965	3%	-1,524,844
Senior Citizens	-7,000	-6,188	88%	-136	2%	-6,324
Youth Services	-252,348	-101,165	40%	-161,686	64%	-262,851
Director Lifestyle & Community	-523,401	-402,982	77%	-2,730	1%	-405,712
Safe Communities	-70,797	-40,625	57%	-4,011	6%	-44,636
Public Relations and Communications	-639,759	-406,678	64%	-29,146	5%	-435,824
Animal Management	-180,852	-131,059	72%	-22,589	12%	-153,648
Parking & Other Ranger Services	-892,353	-778,166	87%	-7,914	1%	-786,080
<b>Lifestyle &amp; Community Services</b>	<b>-5,917,904</b>	<b>-4,467,596</b>	<b>75%</b>	<b>-426,430</b>	<b>7%</b>	<b>-4,894,026</b>
<b>City Growth &amp; Operations</b>						
Aquatic Centre	-767,796	-530,881	69%	-13,786	2%	-544,667
Archer Sports Club	-256	-160	62%	0	0%	-160
Civic Centre	-399,563	-349,233	87%	-78,111	20%	-427,344
Depot	-73,646	-61,763	84%	-3,246	4%	-65,009
Driver Resource Centre	-17,921	-12,991	72%	-2,241	13%	-15,231
Emergency Operations	-33,000	-39,388	119%	-190	1%	-39,578
Gray Community Hall	-31,618	-18,313	58%	-1,580	5%	-19,893
Director City Growth & Operations	-586,162	-684,816	117%	-9,098	2%	-693,914
Open Space	-4,661,070	-3,458,177	74%	-534,664	11%	-3,992,841
Private Works	-91,373	-58,632	64%	0	0%	-58,632
Recreation Centre	-248,763	-178,556	72%	-32,925	13%	-211,481
Roads & Transport	-2,220,675	-1,582,041	71%	-212,898	10%	-1,794,939
Stormwater Infrastructure	-234,350	-151,116	64%	-20,652	9%	-171,768
Street Lighting	-770,000	-613,048	80%	-29,946	4%	-642,994
Subdivisional Works	-112	-280	250%	0	0%	-280
Waste Management	-6,417,545	-4,211,779	66%	-246,156	4%	-4,457,935
Odegaard Drive Investment Property	-137,232	-108,396	79%	-2,100	2%	-110,496
Durack Heights Community Centre	-22,689	-14,916	66%	-4,692	21%	-19,607
CBD Car Parking	-126,809	-76,961	61%	0	0%	-76,961
Goyder Square	-63,000	-41,605	66%	-1,011	2%	-42,616
<b>City Growth &amp; Operations</b>	<b>-16,903,581</b>	<b>-12,193,052</b>	<b>72%</b>	<b>-1,193,297</b>	<b>7%</b>	<b>-13,386,349</b>
	<b>-40,694,985</b>	<b>-31,367,462</b>	<b>77%</b>	<b>-1,778,953</b>	<b>4%</b>	<b>-33,146,415</b>

# COUNCIL AGENDA Attachment 13.1.3.1

## Section 2 Financial Results

### 2.1 - Budget Summary Report as at

30 April 2021

% of year passed  
Cashflowed Estimate of Budget YTD

83%  
40%

#### Capital Expenditure

	Revised Budget \$	YTD Actuals \$	% Utilised Actuals	Commitment \$	% Utilised Committed	Total YTD Actuals + Commitments \$
<b>Organisational Services</b>						
Information Technology	-1,910,337	-148,859	8%	-23,001	1%	-171,860
Director Organisational Services	0	0	0.00%	-68,072	0.00%	-68,072
Financial Services	-713,415	-221,061	31%	0	0%	-221,061
<b>Organisational Services</b>	<b>-2,623,753</b>	<b>-369,919</b>	<b>14%</b>	<b>-91,074</b>	<b>3%</b>	<b>-460,993</b>
Arts & Culture	-65,000	0	0%	0	0%	0
Library Services	-680,000	-254,288	37%	-131,529	19%	-385,817
Director Lifestyle & Community	-80,000	-41,407	52%	-40,652	51%	-82,060
<b>Lifestyle &amp; Community Services</b>	<b>-825,000</b>	<b>-295,695</b>	<b>36%</b>	<b>-172,182</b>	<b>21%</b>	<b>-467,877</b>
<b>City Growth &amp; Operations</b>						
Aquatic Centre	-301,273	-583,315	194%	-150	0%	-583,465
Civic Centre	-55,000	0	0%	-55,555	101%	-55,555
Depot	-382,030	-6,289	2%	-780	0%	-7,069
Driver Resource Centre	-20,000	0	0%	0	0%	0
Gray Community Hall	-1,505,000	-120,102	8%	-82,148	5%	-202,250
Director City Growth & Operations	-752,629	-192,517	26%	-380,586	51%	-573,104
Open Space	-3,355,280	-1,062,063	32%	-1,192,378	36%	-2,254,441
Recreation Centre	-460,393	-214,354	47%	-15,639	3%	-229,994
Roads & Transport	-2,228,721	-401,121	18%	-128,127	6%	-529,248
Stormwater Infrastructure	-150,000	-40,412	27%	-62,376	42%	-102,789
Street Lighting	-651,963	-655,081	100%	-1,250	0%	-656,331
Subdivisional Works	-275,620	-175,266	64%	-74,205	27%	-249,472
Waste Management	-276,335	-96,892	35%	-56,236	20%	-153,127
Durack Heights Community Centre	-65,000	-6,500	10%	0	0%	-6,500
<b>City Growth &amp; Operations</b>	<b>-10,479,244</b>	<b>-3,553,912</b>	<b>34%</b>	<b>-2,049,432</b>	<b>20%</b>	<b>-5,603,345</b>
	<b>-13,927,997</b>	<b>-4,219,526</b>	<b>30%</b>	<b>-2,312,688</b>	<b>17%</b>	<b>-6,532,214</b>

# COUNCIL AGENDA Attachment 13.1.3.1

## Section 2 Financial Results 2.2 Reserves Schedule

	Balance	TO RESERVES					FROM RESERVES					Balance
	as at	Original	Carry Forwards & Rollovers \$	Budget Reviews		Adopted	Original	Carry Forwards & Rollovers \$	Budget Review		Adopted	as at
	1/07/2020	Budget \$		1st Review \$	2nd Review \$	Budget \$	Budget \$		1st Review \$	2nd Review \$	Budget \$	30/06/2021
<b>Externally Restricted Reserves</b>												
Unexpended Grants Reserve	456,846	300,000	0	250,000	0	550,000	250,000	0	42,708	3,445	296,153	710,693
	<b>456,846</b>	<b>300,000</b>	<b>0</b>	<b>250,000</b>	<b>0</b>	<b>550,000</b>	<b>250,000</b>	<b>0</b>	<b>42,708</b>	<b>3,445</b>	<b>296,153</b>	<b>710,693</b>
<b>Internally Restricted Reserves</b>												
Election Expenses Reserve	150,000	0	0	0	0	0	0	0	0	0	0	150,000
Disaster Recovery Reserve	500,000	0	0	0	0	0	0	0	0	0	0	500,000
Unexpended Capital Works Reserve	2,597,173	0	0	0	0	0	0	1,400,050	1,197,123	0	2,597,173	0
Developer Funds In Lieu Of Construction	1,786,459	162,730	0	0	203,787	366,517	516,000	0	2,213	0	518,213	1,634,763
Waste Management Reserve	2,142,278	68,020	0	8,821	0	76,841	190,000	0	144,400	0	334,400	1,884,719
Asset Renewal Reserve	0	0	0	0	0	0	0	0	0	0	0	0
Major Initiatives Reserve	614,949	0	0	0	0	0	0	0	0	0	0	614,949
	<b>7,790,859</b>	<b>230,750</b>	<b>0</b>	<b>8,821</b>	<b>203,787</b>	<b>443,358</b>	<b>706,000</b>	<b>1,400,050</b>	<b>1,343,736</b>	<b>0</b>	<b>3,449,786</b>	<b>4,784,431</b>
<b>Unrestricted Reserves</b>												
Working Capital Reserve	9,546,226	0	0	0	0	0	997,179	0	1,547,245	1,170,500	3,714,924	5,831,302
	<b>9,546,226</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>997,179</b>	<b>0</b>	<b>1,547,245</b>	<b>1,170,500</b>	<b>3,714,924</b>	<b>5,831,302</b>
<b>Total Reserve Funds*</b>	<b>17,793,931</b>	<b>530,750</b>	<b>0</b>	<b>258,821</b>	<b>203,787</b>	<b>993,358</b>	<b>1,953,179</b>	<b>1,400,050</b>	<b>2,933,688</b>	<b>1,173,945</b>	<b>7,460,862</b>	<b>11,326,427</b>

  
 Approved by: Director Organizational Services

# COUNCIL AGENDA Attachment 13.1.3.1

## Section 2 Financial Results

### 2.3 Investments Management Report

#### INVESTMENTS REPORT TO COUNCIL AS AT 30/04/2021

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%	June 30, 2021	61		
AMP	S&P A2	\$ 1,500,000.00	0.70%	September 22, 2021	145		
AMP	S&P A2	\$ 1,500,000.00	0.75%	November 3, 2021	187		
AMP	S&P A2	\$ -	0.70%	January 0, 1900		\$ 4,500,000.00	20.77%
Bank of Queensland	S&P A2	\$ 1,500,000.00	0.60%	May 5, 2021	5		
Bank of Queensland	S&P A2	\$ 1,500,000.00	0.65%	July 28, 2021	89		
Bank of Queensland	S&P A2	\$ 1,500,000.00	0.65%	August 25, 2021	117	\$ 4,500,000.00	20.77%
Macquarie Bank Limited	S&P A1	\$ 1,000,000.00	0.50%	May 19, 2021	19		
Macquarie Bank Limited	S&P A1	\$ 1,000,000.00	0.65%	July 14, 2021	75		
Macquarie Bank Limited	S&P A1	\$ 1,000,000.00	0.70%	October 6, 2021	159		
Macquarie Bank Limited	S&P A1	\$ 1,000,000.00	0.70%	October 20, 2021	173		
Macquarie Bank Limited	S&P A1	\$ 1,000,000.00	0.50%	November 17, 2021	201	\$ 5,000,000.00	23.08%
National Australia Bank	S&P A1+	\$ 7,661.43	0.31%				
National Australia Bank	S&P A1+	\$ 157,350.64	0.31%				
National Australia Bank	S&P A1+	\$ 1,500,000.00	0.75%	June 2, 2021	33		
National Australia Bank	S&P A1+	\$ 1,500,000.00	0.60%	June 16, 2021	47	\$ 3,165,012.07	14.61%
National Australia Bank	S&P A1+	\$ 1,500,000.00	0.32%	December 15, 2021	229	\$ 4,665,012.07	21.53%
National Australia Bank	S&P A1+	\$ 1,500,000.00	0.32%	February 23, 2022	299	\$ 6,165,012.07	28.46%
National Australia Bank	S&P A1+	\$ 1,500,000.00	0.33%	March 9, 2022	313	\$ 7,665,012.07	35.38%

<b>TOTAL SHORT TERM INVESTMENT</b>	\$ 21,665,018.86	<b>Average Days to Maturity</b>	135
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<b>% OF TOTAL INVESTMENT PORTFOLIO</b>	A1 (max 100%) 58.1%	A2/P2 (max 60%) 41.9%	A3 (max 40%) 0%	100%
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<b>Weighted Average Rate</b>	0.57%	<b>BBSW 90 Day Rate Benchmark</b>	0.035%
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<b>GENERAL BANK FUNDS</b>	\$ 8,078,877.66	<b>Total Budget Investment Earnings</b>	-\$ 400,000.00
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<b>TOTAL ALL FUNDS</b>	\$ 29,743,896.52	<b>Year to Date Investment Earnings</b>	-\$ 83,002.73
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#### PROPERTY INVESTMENT

PROPERTY ADDRESS	VALUATION BASIS	VALUE	INCOME YTD	EXPENSE YTD	NET PROFIT YTD	COMPARITIVE YTD YIELD AT CASH RATE OF 3%
48 Odegaard Drive, Rosebery	Fair Value	\$ 5,200,000	\$ 402,220	\$ 108,396	\$ 293,824	129,929

  
Approved by Director Organisational Services

Section 2  
Financial Results

30 April 2021

2.4 Debtor Control Accounts

SUNDRY DEBTORS:						
BALANCE	CURRENT	30 DAYS	60 DAYS	90 DAYS	OVER 90 DAYS	
56,954.06	27,350.00	24,850.00	50.00	-	4,704.06	

RATES:			
REPORT MONTH	OVERDUE \$	Payments Received in Advance \$	OVERDUE % OF RATES INCOME
Apr-21	\$2,024,429	\$983,165	6.98%
Apr-20	\$2,113,951		7.36%

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	\$1,401,557	\$333,199	\$175,534	\$68,571	\$31,976	\$11,887	\$1,413	\$291
Cumulative Number Of Properties	2975	236	122	50	28	13	5	1

INFRINGEMENTS:		\$
Animal Infringements		150,453.66
Public Places		10,056.00
Parking Infringements		146,595.33
Litter Infringements		875.00
Signs		0.00
Other Law and Order		0.00
Net Balance on Infringement Debts		<u><u>307,979.99</u></u>

  
Approved by: Director Organisational Services

**Section 2**  
**Financial Results**  
2.5 - Financial Indicators

	Target	2021	2020	2019	2018
<b>Operating Surplus Ratio</b>					
Total Operating Surplus/Deficit	0.00%	-22.84%	-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.					
<b>Debt Service Ratio (External Loans)</b>					
Net Debt Service Cost	<5%	0.72%	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.					
<b>Rate Coverage Percentage</b>					
Rate Revenues	60%-75%	66.44%	54.69%	48.34%	56.67%
Total Revenues					
This indicator shows the percentage of total revenue raised through rates income.					
<b>Rates &amp; Annual Charges Outstanding Percentage</b>					
Rates & Annual Charges Outstanding	<5%	6.98%	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 April 2021

Creditor Name	Creditor Payment Type	Amount \$
1607 Sterling NT Pty Ltd	General Creditors	360,546.87
2 Australian Taxation Office - PAYG	General Creditors	267,353.53
V00773 Akron Group NT Pty Ltd	General Creditors	173,154.66
639 Cleanaway Pty Ltd.	General Creditors	164,754.56
5104 JLM Contracting Services Pty Ltd	General Creditors	152,474.03
V00318 StatewideSuper Clearing House	Superannuation	152,436.12
549 City of Darwin	General Creditors	109,221.98
54 Powerwater	Utilities	101,804.20
V01904 Veolia Environmental Service (Australia) Pty Ltd	General Creditors	97,376.21
V00582 Ezko Property Services (Aust) Pty Ltd	General Creditors	81,480.56
5508 Open Systems Technology Pty Ltd - CouncilFirst	General Creditors	57,950.53
3936 Arafura Tree Services and Consulting	General Creditors	43,186.00
V00368 iWater NT	General Creditors	41,779.10
V02096 Totem Fencing Pty Ltd	General Creditors	34,316.04
87 Industrial Power Sweeping Services Pty	General Creditors	29,938.50
5651 Minter Ellison Lawyers	General Creditors	23,140.00
3787 Total Event Services T/A Top End Sounds P/L	General Creditors	19,489.25
4660 Assetic Australia Pty Ltd	General Creditors	19,085.00
3880 PAWS Darwin Limited	General Creditors	17,505.00
5162 Select Music	General Creditors	16,500.00
4190 National Australia Bank	General Creditors	16,132.39
V02432 E3 Pro Pty Ltd	General Creditors	14,740.00
V01860 Hays Specialist Recruitment (Australia) Pty Ltd	General Creditors	14,615.79
5031 All Aspects Recruitment & HR Services	General Creditors	14,051.08
V00295 Jacana Energy	Utilities	13,902.96
5315 Adamant Property Services Pty Ltd	General Creditors	13,532.25
V00682 Leigh Dyson Plumbing	General Creditors	13,398.00
3438 NT Shade & Canvas Pty Ltd	General Creditors	13,321.00
V03395 Epicure Pty Ltd ATF The Guiseppe Randazzo Family T	General Creditors	10,963.67
V03299 Planning for Communities P/L - Trustee R&R Family	General Creditors	10,395.00
V01584 Salary Packaging Australia	General Creditors	10,228.75
47 Telstra Corporation Ltd	General Creditors	10,154.41
5254 True North	General Creditors	9,909.35
V01958 Ross Kourounis T/A Rossi Architects	General Creditors	9,658.00
V01663 Jape Furnishing Superstore	General Creditors	9,578.00
V00599 Athina Pascoe-Bell	Elected Members	9,401.99
V03072 Larrakia Development Corporation	General Creditors	8,913.59
V03141 Keil Maritime Pty Ltd	General Creditors	8,618.00
5 Australia Post	General Creditors	8,486.39
V02162 RMI Security - Conigrave Pty Ltd	General Creditors	8,113.58
V02579 Human Synergistics Pty Ltd	General Creditors	7,464.00
2199 SBA Office National	General Creditors	7,131.46
V02491 Hydro-Plan Pty Ltd	General Creditors	7,081.25
4561 Bendesigns	General Creditors	7,018.28
V01009 Australian Parking and Revenue Control Pty Limited	General Creditors	6,981.37
V01612 News Corp Australia	General Creditors	6,577.35
V01982 Telensa Systems Pty Ltd	General Creditors	5,610.00
V01936 Arjays Sales & Services Pty Ltd	General Creditors	5,603.39
V03265 J-MILLA	General Creditors	5,550.00
V01528 JKW Law Practice Pty Ltd	General Creditors	5,357.00
26 Viva Energy Australia Ltd	General Creditors	5,120.59
V00157 McArthur Management Services (Vic) P/L	General Creditors	5,115.00
V03355 A.R BRITTON & E.K O'BRIEN T/a Big Gecko	General Creditors	4,620.00
5525 Easyweb Digital Pty Ltd	General Creditors	4,554.28
V03258 Repeat Plastics Australia Pty Ltd T/a Replas	General Creditors	4,545.20
V00939 Defend Fire Services Pty Ltd	General Creditors	4,132.38
V02980 V Lambda Pty Ltd	General Creditors	4,125.00
V00250 Ward Keller	General Creditors	4,120.50
V03176 Fuji Xerox Australia Pty Limited	General Creditors	4,119.50
938 Nightcliff Electrical	General Creditors	4,030.00
4029 Totally Workwear Palmerston	General Creditors	3,870.70
V01118 Wilson Security Pty Ltd	General Creditors	3,854.12
48 Top End Line Markers Pty Ltd	General Creditors	3,793.90

# COUNCIL AGENDA

## Attachment 13.1.3.1

	Creditor Name	Creditor Payment Type	Amount \$
4065	Southern Cross Protection Pty Ltd	General Creditors	3,776.42
V00931	Concort Pty Ltd T/A - Allabout Blinds	General Creditors	3,705.00
V03138	Art by Miss Polly	General Creditors	3,502.50
V02563	Amcom Pty Ltd Acc no 68842	General Creditors	3,495.53
V01537	Ben's Tree Service Pty Ltd	General Creditors	3,465.00
V00315	HWL Ebsworth Lawyers	General Creditors	3,300.00
V01756	Democracy Co Unit Trust	General Creditors	3,300.00
V00730	Tip Top Circus Entertainment	General Creditors	3,190.00
V01574	Dr Thomas A Lewis OAM	Elected Members	3,139.44
V03284	AKS Welding & Fabrication Pty Ltd	General Creditors	3,135.00
V03295	Mark Usher Music	General Creditors	3,080.00
2336	Flick Anticimex Pty Ltd	General Creditors	2,858.34
V01570	Sarah Louise Henderson	Elected Members	2,795.04
V03260	Northern Irrigation Pty Ltd	General Creditors	2,750.00
V03317	Lasse Electrical Pty Ltd	General Creditors	2,750.00
5131	Core Traffic Control Pty Ltd	General Creditors	2,739.00
V00193	Amcom Pty Ltd Acc no CN5439	General Creditors	2,733.50
V00943	Rentokil Initial P/L - T/a NT Pest & Weed Control	General Creditors	2,673.00
4963	Centratech Systems Pty Ltd	General Creditors	2,469.92
36	Darwin Lock & Key	General Creditors	2,443.43
2587	Top End RACE	General Creditors	2,428.46
5640	Think Water - Winnellie & Virginia	General Creditors	2,424.58
V01022	Quality Plumbing & Building Contractors Pty Ltd	General Creditors	2,387.00
V01573	Amber Garden	Elected Members	2,364.24
V01571	Michael Spick	Elected Members	2,278.38
V01569	Benjamin Giesecke	Elected Members	2,195.04
V01572	Lucy Morrison	Elected Members	2,195.04
V02306	Well Done International Pty Ltd	General Creditors	2,182.51
V01579	Damian Hale	Elected Members	2,128.38
V01615	Autopia Management Pty Limited	General Creditors	2,125.20
2977	Optic Security Group NT	General Creditors	2,050.25
V01161	Medimobile Pty Ltd	General Creditors	2,045.45
2186	Optus Billing Services Pty Ltd	General Creditors	2,044.00
3829	Fairy Jill's Enchanted Entertainment	General Creditors	2,013.00
V01234	Mulga Security	General Creditors	1,991.83
256	The Bookshop Darwin	General Creditors	1,985.85
V01389	Darwin Argos Painting	General Creditors	1,980.00
3099	Iron Mountain Australia Pty Ltd	General Creditors	1,949.06
V01812	C R Campbell - Electrical and Data Contractors	General Creditors	1,936.00
V03391	Karen Anne Lindsay	General Creditors	1,781.25
V01785	M&S Mowing Plus	General Creditors	1,716.00
V00614	RTM - Dept. of the Attorney General and Justice	General Creditors	1,606.00
53	Eggs Electrical	General Creditors	1,567.18
V01549	We're The Glue Pty Ltd	General Creditors	1,551.22
3594	Comics NT	General Creditors	1,389.00
2064	Larrakia Nation Aboriginal Corporation	General Creditors	1,350.00
V01420	CENTRELINK (PAYROLL)	General Creditors	1,326.99
2915	Territory Uniforms	General Creditors	1,326.26
V03312	Priority Management Australia Pty Ltd	General Creditors	1,309.00
V01810	Jacana Energy - Payroll Deductions	General Creditors	1,290.00
4007	The Ark Animal Hospital Pty Ltd	General Creditors	1,279.48
V00860	Costojic Pty Ltd	General Creditors	1,260.00
V00271	Fuji Xerox Business Centre NT	General Creditors	1,256.56
V01256	Melanie Gray	General Creditors	1,250.00
V03376	CRC & LM Murfet	Refunds & Reimbursements	1,190.00
V02038	Michael Maher - S.L.M	General Creditors	1,152.80
2238	Hollands Print Solutions Pty Ltd	General Creditors	1,148.00
3313	Zip Print	General Creditors	1,105.50
V02814	Agon Environmental Pty Ltd	General Creditors	1,100.00
V03323	Undergrowth Pty Ltd T/a Cinemart	General Creditors	1,100.00
4679	iSentia Pty Ltd	General Creditors	1,084.60
V03366	Artline Graphics	General Creditors	1,080.00
215	Employee Assistance Services NT Inc (EASA)	General Creditors	1,049.36
V02277	Mowbray Investments Pty Ltd - On The Menu Catering	General Creditors	1,045.00
3189	Seek Limited	General Creditors	1,038.14
35	WINC Australia Pty Limited	General Creditors	1,030.08
V01277	Express Studios	General Creditors	1,000.00
V03204	Pangola Pets	General Creditors	1,000.00

# COUNCIL AGENDA

## Attachment 13.1.3.1

Creditor Name	Creditor Payment Type	Amount \$	
V03259	Locklins Landscape Gardening	General Creditors	968.00
4398	Quality Indoor Plants Hire	General Creditors	948.29
5676	Royal Wolf Trading Australia Pty Ltd	General Creditors	900.38
V02160	Drag Territory	General Creditors	900.00
V02167	Sanity Music Stores Pty Ltd	General Creditors	894.79
4883	Creative Light Studios - Shane Eecen	General Creditors	891.00
5033	NT Retail Technology	General Creditors	890.00
V03319	Buggy Lane Balloons	General Creditors	865.00
V03393	Andrea Whiting	Refunds & Reimbursements	860.75
V00334	Zumba with Adrijana	General Creditors	850.00
V03214	Russell Kennedy	General Creditors	832.15
V03398	Avenue Hotel Canberra	General Creditors	806.40
V03372	Joel Hanslow	Refunds & Reimbursements	800.00
V01888	May Wogandt	Refunds & Reimbursements	783.00
V03356	E I Emurugat	Refunds & Reimbursements	783.00
399	St John Ambulance (NT) Incorporated	General Creditors	770.00
5036	Dormakaba Aust P/L T/as Territory Door Services	General Creditors	770.00
112	Beaurepaires	General Creditors	767.97
289	Bolinda Publishing Pty Ltd	General Creditors	766.14
V01303	NAPCAN	General Creditors	750.00
V03328	Territory Weed Management Pty Ltd	General Creditors	737.00
V03000	Jess Cussen Graphic Design	General Creditors	693.00
V01990	NC Electrical & Air Conditioning Pty Ltd	General Creditors	690.00
V01598	Social Playground Darwin	General Creditors	670.00
2965	KIK FM Pty Ltd	General Creditors	660.00
5593	Elmfern Pty Ltd t/a Shuker Farm	General Creditors	650.00
V01825	Louise Ellen Nutrition	General Creditors	625.00
272	City Wreckers	General Creditors	616.00
V02364	Shipping Containers Leasing Pty Ltd	General Creditors	613.80
V00443	Top End Hydraulic Services P/L T/A Forecast Machin	General Creditors	595.58
V02229	Studio B Designs	General Creditors	580.80
V02474	HMG - Heath Motor Group Pty Ltd (Isuzu)	General Creditors	530.78
V03390	SN and M Gilmour	Refunds & Reimbursements	527.00
1874	Ulverscroft Large Print Books Limited	General Creditors	495.95
V01517	Australia Wide Taxation & Payroll Training	General Creditors	495.00
4528	Miranda's Armed Security Officers Pty	General Creditors	493.90
V03292	Blume Designs	General Creditors	484.00
3428	Bunnings Group Limited	General Creditors	464.91
V03274	Top End Critters	General Creditors	450.00
V03287	JUZ Promotions	General Creditors	450.00
5272	Greville Fabrication Pty Ltd	General Creditors	449.90
V03359	I B Bryant	Refunds & Reimbursements	441.00
V03388	EJ Anictomatis	Refunds & Reimbursements	441.00
V01983	Integrated RF Solutions t/a ITS Communications	General Creditors	440.00
V03035	Darwin Mobile Detailers	General Creditors	440.00
V03385	Nicoletta Allen	Refunds & Reimbursements	434.00
395	Elders Real Estate Darwin	Refunds & Reimbursements	429.00
V02919	GT Nominees	Refunds & Reimbursements	429.00
V03361	Jobe Rout	Refunds & Reimbursements	429.00
V03365	Lee-Anne Norris	Refunds & Reimbursements	429.00
V03384	Rachel Howells	Refunds & Reimbursements	429.00
V03397	Emma Stewart	Refunds & Reimbursements	429.00
V03178	Purple Wax Pty Ltd	General Creditors	412.50
V00246	Cohera-Tech Pty Ltd	General Creditors	410.00
V00694	Subscribe-Software Pty Ltd	General Creditors	370.27
V03369	Bruce & Susan Summers	Refunds & Reimbursements	365.75
4737	D & L Plumbing & Gasfitting	General Creditors	346.50
V00351	Charles Darwin University	General Creditors	340.00
4508	News 4 U	General Creditors	337.30
3235	Records & Information Management Professionals Aus	General Creditors	330.00
V02599	Freddy's Car Installations	General Creditors	330.00
V03378	V A Mitchell	Refunds & Reimbursements	318.00
V03368	Larrikin House Pty Ltd	General Creditors	306.00
V02977	Myfanwy Powell T/a Jamealah Bellydancers	General Creditors	300.00
V00332	Stacie Selwood T/a Hyper The Clown	General Creditors	280.00
V02899	Bush to Beach Nature-Based Programs	General Creditors	280.00
V01879	Fire and Safety Australia Pty Ltd	General Creditors	275.00
V01836	Taelah Smith	Grants, Sponsorships, Donations & Prizes	250.00

# COUNCIL AGENDA

## Attachment 13.1.3.1

Creditor Name	Creditor Payment Type	Amount \$
V01842 Ella Day	Grants, Sponsorships, Donations & Prizes	250.00
V02208 Amy Stripling (Parent: Beth Stripling)	Grants, Sponsorships, Donations & Prizes	250.00
V02355 Mikayla Baldwin (Parent: Annette Baldwin)	Grants, Sponsorships, Donations & Prizes	250.00
V03373 Dhanvi Bhardwaj (Parent: Rajesh Bhardwaj)	Grants, Sponsorships, Donations & Prizes	250.00
V03374 Ashlee Caden (Parent Emma Winterflood)	Grants, Sponsorships, Donations & Prizes	250.00
V03377 Caleb Smith	Refunds & Reimbursements	250.00
V03387 Skylah Rea (Parent: Stacey Rea)	Grants, Sponsorships, Donations & Prizes	250.00
59 City of Palmerston	General Creditors	237.05
4678 Allabout Party Hire & Events - Darwin Party Hire	General Creditors	200.00
V03025 The Cupcake Field	General Creditors	200.00
V01948 Scorptec Computers -Scorpion Technology Unit Trust	General Creditors	197.00
V00022 Officeworks	General Creditors	196.46
V01397 RSPCA Darwin	General Creditors	195.00
V01500 Enchanted Moments Events Pty Ltd	General Creditors	195.00
V01691 Blackwoods	General Creditors	194.34
5357 Amiable Communications - Amy	General Creditors	190.00
V02953 Fuyana Youth Support	General Creditors	175.00
V01741 Northern Territory Mental Health Coalition	Refunds & Reimbursements	160.00
V02075 FL Pools Pty Ltd T/a Fingleaf Pool Products	General Creditors	154.00
V03315 BearClawArmy LLC	General Creditors	150.00
V03357 Melody Mel Music	General Creditors	150.00
201 Spotless Facility Services Pty Ltd (T/A Ensign)	General Creditors	148.44
V03360 Stephanie Segura	Refunds & Reimbursements	125.00
V03382 Hannah Goodwin	Refunds & Reimbursements	125.00
V03383 Roane Camille Cheng	Refunds & Reimbursements	125.00
V03386 YWCA - Domestic and Family Violence Center	Refunds & Reimbursements	125.00
V03392 Melita Eassie - Northern Territory Calisthenics	Refunds & Reimbursements	125.00
V03199 Rachel Wharam	General Creditors	120.00
18 Integrated Land Information System	General Creditors	113.60
2441 Penny's Fancy Dress Hire - One Stop Party Box	General Creditors	110.00
V03252 NT Bromeliad Society	Refunds & Reimbursements	100.00
V03293 Karunika Pamarathne	General Creditors	100.00
V03297 Sara-Ann Harn	Refunds & Reimbursements	100.00
V03389 EC Compton and JE Bobongie	Refunds & Reimbursements	98.64
617 Barnyard Trading	General Creditors	96.25
1963 Western Australian Local Government	General Creditors	88.00
V03375 Nomiki Hatzimihalts	Refunds & Reimbursements	80.09
V02357 Amanda Stevenson	Refunds & Reimbursements	79.08
V02933 Cathryn Piccinelli	Refunds & Reimbursements	50.00
V03367 Rodney Walker	Refunds & Reimbursements	50.00
V03371 Anne Allaway	Refunds & Reimbursements	50.00
V03381 Greg Ryan	Refunds & Reimbursements	50.00
V01938 Windcave Pty Limited	General Creditors	49.50
V00075 Mercury Group of Companies Pty Ltd (T/A Fit2Work)	General Creditors	40.59
V01659 Elizabeth Middleton	Refunds & Reimbursements	32.99
V02215 Built IT Up - Gargee Lad	Refunds & Reimbursements	20.00
V02112 RTM - Corporate and Strategic Services - AGD	Refunds & Reimbursements	3.00
V02545 Amazon Web Services Inc	General Creditors	2.01
		2,495,711.27
Percentage of this month's payments made to local suppliers (excludes investments placed)		80%
 Approved by: Director Organisational Services		

**SECTION 2**

**Financial Results**

**2.7 - Creditor Accounts Outstanding April 2021**

<b>Creditor No.</b>	<b>Creditor Name</b>	<b>Amount \$</b>
5640	Think Water - Winnellie & Virginia	2,548.88
V03398	Avenue Hotel Canberra	1,612.80
V01301	Australian Veterinary Behaviour Services	950.00
215	Employee Assistance Services NT Inc (EASA)	615.00
53	Eggins Electrical	412.50
35	WINC Australia Pty Limited	208.91
36	Darwin Lock & Key	132.00
2977	Optic Security Group NT	66.00
		6,546.09

  
Approved by: Director Organisational Services

# COUNCIL AGENDA Attachment 13.1.3.1

## Section 2 Financial Results

2.8 - Waste Charges as at

30 April 2021

### Waste Management

	Revised Budget \$	YTD Actuals \$	Commitment \$	Total YTD Actuals + Commitments \$	% Utilised
<b>Income</b>					
Rates & Charges	6,900,590	6,932,812	0	6,932,812	100%
<b>Income</b>	<b>6,900,590</b>	<b>6,932,812</b>	<b>0</b>	<b>6,932,812</b>	<b>100%</b>
<b>Operating Expenditure</b>					
Employee Costs	-840,533	-700,460	0	-700,460	83%
Office Administration Expenditure	0	-120	0	-120	0.00%
Professional Services	-275,900	-101,835	-74,826	-176,661	64%
Grants / Donations/Contributions Paid	-20,000	-2,000	0	-2,000	10%
Utilities	-11,912	-7,647	0	-7,647	64%
Street Sweeping	-320,000	-229,014	-26,950	-255,964	80%
Litter Collection	-520,000	-143,356	-53,721	-197,076	38%
Domestic Bin Collection	-2,205,200	-1,291,019	-1,439	-1,292,458	59%
Slashing of Long Grass	0	-15,268	-6,603	-21,871	0.00%
Community Programs & Events	-10,000	0	0	0	0%
Kerb Side Collections	-153,000	-224,262	-62,383	-286,645	187%
Tip Recharge Domestic Bin collection	-755,000	-557,058	0	-557,058	74%
Transfer Station	-1,150,000	-686,043	0	-686,043	60%
Loan Repayments	-46,000	-35,376	0	-35,376	77%
Tip Recharge Transfer Station	-440,000	-233,589	-26,068	-259,657	59%
<b>Operating Expenditure</b>	<b>-6,747,545</b>	<b>-4,227,047</b>	<b>-251,989</b>	<b>-4,479,036</b>	<b>66%</b>
<b>Capital Expenditure</b>					
Reserve Funded Capital Works	0	0	0	0	0.00%
<b>Capital Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Borrowings</b>					
Repayments - Archer Loan Principal	-228,223	-170,404	0	-170,404	75%
<b>Borrowings</b>	<b>-228,223</b>	<b>-170,404</b>	<b>0</b>	<b>-170,404</b>	<b>75%</b>
<b>Profit/(Loss)</b>	<b>-75,178</b>	<b>2,535,361</b>	<b>-251,989</b>	<b>2,283,372</b>	

Approved by: Director Organisational Services

Section 2  
Financial Results

2.9 - Commercial Leases as at 30 April 2021  
Commercial Leases

	Revised Budget \$	YTD Actuals \$	Commitment \$	Total YTD Actuals + Commitments \$	% Utilised
<b>Income</b>					
Library Services	22,676	28,352	0	28,352	125%
Director Organisational Services	50,012	49,901	0	49,901	100%
Civic Centre	104,999	116,200	0	116,200	111%
<b>Income</b>	<b>177,687</b>	<b>194,452</b>	<b>0</b>	<b>194,452</b>	<b>109%</b>
<b>Expenditure</b>					
Director Organisational Services	-11,000	-8,179	0	-8,179	74%
<b>Expenditure</b>	<b>-11,000</b>	<b>-8,179</b>	<b>0</b>	<b>-8,179</b>	<b>74%</b>
<b>Profit/(Loss)</b>	<b>166,687</b>	<b>186,273</b>	<b>0</b>	<b>186,273</b>	

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: Director Organisational Services

Section 2  
Financial Results

2.10 - Council Loans

30 April 2021

Internal Loan - Making the Switch Expenditure

	Internal Loan \$	Expended from Loan \$	Interest on Loan \$	Total \$
<b>Expenditure</b>				
LED Lighting PROJECT-3 Making the Switch	3,223,849	3,223,849	123,325	3,347,174
Public Lighting Officer 2019/20	114,000	114,000	392	114,392
Public Lighting Officer 2020/21	116,000	96,667	399	97,065
<b>Expenditure</b>	<b>3,453,849</b>	<b>3,434,516</b>	<b>124,116</b>	<b>3,558,631</b>

The above costs relating to the internal loan are over the life of the project to date, including the expenditure from the 2018/19 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 \$
<b>Expenditure</b>					
Making the Switch	3,558,631	200,000	0	200,000	3,358,631
	<b>3,558,631</b>	<b>200,000</b>	<b>-</b>	<b>200,000</b>	<b>3,358,631</b>

External Loan - Archer Landfill Rehabilitation

	External Loan \$	Principal Repayments \$	Interest Payments \$	Total \$	Outstanding Balance \$
<b>Expenditure</b>					
Archer Landfill Rehabilitation	1,960,000	392,051	88,487	480,538	1,567,949
	<b>1,960,000</b>	<b>392,051</b>	<b>88,487</b>	<b>480,538</b>	<b>1,567,949</b>

The External Loan - Archer Landfill Rehabilitation is for a term of 8 years commencing 28 June 2019 and concluding 30 June 2027. The interest rate is fixed at 2.78% for the duration of the loan.

  
Approved by: Director Organisational Services

# COUNCIL REPORT

2nd Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.1.4
<b>REPORT TITLE:</b>	Municipal Boundary Review
<b>MEETING DATE:</b>	Tuesday 18 May 2021
<b>AUTHOR:</b>	Chief Executive Officer, Luccio Cercarelli
<b>APPROVER:</b>	Chief Executive Officer, Luccio Cercarelli

## COMMUNITY PLAN

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

## PURPOSE

The purpose of this report is to update Council on the Northern Territory Government Announcement for public consultation for a Municipal Boundary Review involving the City of Palmerston.

## KEY MESSAGES

- The Northern Territory Government has announced a proposal to expand the City of Palmerston Boundary.
- The proposal is to include unincorporated land (land that is not currently within a Council area) in the Palmerston area.
- The land being considered for incorporation into the City of Palmerston area includes:
  - Northcrest Residential Development
  - Tivendale Area
  - Wishart
  - Kirkland Road and Elurndie Area
- The Northern Territory Government has released an Information Paper and is seeking community feedback, closing on 30 June 2021.
- City of Palmerston is supportive of the proposal as it considers that it benefits the region.
- City of Palmerston has previously expressed an interest in the proposal.

## RECOMMENDATION

THAT Report entitled Municipal Boundary Review be received and noted.

## BACKGROUND

The City of Palmerston has previously expressed an interest in a proposal to incorporate the unincorporated land adjacent to our boundary.

The Northern Territory Government announced on Tuesday 11 May 2021 a proposal to expand the City of Palmerston Local Government Boundary to include unincorporated land, **Attachment 13.1.4.1**.

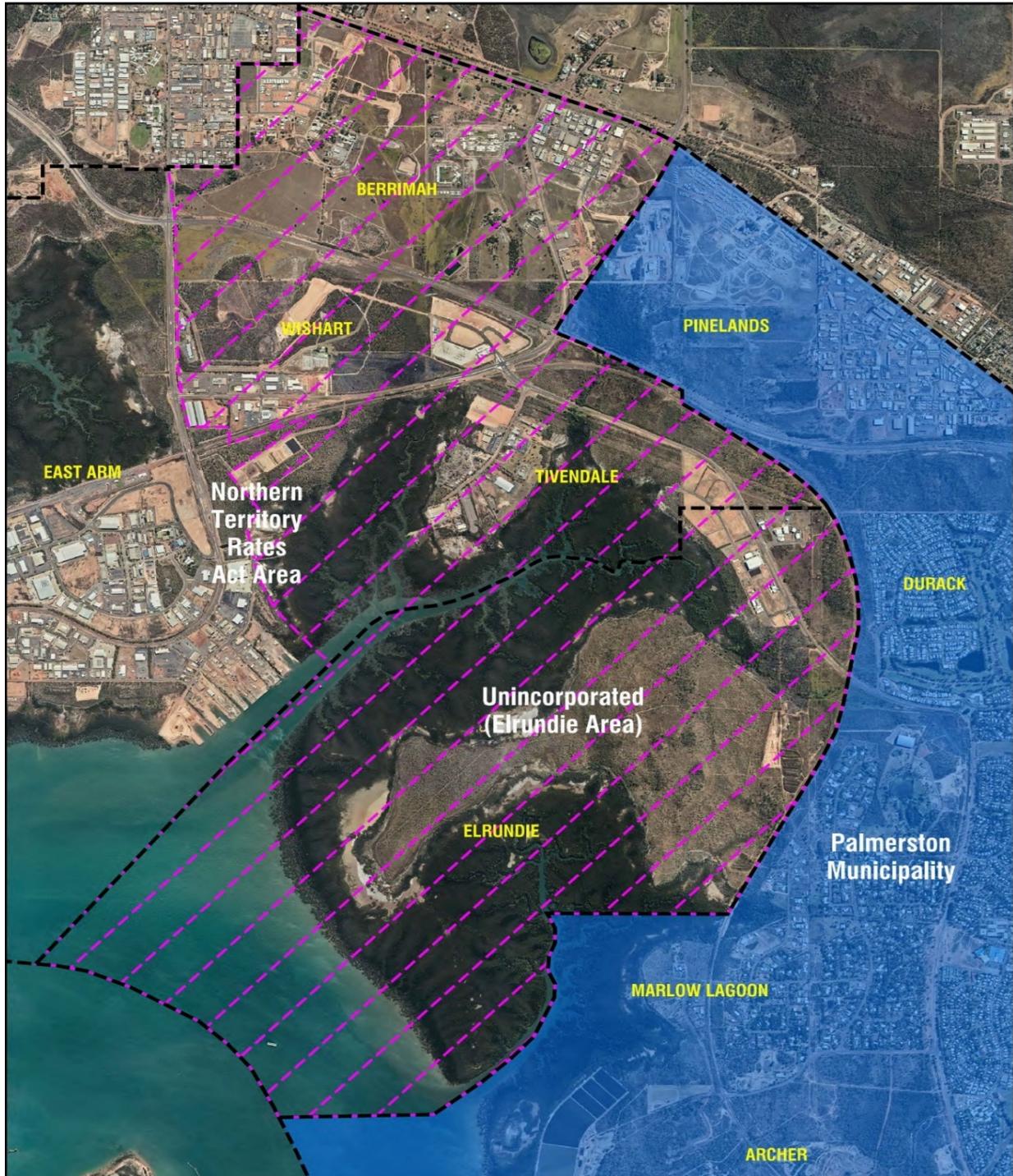
This report provides Council with an update on the announcement and potential timeframes.

**DISCUSSION**

The Northern Territory Government has announced a proposal to expand the City of Palmerston boundary by including unincorporated land adjacent to Palmerston.

Unincorporated land is land that is not currently within a local government area.

The affected area is identified in the following plan:



The Northern Territory Government has released an Information Paper and is seeking feedback, The Government paper and information is viewable at: <https://haveyoursay.nt.gov.au/cityofpalmerston-council-boundary>.

City of Palmerston is supportive of this proposal as this is a great opportunity for Palmerston to become more diverse and provide further opportunities for its improved economic and social activities for our current and future ratepayers and community long term.

City of Palmerston is committed to improving community well-being and sustainability, the proposal presents an opportunity to continue the social and economic development of the existing City of Palmerston and the unincorporated areas to become “The Place for People” and “The Family City”, through population growth, providing and maintaining infrastructure, community character and culture.

Some points of note why City of Palmerston is supportive of this proposal are:

- City of Palmerston is committed to delivering quality services and infrastructure in a sustainable and sensible manner
- The expansion of City of Palmerston municipal boundary fits within Council’s vision for the long-term financial sustainability and growth.
- The municipal boundary review aligns with the Northern Territory Government’s Planning for a Vibrant future document.
- City of Palmerston is pleased with the potential opportunity to welcome business owners and operators and residents of Northcrest to the Vibrant and growing community of Palmerston.
- City of Palmerston is proud that Palmerston is *A Place for People* where everyone belongs and is welcome.
- City of Palmerston is a proven and capable partner for both Northern Territory Government and Federal Government agencies.

The Government has identified that “ Landowners and residents of the land that is to be incorporated into the City of Palmerston area will obtain the benefits of being in a council area including: local representation: opportunity for involvement in community planning through transparent council processes; council advocacy for community benefit with other spheres of government; council-maintained community infrastructure; and council administration of by-laws to assist with matters such as animal management.”

Following community consultation, the Northern Territory Government will consider feedback and make a final decision. If the decision is to realign it, it is likely to come into effect on 1 July 2022.

## **CONSULTATION PROCESS**

Consultation for the boundary realignment is being undertaken by the Northern Territory Government. City of Palmerston will work collaboratively and provide insight and support if required.

Government feedback is sought until 30 June 2021 and Council should encourage members of the Community to submit feedback via the Government.

The Northern Territory Government has established a website <https://haveyoursay.nt.gov.au/cityofpalmerston-council-boundary>.

City of Palmerston has developed a website regarding the proposal to ensure the Community is informed on its views [www.palmerston.nt.gov.au](http://www.palmerston.nt.gov.au).

## **POLICY IMPLICATIONS**

There are no policy implications for this report.

## **BUDGET AND RESOURCE IMPLICATIONS**

This proposal will diversify the rating mix, provide stability and long-term sustainability and growth.

Population and economic growth will provide opportunities to further develop relationships with the Australian and Northern Territory Governments resulting in improved community outcomes.

The proposal provides the opportunity to leverage City of Palmerston's existing services, programs, and systems to ensure efficient and effective delivery of services and programs to the Community.

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

There is a risk, adjoining Councils may express an "Interest" in the area including making counter submissions and/or members of the community raising concerns. To mitigate these issues a Consultative Plan is being developed including FAQ's.

City of Palmerston considers it is ideally aligned for the proposal and represents a community of interest.

Council will undertake further due diligence and financial analysis work to identify any concerns and then implement appropriate mitigation measures.

Under the current timeframe the realignment approval is expected to be undertaken by December 2021 and to take effect on 1 July 2022. This will provide Council with sufficient time to ensure Council is ready and able to provide services including the inclusion of the area financials being authorised in the 2022/2023 budget considerations.

City of Palmerston is trusted by its community and will continue to develop its trust and accountability to all its community and stakeholders.

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.
- 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.
- 5 Fails to make informed and timely decisions**  
Context: Ensuring the Council and Administration with decision making delegation have access to the right information, at the right time as context to making its decisions on a timely basis.
- 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.
- 7 Fails to be agile to respond to growth opportunities**

Context: Ensuring the organisation is positioned to respond quickly to take up opportunities for growth both internally and externally.

**8 Fails to develop effective relationships and manage expectations of relevant parties**

Context: Engagement and communication with stakeholders (internal and external to the Council).

## **ENVIRONMENT SUSTAINABILITY IMPLICATIONS**

There are no environment sustainability implications for this report.

All environmental initiatives being undertaken by Council will be extended to all areas within any proposed realigned boundaries.

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

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

## **ATTACHMENTS**

1. 20210511 - Northern Territory Government Media Release - Proposed Expansion of the City of Palmerst [13.1.4.1 - 2 pages]

# Media Release



Department of the Chief Minister and Cabinet

## Proposed expansion of the City of Palmerston local government boundary

11 May 2021

The Northern Territory Government is proposing to expand the City of Palmerston local government boundary to include unincorporated land in the region and is now seeking public submissions.

Parts of Berrimah (including the Northcrest residential development), Elrundie, Tivendale and Wishart areas are currently located outside the local government boundary.

The move would offer residents and land owners the benefits of being in a Council area such as:

- local representation
- opportunity for involvement in community planning through transparent council processes
- council advocacy for community benefit with other spheres of government
- council-maintained community infrastructure
- council administration of by-laws to assist with matters such as animal management.

Changes would also mean rates, currently paid to the NT Government, would be received by the City of Palmerston.

The Government is interested in the views of the public, particularly landowners and residents in the current City of Palmerston area, and the areas for which incorporation into the City of Palmerston is proposed.

The Government will consider public feedback before making a final decision.

An information paper outlining this proposal invites public feedback either through the Have Your Say engagement platform or by direct mail or email.

Online: [haveyoursay.nt.gov.au](https://haveyoursay.nt.gov.au)

Mail: Local Government and Community Development

Department of the Chief Minister and Cabinet

GPO Box 4621, Darwin NT 0801

Email: [LGLaw@nt.gov.au](mailto:LGLaw@nt.gov.au)

The closing date for responses is 30 June 2021.

[Map of proposed new CoP local government boundary.pdf](#) (pdf 5 mb)

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## COUNCIL AGENDA Attachment 13.1.4.1

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## COUNCIL REPORT

2nd Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.2.1
<b>REPORT TITLE:</b>	Laneway Update
<b>MEETING DATE:</b>	Tuesday 18 May 2021
<b>AUTHOR:</b>	Director City Growth and Operations, Nadine Nilon
<b>APPROVER:</b>	Chief Executive Officer, Luccio Cercarelli

### COMMUNITY PLAN

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

### PURPOSE

This report provides Council with an update on laneway management following the adoption of the Laneway Management Policy in November 2020.

### KEY MESSAGES

- In November 2020, Council adopted its Laneway Management Policy.
- Politis Court to Strawbridge Crescent and Politis Court to Strawbridge Park laneways are currently subject to full time temporary closure, with a Council decision prior to the adoption of the Policy to commence community consultation for permanent closure.
- In April 2021, specific correspondence was provided to the six property owners adjacent the Strawbridge to Politis laneways. This was further to the initial information provided following the policy adoption.
- The letters outlined to owners that the Laneway Management Policy had been adopted and due to the previous Council decision to commence consultation for closure, Council would be addressing the potential permanent closure of these laneways.
- The property owners adjacent the Politis Court to Strawbridge Crescent laneway have indicated that they would all be interested in potentially purchasing the laneway land, and therefore it is proposed to continue the permanent closure process.
- The property owners adjacent the Politis Court to Strawbridge Park laneway have not indicated an interest in purchasing the land and it is recommended that the temporary closure remain for consideration by Council in conjunction with the other temporary laneway closures.

### RECOMMENDATION

1. THAT Report entitled Laneway Update be received and noted.
2. THAT Council notes the continuation of the permanent closure process for the Politis Court to Strawbridge Crescent laneway, with land valuation, negotiation with land owners and community consultation to occur.
3. THAT Council cease the permanent closure process of the Politis Court to Strawbridge Park laneway, with any future request required to follow the Laneway Management Policy, with a

continuation of the temporary full time closure until a further review occurs in conjunction with all temporary laneway closures.

**BACKGROUND**

In November 2020, Council adopted its Laneway Management Policy. This Policy is aimed at ensuring a consistent, evidence-based approach is undertaken in regard to laneways management, particularly in relation to request for closures.

Prior to, and during, the development of the Policy, Council assessed individual requests for laneway closures as they arose. There are 16 laneways currently receiving some form of closure. There are an additional four laneways that had previous closure requests and the data collection process is underway.

These are listed in the table below:

Laneway	Status
Priest Circuit to Emery Avenue, Gray	Temporary part time closure
Helio Court to Sibbald Park, Woodroffe	Temporary part time closure
Altair Court to Capella Court, Woodroffe	Temporary part time closure
Castor Court to Temple Terrace, Woodroffe	Temporary part time closure
Capella Court to Temple Terrace, Woodroffe	Temporary part time closure
Zenith Circuit to Star Court, Woodroffe	Temporary part time closure
Sibbald Crescent to Gunter Circuit, Woodroffe	Temporary part time closure
Sextant Court to Harrison Circuit, Woodroffe	Temporary part time closure
Bailey Circuit to President Park, Driver	Temporary part time closure
Tilston Avenue to Caladium Court, Moulden	Temporary part time closure
Strawbridge Crescent to Chung Wah Terrace crossed with Cobham Court to Lockwood Court, Moulden	Temporary part time closure
Bonson Terrace to Staghorn Court, Moulden	Temporary full time closure
Staghorn Court to Gumnut Way, Moulden	Temporary full time closure
Staghorn Court to Livistona Park, Moulden	Temporary full time closure
Gumnut Way to Livistona Park, Moulden	Temporary full time closure
Livistona Park to Melastoma Drive, Moulden	Temporary full time closure
Schombacher Circuit to Kafcaloudes Crescent, Moulden	No closure – data collection
Cycas Court to temple terrace, Moulden	No closure – data collection
Azimuth Court to Baldwin Avenue, Woodroffe	No closure – data collection
Hannibal Crescent to temple terrace, Gray	No closure – data collection

The majority of these laneways will be reviewed further, later in 2021, as per the previous Council decision on 17 November 2020 (Decision Number 9/1385) from the report entitled *Laneway Management Policy*

At the 2<sup>nd</sup> Ordinary Council Meeting of 17 November 2020 Council made the following decisions:

*13.2.2 Laneway Management Policy Consultation Outcomes.*

1. THAT Report entitled Laneway Update be received and noted.

2. THAT Council, having reviewed and considered the submissions received, adopt the Laneway Management Policy Consultation Outcomes being Attachment 13.2.3.3 to the report entitled Review of Submissions on the Draft Laneway Management Policy.
3. THAT Council approve the continuation of existing temporary part time laneway closures and full time closures for a twelve month period, with a report to be prepared for Council by December 2021, as outlined in the report entitled Review of Submission on the Draft Laneway Management Policy.
4. THAT Council notes the pending laneway closure requests will now be progressed in accordance with the Laneway Management Policy, as outlined in the report entitled Review of Submission on the Draft Laneway Management Policy, being the following laneways:
  - Schombacher Circuit to Kafcaloudes Crescent, Moulden,
  - Cycas Court to Temple Terrace, Moulden,
  - Azimuth Court to Baldwin Avenue, Woodroffe, and
  - Hannibal Crescent to Temple Terrace, Gray.
5. THAT Council approve the continuation of full-time laneway closure process, including consultation with adjacent landowners relating to the process and purchase requirement for closure, with a further report provided to Council by February 2021, in relation to the following laneways:
  - Politis Court to Strawbridge Crescent, Moulden, and
  - Politis Court to Strawbridge Park, Moulden
6. THAT Council write to all submitters thanking them for their submissions and advising of Council's decision regarding the Draft Laneway Management Policy.

This report focusses on laneways between Politis Court and Strawbridge Crescent and Politis Court and Strawbridge Park, in Moulden. Both laneways were part of Council's initial trial laneway closure program which commenced in 2018. The Council decisions over the past two years (in addition to the decision above) relating to these laneways are listed below for information.

Report Name	Meeting Date	Decision Number	Decision
Request for Laneway Closure - Politis Court and Strawbridge Crescent	7 May 2019	9/0607	2. THAT Council advise the petition author that it will continue with the night-time closure trial for the laneway between Politis Court and Strawbridge Crescent to support an evidence based assessment.
Trial of Laneway Treatments - Update September 2019	17 September 2019	09/0828	4. THAT Council continue the existing trial of night-time closure for the following laneways (as detailed in Report Number 9/0304 entitled Trial of Laneway Treatments - Update September 2019) as well as trial the temporary full-time closure of the laneways subject to the outcomes of additional community consultation (to be conducted during October 2019) indicating support for the closure: <ul style="list-style-type: none"> <li>• Politis Court to Strawbridge Park</li> </ul>

			<ul style="list-style-type: none"> <li>• Politis Court to Strawbridge Crescent</li> </ul>
Trial of Laneway Treatments - Update November 2019	19 November 2019	9/0914	<p>3. THAT Council endorse implementing trial full-time closures of the following laneways which are already in Council's trial laneway program:</p> <ul style="list-style-type: none"> <li>• Politis Court to Strawbridge Park, Moulden</li> <li>• Politis Court to Strawbridge Crescent, Moulden</li> </ul>
Trial of Laneway Treatments - Update March 2020	17 March 2020	9/1037	<p>2. THAT Council undertake community and the stakeholder consultation regarding the permanent full-time closures of the following laneways:</p> <ul style="list-style-type: none"> <li>• Politis Court to Strawbridge Crescent, Moulden</li> <li>• Politis Court to Strawbridge Park, Moulden</li> </ul> <p>and that these laneways remain as temporary full-time closure in the interim.</p>

This report provides an updated on the Strawbridge to Politis laneways and a proposed approach for the management and closure process of these laneways.

## DISCUSSION

Following the adoption of the Laneway Management Policy in November 2020, an update was provided to residents and landowners that had been through the process to date. Property owners with specific circumstances, such as the Politis to Strawbridge laneway were also advised that Council would be in further contact.

In April 2021, a specific letter was provided to the six property owners adjacent the Strawbridge to Politis laneways. These properties were numbers 19 and 20 Politis Court, who are adjacent the Politis Court to Strawbridge Park laneway, and numbers 6 and 7 Politis Court and 18 and 20 Strawbridge Crescent adjacent the Politis Court to Strawbridge Crescent laneway. Letters were sent via email where email details were available, and also via letter to the postal address.

The letters outlined to owners that the Laneway Management Policy had been adopted and due to the previous Council decision to commence consultation for closure, Council would be addressing the potential permanent closure of these laneways. The letters advised residents around the adjacent laneways specifically and the potential next steps, including:

- In order for the Council to progress the laneway closure process and undertake the required consultation, it is seeking to understand each adjacent property owner's intent, or otherwise, to purchase the relevant land.
- To contact Council to discuss the matter by 16 April (letters were sent 1 April).
- If they did not contact Council within the timeframe, that Council may consider that they did not intend to purchase land relevant to the laneway.
- That dependent on the outcome of consultation with other property owners, Council will review the current closure of the laneway.

All except one property owner contacted Council following this letter. The only property owner that did not contact Council had also not previously been active in laneway consultation or requests.

The properties and laneways are shown in the image below.



Due to the different nature of the laneways, each will be discussed separately.

Politis Court to Strawbridge Park

This laneway provides access between two properties to Strawbridge Park. The laneway is part of the park lot, and if permanently closed, would require subdivision from the parkland (and not road closure).

The property owners adjacent this laneway were contacted. One property owner advised that they were not interested in the purchase of the laneway. The other property owner did not respond to the letter.

Based on this response, it is not considered that there would be value in pursuing the closure process as the full closure and transference of land to another property would not be possible. If this permanent closure were to occur without transferring land, a redundant piece of land would remain, which is not consistent with Council’s Policy.

Therefore, it is recommended that Council not continue the closure process for the Politis Court to Strawbridge Park laneway. This laneway would then be considered to be temporarily closed and the ongoing management of this laneway would then be considered in conjunction with all temporary closed laneways.

## Politis Court to Strawbridge Crescent

Following the receipt of the letter in April, all four property owners adjacent this laneway expressed an interest in purchasing the laneway. The response was positive in working with Council for the purchase. The main query received was around the potential cost. It has been explained to owners that the cost is dependent on an independent land valuation, which is also dependent on the proportion of land being (potentially) received by each property.

It is recommended that the closure process continue for this laneway, with land valuation occurring and negotiation of the proportion of land from the laneway to go to each property. The land valuation itself is a simple process, however the determination of where potential boundaries would be adjusted is anticipated to take some time to negotiate.

It is also proposed to undertake the relevant community consultation regarding the proposed closure. This consultation would not be part of the formal administration closure process (which would occur following a subsequent Council decision) but would advise the community and relevant stakeholders of the proposal to close the laneways permanently.

## Other Laneways

As outlined in the previous report to Council in November 2020, the following will occur in relation to each status of laneway:

- Full-time temporary closure – continue closure for 12 months (until December 2021), undertake preliminary consultation with adjacent property owners and residents prior to reporting to Council on next steps.
- Part-time temporary closure – continue night time closure for 12 months (until December 2021), undertake preliminary consultation with adjacent property owners and residents prior to reporting to Council on next steps.
- Previous closure requests (4 laneways) – collate data collection, write to property owners to ensure current owners understand Laneway Management Policy and potential process, report to Council if formal application received.

## **CONSULTATION PROCESS**

As outlined within this report, the property owners adjacent the laneways have been contacted via email (where available) and letter.

Further community consultation will occur as the closure process progresses.

## **POLICY IMPLICATIONS**

This report is in accordance with Council's Laneway Management Policy. Due to the timing of previous Council decisions relating to these laneways (Politis Court to Strawbridge Park and Crescent), the approach is not to commence the process from the start. This essentially means that the collection of data was not undertaken as per the Policy (though available information was provided at the time of previous decisions), and the initial application process has not occurred.

## **BUDGET AND RESOURCE IMPLICATIONS**

Due to the previous decision to commence closure consultation occurring prior to the adoption of the Policy, it is not intended to collect the \$500 application fee from relevant landowners.

The independent land valuation of the laneway proposed for closure will cost in the order of \$2000, which is able to be funded within existing budgets. The administrative costs of land transfer would not occur prior to a further Council decision, from which Council would also understand the potential income from the sale of the land.

As outlined within the Laneway Management Policy, the calculation of the cost of the laneway closure to property owners is based on the increase in the value of the land as a result of the transfer.

## **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.

For the Politis Court to Strawbridge Crescent laneway, there is a risk that Council will undertake the valuation and the details of the land transfer cannot be resolved to enable the closure. This is considered low risk, however there is the risk this may take several months to resolve due to the number of stakeholders. There are also risks relating to the closure process, such as the Ministerial sign-off required for the closure of road reserve, however these will be addressed as they occur. This is the first potential laneway closure for Council, and each step will occur as required and relevant risks considered.

The proposed ongoing temporary closure of Politis Court to Strawbridge Crescent has the risk associated with all temporary closures and the ongoing nature of the closure. There is also the risk that property owners will request closure at a future date. This would be addressed at the time, if it occurs, and it would be recommended that any request would be required to go through the complete application process.

## **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**

Nil

## COUNCIL REPORT

2nd Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.2.2
<b>REPORT TITLE:</b>	Animal Management By-Laws Consultation Update
<b>MEETING DATE:</b>	Tuesday 18 May 2021
<b>AUTHOR:</b>	Regulatory Services Manager, Jocelyn Cull
<b>APPROVER:</b>	Director Lifestyle and Community, Amelia Vellar

### COMMUNITY PLAN

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

### PURPOSE

This report outlines the community consultation undertaken on the Animal Management By-Laws Review Discussion Paper and accompanying survey and recommends further review is required.

### KEY MESSAGES

- The Council's current animal management by-laws were enacted in 1999 and have had no significant content change since their enactment.
- An update of the current animal management by-laws to meet community expectations has been identified by Council as a priority action.
- Council has undertaken a process of community consultation where the community was asked their opinions on the various elements of the Palmerston Animal Management By-laws review.
- The consultation ran from Tuesday 9 March 2021 to Saturday 8 May 2021 with information provided on the City of Palmerston website, social media posts, a discussion paper and accompanying online and hard copy survey.
- City of Palmerston staff met with community members at various locations within the municipality over the extended access period of 60 days consultation.
- City of Palmerston staff members were also available to talk with individual community members and groups such as the Palmerston Animal Management Advisory Committee and Dog Park users.
- Feedback to the 27 questions was received from 260 people and one special interest organisation.
- 205 "free text" responses were received.
- The majority of feedback was received from residents living in Roseberry, Durack, Bakewell, and Woodroffe.
- The highest level of response was received 35-44-year old's (26.95%).
- To ensure that staff are listening to the community and can fully consider the findings of the consultation, staff need further time to evaluate the responses.
- Given the importance of the topic staff recommend a Council workshop in late May to evaluate the evaluated findings.
- Following this workshop, a report will be presented back to Council with recommendations.
- The findings from the community consultation will help inform Council's approach to the development of drafting instructions and the drafting of the by-laws by the Office of the Parliamentary Council.

## **RECOMMENDATION**

1. THAT Report entitled Animal Management By-Laws Consultation Update be received and noted.
2. THAT Council approves that a workshop be held with Elected Members to review the Community Consultation regarding the Animal Management By-Laws findings.
3. THAT a further Report on the outcomes of Community Consultation regarding the Animal Management By-Laws including recommendations be presented to Council, following the Elected member workshop.

## **BACKGROUND**

At the 2<sup>nd</sup> Ordinary Council Meeting of 17 November 2020, Council endorsed the following recommendations:

### *Animal Management By-Laws Update and Public Consultation Discussion Paper*

1. THAT the report entitled *Animal Management By-Laws Update and Public Consultation Discussion Paper* be received and noted.
2. THAT Council endorses a review of the Palmerston (Animal Management) By-Laws 1999 to ensure that they are modern and reflective of the community's needs, utilising the process outlined in the report entitled *Animal Management By-Laws Update and Public Consultation Discussion Paper*.
3. THAT a Council workshop be held in early February 2021 regarding the discussion paper for community consultation regarding the animal management by-laws.
4. THAT a report be presented on the outcomes of the community consultation key findings and recommendations in regard to animal management by-law requirements to Council at the Second Ordinary Meeting in May 2021.

*CARRIED 9/1386 - 17/11/2020*

At the 1<sup>st</sup> Ordinary Council Meeting of 2 March 2021, Council endorsed the following recommendations:

### *Animal Management By-Laws Review Discussion Paper and Survey Questions*

1. THAT the report entitled *Animal Management By-Laws Review Discussion Paper and Survey Questions* be received and noted.
2. THAT Council adopt the *Animal Management By-Laws Review Discussion Paper and accompanying survey questions* for the purpose of Community Consultation for a sixty-day period, as detailed within Report entitled *Animal Management By-Laws Review Discussion Paper and Survey Questions*, including minor amendments to clarify issues relating to dangerous dogs and nuisance animals.

3. THAT a Report on the outcomes of Community Consultation regarding the Animal Management By-Laws Review Discussion Paper and survey questions be presented to Council following conclusion of the consultation period at the Second Ordinary Meeting in May 2021.
4. THAT the Report and Council Decisions relating to Report entitled Animal Management By-Laws Review Discussion Paper and Survey Questions be moved to the Open Minutes at the Council meeting of 2 March 2021.

*CARRIED 9/1525 - 02/03/2021*

City of Palmerston is committed to providing quality animal management services to our community. A set of by-laws govern the way we manage animals in our municipality and a review is needed to improve our service delivery and meet the growing and changing needs of the Palmerston community.

Council's current animal management by-laws were enacted in 1999 and have had no significant change since their enactment. While they have served their purpose, they are no longer reflective of the community's needs or modern legislative drafting.

Council has identified an update of the current animal management by-laws to meet community expectations as a priority action. In order to do this, consulting with community to understand people's views, opinions and appetite for change was essential.

The discussion paper, as presented at **Attachment 13.2.2.1**, was a key component of community engagement and was designed as a communication tool to inform the community about Council's current and proposed animal management protocols and prompt community feedback.

The discussion paper included a series of feedback prompts throughout which the public could answer by taking an online survey which had more detailed questions than the discussion paper, as presented at **Attachment 13.2.2.2**. A hard copy survey could also be mailed out if required.

After endorsement by Council, the Discussion Paper and accompanying survey were officially launched on Tuesday 9 March 2021 for community consultation which closed on Saturday 8 May 2021.

## **DISCUSSION**

Council is committed to working alongside our community and sees significant value in tapping into the 'wisdom of the crowd'. Council will work with and listen to community concerns to address the animal management issues and challenges that we have.

A key point of difference with this review was the additional step of preliminary community consultation in the by-law's development process. Council enhanced community connection by increasing community input and ownership of content at the start of the process by way of community response to the Discussion Paper. It is understood that this is the first time such an approach has been used in this jurisdiction, which Council believes will support an inclusive and transparent process.

Given the sensitive nature of the subject matter and importance of broad consultation, an extensive consultation was undertaken over an extended period increasing the access period from 21 days up to 60 days. On conclusion of consultation, Council officers collated the extensive consultation data.

*A Place for People*

**Consultation Process – Council Endorsement through to Development of Drafting Instructions**



**Consultation Approach**

The consultation aim was to find out the community’s opinions on animal management by-law review areas.

Information was provided to members of the community on the City of Palmerston website, the Animal Management By-Laws Review Discussion Paper and accompanying survey (available online and in hard copy) and social media posts on the City of Palmerston Facebook page

The consultation also targeted identified groups such as the Palmerston Animal Management Advisory Committee and Dog Park users.



**Image 1: Council officers at a “pop up” stand to discuss the consultation at Marlow Lagoon dog park.**

*A Place for People*

The consultation goal was to understand what the community thinks of potential animal management by-law review areas, and the community's priorities in this area.

The objectives of this consultation were to:

- gauge the level of community support for the animal management by-laws review and update;
- understand community priorities for potential categories of reform;
- help Council formulate general principles for drafting instructions; and
- continue to demonstrate Council's commitment to community engagement.

The approach for the animal management by-laws review focused on:

- targeting stakeholders through existing channels, groups and organisations;
- providing general information to all stakeholders;
- providing information sessions at various locations to inform community members about the review and to invite questions and feedback;
- meeting with key stakeholders with a high level of interest in the review;
- promoting the consultation via media releases, display signage, online information, the discussion paper and staff presence at various venues and events; and
- encouraging stakeholders to complete an online survey (or hardcopy preference).

### Tools and Tactics

The consultation used a variety of tools and tactics which included:



**Image 2: By-Laws Review Consultation Tools**

### Social Media

City of Palmerston posted information on the consultation in 3 separate posts on the City of Palmerston Facebook page to encourage community feedback. The posts advertised that the consultation had opened, encouraged people to attend the information sessions and prompted people to fill out the surveys before consultation completed.

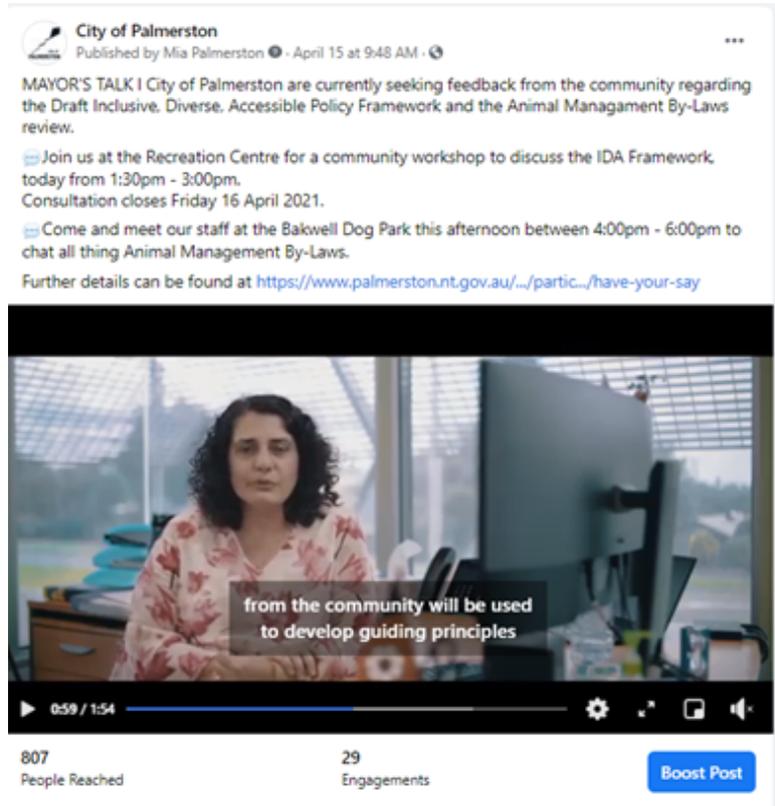


Image 3: Mayor’s Talk on Animal Management By-Laws Review on 15 April 2021

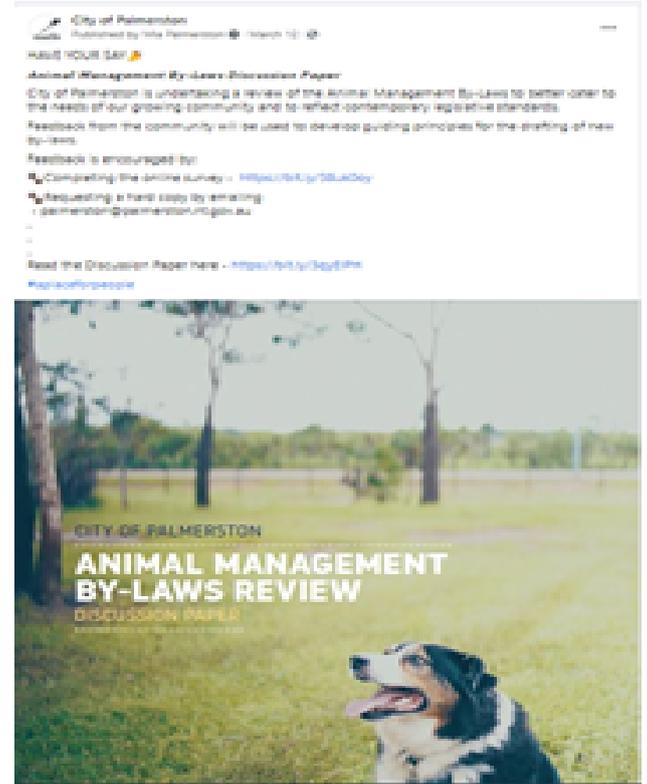


Image 4: City of Palmerston Face Book Post on 12 March 2021

## Face to Face Meetings

In late March a special meeting was convened by the Palmerston Animal Management Advisory Committee to consider the animal management by-Laws review. Council staff presented at this meeting and were available to answer questions and clarify any issues.

## Emails, Phone Calls and Submissions

Council also engaged with the community via email and telephone calls from stakeholders who wished to participate in the consultation process but desired these more traditional mechanisms in place of the discussion paper and survey.

Council also received one formal submission from a special interest group.

## Stakeholders

The consultation targeted the following stakeholders:

- City of Palmerston residents
- Dog owners who currently use the Marlow Lagoon and Bakewell Dog Parks
- Palmerston Animal Management Advisory Committee
- Animal behaviour specialists including vets, dog trainers, dog breeders and animal rescue / welfare groups.

## Survey Responses

The main tool of collecting feedback as part of this consultation was the survey. People were directed to provide feedback online through Facebook posts linked directly to the survey and filling out hard copy surveys at the community information sessions.

The survey consisted of 27 questions. A total of 260 people completed the survey. 221 surveys were completed on-line and 39 were submitted to Council in hard copy format. One response was received from a special interest organisation. 205 "free text" responses were received.

A total of 94.14% of respondents live in Palmerston, 5.86% live in the rural area or northern suburbs. The majority of feedback was received from residents in the suburbs of Roseberry, Durack, Bakewell and Woodroffe.

A total of 74.32% of survey respondents were rate payers and 85.02% identified themselves as pet owners.

The majority of feedback was received from residents in the age brackets of 35-44 (26.95%), 25-34 (23.44%), 45-54 (16.41%) and 55-64 (16.02%).

## Next Steps

To ensure that staff are listening to the community and can fully consider the findings of the consultation, staff need further time to evaluate the responses.

Given the volume of feedback and the importance of the topic staff recommend a Council workshop in late May to evaluate the findings.

Analysed feedback will then be presented back to Council after the workshop with recommendations to be used to inform the development of drafting instructions which will be submitted to the Office of the Parliamentary Counsel. The Minister's approval for the proposal will need to be obtained, the Preliminary Regulation Impact Assessment undertaken and a PRIS Certificate issued if required.

## **CONSULTATION PROCESS**

Staff recommended that Council undertake community consultation regarding the Animal Management By-Laws Review Discussion Paper after adoption of the paper by Council. Given the sensitive nature of the subject matter and importance of broad consultation, staff suggested extensive consultation over an extended period increasing the access period from 21 days up to 60 days. The consultation also targeted identified groups such as the Palmerston Animal Management Advisory Committee and Dog Park users.

Council staff ensured an appropriate media and communications strategy was put in place to assist and promote the consultation process.

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

- Regulatory Services Lead
- Regulatory Services Project Officer
- Senior Ranger

## **POLICY IMPLICATIONS**

There are no policy implications for this report, however when Animal Management By-Laws are formalised, new Council policies and procedures will need to be created to reflect the new by-laws and direct Council on animal management education, regulation, and compliance.

## **BUDGET AND RESOURCE IMPLICATIONS**

The preparation of the discussion paper, survey questions, council workshop, consultation brief and preparation of drafting instructions will be undertaken using existing operational budgets. Specific expert legal advice will be necessary for the development of by-laws drafting instructions and a local firm has been engaged for this purpose.

The community consultation process will help ensure that key animal management issues raised by the community are addressed appropriately whilst also recognising that any changes will impact the way Council's regulatory services provisions work. Careful consideration and understanding regarding the financial impact on Council services and resourcing is also necessary.

## **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.

The timeframe from preliminary community consultation through to the forwarding of drafting instructions and ultimate enactment of by-laws can be extensive. This may result in community frustration, scepticism, and mistrust of the legitimacy of the activity. Extensive timeframes can be mitigated somewhat by the utilisation of the model by-laws for content and structure, particularly so given the level of familiarity that the Office of Parliamentary Counsel has with that body of work.

Another area of risk is the high likelihood of diverse and potentially conflicting views from the community in relation to the discussion paper. This may result in unclear direction or means by which to proceed in reference to animal management areas. This potential can be alleviated by effective

engagement through clear and effective communications outlining key areas and possible implications, and also any limitations on the ambit of the proposed by-laws to manage community expectations.

There is also a risk that despite community consultation any proposed changes from Council may not meet Parliamentary Councils standards and they may not support Council's proposed by-law changes.

The development of by-laws and investigation of key risk areas is a specialist area. As such, legal expertise will be procured as is needed.

## **ENVIRONMENT SUSTAINABILITY IMPLICATIONS**

Subject to the extent of the revised by-laws, there may be positive environmental sustainability implications through enhanced preservation of fauna in the local area.

## **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. Animal Management By Laws Review Discussion Paper [13.2.2.1 - 16 pages]
2. Animal Management By- Laws Consultation Survey [13.2.2.2 - 11 pages]

CITY OF PALMERSTON

ANIMAL MANAGEMENT  
BY-LAWS REVIEW

DISCUSSION PAPER



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# 1. INTRODUCTION

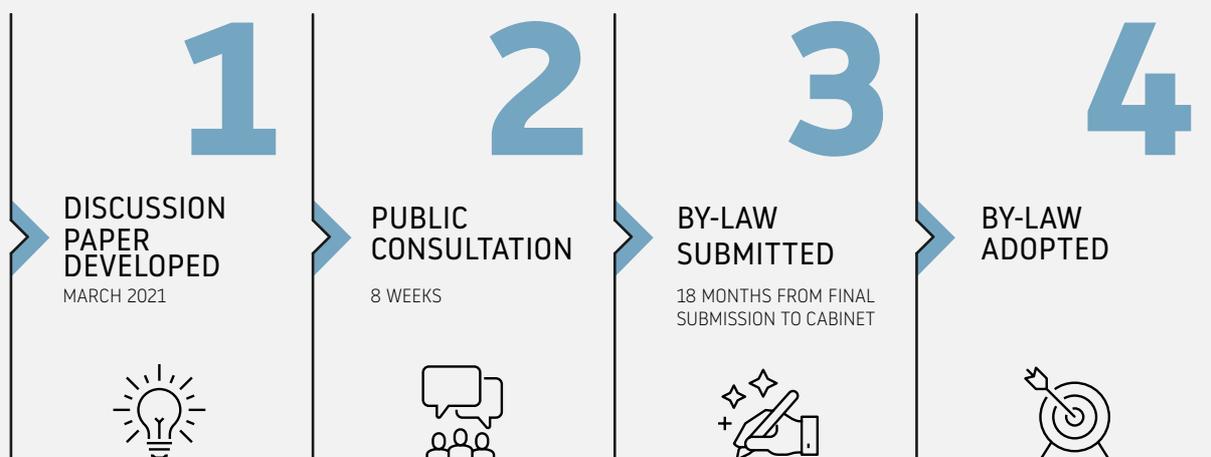
City of Palmerston is committed to providing quality animal management services to our community. A set of by-laws govern the way we manage animals in our municipality and a review is needed to improve our service delivery and meet the changing needs of the Palmerston community.

Council's current animal management by-laws were enacted in 1999 and have had no significant change since their enactment. While they have served their purpose, they are no longer reflective of the community's needs or modern legislative drafting.

Council has identified an update of the current animal management by-laws to meet community expectations as a priority action. In order to do this, there is a process we need to follow, including consulting with the community to understand people's views, opinions and appetite for change.

Developing this Discussion Paper is a key component of community engagement and has been designed as a communication tool to gauge feedback from the community about Council's current and proposed animal management practices.

This Discussion Paper includes a series of feedback prompts throughout which you can answer by taking our [online survey](#). To access the survey or for more information on how you can provide feedback on Council's Animal Management By-Laws, visit [palmerston.nt.gov.au](http://palmerston.nt.gov.au). A hard copy survey can also be mailed out to you upon request by emailing [palmerston@palmerston.nt.gov.au](mailto:palmerston@palmerston.nt.gov.au).



## 2. BACKGROUND

The City of Palmerston 2020 Community Survey found animal management is considered a key service provision by our community.

.....

Council's animal management capabilities continue to improve with the introduction of service initiatives including after hour animal patrols, the employment of an Animal Education Officer and the introduction of several proactive, community-based programs.

In 2019-20, Council's educational events included responsible pet ownership, understanding animal behaviour, registration incentives and microchip awareness. These events received positive feedback from the community.

Animal management has scope to further improve, particularly given increasing levels of pet ownership in the municipality. In 2019-20, 6429 dogs were registered in Palmerston with a number of additional unregistered dogs identified in the community. This compares to 5931 dogs registered in 2018-19 and 5696 dogs registered

in 2017-18. City of Palmerston's population is expected to increase by 1.2 per cent annually and we anticipate dog ownership and registration will also subsequently continue to grow.

Increased dog ownership has seen an increase in animal management concerns by the community, including an increase in reports of dogs at large, barking complaints and dog attacks / menaces. Council has also received complaints regarding cats, birds and poultry, including noise complaints (roosters and birds), damaging local fauna (cats), excessive pet ownership and associated nuisance smell complaints.

We need to review and update our by-laws to continue delivering effective animal management to protect public health, safety and amenity in the City of Palmerston.

DOG REGISTRATIONS



POPULATION GROWTH



## 2.1 By-Laws

A municipal by-law is a piece of legislation which Councils use to respond to issues and community needs within their respective municipalities.

City of Palmerston, as with all municipal councils within the Northern Territory, derives its power to pass by-laws from the Local Government Act 2008 (NT). By-laws must comply with the principles set out in section 189 of that Act and, as a matter of law, can only be made within the by-law making power provided for in the Act.

The City of Palmerston has enacted by-laws in policy areas such as public places, signs, hoardings and animal management.

The development of new Animal Management By-Laws must follow a number of key steps which is mandated by legislation.

The high-level steps in making a by-law are as follows:

1. Council undertakes consultation on the by-law with key stakeholders.
2. Council works with the Office of Parliamentary Council to draft the by-law.
3. The by-law is signed by the authorised person.
4. The by-law is forwarded to the responsible Minister for approval and signing of the Gazette notice.
5. The signed notice is published in the Northern Territory Government Gazette.
6. The by-law is tabled in the Legislative Assembly within three sitting days after the by-laws have been notified in the Gazette.
7. The by-law comes into effect.

The full process of by-law preparation and enactment can take quite some time; around 18-24 months from initial and ongoing consultation, drafting, publication and enactment.

Council is committed to working in partnership with the community to make this process as efficient as possible.

## 2.2 Palmerston (Animal Management) By-Laws

The Palmerston (Animal Management) By-Laws have controlled and regulated animals within the municipality since they were first enacted in 1999. While reasonably fit for purpose, the by-laws face a number of challenges including issues such as:

- They do not address animal management issues relating to cats, birds, poultry or other animals,

- They do not allow for the declaration of dangerous dogs after an identified and established dog attack or dog menace; and
- Existing infringements may not be an adequate deterrent as penalties have not increased in more than 20 years and are no longer comparable to other jurisdictions. The by-laws do not adopt the penalty unit regime established under the Penalty Units Act 2009 (NT) which allows for reasonable inflation and to remain consistent with one another.

The Palmerston (Animal Management) By-Laws have existed with only minor amendments since they were enacted. Good governance suggests that legislation, including by-laws, should be regularly reviewed in order to remain relevant to evolving community standards and expectations.

A review will ensure that by-laws remain current, are fit for purpose and remain consistent with similar jurisdictions and developments in the law.

Council will work with and listen to community concerns to address animal management issues and challenges as we start the process of updating our by-laws.

## 2.3 By-Law Changes

To reach model and contemporary by-law standards which will allow for effective application of regulatory powers, Council will be making the following changes to the current by-laws:

- Classification of by-law offences as strict liability offences,
- By-law penalties to be aligned with the Penalty Units Act 2009 (NT)
- 'Tightening' of the nuisance barking definition; and
- Other administrative changes.

## 3. COUNCIL RESOURCING

Council services provided for the community are predominately funded by rates. Rates are Council's main source of income and are used to provide essential infrastructure and services. This income is also used to improve services and for the provision of facilities, programs, activities and capital works.

Animal management is considered a key service provision by our community. While dog registration fees generate some funding for this area, animal management is largely supported by rates. Animal management is therefore a subsidised service as not all rate payers are pet owners. Council subsidises this service for the benefit of the wider community. Effective animal management enhances local amenity which creates a safe and enjoyable place to live.

Any change to the animal management by-laws will impact the way Council's regulatory services provisions work. If the by-laws are expanded to cover other animal categories or existing regulations are changed it will more than likely require more regulatory control and enforcement which will cost Council more money. In this sense, additional resources may result in additional costs. We must therefore carefully consider changes to the by-laws especially during community consultation so you can be fully informed about the financial impact on Council services and resourcing.

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## 4. ANIMAL MANAGEMENT REVIEW AREAS

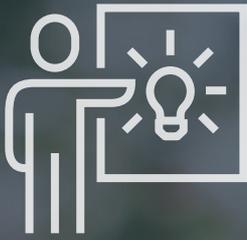
The following sections detail the animal management areas that are subject to review. The information is included to provide details about concerns within the topic area and proposed improvements.

### 4.1 Dog Barking

Many people keep animals for companionship however noisy animals may greatly reduce the quality of life for neighbours and increase neighbourhood tensions. In Australia, each state or territory has its own laws on how domestic animals are to behave and be controlled by their owners. These laws extend to acceptable levels of noise created by animals so they do not unreasonably interfere with the peace, comfort or enjoyment of a person in their home or property.

Excess dog barking is a complex issue. People have different work / rest requirements (i.e. nine to five day jobs verses night time shift work) as well as varying tolerance levels for neighbourhood noise. The trend towards smaller residential block sizes and dwellings may also exacerbate the issue of barking dogs with alleged offenders in closer ear-shot to their neighbours. It may also be the case that smaller block sizes and dwellings are not suitable for multiple animals.

While regulations can be tightened and improved, there is no 'one size fits all' for barking complaints which continues to be a challenging area for local authorities Australia-wide.



## CURRENT SITUATION

Dog barking complaints within the City of Palmerston have increased. 221 dog barking complaints were received by Council in 2020. This increased from 165 complaints in 2019 and 160 in 2018.

Dog owners can be fined for noise amounting to nuisance, however it can be quite challenging to substantiate a case of nuisance barking through the use of barking diaries and ranger patrols. Currently Council does not have the ability to order the installation of a barking monitor device on the relevant animal or at the owner's property to investigate the complaint. There are also no additional measures Council can implement that could better help resolve the core issue.



## PROPOSED CHANGES

Council could have the power to order the fitting or installation of a barking monitor to an animal or at a property to effectively monitor nuisance barking complaints. Council could also implement additional measures to support owners dealing with excessive barking including animal education sessions and further penalties for consistent barking issues including amended registration conditions, cancelled registration and seizure of the offending animal.

## QUESTIONS



Do you agree with Council having the ability to implement additional enforcement measures for nuisance barking listed below?

- Council should have power to order the installation of a barking monitoring device
- The number of dogs allowed to be kept on a property / dwelling should correlate to the lot size
- Amended registration conditions for nuisance barking
- Cancelled registration for nuisance barking
- Compulsory animal education attendance for nuisance barking.

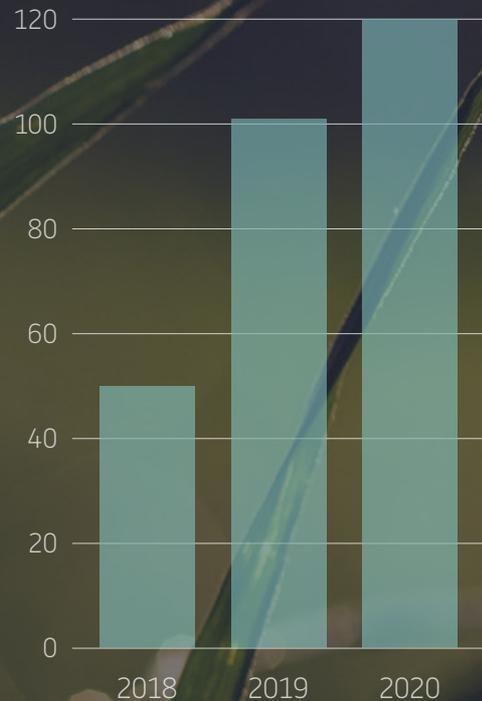
## 4.2 Dog Attacks / Menaces

It is the responsibility of pet owners to ensure their dog does not bite or act aggressively towards other people or animals. Dog attacks can be frightening for all involved (including owners) and may result in serious injury to people and can be fatal for animals.

Within the City of Palmerston, there were 120 dog attack complaints received in 2020. This was an increase from 101 complaints received in 2019 and 50 in 2018.

Different jurisdictions in Australia apply various penalties when a dog attack occurs depending on its severity.

Dog Attacks / Menaces



### CURRENT SITUATION

Currently, when a dog attack occurs within the municipality, an investigation takes place and depending on the outcome, cancellation of existing registration or penalty infringements may apply. The owner may also voluntarily elect to surrender their dog to the City of Palmerston.



### PROPOSED CHANGES

Council is looking to include a range of new penalties that can be used independently or in conjunction depending on the severity of the attack, including:

- A fine scale so the penalty is suited to the severity of the attack
- Officially registering the dog as a 'Declared Dangerous Dog' with conditions attached such as wearing a muzzle
- Ordering the owner to remove their dog to a different jurisdiction – in other words, to find the dog a new home in another community
- Euthanising the dog.



## QUESTIONS

Do you agree there should be a 'sliding fine scale' used for dog attacks to reflect the severity of the incident i.e. \$250-1000?

Do you support Council having the ability to implement the additional penalties listed below if a dog is declared as dangerous?

- Officially registering the dog as a Declared Dangerous Dog with conditions attached such as wearing a muzzle
- Ordering the owner to remove their dog to a different jurisdiction – in other words, to find the dog a new home in another community
- Euthanising the dog.



## 4.3 DECLARED DANGEROUS DOG

All residents have the right to feel safe in our community. Many people keep a dog to deter trespassers and burglars. There is no problem with this providing that it does not become a danger to other people or animals, excluding vermin (e.g. rats and mice).

### CURRENT SITUATION

Council does not currently have the ability to register dogs as Declared Dangerous Dogs. Other jurisdictions apply this in instances where a dog aggressively attacks a person or other animal causing physical injury or death, the dog has menaced a person, or displayed unreasonable aggression. Declaring a dog as dangerous means Councils can better protect the community's safety and wellbeing while also helping improve the animal's wellbeing.

### PROPOSED CHANGES

Under revised by-laws there is the potential to introduce provisions relating to a dangerous dog declaration. This declaration can apply where a dog aggressively attacks a person or other animal, causing physical injury or death.

Where a dog has been shown to behave in a way that fits the dangerous dog description, it can be subject to a local government ruling and be declared as a dangerous dog. This means that the dog is subject to a range of specific controls including:

- Being desexed and microchipped
- Confined to a special enclosure within the owner's property
- Undertaking behaviour modification
- Wearing a muzzle and lead when being exercised
- Affixing a visible 'dangerous dog' sign to the property
- Mandatory notification to Council if the owner intends to keep the dog at a different location for an extended period of time
- Compulsory reporting to Council if the dog has attacked or been involved in an attack
- Compulsory notification to Council if the dog is missing, dies or if ownership is transferred
- Prospective purchasers to be informed of the dog's status.

In addition, the owner may also be required to undertake specific animal education training.

In the case of the dog being particularly aggressive and / or the owners do not comply with control orders, the council may be given the power to euthanise the dog.

### QUESTIONS



Do you agree Council should be able to declare dogs as dangerous?

Do you agree with Council having the ability to implement the specific controls listed below for dangerous dogs?

- Being desexed and microchipped
- Confined to a special enclosure within the owner's property
- Undertaking behaviour modification and/or training
- Wearing a muzzle and lead when being exercised
- Affixing a visible 'dangerous dog' sign to their property
- Mandatory notification to Council if the owner intends to keep the dog at a different location for an extended period of time
- Compulsory reporting to Council if the dog has attacked or been involved in an attack
- Compulsory notification to Council if the dog is missing, dies or if ownership is transferred
- Prospective purchasers to be informed of the dog's status.

Do you agree that owners should pay more for initial and ongoing registration of dogs who have been declared dangerous?

Do you agree that in some instances more than one penalty should apply i.e. a fine in line with the attack severity and registering the dog as a declared dangerous dog?

## 4.4 NUISANCE ANIMALS

While barking dogs are the most common problem, other animals such as birds and poultry can also cause a noise nuisance. Animal nuisance may also extend to offensive odours or behaviour.



### CURRENT SITUATION

Our current by-laws only address noise issues due to dogs. Resident feedback suggests this category of nuisance could be extended to cover noises from other animals that occurs or continues to such a degree or extent that it has a disturbing effect on the state of reasonable mental, physical or social well-being of a person. Examples include a neighbour's pet bird persistently screeching or a cat persistently fighting or mewing.

Council received 19 noise complaints concerning poultry in 2020 which has increased from 16 in 2019 and three in 2018. Council received two nuisance noise complaints for birds in 2020 and there are no recorded bird complaints from previous years.



### PROPOSED CHANGES

If Council expands into this regulatory area more resourcing would be needed which may result in an increase to rates. Council needs to consider this resourcing challenge carefully while also assessing whether Council is the best placed body to govern nuisance animals other than dogs given the available expertise in other agencies such as the Environment Protection Authority (EPA) or the Department of Health.

ANIMAL MANAGEMENT REQUESTS



### QUESTIONS

- Have you experienced problems relating to cat noise?
- Have you experienced problems relating to bird/poultry noise?
- Have you experienced nuisance behaviour from other animals? If so, what were the major issues?
- Would you be prepared to pay additional rates to cover the expansion of this service?

## 4.5 LICENSING

According to the Australian Companion Animal Council (the peak body representing pet ownership and the pet industry in Australia), the national average of dog ownership per hundred people in Australia is 18 dogs per hundred people. The Northern Territory has the highest ownership of dogs with 20 dogs per hundred people. In 2019/20, 6429 dogs were registered in the City of Palmerston. With a current population of approximately 37 000 people in Palmerston, this equates to approximately 19 dogs per hundred people.

### CURRENT SITUATION

Under our existing by-laws, people that wish to keep more than two dogs, but no more than six, must apply to Council for a licence. After receiving an application, Council then works with the applicant to assess the ability of the owner to look after the dogs. All immediate neighbours of the applicant's property are contacted by Council for comment. Council then makes a determination on whether to grant the licence based on the evidence from the assessment and outcomes of the consultation with the neighbours.

Council issued 48 licences for residents to keep more than two dogs at a property in 2020 which is a notable increase from 23 in 2019 and nine in 2018.

An issue for the City of Palmerston in this area is the trend for smaller residential development block sizes and changes to dwelling types i.e. more townhouses, units and flats. Arguably the number of dogs kept at one property should be proportionate to and dependant on the owner's block size in order to safeguard the animals' welfare.

City of Palmerston does not currently limit how many cats can be kept at a premises.

### PROPOSED CHANGES

Council is considering reviewing its licensing requirements to state:

- Licences for more than two dogs / cats is dependant on block size and dwelling type
- Licence holders must request a re-issued licence if their living arrangements change.

### QUESTIONS



Should the applicant's size of property be a key consideration in whether a licence should be granted to home between 2-6 dogs?

Should the applicant's dwelling type be a key consideration in whether a licence should be granted?

Should a licence holder have to reapply if they move properties?

Should licensing provisions be extended to cats?

## 4.6 ANIMALS AT LARGE (STRAY CATS)

An animal is considered at large when it is found wandering outside of its premises without its owner i.e. a dog that has escaped from a property or has become separated and is roaming some distance away. An animal is also considered at large when it is not under effective control by the owner. For instance, if a dog is being walked off lead in a non-designated off lead area, it is considered roaming free and uncontained.

### CURRENT SITUATION

Council's current by-laws only apply to dogs at large. Council received 1115 complaints about dogs at large in 2020. This was a decrease from the 2019 figure of 1178 complaints but an increase from 917 complaints in 2018. Trend analysis indicates that approximately 57 per cent of all dogs at large are impounded at Council facilities.

In other jurisdictions, if a cat is found at large outside the premises of the owner at any time, the owner is guilty of an offence. This policy is in place to encourage responsible pet ownership and to minimise any nuisance or risk to fauna from wandering cats.

The number of complaints Council receives about cats at large fluctuates. Council received 11 complaints for cats at large in 2020, 27 complaints in 2019 and only two in 2018.

### PROPOSED CHANGES

Council can consider extending its by-laws to include penalties for cats at large. If this by-law area is expanded, there will be the need for additional resources in Council's Regulatory Services to allow for increased Rangers for education and enforcement. This may result in increased Council rates to cover these services.

### QUESTIONS



Do you think the animals at large offence should also include cats?

Do you think any other category of animal should be included in an at large by-law provision?

## 4.7 REGISTRATION OF CATS

Under the current by-laws, all dogs over the age of three months must be registered in the City of Palmerston. Registration provides Council with a description of the dog, identifies the owner and provides their contact information in case the dog gets lost or goes wandering. In some councils in Australia, the requirement for registration has now been extended to cats. This has been introduced in an attempt to control cat numbers and help protect wildlife in a local area.

### CURRENT SITUATION

Registration of pets currently only applies to dogs in the City of Palmerston.

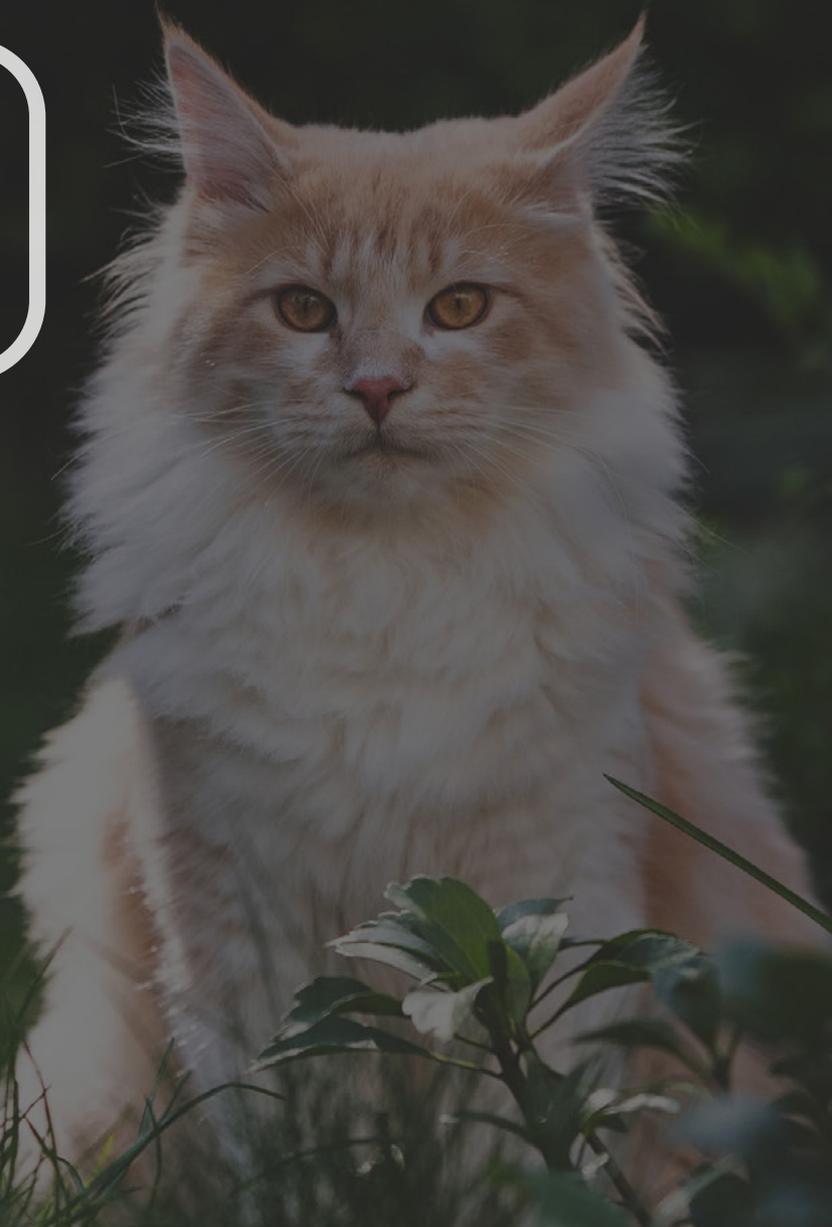
### PROPOSED CHANGES

City of Palmerston is considering making it a requirement for cats to be registered and is analysing the implications. Council may require more resources to regulate this additional area which could increase the cost of pet registration or subsidise the increased service cost through a rate increase for all residents.

### QUESTIONS



Do you think cat registration should be introduced?  
Would you be prepared to pay additional rates to cover the expansion in this service?



## 4.8 MICROCHIPPING

Animal microchipping for identification purposes is strongly encouraged for all dog owners by the City of Palmerston. A microchip is a permanent method of electronic identification. The chip itself is very small (about the size of a grain of rice) and is implanted under the skin between the shoulder blades at the back of an animal's neck. Each chip has a unique number that is detected using a microchip scanner.

### CURRENT SITUATION

There is currently a \$10 reduction in annual registration costs for dogs that have been microchipped, however it is not a compulsory requirement for registering your dog.

### PROPOSED CHANGES

Council is considering the benefits and implications of making microchipping compulsory to register a pet in City of Palmerston. Microchipping a dog gives them the best chance of being identified and returned to their owner if they become lost or stolen.

### QUESTIONS



Do you think microchipping should be compulsory for dogs prior to registration?

Do you think microchipping should be compulsory for cats if they were required to be registered within the municipality?

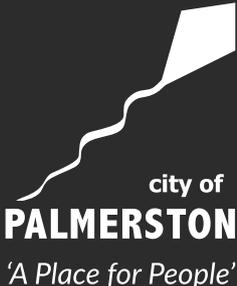
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## 5. FURTHER QUESTIONS / FEEDBACK

We want to hear what you think about our current and proposed changes to the animal by-laws. You can answer our feedback prompts by taking our online survey, available at [palmerston.nt.gov.au](http://palmerston.nt.gov.au). To request a hard copy of this document and the survey, contact Regulatory Services on **(08) 8935 9977** or email [palmerston@palmerston.nt.gov.au](mailto:palmerston@palmerston.nt.gov.au).

## 6. NEXT STEPS

Community consultation for the review of the Palmerston (Animal Management) By-laws will take place over an eight-week period. Once consultation has ended Council will analyse and collate the feedback in a consultation report. This feedback will be used to inform a set of guiding principles for the drafting of new by-laws. Council will work with the Office of Parliamentary Council during this drafting process and the new Animal Management By-Laws will come into effect once all legal requirements are finalised.



Civic Plaza  
1 Chung Wah Terrace,  
Palmerston, NT 0830  
[palmerston.nt.gov.au](http://palmerston.nt.gov.au)



## Animal Management By-Laws Consultation

Have your say on animal management in Palmerston

**Please read the Animal Management By-Laws Discussion Paper on our website before completing this survey.** It contains the information you need to provide informed responses, including the reasons for Council's proposed changes to the animal management by-laws.

To request a hard copy of the document and survey:  
Email [palmerston@palmerston.nt.gov.au](mailto:palmerston@palmerston.nt.gov.au) or,  
Call 08 8935 9900.

### Background

City of Palmerston is committed to providing quality animal management services to our community. A set of by-laws govern the way we manage animals in our municipality and a review is needed to improve our service delivery and meet the growing and changing needs of the Palmerston community.

Council's current animal management by-laws were enacted in 1999 and have had no significant change since their enactment. While they have served their purpose, they are no longer reflective of the community's needs or modern legislative drafting.

Council has identified an update of the current animal management by-laws to meet community expectations as a priority action. In order to do this, there is a process we need to follow, including consulting with community to understand people's views, opinions and appetite for change.

## Animal Management By-Laws Consultation

### About you

*The purpose of this survey is to gather information from the community for City of Palmerston's review of its Animal Management By-Laws. All data collected for this survey will remain confidential and be provided in an aggregated format that does not identify individuals. Your personal details will not be used in any way except as specified in the survey and will not be made available to any other party.*

**1. Age**

- |                                |                             |
|--------------------------------|-----------------------------|
| <input type="radio"/> Under 18 | <input type="radio"/> 45-54 |
| <input type="radio"/> 18-24    | <input type="radio"/> 55-64 |
| <input type="radio"/> 25-34    | <input type="radio"/> 65+   |
| <input type="radio"/> 35-44    |                             |

**2. What Suburb do you live in?**

- |  |                                      |
|--|--------------------------------------|
| <input type="radio"/> Farrar                 | <input type="radio"/> Driver         |
| <input type="radio"/> Johnston               | <input type="radio"/> Durack         |
| <input type="radio"/> Zuccoli                | <input type="radio"/> Marlow Lagoon  |
| <input type="radio"/> Moulden                | <input type="radio"/> Woodroffe      |
| <input type="radio"/> Bellamack              | <input type="radio"/> Bakewell       |
| <input type="radio"/> Gunn                   | <input type="radio"/> Rosebery       |
| <input type="radio"/> Gray                   | <input type="radio"/> Durack Heights |
| <input type="radio"/> Other (please specify) |                                      |

**3. Are you a City of Palmerston rate payer?**

- Yes
- No

4. Do you have any pets?

- Yes, dog/s
- Yes, cat/s
- Yes, bird/s or poultry
- No

Yes, other (please specify)

5. Contact information for receiving updates on City of Palmerston's animal management by-laws

Name

Email Address

Phone Number

## Animal Management By-Laws Consultation

### 4.1 Dog Barking

The following questions relate directly to the sections listed in the Animal Management Discussion Paper. Reading this document before completing the survey will give you all the information you need to answer these questions. You can use the section numbering below to correlate it to the information in the Discussion Paper.

6. Do you agree with Council having the ability to implement additional enforcement measures for nuisance barking listed below?

	Yes	No	Unsure or neutral
Council should have power to order the installation of a barking monitoring device	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The number of dogs allowed to be kept on a property / dwelling should correlate to the lot size	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Amended registration conditions for nuisance barking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cancelled registration for nuisance barking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Compulsory animal education attendance for nuisance barking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## Animal Management By-Laws Consultation

### 4.2 Dog Attacks/Menaces

7. Do you agree there should be a ‘sliding fine scale’ used for dog attacks to reflect the severity of the incident i.e. \$250-1000?

- Yes
- No
- Unsure or neutral

## Animal Management By-Laws Consultation

### 4.2 Dog Attacks/Menaces

8. Do you support Council having the ability to implement the additional penalties listed below if a dog is declared as dangerous?

	Yes	No	Unsure or neutral
Officially registering the dog as a Declared Dangerous Dog with conditions attached such as wearing a muzzle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ordering the owner to remove their dog to a different jurisdiction – in other words, to find the dog a new home in another community	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Euthanizing the dog	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## Animal Management By-Laws Consultation

### 4.3 Declared Dangerous Dogs

9. Do you agree Council should be able to declare dogs as dangerous?

Yes

No

## Animal Management By-Laws Consultation

### 4.3 Declared Dangerous Dogs

10. Do you agree with Council having the ability to implement the specific controls listed below for dangerous dogs?

	Yes	No	Unsure or neutral
Being desexed and microchipped	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Confined to a special enclosure within the owner's property	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Undertaking behaviour modification and/or training	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wearing a muzzle and lead when being exercised	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

# COUNCIL AGENDA Attachment 13.2.2.2

	Yes	No	Unsure or neutral
Affixing a visible 'dangerous dog' sign to their property	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mandatory notification to Council if the owner intends to keep the dog at a different location for an extended period of time	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Compulsory reporting to Council if the dog has attacked or been involved in an attack	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Compulsory notification to Council if the dog is missing, dies or if ownership is transferred	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prospective purchasers to be informed of the dog's status	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**11. Do you agree that owners should pay more for initial and ongoing registration of dogs who have been declared dangerous?**

Yes

No

Other (please specify)

12. Do you agree that in some instances more than one penalty should apply i.e. a fine in line with the attack severity and registering the dog as a declared dangerous dog?

Yes

No

## Animal Management By-Laws Consultation

### 4.4 Nuisance Animals

13. Have you experienced problems relating to cat noise?

Yes

No

14. Have you experienced problems relating to bird/poultry noise?

Yes

No

15. Have you experienced problems relating to offensive odours from domestic animals, nuisance noise or unhealthy conditions causing pest and vermin issues?

Yes

No

If yes, please specify the type of animal and problem you have experienced

16. Would you be prepared to pay additional rates to cover the expansion of this service?

Yes

No

## Animal Management By-Laws Consultation

### 4.5 Licensing

17. Should the applicant's size of property be a key consideration in whether a licence should be granted to home between 2-6 dogs?

Yes

No

18. Should the applicant's dwelling type be a key consideration in whether a licence should be granted?

Yes

No

19. Should a licence holder have to reapply if they move properties?

Yes

No

20. Should licensing provisions be extended to cats?

Yes

No

## Animal Management By-Laws Consultation

### 4.6 Animals at Large (stray cats)

21. Do you think the animals at large offence should also include cats?

Yes

No

22. Do you think any other category of animal should be included in an at large by-law provision?

Yes

No

If yes, please specify what animals you think should be included

## Animal Management By-Laws Consultation

### 4.7 Registration of Cats

23. Do you think cat registration should be introduced?

Yes

No

24. Would you be prepared to pay additional rates to cover the expansion in this service?

Yes

No

## Animal Management By-Laws Consultation

### 4.8 Microchipping

25. Do you think microchipping should be compulsory for dogs prior to registration?

Yes

No

26. Do you think microchipping should be compulsory for cats if they were required to be registered within the municipality?

Yes

No

## Animal Management By-Laws Consultation

27. Do you have any other comments you would like to make about Council's animal management by-laws?



## COUNCIL REPORT

2nd Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.2.3
<b>REPORT TITLE:</b>	Council Policy Review - FIN23 Credit Card
<b>MEETING DATE:</b>	Tuesday 18 May 2021
<b>AUTHOR:</b>	Governance Lead, Caroline Hocking
<b>APPROVER:</b>	Chief Executive Officer, Luccio Cercarelli

### COMMUNITY PLAN

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

### PURPOSE

This report reviews Council Policy *FIN23 Credit Card* and Council's obligatory requirements under the incoming *Local Government Act 2019*.

### KEY MESSAGES

- All Council policies are being reviewed to ensure they are compliant with incoming legislation and up to date with current processes.
- Council Policy *FIN23 Credit Card* sets out the responsibility and use of corporate credit cards held by Council staff members.
- The Chief Executive Officer (CEO) is responsible for the day-to-day operations of the Council and the Management of staff, therefore this policy would be better suited as an Internal Policy managed by the CEO.
- Pursuant to the *Local Government Act* and delegation by Council, the CEO holds the delegated authority to set financial delegations to Council employees, these delegations are recorded in the internal Register of Delegations by the CEO.
- It is not appropriate for Council to hold a Policy directing staff, however it is appropriate for Council to hold a policy setting out the entitlements and limitations of a credit card held by the CEO.
- It is being recommended that Council Policy *FIN23 Credit Card* be rescinded, and that draft policy Credit Card by Chief Executive Officer be adopted.

### RECOMMENDATION

1. THAT Report entitled Council Policy Review - FIN23 Credit Card be received and noted.
2. THAT Council Policy *FIN23 Credit Card* be rescinded.
3. THAT Council authorises the issue of a credit card to the Chief Executive Officer with a monthly credit limit of \$5,000.
4. THAT Credit Card by Chief Executive Officer being **Attachment 13.2.3.2** to Report entitled Council Policy Review - FIN23 Credit Card be adopted as a policy of Council.

## BACKGROUND

Council Policy *FIN23 Credit Card* has previously been reviewed within the Ninth Council Term, adopted at its meeting held on 11 December 2018.

All Council Policies are being reviewed prior to the commencement of the incoming *Local Government Act 2019* to ensure compliance and that they are current with Council's processes.

The review found that Council's process remains the same however, the policy sets out the responsibility and use of corporate credit cards held by Council staff members.

## DISCUSSION

The Chief Executive Officer is responsible for the day-to-day operations of the Council and is responsible for the management of staff. Therefore, it is not appropriate to hold a Council Policy that provides direction to Council employees, this would be better suited as an internal policy held by the CEO.

In accordance with the *Local Government Act* and delegations by Council, the CEO holds the delegated authority to issue credit cards to employees of the Council setting out entitlements and limitations. These delegations are recorded in the internal Register of Delegations by the Chief Executive Officer.

It is appropriate for Council to hold a policy setting out the responsibility and use of a Credit card held by the CEO. A policy has been drafted setting out the CEO's entitlements and limitations of a credit card provided at **Attachment 13.2.3.2**.

The Department of the Chief Minister and Cabinet advise that Council is required to authorise the issue of a credit card to the CEO setting a monthly expenditure limit. It is being recommended that Council authorise the issue of a corporate card to the CEO setting a monthly credit limit of \$5,000, this is consistent with current practice. The draft policy identifies that in the case of an emergency the CEO may apply to Council to raise the delegated amount for a short period of time.

It is recommended that Council Policy *FIN23 Credit Card* be rescinded, and that draft policy Credit Card by Chief Executive Officer be adopted.

## CONSULTATION PROCESS

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

- Director Organisational Services
- Governance and Strategy Manager

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

- Department of the Chief Minister and Cabinet

## POLICY IMPLICATIONS

Should Council resolve to rescind Council Policy *FIN23 Credit Card* the draft Council Policy Credit Card by Chief Executive Officer and Internal Policy Credit Card for Council employees will take its place.

## BUDGET AND RESOURCE IMPLICATIONS

Credit cards should only be used in situations where it is not reasonably possible or cost effective to go through the Council's normal procedures for the ordering of and / or payment for goods and services.

A monthly credit limit of \$5,000 is Council's current amount set with the card provider for the CEO and Council employees.

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

Incoming legislation requires councils to hold a policy for the responsibility and use of a corporate credit card held by a CEO. The draft policy can come into effect prior to the commencement of the *Local Government Act 2019* being 1 July 2021.

Pursuant to the Act, Council delegated powers and functions to allow the CEO to undertake his official duties, the CEO then delegates certain powers and functions to staff to allow them to fulfill their official duties. These delegations are recorded in the internal Register of Delegations by the CEO.

The responsibility and use of corporate credit cards by Council staff should be set out in an Internal Policy held by the CEO, who is responsible for staff management and the day-to-day operations of the Council.

All procurement regardless of the method used must still follow the requirements set out in the *Local Government Act*, Regulations and Council Policy *Procurement*. All corporate credit cards held by the CEO and staff are subject to Council's auditing processes.

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.
- 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. Council Policy FIN23 - Credit Card [13.2.3.1 - 2 pages]
2. Draft Council Policy - Credit Card by Chief Executive Officer [13.2.3.2 - 2 pages]



Name:	Credit Card		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Director Corporate Services		
Approval Date:	11/12/2018	Next Review Date:	1/10/2022
Records Number:	365981	Council Decision:	9/0409

**1 PURPOSE**

This policy is designed to control the use of corporate credit cards issued under the name of City of Palmerston. This policy ensures sound governance of expenditure incurred on behalf of City of Palmerston.

**2 PRINCIPLES**

City of Palmerston is committed to sound financial management, public accountability and transparency.

**3 DEFINITIONS**

*For the purposes of this Policy, the following definitions apply:*

Term	Definition
Credit Cards	Corporate credit cards and store credit cards issued in the name of City of Palmerston.
Cardholder	City of Palmerston employee that is holder of a corporate credit card or store credit card.

**4 POLICY STATEMENT**

**4.1 Issuing of Credit Cards**

4.1.1 Credit Cards are only to be issued to officers that hold the positions with delegation outlined in the Register of Delegations and Sub-Delegations.

4.1.2 Council officers issued with credit cards are in a position of trust with regard to the use of public funds. Improper use of that trust may render the cardholder liable to disciplinary action, legal action or criminal prosecution. All cardholders are to acknowledge receipt of the Credit Card Policy in a signed agreement.

**4.2 Credit Limit**

4.2.1 The Chief Executive Officer has the delegated authority to set monthly maximum credit card limits.

4.2.2 In the case of an emergency situation, in line with the Council's Disaster Recovery Plan, credit limits may be raised for a short period of time above the maximum limit set in the Register of Delegations and Sub-Delegations.

**4.3 Cancellation of Credit Cards**

4.3.1 Each issued credit card remains the sole property of City of Palmerston. The Chief Executive Officer may revoke the use of any credit card at any given time.

## FIN23

- 4.3.2 Cancellation of a credit card is necessary where the:
- Cardholder changes job function that has not got appropriate delegation
  - Employment with cardholder ceases
  - Cardholder has not adhered to set procedures and policies
  - Misuse of credit card
  - Cardholder breaching any terms of this policy

### 4.4 Use of Credit Cards

- 4.4.1 Credit cards must only be used for the carrying out of Council authorised business and for the meeting of Council liabilities where it is deemed to be impractical to adhere to the electronic purchase order system.
- 4.4.2 No private expenditure shall be incurred, even if private funds are transferred or repaid immediately, to offset the expenditure. This includes the payment of parking fines or speeding offences even if incurred whilst on Council business.
- 4.4.3 All purchases on the credit card require appropriate authorisation in line with the Register of Delegations and Sub-Delegations.
- 4.4.4 Where inappropriate expenditure occurs, the value of the expenditure shall be recovered from the cardholder.

### 4.5 Cardholder Responsibilities

- 4.5.1 The cardholder must ensure that the credit card is maintained in a secure manner and guarded against improper use.
- 4.5.2 All documentation regarding a credit card transaction is to be retained by the cardholder.
- 4.5.3 Reconciliation is to be completed within seven days of the date of the credit card statement being issued to the cardholder.
- 4.5.4 The cardholder must follow responsibilities outlined by the card provider.
- 4.5.5 Credit cards are to be returned on or before the employee's termination date.

## 5 ASSOCIATED DOCUMENTS

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- 5.1 Register of Delegations and Sub-Delegations
- 5.2 Credit Card Holder Agreement

## 6 REFERENCES AND RELATED LEGISLATION

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- 6.1 *Local Government Act*
- 6.2 *Local Government (Administration) Regulations*

Name:	Credit Card by Chief Executive Officer		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Governance and Strategy Manager		
Approval Date:	[Approval Date]	Next Review Date:	[Next Review]
Records Number:		Council Decision:	

## 1 PURPOSE

To ensure effective controls and procedures are in place with respect to the use of corporate credit cards by the Chief Executive Officer (CEO).

## 2 PRINCIPLES

Council is committed to sound financial management, public accountability, and transparency.

Credit cards are a valuable tool for the efficient and effective operation of Council's daily business and not a benefit assigned to specific individuals,

Credit cards should only be used in situations where it is not reasonably possible or cost effective to go through the Council's normal procedures for the ordering of and / or payment for goods or services.

Council will apply best practice in relation to the management, authorisation and use of credit cards.

## 3 DEFINITIONS

*For the purposes of this Policy, the following definitions apply:*

Term	Definition
Credit cards	means corporate credit card issued in the name of the City of Palmerston
Cardholder	refers to the Chief Executive Officer being a holder of a corporate credit card

## 4 POLICY STATEMENT

- 4.1 Council will authorise the issue of a credit card setting a monthly credit limit to the CEO.
- 4.2 The authorisation by Council will be listed in the Register of Delegations.
- 4.3 In the case of an emergency situation the CEO may apply to Council to raise the delegated amount for a short period of time.
- 4.4 The credit card will have no cash advance facilities.
- 4.5 The CEO must not gain any personal benefits from being the cardholder.
- 4.6 Any expenditure must comply with legislative requirements, Council policies, delegations, Code of Conduct and direction.
- 4.7 Credit card reconciliation is to be completed by the CEO and subsequently noted by the Mayor.



- 4.8 The CEO is responsible for the safe custody and security of the card and liable for any misuse and associated costs.
- 4.9 The CEO is to return the credit card as soon as the card is no longer required or, if leaving the Council.

## **5** ASSOCIATED DOCUMENTS

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- 5.1 Council Policy – *Procurement*
- 5.2 *Code of Conduct for Chief Executive Officer*
- 5.3 *Register of Delegations by Chief Executive Officer*
- 5.4 *Community Plan*

## **6** REFERENCES AND RELATED LEGISLATION

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- 6.1 *Local Government Act*
- 6.2 *Local Government Regulations*

## COUNCIL REPORT

2nd Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.2.4
<b>REPORT TITLE:</b>	LGANT call for nominations - Minister's Advisory Council for Senior Territorians
<b>MEETING DATE:</b>	Tuesday 18 May 2021
<b>AUTHOR:</b>	Governance Lead, Caroline Hocking
<b>APPROVER:</b>	Chief Executive Officer, Luccio Cercarelli

### COMMUNITY PLAN

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

### PURPOSE

This report seeks Council to endorse a nomination to the Local Government Association of the NT (LGANT) to represent on the Minister's Advisory Council for Senior Territorians (MACST).

### KEY MESSAGES

- Nominations are being called from NT councils for one Elected Member to be appointed as LGANT's representative on the MACST.
- The MACST provides a voice for NT seniors on issues of interest through high level and strategic advice to the government.
- It is recommended Council consider all nominations received and endorse one nomination to LGANT for consideration.

### RECOMMENDATION

1. THAT Report entitled LGANT call for nominations - Minister's Advisory Council for Senior Territorians be received and noted.
2. THAT Council nominate \_\_\_\_\_ as LGANT's representative on the Minister's Advisory Council for Senior Territorians.

### BACKGROUND

Council received an email from LGANT on 28 April 2021 calling for nominations from Elected Members to represent LGANT on the MACST.

The MACST provides a voice for NT seniors on issues of interest through high level and strategic advice to the government. It also provides effective links between government and NT seniors to improve policy outcomes.

Membership comprises of:

- Chairperson, Minister for Senior Territorians.
- Two members of COTA.
- Two members of National Seniors Australia.
- One member for Association of Independent Retirees.

- One member of Palmerston and Litchfield Seniors Association.
- One member Aboriginal Peak Organisation.
- One member of LGANT.
- Seven community members representing regional, rural and urban areas of the NT.
- Two commonwealth observers from Department of Health, Aged Care.

LGANT's position is currently vacant and nominations from NT councils for one Elected Member to fill the appointment is being sought.

## **DISCUSSION**

Members of the MACST provide high level and strategic advice to the Minister for Territory Families, Housing and Communities and is responsible for:

- Advising the Minister for Seniors on matters of interest, including emerging issues facing NT seniors;
- Exploring and discussing how service providers can meet community needs; and
- Discussing ideas that promote awareness of the positive aspects of ageing to the community.

Meetings are held three times a year in Darwin, with the next meeting scheduled Wednesday 7 July 2021 from 9.00am to 3.00pm.

Candidates in the past have been selected on the basis of skills, knowledge, experience and broader community participation or representation. LGANT representatives on committees are required to provide regular update reports and an annual report for its General Meeting each year. A copy of LGANT's procedures for representatives on Committees is provided at **Attachment 13.2.4.1**.

LGANT's email was circulated to Elected Members by the Mayor for information. Alderman Henderson indicated an interest in nominating as LGANT's representative. This Report seeks Council to consider all interest received and endorse one nomination to put forward to LGANT.

## **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**

The appointment carries no remuneration however, Elected Members are entitled to claim Extra Meeting Allowance when performing the duties of an appointed representative to a Committee, in line with Council Policy *EMO2 Elected Members Benefits and Support Policy*.

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

This report addresses the following City of Palmerston Strategic Risks:

- 8 Fails to develop effective relationships and manage expectations of relevant parties  
Context: Engagement and communication with stakeholders (internal and external to the Council).

## **ENVIRONMENT SUSTAINABILITY IMPLICATIONS**

There are no environment sustainability implications for this report.

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

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

## **ATTACHMENTS**

1. Procedures for LGANT Representatives on Committees [13.2.4.1 - 1 page]

# LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY



## PROCEDURES FOR LGANT REPRESENTATIVES ON COMMITTEES

LGANT representatives on committees are required to provide the Association with regular reports and an annual report for its Annual General Meeting in November of each year.

The Association also requires the minutes of each meeting attended to be emailed to the CEO's Personal Assistant, [elaine.mcleod@lgant.asn.au](mailto:elaine.mcleod@lgant.asn.au).

Representatives are required to supply the Association with contact details such as mobile phone number, email address, postal address and the council they are a member of.

The Association will supply information to nominees of committees, including their Terms of Reference.

If a LGANT representative resigns from a committee, he/she is requested to inform the Association in writing, by letter or email, so that an alternative representative can be nominated to the committee.

*The Association may remove its endorsement of a representative on a committee if that representative fails to deliver regular reports or misses meetings without just cause. It would then be up to the committee to decide whether or not the representative remains on that committee if the representative is without LGANT endorsement.*

*A Place for People*

**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, 1 June 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 99(2) of the Local Government Act 2019 and Section 51 of the Local Government (General) Regulations 2021* the meeting be closed to the public to consider the Confidential items of the Agenda.

**20 ADJOURNMENT OF MEETING AND MEDIA LIAISON**

The top of the page features a dark blue background with a white silhouette of a family (two adults and two children) on a grassy bank. One adult is holding a kite string, and another child is running. In the background, there are silhouettes of buildings and a water tower. To the right, two colorful bee-eaters with green bodies and orange-brown heads are perched on a branch. The background is decorated with white brushstrokes and a yellow and orange bokeh effect.

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

# **COUNCIL MEETING MINUTES**

## **TUESDAY, 4 MAY 2021**

*'A Place for People'*

## CITY OF PALMERSTON

**Minutes of Council Meeting  
held in Council Chambers  
Civic Plaza, 1 Chung Wah Terrace, Palmerston  
on Tuesday 4 May 2021 at 5:30pm.**

### ELECTED MEMBERS

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

### STAFF

Chief Executive Officer, Luccio Cercarelli  
Deputy Chief Executive Officer/Director Lifestyle and  
Community, Amelia Vellar  
Director City Growth and Operations, Nadine Nilon  
Director Organisational Services, Silke Maynard  
Minute Secretary, Stoney Dethmore

### GALLERY

Nil

## 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 5:31pm.

## 3 APOLOGIES AND LEAVE OF ABSENCE

### 3.1 Apologies

Nil

Initials:

3.2 Leave of Absence Previously Granted

Nil

3.3 Leave of Absence Request

Nil

**4** REQUEST FOR AUDIO/AUDIOVISUAL CONFERENCING

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Nil

**5** DECLARATION OF INTEREST

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5.1 Elected Members

Moved: Alderman Morrison  
Seconded: Alderman Hale

THAT the Declaration of Interest received from Alderman Morrison for Item 25.2.4 be received and noted.

CARRIED 9/1605 - 04/05/2021

5.2 Staff

Moved: Alderman Giesecke  
Seconded: Alderman Hale

THAT the Declaration of Interest received from Chief Executive Officer, Luccio Cercarelli for Item 25.2.4 be received and noted.

CARRIED 9/1606 - 04/05/2021

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

## 6 CONFIRMATION OF MINUTES

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### 6.1 Confirmation of Minutes

Moved: Alderman Henderson  
Seconded: Deputy Mayor Garden

THAT the minutes of the Council Meeting held on Tuesday, 20 April 2021 pages 10392 to 10402, be confirmed.

CARRIED 9/1607 - 04/05/2021

### 6.2 Business Arising from Previous Meeting

Nil

## 7 MAYORAL REPORT

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### 7.1 Mayoral Update Report - 4 May 2021

Moved: Mayor Pascoe-Bell  
Seconded: Alderman Giesecke

THAT Report entitled Mayoral Update Report - 4 May 2021 be received and noted.

CARRIED 9/1608 - 04/05/2021

## 8 DEPUTATIONS AND PRESENTATIONS

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Nil

## 9 PUBLIC QUESTIONS (WRITTEN SUBMISSIONS)

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Nil

## 10 CONFIDENTIAL ITEMS

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### 10.1 Moving Confidential Items into Open

#### 25.2.1 Outstanding Infringement Write-Off

Moved: Alderman Morrison  
Seconded: Alderman Henderson

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

**Minute Book Page 10413**  
**1st Ordinary Council Meeting**

1. THAT Report entitled Outstanding Infringement Write-Off be received and noted.
2. THAT Council approve the write-off of \$248,674.99 for overdue infringements dated 1999 to 30 April 2019 as of 28 April 2021.
3. THAT the Council decisions relating to report entitled Outstanding Infringement Write-Off be moved into the 4 May 2021 Open Minutes.

**CARRIED 9/1619 - 04/05/2021**

#### 25.2.6 Community Benefit Scheme - Scholarship Application

Moved: Alderman Lewis  
Seconded: Deputy Mayor Garden

1. THAT Report entitled Community Benefit Scheme - Scholarship Application be received and noted.
2. THAT Council approves the 2020/2021 scholarship application for \$3,790 to support Monique Stokes' studies in Certificate 4 in Education Support - CHC40213.
3. THAT the Council decisions relating to report entitled Community Benefit Scheme - Scholarship Application be moved into the 4 May 2021 Open Minutes.

**CARRIED 9/1625 - 04/05/2021**

#### 10.2 Moving Open Items into Confidential

Nil

#### 10.3 Confidential Items

Moved: Deputy Mayor Garden  
Seconded: Alderman Henderson

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:

Initials:

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**Minute Book Page 10414**  
**1st Ordinary Council Meeting**

ITEM	REGULATION	REASON
25.1.1	8(c)(iv)	This item is considered 'Confidential' pursuant to section 65(2) of the <i>Local Government Act 2008</i> and Regulation 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	8(c)(i)	This item is considered 'Confidential' pursuant to section 65(2) of the <i>Local Government Act 2008</i> and Regulation 8(c)(i) of the <i>Local Government (Administration) Regulations</i> , which states municipal council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person.
25.2.2	8(c)(i)	This item is considered 'Confidential' pursuant to section 65(2) of the <i>Local Government Act 2008</i> and Regulation 8(c)(i) of the <i>Local Government (Administration) Regulations</i> , which states municipal council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person.
25.2.3	8(c)(iv)	This item is considered 'Confidential' pursuant to section 65(2) of the <i>Local Government Act 2008</i> and Regulation 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.
25.2.4	8(a)	This item is considered 'Confidential' pursuant to section 65(2) of the <i>Local Government Act 2008</i> and Regulation 8(a) 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 about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.
25.2.5	8(c)(iv)	This item is considered 'Confidential' pursuant to section 65(2) of the <i>Local Government Act 2008</i> and Regulation 8(a) of the <i>Local Government (Administration) Regulations</i> , which states municipal council may close to the public only

Initials:

**Minute Book Page 10415**  
**1st Ordinary Council Meeting**

		so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.
25.2.5	8(c)(iv)	This item is considered 'Confidential' pursuant to section 65(2) of the <i>Local Government Act 2008</i> and Regulation 8(a) 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 about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.

CARRIED 9/1609 - 04/05/2021

## 11 PETITIONS

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Nil

## 12 NOTICES OF MOTION

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Nil

## 13 OFFICERS REPORTS

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### 13.1 Receive and Note Reports

#### 13.1.1 External Auditor Appointment Extension

Moved: Deputy Mayor Garden

Seconded: Alderman Morrison

THAT Report entitled External Auditor Appointment Extension be received and noted.

CARRIED 9/1610 - 04/05/2021

Initials:

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## 13.1.2 Palmerston Youth Festival 2021 Update

Moved: Alderman Lewis  
Seconded: Alderman Hale

THAT Report entitled Palmerston Youth Festival 2021 Update be received and noted.

CARRIED 9/1611 - 04/05/2021

## 13.2 Action Reports

### 13.2.1 Council Policy Review - MEE03 Public Question Time

Moved: Alderman Hale  
Seconded: Alderman Morrison

1. THAT Report entitled Council Policy Review - *MEE03 Public Question Time* be received and noted.
2. THAT Council Policy *MEE03 Public Question Time* be rescinded.
3. THAT Council adopt Guideline Public Question Time being **Attachment 13.2.1.2** to Report entitled Council Policy Review - MEE03 Public Question Time.

CARRIED 9/1612 - 04/05/2021

### 13.2.2 Community Benefit Scheme Sponsorship Application - Palmerston and Litchfield Seniors Association

Moved: Alderman Henderson  
Seconded: Alderman Giesecke

1. THAT Report entitled Community Benefit Scheme Sponsorship Application - Palmerston and Litchfield Seniors Association be received and noted.
2. THAT Council approve the three-year sponsorship funding application from the Palmerston and Litchfield Seniors Association of \$20,000 each year for the financial years of 2021/2022, 2022/2023 and 2023/2024 to be funded from the Community Benefit Scheme as detailed in report entitled Community Benefit Scheme Sponsorship Application - Palmerston and Litchfield Seniors Association.

CARRIED 9/1613 - 04/05/2021

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

## 14 INFORMATION AND CORRESPONDENCE

---

14.1 Information

Nil

14.2 Correspondence

Nil

## 15 REPORT OF DELEGATES

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15.1 LGANT April 2021 General Meeting

Moved: Mayor Pascoe-Bell

Seconded: Alderman Henderson

THAT the verbal report received by Mayor Pascoe-Bell regarding LGANT April 2021 General Meeting be received and noted.

CARRIED 9/1614 - 04/05/2021

## 16 QUESTIONS BY MEMBERS

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Nil

## 17 GENERAL BUSINESS

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Nil

## 18 NEXT COUNCIL MEETING

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Moved: Alderman Hale

Seconded: Alderman Henderson

THAT the next Ordinary Meeting of Council be held on Tuesday, 18 May 2021 at 5:30pm in the Council Chambers, First Floor, Civic Plaza, 1 Chung Wah Terrace Palmerston.

CARRIED 9/1615 - 04/05/2021

Initials:

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**19** CLOSURE OF MEETING TO PUBLIC

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Moved: Alderman Giesecke  
Seconded: Deputy Mayor Garden

THAT pursuant to Section 65(2) of the *Local Government Act 2008* 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 9/1616 - 04/05/2021

**20** ADJOURNMENT OF MEETING AND MEDIA LIAISON

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Nil

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Chair

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Print Name

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Date

Initials:

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