

AGENDA

1st Ordinary Council Meeting

Tuesday 3 September 2024

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

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



LUCCIO CERCARELLI
CHIEF EXECUTIVE OFFICER



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- 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 20 August 2024 pages 11421 to 11429 be confirmed.
 - 6.2 Business Arising from Previous Meeting
- 7 MAYORAL REPORT
- 8 DEPUTATIONS AND PRESENTATIONS
- 9 PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)
- 10 CONFIDENTIAL ITEMS
 - 10.1 Moving Confidential Items into Open
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 - 10.3 Confidential Items

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

Item	Confidential Category	Confidential Clause
25.1.1	Council Committee Recommendations	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(c)(i) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person.
25.2.1	Contract and Tender Assessment and Award	<p>This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(c)(i) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person.</p> <p>This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(c)(iv) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person.</p>
26.2.1	Council Performance, Service Delivery and Budget Review	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(c)(iv) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person.

11 PETITIONS

12 NOTICES OF MOTION

13 OFFICER REPORTS

COUNCIL REPORT

1st Ordinary Council Meeting

AGENDA ITEM:	13.1.1
REPORT TITLE:	Risk Management and Audit Committee Open Minutes - 27 August 2024
MEETING DATE:	Tuesday 3 September 2024
AUTHOR:	Executive Assistant to General Manager Finance and Governance, Navya Desamala
APPROVER:	General Manager Finance and Governance, Wati Kerta

COMMUNITY PLAN

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

PURPOSE

This Report seeks Council approval of the recommendations from the Risk Management and Audit Committee meeting held on the 27 August 2024.

KEY MESSAGES

- The Risk Management and Audit Committee met on Tuesday 27 August 2024.
- The Risk Management and Audit Committee agenda and unconfirmed minutes from this meeting are available for viewing on the Council website.

RECOMMENDATION

1. THAT Report entitled Risk Management and Audit Committee Open Minutes - 27 August 2024 be received and noted.
2. THAT the unconfirmed Risk Management and Audit Committee minutes provided at **Attachment 13.1.1.1** to Report entitled Risk Management and Audit Committee Open Minutes - 27 August 2024 be received and noted.
3. THAT the Risk Management and Audit Committee recommends to Council:
 - a. THAT Council notes there are no changes to the existing policy, other than minor administrative changes and that a report will be provided to Council to adopt the revised Asset Management Policy.

BACKGROUND

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

As per the *Northern Territory Local Government Act 2019* (the act) and the *Local Government (Accounting) Regulations*, the Committee make recommendations to the council about any matters as a result of the

committee's functions to monitor and review the integrity of the Council's financial management and review internal controls.

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

DISCUSSION

The Risk Management and Audit Committee meeting was held on 27 August 2024 with the unconfirmed minutes provided at **Attachment 13.1.1.1**.

At the 27 August 2024 Risk Management and Audit Committee meeting the Council Policy Review - Asset Management report was presented with no changes to the existing policy, other than minor administrative changes. The Committee recommends to Council that a report be provided to Council to adopt the revised Asset management policy.

CONSULTATION AND MARKETING

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

- Risk Management and Audit Committee members

POLICY IMPLICATIONS

There are no policy implications for this Report.

BUDGET AND RESOURCE IMPLICATIONS

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

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This Report addresses the following City of Palmerston Strategic Risks:

6. Governance
Failure to effectively govern.

STRATEGIES, FRAMEWORK AND PLANS IMPLICATIONS

There are no strategy, framework or plan 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. 20240827 UNCONFIRMED Risk Management and Audit Committee Minutes 27 August (3)
[13.1.1.1 - 7 pages]



MINUTES

Risk Management and Audit Committee **Tuesday 27 August 2024**

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

Committee business papers can be viewed on the City of Palmerston website www.palmerston.nt.gov.au

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COMMITTEE MINUTES

Minutes of Risk Management and Audit Committee Meeting
held in Council Chambers
Civic Plaza, 1 Chung Wah Terrace, Palmerston
on Tuesday 27 August 2024 at 5.00pm

PRESENT

COMMITTEE MEMBERS	Clare Milikins, Independent Member (Chair) Craig Kirby, Independent Member (<i>Via Audio/Audiovisual</i>) David Ray, Independent Member Mayor Athina Pascoe-Bell Councillor Amber Garden
STAFF	Chief Executive Officer, Luccio Cercarelli General Manager Infrastructure, Nadine Nilon General Manager Finance and Governance, Wati Kerta General Manager Community, Konrad Seidl Finance Manager, Jeffrey Guilas Governance Lead, Angie Torr Minute Secretary, Navya Desamala
GALLERY	Nil

Initials:



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COMMITTEE MINUTES

1 ACKNOWLEDGEMENT OF COUNTRY

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

2 OPENING OF MEETING

The Chair declared the meeting open at 5.08pm.

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies

Moved: Councillor Garden
Seconded: David Ray

THAT the apology received from Councillor Henderson for 27 August 2024 be received and noted.

CARRIED RMA10/146 – 27/08/2024

3.2 Leave of Absence Previously Granted

Nil

3.3 Leave of Absence Request

Nil

4 REQUEST FOR AUDIO/AUDIOVISUAL CONFERENCING

Moved: David Ray
Seconded: Councillor Garden

THAT the Committee note Craig Kirby is attending via Audio/Audiovisual Conferencing who will be physically prevented from attending a meeting due to being a distance greater than 100km from the appointed place of meeting.

CARRIED RMA10/147 – 27/08/2024

5 DECLARATION OF INTEREST

5.1 Committee Members

Moved: Mayor Pascoe-Bell
Seconded: David Ray

THAT the Declaration of Interest received from Chair Clare Milikins for Item 16.1.2 be received and noted.

CARRIED RMA10/148 – 27/08/2024

Initials:



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COMMITTEE MINUTES

5.2 Staff

Nil

6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

Moved: Mayor Pascoe-Bell
Seconded: David Ray

THAT the Minutes of the Council Meeting held on 11 June 2024 pages 269 to 274 be confirmed.

CARRIED RMA10/149 – 27/08/2024

6.2 Business Arising from Previous Meeting

Nil

7 DEPUTATIONS AND PRESENTATIONS

Nil

8 CONFIDENTIAL ITEMS

8.1 Moving Confidential Items into Open

Nil

8.2 Moving Open Items into Confidential

Nil

8.3 Confidential Items

Moved: Mayor Pascoe-Bell
Seconded: Craig Kirby

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

Item	Confidential Category	Confidential Clause
16.1.1	Council Performance, Service Delivery and Budget Review	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(c)(i) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly

Initials: _____



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COMMITTEE MINUTES

		disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person.
16.1.2	Council Performance, Service Delivery and Budget Review	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(c)(i) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person.
16.2.1	Council Performance, Service Delivery and Budget Review	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(c)(i) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person.
16.2.2	Council Performance, Service Delivery and Budget Review	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(c)(i) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person.
16.2.3	Council Initiative Project	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(e) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.

CARRIED RMA10/150 – 27/08/2024

9 OFFICER REPORTS

9.1 Action Reports

9.1.1 Council Policy Review - Asset Management

Moved: David Ray
Seconded: Mayor Pascoe-Bell

1. THAT Report entitled Council Policy Review - Asset Management be received and noted.

Initials: _____



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COMMITTEE MINUTES

2. THAT the Risk Management and Audit Committee recommend to the Council:
 - a. THAT Council notes there are no changes to the existing policy, other than minor administrative changes and that a report will be provide to Council to adopt the revised Asset Management Policy.

CARRIED RMA10/151 – 27/08/2024

9.2 Receive and Note Reports

Nil

10 INFORMATION AND CORRESPONDENCE

10.1 Information

Nil

10.2 Correspondence

Nil

11 GENERAL BUSINESS

Nil

12 NEXT COMMITTEE MEETING

Moved: David Ray
Seconded: Councillor Garden

THAT the next Risk Management and Audit Committee Meeting be held on Tuesday, 29 October 2024 at 5:00pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

CARRIED RMA10/152 – 27/08/2024

13 CLOSURE OF MEETING TO PUBLIC

Moved: Mayor Pascoe-Bell
Seconded: David Ray

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

CARRIED RMA10/153 – 27/08/2024

Initials:



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COMMITTEE MINUTES

The open section of the meeting closed at 5.24pm for the discussion of confidential matters.

The Chair declared the meeting closed at 6.28pm.

Chair

Print Name

Date

UNCONFIRMED

Initials: _____

COUNCIL REPORT

1st Ordinary Council Meeting

AGENDA ITEM:	13.1.2
REPORT TITLE:	By-Laws Review
MEETING DATE:	Tuesday 3 September 2024
AUTHOR:	Executive Assistant to CEO, Kate Roberts
APPROVER:	Chief Executive Officer, Luccio Cercarelli

COMMUNITY PLAN

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

PURPOSE

This Report seeks Council endorsement of the proposed Council By-Law reviews.

KEY MESSAGES

- By-Laws are rules that Council is empowered by the Local Government Act to make to provide good governance for the Palmerston community.
- Council By-Laws may be made, amended or repealed by the Council.
- Council has five (5) sets of By-Laws.
- It is considered timely to develop a schedule for the review of all Council By-Laws to ensure they are contemporary and modern.
- The review of the Animal Management By-Laws was recently completed and therefore, it is recommended that Council commence a review of the remaining By-Laws.
- It is recommended that Council engage the Office of the Parliamentary Counsel to assist with the drafting of By-Laws.
- It is being recommended that Council endorses a priority schedule for the review of By-Laws to ensure that they are contemporary and fit for purpose.

RECOMMENDATION

1. THAT Report entitled By-Laws Review be received and noted.
2. THAT Council endorse the priority review schedule as follows to commence in 2024:
 - a. Priority One - Palmerston (Procedures for Meetings) By-Laws 2003
 - b. Priority Two - Palmerston (Public Places) By-Laws 2001
 - c. Priority Three - Palmerston (Charges) By-Laws 1994
 - d. Priority Four - Palmerston (Signs, Hoardings and Advertising) By-Laws 1999

BACKGROUND

The regulatory functions of local government are guided by a variety of factors including specific By-Laws. Proactively developing, reviewing and implementing these By-Laws is a key function of Council.

A municipal By-Law is subordinate legislation which applies to a certain area. Councils use By-Laws to respond to issues and community needs within their respective municipalities.

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City of Palmerston, as with all municipal councils within the Northern Territory, derives its power to pass By-Laws from the *Local Government Act 2019* (NT). By-Laws must comply with the principles set out in section 276 of that Act and, as a matter of law, can only be made within the by-law making power provided for in the Act.

City of Palmerston has five (5) sets of By-Laws:

- City of Palmerston (Animal Management) By-Laws 2024
- Palmerston (Charges) By-Laws 1994
- Palmerston (Procedures for Meetings) By-Laws 2003
- Palmerston (Public Places) By-Laws 2001
- Palmerston (Signs, Hoardings and Advertising) By-Laws 1999

The review of the Animal Management By-Laws was recently completed and therefore, as part of responsible governance, it is recommended that Council commence a review of the remaining current By-Laws to ensure they consider the changing needs of our community which has grown significantly since many were enacted, and to consider changes in the way legislation is drafted.

DISCUSSION

Given the age of the By-Laws it is considered timely to undertake a review to make them modern and contemporary.

By-Laws are designed to reflect the expectations of the community, which are captured in the Community Plan. These include ensuring a safe community, trustworthy governance and supporting our local economy.

Within the Palmerston municipality and in the areas of responsibility Council is empowered to legislate, By-Laws can be enforced with penalties, be challenged in court and must be consistent with other legislation.

By-Laws may be made, amended or repealed on the initiative of Council.

A priority schedule as per the below is being proposed and will be rolled out based on resourcing timing and availability of Parliamentary Council.

Priority Order	Meeting By-Law
1	Palmerston (Procedures for Meetings) By-Laws 2003
2	Palmerston (Public Places) By-Laws 2001
3	Palmerston (Charges) By-Laws 1994
4	Palmerston (Signs, Hoardings and Advertising) By-Laws 1999

Ideally subject to progress, engagement and other legislative requirements the review of all By-Laws will commence in the next 24 months.

It is noted that depending on a variety of factors the review of By-Laws can take a considerable amount of time from commencement to completion.

The current *Palmerston (Procedures at Meetings) By-Laws* are 21 years old and have been identified as a priority due to the time since their last review and the importance in meeting Community Plan Outcomes of trustworthy governance.

By-Laws are capable of including penalties for non-compliance and the current *Palmerston (Procedures at Meetings) By-Laws* do provide for penalties.

In its review Council will consider the outcomes of By-Law reviews recently undertaken by other Northern Territory Councils as they will capture latest practice and be acceptable to the Northern Territory Government. It is Council's intention to use them as a basis and then customise as required. Council may also use subject matter experts and seek independent legal advice as required.

In drafting By-Laws, it is recommended that Council engage with the Office of the Parliamentary Counsel (OPC) with the assistance of the Department. This will assist in ensuring that the By-Laws meet Northern Territory Government requirements. If the By-Laws do not meet Northern Territory Government drafting requirements, they would be returned to Council for further work until the By-Laws meet the requirements.

Council will still seek independent legal advice as required to assist in the drafting process. This process may be revised depending on the requirements of each review process.

CONSULTATION PROCESS

Consultation Plans for each By-Law will be developed with consideration of Council policy and legislative requirements.

Workshops will be held with Elected Members to determine drafting instructions and regular reports will be presented to the Council.

POLICY IMPLICATIONS

This report does not have any budget or resource implications as all work will be completed within existing funding and staff allocation. This includes external legal advice as required.

BUDGET AND RESOURCE IMPLICATIONS

Changes to By-Laws may impact on financial and human resources, these will be considered at the time of review.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

Section 275 of the *Local Government Act* empowers Council to make By-Laws. Section 278 of the *Local Government Act* and Section 63 of the *Interpretation Act* outline the procedure for making By-Laws.

When By-Laws have been drafted to the satisfaction of Council, these sections require Council to publicly advertise proposed By-Laws, consider written submissions on the proposed By-Laws and then adopt them with a certificate certifying that the By-Laws are legislatively compliant.

Once they are adopted by Council, the By-Laws are forwarded to the Minister responsible for local government who may either return them with amendments or gazette them and table them in the Legislative Assembly.

As Council is required to work with external parties as part of this process, Council is unable to commit to a timeframe. It is noted that depending on a variety of factors the review of By-Laws can take a considerable amount of time from commencement to completion.

There is a risk that the Northern Territory Government will not accept amending By-Laws. This risk will be eliminated if Council engages OPC to draft Council By-Laws and engaging the Department as required. OPC will issue the certificate certifying that the By-Laws are legislatively compliant, as required under the *Local Government Act*.

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This Report addresses the following City of Palmerston Strategic Risks:

6. Governance
Failure to effectively govern.

STRATEGIES, FRAMEWORK AND PLANS IMPLICATIONS

There are no strategy, framework or plan 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

1st Ordinary Council Meeting

AGENDA ITEM:	13.1.3
REPORT TITLE:	Change to Order of Business and Minutes Voting Format
MEETING DATE:	Tuesday 3 September 2024
AUTHOR:	Executive Assistant to CEO, Kate Roberts
APPROVER:	Chief Executive Officer, Luccio Cercarelli

COMMUNITY PLAN

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

PURPOSE

This Report seeks Council approval of proposed changes to the Ordinary Meeting Order of Business and changes to the Minute voting format to allow for notation of the number of votes For and Against at each resolution.

KEY MESSAGES

- Section 7(1) of the *Palmerston (Procedures for Meetings) By-Laws* requires that an Order of Business at an Ordinary Meeting must be as Council resolves.
- In accordance with the Local Government Act, the Chief Executive Officer is responsible to prepare business papers and convene meetings of the Council.
- The existing Order of Business has been developed and refined overtime and was last reviewed as part of the advice to the 10th Council in September 2021.
- Changes to the existing Order of Business is proposed to move the placement of Leave of Absence Requests and Request for Audio/Audiovisual Conferencing from the Open to the Confidential section of the meeting.
- Changes to the Minute voting format are also proposed to allow for notation of the number of votes For and Against at each resolution in the minutes.
- Proposed amendments to the display of voting are not to display each resolution as a division and does not record who voted in which manner.
- Proposed changes to the way voting is displayed will assist in showing the listing of For and Against, and Unanimous votes as this is good governance and normal practice at many Councils.

RECOMMENDATION

1. THAT Report entitled Change to Order of Business and Minutes Voting Format be received and noted.
2. THAT Council amend the Order of Business for Council Meetings as per **Attachment 13.1.3.2** to Report entitled Change to Order of Business and Minutes Voting Format and that the intent of these changes be reflected in all Committee Meeting Agendas and Minutes, with this change taking effect no later than the 1st Ordinary Meeting in October 2024.
3. THAT Council amend the Minutes voting format for Council Meetings as displayed in **Attachment 13.1.3.4** to Report entitled Change to Order of Business and Minutes Voting Format and that the

intent of these changes be reflected in all Committee Meeting Minutes, with this change taking effect no later than the 1st Ordinary Meeting in October 2024.

BACKGROUND

The City of Palmerston (Procedures for Meetings) By-Laws, Section 7(1) states:

7 Order of business

- 1) *Subject to these By-laws, the order of business at an ordinary meeting must be as the council or the committee (as the case may be) determines by resolution.*

The Chief Executive Officer is responsible to prepare business papers and convene meetings of Council in accordance with the Local Government Act.

At the 2nd Ordinary Council Meeting of 21 September 2021 Council made the following decision:

13.2.3 Order of Business – Ordinary Council Meetings

Moved: Alderman Garden
Seconded: Alderman Henderson

1. *THAT Report entitled Order of Business – Ordinary Council Meetings be received and noted.*
2. *THAT Council approves the 10th City of Palmerston Order of Business for Ordinary Council Meetings as provided at Attachment 13.2.3.1 and Attachment 13.2.3.2 of Report entitled Order of Business – Ordinary Council Meetings.*

CARRIED 10/8 – 21/09/2021

Council's current Order of Business has been developed and refined overtime, to ensure consistency with Council's practices, as well as legislative and policy changes. The last review of the Order of Business was conducted as part of the advice to the 10th Council in September 2021.

Current Minute voting formatting displays if a decision was Carried or Lost but does not display the number for or against each decision.

Section 95(4) of the Local Government Act states:

95 Procedure at meeting

- 4) *Subject to this Act, a decision carried by a majority of the votes of the members present at a meeting of a council is a decision of the council.*

DISCUSSION

Council's Order of Business ensures the decision-making process is transparent and efficient. A well structured agenda assists Elected Members to get the most out of meetings, enabling them to make informed decisions that come from analysis of sound advice and constructive debate.

Council is able to refine its Order of Business for Ordinary Council Meetings at any time during the term to ensure continuous improvement.

Order of Business – Proposed amendments

It is being recommended that the Order of Business be amended to move the “Leave of Absence Request” and “Request for Audio/Audiovisual Conferencing” from the Open Agenda to the Confidential Agenda, and the Open Agenda updated to reflect “Audio/Audiovisual Conferencing Granted”.

Recently discussions have occurred with Elected Members who have indicated support for the recommended change for the “Leave of Absence Request” in the Order of Business with consideration of governance, dealing with personal matters and security. Moving the “Leave of Absence Requests” and “Requests for Audio/Audiovisual Conferencing” into the Confidential section of the meeting is being recommended as it relates to personal information relating to members of council.

It should be noted that on expiry of the Leave of Absence and completion of the Audio/Audiovisual Conferencing the relevant decisions will be moved to the Open Minutes to ensure Council remains transparent, accountable and compliant with legislation and policy.

It is also noted that Elected Members do not have a fixed amount of leave and that Leave of Absence is simply a governance processes that the Elected Member has informed the Council of their intent to be absent.

Apologies will remain in place on the Open Agenda as they are unexpected for the particular meeting only. It is proposed that Leave of Absence Previously Granted will also remain in place on the Open Agenda, however wording of this item in the Minutes document will be updated to reflect only noting of the names of Elected Members who have leave granted for the meeting. An example of this wording is as follows:

THAT it be noted the following Elected Members have been granted Leave of Absence from this meeting:

1. Councillor X (previously granted)
2. Councillor Y (granted by Chief Executive Officer)

It is being recommended that the Request for Audio/Audiovisual Conferencing section of the Open Agenda be relabelled as “Audio/Audiovisual Conferencing Granted” and the “Request for Audio/Audiovisual Conferencing” section be moved to the Confidential Agenda.

It is further proposed that the wording of the “Audio/Audiovisual Conferencing Granted” item in the Minutes document will be to reflect only noting of the names of Elected Members who have Audio/Audiovisual Conferencing granted for the meeting. An example of this wording is as follows:

THAT it be noted the following Elected Members have been granted Audio/Audiovisual for this meeting:

1. Councillor X (previously granted)
2. Councillor Y (granted by Chief Executive Officer)

It should be noted that both the “Leave of Absence Previous Granted” and proposed “Audio/Audiovisual Conferencing Granted” sections are considered administrative processes and would not require vote by Elected Members, as is current practice.

The current Order of Business has been provided for reference at **Attachment 13.1.3.1**. The proposed amended Order of Business is available at **Attachment 13.1.3.2** for consideration.

Recording of votes- Proposed amendments

Changes to the Minute voting format are also proposed to allow for notation of the number of votes For and Against at each resolution in the minutes.

It is proposed that the minutes does not record names and their vote but simply the number of Members who voted For and Against. This is not a division under the By-Laws and a division will still apply where any Elected Member wishes to call for a division to have the names For and Against recorded.

Proposed changes to the way voting is displayed will assist in showing the listing of For and Against, and Unanimous votes as this is considered good governance and is a practice undertaken within many Councils across Australia.

The current Minute voting format has been provided for reference at **Attachment 13.1.3.3**. The proposed amended Minute voting format is available at **Attachment 13.1.3.4** for consideration.

It is being recommended that the changes to the Council Meetings Order of Business and intent of these changes be reflected in all Committee Meetings, and that changes to the Minute voting formatting will all take effect by no later than the 1st Ordinary Meeting in October 2024. This is to allow time for the changes to be made within the relevant Council processing system. All efforts will be made to ensure these changes take effect as soon as possible.

Once implemented any refinements required regarding process and alike will be implemented in consultation with Council.

CONSULTATION AND MARKETING

Discussions have occurred with Elected Members in relation to the recommended change to the “Leave of Absence Requests” in the Order of Business and from those discussions Elected Members were in support of this change.

POLICY IMPLICATIONS

Changes made to the Ordinary Meeting Order of Business and Minute voting format is done in accordance with the *Palmerston (Procedure for Meetings) By-Laws 2003*.

The *Palmerston (Procedure for Meetings) By-Laws 2003* were last reviewed in 2008. Review of these By-Laws is being recommended separately to ensure that they are contemporary and fit for purpose.

BUDGET AND RESOURCE IMPLICATIONS

This report does not have any budget or resource implications as all work will be completed within existing funding and staff allocation. This includes external legal advice if required.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

The recommended Order of Business ensures the decision-making process is transparent and efficient. Council’s Order of Business can be refined at any time for continuous improvement.

Moving the Leave of Absence Requests into the Confidential section of the meeting is being recommended as it relates to personal information relating to members of council.

The *Local Government Act 2019* states:

47 Disqualification

- 1) *A person is disqualified from office as a member of council if the person:*
 - o) *is absent, without permission of the council in accordance with the regulations, from 2 consecutive ordinary meetings of the council.*

A Place for People

This Report addresses the following City of Palmerston Strategic Risks:

6. Governance
Failure to effectively govern.

STRATEGIES, FRAMEWORK AND PLANS IMPLICATIONS

There are no strategy, framework or plan 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. Example Order of Business - Current [13.1.3.1 - 3 pages]
2. Example Order of Business - Proposed [13.1.3.2 - 3 pages]
3. Example Minute Formatting - Current [13.1.3.3 - 1 page]
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A Place for People

COUNCIL AGENDA Attachment 13.1.3.2 COUNCIL

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Example Minute Formatting - Current:

19 CLOSURE OF MEETING TO PUBLIC

Moved: Deputy Mayor Fraser
Seconded: Councillor Morrison

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

CARRIED 10/1488 - 20/08/2024

EXAMPLE ONLY

Example Minute Formatting - Proposed:

19 CLOSURE OF MEETING TO PUBLIC

Moved: Deputy Mayor Fraser
Seconded: Councillor Morrison

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

CARRIED (8/0) - 10/1488 - 20/08/2024

EXAMPLE ONLY

COUNCIL REPORT

1st Ordinary Council Meeting

AGENDA ITEM:	13.2.1
REPORT TITLE:	Sustainability Strategy Update
MEETING DATE:	Tuesday 3 September 2024
AUTHOR:	Executive Manager Environment, Katie O'Neill
APPROVER:	General Manager of Infrastructure, Nadine Nilon

COMMUNITY PLAN

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

PURPOSE

This Report provides Council with an update on the implementation of the Sustainability Strategy (2022 – 2026), the achievement of sustainability targets designed to monitor success of the Strategy, and the upcoming priority programs which once implemented will improve Council's overall sustainability performance.

KEY MESSAGES

- Council's Sustainability Strategy continues to be implemented with a focus on the achievement of key actions that deliver across four (4) sustainability themes:
 - protecting urban ecology and the natural environment,
 - empowering and connecting our communities,
 - future focus on efficiencies, and
 - leading with purpose.
- Council has made progress in achieving the objectives of the Sustainability Strategy through various completed and ongoing projects.
- Projects that have been completed or are ongoing include;
 - installation of lakebed aerators,
 - undertaking environmental weed control and controlled burns,
 - expanding tree species lists for tree planting programs,
 - undertaking waste education programs,
 - utilising recycling bins at Council events, and
 - commencing upgrades to the Archer Waste Management Facility.
- Monitoring of sustainability indicators against the original targets set at the time of the Strategy indicates an overall improvement in Council's sustainability performance.
- Several priority focus areas have been identified for the next 12 months that align with the strategy's long-term goals. Achievement of these focus areas will work towards the development of a more sustainable and resilient city.

RECOMMENDATION

THAT Report entitled Sustainability Strategy Update be received and noted.

BACKGROUND

Council's Sustainability Strategy was adopted at the 1st Ordinary Council meeting of February 2022, as an organisational wide strategy designed to deliver on the environmental sustainability outcomes of the Community Plan.

Within 18 months of the Strategy being adopted the following actions had been completed and were reported to Council in June 2023:

- Ongoing implementation of the Lakes Management Plan, with the removal of the majority of the *Salvinia molesta* weed infestation achieved by February 2023.
- Initiation and rollout of the Home Composting Rebate Scheme.
- Installation of an Electric Vehicle Charging Station at the Recreation Centre.
- Installation of a 9KW solar system at the Gray Community Hall.

This report provides Council with an update on activities undertaken relating to the Sustainability Strategy and includes a list of priority actions to be delivered over the next 12 months.

DISCUSSION

The Strategy is framed around four (4) themes as presented below:

1. Theme One: Protecting our Urban Ecology and the Natural Environment
2. Theme Two: Empowering and Connecting our Community
3. Theme Three: Future Focused on Efficiencies
4. Theme Four: Lead with Purpose

Contained under each of these themes are priority outcomes and actions for delivery. Actions within the Strategy are not exhaustive and will change as the Strategy evolves. However, Council has made progress in delivery of priority outcomes through various completed and ongoing projects. The full details of the progress that has been achieved or initiated in the past 18 months is provided in **Attachment 13.2.1.1**. A summary of the progress within each theme is below.

Theme One: Protecting our Urban Ecology and Natural Environment

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

The key projects that contribute to the achievement of this theme, that have been delivered in the past 18 months or are currently being implemented, are as follows:

- Installation of additional lakebed aerators in lakes 5, 6 and 10, Aerators help increase the distribution of dissolved oxygen throughout the waterbody, thereby improving water quality.
- Controlled burns to reduce fuel loads in the escarpment and at the Archer Closed Landfill.
- Environmental weed spraying in the escarpment, at the Archer Waste Management Facility, in the Archer Closed Landfill and in native bushland areas of Marlow's Lagoon.
- Tree species selected for the 2024/2025 planting program to include pollinator species and habitat trees.
- Canopy cover mapping to determine an average of tree coverage across all Palmerston suburbs. Canopy cover mapping will be used to create the 'Greening Plan'. which will guide future planting programs for the city. The data in the canopy mapping report is presented as averages of existing 'green' areas per suburb. It does not categorise existing bare areas according to land use. There will be a further review of the canopy cover data against high use public open space, transport corridors, and pathway networks to determine the actual areas that require additional green infrastructure.

- Ongoing native plant giveaways at key community events including the Citizenship Ceremony, the Palmerston Markets, Million Paws Walk, International Men's Day, and Brekkie in the Park.

Theme Two: Empowering and Connecting our Community

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

The key projects that contribute to the achievement of this theme, that have been delivered in the past 18 months or are currently being implemented, are as follows:

- Delivery of free community workshops on waste minimisation to improve recycling behaviours.
- Free venue hire for two (2) Palmerston based environment groups, the Northern Territory Environment Centre and the Palmerston Conservation Group.
- Planting locations for the 2024/25 tree planting program to include newly developed pathways, ensuring that future walking networks are green and shaded.
- Promotion of the utilisation of public space areas through the City of Palmerston Get Active Program, and the Brekkie in the Park Programs.
- Recycling bins utilised at City of Palmerston Events.
- Inclusion of guidelines for environmental sustainability in the City of Palmerston Community Events Manual.

Theme Three: Future Focused on Efficiencies

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

The key projects that contribute to the achievement of this theme, that have been delivered in the past 18 months or are currently being delivered, are as follows:

- Application to the federal Community Energy Upgrades Fund Program to install photovoltaic (PV) solar and battery storage systems on four (4) Council buildings. Notification of the grant is expected in September.
- Completion of Stage 1 of the Archer Waste Management Facility Upgrade, the relocation of the gatehouse. The overall upgrade of the site will increase resource recovery by making sorting and recycling easier for the site user.

Theme Four: Lead with Purpose

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

The key projects that contribute to the achievement of this theme, that have been delivered in the past 18 months or are currently being delivered, are as follows:

- Environmental sustainability criteria drafted and to be included in future tenders and public Request for Quote documentation.
- Inclusion of a Hino Hybrid series truck to the outdoor workforce fleet of vehicles.
- All City of Palmerston flyers, posters, brochures, and publications printed on recycled paper. Where possible marketing undertaken digitally to reduce impact.
- Free public wi-fi continues to be offered in key City of Palmerston Parks and community facilities.

Council's Overall Sustainability Performance

An important step in the delivery of the Strategy is to track performance over time. To monitor Council's overall sustainability performance environmental indicators, measures and targets have been set in the Sustainability Strategy – Targets and Action Plan (**Attachment 13.2.1.2**). Indicators are measurable benchmarks that align Council's performance with desired standards. Targets are the desired outcomes that indicators are being measured against.

Targets were identified as being effective and represent areas of influence by Council. Table 1 details the set indicators, targets, and baselines, as well as the 2024 performance of each target. Priorities for the next 12 months will be based on these targets and their current performance.

Table 1: Indicators, Baselines and Targets of the Sustainability Strategy

Indicator & Measure	Target	Baseline	2024 Results	Target	Performance Indicator
Urban Heat Mitigation - Canopy Cover	Positive green cover increase of 5% by 2027	29.5% in 2020 (external agency measured)	42% across the municipality (<i>City of Palmerston, Tree Canopy Benchmark Study and Report, April 2024</i>).		On track
Engagement with Community and Leading Sustainability - Annual Community Plan score - promoting environmental sustainability	Performance score of at least 7.5	Performance score of 6.55 (2021)	Performance score of 6.55 (2023)		Monitor and prioritise relevant actions
Waste Management Behaviours – Recycling/resource recovery, diversion of waste from landfill	Annual diversion rate of at least 30% by 2027.	Average diversion rate 12% in 2021.	Average diversion rate 2023, 45% (diversion rates were calculated from both the municipal kerbside collection and the Archer Waste Transfer Station).		On track, need to ensure rates maintained
Waste Management Behaviours – Contamination rates, commingled recycling bin contamination	Less than 25% by 2027	Average contamination rate 53.5 % in 2021	Average contamination rate 2023, 36.4%		On track to reach target, activities prioritised to assist

Diversion and contamination rates are based on data provided by Council contractors and may vary according to the way percentages have been calculated. Waste collection reporting under the kerbside collection contract is being reviewed; a greater understanding of end points of recovered material has been requested of the contractor. The objective is to determine not only volumes of waste diverted, but also volumes of product sent for processing to recognised recyclers.

Enhancing and Streamlining the Monitoring of Council's Sustainability Performance

The indicators and targets within the Strategy are effective tools to provide a snapshot of Council's sustainability performance, which is demonstratively improving over time. However, these targets

provide an assessment of only a small section of Council's area of influence. The Strategy requires indicators, measures and targets to be revisited as Council's capability and processes evolve.

A free online sustainability appraisal tool, SPeAR® (Sustainable Project Appraisal Routine) is available, and relevant to the review of Council's implementation of the Strategy. The SPeAR® looks at multiple sustainability indicators and how Council is performing against each. The SPeAR® is currently being used as an overall tool to monitor progress and will inform how the Strategy is developed.

Council's current SPeAR® scores based on the completion of actions with each theme is presented in Figure 1. Along with being a tool to inform current priorities, this tool will also start being used to prepare for the review of the Sustainability Strategy, which is due in 2026.

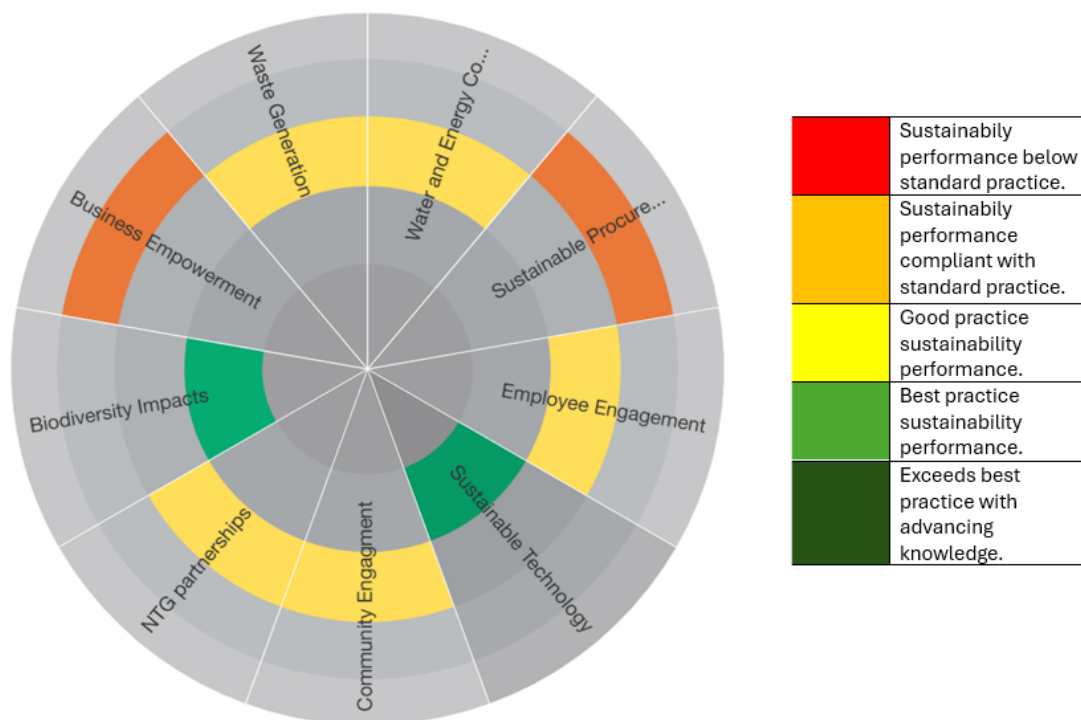


Figure 1: Council's Current Indicative SPeAR® Score

Next Steps

Several priority focus areas have been identified for the next 12 months that align with the strategy's long-term goals, that once delivered will improve on Council's overall progress towards sustainable outcomes. The overall aim is to maintain and improve the delivery of set targets.

Target 1: Positive Green Cover Increases.

- Develop a Greening Plan that uses canopy mapping to prioritise installation of green infrastructure. The Greening will utilise data within the canopy mapping report, as well as remote sensing data (i.e. Normalised Difference Vegetation Indices (NDVI)) to ascertain areas of bare ground.
- Improve community awareness programs on the preservation of trees through the review and update of Council's Urban Forest Policy.

Target 2: Improve the Annual Community Plan performance score for promoting environmental sustainability

- Install PV cells and battery storage units in key community facilities (federally funded or otherwise).
- Develop the single use plastic and reusable containers policy for events on Council land.

Targets 3 & 4: Increasing Annual Diversion Rates and Reducing Contamination Rates in the Recycled Waste Stream

- Construction of Stage 2 in the Archer Waste Transfer Station Upgrade, which is the recycling area and includes the cardboard compactor.
- Hold community education stalls on improved waste recycling at 'Re-Boot your Loot' and the August/September 2024 Brekkie in the Park.
- Undertaking a schools-based waste education program using networks developed between CoP's City Development Team and the Community Palmerston Kids Network.

Additional priority actions for 2024/25 have been identified that will work towards the delivery of the Sustainability Strategy themes, these include:

- Undertake review and update of the LMP and continue to implement management of lakes.
- Develop a Fire Management Plan.
- Continue with controlled burns and on-the-ground weed management in high-risk areas.
- Develop the Mitchell Creek Feasibility Study to provide guidance on the management of the sustainable use of this area.
- Develop an Irrigation Management Plan to improve water use efficiencies and upgrade irrigation infrastructure.

Progress updates on the above focus areas will be provided to Council through Quarterly and other relevant Reports, with a further annual review of the Strategy activities to occur in the first half of 2025.

CONSULTATION AND MARKETING

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

- Acting City Sustainability Manager
- Open Space Lead
- Community Services Manager
- City Activation Team
- Operations Supervisor
- Marketing and Communications
- Civil Operations Team
- Projects and Infrastructure Services
- Manager Assets and IT

POLICY IMPLICATIONS

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

BUDGET AND RESOURCE IMPLICATIONS

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

- Capital sustainability program - \$160,000

- Environmental Benefit Scheme - \$20,000
- Home Composting Rebate - \$10,000
- Waste education programs - \$50,000

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

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

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

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

This Report addresses the following City of Palmerston Strategic Risks:

7. Environmental Sustainability

Failure of Council to clearly articulate, plan for and deliver prudent and responsible environmental ambitions.

STRATEGIES, FRAMEWORK AND PLANS IMPLICATIONS

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

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

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

1. Sustainability Summary Progress [13.2.1.1 - 3 pages]
2. Sustainability Strategy - Targets and Action Plan 2022-2027 [13.2.1.2 - 4 pages]

Attachment 1: Audit Results – Projects Completed that Deliver on the Sustainability Strategy.

Protecting Urban Ecology and Natural Environment	
Priority 1 : Ecological Preservation	
Strategy Actions Underway	Description of Work Undertaken
Implementing the Lakes Management Plan	<ul style="list-style-type: none"> • Installation of lakebed aerators in Sanctuary Lakes, Lakes 5, 6, 10, & 9 to improve oxygenation of the water. • Ongoing manual harvesting of weeds and algae in all lakes. • Ongoing water quality monitoring of all lakes.
Fire Management	<ul style="list-style-type: none"> • Controlled burns to reduce fuel loads were undertaken in the Palmerston Escarpment and at the Archer Closed Landfill.
Map, monitor and manage declared weeds, including the development of a Weed Management Plan.	<ul style="list-style-type: none"> • Weed mapping and development of a Municipal Weed Management Plan. • Environmental weed spraying in the Palmerston Escarpment, at the Archer Waste Management Facility, in the Archer Closed Landfill and in native bushland areas of Marlow’s Lagoon.
Priority 2: Parks and Green Space	
Strategy Actions Underway	Description of Work Undertaken
Investigate opportunities to expand the Council tree species list.	<ul style="list-style-type: none"> • Tree species selected for the 2024/2025 planting program to include pollinator species and habitat trees.
Priority 3 : Urban Heat Mitigation	
Strategy Actions Underway	Description of Work Undertaken
Development of a baseline study to determine monitoring approaches to urban heat. Undertake urban heat mitigation.	<ul style="list-style-type: none"> • Canopy cover mapping complete, providing an average of tree coverage across all Palmerston suburbs. • Tree Planting Program 2024/25 to commence October 2024. • Shade structure installation and replacement over numerous Council playgrounds.
Expand community planting programs.	<ul style="list-style-type: none"> • Ongoing native plant giveaways at key community events including the Citizenship Ceremony, the Elected Members Stall, The Million Paws Walk, International Men’s Day, and Breakfast in the Park.
Empowering and Connecting our Community	
Priority 1 : Engaging with Communities	
Strategy Actions Underway	Description of Work Undertaken Delivery Team
Provide free sustainability community workshops.	<ul style="list-style-type: none"> • Free community workshops to promote improved recycling behaviours.
Supporting Environmental Community Groups	<ul style="list-style-type: none"> • Two Palmerston based environment groups, the Northern Territory Environment Centre and the Palmerston Conservation Group, are provided free venue hire to run meetings.
Priority 2: Connected Community	
Strategy Actions Underway	Description of Work Undertaken Delivery Team
Coordinate pathway programming with tree planting.	<ul style="list-style-type: none"> • Planting locations for the 2024/25 tree planting program to include newly developed pathways, ensuring that future walking networks are green and shaded

COUNCIL AGENDA

Attachment 13.2.1.1

Continue to promote utilisation of outdoor and open space areas for community event programming.	<ul style="list-style-type: none"> The CoP 'Get Active' program purposefully includes outdoor activities in Council open space areas. Breakfast in the Park, dry season local community connection programme held across several parks in the city.
Priority 3 : Sustainable Events	
Strategy Actions Underway	Description of Work Undertaken
Develop and implement a sustainable event planning guide.	<ul style="list-style-type: none"> Inclusion of guidelines for environmental sustainability in the City of Palmerston Community Events Manual.
Recycling Opportunities at Council events.	<ul style="list-style-type: none"> Recycling bins are now made available at all events.
Future Focused on Efficiencies	
Priority 1 : Resource Consumption	
Strategy Actions Underway	Description of Work Undertaken
Increase proportions of energy used from renewable energy sources at Council owned facilities.	<ul style="list-style-type: none"> Grant application has been made to the Department of Climate Change, Energy, the Environment and Water (DCCEW) under the Community Energy Upgrades Fund Program. If successful, Council will use this funding to install photovoltaic (PV) solar and battery storage systems on four Council buildings.
Priority 2: Waste Reduction	
Strategy Actions Underway	Description of Work Undertaken
Improved waste and resource recovery services	<ul style="list-style-type: none"> Stage 1 of the Archer Waste Management Facility (AWMF) upgrade complete. This included the relocation of the existing gatehouse, to make way for improved recycling facilities. Stage 2, which includes the construction of a new recycling area, is out for tender.
Lead With Purpose	
Priority 1 : Responsible investment and procurement	
Strategy Actions Underway	Description of Work Undertaken
Broaden tender and quotation assessment criteria that gives preference to businesses that proactively foster green businesses, green jobs, and green practices.	<ul style="list-style-type: none"> Environmental sustainability criteria are now included in all tenders and public Request for Quote documentation.
Priority 2: Lead Initiatives.	
Strategy Actions Underway	Description of Work Undertaken
Investigate heavy fleet alternatives to reduce emissions and consumption.	<ul style="list-style-type: none"> A Hino Hybrid series truck added to Council's outdoor workforce fleet of vehicles.
Council consultation and engagement processes consider sustainability.	<ul style="list-style-type: none"> All City of Palmerston printed marketing flyers, posters, brochures, and publications use recycled paper. Where possible, marketing is conducted digitally to reduce the quantity of printing. All communications link back community plan outcomes including environmental sustainability.
Priority 3 : Support Industry and Innovation	
Strategy Actions Underway	Description of Work Undertaken
Leverage the Palmerston Local Economic Plan to	<ul style="list-style-type: none"> Economic Development Officer engaged with a focus on actions that promote business retention and expansion. This will include

COUNCIL AGENDA

Attachment 13.2.1.1

foster sustainable development.	incentivising commercial rental offerings with energy efficiency measures and waste management improvements.
Continue to evolve smart city initiatives	<ul style="list-style-type: none">• Free public wi-fi continues to be offered in key City of Palmerston Parks and community facilities.




SUSTAINABILITY STRATEGY - TARGETS AND ACTION PLAN

SUSTAINABILITY STRATEGY IMPLEMENTATION

The following reference document supports implementation and monitoring of the City of Palmerston Sustainability Strategy 2022. The Action Plan lists out actions under each theme and identifies a priority between 1-3 (1= short-term; 3 = longer term). Where these actions are identified as short term, this reflects existing capabilities to action, urgency to action and prerequisites to support other longer term actions. The plan also outlines information on implementation by detailing how actions may progress and high level benefits. The plan is provided as a reference document to the Sustainability Strategy 2022 to allow it to remain a working document for Council to continue to refine and work towards.

TARGETS

Targets have been developed to support monitoring of progress against the themes under the Sustainability Strategy. These targets are identified as being effective and represent areas of influence by Council. As Council's capabilities and processes develop there may be opportunities to revisit these target measures and build in further measures where they are deemed effective for the community.

Indicator	Measure	Target	Baseline
URBAN HEAT MITIGATION 	Canopy Cover	Positive green cover increase by 2027 of 5%	Validate 2021 measures External agency measure of 29.5% (2020). - 4.4% from 2016
ENGAGEMENT WITH COMMUNITY AND LEADING SUSTAINABILITY 	Annual Community Plan performance score - promoting environmental sustainability	Performance score of at least 7.5%	Performance score of 6.55 (2021); 6.36 (2019)
WASTE MANAGEMENT BEHAVIOURS 	Recycling/resource recovery - Diversion of waste from landfill	Annual diversion rate of at least 30% by 2027	Kerbside diversion rates 12% (2021) and 15% (2018)
	Contamination rates -Comingled recycling bin contamination	Less than 25% by 2027	Contamination rates 53.5% (2021)

Action	Priority	How	Benefits
1.1 Protection and restoration of natural ecosystems and reduce threats to biodiversity			
Implement Lakes Management Plan	1	Explore viability of options contained in LMP, with review in 2022	Enhanced water quality and ecosystem functioning
Partner with NTG to reduce reliance groundwater resources and explore strategies around Council water consumption	1	Participate in water security discussions and engage in coordinated approaches to water efficiencies in the NT	Considers whole of system inputs and consolidates on resources
Implement recommendations resulting from the Mitchell Creek Catchment Natural Assessment Project and develop an Environmental Management Program for the catchment area.	1	Work to implement recommendations where it reflects strategic priorities and resourcing	Protects and restores a significant environmental and community asset
Map, monitor and manage declared weeds across LGA	1	Identify target areas to value, engage with NTG Weeds branch to coordinate resources	Understand whole of system, and inform where to focus resources
Develop Weed and fire management plans	2	Utilise mapping knowledge and identification of high value areas to prioritise program	Consolidation of resourcing and targeting of specific areas
Review and update of planting and vegetation management programs which provides a focus on species density and diversity	3	Collaborate with leading agencies such as Botanic Gardens, DPR, to introduce endemic species to the broader horticulture industry. Link with lawn irrigation sustainability reviews, build opportunities in planting programs	More opportunities for species growth, amenity interest, and fauna support
Advocate within future land use planning for protection where suitable of environmental corridors	1	Engage in NT Planning processes and with local environment groups	Protect unique features and assets for Palmerston community
Investigate opportunities to expand the Council tree species list include pollinator species, edible species, habitat trees and threatened species	2	Review current tree species list and options available under each category	Diverse species growth, amenity interest and biodiversity support
1.2 Equitable access to sustainable infrastructure and community green space			
Promote community ownership of green space and natural elements through programming	1	Enhancing connections to spaces and movement, engaging with community groups for important environmental assets such as Mitchell Creek	Community ownership and identification with natural assets that supports increased use
Develop communication tools for use online and at Council facilities that promote use of natural areas in Palmerston	1	Develop map to communicate clearly opportunities in these spaces and promote easy accessible use	Residents and visitors able access key information to invite them to use spaces
Look to develop further community garden and edible planting, with effective planning on project locations and governance	3	Identify potential areas and assess effectiveness based on location and capacity/interest to build community governance	Community ownership of space, edible varieties allowing engagement with more sustainable living practices.
1.3 Urban heat mitigation and increased canopy cover			
Develop partnerships with CSRIO, NTG and other LGA's, to improve use of datasets in decision making around greening.	1	Identify existing data and research needs and identify where partnerships may support large project and program priorities.	Support in decision making, building of capabilities in urban heat space as evidenced in other states. Coordinated approach to urban heat in region
Develop a Greening Plan, that supports canopy cover monitoring and considers future movement programming	2	Greening Plan to address and link with programming and planning around movement	Deliver upon Community Plan objective, support for programming and planting
Undertake a baseline study to determine monitoring approaches to urban heat and allow measurement of progress	1	Develop baseline for canopy cover in 2021 by validating external estimates of cover in Palmerston	Establishes baseline to measure and monitor progress of planting. Informs decisions on planting locations
Expand community planting programs through partnerships with local businesses, community groups and non-for-profit organisations.	3	Build capacity through projects such as Mitchell Creek Study and Zuccoli Hub, and look to provide access to Council's technical expertise and facilities	Community driven, authentic community capacity building opportunities.
Develop community awareness programs and work with institutions to improve community messaging around tree preservation	1	Use Council promotional channels to inform community of greening benefits, both for public and private lands.	Recognises the mosaic of land tenures across municipality, contributing to overall heat mitigation

URBAN ECOLOGY & NATURAL ENVIRONMENT

Action	Priority	How	Benefits
2.1 Community wide sustainability through education, awareness and engagement			
Provide free sustainability community workshops utilizing a variety of mediums (webinar, newsletter, participatory), and organisations	2	Identify priority areas for program (waste, recycling, water efficiency) where it aligns with possible investment and programs (e.g. composting, public irrigation changes). Identify potential audiences and delivery managers	Utilise existing community capacity and support their governance and organisation of activities
Develop information packages and tools to assist community members achieving sustainability aspirations, such as uptake in solar energy alternatives. Monitor level of engagement with these tools.	3	Pair with sustainability workshops and identify target campaigns where there are recurring issues	Community interaction with sustainability concepts.
Integration of IDA framework in delivery of community messaging on environmental sustainability	1	All sustainability programs to be reviewed under IDA framework and internal officers.	Community messaging addresses diverse needs of Palmerston
Actively promote and review successes of the Environmental Benefits Grants program to encourage uptake from schools, businesses, community groups and non-for-profits	2	Review current process. Grants support framework - including but not limited to modelling on what's possible, case study examples and greater community promotion	Utilise community capacity and expand possibilities (e.g. planting outside of public land and existing programming)
Develop a community engagement toolkit to address urban tree coverage and sustainable irrigation practices, both relevant to public as well as private land.	1	Review existing tools and communication toolkits (Greener Spaces Better Places Australia) and adapt to City of Palmerston messaging	Support for planting on both public and private land
Explore opportunities to integrate and promote Indigenous knowledge systems and languages and plant species within open space environments.	1	Build relations with Larrakia nation for proper naming, and engagement potential	Recognition of rich culture and history ongoing in Palmerston
Support relationships with schools to grow and continue existing programs targeting environmentally sustainable outcomes.	1	Allocate resourcing to staff to support delivery of programs over each year.	Initiatives throughout local community, passed on to households, and managing future behaviours.
2.2 Enhancing movement within our communities and connecting to our green infrastructure			
Coordinate pathway programming with tree planting opportunities to increase useability of our network	1	Internal processes ensure early engagement between pathway programming and open space to align value add	Use of the pathway network enhanced through amenity and future comfort
Develop online tools to promote ease of access to council Parks and Play Spaces	1	Improvements directed under the Play Space Strategy. Includes website and story maps and to make relevant and adaptable for intended users.	Greater value, informing users of local facilities and accessibilities
Development of a movement and connectivity plan that facilitates increase community uptake of alternative transport and outdoor recreation connections	2	Linking with Greening Plan and tree planting programming. Identify high use and target routes, to guide greening and amenity. Build connections to outdoor spaces and end of trip destinations	Movement is enhanced and links with greening programs.
Review strategies and program opportunities to support priority areas for green infrastructure rollout based on NTG and Council planning documents	2	Build in consideration of CPAP into internal program planning for greening and networks. Future consideration on movement plans and high use areas	Prioritises rollout of green infrastructure and aligns with existing strategy.
Continue to promote the utilization of outdoor and open space areas for community event programming	2	Continue existing programming, and look at creating outdoor spaces adaptable and suitable to accommodate future programming	Community links to outdoor space
Develop trails and connections between pathway networks and community, environmental and recreational assets to activate sites and encourage use	3	Link movement programming with recreational programming and healthy Palmerston initiatives. Engage with user groups of these spaces (BMX, PT's etc) on what potential needs are for these spaces	Create recreation opportunities for community, encouraging casual and passive use.
2.3 Council events demonstrate sustainable practices and promote our environmental surrounds			
Introduce a ban on single use plastics from all events held on Council land including markets	1	Engage with stakeholders, such as market holders to understand their transition needs. Develop single use plastic policy relevant for events on council land	Waste generated on Council land reduced, with indirect impacts in the influence it creates for visitors.
Recycling bins available at all Council events	1	Implement at Council events and organise disposal to Archer	Increase diversion rates from Council facilitated activities.
Develop and implement a Sustainable Events Authorized Statement to be used for Council planned events and review annually.	3	Develop template for use internally and promote use across organisation.	As a large event provider our events will include research and planning
Develop an Event Planning Guide that supports community organisations implement their own sustainable events	3	Build upon internal planning evolutions for sustainable events and provide a platform/resource that provides tips and tools for best practice.	Address range of production and consumption behaviours from events,

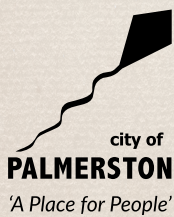
EMPOWERING AND CONNECTING COMMUNITY

Action	Priority	How	Benefits
3.1 Limit environmental impacts and expenditure associated with Council's consumption of energy and water			
Investigate current Greenhouse Gas Emissions from Council operations and identify reduction strategies	2	Establish baseline reporting abilities to frame where targeted actions may be needed. Routinely audit energy consumption of Council's facilities	Identify where reduction strategies are needed
Reduce irrigation of non-activated lawn areas, such as median strips and explore other focus areas to target irrigation changes	1	Shift away from servicing expectations of these non-activated lawns. Supported through community messaging and assessment criteria to ensure consistency across the municipality	Significant water savings acknowledging the climate of the Top End, and infrastructure constraints
Support irrigation and energy efficiencies with coordinated community information and messaging	1	Support public irrigation servicing changes, as well as aligning with private messaging	Community support ensures continued political and organisational will
Develop and implement a Water Saving Action Plan	2	Identify current infrastructure upgrades requirements, and baseline measuring needs to inform future actions from a water savings action plan	Water savings are targeted and ensure water security issues for the Top End are being actively addressed
Energy Savings Action Plan that identifies energy consuming assets and develop cost-effective and administrative energy savings.	3	Develop plan after initial investigation into GHG and other emission from Council facilities. Reliant of ability to monitor and track data	Representative of sustainability values, and efficiency benefits
Increase proportion of energy used from renewable energy sources at Council owned facilities.	2	Continue with energy efficiency upgrades across Council facilities and buildings.	Reduced GHG emissions
Develop internal processes and capabilities for the monitoring of resource consumption, and integrate with environmental sensors	2	Review of current programs and dashboard abilities and integrate with regular reporting	Ongoing measuring abilities, and skillsets, best placed to leverage funding opportunities.
3.2 Improve waste diversion from landfill within the community and reduce waste generated from Council activities			
Improve waste and resource recovery services, including waste processing capabilities at Archer Waste Management Facility	1	Deliver site upgrades to improve recycling opportunities and behaviours from users	Greater diversion from Archer facility
Reduce amount of waste generated by Council activities, involving community events and community engagement	1	Events in accordance with developed single use plastic policy. Alternative options are developed for community engagement and communications brief to include consideration of sustainability to value ad	Council activities demonstrates smart use of resources, and reduce amount of single use waste produced.
Engage with business on how Council can support more sustainable waste behaviours from both customers and businesses	3	Tie in with committee work developed under the local economic plan. Engage with local business owners on barriers and opportunities for Council to facilitate waste improvements.	Coordinated approach that considers more than residential waste

FUTURE FOCUSED ON EFFICIENCIES

Action	Priority	How	Benefits
4.1 Supporting local businesses and industry through council investment and procurement decisions			
Broaden tender and quotation assessment criteria that gives preference to businesses that proactively foster green businesses, green jobs, and green practices.	3	Potential changes are explored at next policy review point	Businesses build their capacity in this space to better address procurement suitability.
Develop procurement guidelines and tools to support staff engagement with sustainable procurement and sustainable purchasing for Council operations	2	Develop policy or authorised statement around Sustainable Purchasing on Stationary in Council offices and facilities and implement use of recycle paper	Direction provided to support integration of sustainability considerations
4.2 Demonstrating sustainable initiatives to the community and for the community			
Monitor Council's heavy plant fleet and investigate alternatives to reduce emissions and consumption	3	Review local government exemplars and options for future fleet upgrades.	Aligns with wider Council fleet ambitions
Investigate use of recycled plastics and sustainable life cycle processes in furnishing within council open space	2	Review exemplars locally and integrate, and identify areas to pilot projects.	Options for reuse of materials, in ongoing and direct infrastructure for Council.
Support installation of more EV Charging Stations	3	Support promotion and facilitation of outcomes the NT EV Strategy and implementation plan, including collaboration on guidelines	Addresses consumer concern and barriers to local adoption of EV vehicles
Provide E-waste recycling at council facilities	1	Permanent facility and drop off available at all Council facilities	Permanent fixture, and greater awareness of option to dispose appropriately
Council consultation and engagement processes consider sustainability in their communications plan	1	Internal communications brief to address sustainability, in terms of value add of materials selected. Explore alternatives for commonly used options to ensure ready alternatives are available (e.g. corflute).	Outward activity with community demonstrates consideration for sustainability and reduces unnecessary waste produced by Council
4.2 Incentivise and support local businesses to drive innovation and capacity			
Provide incentives and education opportunities for SMEs to improve energy and water efficiency in their operations	3	Engage with local business to gauge interest and identify suitable infrastructure or resources to support	Coordinated approach that considers more than residential usage
Promote and encourage partnering with the Australian Business Energy Service, which offers energy audits and consultation on ways to save.	2	Utilise communications and event opportunities locally, encouraging uptake of these services	Leverages existing services capabilities
Encourage development of solar energy generation operations, and explore opportunities for rate incentives for 'Solar Based Businesses'.	3	Review current uptake of solar for businesses, as well as barriers or areas of incentive	Coordinated approach that seeks multiple levers to engage with business
Investigate development of retrofit program for existing tenanted/ community buildings to improve energy and water use efficiencies, reducing business overheads	2	Attain interest and possibilities in commercial buildings that may suit such programs locally. Then develop engagement processes	New methods adopted for older structures
Promote, encourage, and enhance City of Palmerston's Open Data Hub, so that local investors can make data driven decisions when undertaking local investment	1	Identify possible users for such a tool and useability. Council contractors utilise data mapping tools	Offer opportunity to utilise existing data to build capabilities
Continue to evolve smart city initiatives seek to answer and consider on sustainability, including developing a user dashboard	2	Develop key questions smart city initiatives seek to answer and consider internal capacity to monitor data and use in decisions	Build capabilities to manage data.
Local Economic Plan outcomes around working groups and business engagement, promotes sustainable development within agendas	1	Under the Palmerston Local Economic Plan, a working group committee will be established.	Local economic planning considers sustainability where facilitated by CoP

LEAD WITH PURPOSE



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COUNCIL REPORT

1st Ordinary Council Meeting

AGENDA ITEM:	13.2.2
REPORT TITLE:	Palmerston Street Art Festival
MEETING DATE:	Tuesday 3 September 2024
AUTHOR:	Place and Culture Lead, Sheridan Dryden
APPROVER:	Deputy Chief Executive Officer, Amelia Vellar

COMMUNITY PLAN

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

PURPOSE

This Report provides Council with an overview of the inaugural Palmerston Street Art Festival held in June 2024.

KEY MESSAGES

- The inaugural Palmerston Street Art Festival launched in June 2024, transforming 14 walls with vibrant murals, including 13 in Palmerston CBD "Up Top" and one (1) in Roseberry.
- City of Palmerston partnered with Activate Darwin (Northern Territory Government) and Proper Creative to deliver this dynamic event.
- The festival highlighted 14 artists, with 11 of the artists coming from Palmerston, showcasing local talent and boosting economic growth in the community.
- Skill development was a key focus, with one local director trained and five (5) local artists upskilled to create large-scale murals for the first time.
- The event generated extensive media coverage, reaching over 1.5 million people across various platforms and securing national exposure.
- Community engagement was central, featuring a painting jam, activation events, and a Wrap-Up Party, which brought together 60-80 attendees for live art, DJ performances, and food trucks.
- Discussions are underway with Activate Darwin and Proper Creative to ensure the festival's continuation in 2025, with plans to introduce more interactive events and art workshops to further engage the community.

RECOMMENDATION

THAT Report entitled Palmerston Street Art Festival be received and noted.

BACKGROUND

Established in 2017, the Darwin Street Art Festival has transformed the streets of Garramilla/Darwin into an expansive outdoor gallery, annually attracting thousands of visitors. For over seven (7) years, the festival has infused the local streets with dynamic colours, incredible artworks, and captivating local narratives, making it one of Australia's longest-running street art festivals.

One of the pillars of the City of Palmerston Creative Industry Strategy 2023-2027 is that skilled and professional networks are in place, with arts, community organisations and government agencies ready, willing and able to develop partnerships.

Following the success of the Darwin Street Art Festival, City of Palmerston collaborated with the Northern Territory Government and Proper Creative, who established a dedicated working group to deliver the festival.

Partnerships like this maximise inclusion, foster pathways, and create progressive and ground-breaking arts experiences. It is a measure of success of the strategy that Council works in partnership with established Northern Territory arts organisations (such as Proper Creative), and Government agencies to maximise financial resourcing, access to skilled arts professionals and access to opportunities for Palmerston artists and audiences.

The core objective of introducing a new brand and festival is to place our community and its artists at the forefront, showcasing their stories and talents to a broader audience. Highlighting local artwork not only enriches the cultural fabric of the community but also stimulates the local economy by attracting tourists and supporting local businesses.

DISCUSSION

Following the resounding success of the Darwin Street Art Festival, City of Palmerston, in collaboration with Activate Darwin (Northern Territory Government) and Proper Creative, proudly delivered the inaugural Palmerston Street Art Festival in June 2024. These crucial partnerships played a significant role in maximising inclusion, fostering artistic pathways, and creating groundbreaking arts experiences that not only attracted visitors but also stimulated the local economy.

Key Outcomes:

Festival Launch and Branding: The Palmerston Street Art Festival launched in June 2024, featuring a newly created brand that included a logo, style guide, website, social media presence, a detailed map, and merchandise.

Murals and Artist Representation: The festival saw the completion of 14 stunning murals – 13 in Palmerston CBD and one in the suburb of Roseberry.

The artist lineup featured 14 artists, with 11 hailing from Palmerston, two (2) from Darwin and Katherine, and one renowned interstate artist.

The 2024 artist lineup included:

Caleb Dude	Sofles	Jesse Bell
Sofles	Kbar	Trent Bundirrik Lee
Jesse Bell	William Hewitt	Miss Polly
Snaps	Rhenz	Riece Hours
Izzy Craven	Jason Lee	

Skill Development and Training: The festival emphasised skill development, training one Palmerston local director and upskilling five (5) local artists to paint large-scale murals for the first time.

Community Engagement and Events: The festival included a dynamic painting jam and carpark activation, as well as a Wrap-Up Party delivered by City of Palmerston. Attendees enjoyed DJ performances, a variety of food trucks, and live art demonstrations, fostering a strong sense of community celebration.

Media and Marketing Outcomes:

Audience Reach: The festival achieved a potential audience reach of over 1.5 million across all media platforms.

Media Coverage: The event generated more than 11 earned digital, print, and broadcast stories, with every local media outlet covering the festival. Notably, the NT News, Channel 9, and ABC featured the festival multiple times.

National Exposure: The festival's story was syndicated nationally, reaching almost every state in Australia through two (2) major syndications.

Artist Engagement: Seven (7) artists were interviewed during the festival, contributing to extensive media coverage.

Front Page Highlight: The NT News featured front-page stories on the festival announcement, significantly enhancing local visibility.

Local Coverage Highlights:

- The festival's announcement was prominently featured on the front page of the NT News.
- On day one, social media coverage featuring Miss Polly was syndicated across eight (8) other publications nationwide.
- An article featuring Miss Polly and KBAR was also syndicated to major publications including The Courier Mail, Daily Telegraph, Herald Sun, and The Advertiser.
- Multiple mentions on Hot100 radio, including promotions of the Wrap Party and various local artists.
- Two (2) radio interviews with SOFLES aired on both ABC and Hot100.
- The festival was featured on popular social platforms such as We Are Locals, SavvySocial, and Off the Leash.

Social Media Achievements:

- Over 60 pieces of content were captured and shared across the Palmerston Street Art Festival's social media pages during the event.
- The festival gained 438 new social media followers over the festival period.
- 263 shares of Palmerston Street Art Festival content on Instagram and Facebook.
- The Palmerston Street Art Festival's Facebook page organically reached more than 13,900 accounts.
- The festival's Instagram account organically reached over 24,800 people.
- The festival generated more than 3,860 content interactions across both social media pages.

Strategic Impact:

The Palmerston Street Art Festival stands as a testament to how strategic initiatives can enhance both liveability and economic development within a community. By adopting a place-based strategy, the festival emphasised skill development, showcased local artists, and fostered robust partnerships, resulting in a vibrant, accessible precinct that celebrated both new and existing murals.

Looking Ahead to 2025:

City of Palmerston plans to amplify the festival's impact by introducing more activations around the murals. These could include pop-up events, interactive art experiences, and community gatherings designed to engage both residents and visitors. Additionally, opportunities to host art workshops and development programs aimed at nurturing local talent will be explored, further enriching the city's artistic presence and fostering a stronger connection between the community and the arts.

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Council Officers are currently in discussions with Activate Darwin (Northern Territory Government) to ensure the continuation of the Palmerston Street Art Festival in 2025. These ongoing talks aim to build on the festival's success and further solidify Palmerston as a vibrant, thriving hub for the arts.



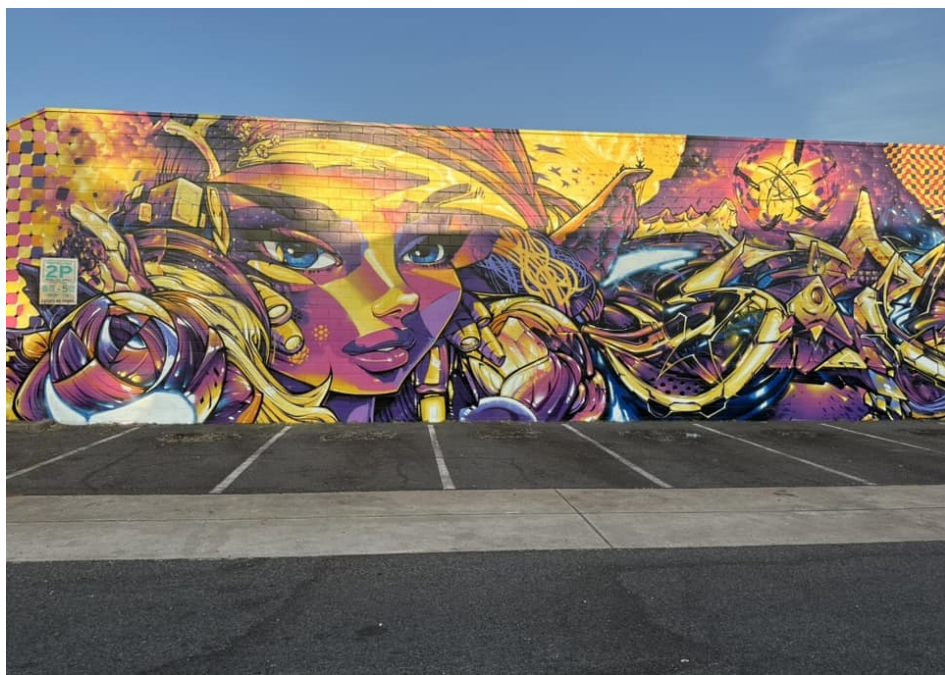
Bethany O'Shea



Kimaya Charlton



Rhenz



Sofles



Jesse Bell



Participants at the Street Art Festival Wrap Up Party



Live Art Demonstration by Kbar

CONSULTATION AND MARKETING

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

- City Activation Officer

POLICY IMPLICATIONS

There are no policy implications for this Report.

BUDGET AND RESOURCE IMPLICATIONS

City of Palmerston partnered with Activate Darwin (Northern Territory Government) with Council contributing \$50,000 for artworks and Activate Darwin contributing \$100,000 to support the art works, administration including insurances and marketing of the event.

City of Palmerston contributed approximately \$20,000 towards the Street Art Wrap Up Party event from the On Frances event budget, bringing the total investment to \$70,000.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This Report addresses the following City of Palmerston Strategic Risks:

1. **Community Safety**
Failure of Council to effectively plan and deliver its role in community safety.
3. **Economic Development**
Failure to articulate, provide and promote the value proposition for Palmerston as an economic centre to attract investment.
4. **Inclusion, Diversity and Access**
Failure to balance meeting needs of Palmerston's cultural mosaic

STRATEGIES, FRAMEWORK AND PLANS IMPLICATIONS

This Report relates to the following City of Palmerston Strategies, Framework and Plans:

- Creative Industries Plan 2023-2027

A Place for People

- Palmerston Local Economic Plan

The Palmerston Street Art Festival directly enhances the strategic cultural assets, fostering a vibrant arts community which supports skill development and local economic growth through arts and creativity.

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

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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, 17 September 2024 at 5:30pm in the Durack Arts Community Centre, 33 Packard Avenue Durack.

19 CLOSURE OF MEETING TO PUBLIC

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

20 ADJOURNMENT OF MEETING AND MEDIA LIAISON



MINUTES

2nd Ordinary Council Meeting Tuesday 20 August 2024

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

Council business papers can be viewed on the City of Palmerston website www.palmerston.nt.gov.au

'A Place for People'



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COUNCIL MINUTES

Minutes of Council Meeting
held in Council Chambers
Civic Plaza, 1 Chung Wah Terrace, Palmerston
on Tuesday 20 August 2024 at 5:30pm.

PRESENT

ELECTED MEMBERS	Mayor Athina Pascoe-Bell (Chair) Deputy Mayor Mark Fraser Councillor Benjamin Giesecke Councillor Damian Hale Councillor Lucy Morrison Councillor Sarah Henderson
STAFF	Chief Executive Officer, Luccio Cercarelli General Manager Infrastructure, Nadine Nilon General Manager Finance and Governance, Wati Kerta General Manager Community, Konrad Seidl Minute Secretary, Jodi Holden
GALLERY	Three members of staff

Initials:

MINUTES ORDINARY COUNCIL MEETING - 20 AUGUST 2024

11421



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COUNCIL MINUTES

1 ACKNOWLEDGEMENT OF COUNTRY

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

2 OPENING OF MEETING

The Chair declared the meeting open at 5.31pm.

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies

Nil

3.2 Leave of Absence Previously Granted

THAT it be noted Councillor Garden will be on leave of absence as previously granted on 20 February 2024, for the period of 19 August to 26 August 2024 inclusive.

3.3 Leave of Absence Request

Nil

4 REQUEST FOR AUDIO/AUDIOVISUAL CONFERENCING

Nil

5 DECLARATION OF INTEREST

5.1 Elected Members

Nil

5.2 Staff

Nil

6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

Moved: Councillor Hale
Seconded: Deputy Mayor Fraser

THAT the Minutes of the Council Meeting held on 6 August 2024 pages 11404 to 11415 be confirmed.

CARRIED 10/1471 – 20/08/2024

Initials:

MINUTES ORDINARY COUNCIL MEETING - 20 AUGUST 2024

11422



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COUNCIL MINUTES

6.2 Business Arising from Previous Meeting

Nil

7 MAYORAL REPORT

Moved: Mayor Pascoe-Bell
Seconded: Deputy Mayor Fraser

THAT Report entitled Mayoral Update Report - July 2024 be received and noted.

CARRIED 10/1472 - 20/08/2024

8 DEPUTATIONS AND PRESENTATIONS

Nil

9 PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)

Nil

10 CONFIDENTIAL ITEMS

10.1 Moving Confidential Items into Open

Nil

10.2 Moving Open Items into Confidential

Nil

10.3 Confidential Items

Moved: Deputy Mayor Fraser
Seconded: Councillor Morrison

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

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

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 20 AUGUST 2024

11423



A Place for People

COUNCIL MINUTES

		which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person.
25.2.1	Legal Advice	<p>This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(b) of the <i>Local Government (General) Regulations 2021</i>, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information about the personal circumstances of a resident or ratepayer.</p> <p>This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(c)(ii) of the <i>Local Government (General) Regulations 2021</i>, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the maintenance or administration of the law.</p> <p>This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(d) of the <i>Local Government (General) Regulations 2021</i>, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information subject to an obligation of confidentiality at law, or in equity.</p>

CARRIED 10/1473 - 20/08/2024

11 PETITIONS

Nil

12 NOTICES OF MOTION

Nil

13 OFFICER REPORTS

13.1 Action Reports

13.1.1 2024 Palmerston Youth Festival

Moved: Councillor Henderson
Seconded: Councillor Morrison

1. THAT Report entitled 2024 Palmerston Youth Festival be received and noted.
2. THAT the Mayor write to Chief Minister thanking the Northern Territory Government for the ongoing partnership for the delivery of the Palmerston Youth Festival 2024, highlighting this year's success.

CARRIED 10/1474 - 20/08/2024

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 20 AUGUST 2024

11424



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COUNCIL MINUTES

13.1.2 Community Benefit Scheme - Korean Association

Moved: Councillor Morrison
Seconded: Councillor Giesecke

1. THAT Report entitled Community Benefit Scheme - Korean Association be received and noted.
2. THAT Council endorses this grant agreement with the Korean Association in Australia Northern Territory Inc for \$3,400 to support Chuseok – Korean Thanksgiving on 15 September 2024 as per **Attachment 13.1.2.1** contained in this report entitled Community Benefit Scheme - Korean Association.

CARRIED 10/1475 – 20/08/2024

13.1.3 2023-24 Capital Rollover

Moved: Deputy Mayor Fraser
Seconded: Councillor Henderson

1. THAT Report entitled 2023-24 Capital Rollover be received and noted.
2. THAT Council adopts the capital works rollover movements of \$5,555,650.51 as identified in **Attachment 13.1.3.1** contained in the Report entitled 2023-24 Capital Rollover, from the 2023-24 financial year to the 2024-25 financial year.
3. THAT Council adopts the capital works rollover movements effective as at 30 June 2024
 - \$3,900,158.19 transferred to Unexpended Capital Works Reserve
 - \$1,655,492.32 will remain in Grants Liability
4. THAT Council adopts the capital works rollover movements and associated expenditure effective as at 1 July 2024 of:
 - \$3,900,158.19 transferred from Unexpended Capital Works Reserve
 - \$1,655,492.32 recognised as Capital income, reducing the Unexpended Grants Liability
5. THAT Council adopts the following transfers of funds back into the Reserves effective 30 June 2024
 - \$205,795.70 transferred to Developers Funds In Lieu of Construction
 - \$1,468,583.83 transferred to Unexpended Capital Works Reserve and funding allocation to be reassessed for allocation through 2024-25 budget reviews as relevant to each project
6. THAT Council notes that the capital works rollover movements and associated income and expenditure as of 1 July 2024 will be included in the First Budget Review 2024-25 and amendment of the Long-Term Financial Plan for 2025-2034 and will be presented to council for adoption.
7. THAT Council adopts the transfer of \$498,968.45 from Unexpended Capital Works Reserve on the award of TS2024-06 Playground Refurbishment at Marlow Lagoon and Sanctuary Lakes.

CARRIED 10/1476 – 20/08/2024

Initials: _____

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13.1.4 Immediate Priority Grant Interim Acquittals

Moved: Councillor Morrison
Seconded: Councillor Hale

1. THAT Report entitled Immediate Priority Grant Interim Acquittals be received and noted.
2. THAT Council approves the interim acquittal of the Immediate Priority Grant 2021-22 at Attachment **13.1.4.1** contained in this Report entitled Immediate Priority Grant Interim Acquittals.
3. THAT Council approves the interim acquittal of the Immediate Priority Grant 2022-23 at Attachment **13.1.4.2** contained in this Report entitled Immediate Priority Grant Interim Acquittals.

CARRIED 10/1477 – 20/08/2024

13.1.5 Council Policy Review - Breach of Code of Conduct by Elected Member

Moved: Deputy Mayor Fraser
Seconded: Councillor Henderson

1. THAT Report entitled Council Policy Review – Breach of Code of Conduct by Elected Member be received and noted.
2. THAT Council rescinds the Breach of Code of Conduct by Elected Member Policy at **Attachment 13.1.5.2** to the Report entitled Council Policy Review - Breach of Code of Conduct by Elected Member.
3. THAT Council adopts the Breach of Code of Conduct by Elected Member Policy at **Attachment 13.1.5.4** to the Report entitled Council Policy Review - Breach of Code of Conduct by Elected Member.

CARRIED 10/1478 – 20/08/2024

13.2 Receive and Note Reports

13.2.1 Community Benefit Scheme - July Update

Moved: Councillor Henderson
Seconded: Councillor Hale

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

CARRIED 10/1479 – 20/08/2024

13.2.2 Major Capital Projects Update - August 2024

Moved: Deputy Mayor Fraser
Seconded: Councillor Morrison

THAT Report entitled Major Capital Projects Update - August 2024 be received and noted.

CARRIED 10/1480 – 20/08/2024

Initials: _____

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13.2.3 Financial Report - July 2024

Moved: Councillor Morrison
Seconded: Councillor Henderson

THAT Report entitled Financial Report - July 2024 be received and noted.

CARRIED 10/1481 – 20/08/2024

13.2.4 Creative Industries Plan 2023 - 2027 Update

Moved: Councillor Morrison
Seconded: Deputy Mayor Fraser

THAT Report entitled Creative Industries Plan 2023 - 2027 Update be received and noted.

CARRIED 10/1482 – 20/08/2024

13.2.5 Parking Meters Update

Moved: Deputy Mayor Fraser
Seconded: Councillor Henderson

THAT Report entitled Parking Meters Update be received and noted.

CARRIED 10/1483 – 20/08/2024

14 INFORMATION AND CORRESPONDENCE

14.1 Information

Nil

14.2 Correspondence

14.2.1 City of Darwin Update on Parking Meters

Moved: Councillor Henderson
Seconded: Councillor Morrison

THAT correspondence dated 8 August 2024 received from Simone Saunders, Chief Executive Officer, City of Darwin regarding Update on City of Darwin Parking Meters 14.2.1 be received and noted.

CARRIED 10/1484 – 20/08/2024

15 REPORT OF DELEGATES

Nil

Initials: _____

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16 QUESTIONS BY MEMBERS

Moved: Deputy Mayor Fraser
Seconded: Councillor Henderson

THAT the questions asked by Deputy Mayor Fraser regarding large potholes in Pinelands not being fixed, lack of lighting at night in Sanctuary Lakes Playground when events are held and the storm water drain issue, and the response provided by the Chief Executive Officer be received and noted.

CARRIED 10/1485 - 20/08/2024

17 GENERAL BUSINESS

17.1 Lighting of Regional Playground Equipment

Moved: Deputy Mayor Fraser
Seconded: Councillor Morrison

THAT a report be prepared regarding the feasibility to light Regional Parks Playground equipment by the second ordinary council meeting in October 2024.

CARRIED 10/1486 - 20/08/2024

18 NEXT ORDINARY COUNCIL MEETING

Moved: Deputy Mayor Fraser
Seconded: Councillor Henderson

THAT the next Ordinary Meeting of Council be held on Tuesday, 3 September 2024 at 5:30pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

CARRIED 10/1487 - 20/08/2024

19 CLOSURE OF MEETING TO PUBLIC

Moved: Deputy Mayor Fraser
Seconded: Councillor Morrison

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

CARRIED 10/1488 - 20/08/2024

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20 ADJOURNMENT OF MEETING AND MEDIA LIAISON

Nil

The open section of the meeting closed at 6.21pm for the discussion of confidential matters.

The closed section of the meeting reopened at 6.22pm.

The Chair declared the meeting closed at 7.18pm.

Chair

Print Name

Date

Initials:
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