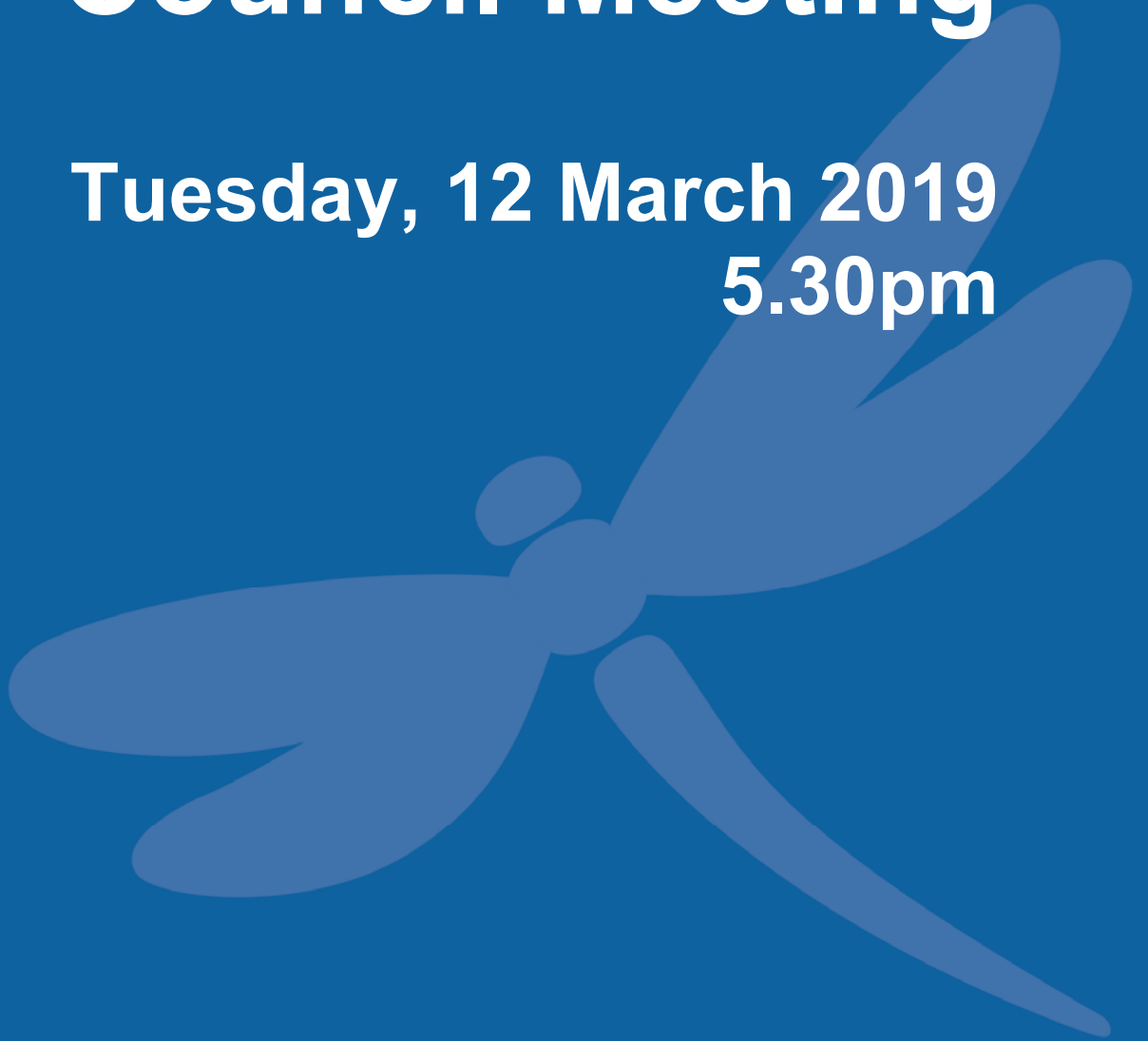


# Business Papers

## Ordinary Council Meeting

Tuesday, 12 March 2019  
5.30pm



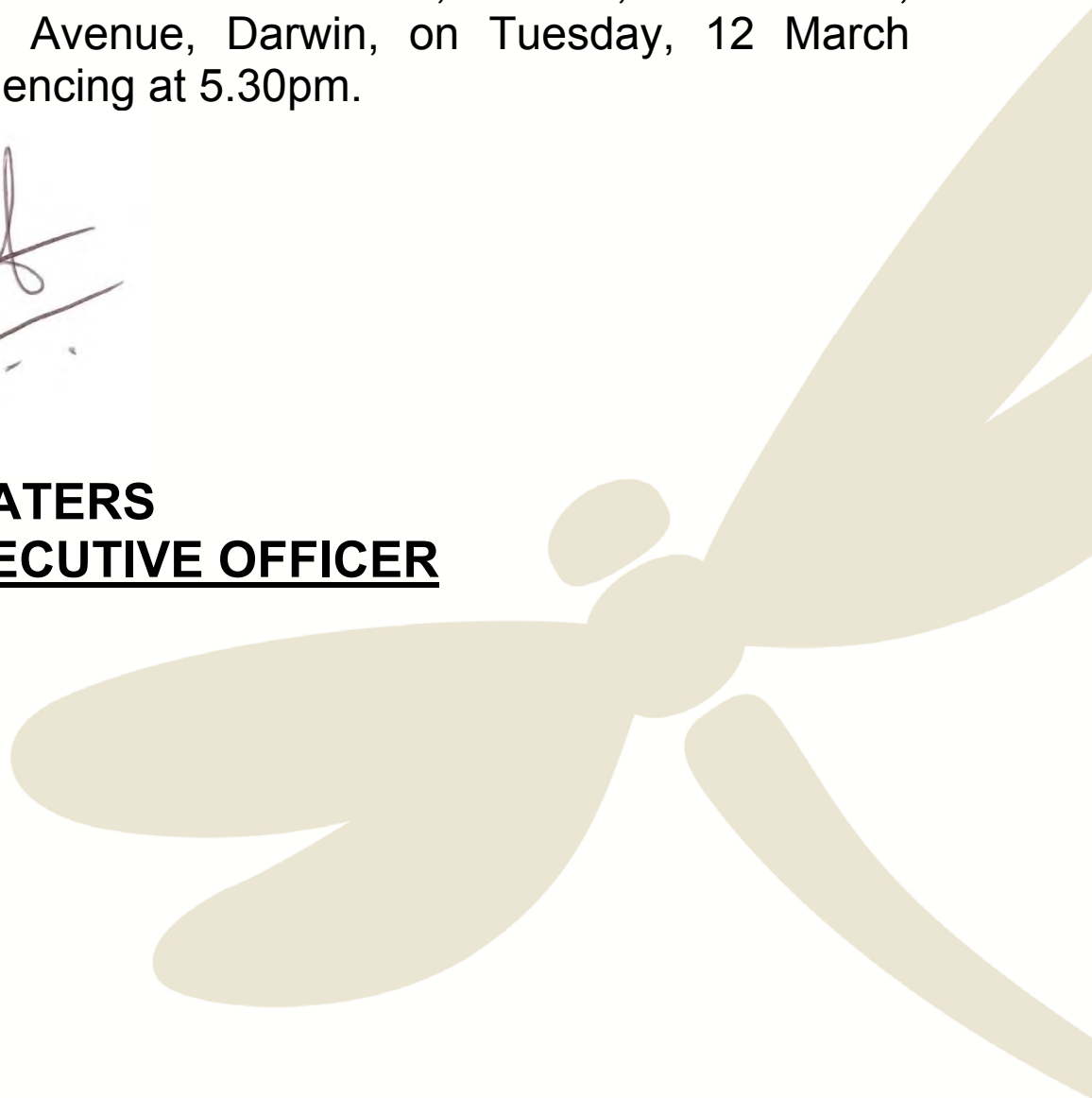


## **Notice of Meeting**

To the Lord Mayor and Aldermen

You are invited to attend an Ordinary Council Meeting to be held in the Council Chambers, Level 1, Civic Centre, Harry Chan Avenue, Darwin, on Tuesday, 12 March 2019, commencing at 5.30pm.

**SCOTT WATERS**  
**CHIEF EXECUTIVE OFFICER**



# Ordinary Council Meeting

## Tuesday, 12 March 2019

### 5.30pm

## Guests

### **From 5.30pm**

Representatives from the Department of Local Government, Housing and Community Development will be in attendance from 5.30pm to brief the Council on the Draft Burial and Cremation Bill.

### **From 6.00pm**

Representatives from the Nightcliff Foreshore Restaurant will be in attendance from 6.00pm to brief the Council on proposed upgrades.

THIRTY-THIRD ORDINARY COUNCIL MEETING – OPEN SECTION  
TUESDAY, 12 MARCH 2019

ORD03/4

**CITY OF DARWIN**

**THIRTY-THIRD ORDINARY MEETING OF THE TWENTY-SECOND COUNCIL**

**TUESDAY, 12 MARCH 2019**

MEMBERS: The Right Worshipful, Lord Mayor, K Vatskalis, (Chair); Member A J Arthur; Member J Bouhoris; Member S Cullen; Member J A Glover; Member G J Haslett; Member R M Knox; Member G Lambrinidis; Member S J Niblock; Member M Palmer; Member P Pangquee; Member R Want de Rowe; Member E L Young.

OFFICERS: Chief Executive Officer, Mr S Waters; Chief Operating Officer, Mr C Potter; General Manager Government Relations and External Affairs, Ms M Reiter; General Manager Innovation, Growth and Development Services, Mr J Sattler; General Manager Engineering and City Services, Mr B Smith; General Manager Community and Regulatory Services, Ms P Banks; Committee Administrator, Mrs P Hart.

GUESTS: Representatives from the Department of Local Government, Housing and Community Development will be in attendance from 5.30pm to brief the Council on the Draft Burial and Cremation Bill.

Representatives from the Nightcliff Foreshore Restaurant will be in attendance from 6.00pm to brief the Council on proposed upgrades.

Enquiries and/or Apologies: Penny Hart  
E-mail: [p.hart@darwin.nt.gov.au](mailto:p.hart@darwin.nt.gov.au)  
PH: 8930 0670

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THIRTY-THIRD ORDINARY COUNCIL MEETING – OPEN SECTION  
TUESDAY, 12 MARCH 2019

ORD03/5

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THIRTY-THIRD ORDINARY COUNCIL MEETING – OPEN SECTION  
TUESDAY, 12 MARCH 2019

ORD03/6

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THIRTY-THIRD ORDINARY COUNCIL MEETING – OPEN SECTION  
TUESDAY, 12 MARCH 2019

ORD03/7

**1. ACKNOWLEDGEMENT OF COUNTRY**

**2. THE LORD’S PRAYER**

**3. MEETING DECLARED OPEN**

**4. APOLOGIES AND LEAVE OF ABSENCE**  
Common No. 2695036

**4.1 Apologies**

**4.2 Leave of Absence Granted**

Nil

**4.3 Leave of Absence Requested**

**5. ELECTRONIC MEETING ATTENDANCE**  
Common No. 2221428

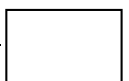
**5.1 Electronic Meeting Attendance Granted**

**5.2 Electronic Meeting Attendance Requested**

**6. DECLARATION OF INTEREST OF MEMBERS AND STAFF**  
Common No. 2752228

**6.1 Declaration of Interest by Members**

**6.2 Declaration of Interest by Staff**



THIRTY-THIRD ORDINARY COUNCIL MEETING – OPEN SECTION  
TUESDAY, 12 MARCH 2019

ORD03/8

**7. CONFIRMATION OF MINUTES OF PREVIOUS MEETING/S**  
Common No. 1955119

**7.1 Confirmation of the Previous Ordinary Council Meeting**

THAT the tabled minutes of the previous Ordinary Council Meeting held on Tuesday, 26 February 2019, be received and confirmed as a true and correct record of the proceedings of that meeting.

**7.2 Business Arising**

**8. MATTERS OF PUBLIC IMPORTANCE**

**9. DEPUTATIONS AND BRIEFINGS**

**9.1 Department of Local Government, Housing and Community Development - Draft Burial and Cremation Bill**

*Representatives from the Department of Local Government, Housing and Community Development will be in attendance from 5.30pm to brief the Council on the Draft Burial and Cremation Bill.*

**9.2 Nightcliff Foreshore Restaurant - Upgrade Proposal**

*Representatives from the Nightcliff Foreshore Restaurant will be in attendance from 6.00pm to brief the Council on proposed upgrades.*

**10. PUBLIC QUESTION TIME**



THIRTY-THIRD ORDINARY COUNCIL MEETING – OPEN SECTION  
TUESDAY, 12 MARCH 2019

ORD03/9

## 11. **CONFIDENTIAL ITEMS** Common No. 1944604

### 11.1 **Closure to the Public for Confidential Items**

THAT pursuant to Section 65 (2) of the Local Government Act and Regulation 8 of the Local Government (Administration) Regulations the meeting be closed to the public to consider the following Confidential Items:-

<b><u>Item</u></b>	<b><u>Regulation</u></b>	<b><u>Reason</u></b>
C23.1	8(c)(iv)	information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person
C24.1	8(e)	information provided to the council on condition that it be kept confidential
C26.1.1	8(c)(iii)	information that would, if publicly disclosed, be likely to prejudice the security of the council, its members or staff
C26.1.2	8(c)(iv)	information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person
C26.1.3	8(c)(iv)	information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person
C26.2.1	8(e)	information provided to the council on condition that it be kept confidential
C26.2.2	8(c)(iv)	information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person
C27.1	8(e)	information provided to the council on condition that it be kept confidential

### 11.2 **Moving Open Items Into Confidential**

### 11.3 **Moving Confidential Items Into Open**

THIRTY-THIRD ORDINARY COUNCIL MEETING – OPEN SECTION  
TUESDAY, 12 MARCH 2019

ORD03/10

## 12. PETITIONS

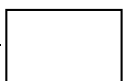
## 13. NOTICE(S) OF MOTION

### 13.1 Offensive Merchandise at Family Market Common No. 3999585

*The Notice of Motion raised by Member R M Knox is **Attachment A**.*

#### Recommendation

- A. THAT Council seek legal advice on what conditions apply to activities conducted on Council land leased for events, specifically the Nightcliff market lease.
- B. That Council, subject to the above advice, request Nightcliff Market Association remove material displaying CUinNT from public view.



6th March 2019

**NOTICE OF MOTION****SUBJECT:               Offensive Merchandise at Family Market**

I give notice that at the First Ordinary Council Meeting on 12th day, March 2019, I will be moving the following motion:-

A       THAT Council seek legal advice on what conditions apply to activities conducted on Council land leased for events, specifically the Nightcliff market lease.

B       That Council, subject to the above advice, request Nightcliff Market Association remove material displaying CUinNT from public view.

**REASON:**

On Sunday 17<sup>th</sup> February I received a number of complaints from members of public and from the Legislative Assembly Member for Nightcliff, Natasha Fyles, about an offensive stall at Nightcliff markets; a stall selling caps and stubby coolers with the branding CUinNT that was located near the pancake stall and the children's playground at Nightcliff markets.

People complained to me that this was a family friendly market and such a stall was not appropriate at a market that was visited by many children. Other people commented that they found the stall merchandise insulting and degrading to women. Council provides this community space for the Nightcliff markets so is responsible for activity in this public space. In comparison, merchandise in a private shop is the responsibility of the shop owner.

On Saturday the City of Darwin supported the International Women's Day march, an event that champions respect for women.

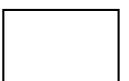


Signed by me at Darwin this     6th March 2019

THIRTY-THIRD ORDINARY COUNCIL MEETING – OPEN SECTION  
TUESDAY, 12 MARCH 2019

ORD03/11

## 14.1 OFFICERS REPORTS (ACTION REQUIRED)





ENCL: 1ST ORDINARY COUNCIL MEETING/OPEN AGENDA ITEM: 14.1.1  
YES

### EAST POINT RESERVE VEHICLE ACCESS RESTRICTIONS

REPORT No.: 19C0122 JL:es COMMON No.: 3665059 DATE: 12/03/2019

**Presenter:** Senior Climate Change and Environmental Officer, Jade Leask

**Approved:** General Manager Community And Regulatory Services,  
Polly Banks

#### **PURPOSE**

The purpose of this report is to seek Council endorsement of community consultation on reduced vehicle access to East Point Reserve

#### **LINK TO STRATEGIC PLAN**

The issues addressed in this Report are in accordance with the following Goals/Strategies as outlined in the 'Evolving Darwin Towards 2020 Strategic Plan':-

#### **Goal**

3 Environmentally Sustainable City

#### **Outcome**

3.2 Conserve and protect the Darwin environment

#### **Key Strategies**

3.3.2 Increase biodiversity richness and abundance across Darwin

#### **KEY ISSUES**

- East Point Reserve has high ecological value.
- The East Point Reserve Biodiversity 5 Year Management Plan has been updated and will guide management of biodiversity in the Reserve for the next 5 years 2019-2024.
- The Plan recommends that, pending the outcomes of targeted consultation, vehicle access to the park is further restricted.

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 REPORT NUMBER: 19C0122 JL:es  
 SUBJECT: EAST POINT RESERVE VEHICLE ACCESS RESTRICTIONS

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## **RECOMMENDATIONS**

- A. THAT Report Number 19C0122 JL:es entitled East Point Reserve Vehicle Access Restrictions be received and noted.
- B. THAT Council endorse the consultation and investigation of the feasibility of reduced vehicle access to East Point Reserve, as outlined in Report Number 19C0122 JL:es entitled East Point Reserve Vehicle Access Restrictions.
- C. THAT after further investigation a report outlining recommendations on Vehicle Access to East Point Reserve be presented to Council for consideration.

## **BACKGROUND**

At the Ordinary Council Meeting of 22 February 2018 Council confirmed that:

*DECISION NO.22\0447 (21/02/18)*

### **Security Upgrades to East Point**

*Report No. 17CO0043 (21/02/18) Common No. 3665059*

- B. *THAT Council endorse increased security patrols, as per Option 3, outlined in Report Number 17CO0043 NK:jw entitled Security Upgrades to East Point.*
- C. *THAT a further investigation of Option 1 and 2 occur, as outlined in Report Number 17CO0043 NK:jw entitled Security Upgrades to East Point and that a further report be prepared for Councils consideration by June 2018, which includes feedback from increased security patrols and consultation options for option 4.*

## **DISCUSSION**

The Climate Change & Environment and Parks & Reserves teams have been implementing the *East Point Reserve Biodiversity 5 Year Management Plan 2014-2018* (the plan). Actions over four years have been completed and the plan has been updated.

Council engaged a consultant to review and update the plan with the focus on improving biodiversity, minimising threats and legal risks as well as better engagement of the Reserves stakeholders **Attachment A**.

The *East Point Reserve Biodiversity Management Plan 2019-2024* has been developed so that individual management priorities can be used separately as stand-alone action plans. These plans cover:

- Native fauna (including reintroductions)
- Revegetation
- Weeds
- Pest animals

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 REPORT NUMBER: 19C0122 JL:es  
 SUBJECT: EAST POINT RESERVE VEHICLE ACCESS RESTRICTIONS

- Water
- Planning
- Access
- Stakeholders

The *East Point Reserve Biodiversity Management Plan 2019-2024* has been endorsed as an operational plan and will be used as the guiding document for maintenance of the Reserve from a biodiversity perspective for the next five years.

The plan recommends restricting vehicle access after appropriate consultation and closing the gates situated before Dudley Point at 9pm. The vehicle access gates are located after Pee Wees restaurant and several picnic and public parking areas remain fully accessible to the community. A map identifying the gate location is provided in **Attachment B**. The vehicle access gates are currently locked between 11pm and 5am.

An earlier gate closure is intended to reduce security and safety issues known to occur in the Reserve. Infrastructure damage, littering, “hooning” injury to and death of wildlife are well known to occur in the evenings. Facilities within East Point Reserve including the Gun Turret, Toilet Block and Boat Ramp are locked at 6pm.

A 9pm closure time is expected to allow sufficient access to the north-eastern section of the Reserve for recreational use including barbeques, picnics and sunset watching prior to closure. Pedestrian access to this same section and access to the southern portion of the reserve would remain 24hrs a day 7 days a week.

A 9pm closure of the gates would align to current weekday alcohol consumption exemptions applicable to the Reserve.

Many other parks in the Darwin Region close gates at 7pm, including Charles Darwin National Park and George Brown Botanic Gardens, as identified in Table 1.

Facility	Opening hours
Berry Springs Nature Park	8 am to 6.30 pm
Charles Darwin National Park	8 am to 7pm
George Brown Darwin Botanic Gardens	7 am to 7 pm
Homes Jungle Nature Park	8 am to 6 pm
Howard Springs Nature Park	7.30 am to 7 pm

Table 1 Opening hours of recreation areas in the Darwin Region

To determine the community impact of an earlier gate closure the following is recommended:

- Determine vehicle access between 9pm and 11pm; appropriate counting mechanism to be confirmed.

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 SUBJECT: EAST POINT RESERVE VEHICLE ACCESS RESTRICTIONS

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- Consult directly with stakeholders, including the Fannie Bay Equestrian Club, Darwin Military Museum and Pee Wees Restaurant.
- Liaise with security contractors to determine activities and number of community members within the Reserve between 9pm and 11pm.
- Undertake appropriate broader community consultation.

Consultation aims will be determined by data collected on the Reserve usage and liaison with key stakeholders. The Community Engagement team will assist with broader community consultation requirements. This may include alternative closing times.

### **CONSULTATION PROCESS**

In preparing this report, the following City of Darwin officers were consulted:

- Manager Engagement and Participation
- Parks Technical Officer
- Team Leader Central Precinct
- Parks Coordinator
- Climate Change and Environment Support Officer
- Acting General Manager Engineering and City Services

In preparing this report, the following External Parties were consulted:

- SLR Consulting

### **POLICY IMPLICATIONS**

This report and associated management plan is in keeping with all relevant Council policies including the City of Darwin *Strategic Plan Evolving Darwin Towards 2020 and Climate Change Action Plan 2011-2020*.

Any community consultation will be conducted as per City of Darwin Policy No.025 Community Engagement.

### **BUDGET AND RESOURCE IMPLICATIONS**

The level of community engagement identified as appropriate will determine budget requirements. Initial stakeholder liaison will be covered within Climate Change & Environment operational budget.

Investigations will include a review of required night patrols and may lead to budget savings if fewer patrols are required.

Other actions within the plan have been incorporated into ongoing operational budgets of Parks & Reserves and Climate Change & Environment, where applicable.

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 SUBJECT: EAST POINT RESERVE VEHICLE ACCESS RESTRICTIONS

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### **RISK/LEGAL/LEGISLATIVE IMPLICATIONS**

This plan aligns to both National and Northern Territory Government legislation including; *Wildlife Conservation Act 2000*, *Weeds Management Act 2001* and *Environment Protection and Biodiversity Conservation Act 1999*.

### **ENVIRONMENTAL IMPLICATIONS**

An earlier gate closure and possible reduction in human interaction during nocturnal hours will have positive impacts on local fauna allowing native animals to utilise the majority of the Reserve for feeding and breeding with minimal interference.

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

We the Author and Approving Officers declare that we do not have a Conflict of Interest in relation to this matter.

**JADE LEASK**  
**SENIOR CLIMATE CHANGE AND**  
**ENVIRONMENTAL OFFICER**

**POLLY BANKS**  
**GENERAL MANAGER**  
**COMMUNITY AND REGULATORY**  
**SERVICES**

For enquiries, please contact Polly Banks on 89300633 or email:  
 p.banks@darwin.nt.gov.au.

### **Attachments:**

**Attachment A:** East Point Reserve Biodiversity Management Plan 2019-2024

**Attachment B:** Map Location of East Point Vehicle Access Gate

# EAST POINT RESERVE

**Biodiversity Management Plan  
2019-2024**

**Prepared for:**

City of Darwin  
GPO Box 84  
DARWIN NT 0801

SLR Ref: 680.10494-R10  
Version No: -v1.0  
September 2018



## PREPARED BY

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## BASIS OF REPORT

This report has been prepared by SLR Consulting Australia Pty Ltd with all reasonable skill, care and diligence, and taking account of the timescale and resources allocated to it by agreement with City of Darwin (the Client). Information reported herein is based on the interpretation of data collected, which has been accepted in good faith as being accurate and valid.

This report is for the exclusive use of the Client. No warranties or guarantees are expressed or should be inferred by any third parties. This report may not be relied upon by other parties without written consent from SLR.

SLR disclaims any responsibility to the Client and others in respect of any matters outside the agreed scope of the work.

## DOCUMENT CONTROL AND

Reference	Date	Prepared	Checked	Authorised
680.10494-R10-v1.0	24 September 2018	Sarah Smith, Loren Yellop, Toivo Zoete	Toivo Zoete	Paul McHugh

## EXECUTIVE SUMMARY

The East Point Reserve is a significant public open space in the Darwin urban area (approximately 5 km from the city centre), managed by the City of Darwin. The Reserve is subject to range of interacting management concerns influenced by the values and uses of the area.

This Biodiversity Management Plan has been developed to provide management actions to be implemented at the Reserve between 2019 and 2024 to manage, protect, and enhance the biodiversity of the reserve. The plan comprises separate plans of management for:

- Native fauna (including reintroductions)
- Revegetation
- Weed
- Pest animals
- Water
- Planning issues
- Access
- Stakeholders



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### APPENDICES

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### ABBREVIATIONS

EPBC Act	<i>Environment Protection and Biodiversity Conservation Act</i>
WM Act	<i>Weeds Management Act</i>
TPWC Act	<i>Territory Parks and Wildlife Conservation Act</i>

# 1 Introduction

The East Point Reserve (the Reserve) is a significant public open space in the Darwin urban area (approximately 5 km from the city centre), managed by the City of Darwin (**Figure 1**). The Reserve is subject to range of interacting management concerns which are influenced by the values and uses of the area including:

- Recreational use
- Relatively unmanaged land on the 'Fannie Bay Reserve', south east of the Reserve
- Educational values, including a science trail and other interpretative signage
- Native vegetation
- Native fauna
- Use by community lessees including the Fannie Bay Equestrian Club and the Darwin Aero Modellers club
- Commercial lease to Pee Wees at the Point
- Pest fauna and biting insects
- Weeds
- Darwin Harbour Site of Conservation Significance
- Neighbouring biodiversity values including mangroves and shorebird habitat
- Commonwealth land, housing the Darwin Military Museum.

The Reserve comprises approximately 190 Ha, divided by City of Darwin into 14 spatial components on the basis of usage and composition (**Table 1**, **Figure 2**). The Reserve adjoins vacant crown land supporting a mangrove community to the north, and surrounds crown land parcel Lot no. 8158 which hosts the Darwin Military Museum.

SLR has been engaged by City of Darwin to provide an update to the *East Point Reserve Biodiversity 5 Year management plan 2014-2018* (EcOz, 2015) to allow City of Darwin to continue to effectively maintain and improve the biodiversity of the Reserve, while minimising threats and working productively with external stakeholders.

Responsibility for operational management of the Reserve sits with the Manager of Infrastructure Maintenance (Engineering and City Services). Responsibility for the strategic management of the Reserve sits with the Executive Manager Environment and Community (Community and Regulatory Services).

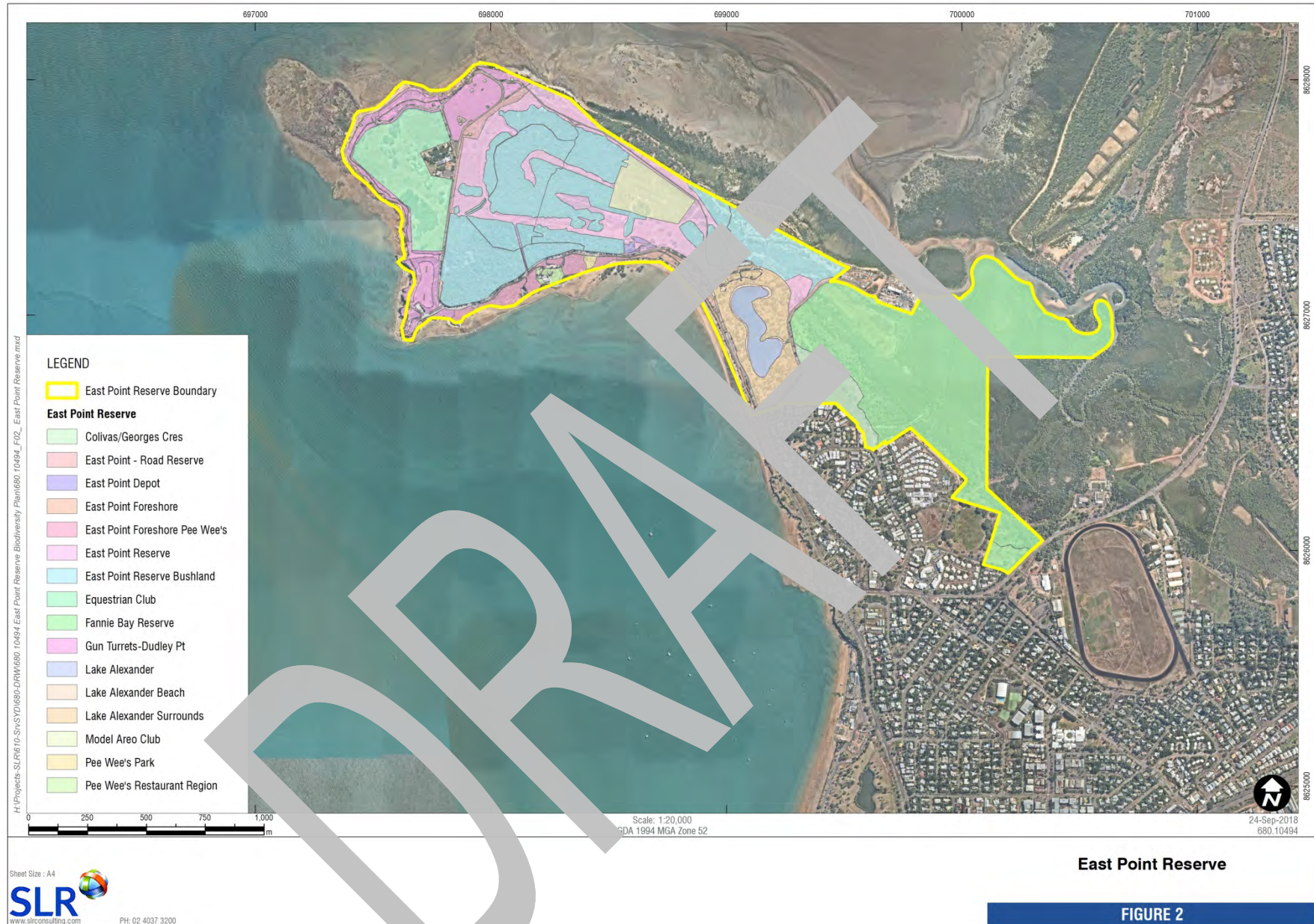




**Table 1 Composition of the East Point Reserve**

City of Darwin ID	Asset type	Area (ha)
East Point Reserve Bushland	Bushland	47.0
Fannie Bay Reserve	Bushland	60.3
Pee Wee's Restaurant Region	Commercial	0.5
Equestrian Club	Community Group	14.1
Model Aero Club	Community Group	5.9
Lake Alexander	Contained	3.9
East Point Foreshore	Foreshore	1.9
East Point Foreshore Pee Wee's	Foreshore	3.5
Gun Turrets-Dudley Pt	Foreshore	12.3
Lake Alexander Beach	Foreshore	0.5
Lake Alexander Surrounds	Foreshore	9.4
Pee Wee's Park	Foreshore	0.2
Colivas/Georges Cres	Park	6.1
East Point - Road Reserve	Park	1.5
East Point Depot	Park	0.4
East Point Reserve	Park	20.9
Fannie Bay Reserve	Park	1.5
<b>Total</b>		<b>189.9</b>







## 2 Native fauna plan

### 2.1 Purpose

The native fauna of the Reserve comprise one of its key values, and the potential for introduction / reintroduction of threatened species is an important opportunity for improvement of the biodiversity values of the Reserve. The purpose of this native fauna plan is to provide for management actions that promote the beneficial management of native fauna already on the site as well as to facilitate the reintroduction of threatened fauna species for which suitable habitat is available within the Reserve.

### 2.2 Objectives

The objectives of implementing the management actions identified below include:

- Continue monitoring fauna diversity
- Maintain the Agile Wallaby population at a suitable size for the resources available in the Reserve
- Maintain the quality of shorebird habitat adjacent to the Reserve
- Action the proposed reintroduction of the Atlas Moth
- Develop the 'breezeway' as a woodland vegetation community rich with foraging and shelter resources for native fauna

### 2.3 Background and context

#### 2.3.1 Fauna monitoring

The Reserve supports a range of native fauna species including 225 bird species, 3 frog species, 11 mammal species and 31 reptile species (NT Fauna Atlas, Buckley *et al.*, EcoZ 2013a). This includes 52 bird species listed as migratory under the *Environment Protection and Biodiversity Conservation Act* (EPBC Act), and 12 species listed as threatened under the EPBC Act and/or the *Territory Parks and Wildlife Conservation Act* (TPWC Act) (Appendix B).

Ongoing monitoring of fauna within the Reserve is a key component of biodiversity management. Biennial (every 2 years) surveys, conducted at the end of the wet season, using consistent methodology, will allow changes in the fauna of the Reserve to be identified and, where required, will allow for targeted management responses.

#### 2.3.2 Agile Wallabies

There is a resident population of Agile Wallabies at the Reserve which is thought to have persisted since before the original clearing of the peninsula. The wallabies are a popular attraction, and visitors to the Reserve are able to see wallabies feeding in open grassed areas, particularly at dusk and dawn. During the day, and at night, wallabies shelter in the monsoon forest.

The wallaby population has increased considerably from around 300 in the 1970s and early 1980s, to 1500 - 2000 in the mid to late 1980s (Stirrat, 2000). The eruption of the population was attributed to the installation of a golf course including year-round watering points and drip irrigation throughout the Reserve, so that all wallabies had access to ample drinking water year round. The peak wallaby population size was inappropriate for the area and caused impacts including reducing productivity and diversity of remnant and revegetated monsoon forest, overgrazing of grassed areas leading to decreased amenity, and high rates of vehicle impact (Stirrat, 2000). In the late 1990s, the population had declined and was estimated at approximately 400 individuals (Stirrat, 2000).

EcOz (2013a) subsequently developed a simplified methodology for wallaby surveys which was considered appropriate for assessing changes in the population over time, although strictly it cannot be used to determine the total population size (which may be larger than the numbers counted). Using the simplified methodology, a maximum count of 114 wallabies was made in May 2013. Ongoing population surveys by City of Darwin staff, initially monthly and then quarterly, were recommended in the 2014-2018 Biodiversity Management Plan for the Reserve (EcOz, 2015). Counts have been conducted by City of Darwin staff since 2014, approximately according to the monthly then quarterly schedule. The number of animals recorded varied between 52 and 232 (joeys and adults). The count values do not indicate long term trends of either increase or decrease (**Figure 4**). In their 2016 report, Buckley *et al.* note that 'sampling methods currently employed to monitor the wallaby population at East Point are unlikely to provide reliable estimates of population size or relative change in population size over time' but did not suggest a suitable alternative (Buckley *et al* 2016). In any case, anecdotal evidence suggests that the population is not having a deleterious impact on the vegetation communities of the Reserve (J. Lewis, pers comm) and hence is not considered to be beyond the carrying capacity of the Reserve.

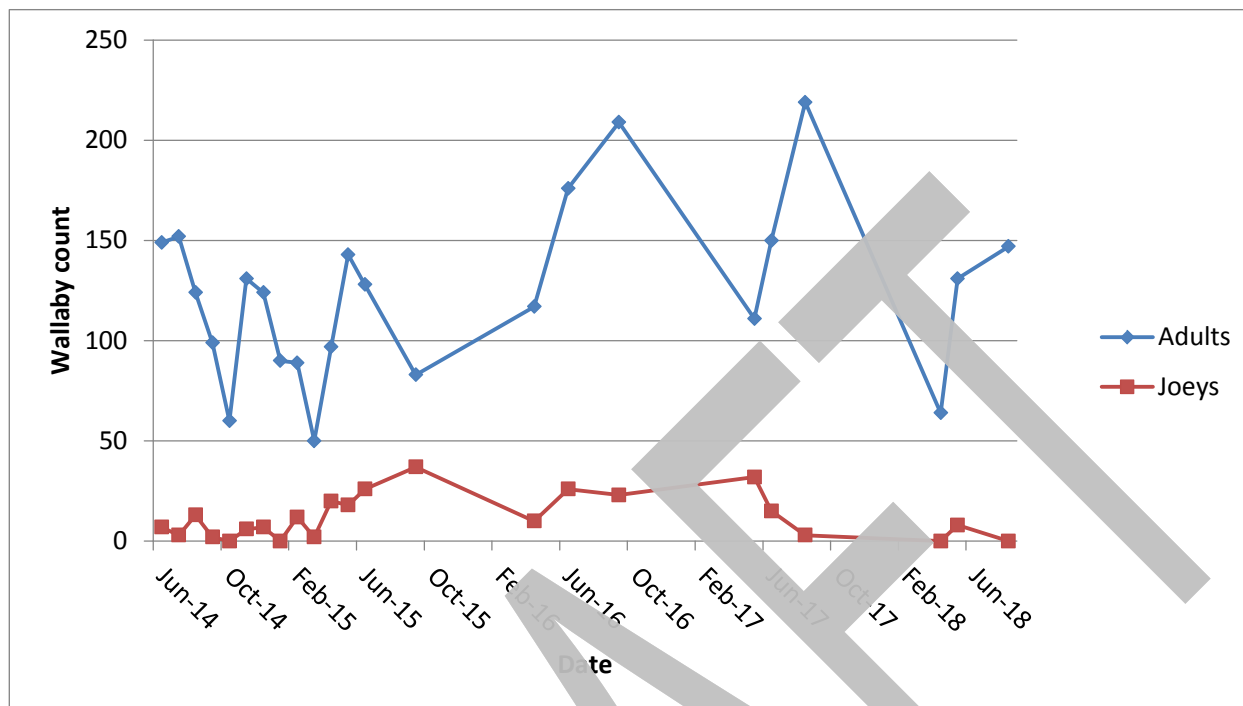
Six Wallaby watering troughs are currently kept filled throughout the dry season (**Figure 3**). The design of watering points was modified in 2015 to minimise Cane Toad access to water, although Cane Toads still have access to spills (Lippiatt, 2015).





**Figure 4 Indicative Wallaby counts**

Source: City of Darwin



### 2.3.3 Shorebirds

Sixteen shorebird species have been recorded at East Point (EcOz, 2013a). The site is potentially a final staging point, where birds build up reserves prior to migratory flight, for at least some species (EcOz, 2013a). Lilleyman *et al* (2015) identified East Point as an area where two subpopulations of shorebirds in Darwin Harbour overlap, and the site meets the EPBC Act criteria for important habitat for migratory birds (EcOz, 2013a).

Migratory shorebird populations are declining globally as a result of interactions between habitat availability and quality in breeding, stopover and non-breeding habitats (Clemens, 2016). While the largest impacts are likely due to habitat destruction in East Asia, Clemens (2016) identified a small but significant effect of declining habitat condition in Australia on reduced shorebird survival. Highly impacted shorebird habitat can be improved by habitat creation (eg. artificial wetlands or saltmarshes), transplantation of vegetation, management of water quality and quantity, and reduction of anthropogenic disturbances. However, the shorebird habitat at East Point is in good condition and management should focus on protecting rather than restoring habitat. The claypan in the Fannie Bay Reserve is under the control of the City of Darwin, while coastal shorebird habitat at East Point is outside the boundary of the Reserve (**Figure 5**).

An osprey nesting platform was installed in the grounds of Fannie Bay Equestrian Club in 2015, however the platform has not been used for nesting to date.. Acquisition of the neighbouring crown land to the north of the Reserve has been suggested as an option for increasing the City of Darwin's ability to manage shorebirds (EcOz, 2013); while to date no decision has been made, the option should be evaluated further. Control of feral animals, access controls, additional signage, and community engagement could be implemented on City of Darwin controlled land to contribute to shorebird management.

The following additional information has been provided by BirdLife Top End:

Shorebirds that belong to the East Asian-Australasian Flyway migrate between hemispheres and spend most of their time on the non-breeding grounds in the southern hemisphere. Coastal development and disturbance are major threats to shorebirds while they are on the non-breeding grounds. Nature reserves and national parks can provide some refuge to shorebirds through controlled areas and appropriate signage to show recreational users where they can walk dogs or sensitive areas to avoid.

It is crucial that the East Point roost sites remain as part of a network of sites for shorebirds in the Darwin Harbour region. The rocky roost site provides habitat for the Lesser Sand Plover, an endangered species under the EPBC Act 1999. This site supports the largest population of this species within the monitored sites around Darwin. This site also provides habitat for shorebirds that prefer rocky substrates as opposed to sandy beach systems.

East Point is a known roost site for 16 species of migratory shorebird (EcOz, 2013a), with most shorebirds present from September through until April each year. The shorebirds roost on the rocky reefs bordering the Reserve, and then feed in the intertidal zone of Ludmilla Bay at low tide. The rocky reef is popular with people fishing, casting bait nets and walking. These activities often disturb shorebirds. The current shorebird signs do not provide enough detail about shorebirds that use the site, where they are from, why they are threatened and how humans can help them.

Shorebirds also use the saltpan known as Spot on Marine, situated along Colivas Road. This area is used predominantly as a roost site and water covers this pan during high tides above 7.5 m. This area has no protection or controlled access and outdated signage regarding shorebirds.

Controlling access to the roost sites will be the biggest challenge in managing safe habitat for shorebirds. It is recommended that a combination of educational signs be installed and regular community engagement events be conducted to engage with the local, but transient population of people in the Darwin region.

To ensure a successful conservation program, it is vital to have the community on board caring about the biodiversity in which the management plan sets out to protect.



## 2.3.4 Reintroductions of threatened species

### 2.3.4.1 Atlas Moth

The Atlas Moth (*Attacus wardii*), a monsoon forest endemic which has been lost from much of the Darwin area, has been proposed as a fauna species suitable for reintroduction to the Reserve. A detailed consideration of the logistics of reintroduction of the Atlas Moth to the Reserve was prepared in conjunction with the East Point Biodiversity Assessment Report (EcOz 2013b), the report was prepared with input from an expert on the Atlas Moth in the Darwin Area (Geoff Martin) and the conclusions of the report remain relevant to the planned reintroduction. Part of the report is reproduced in **Box 1**.

In preparation for the proposed introduction, larval food plants including *Litsea glutinosa*, *Pittosporum moluccanum* and *Croton habrophyllus* have been planted as part of the ongoing revegetation of the Reserve with monsoon forest vegetation. These plantings should be assessed for their suitability to support an Atlas Moth population.

#### Box 1 Logistics of Atlas Moth reintroduction

##### Proposed reintroduction of the Atlas Moth (EcOz 2013b)

A trial program is currently being investigated by Geoff Martin, an Atlas Moth enthusiast, to raise Atlas Moths in captivity from eggs laid by captured gravid females. This captive breeding program could then provide 15 to 20 captive-raised gravid females for release into East Point Reserve monsoon forest at a later date. Captive rearing of moths is proposed in order to reduce the level of egg mortality experienced in the natural setting, which can be as high as 90% due to predation (pers. comm. Martin 2013).

The collection of gravid females will be undertaken between 11 pm and 5 am after the onset of heavy rains forecast for late November or December. A number of sites including Gunn Point and Dundee Beach will be searched to locate moths for capture; moths have been seen to be locally common in patches of suitable habitat. Females are identified as being larger than males and will not begin flying from the cocoon until after mating with a visiting male. Therefore females captured on the wing are potentially gravid unless the egg clutch has already been laid (pers. comm. Martin 2013).

Gravid females are taken into captivity and allowed to lay their eggs onto propagated larval host plants within a controlled environment free from egg predators (Figure 2-1). The larvae are raised for 7 weeks until they form the pupa stage with the formation of a cocoon (see Figure 2-2). Emergence from the cocoon is somewhat random so male moths will need to be housed in a large enclosure until a suitable mate has emerged. When a female emerges mating can commence, after which the gravid female could be released at a suitable location within the East Point Reserve monsoon forest to lay her eggs. Pupae remaining dormant over the dry season will be kept in an artificial environment with a climate similar to that found within local monsoon forests to ensure the pupa neither emerges if kept too moist, or desiccates if kept too dry (pers. comm. Martin 2013).



#### 2.3.4.2 Introductions of other species

The potential for reintroduction of other threatened species, particularly the Black-footed Tree-Rat (*Mesembriomys gouldii*) was assessed for the purpose of this Plan. The Black-footed Tree-rat is listed as endangered under the EPBC Act and Vulnerable under the TPWC Act and was present at the Reserve as recently as 2014 (NT Fauna Atlas). The species was not recorded during fauna surveys in 2013 or 2016 (EcOz, 2013a) (Buckley *et al* 2016). Advice received from Dr Leigh-Ann Woolley from Charles Darwin University's Research Institute for the Environment and Livelihood is that a reintroduction of Black-footed Tree-rats into the Reserve would be a long-term project with mature habitat trees required prior to reintroduction, even if nest boxes are installed. Revegetation of parts of the Reserve with woodland vegetation, particularly habitat and food plants, would comprise the very early stages of a Black-footed Tree-rat reintroduction project, and would provide a benefit to a range of declining arboreal mammals including possums and gliders, as well as any naturally occurring Tree-rats. The 'breezeway', an area partially revegetated by the Friends of East Point (Figure 6) (see Section 9.3.5), comprises tussock grassland, monsoon forest and *Corymbia polysciada*/*Corymbia polycarpa* open woodland (EcOz, 2017a). This area is suitable for revegetation as open woodland. A plant species list suitable for developing and enhancing arboreal mammal habitat has been developed by Land for Wildlife (Appendix C).





## 2.4 Management actions, timing and responsibilities

**Table 2 Native fauna management actions**

Action	Timing	Responsibility
<b>Fauna monitoring</b>		
Fauna survey, using methodology established by EcOz (2013a)	Annually, during wet season	Climate change and environment / Consultant
<b>Agile wallabies</b>		
Continue quarterly surveys over the dry season. Review data for rapid increases in population growth (increasing population counts over 12 months).	Quarterly	City operations, Climate change and environment
Record evidence of overgrazing of grassed area.	Ongoing	All staff and contractors
Maintain sheltered grassland habitat in close association with monsoon forest by leaving part of the cleared area to the west of the aero modellers club as grassland (see <b>Section 3.4</b> ).	Ongoing	City operations
Continue operation of six wallaby troughs unless monitoring or anecdotal evidence of impacts to vegetation indicate that the Wallaby population is undergoing excessive growth	Review bi-annually, mid- and late dry season	City operations, Climate change and environment
Control feral dog populations in the Reserve (see <b>Section 5.4</b> ).	As specified in <b>Section 5.4</b>	City operations
<b>Shorebirds (recommendations provided by BirdLife Top End)</b>		
Continue the current requirements of East Point to ensure that dogs are not allowed in the Reserve.	Ongoing	Climate change and environment / City planning/City operations
Control feral dog populations in the Reserve (see <b>Section 5.4</b> ).	Ongoing	City operations
Support local conservation groups by funding at least two community engagement activities per year, which will aim to educate people and attract volunteers to monitor and protect shorebirds at the Reserve. To be conducted by Birdlife Top End, Greening Australia or other stakeholder groups.	Twice annually	City operations, Climate change and environment

Action	Timing	Responsibility
Install educational signage at the northern roost site area (BBQ shelter north of museum), at the rocky roost on the western-facing point of the Reserve (there is currently a sign with a Red Knot on it – this species is not common at this site), and install signage at the Spot on Marine saltpan and beach access points.	Late dry season 2019	City operations in consultation with experts
Install a bird viewing platform (with appropriate consultation from experts) that overlooks either the western rocky reef, or the rocks at Dudley Point. Install educational signs so that people know what they are looking at and list how they can help in the conservation of shorebirds.	Dry season 2020	City operations in consultation with experts
Conduct feasibility assessment for acquisition of the eastern portion of Lot 5984 (see <b>Section 7.5</b> ).	2019	City planning
<b>Atlas Moth</b>		
Conduct a habitat suitability assessment to determine if revegetation has reached appropriate age, height and density to support an Atlas Moth population.	Early wet season 2019, annually if required	Climate change and environment / Atlas Moth expert
Liaise with Atlas Moth expert to procure 10 - 20 captive-raised gravid females suitable for release to the Reserve in late December through to February, depending on rainfall conditions.	Late dry season, once suitable vegetation has been established at the Reserve	Climate change and environment
Monitor the success of Atlas Moth reintroduction.	Immediately post introduction, then annually	Climate change and environment
<b>Develop the 'breezeway' as a woodland vegetation community</b>		
Source supply of suitable habitat and food species for arboreal mammals (Appendix C).	Ongoing	City operations
Revegetate the 'breezeway' with plant species that have been identified as suitable for arboreal mammals.	Ongoing	City operations / Friends of East Point

## 3 Revegetation plan

### 3.1 Purpose

The purpose of this revegetation plan is to provide for ongoing revegetation at East Point, including nomination of the areas to be revegetated and target vegetation communities.

### 3.2 Objectives

The objectives of implementing the management actions identified below include:

- Continuing monsoon vine thicket restoration
- Introduce woodland vegetation

### 3.3 Background and context

#### 3.3.1 Revegetation monitoring

Ongoing monitoring of revegetation health and condition is a key component of biodiversity management for the reserve. The 2014 – 2018 biodiversity management plan for the reserve included revegetation monitoring under 'Action 1 – Undertake an annual wet season biodiversity survey', although the baseline vegetation monitoring carried out in 2014 was not repeated until 2017 (EcOz 2015, EcOz 2017b). Monitoring of vegetation health and condition once every three years, using the established methodology is considered appropriate.

#### 3.3.2 Monsoon forest

Monsoon forest historically covered the East Point Peninsula. It was cleared for military purposes (prior to 1945) followed by construction of a golf course (mostly between 1955 and 1963). The forest remaining was then damaged by Cyclone Tracey (Franklin, Matthews, and Lawes, 2010). Revegetation of the peninsula, focused on restoring monsoon forest, was commenced by the Northern Territory Government in 1974, and continued by the Northern Territory University prior to Darwin City Council taking over the Reserve in 1984. Monsoon forest areas that have been revegetated are shown in **Figure 7**. The City of Darwin intends to continue replanting monsoon forest, balancing this with the need for open grassed for a range of purposes. These include grazing by the Agile Wallaby population, access for maintenance, informal recreation, and open space for leaseholders including the Darwin Aero Modellers Club (who need clear space for visibility and to reduce turbulence) and the Fannie Bay Equestrian Club. The informal future revegetation plan provided by the City of Darwin (**Figure 8**) has been developed to meet these goals, and to continue mitigating potential edge effects resulting from revegetation in patches (EcOz 2013a). The species list which has been used during past successful revegetation activities is provided as **Appendix D**. In addition, continued planting of Atlas Moth food plants including *Litsea glutinosa*, *Pittosporum moluccanum* and *Croton habrophyllus* will increase the value of the Reserve for potential reintroduction of this species.









### 3.3.3 Woodland

Continuing the Friends of East Points' revegetation of the 'breezeway', using woodland species, particularly those identified by Land for Wildlife as providing habitat and food resources for fauna (Appendix C, see Section 3.3.4.2), will increase the habitat diversity of the Reserve, and provide increased connectivity with the less disturbed areas of the 'Fannie Bay Reserve' to the south east of the main Reserve (**Figure 2**). The key challenge to successfully revegetating this area will be the management of fire, as the area currently burns annually, damaging or destroying revegetation. Controlled early dry season burning off and increased weed management would mitigate the fire risk.

### 3.3.4 Mangrove buffer areas

Control over improving the buffer with the mangrove vegetation community on crown land adjacent to the Reserve is limited, as the City of Darwin owns little of this land. The area that buffers the mangroves contains a shared use path, is used for maintenance access (see **Section 8**), and is directly adjacent to the Darwin Aero Modellers Club. If the City of Darwin is considering acquisition of part or all of the crown land to the north of the Reserve (see **Section 2.3.3** and **Section 7.3**), an integrated revegetation and management plan could be developed for the area.

## 3.4 Management actions, timing and responsibilities

**Table 3 Revegetation management actions**

Action	Timing	Responsibility
<b>Revegetation monitoring</b>		
Revegetation health and condition survey (EcOz 2017b) survey	Once every three years	Climate change and environment / Consultant
<b>Monsoon forest</b>		
Continue planned monsoon thicket restoration, using the existing species list	Ongoing	City operations
Maintain sheltered grassland habitat in close association with monsoon forest by leaving part of the cleared area to the west of the aero modellers club as grassland.	Ongoing	City operations
<b>Woodland</b>		
Source supply of suitable habitat and food plant species for the Black footed Tree-rat in the Darwin area as identified by Land for Wildlife (Appendix B).	Ongoing	City operations
Revegetate the 'breezeway' with plant species that provide habitat and food resources suitable for a range of arboreal mammals.	Ongoing	City operations / Friends of East Point

## 4 Weed plan

### 4.1 Purpose

The purpose of this weed management plan is to provide for the control of key weeds of concern for the Reserve. It describes prevention, management and control measures to be implemented by all staff and contractors.

### 4.2 Objectives

The objectives of implementing the management actions identified below include:

- ensuring that all weed management undertaken at the Reserve complies with applicable legislation, regulations and guidelines
- avoid introducing new weed species into the site
- avoid or control the spread of existing weed species outside of the site
- control weeds currently at the site;
- detail the appropriate monitoring, reporting and incident response procedures for weed management.

### 4.3 Background and context

For the purposes of this plan, a weed is defined as:

- a Weed of National significance (WoNS) (these species are agreed by Australian governments based on an assessment process that prioritises these weeds based on their invasiveness, potential for spread and environmental, social and economic impacts), or
- a declared weed (i.e. weeds declared under the Northern Territory *Weeds Management Act* (WM Act)) or
- an environmental weed (weeds that are not declared under the WM Act, but represent a threatening process for conservation values in the local region).

The plan also considers the amenity and landscape values of non-native plants in particular parts of the Reserve where spread can be controlled.

#### 4.3.1 Legislation

Thirty-two listed WoNS have been agreed to by Commonwealth, state and territory governments on the basis of their invasiveness, potential for spread and environmental, social and economic impacts. Land owners and managers are responsible for the control and management of WoNS, and state and territory governments are responsible for the requisite legislation, regulation and administration.

The NT WM Act requires declared weed species to be eradicated (Class A), controlled (Class B) or not introduced in to the NT (Class C). Weeds classified under the Act are to be managed in accordance with the Act and all owners, managers and occupiers of land as well as any other land user within the NT must comply with the Act. It is the requirement and responsibility of the owner and occupier of land to adhere to the following measures under the Act:



- Take all reasonable measures to prevent the land being infested with a declared weed
- Take all reasonable measures to prevent a declared weed or potential weed on the land spreading to other land
- Within 14 days after first becoming aware of a declared weed that has not previously been, or known to have been, present on the land, notify the Weed Management Branch (WMB) of the Department of Environment and Natural Resources (DENR).

There is a legal obligation to manage weeds declared under the WM Act. Environmental weeds are not declared under the WM Act, and so there is no regulatory obligation on the City of Darwin to manage or control these weeds. However, these species can readily colonise disturbed areas and can hinder the success of rehabilitation by outcompeting native species. As such these species will be controlled within the Reserve.

### 4.3.2 Management plans and guidelines

This WMP has been prepared with reference to:

- East Point Reserve weed management plan (Draft) (Lewis, 2010)
- City of Darwin weed management guide (City of Darwin, 2012)
- East Point Reserve biodiversity 5 year management plan 2014 – 2018 (EcOz, 2015b)
- Australian weeds strategy 2017–2027 (invasive plants and animals committee, 2016)
- Northern Territory Weed Management Handbook (WMB, 2018).

### 4.3.3 Current condition

**Appendix E** lists weed records provided by the City of Darwin and records from the NT Weeds Database. It represents a list of species that have historically been recorded at the Reserve rather than species that are currently known to occur.

During the most recent weed survey of the Reserve, a total of 18 weeds were identified (EcOz 2017c) (**Table 4**). Two of these species are listed WoNS including Gamba Grass (*Andropogon gayanus*) and Lantana (*Lantana camara*). These species are the priority for control, along with species that cause major impacts within the Reserve, including Coffee Bush, Poinciana and Mission Grass. Note however that Poinciana is valued for its aesthetic value. The species is controlled on the northern side of Alec Fong Lim Drive, but is allowed to remain on the southern side of the road.

**Table 4 Weeds recorded in the Reserve in 2017 (EcOz 2017c)**

Name		Classification				
Common	Scientific	WoNS	Class A	Class B	Class C	Env Weed
Gamba Grass	<i>Andropogon gayanus</i>	✓		✓	✓	
Lantana	<i>Lantana camara</i>	✓		✓	✓	
Chinee apple	<i>Ziziphus mauritiana</i>		✓		✓	
Hyptis	<i>Hyptis suaveolens</i>			✓	✓	
Mission Grass (Perennial)	<i>Cenchrus polystachios</i>			✓	✓	
Neem	<i>Azadirachta indica</i>			✓	✓	

Name		Classification				
Snake Weed	<i>Stachytarpheta sp.</i>			✓	✓	
African Mahogany	<i>Khaya senegalensis</i>					✓
Chloris grass	<i>Chloris sp.</i>					✓
Coffee Bush	<i>Leucaena leucocephala</i>					✓
Coral vine	<i>Antigonon leptopus</i>					✓
Fishtail palm	<i>Caryota mitis</i>					✓
Grewia	<i>Grewia asiatica</i>					✓
Guinea grass	<i>Megathyrsus maximus</i>					✓
Mission grass (Annual)	<i>Cenchrus pedicellatus</i>					✓
Mother-in-laws tongue	<i>Sansevieria trifasciata</i>					✓
Poinciana	<i>Delonix regia</i>					✓
Wild passionfruit	<i>Passiflora foetida</i>					✓

#### 4.3.4 Weed control techniques

There are a number of weed control techniques, each of which has specific advantages and disadvantages. The method of weed control chosen will be dependent on the type of weed, level of infestation and its location, among other factors. The two main treatment methods utilised at the Reserve include physical (i.e. hand pulling, mowing, mulching etc.) and chemical (i.e. foliar spray, direct application).

In general, chemical control will be utilised at the Reserve and supplemented by alternative treatment methods as required. The two methods of herbicide application are application by foliar spraying and direct application. Foliar spraying applies herbicide diluted with water onto targeted foliage, allowing the leaves to directly absorb the active ingredients. Direct application uses a wiper or paintbrush for applying herbicide (usually the cut stump method).

When choosing the method of application, consideration should be given to the species of weed being managed as well as the surrounding environment. Foliar spraying can be carried out in a number of different ways depending on the size of the infestation. Foliar spraying is considered an efficient and cost effective method for weed control; however risks associated with spraying include potential spray drift and damage to native plants (WMB, 2015). It is important to undertake herbicide application in calm or low wind conditions to prevent potential drift. Works must be undertaken by an appropriately qualified person with the ability to accurately distinguish the relevant weed species from native species. It is also important that follow-up treatment is carried out (approximately one month post the initial application) to control seedling recruitment and regrowth after the site has been treated.

A person who uses a chemical product has a duty of care to ensure the use does not result in harm to the health of the general public, animals, the environment or domestic or export trade in agricultural produce. The Australian Pesticides and Veterinary Medicines Authority (APVMA) registers pesticides and herbicides for use in Australian States and Territories according to the provisions of the *Agricultural and Veterinary Chemicals (Northern Territory) Act*. Herbicides must be used according to the directions for use on the APVMA registered label (WMB, 2015).

Weed treatment for each species should be timed according to the growing season, and treatment should generally occur following germination when the plant is actively growing. Treatment should also occur prior to the plant flowering to ensure treatment occurs before the plant has an opportunity to seed, thus preventing seed dispersal. The areas controlled with chemical use must be revisited to assess if further herbicide application is required for complete success. The secondary treatment can occur approximately one month following the initial treatment, to allow the initial effect of the herbicide to take place and assess regrowth and/or missed areas. Plant seeds may remain viable in the ground for a number of years. It is therefore critical that monitoring be undertaken over the long-term. Photo monitoring is a useful form of monitoring the introduction of weeds.

The weed control techniques being successfully implemented at the Reserve are presented in **Table 5**. Where other controls are required, they should be determined with reference to the weed control option tables provided in the 'Northern Territory Weed Management Handbook' which include prescribed treatment methods, chemical application methods and application rates, and suitable timing for each species (WMB 2015).

In addition to weed management conducted by the City of Darwin, the Reserve incorporates areas managed by lessees (including the Fannie Bay Equestrian Club, the Darwin Aero Modellers Club and Pee Wee's at the Point) and the Commonwealth owned Darwin Military Museum. The managers of these properties are required to manage weeds both by the lease conditions and their obligations under the WM Act.

**Table 5 Current weed control methods**

Source: City of Darwin (supplied) and Lewis 2010

Weed	Control method
<b>Medium to large trees</b>	
Including - Neem ( <i>Azadirachta indica</i> ), African mahogany ( <i>Khaya senegalensis</i> ), Grewia ( <i>Grewia asiatica</i> ), Siamese cassia ( <i>Senna siamea</i> ), African tulip ( <i>Spathodea campanulata</i> ), White Beach ( <i>Melia</i> spp.) and Golden shower ( <i>Cassia fistula</i> )	Plants occurring in areas where members of the public rarely frequent, and therefore the risk of injury due to falling branches is negligible, will be treated with a basal bark application and be allowed to die in situ. Plants occurring where the risk of falling branches is higher will be treated by the cut stump method.
<b>Herbaceous shrubs</b>	
Barleria ( <i>Barleria prionitis</i> ), Creeping Sensitive Plant ( <i>Mimosa diptera</i> ), Sicklepod ( <i>Senecio obtusifolia</i> ), Spinyhead Sida ( <i>Sida acuta</i> ), Snakeweeds ( <i>Stachytarpheta</i> sp.), Hyptis ( <i>Hyptis suaveolens</i> ), Lions Tail ( <i>Leonotis nepetifolia</i> ), Yellow Oleander ( <i>Cascabela thevetia</i> ), Berrimah Weed ( <i>Mitracarpus hirtus</i> ), Cobblers peg ( <i>Bidens pilosa</i> )	Foliage treated with either Starane or Kamba M, or hand pulled.
<b>Vines</b>	
Calopo ( <i>Calopogonium mucunoides</i> ), Centro ( <i>Centrosema molle</i> ), Morning Glory ( <i>Ipomoea</i> sp), Phasey Bean ( <i>Macroptilium lathyroides</i> ), Wild Passion Fruit ( <i>Passiflora foetida</i> )	Foliar spray with Starane or hand pulling.
<b>Grassy weeds</b>	

Weed	Control method
Gamba Grass ( <i>Andropogon gayanus</i> ), Purple Top Chloris ( <i>Chloris inflata</i> ), Mission Grass ( <i>Cenchrus polystachios</i> ), and Mossman River grass ( <i>Cenchrus echinatus</i> )	A combination of slashing to prevent seed set and spot spraying with glyphosate will be used to combat these weeds in the grassed areas.
<b>Herbaceous weeds in grasslands</b>	
	Herbaceous weeds in grasslands are an emerging issue at the Reserve. Boom spraying using appropriate herbicides will be trialled. Reseeding of grasses may be required.
<b>Species specific controls</b>	
Bellyache Bush ( <i>Jatropha gossypifolia</i> )	Periodic hand weeding and foliar spraying with Starane twice annually, once at the beginning of the wet season and once at the end.
Chinee apple ( <i>Ziziphus mauritiana</i> )	Cut and poisoning of the stump.
Lantana ( <i>Lantana camara</i> )	Periodic hand weeding and foliar spraying with glyphosate 350 twice annually, once at the beginning of the wet season and once at the end.
Coffee Bush ( <i>Leucaena leucocephala</i> )	Small plants are hand pulled, adults sprayed with glyphosate, basal bark treatment with diesel and access at a rate of 50:1, or cut and poisoning of the stump.
Poinciana	Plants in open space where the heavy seed poses little or no threat of spreading into remnant vegetation areas will be retained. Poinciana invading the remnant bushland on the northern and eastern sides of Alec Fong Lim Drive will be removed.  Trees posing no threat to pedestrians or vehicles will be basal bark treated and left to die in-situ. Trees that cannot be left standing once killed will be removed and the stumps poisoned to prevent regrowth.  Trees growing on the western side of Alec Fong Lim drive whose branches are hanging over the road will be pruned to prevent seed falling onto the opposite side of the road and reinfesting the monsoon forest.

#### 4.3.5 Monitoring and recording

Monitoring is important to identify new or re-establishing weed infestations at an early stage, so follow up control can be undertaken quickly. Monitoring is also undertaken to determine the effectiveness of control methods, enabling improvements to future weed management.

Keeping all weed management records up to date will enable an assessment of the previous year's management measures undertaken, effectiveness of controls and expenditure. Weed contractors should keep a record of control works and weed surveys as they are conducted. This information should include:

- Name of weed controller;
- Time and date of control;
- Target weed species;

- Methods of control used;
- Name of the product;
- Rate and amount of herbicide applied;
- Location of application; and
- Reason for control.

A weed treatment record template is provided in **Appendix F**.

## 4.4 Management actions, timing and responsibilities

**Table 6 Weed management actions**

Action	Timing	Responsibility
<b>Restricting new weeds</b>		
Comply with the City of Darwin Weed Management Guide (City of Darwin, 2012) recommendations: <ul style="list-style-type: none"> <li>• purchase certified weed free mulch and seed;</li> <li>• restrict movement of vehicle and machinery where seeds are likely to spread;</li> <li>• establish tracks and laneways so vehicle movement is concentrated;</li> <li>• wash down vehicles which have visited infested areas in appropriate wash down bays;</li> <li>• plant appropriately and be aware of WONS and other classed weeds, and</li> <li>• limit disturbed sites.</li> </ul>	Ongoing	All staff and contractors
<b>Restricting spread of existing weeds</b>		
Comply with the City of Darwin Weed Management Guide (City of Darwin, 2012) recommendations: <ul style="list-style-type: none"> <li>• minimise exposure of disturbed areas as weeds readily colonise disturbed areas;</li> <li>• appropriate weed management using controls outlined below;</li> <li>• ensuring clean areas are worked first, followed by infested areas;</li> <li>• work takes place from the outside in; and</li> <li>• equipment including vehicles are cleaned down in appropriate wash down bays.</li> </ul>	Ongoing	All staff and contractors

Action	Timing	Responsibility
Inspection of leased properties to ensure lessees are meeting their lease and WM Act obligations (see <b>Section 9.4</b> )	Annually, or more frequently if required	City Operations
<b>Weed Control</b>		
Weed control as per established methods ( <b>Section 4.3.4</b> ), or methods in line with those outlined in the 'Northern Territory Weed Management Handbook' (WMS 2015)	Ongoing	City operations / Contractors
<b>Report weed control</b>		
Maintain records of weed control as per <b>Section 4.3.5</b> )	Ongoing, records to be maintained.	Contractors

## 5 Pest animal plan

### 5.1 Purpose

The purpose of this plan is to identify pest animals relevant to the Reserve and to identify appropriate control measures.

### 5.2 Objectives

The objectives of implementing the management actions identified below include:

- Management of biting insects and their habitat
- Reduction of Cane Toad population
- Control of problem cats, dogs and dingos

### 5.3 Background and context

#### 5.3.1 Biting insects

Biting midges and mosquitos can be an appreciable pest in the Darwin urban area. The City of Darwin is responsible for preventing biting insect breeding within its jurisdiction. The NT Department of Health Medical Entomology Unit is responsible for providing advice, and carries out surveillance, monitoring, and control of insects of medical importance.

At the Reserve, in the adjacent crown land and across the Darwin area more generally, the Medical Entomology unit carries out surveillance and treatment of larvae after every suitable high tide or rainfall event. Surveillance of adult Saltmarsh Mosquitos is carried out in the Reserve during the wet season. During the 2016-2017 wet season, the Medical Entomology Unit and the City of Darwin conducted a joint mosquito engineering control program comprising inspections and upgrading of drains, including those at the Reserve (Medical Entomology Unit, 2017). The Medical Entomology Unit annual report notes that *'the key to the successful mosquito engineering control program is the continued cooperation between Medical Entomology and City of Darwin, as well as assistance from the Power and Water Corporation and Department of Infrastructure, Planning and Logistics in regards to drain maintenance and rectification in their areas'*. Mosquito engineering controls are still required at East Point and Lake Alexander which contain productive salt marsh and breeding sites for the common banded mosquito (Medical Entomology Unit, 2017).

### 5.3.2 Cane toads

A review of Cane Toads at East point conducted in 2014 (Lippiatt, 2015):

- Assessed options for excluding toads from Agile Wallaby watering points
- Assessed management and potential management of toads on leased properties on the Peninsula (including Fannie Bay Equestrian Club, the Darwin Military Museum and Pee Wees restaurant)
- Conducted a survey of existing toad fencing
- Conducted manual collection of toads
- Trialled toad trapping

The key outcomes of the study are summarised in Table 7.

**Table 7 Key outcomes of the 2014 review of Cane Toads at East Point (Lippiatt, 2015)**

Issue	Outcome
Wallaby water trough inspection	There were seven water troughs in use. Six were suitable to be raised to prevent use by toads No toad tadpoles were observed. The six watering points that were suitable to be raised are still in use.
Camera survey of nocturnal use of water troughs	Wallabies, possums and cane toads were recorded using water points. Cane toads were recorded at all water points.

Issue	Outcome
Features of leased areas favourable to Cane Toads	Horse troughs at the Fannie Bay Equestrian Club are flushed daily and frequently spilt by horses. Lawns adjacent to the property manager's house are irrigated. Toads feed on invertebrates which are attracted to horse feed and manure. The Darwin Military Museum irrigated lawn throughout the gardens surrounding the property is watered daily. At the time, there were leaks from infrastructure including a septic system, air conditioner and a sump. Lights at the museum run 24 hours, attracting invertebrates that toads feed on. Pee Wees restaurant encompasses an open fresh water drainage and irrigated lawn and gardens. Invertebrates and food scraps potential provide food for Cane Toads.
Toad control on leased areas	At the time of the study, toad busts were conducted regularly at the Fannie Bay Equestrian Club.
Fencing survey	Toad fencing in poor condition ran 110 m on the northern side of Lake Alexander.
Exclusion of toads from a watering point	Modification of a water point by raising to 69 cm above ground level, with provision of a vertical mesh 'ladder' resulted in continued use of the trough by adult Agile wallabies and possums.
Manual capture of cane toads	116 cane toads were collected on two nights.
Cane toad trapping	Two cane toad traps were deployed for two nights, two toads and two bandicoots were trapped.
Irrigation survey	Consultation with City of Darwin representatives suggested that a shutdown of all irrigation would have minimal effects on vegetation survival. The impact of this strategy on the Toad population was not discussed. <i>See below for a revised assessment of essential irrigation.</i>

Management of the Cane Toad population would ideally combine:

- Repair and maintenance of the existing toad exclusion fence (or installation and maintenance of a new toad fence, possibly on the western side of Lake Alexander to reduce the number of water sources to be managed)
- Reduction of non-essential irrigation, while maintaining irrigation for revegetation, for amenity around Lake Alexander, wallaby and horse troughs and showers and taps at Lake Alexander
- Removal of individual toads by trapping and/or manual collection (the Fannie Bay Equestrian Club has held 'toad busts' in the past).

A new generation of Cane Toad traps which incorporate UV light to attract insects and a sound lure have been developed by Animal Control Technologies Australia and James Cook University, and may be suitable for deployment at Wallaby and horse troughs at the Reserve.



### 5.3.3 Cats, dingoes and dogs

Cats were recorded at the Reserve during the 2013 Biodiversity assessment (EcOz, 2013a) but not during 2016 surveys (Buckley et al., 2016). It is likely that they occur at low densities. Even at low densities cats can have significant impacts on native animal populations (Doherty *et al.*, 2015, Frank *et al.* 2014). A permanent cat trap should be operated and the number of animals trapped recorded.

Dogs are not permitted in the Reserve, however reports of dingoes and wild / domestic dogs are common, including observations during fauna and Wallaby surveys (EcOz, 2013a, City of Darwin). Control of dog / dingo populations is usually not implemented until problem animals are reported and specialist contractors are employed as required.

## 5.4 Management actions, timing and responsibilities

**Table 8 Pest management actions**

Action	Timing	Responsibility
<b>Weed Control</b>		
Weed control as per established methods ( <b>Section 4.3.4</b> ), or methods in line with those outlined in the 'Northern Territory Weed Management Handbook' (WMS 2015)	Ongoing	City operations / Contractors
<b>Report weed control</b>		
Minimise creation of breeding habitat via vehicle use of unsealed access tracks during the wet season (see <b>Section 8</b> )	Ongoing	All staff and contractors
<b>Cane Toads</b>		
Continue to provide water to Wallabies from raised troughs maintained in good condition	Ongoing	City operations
Survey condition of existing toad exclusion fence	Q1 2019	City operations
Repair or replace toad exclusion fence	Prior to 2019 wet season	City operations
Maintenance of toad exclusion fence	Ongoing post installation	City operations
Support community organisation Toad control activities	Ongoing	Climate change and environment
Trial UV light/acoustic toad traps	2019 wet season	City operations
Install toad trap at each wallaby and horse trough	2020	City operations / Darwin Equestrian Club
<b>Cats, dogs and dingoes</b>		
Monitor reports of dog and dingo activity, respond with contractor pest control as required	Ongoing	City operations / contractor

Acton	Timing	Responsibility
Maintain records of animal sightings and control activities	Ongoing	City operations

## 6 Water plan

### 6.1 Purpose

The purpose of this water management plan is to briefly summarise the current impact of watering at the Reserve on biodiversity, and to identify monitoring or management actions required.

### 6.2 Objectives and aims

The objectives of water management at the Reserve are to:

- Maintain amenity in key areas
- Ensure the population of Agile Wallabies is not impacted
- Contribute to Cane Toad management by reducing available water where possible
- Ensure the success of revegetation

### 6.3 Background and context

#### 6.3.1 Lake Alexander

Lake Alexander is filled by pump from Darwin harbour when the tide is at or above 4m (thus the flushing rate varies), and freshwater is added as needed to control jellyfish. To maintain amenity, the grassland to the north and west of Lake Alexander is irrigated during the dry season. An area of grassland to the south-east along Colivas Rd is not irrigated. Removing or reducing irrigation of these grasslands has been suggested as a management measure to reduce the population of Cane Toads, however, water is also available in the Lake Alexander area from showers, taps, bubblers and BBQ areas, and reducing irrigation in the area is therefore likely to cause undesirable browning of grass without reducing the Cane Toad population.

#### 6.3.2 Wallaby water troughs

The history of the Agile Wallaby population at East Point, which boomed in the late 1980s and subsequently declined to sustainable levels, is described in **Section 2.3.2**. Water is currently being provided to Agile Wallabies at the Reserve at six watering troughs, which are kept filled throughout the dry season (**Figure 3**), and the wallaby population is monitored by City of Darwin staff. The design of watering points was modified to minimise Cane Toad access to water in 2015, however Cane Toads still have access to spills (Lippiatt, 2015). An area within the revegetated monsoon forest to the west of the Aero Modellers Club was previously irrigated to provide grass for wallabies, but this has been discontinued.

#### 6.3.3 Revegetation

Revegetation is supported by irrigation through the first dry season after planting.

## 6.4 Management actions, timing and responsibilities

**Table 9 Water management actions**

Action	Schedule	Responsibility
<b>Lake Alexander surrounds</b>		
Maintain current irrigation practices	Ongoing	City operations
<b>Wallaby troughs</b>		
Maintain current wallaby watering practices unless ongoing monitoring indicates that the Wallaby population is increasing (see <b>Section 2.4</b> )	Review bi-annually, mid- and late dry season	City operations
<b>Revegetation</b>		
Irrigation of revegetation for the first dry season	Ongoing	City operations

## 7 Planning issues

### 7.1 Purpose

The purpose of this plan is to consider suggested alternative zoning and boundaries of the Reserve.

### 7.2 Objectives

The objectives of implementing the management actions identified below include resolving the outstanding proposed changes to zoning and boundaries of the Reserve.

### 7.3 Rezoning

The Reserve comprises Lot 5775 Town of Darwin, and is mostly zoned as 'public open space' (173.7 ha), with the Equestrian Club zoned as 'organised recreation' (9.4 ha) and the north eastern part of the Fannie Bay Reserve zoned as 'conservation' (21.2 ha). The purpose of these zones, and the activities and uses permitted under the Northern Territory Planning Scheme are described in **Figure 9**.

There has been some consideration of rezoning all of Lot 5775 to conservation (partly in response to the proposal to develop the area between Fannie Bay and Coconut Grove as the 'Arafura Harbour' development in 2009). However, the primary purpose of most of the Reserve, existing infrastructure and the management of the Reserve align more closely with the intention of the 'public open space' zone. Rezoning only the monsoon forest as conservation would increase the complexity of zoning without achieving any practical outcome.

### 7.4 Acquisition of crown land

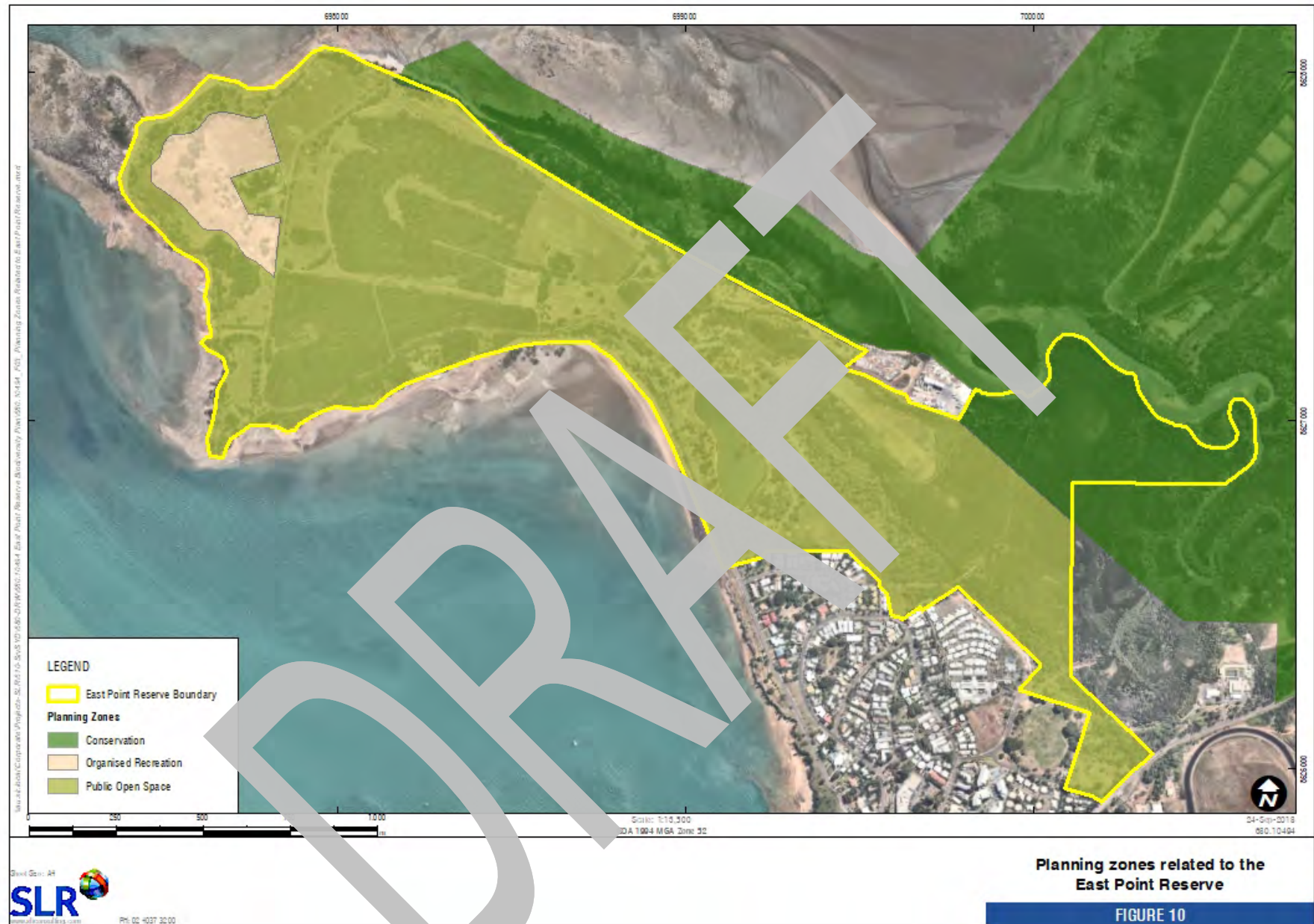
Acquisition of the neighbouring crown land to the north of the Reserve has been suggested as an option for increasing the City of Darwin's ability to enhance conservation of shorebirds (EcOz, 2013) (**Section 2.3.3**) and influence weed control on the site (**Section 4.3.2**); while to date no decision has been made, the option should be evaluated further.

## 7.5 Management actions, timing and responsibilities

**Table 10 Planning management actions**

Action	Schedule	Responsibility
<b>Acquisition of crown land</b>		
Conduct feasibility assessment for acquisition of the eastern portion of Lot 5984.	2019	City planning

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**Table 11 Planning zones at East Point Reserve**

Zone	Purpose	Permitted and discretionary activities
Conservation	<p>The primary purpose of conservation is to conserve and protect the flora, fauna and character of natural areas.</p> <p>Development is to be sensitive to the natural features and habitats of the zone and be so sited and operated as to have minimal impact on the environment.</p>	<p>Permitted</p> <ul style="list-style-type: none"> <li>business sign</li> <li>home occupation</li> </ul> <p>Discretionary</p> <ul style="list-style-type: none"> <li>caretaker's residence</li> <li>restaurant</li> <li>shop</li> </ul>
Organised recreation	<p>The primary purpose of organised recreation is to provide areas for organised recreational activities.</p> <p>Development is to be limited to that which is consistent with the recreational opportunities of the land.</p>	<p>Permitted</p> <ul style="list-style-type: none"> <li>business sign</li> <li>community centre</li> <li>home occupation</li> <li>promotion sign</li> </ul> <p>Discretionary</p> <ul style="list-style-type: none"> <li>caretaker's residence</li> <li>car park</li> <li>child care centre</li> <li>home based child care centre</li> <li>leisure and recreation</li> <li>licenced club</li> <li>restaurant</li> <li>stables</li> </ul>
Public open space	<p>The primary purpose of public open space is to provide public areas for recreational activity.</p> <p>Development should be limited to that which is for public use and enjoyment consistent with the recreational opportunities of the land and which has minimal adverse impact (if any) on adjoining or nearby property.</p>	<p>Permitted</p> <ul style="list-style-type: none"> <li>business sign</li> <li>home occupation</li> </ul> <p>Discretionary</p> <ul style="list-style-type: none"> <li>caretaker's residence</li> <li>community centre</li> <li>leisure and recreation</li> <li>promotion sign</li> <li>restaurant</li> </ul>

## 8 Access plan

### 8.1 Purpose

The purpose of this access plan is to ensure that the biodiversity values of the park are protected, while allowing reasonable recreational use and sufficient accessibility for maintenance.



## 8.2 Objectives

The objectives of implementing the management actions identified below include:

- Maintaining public safety by restricting access to the City of Darwin's East Point works depot
- Maintaining the network of public access to the Reserve
- Reducing inappropriate use of the Reserve by restricting night-time access
- Rationalising maintenance access through use of a shared site map
- Ongoing monitoring and management of impacts to the reserve from public and management access

## 8.3 Background and context

### 8.3.1 Public access

The Reserve is serviced by a network of roads, walking paths, shared bicycle/ walking/ horse trails and the 5 km 'Science trail' with interpretive signage explaining some of the biodiversity values of the site. The vehicle access gate located on Alex Fong Lim drive west of Pee Wee's at the Point is locked between 11 pm and 5 am daily. Feedback from stakeholder group representatives (including some who are local residents) is that late night use of the park is associated with 'hooning', noise and littering. While the Reserve is a popular evening recreation location, sunset in Darwin is between approximately 6.30 and 7.30 pm, and other similar facilities in the Darwin area close between 6 and 7 pm (Table 12). Changing the closing time of the Reserve from 11 pm to 9 pm is not expected to have significant impact on legitimate recreational users.

The City of Darwin's East Point depot and green waste recycling facility is currently open to the public when the shared gate with the Darwin Aero Modellers Club is open.

**Table 12 Opening hours of Darwin region recreation areas**

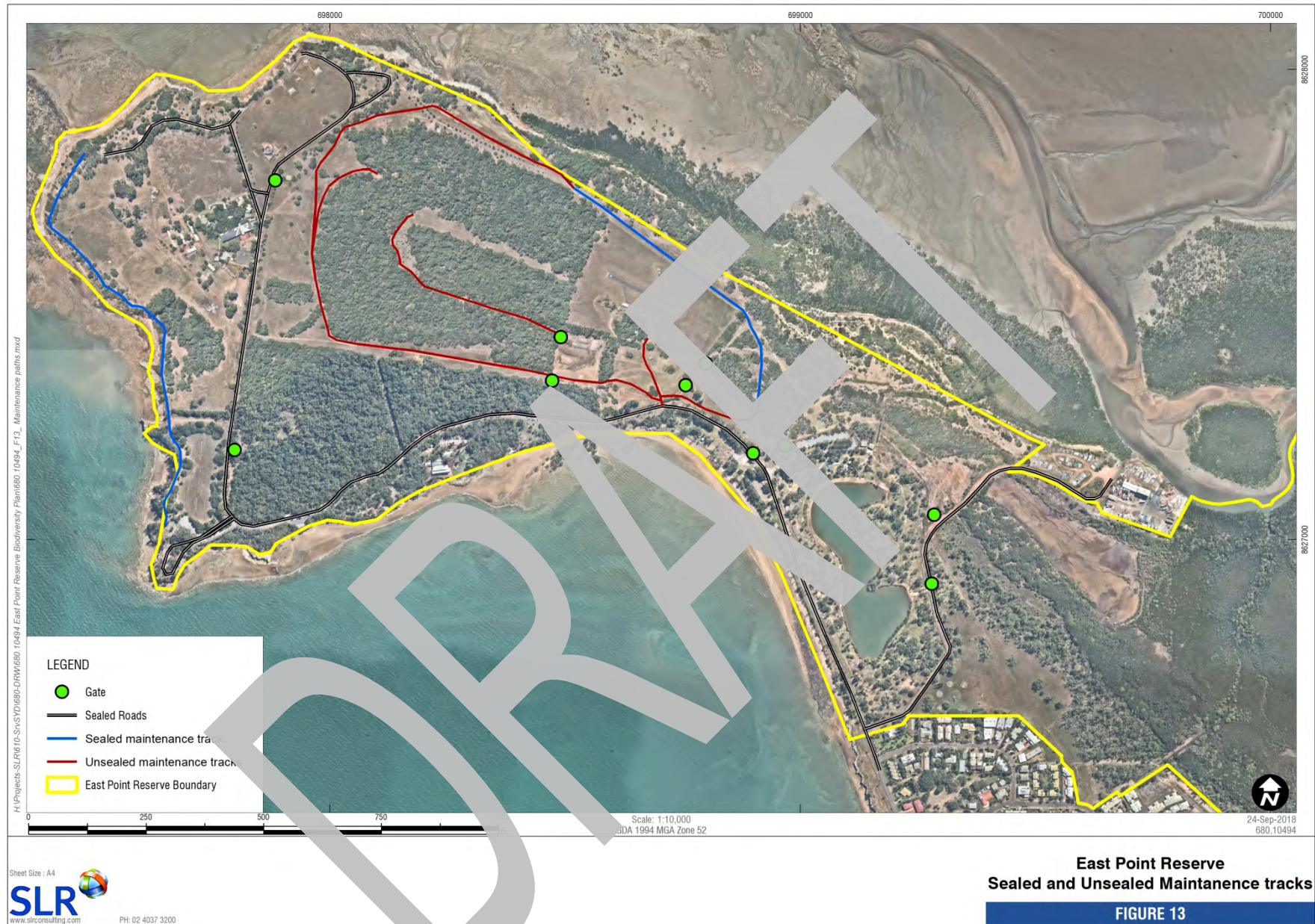
Facility	Opening hours
Berry Springs Nature Park	8 am to 6.30 pm
Charles Darwin National Park	8 am to 7pm
George Brown Darwin Botanic Gardens	7 am to 7 pm
Homes Jungle Nature Park	8 am to 6 pm
Howard Springs Nature Park	7.30 am to 7 pm



### 8.3.2 Maintenance and emergency access

Vehicle access is required to allow weed spraying, tree maintenance, track maintenance, revegetation planting and management, irrigation infrastructure maintenance, mosquito surveillance, maintenance of unlined stormwater drainage systems and emergency responses. In addition, the grassed area to the north west of Lake Alexander is used for overflow car parking for large events. The potential impacts of vehicle access into the Reserve include erosion, generation of dust, damage to vegetation, weed spread, disturbance or injury of wildlife, creation of mosquito breeding habitat and loss of amenity. In some cases these effects can be avoided by use of existing sealed bicycle/shared use tracks. Where access via sealed tracks is not possible, alternative access should be identified and used by all staff and contractors, the condition of informal access routes should be monitored and consideration given to surfacing such tracks. A draft map of sealed and commonly used unsealed site access track is provided in **Figure 11**.





## 8.4 Management actions, timing and responsibilities

**Table 13 Access management actions**

Action	Schedule	Responsibility
<b>Public access</b>		
Change closing time of the Reserve to 9pm	After sufficient public consultation/notice	City operations
Install access control to City of Darwin's East Point depot and green waste recycling facility	Q1 2019	City operations
<b>Maintenance and emergency access</b>		
Formalise site access plan ( <b>Figure 11</b> )	Q1 2019	All staff and contractors
Monitor condition of unsealed access tracks	Ongoing	City operations

## 9 Stakeholder plan

### 9.1 Purpose

The purpose of this stakeholder plan is to identify the key external stakeholders in the East Point Reserve, and to outline their use of the Reserve, any obligations they bear, and any concerns raised about the management or condition of the Reserve.

### 9.2 Objectives

The objectives of the management actions outlined in this plan are:

- To ensure that stakeholders have a chance to review and comment on the 2019-2024 Biodiversity Management Plan for the Reserve
- To encourage ongoing engagement of stakeholders in the management of the Reserve
- To ensure that lease holders within the Reserve are meeting their obligations under their leases and relevant legislation (i.e., the NT *Weed Management Act*).

### 9.3 Background and context

External stakeholders in the Reserve include leaseholders (the East Point Aero Modellers Club Inc., Fannie Bay Equestrian Club Inc. and Pee Wee's at the Point) (**Figure 12**), the Darwin Military Museum (which sits on Commonwealth land within the Reserve), recreational user groups (including the Northern Territory Naturalist's Club and Darwin Runners and Walkers Inc.), and issue specific groups (including the Top End Native Plant Society and Birdlife Top End).







### 9.3.1 East Point Aero Modellers Club Inc.

The East Point Aero Modellers Club has been active at East Point since the early 1970s, and has occupied several positions in the Reserve. The current lease of 6.16 ha extends to 29 June 2020. Model aircraft 500 g to 20 kg are flown by a small number of users throughout the week. Other visitors to the site enter by foot while watching Agile Wallabies.

Under both their lease conditions and the *Weed Management Act* the club is responsible for weed control. Current management of the Aero Modellers Club area primarily consists of mowing of grassed areas, irrigation of a small area adjacent to the 'pit' area (for dust control), occasional tree pruning when required, and infrastructure repairs and maintenance. Some introduced trees have been planted for amenity and shade adjacent to the 'pit' area. Topsoil has historically been used to level the area and promote establishment of lawn.

Flight paths and the location of infrastructure including the 'pit' building are determined by safety and operational constraint. There was some concern that plantings by the City of Darwin at the eastern end of the runway would cause problematic turbulence, however the availability of aircraft stabilisers has mitigated the impact of these plantings on aircraft operation. In the future, it may be desirable to trim the canopy of revegetation to the east of the runway to create a height gradient at the edge of the patch.

The Club has noted the success of City of Darwin revegetation (ground prep and species selection). However, the club remains concerned about additional plantings affecting turbulence and crossflow of the airstrip.

### 9.3.2 Fannie Bay Equestrian Club Inc.

The current lease of 15.05 ha extends to 9 October 2020. The Club has implemented a number of environmental actions including excluding horses from part of the remnant monsoon forest on the lease and planting Atlas Moth food plants with help from Greening Australia, changing the horse herding practices to reduce grazing pressure and trampling in the paddocks where horses are held overnight, and aggressive weed spraying and removal of Coffee bush (in conjunction with the Coffee bush management conducted at the Darwin Military Museum). Horses are supplemented fed during the dry season to prevent overgrazing, although a reseed project implemented in 2017 was not successful. The main riding area is irrigated to provide a suitable surface, and water is provided in troughs which are cleared daily. Frogwatch North monitor goannas at the site and conducts 'toad busts' in collaboration with the Club.

### 9.3.3 Pee Wee's at the Point

The current lease of 0.98 ha extends to 30 September 2027. Pee Wee's at the Point conducts weed management on their lease and the neighbouring cliffs, and a pest eradication program including spraying for spiders, ants, mosquitos and cockroaches is conducted by contractors monthly during the build-up and wet season. Wallabies, Northern Brown Bandicoots, Dingos, Brush-tailed Possums, and a large variety of bird and snake species visit the site. Cats have been recorded and reported to the City of Darwin who responded by deploying cat traps. The lease holders support reduced opening hours for the Reserve, citing 'hooning', rubbish dumping and disturbance of wildlife, noting that use of the Reserve for jogging and cycling is available via the unlocked pedestrian gate. The lease holders report a very good relationship with the City of Darwin with prompt responses to reports of problems with power or water supply, or the presence of cats. The lease holders are concerned with the prevalence of large Cane Toads (which may be due to the availability of water at the sewerage drain neighbouring the property) and would like to see traps in place.

### 9.3.4 Darwin Military Museum

The Darwin Military Museum has occupied Commonwealth land at East Point for 49 years. Maintenance includes weekly mowing and removal of large and dangerous trees, and weed management through weed removal, planting grass and gardens, mowing and mulching. A joint project with City of Darwin to remove Coffee Bush (*Leucaena leucocephala*) from the site has been successful; however ongoing management of the species is required due to uncontrolled Coffee Bush in the neighbouring Fannie Bay Equestrian Club lease.

### 9.3.5 Friends of East Point

The Friends of East Point currently comprises three 'core' members and three 'casual' members. The group primarily conducts revegetation, watering and weed control (conducted by a contractor using grant funding) within the 'breezeway', and the area directly north adjacent to the claypan. The core concerns of the group include fire control, recognition of their work area via signage, and unauthorised access associated with recent fly-tipping. The group has obtained funding from the City of Darwin for a planting day to be held in December 2018, using local provenance seedlings.

### 9.3.6 Northern Territory Naturalist's Club

The club holds field excursions to the Reserve twice a year – the last event held on 16 September 2018 saw 25-30 people visit the mangrove boardwalk. The club would like to 'complement the City of Darwin for the apparent management of serious invading weeds in the Reserve and adjacent crown land'.

### 9.3.7 Top End Native Plant Society

The Top End Native Plant Society has provided comment on the Reserve revegetation species list.

### 9.3.8 Research organisations

The City of Darwin supports a wide range of environmental research projects; the Darwin Municipality Environmental Research Database includes 45 projects related to the Reserve (**Appendix G**). These studies have been conducted by several universities, Northern Territory and Queensland museums, interest groups, Northern Territory government departments, and private corporations. Projects vary from short intern studies on specific issues, to long term monitoring projects, and cover a range of environmental issues from flora and fauna to water quality. Collaboration between the City of Darwin and research organisations allows the City to identify environmental issues and develop management strategies based on appropriate scientific data. Including key research organisations in stakeholder meetings will facilitate information sharing between research organisations, the City of Darwin, lease holders and other stakeholders.

The City of Darwin should continue to facilitate research addressing key management issues including:

- Long term viability of the Agile Wallaby population, including robust methods for assessing the population size, and assessment of genetic variability
- Suitability of the Reserve for Atlas Moth introduction, and the outcomes of any introduction
- Success of Cane Toad control and the recovery of fauna populations (particularly goannas)
- Success of revegetation projects, including development of the existing monsoon forest, and of the breezeway woodland

## 9.4 Management actions, timing and responsibilities

**Table 14 Stakeholder management actions**

Action	Timing	Responsibility
Obtain stakeholder feedback on the East Point Reserve Biodiversity Management Plan 2019 – 2024	Q1 2019	Climate change and environment / city operations
Inspections of leased properties to ensure that biodiversity issues, particularly weeds, are being managed appropriately	Annual, more frequently if particular issues requiring management are identified	City operations
Hold stakeholder group meetings, at the start of the wet and the dry season to review outcomes and highlight seasonal issues	Twice annually	Climate change and environment / city operations
Continue to support a diversity of research projects	Ongoing	Climate change and environment
Initiate and promote research on key management issues	Minimum of one project annually	Climate change and environment
Include research organisations in at least one stakeholder meeting annually	Annually	Climate change and environment / city operations

## 10 Monitoring, reporting and review

In addition to particular monitoring and reporting activities outlined under specific parts of the plan (above), an annual 'report card' style report, recording progress against each of the action identified in this plan, should be prepared by the City of Darwin Climate change and environment department. The plan as a whole should be reviewed after the 2019-2024 implementation period.

## 11 Implementation schedule

The recommendations of each plan above have been compiled into an overall schedule provided in **Table 15**.

**Table 15 Management implementation schedule**

Action	2019				2020				2021				2022				2023				2024			
<b>Native fauna</b>																								
<b>Fauna monitoring</b>																								
Fauna survey, using established methodology																								
<b>Agile wallabies</b>																								
Continue monthly surveys. Review data for rapid increases in population growth (increasing population counts over 6 months).																								
Record evidence of overgrazing of grassed area.																								
Maintain sheltered grassland habitat in close association with monsoon forest by leaving part of the cleared area to the west of the aero modellers club as grassland																								
Continue operation of six wallaby troughs unless monitoring or anecdotal evidence of impacts to vegetation indicate that the Wallaby population is undergoing excessive growth																								
<b>Native Fauna</b>																								
<b>Shorebirds</b>																								
Continue the current requirements of East																								

Action	2019				2020				2021				2022				2023				2024			
Point to ensure that dogs are not allowed in the Reserve.																								
Monitor reports of dog and dingo activity, respond with contractor pest control as required																								
Support local conservation groups by funding at least two community engagement activities per year																								
Install educational signage																								
Install a bird viewing platform																								
<b>Atlas Moth</b>																								
Conduct a habitat suitability assessment to determine if revegetation has reached appropriate age, height and density to support an Atlas Moth population.																								
Liaise with Atlas Moth expert to procure 10 - 20 captive-raised gravid females suitable for release to the Reserve																								
Monitor the success of Atlas Moth reintroduction.																								
Source supply of suitable habitat and food species for arboreal mammals																								
Revegetate the 'breezeway' with plant species that have been identified as suitable for arboreal mammals.																								

Action	2019				2020				2021				2021				2023				2024			
Revegetation																								
Monsoon forest																								
Continue planned monsoon thicket restoration, using the existing species list																								
Maintain sheltered grassland habitat in close association with monsoon forest																								
Woodland																								
Source supply of suitable habitat and food plant species for the Black-footed Tree-rat in the Darwin area, as identified by Land for Wildlife (Appendix B).																								
Revegetate the ‘breezeway’ with plant species that provide habitat and food resources suitable for a range of arboreal mammals.																								
Revegetation monitoring																								
Revegetation health and condition survey (EcOz 2017b) survey																								



Action	2019				2020				2021				2021				2023				2024			
Weed management																								
Restricting new weeds																								
Comply with the City of Darwin Weed Management Guide (City of Darwin, 2012) recommendations.																								
Restricting spread of existing weeds																								
Comply with the City of Darwin Weed Management Guide (City of Darwin, 2012) recommendations.																								
Inspection of leased properties to ensure lessees are meeting their lease and WM Act obligations.																								
Weed Control																								
Weed control as per established methods (Section 4.3.4), or methods in line with those outlined in the ‘Northern Territory Weed Management Handbook’ (WMS 2015)																								
Report weed control																								
Maintain records of weed control as per Section 4.3.5)																								

Action	2019				2020				2021				2021				2023				2024			
Pest animals																								
Cane Toads																								
Continue to provide water to Wallabies from raised troughs maintained in good condition																								
Survey condition of existing toad exclusion fence																								
Repair or replace toad exclusion fence																								
Maintenance of toad exclusion fence																								
Support community organisation Toad control activities																								
Trial UV light/acoustic toad traps																								
Install toad trap at each wallaby and horse troughs																								
Cats, dogs and dingoes																								
Monitor reports of dog and dingo activity, respond with contractor pest control as required																								
Maintain records of animal sightings and control activities																								

Action	2019				2020				2021				2021				2023				2024			
Water management																								
Lake Alexander surrounds																								
Maintain current irrigation practices																								
Wallaby troughs																								
Maintain current wallaby watering practices unless ongoing monitoring indicates that the Wallaby population is increasing (see Section 2.4)																								
Revegetation																								
Irrigation of revegetation for the first dry season																								
Access management																								
Public access																								
Change closing time of the Reserve to 9pm																								
Install access control to City of Darwin's East Point depot and green waste recycling facility																								
Maintenance and emergency access																								
Formalise site access plan (Figure 11)																								
Monitor condition of unsealed access tracks																								

Action	2019				2020				2021				2021				2023				2024			
Stakeholder management																								
Obtain stakeholder feedback on the East Point Reserve Biodiversity Management Plan 2019 – 2024																								
Inspections of leased properties to ensure that biodiversity issues, particularly weeds, are being managed appropriately																								
Hold stakeholder group meetings, at the start of the wet and the dry season																								
Continue to support a diversity of research projects																								
Initiate and promote research on key management issues																								
Include research organisations in at least one stakeholder meeting annually																								

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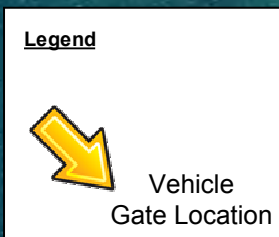
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## ATTACHMENT B



Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGCC, © OpenStreetMap contributors, and the GIS User Community



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## City of Darwin Web Map

Disclaimer: This map is a representation of the information currently held by the City of Darwin. While every effort has been made to ensure the accuracy of the product, Council accepts no responsibility for any errors or omissions.

Date: 04/03/2019  
 Time: 1:07:02 PM

0 0.04 0.08 0.16 0.24 0.32  
 km



ENCL: 1ST ORDINARY COUNCIL MEETING/OPEN AGENDA ITEM: 14.1.2  
YES

### PROPOSED THIRD STORAGE SHED AT LAKE ALEXANDER

REPORT No.: 19C0123 CB:kl COMMON No.: 3991799 DATE: 12/03/2019

**Presenter:** Recreation and Leisure Coordinator, Clare Beacham

**Approved:** General Manager Community and Regulatory Services,  
Polly Banks

#### **PURPOSE**

The purpose of this report is to seek approval from Council for a proposed third storage shed at Lake Alexander for Darwin Triathlon Club, Triathlon NT and Australian Sailing.

#### **LINK TO STRATEGIC PLAN**

The issues addressed in this Report are in accordance with the following Goals/Strategies as outlined in the 'Evolving Darwin Towards 2020 Strategic Plan':-

#### **Goal**

2 Vibrant, Flexible and Tropical Lifestyle

#### **Outcome**

2.3 Increased sport, recreation and leisure experiences

#### **Key Strategies**

2.3.2 Position Darwin as a host centre for local, national and international sport and other events

#### **KEY ISSUES**

- Surf Life Saving NT (SLSNT) currently occupies two storage sheds at Lake Alexander and provides storage space within one of these sheds for Darwin Triathlon Club (DTC).
- DTC, Triathlon NT (TNT) and Australia Sailing (AS) have worked together to put forward a joint proposal (**Attachment A**) that would address their storage requirements in order to utilise Lake Alexander for their activities.
- SLSNT has been consulted, support the proposal and would benefit from DTC vacating space within their shed.
- The proposed design and location of the shed was determined following consultation with Council's Parks, Recreation and Infrastructure Maintenance Teams.
- DTC, TNT and AS are requesting Council provide approval for their proposal in order to seek funding for the development.

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- If installed, the shed would become the property of City of Darwin. DTC as the head stakeholder would be issued a permit to occupy and be charged for utility costs. DTC will develop a memorandum of understanding between the other stakeholders to occupy the shed.

## **RECOMMENDATIONS**

- A. THAT Report Number 19C0123 CB:kl entitled Proposed Third Storage Shed at Lake Alexander, be received and noted.
- B. THAT Council approve the erection of a third storage shed at Lake Alexander by Darwin Triathlon Club, Triathlon NT and Australia Sailing in accordance with Report Number 19C0123 CB:kl entitled Proposed Third Storage Shed at Lake Alexander, subject to the following:
  - I. That Darwin Triathlon Club, Triathlon NT and Australia Sailing be responsible for obtaining all necessary government and non-government permits and approvals related to the erection of the storage shed.
  - II. That the erection of the storage shed be to the technical specifications and requirements of the General Manager Engineering and City Services.
  - III. That all costs associated with construction including earthworks and site remediation is at Darwin Triathlon Club, Triathlon NT and Australia Sailing's expense.
  - IV. That Darwin Triathlon Club, Triathlon NT and Australia Sailing will be responsible for ensuring a tree protection plan is in place during construction.
  - V. That, on completion, the storage shed will be the property of City of Darwin, and Darwin Triathlon Club as head stakeholder, will be issued a permit to occupy for a five year period.
  - VI. That Darwin Triathlon Club as head stakeholder will be charged the cost of power and water use at the storage shed.
  - VII. That Darwin Triathlon Club will develop a memorandum of understanding providing Triathlon NT and Australian Sailing occupancy of the shed.



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## **BACKGROUND**

### **PREVIOUS DECISIONS**

*DECISION NO 21\2846 (25/11/14)*

#### **Surf Life Saving NT – Proposed New Shed at Lake Alexander**

*Report number 14C0123 MG:kl (17/11/14) Common no. 2467092*

- B. *THAT Council approve the erection of a second storage shed by Surf Life Saving NT at Lake Alexander in accordance with Report Number 14C0123 MG:kl entitled Surf Life Saving NT - Proposed New Shed At Lake Alexander, subject to the following:*
- i. That Surf Life Saving NT will be responsible for obtaining all necessary government and non-government permits and approvals related to the erection of the storage shed.*
  - ii. That the erection of the storage shed be to the specifications and requirements of the General Manager Infrastructure.*
  - iii. That Surf Life Saving NT will be responsible for the removal of the two trees and contribute \$250 toward revegetation works in East Point Reserve.*
  - iv. That all costs associated with earthworks, concreting, shed construction and site remediation is at Surf Life Saving NT's expense.*
  - v. That the storage shed will be the property of City of Darwin and Surf Life Saving NT be issued a permit of occupancy for \$1 per annum until 30 June 2016.*
  - vi. That an amount of \$400 per annum, subject to CPI increase, be charged to Surf Life Saving NT for power and water use.*

*DECISION NO 16/7136 (21/05/96)*

#### **Report Number 96/C0442 TV:kl**

*That the Committee resolve under the delegated authority:-*

- 2. That Council permit the erection of a shed at Lake Alexander constructed to the standards and requirements of the Technical Services Manager.*
- 3. That Council offer Surf Life Saving Northern Territory a one off contribution to the value of \$2,500 for a storage facility which will remain the property of Darwin City Council and be installed at Lake Alexander in full consultation with the Parks Manager.*

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## **DISCUSSION**

Surf Life Saving NT (SLSNT) currently occupies two existing storage sheds at Lake Alexander and provides storage space within one of these sheds to Darwin Triathlon Club (DTC).

DTC and Triathlon NT (TNT) would both like more storage space at Lake Alexander for Triathlon training and events, as it is the only place in Darwin that provides facilities for swim, cycle and run at the one location.

AS, the peak body for Sailing, currently engages Darwin Sailing Club to conduct their kids' learn-to-sail programs on Fannie Bay. Given the perceived safety risk for children using Fannie Bay, AS would like to re-locate their Tackers 1 program to Lake Alexander, using 6 x 20kg Ozzi Optis boats. AS will purchase the boats and have requested to store them at Lake Alexander. SLSNT and DTC already use Lake Alexander for regular activities and are supportive of Australian Sailing's program moving to the facility.

Council does not charge for community activities such as triathlons or learn to sail at Lake Alexander; stakeholders are required to apply for a permit in order to book the facility, the permit lists the conditions of use.

Triathlon NT, Darwin Triathlon Club and Australian Sailing have worked together to put forward a joint proposal that would address the storage requirements of all four user groups that would like to utilise Lake Alexander for their activities.

The proposal is to construct a 3 bay shed to the right of the existing sheds with an asphalt driveway connecting to the existing shed and driveway. The shed would require power and water to be connected.

Council officers from the Parks, Recreation and Infrastructure Maintenance teams conducted a site visit to consider the proposed shed location. As a result, the proposed design and location of the new shed was altered to ensure no construction over the existing storm water drain. It has been identified that no trees need to be removed for the proposed design.

If installed, the shed would become the property of City of Darwin and the DTC as the head stakeholder would be issued a permit to occupy and be charged for power and water usage. DTC will develop a memorandum of understanding between the other stakeholders to occupy the shed. The stakeholders would be responsible for the security of the shed and be liable for any theft or damage to contents.

This report recommends that Council approve the erection of a third storage shed by DTC, TNT and AS at Lake Alexander in order for them to seek NT Government grant funding for the development.

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If Council were to provide approval for the proposed storage shed, it would be subject to:

- the stakeholders being responsible for obtaining all necessary approvals and permits
- the erection of the storage shed be to the technical specifications and requirements of the General Manager Engineering and City Services
- the storage shed becoming the property of Council
- the stakeholders be responsible for all costs associated with construction and utility usage.

### **CONSULTATION PROCESS**

In preparing this report, the following City of Darwin officers were consulted:

- Team Leader Parks
- Executive Manager Leisure and Regulatory Services
- Recreation Services Officer
- Manager Design, Development & Projects
- Coordinator Civil Infrastructure

In preparing this report, the following External Parties were consulted:

- Triathlon Northern Territory
- Darwin Triathlon Club
- Australian Sailing
- Surf Life Saving Northern Territory

### **POLICY IMPLICATIONS**

City of Darwin Policy No. 046 - *Recreation and Healthy Lifestyle* provides a framework to support equitable and inclusive use and management of Council's network of active reserves and recreation facilities.

### **BUDGET AND RESOURCE IMPLICATIONS**

DTC, TNT and AS are seeking grant funding and will be responsible for all construction costs.

Following construction of the shed, DTC will be issued a Permit to Occupy and be charged for power and water usage.

### **RISK/LEGAL/LEGISLATIVE IMPLICATIONS**

Nil



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### **ENVIRONMENTAL IMPLICATIONS**

No trees require removal for the proposed storage shed. Stakeholders will be responsible for ensuring a qualified arborist develops a tree protection plan as part of construction.

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

We the Author and Approving Officers declare that we do not have a Conflict of Interest in relation to this matter.

**CLARE BEACHAM**  
**RECREATION AND LEISURE**  
**COORDIANTOR**

**POLLY BANKS**  
**GENERAL MANAGER**  
**COMMUNITY AND REGULATORY**  
**SERVICES**

For enquiries, please contact Polly Banks on 89300633 or email:  
[p.banks@darwin.nt.gov.au](mailto:p.banks@darwin.nt.gov.au).

### **Attachments:**

**Attachment A:** Proposal for Storage Shed Lake Alexander (DTC, TNT and AS)

# **Proposal: Storage Shed at Lake Alexander**

Prepared by: Australia Sailing (AS), Darwin Triathlon Club (DTC) and Triathlon NT (TNT) -  
19/02/19

## **Introduction**

Australia Sailing (AS) require storage at Lake Alexander. They approached City of Darwin (COD) to discuss possibilities and were advised that Darwin Triathlon Club (DTC) also wanted additional storage and AS should coordinate with DTC and Surf Life Saving NT (SLSNT) as the current leaseholder. AS was advised to return to COD with a joint proposal from all organisations requiring storage at the Lake.

Discussions following on from this have revealed that SLSNT requires additional storage and Triathlon NT (TNT) also require storage space. Please see the email of support from SLSNT in Appendix 1.

### **What are we seeking?**

We are seeking to get City of Darwin's approval to be able to submit a fully scoped plan for this project. The approval will indicate that the City of Darwin is agreeing in principle with this proposal; however requires more details before we apply for the facilities grant through Sport & Recreation.

### **The Why**

#### *Case for Australia Sailing:*

Learn to sail programs are run by Darwin Sailing Club (DSC) on Fannie Bay. In recent years crocodile numbers have been increasing along with a public perception that Darwin Harbour is unsafe. This has made selling kids learn to sail programs challenging.

Running programs from Lake Alexander require additional logistics and costs in relation to transporting boats from place to place. Increasing the price is currently not an option as it is already expensive by other sports standards.

AS would like to run all Tackers 1 programs at Lake Alexander utilising a fleet of 6 x Ozzi Optis that will be purchased specifically for this purpose. Rescue will be done via 2 x kayaks. Tackers 2 & 3 programs will be run at DSC once kids (and parents) have built confidence in the water.

The boats will require a permanent secure storage option with wash down options. One bay of a shed is more than ample. We would look at either a mobile boat rack or using our existing bespoke box trailer to store the items in the shed.

In regards to launching, it is our preference to use beach trolleys so that they can be wheeled to the beach. The boats weigh 20kg each (once rigged) no more than a full esky. It is also possible that we will purchase 2 beach trolleys and will just carry the boats from the shed to the water.

#### *Case for Darwin Triathlon Club:*

DTC is one of the major users of Lake Alexander as it is the only place location that provides facilities for swim, cycle and run. We have great participation in the club, running a number of events at Lake Alexander all throughout the year. As such have a significant amount of equipment that requires storage.

Darwin Tri Club currently utilises one of the sheds occupied by SLSNT, who are also in need of more storage. We would like to give this space back to SLSNT, especially seeing as though we need more then the allocation we currently have.

#### *Case for Triathlon NT*

Triathlon Northern Territory is a multidisciplinary sport which requires various locations in order to train. At the moment, Lake Alexander is the only place in Darwin and the surrounds that provides the locations in order to perform each discipline (swim, ride, run).

TNT would like to use Lake Alexander more often; however, the movement of equipment is prohibitive. If TNT had storage space at Lake Alexander, we would be able to provide more junior events in the area. One shed would be sufficient to support our activities.

#### **The proposal – storage!!**

Surf Life Saving NT (SLSNT) occupies two existing sheds at Lake Alexander that are already full with no additional space. Whilst Darwin Triathlon Club (DTC) is currently utilising space within one of these sheds they require more room as does SLSNT.

If an additional 4 bay shed was built to the right of the existing sheds DTC could gain more space whilst AS & TNT could have storage at the Lake allowing SLSNT to increase their storage space at the same time.

Discussions have been had between the 3 organisations looking to occupy the shed to determine requirements. These have been documented and discussed with an engineer, site plan in appendix 2.

In addition to the shed, the following external requirements have been identified:

- Driveway extension
- Additional plumbing (more taps for washing equipment)
- Good signage for all of the sports
- Possum Proofing
- Separate Electrical metering
- External lighting
- Revegetation efforts if trees are removed. All sports would contribute to this.

#### **Benefits**

Three different water sports located at a croc free location within Darwin city is fantastic and would not only increase the usage of Lake Alexander for programs but hopefully encourage more people to utilise the lake for recreation in the long term.

Joint storage in one location also provides the opportunity for the sports to collectively or individually offer some unique programs to Darwin schools that are accessible and achievable as it's all in one location. There may also be scope for cross promotion and activities between the sports, especially with the juniors.

The ability for sailing to introduce people to our sport in a safe and secure setting building their confidence slowly is a game changer and something that has been missing for many years. It will allow us to grow our sport to a wider audience.

For Triathlon, DTC & TNT, the use of Lake Alexander is integral to the ability to hold events every 2 weeks. It is the only body of water in Darwin that has the capacity for cycling and running as well. Most of our events take place in this area.

### **Outcomes**

- Increase in Tackers 1 participants, in turn an increase in Junior Sailing as they continue through the sport.
- Provide an opportunity for kids to improve their skills and confidence in safe environment
- Increased confidence about sailing in Darwin
- Ability to offer easy & accessible programs to Darwin Primary Schools
- Ability to offer joint programs with other sports located at Lake Alexander
- Increased usage and exposure of Lake Alexander and its great facilities
- Increase use of Lake Alexander by the Triathlon Juniors

### **Funding**

1. The shed is intended to be funded by a grant (<https://nt.gov.au/leisure/sport/Sport-and-active-recreation-grants-for-facilities-and-equipment>) sought by DTC.
2. The shed would become the property of Council and DTC to be issued the Permit to Occupy and be charged for electricity usage.
3. Infrastructure insurance by CoD
4. Contents insurance will be up to the individual organisations.

### **Security**

Regarding security, our bays will only be accessible by each individual organisation. We will install internal separation between each bay and separate access doors. This is to help reduce the likelihood of someone breaking in and having access to everything in the shed.

Thank you for the opportunity to present this proposal and for your consideration. We look forward to hearing from you and if you have any questions, please don't hesitate to contact AS, DTC or TNT, contact details in appendix 3.



## Appendix 1: Email of support from SLSNT

From: Samantha Farrow <samantha.farrow@lifesavingnt.com.au>  
 Date: 14 Dec 2018 10:55 am  
 Subject: Lake Alex Expansion  
 To: Claire Hall <claire.hall@sailing.org.au>  
 Cc:

Hi Claire,

SLSNT wholeheartedly supports the addition of a new storage facility at Lake Alex.

At the moment Darwin Tri Club have access to one bay of the existing sheds at Lake Alex. If a new shed was to be built, and Darwin Tri move across, SLSNT would have more room for our own storage.

Currently of the 7 bays in two sheds Mindil have the entire new shed, and one bay in the old, Darwin SLSC have a bay and SLSNT have a bay so it is very cramped to store gear to run our programs.

The additional storage encourages new water sports to move to the area creating a hub of activity, which in turn should lead to greater sense of community and opportunity for all organisations.

New organisations on site also allows greater opportunity for us to work together to provide joint activities to the community including school groups where we can introduce a greater awareness of water safety and fun.

If there is anything else that you need please let me know.

Kind Regards,  
 Sam

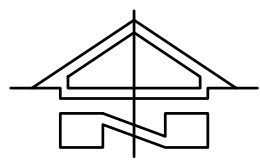




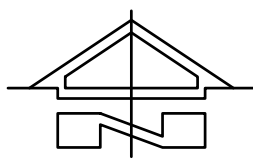
PROPOSED NEW SHED



LOCATION OF WORKS



SITE PLAN  
N.T.S.



LOCALITY PLAN  
N.T.S.

ISSUED FOR INFORMATION  
ISSUED FOR INFORMATION  
AMENDMENTS

07.02.19	B	JA.B
17.01.19	A	JA.B
DATE	ISSUE	BY

NOT FOR CONSTRUCTION

CLIENT



PROJECT

PROPOSED NEW SHED  
LOT 5775 ALEC FONG LIM DRIVE  
EAST POINT

DESIGNED JA.B	DRAWN SH.H	DATE 17.01.19	SIZE A1	CAD REF TX13718.00 - S01
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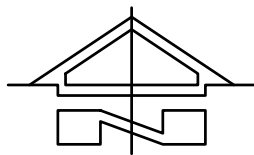
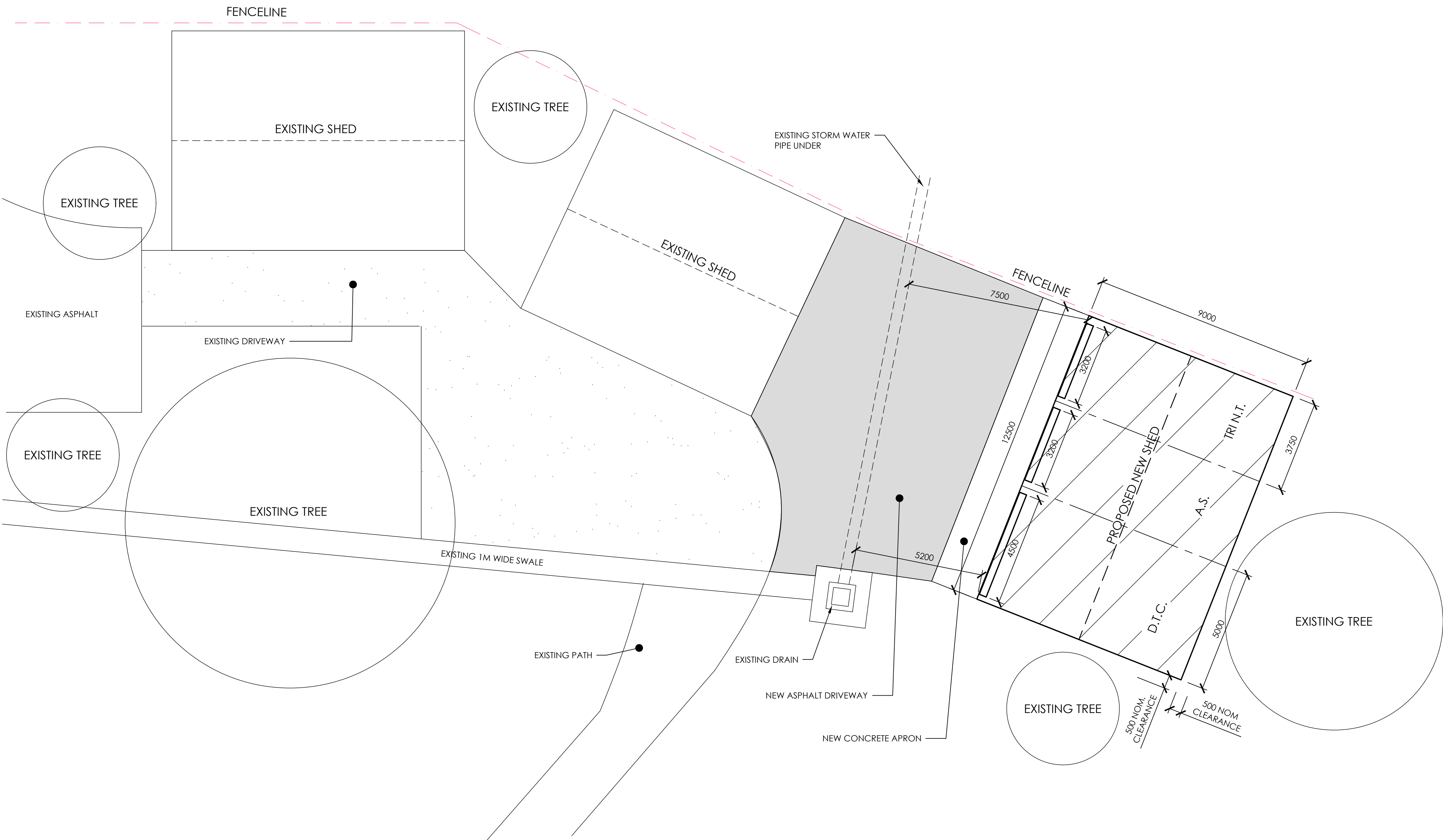
1300 874 294 | TRIAXIAL.COM.AU  
UNIT 1, 31 JESSOP CRESCENT, BERRIMAH NT 0828  
GPO BOX 4174, DARWIN NT 0801  
SYDNEY | ADELAIDE | DARWIN | PARRAMATTA | MUDGEE | BAROSSA

DRAWING TITLE

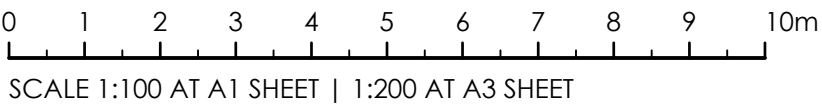
LOCALITY AND SITE PLANS

PROJECT No.	DRAWING No.	ISSUE
TX13718.00 -	S1.2	B





SITE PLAN  
SCALE 1:100



ISSUED FOR INFORMATION  
AMENDMENTS

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17.01.19  
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ISSUE  
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JA.B  
BY

CLIENT



PROJECT  
PROPOSED NEW SHED  
LOT 5775 ALEC FONG LIM DRIVE  
EAST POINT

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DRAWING TITLE  
PROPOSED NEW SHED  
AND PAVEMENT

PROJECT No.  
TX13718.00 -  
DRAWING No.  
S1.3  
ISSUE  
B

NOT FOR CONSTRUCTION

## Appendix 3: Contact Details

Name	Organisation	Role	Phone	Email
Claire Hall (CH)	AS-NT	Club Services Officer NT	0467 307 234	claire.hall@sailing.org.au
Samantha	SLSNT	EO	<a href="tel:0417173287">0417 173 287</a>	surf@lifesavingnt.com.au
Gary Wall (GW)	DTC	Committee Member	0401 148670	gary_wall@hotmail.com
Monica Bugno (MB)	TNT	EA	0430 119 781	eo@nt.triathlon.org.au
James Blackburn	TNT	Board Member	0408 401 602	jxblackburn@gmail.com

ENCL: 1ST ORDINARY COUNCIL MEETING/OPEN AGENDA ITEM: 14.1.3  
YES

### ACCESS AND INCLUSION PLAN (2019-2022)

REPORT No.: 19C0115 SG:es COMMON No.: 1041889 DATE: 12/03/2019

**Presenter:** Executive Manager Environment and Community,  
Shenagh Gamble

**Approved:** General Manager Community and Regulatory Services,  
Polly Banks

### **PURPOSE**

The purpose of this report is to seek endorsement from Council for the City of Darwin Access and Inclusion Plan (2019- 2022).

### **LINK TO STRATEGIC PLAN**

The issues addressed in this Report are in accordance with the following Goals/ Strategies as outlined in the 'Evolving Darwin Towards 2020 Strategic Plan':-

#### **Goal**

1. Collaborative, inclusive and connected community

#### **Outcome**

- 1.1 Community inclusion supported

#### **Key Strategies**

- 1.1.1 Develop and support programs, services and facilities, and provide information that promotes community spirit, engagement, cohesion and safety.

### **KEY ISSUES**

- The City of Darwin Access and Inclusion Plan (2019- 2022) builds on the work of the Community Access Plan (2012- 2017). The Plan provides a framework to continue to support people with disability and other access challenges to engage with Council and access all areas of its operations.
- The Plan also supports Council in meeting its obligations under the Commonwealth Disability Discrimination Act 1992 (DDA) and other relevant legislation.
- Assessment and consultation was undertaken by the Access Institute, with the Access and Inclusion Advisory Committee providing significant input into the Plan. The Committee have advised that they do not believe any further consultation is required for the plan to be adopted, following Council's endorsement.
- Internal consultation with responsible teams will drive implementation of the Plan.



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 REPORT NUMBER: 19C0115 SG:es  
 SUBJECT: ACCESS AND INCLUSION PLAN (2019-2022)

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## **RECOMMENDATIONS**

- A. THAT Report Number 19C0115 SG:es entitled Access and Inclusion Plan (2019-2022) be received and noted.
- B. THAT Council endorse the City of Darwin Access and Inclusion Plan 2019-2022 at **Attachment A** to Report Number 19C0115 SG:es entitled Access and Inclusion Plan (2019-2022).
- C. THAT the City of Darwin Access and Inclusion Plan (2019-2022) at **Attachment A** to Report Number 19C0115 SG:es entitled Access and Inclusion Plan (2019-2022), be lodged with the Australian Human Rights Commission.

## **BACKGROUND**

*DECISION NO.21\117 (29/05/12)*

*City of Darwin Community Access Plan 2012- 2017*

*Report No. 12C0025 NM:kl (21/05/12) Common No. 1041889*

- B. *THAT the City of Darwin Community Access Plan 2012- 2017 contained in **Attachment A** to Report No. 12C0025 NM:kl be endorsed.*
- C. *THAT the Community Access Plan 2012- 2017 once endorsed by Council be lodged with the Human Rights and Equal Opportunity Commission.*

## **DISCUSSION**

A 2015 Survey of Disability, Ageing and Carers (SDAC) conducted by the Australian Bureau of Statistics (ABS) identified that there were 4.3 million Australians with disability (18.3% of the total population). People with disabilities and older adults comprise a significant customer base for Council, and while the key focus of the Plan is to achieve outcomes for people with a disability and related access challenges, most people will be impacted by access and inclusion issues at some point in their life.

The City of Darwin Access and Inclusion Plan (2019- 2022) provided as **Attachment A**, builds on the work of the Community Access Plan (2012- 2017). The Plan provides a framework to continue to support people with disability and other access challenges to engage with Council and access all areas of its operations. The Plan also supports Council in meeting its obligations under the Commonwealth Disability Discrimination Act 1992 (DDA) and other relevant legislation. The Plan continues to assist Council in removing existing or potential barriers to access and inclusion and support the provision of equity of access to premises, services, programs, information, communication, and employment processes and systems related to Council.

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Assessment and consultation was undertaken by the Access Institute, including a desktop review, cross-departmental staff workshops, a staff survey, a community survey through the Engage Darwin portal and commentary and feedback through the City of Darwin Facebook page, community stakeholder phone interviews and email feedback from five external disability service/support agencies, and a workshop with the Access and Inclusion Advisory Committee. The Committee have advised that they do not believe any further consultation is required for the plan to be adopted, following Council's endorsement.

An effective Access and Inclusion Plan demonstrates Council commitment to eliminating discrimination, and is a useful community engagement, risk management, and human resources tool. The Plan has been developed to align with the requirements of the Disability Discrimination Act (DDA) and will be registered with the Australian Human Rights Commission. In the event of a complaint, the Commission is required by the DDA to consider the organisation's action plan.

The Plan is divided in two sections: Part A provides the background, legislative context, and results of the assessment and consultation; Part B outlines key outcomes and corresponding action plan. The Plan identifies areas where there are access barriers or access opportunities, and includes priorities for actions, identifying which areas of Council will lead the action to ensure they are completed, and under which budget source; with most works undertaken within the operational or capital works budget.

The nature of the Plan means that action will often be incremental, and priority will be given to initiatives that achieve the best value and most positive outcomes for the highest number of people. Specific requirements from individuals will often need to be considered on a case-by-case basis, with the Access and Inclusion Advisory Committee annual budget of \$55,000 available for this purpose.

### **CONSULTATION PROCESS**

This report was considered by the Executive Leadership Team on 19 February, 2019 and now referred to Council for consideration.

In preparing this report, the following City of Darwin officers were consulted:

- Community Development Officer
- Executive Manager Environment and Community
- Executive Manager Waste and Capital Works
- Manager Design, Development and Projects
- Executive Manager Infrastructure and Maintenance
- Marketing and Communications Manager
- Recreation and Leisure Coordinator
- Coordinator Governance

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In preparing this report, the following External Parties were consulted:

- Access Institute
- Access and Inclusion Advisory Committee

### **POLICY IMPLICATIONS**

The Access and Inclusion Plan (2019- 2022) will assist Council to meet its strategic goals of creating a more accessible and inclusive community.

Whilst the development of the Plan is in keeping with City of Darwin policies, City of Darwin Policy No. 008 – Community Participation, Access and Inclusion will soon be contemporised to reflect current and future practice.

### **BUDGET AND RESOURCE IMPLICATIONS**

Budget sources are identified within the Plan. Most works will be undertaken within the operational or capital works budget.

### **RISK/LEGAL/LEGISLATIVE IMPLICATIONS**

The Plan will support Council in meeting its obligations under the Commonwealth Disability Discrimination Act 1992 (DDA) and other relevant legislation, including, the United Nations (UN) Convention on the Rights of Persons with Disabilities, the National Disability Strategy and the National Disability Insurance Scheme (NDIS).

In the Northern Territory, the following legislation covers disability rights, carer rights and disability services: the Disability Services Act, the Anti-Discrimination Act, the Guardianship of Adults Act and the Carers Recognition Act.

The Plan will be registered with the Australian Human Rights Commission. In the event of a complaint, the Commission is required by the DDA to consider the organisation's action plan.

### **ENVIRONMENTAL IMPLICATIONS**

Nil

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 SUBJECT: ACCESS AND INCLUSION PLAN (2019-2022)

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

We the Author and Approving Officers declare that we do not have a Conflict of Interest in relation to this matter.

**SHENAGH GAMBLE**  
**EXECUTIVE MANAGER**  
**ENVIRONMENT AND**  
**COMMUNITY**

**POLLY BANKS**  
**GENERAL MANAGER**  
**COMMUNITY AND REGULATORY**  
**SERVICES**

For enquiries, please contact Polly Banks on 89300633 or email:  
 p.banks@darwin.nt.gov.au.

#### **Attachments:**

**Attachment A:** Access and Inclusion Plan (2019-2022)



**Access and Inclusion Plan 2018**  
**Part A – Background and Consultation**





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## 1. Introduction

This new Access and Inclusion Plan (AIP) for the City of Darwin (2018–2021) builds on the previous work undertaken with the 2012-2017 Community Access Plan. It will provide a framework to continue to support people with disabilities and other access challenges to engage with Council and access all areas of the organisation's operations. The Plan will also support Council in meeting its obligations under the Commonwealth *Disability Discrimination Act 1992* (DDA) and other relevant legislation. The AIP will continue to assist Council in removing existing or potential barriers to access and inclusion and support the provision of equity of access to premises, services, programs, information, communication, and employment processes and systems related to Council.

The plan is divided in two sections. Part A provides the background and legislative context, as well as details of the review and consultation that was undertaken to develop the AIP. Part B provides the Plan component that identifies key Council outcomes and actions.

The development of the AIP was facilitated by Ms. Joe Manton, Director of Access Institute and Ms. Nicole Maslin, Community Engagement Consultant. Both Joe and Nicole have extensive experience in the facilitation and development of access and inclusion plans with a wide range of organisations for more than 25 years. They also have extensive skills in engagement of stakeholders and provided leadership and support to the City of Darwin in the development of the AIP.

## 2. What is an Access and Inclusion Plan (AIP)?

This AIP provides the framework for Council to address access and inclusion and disability issues across all areas of the organisation's operations, and to support it in meeting its requirements under the DDA and other relevant access legislation. The AIP will assist Council in removing existing or potential barriers and to provide equity of access to premises, services, programs, information, communication and employment processes and systems.

The AIP is designed to support Council practices to be proactive in relation to meeting the needs of people with disabilities and other access challenges, and to continue to develop its services and facilities to be accessible to all.

This AIP document:

- identifies areas where there are access barriers or access opportunities;
- outlines actions to remove barriers or realise opportunities;
- includes priorities for actions;
- identifies which areas of Council will lead the action to ensure they are

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completed; and;

- Outlines how communication, monitoring, reviewing and evaluating of the AIP will occur.

### 3. Why develop an AIP?

Developing an AIP is one way that the Council can continue to meet its responsibilities under the DDA and other relevant legislation.

The Australian Human Rights Commission (AHRC) believes that an effective Plan will:

- demonstrate commitment to eliminating discrimination;
- show clear evidence of consultation with stakeholders;
- have priorities which are appropriate and relevant;
- involve ongoing consultation, evaluation and review;
- minimise the risk of complaints; and
- contribute to a successful defence in the event of complaints.

The AHRC objectives highlighting the benefits of an effective Plan are as follows:

- eliminates discrimination in a proactive way;
- improves services to customers generally;
- opens up new markets and services new customers;
- reduces likelihood of complaints being made;
- reduces likelihood of costly legal action;
- allows for planned change in business and services; and
- enhances organisational image.

The AIP has been developed to meet the requirements of the DDA.

The AIP will provide a framework for Council to address disability access and inclusion issues across all areas of the organisation.

The AIP has been developed to align with the requirements of the DDA and will be registered with the AHRC, where it must be taken into account in any complaints that may be made against the Council in relation to disability discrimination.

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## 4. Who is impacted by access and inclusion?

Whilst the key focus of the AIP is related to outcomes for people with a disability and related access challenges, it is reasonable to expect that all people will be impacted by access and inclusion issues at some stage in their life. This could include:

- people who have a permanent disability, including people who are born with a disability and/or people who acquire a disability due to accident or illness;
- people who have a temporary disability due to an accident or illness;
- people who are ageing, and whilst not identifying as having a disability may have reduced mobility, hearing and/or vision and cognitive functions;
- people from culturally and linguistically diverse communities who may have challenges with speaking and/or understanding English. This could include experiencing challenges with completing forms, reading signs and interpreting critical information impacting on daily life activities;
- families, including parents and grandparents who are caring for children and pushing prams and strollers; and
- people who are using other mobility aids such as delivery and shopping trollies.

## 5. How many people have a disability?

The following information from the most recent data sources provides a snapshot of numbers of people with disabilities. It highlights that people with disabilities and older adults comprise a significant customer base for Council, as well as being potential employees and volunteers.

### 5.1 Australia

#### **2015 Survey of Disability, Ageing and Carers (SDAC) Australian Bureau of Statistics (ABS):**

In 2015, as reported in the Survey of Disability, Ageing and Carers (SDAC) conducted by the Australian Bureau of Statistics (ABS):

- there were 4.3 million Australians with disability; that's nearly one in five people (18.3% of the total population);
- of the 15.4 million Australians living in households who were of working age (15 to 64 years), there were over two million people with disability; that's one in seven people.

The Australian Institute of Health and Welfare, *(using data from the Australian Bureau of Statistics (ABS) Survey of Disability, Ageing and Carers (SDAC)* identified that in 2015, of people aged 15–64 with disability living in the community:

- around 1 in 3 did not go out as often as they would have liked, almost unchanged from 2003;
- more than 1 in 4 found it difficult to access buildings or facilities in the community in the previous 12 months;
- around 2 in 5 had avoided community situations in the previous 12 months because of their disability; and
- around 1 in 7 had experienced discrimination in the previous 12 months.

### **2016 Census and need for assistance with core activities (ABS)**

The 2016 Census of Population and Housing indicated that the number of people with a need for assistance with core activities increased to 1,202,900 people or 5.1% of the population in 2016, up from 998,600 people, or 4.6% of the population in 2011. In addition:

- females were more likely to have need for assistance than males in 2016 (5.4% compared with 4.8%).
- reflecting the strong relationship between age and disability, the proportion of people in need of assistance increased with age. Some 1.1% of people aged 0-4 years needed assistance in 2016, increasing to 47% of people aged 85 years and over.
- consistent with this, people with a need for assistance had a much older age structure than people who did not have a need for assistance. Some 53% of people who had a need for assistance were aged 65 years and older, compared with 13% of those who did not have a need for assistance.
- for people aged 75 and over, there were proportionally more women than men with a need for assistance (32% of women compared with 24% of men in 2016). This is the result of the different disease profiles seen in males compared with females, with females experiencing higher rates of disease commonly associated with disability. For example, the 2014 National Health Survey shows Australian women aged 75 years or older were almost 50% more likely to report having arthritis than men of the same age.

### **Carers**

- The 2016 Census found that one in twenty people (5.6% or 151,600 people) aged 15-24 years were young carers. The proportion of young people who were carers has increased slightly, from 5.0% in 2006.

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### **Living arrangements**

- most people who needed assistance lived in a private household (86%), either with other people or alone, and;
- of those people living in private households, the most common living arrangement was living with a family (78% of people who needed assistance), followed by living alone (18%).

### **Aboriginal and Torres Strait Islander**

- Despite having a much younger age profile than non-Indigenous people, a higher proportion of Aboriginal and Torres Strait Islander people reported a need for assistance in 2016 (6.7% compared with 5.3% of the non-Indigenous population). When the age differences between the Aboriginal and Torres Strait Islander and non-Indigenous populations were taken into account, Aboriginal and Torres Strait Islander people were almost twice as likely to need assistance with core activities (8.5% compared with 4.7% of the non-Indigenous population).
- Furthermore, the proportion of Aboriginal and Torres Strait Islander people who reported a need for assistance increased from 5.4% in 2011 to 6.7% in 2016. However, this may be influenced by a range of factors including changes in propensity to identify as Aboriginal and Torres Strait Islander origin between Censuses.

### **Employment, unemployment and the need for assistance**

- The proportion of people with need for assistance who were employed increased from 7.7% in 2011 to 8.6% in 2016. For people aged 15 to 64 years who needed assistance, the proportion employed increased from 16% in 2011 to 18% in 2016.
- Of people in the labour force with a need for assistance in 2016 (108,300 people), one in six were unemployed (16% or 17,800 people). This is compared with one in fifteen people (6.8% or 759,300 people) of the 11.2 million people who did not have a need for assistance.
- People who needed assistance worked across a variety of occupations in 2016. Almost one in four employed people (24%) with a need for assistance worked as a labourer in 2016. This was higher for men – almost one-third of men who needed assistance were labourers (30%). The most common labouring occupations for men who needed assistance were factory process workers (4,900 people), followed by other labourers, and cleaners and laundry workers (2,600 people each).



- 
- Other common occupation groups for men who had a need for assistance were technicians and trades workers (15%), managers and professionals (both 11%).

### **Ageing population Australia**

The ageing population is particularly significant when considering the impact of access and inclusion issues. As people get older the propensity for disability significantly increases and the incidence of access and inclusion issues occurring also significantly increases.

Older people make up a significant proportion of the community, and this is expected to grow at a rapid rate due to the large numbers of 'Baby Boomers' (*i.e. people born in the years following the Second World War, when there was a temporary marked increase in the birth rate*), across the Australian population.

The 2016 Census of Population and Housing shows that the number of people aged 65 years and over had increased from one in every seven people in 2011 (14%), to nearly one in every six people (16%) in 2016. This proportion has increased steadily over the past century, from one in twenty-five people in 1911.

The Australian Bureau of Statistics (ABS) estimates that by 2056, Australia's population is projected to increase to between 31 and 43 million people, with around 23% to 25% being 65 years or older.

## **5.2 Darwin Local Government area – age and disability**

- In the 2016 Census, there were 78,804 people in Darwin (Local government area). Of these 51.3% were male and 48.7% were female. Aboriginal and/or Torres Strait Islander people made up 7.4% of the population.
- The median age of people in Darwin is 34 years. Children aged 0 - 14 years make up 18.5% of the population and people aged 65 years represent 9.0% of the population.
- During the two weeks before the Census, 24.8% provided care for children and 7.9% assisted family members or others due to a disability, long term illness or problems related to old age.
- In the year before the Census, 18.7% of people did voluntary work through an organisation or a group.
- There were 44,133 people who reported being in the labour force in the week before Census night in Darwin. Of these 68.5% were employed full time, 21.0% were employed part-time and 4.7% were unemployed.

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## 6. What is disability?

The Commonwealth *Disability Discrimination Act 1992* defines “disability” as:

- total or partial loss of the person’s bodily or mental functions; or
- total or partial loss of a part of the body; or
- the presence in the body of organisms causing disease or illness; or
- the presence in the body of organisms capable of causing disease or illness; or
- the malfunction, malformation or disfigurement of a part of the person’s body; or
- a disorder or malfunction that results in the person learning differently from a person without the disorder or malfunction; or
- a disorder, illness or disease that affects a person’s thought processes, perception of reality, emotions or judgment or that results in disturbed behaviour.

## 7. What is disability discrimination?

Discrimination is defined as treating people with a disability less favourably than people without the disability would be treated under the same circumstances (**direct discrimination**).

Discrimination also exists where there is a condition or requirement imposed that may be the same for everyone, but which unfairly excludes or disadvantages people with a disability (**indirect discrimination**).

It is also unlawful to discriminate against a person because their associates (family, carers, partners etc.) have a disability.

Different treatment of people with a disability is not unlawful discrimination where it is reasonably intended to ensure that they have equal opportunities or to meet their specific needs.

## 8. What is the relevant legislation?

### 8.1 National

#### United Nations (UN) Convention on the Rights of Persons with Disabilities

Australia is a Signatory to UN Convention on the Rights of Persons with Disabilities.

The United Nations Convention on the Rights of Persons with Disabilities refers to disability as “the interaction of long-term physical, mental, intellectual or sensory impairments, and attitudinal or environmental barriers that hinder ... full and effective

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participation in society on an equal basis with others”.

As a signatory to this convention, all levels of government in Australia have committed to comply with the Convention. Obligations are detailed in the Disability Discrimination Act 1992.

### **National Disability Strategy**

The National Disability Strategy 2010–2020 is a plan that aims to improve life for Australians with disability, their families and carers. Developed under the auspices of the Council of Australian Governments (COAG), the strategy is a partnership between all levels of government to achieve a unified, national approach to policy and program development.

The Strategy sets out six priority areas for action, namely:

- Inclusive and Accessible Communities
- Rights Protection, Justice and Legislation
- Economic Security
- Personal and Community Support
- Learning and Skills
- Health and Wellbeing.

### **National Disability Insurance Scheme (NDIS)**

The National Disability Insurance Scheme (NDIS) is the new administrative and funding framework for providing support to Australians with a disability, their families and carers.

The NDIS will provide about 460,000 Australians under the age of 65 with a permanent and significant disability with the reasonable and necessary supports they need to live an ordinary life.

As an insurance scheme, the NDIS takes a lifetime approach, investing in people with disability early to improve their outcomes later in life.

The NDIS gives all Australians peace of mind that if their child or loved one is born with or acquires a permanent and significant disability they will get the support they need.

The NDIS supports people with disability to build skills and capability so they can participate in the community and employment.

The NDIS is being introduced across Australia in stages and will help people with a disability to:

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**Access mainstream services and support**

These are the services available for all Australians from people like doctors or teachers through the health and education systems. It also covers areas like public housing and the justice and aged care systems.

**Access community services and supports**

These are activities and services available to everyone in a community, such as sports clubs, community groups, libraries or charities.

**Maintain informal support arrangements**

This is help people get from their family and friends. It is support people don't pay for and is generally part of most people's lives.

**Receive reasonable and necessary funded supports**

The NDIS can pay for supports that are reasonable and necessary. This means they are related to a person's disability and are required for them to live an ordinary life and achieve their goals.

## 8.2 Commonwealth legislation

***Disability Discrimination Act 1992 (DDA)***

Council has a responsibility under the Commonwealth *Disability Discrimination Act 1992* (DDA), to provide equitable and dignified access to goods and services and to premises used by the public. This is broadly defined and would include all aspects of Council operations. The DDA provides uniform protection against unfair and unfavourable treatment for people with a disability in Australia. It also makes it unlawful to discriminate against a person who is an 'associate' e.g., a friend, carer or family member. Disability includes:

- physical
- intellectual
- psychiatric
- neurological
- cognitive or sensory (a hearing or vision impairment)
- learning difficulties
- physical disfigurement
- the presence in the body of disease-causing organisms.

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This broad definition means that everyone with a disability is protected. The DDA supports the principle that people with a disability have the same fundamental rights as the rest of the community. Provisions apply to a wide range of life activities including:

- access to premises used by the public
- education
- provision of goods and services
- employment
- administration of Commonwealth laws and programs.

The DDA requires that appropriate changes be made to provide access. Where this does not occur, a person can take legal action through the Australian Human Rights Commission (AHRC) or the Federal Court. In addition to the DDA, legislative instruments that have been developed under the DDA and must be considered include:

- *Disability (Access to Premises-Buildings) Standards 2010*
- *Disability Standards for Accessible Public Transport 2002*
- *Disability Standards for Education 2005.*

### 8.3 State legislation

The following legislation covers disability rights, carer rights and disability services in the Northern Territory:

- Disability Services Act
- Anti-Discrimination Act
- Guardianship of Adults Act
- Carers Recognition Act.

The development of the AIP is being facilitated by Ms. Joe Manton, Director of Access Institute and Ms. Nicole Maslin, Community Engagement Consultant. Both Joe and Nicole have extensive experience in the facilitation and development of access and inclusion plans with a wide range of organisations for more than 25 years. They also have extensive skills in engagement of stakeholders and are providing leadership and support to the City of Darwin in the development of the AIP.

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## 9. What is ‘best practice’?

Council is committed to adopting ‘best practice’ in all areas of operation, including access and inclusion. This means the AIP is based on the adopted principles of access and inclusion that are articulated in relevant legislation but also those that go beyond these minimum legislated requirements and standards and incorporate the principles of Universal Design.

Universal Design is a design philosophy that ensures that products, buildings, environments and experiences are innately accessible to as many people as possible, regardless of their age, level of ability, cultural background, or any other differentiating factors that contribute to the diversity of our communities.

Adoption of Universal Design principles will support improved outcomes for access and inclusion for the community and staff in relation to development and delivery of Council information, products, services, buildings and facilities as well as communication, engagement and employment with Council.

In terms of implementing best practice actions relating to access and inclusion, consideration is also given to how priorities for action are established to ensure the most cost effective and functional outcomes are achieved for all stakeholders.

For example, in the built environment, it is expected there would be access barriers to some Council infrastructure. This is typical of the infrastructure of all Councils as much of it is ageing and would not have considered access at the initial time of construction.

Consideration should be given to whether available funds are allocated to make one facility fully accessible to all users, or whether funds to make a number of facilities accessible to a limited number of users is preferred.

Best practice would indicate that the first option usually results in better outcomes. This would be the case for example in a playground, where whilst the installation of accessible play equipment may benefit a number of users, unless there is also accessible parking and an accessible toilet at the same location, then it would limit the usability of the accessible play equipment at that location.

## 10. How has this AIP been developed?

The development of the AIP incorporated review of the existing Plan as well as consultation with key stakeholders including community members, relevant community service providers and Council’s Access and Inclusion Advisory Committee, as well as Council staff.

The consultation process for the updated AIP specifically incorporated:

- a desktop review of the existing Community Access Plan and discussion with



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staff regarding status of actions;

- 2 staff workshops attended by a total of 12 staff from various departments across Council;
- staff email feedback;
- community stakeholder's phone interviews and email feedback from five external disability service/support agencies;
- 1 x workshop with the Access and Inclusion Advisory Committee;
- administration of a community survey through the Engage Darwin portal;
- collection of commentary and feedback provided through City of Darwin Facebook page.

To support consistency, information management and quality of responses, the following questions were utilised as the focus of consultation with staff and community:

- 1. What has Council already done to improve access and inclusion for everybody?**
- 2. What (if any) barriers are there to accessing Council's services, facilities, communication or employment?**
- 3. What could Council do to remove or reduce these barriers?**
- 4. What do you believe are the top priorities for Council in improving access and inclusion for everyone?**

This feedback gathered was then used for the identification and analysis of themes to assist Council to understand the key issues and opportunities, which have been grouped when applicable into the following key areas:

- **Built and natural environment;**
- **Services and programs;**
- **Information and communication;**
- **Council operations.**

Full details of all consultation, including survey responses are available in the comprehensive Access and Inclusion Plan Consultation Report.

## **12. What has Council already done to improve access and inclusion?**

It is important to acknowledge and document the positive work that Council has undertaken or is currently undertaking in relation to improving access and inclusion for

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all. One of the key initiatives is the role and work of the Access and Inclusion Advisory Committee (AIAC). The AIAC was convened to provide guidance to the Council across a range of issues relating to access and inclusion across the municipality. They meet five times per year and their objectives are to:

- monitor the implementation of our Community Access Plan under the Disability Discrimination Act;
- keep Council informed of standards and legislation that may impact on provision of services and facilities;
- identify actions which to improve access on our property;
- monitor the progress of requests and complaints associated with access issues; and
- provide information to the community on disability issues through various publications, promotions and public forums.

The AIAC is an excellent example of how Council is responding to the intent of the Commonwealth *Disability Discrimination Act 1992*, relevant state legislation and various relevant and Standards.

The following further initiatives have been identified as achievements by staff and the community. These achievements have been grouped under the four key theme areas. These four areas are also utilised to report on the key feedback and categorise actions in the AIP.

### **Achievements -built and natural environment**

- development of the new 50 metre swimming pool facility at Parap with ramp access, hoist, accessible toilet and change facilities;
- access considerations in redeveloping Anula Regional Playground and Bicentennial Park. Designed with the intent that they are inclusive, both have rubberised soft-fall to most of the equipment and the equipment generally set at a height that easy transfer from a mobility aid can be achieved;
- considerations of access in planning stages of major projects;
- construction of footpaths to a minimum compliance of 1500mm width;
- availability of small budget to assist with replacement of driveways to support improved access and mobility in high traffic public realm;
- availability of an asset management plan;
- existence of a Footpath Trading Policy with a minimum of 2-metre clearance required along building lines to provide a shoreline for people with vision loss;

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- provision of the Peter Mahony Fishing Platform located on Casuarina Drive, near the Rapid Creek footbridge, designed specifically for wheelchair access;
  - availability of annual footpath and maintenance construction program;
  - conducting of disability access audits on Council buildings to identify priorities and the allocation of an annual budget to program improvements over next 6 years. Covers conditions and access issues.

#### **Achievements- services and programs**

- development and provision of the Access and Inclusion Advisory Committee that is a valuable and well utilised resource for Council and community;
- genuine commitment from Council staff to work together to support access and inclusion;
- availability of accessible flooring that can be hired for use at external community events to assist with access for people with access challenges where an easily traversable surface is needed for access;
- provision of a Recharge Program for electric scooters and wheelchairs at libraries and other key Council locations;
- implementation of a disability awareness festival to celebrate International Day of People with a Disability. This has been recently reviewed and will now run all year round with an aim to create inclusive community events within existing mainstream celebrations;
- availability of quiet rooms in Casuarina Library.

#### **Achievements - communication and information**

- redeveloped and improved website for access;
- ability for community to watch a telecast of Council meetings;
- availability of Large Print publications;
- use of Auslan interpreters at Council events;
- availability and use of 'click and fix' to report Council issues that require attention;
- good communication between Council staff and Access and Inclusion Committee, who are providing practical advice, information and valuable comments on a range of Council projects and plans.

#### **Achievements - Council operations**

- supportive Council with access and inclusion staff person and Councillor representation on Access and Inclusion Advisory Committee;

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- commitment to continually improving and developing a new AIP that establishes the focus for access and inclusion.

## 12. Summary of feedback

The feedback provided by staff and community including the AIAC has been summarised and considered, to assist in informing the actions in the AIP. A more detailed presentation of all feedback can be found in the Consultation Report. The main barriers identified through this process consistently, are summarised below, under the four key theme areas.

### 12.1 Barriers - Built and natural environment

#### Public transport

- irregularity of some bus services (can wait up to 40 minutes for a bus);
- inappropriate location of stops- too far away;
- lack of supporting infrastructure for patrons such as shelter, seating, water and connectivity from bus stop to pathways;
- lack of awareness by some bus drivers of access and disability, including use of companion card;
- barriers created by costs associated with traveling by public transport, taxis, ferries.

#### Accessible parking

- lack of accessible parking, particularly in shopping precincts and other high traffic public realm areas;
- lack of community awareness and understanding about accessible parking;
- lack of free accessible parking in City centre.

#### Buildings and facilities

- inaccessibility of some public buildings created by lack of ramps and stairs only access;
- inaccessibility of Council lift in main Council offices;
- lack of accessible toilets and adult change facilities in key locations;
- barrier created by A frames and other clutter in the Mall City centre;
- lack of access to businesses and shops created by inappropriate ramps and stair only access;

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- access issues associated with inadequate adult change facilities at Parap Pool;
  - lack of awareness by developers and builders of the benefits and investment opportunities associated with designing and creating good access;
  - lack of access supports for assistance animals in community facilities and parks.

### **Pedestrian access and connectivity**

- inaccessibility of footpaths created by overhanging foliage;
- steep gradients on some kerb ramps;
- lack of footpath maintenance and repair in some areas;
- missing links between pathways and key locations, for example car parks between pathways and buildings;
- challenges associated with determining appropriate location and use of tactile ground surface indicators (TGSIs) in the public realm.
- access issues associated with inappropriate kerb tamps, parking bays and gradients in suburban shopping areas.

### **Recreation and parks**

- lack of full accessible playgrounds and accessible play equipment;
- lack of accessible public exercise equipment;
- inaccessibility of some park furniture and amenities;
- lack of beach access for wheelchair users;
- lack of accessible sporting and passive recreational opportunities.

### **Public realm**

- lack of shade and shelter for parks, reserves, playgrounds, public transport, pathways and shopping precincts;
- access barriers created by ramp only access to businesses;
- lack of wheelchair access to ferry services.

## **12.2 Barriers - Services and programs**

- lack of community awareness about Companion Cards;
- lack of awareness about what specific events, supports, programs and services are available;
- lack of accessible options to support people accessing some recreational,

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sporting and cultural activities;

- access and safety issues associated with anti - social behaviour and homelessness in public realm;
- lack of awareness by some businesses on how to provide good access;
- lack of community awareness and understanding of all disabilities, still some stigma attached and negative attitudes;
- access issues associated with the amount of events conducted on grass and parklands;
- opportunity for planning scheme to be more inclusive;
- lack of health and support services for older adults, not staying in Darwin as the services are not there to support and facilitate;
- challenges of supporting culturally diverse persons with a disability.

### **12.3 Barriers - Information and communication**

- lack of current audit information of Council's website
- difficulty sometimes with easily locating access and inclusion information in relation to events, programs, supports and services;
- lack of availability of options for alternate formats of communications, e.g. Braille;
- lack of alternate options for customer service and interactions, opportunity to explore and utilise more varied platforms;
- lack of clear procedures for emergency evacuation at pools and other public facilities and lack of both audible and visible alarms;
- lack of community and commercial understanding of use of Companion Card;
- lack of understanding about mental health issues.

### **12.4 Barriers - Council operations**

- challenges associated with increasing community expectations and competing demands in managing Council priorities within budget parameters;
- lack of policy and procedures around employment for people with a disability at Council;
- lack of awareness about existing support or availability of resources to support persons with a disability working at Council;



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- lack of awareness by some staff of access and inclusion – room for further improvement, particularly with people with specific communication access challenges and minority groups with specific needs.

### **13. What are the key areas for action?**

The outcomes of the consultation enabled identification of common themes, which have been utilised to assist in determining areas for action. These actions have been categorised under four priority outcome areas:

The details of the Disability Action Plan are provided in Part B.



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Part B  
Access and Inclusion Plan  
2019 - 2022**

## Access and Inclusion Plan

This new Access and Inclusion Plan (AIP) for the City of Darwin (2019- 2022) builds on the previous work undertaken with the Community Access Plan (2012-2017).

It will provide a framework to continue to support people with disabilities and other access challenges to engage with Council and access all areas of the organisation's operations. The Plan will also support Council in meeting its obligations under the Commonwealth *Disability Discrimination Act 1992* (DDA) and other relevant legislation. The new AIP for the City of Darwin reiterates this commitment by Council to ensure that its services and facilities are accessible and inclusive of the whole community.

The Plan has been prepared by Council's Community and Regulatory Services Department with assistance from Access Institute, following extensive consultation with Council Aldermen, Council Officers, the Access and Inclusion Advisory Committee (AIAC) and the wider community.

Using the information reviewed and feedback provided through an extensive consultation process, this Plan identifies what the City of Darwin plans to do to improve access and inclusion across all areas of Council, including buildings, facilities, services, programs and employment. These actions have been grouped into four key areas. These are:

**Built and natural environment**, which for Council includes consideration of:

- transport and parking,
- buildings and facilities,
- built and natural environment,
- pedestrian treatments, pathways and connectivity, and
- recreation parks and public realm.

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**Services and programs**, which for Council includes consideration of:

- community inclusion,
- events and programs,
- support services, and
- celebrating disability and recognising achievements.

**Information and communication**, which for Council includes consideration of:

- accessible information and communication (online and offline),
- community consultation and engagement, and
- attitudes and education.

**Council operations**, which for Council includes consideration of:

- disability and access awareness,
- raising profile of challenges, issues and opportunities,
- leading by example,
- employment policies and practices, and
- volunteer support, training and opportunities.

Each of the four areas identifies two key outcomes to be achieved. A budget source and lead team at Council is also listed for each action to identify who will primarily lead or be responsible for the action, and what budget it will come from. An indication of priority is provided in terms of High - Year 1, Medium Year 1 to 2, Low - Year 2 to 3 or ongoing.

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## **Area 1- Built and natural environment**

### **Key outcomes**

- Accessible community facilities and buildings where barriers are addressed systematically with agreed understanding and adequate resources.
- Darwin community and visitors are activated and inspired by a public realm and supporting infrastructure that facilitates access, inclusion and interaction for everyone.

<b>No</b>	<b>Key actions</b>	<b>Lead team/s</b>	<b>Budget source</b>	<b>Priority</b>
<b>Buildings and facilities</b>				
1.1	Major assets and infrastructure projects are designed in line with relevant access standards and incorporate Universal Design principles and, where appropriate, qualified and accredited Access Consultants are engaged to provide advice, to ensure improved access outcomes for all users, including those who use manual or bariatric wheelchairs, mobility scooters, and pushchairs.	Various asset owners  Community Development	Operational and/or new initiative	Ongoing
1.2	Continue access auditing of Council facilities and buildings and allocate priorities collaboratively with staff and community. Includes: <ul style="list-style-type: none"> <li>• prioritising of Council office building works,</li> <li>• continuing to engage with Access and Inclusion Advisory Committee (AIAC) to identify priorities,</li> <li>• liaising with community service and support agencies, and</li> <li>• identifying potential for external funding and government grants.</li> </ul>	Asset owner  Community Development  AIAC	Capital	Ongoing
1.3	Continue to improve the accessibility of public toilets and promote the location and access features. Includes: <ul style="list-style-type: none"> <li>• undertaking an audit and identifying schedule and budget for priorities,</li> <li>• advocating for an increase in City Centre,</li> </ul>	Engineering and City Services  Community	Capital	High

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No	Key actions	Lead team/s	Budget source	Priority
	<ul style="list-style-type: none"> <li>development of additional toilets including changing places and adult change facilities,</li> <li>mapping accessible toilets and making this information available to the public on the National Toilet Map.</li> </ul>	Development		
<b>Pedestrian access and connectivity</b>				
1.4	<p>Explore the development of a Pedestrian Access and Mobility Plan (PAMP) to support accessible paths of travel in key commercial precincts, which meets the needs of all users, including those who use manual or bariatric wheelchairs, mobility scooters, and pushchairs. This includes:</p> <ul style="list-style-type: none"> <li>use of A frames in the City Centre,</li> <li>a ‘missing links’ program to create better connection between pathways kerbs and key infrastructure,</li> <li>ensuring alternate pedestrian access provision associated with construction and redevelopment works, and</li> <li>community and business education regarding the importance of footpath access and maintenance of continuous paths of travel.</li> </ul>	<p>Innovation</p> <p>Capital Works</p>	Operational	Medium
1.5	Ensure that trees surrounding footpaths and pathways are kept free from overhanging foliage, which can create barriers and impede access.	<p>Parks and Reserves</p> <p>Infrastructure Maintenance</p>	Operational	Ongoing
1.6	Develop a Council position on the use of tactile ground surface indicators, with advice from the AIAC.	<p>Design Development and Projects</p> <p>Infrastructure Maintenance</p>	Operational and/or new initiative	Low

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No	Key actions	Lead team/s	Budget source	Priority
		AIAC		
<b>Accessible parking</b>				
1.7	Undertake an assessment and review of accessible parking in key locations – shopping precincts, sporting clubs and community facilities – to improve number available, function, location, design, monitoring and use.	Innovation  Design Development and Projects  Capital Works	New initiative	Ongoing
1.8	Promote the availability and location of accessible parking through key online and offline publications and communications.	Marketing and Communications	Operational	Medium
1.9	Explore opportunities to educate community and increase understanding of the use and importance of accessible parking.	Community Development  AIAC	Operational	Low
<b>Public transport</b>				
1.10	Work with public transport providers to advocate for improvements to public transport in terms of availability, increasing service level, frequency and duration. This can include: <ul style="list-style-type: none"> <li>location of bus stops at all Council facilities, and</li> <li>education of drivers and providers of the availability and use of the Companion Card.</li> </ul>	Community Development  AIAC	Operational	High
1.11	Advocate for good access and amenities for public transport. This can include: <ul style="list-style-type: none"> <li>bus stops with adequate shade, shelter and access to water,</li> <li>continuous paths of travel suitable for all users, including those who use manual or bariatric wheelchairs, mobility scooters, and</li> </ul>	Community Development  AIAC	Operational	Medium

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No	Key actions	Lead team/s	Budget source	Priority
	pushchairs, with no missing links, and <ul style="list-style-type: none"> <li>signage and information.</li> </ul>			
<b>Public realm</b>				
1.12	Advocate to, and work with relevant authorities, developers and commercial operators to support and improve accessible places where community and visitors frequent and gather. This can include: <ul style="list-style-type: none"> <li>beaches, waterfronts, wharfs and jetties,</li> <li>shopping centres and private businesses, and</li> <li>tourist destinations and places of interest.</li> </ul>	Innovation  Community Development  AIAC	Operational and/or new initiative	Medium
1.13	Support initiatives that maintain and develop the greening of public spaces as a crucial element to achieve accessible environments that create shade and shelter.	Infrastructure Maintenance	Operational	Ongoing
<b>Parks and recreation</b>				
1.14	Support the development of fully accessible playgrounds and spaces that cater for all abilities. This can include: <ul style="list-style-type: none"> <li>the upgrading of regional playgrounds, and</li> <li>investigating temporary or 'pop up' options to support events and celebrations.</li> </ul>	Capital Works  Community Development	Capital and/or new initiative	High
1.15	Identify initiatives to support improved access to parks, beaches and waterways. This can include: <ul style="list-style-type: none"> <li>further development of accessible fishing platforms,</li> <li>increasing beach access supports e.g. matting and aquatic wheelchairs and promotion of what is available,</li> <li>provision of accessible pathways for all users,</li> <li>assessment of signage to incorporate audio and tactile elements where required, and</li> </ul>	Engineering and City Services  Community Development	Operational and/or new initiative	Medium

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No	Key actions	Lead team/s	Budget source	Priority
	<ul style="list-style-type: none"> <li>facilities for assistance animals e.g. water stops.</li> </ul>			

## Area 2 – Services and programs

### Key outcomes

- Accessible and inclusive services and programs that create opportunities for everyone to experience, participate, celebrate and engage in community life.
- Connected community that values working collaboratively with Council and stakeholders and has opportunity to build their capacity, raise awareness, influence attitudes and develop access and inclusion opportunities.

No	Key actions	Lead team/s	Budget source	Priority
<b>Access and Inclusion Advisory Committee (AIAC)</b>				
2.1	Continue to support, profile and build capacity of the Access Inclusion Advisory Committee. Focus on: <ul style="list-style-type: none"> <li>providing opportunity to input and review all major projects,</li> <li>identification of projects and outcomes for the AIAC,</li> <li>providing advice for the implementation and review of the Access and Inclusion Plan,</li> <li>developing partnerships with community and stakeholders to support improved access and inclusion,</li> <li>ensuring regular contact and feedback between Council and AIAC, and</li> <li>promoting and celebrating the achievements and success of the AIAC</li> </ul>	Community Development  AIAC	Operational	High

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No	Key actions	Lead team/s	Budget source	Priority
	and outcomes.			
<b>Events and festivals</b>				
2.2	<p>Continue to celebrate access and inclusion through disability awareness events and activities. Support and focus on:</p> <ul style="list-style-type: none"> <li>• increasing community and stakeholder involvement,</li> <li>• investigating funding and sponsorship opportunities to further develop programming,</li> <li>• pursuing options to extend the programming through the DiversAbility Collective group, and</li> <li>• collaborations and partnerships with other disability support and service organisations.</li> </ul>	<p>Community Development</p> <p>AIAC</p>	Operational	High
2.3	<p>Ensure that events, festivals and celebrations are supported by access tools, guides, training and information that can assist staff and community in delivering proactive approaches to access and inclusion.</p> <p>This can include:</p> <ul style="list-style-type: none"> <li>• review of events planning guide to ensure that access considerations are adequately supported and considered,</li> <li>• development of an access checklist to assist community groups in planning and conducting events,</li> <li>• access awareness training and information for staff, volunteers, and community event organisers,</li> <li>• effective marketing and communication of events and festivals with relevant and timely access information,</li> <li>• access assessment of venues, spaces and facilities where events are being conducted, and</li> <li>• investigation of additional access supports, equipment and information to enable greater participation.</li> </ul>	<p>Community Development</p> <p>Community Events Producer</p> <p>HR &amp; Safety</p>	Operational and/or new initiative	Medium
<b>Programs</b>				

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No	Key actions	Lead team/s	Budget source	Priority
2.4	Develop opportunities for the provision of leisure, recreation and cultural programs that support people with a disability. This can include: <ul style="list-style-type: none"> <li>• supporting existing community programs to be more inclusive or expand offers,</li> <li>• advocating to sporting bodies,</li> <li>• investigating options to link with existing private providers or community groups,</li> <li>• increasing understanding about the opportunities and use of Companion Card at Council facilities,</li> <li>• investigating seasonal or travelling programs that can potentially reach isolated individuals, and</li> <li>• investigating options for accessible community transport to facilitate attendance and greater participation.</li> </ul>	Recreation and Leisure  Community Development	Operational and/or new initiative	Medium
2.5	Develop initiatives that encourage, support and raise the awareness that access and inclusion is positive for business. Options can include: <ul style="list-style-type: none"> <li>• delivery of workshops/ training seminars on strategies and approaches to achieving accessible and inclusive businesses,</li> <li>• working with local businesses, industry groups and Chambers of Commerce to identify opportunities,</li> <li>• local recognition of specific initiatives that support access and inclusion,</li> <li>• inclusion of access information in business directories or tourist guides, and</li> <li>• provision of access checklists to key industry groups, e.g. retail,</li> </ul>	Office of City Performance  Community Development  Marketing and Communications  AIAC	Operational and/or new initiative	Medium

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No	Key actions	Lead team/s	Budget source	Priority
	tourism and hospitality, cafés and restaurants.			
2.6	Ensure that planning and providing for older adults participation and engagement is a focus of programming for access and inclusion.	Community Development	Operational	Ongoing
<b>Community development and education</b>				
2.7	Encourage and support community groups to be inclusive and provide good access. Consider: <ul style="list-style-type: none"> <li>• access and inclusion criteria in community grants,</li> <li>• provision of training and education, templates and checklists, and</li> <li>• encouraging interaction and networking with Access and Inclusion Advisory Committee.</li> </ul>	Community Development AIAC	Operational	Medium
2.8	Increase community awareness about the diverse types of disabilities and access issues to reduce stigma and increase understanding. This can include: <ul style="list-style-type: none"> <li>• utilising Council newsletters, publications and website to promote programs and events,</li> <li>• highlighting good news access stories, and</li> <li>• profiling opportunities that address access and inclusion.</li> </ul>	Community Development Marketing and Communications AIAC	Operational	Medium



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### **Outcome Area 3 – Information and communication**

#### **Key outcomes**

- Informed and engaged community with choices about how they interact and communicate with Council to support their decision making and participation.
- Positive messages and communication of access and inclusion in the community that supports improved attitudes and increased understanding of access and inclusion opportunities.

<b>No</b>	<b>Key actions</b>	<b>Lead team/s</b>	<b>Budget source</b>	<b>Priority</b>
<b>Digital and online communication</b>				
3.1	<p>Increase the level of World Wide Web Consortium (W3C) compliance, using the Web Content Accessibility Guidelines (WCAG), and develop an action plan for improvement where required. Priorities to include:</p> <ul style="list-style-type: none"> <li>• all internally generated PDF documents on websites are also provided in a read-only text alternative, suitable for access by people using screen reading software,</li> <li>• easily located statement on website encouraging people to contact Council if they require information in alternative formats, and</li> <li>• reviewing access information available.</li> </ul>	<p>Marketing and Communications</p> <p>Community Development</p>	Operational and/or new initiative	High
3.2	<p>Ensure all access information is centrally and easily located on Council website to support people's decision making in visiting or utilising Council's facilities and programs. This can include information on:</p> <ul style="list-style-type: none"> <li>• policies and strategies,</li> <li>• access maps and guides with parking and amenities,</li> <li>• access equipment,</li> <li>• accessibility of Council's halls and facilities,</li> </ul>	<p>Marketing and Communications</p> <p>Community Development</p>	Operational	Ongoing

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No	Key actions	Lead team/s	Budget source	Priority
	<ul style="list-style-type: none"> <li>• programs and events,</li> <li>• templates and resources,</li> <li>• key council contacts, and</li> <li>• key community and service contacts.</li> </ul>			
3.3	<p>Develop a communications plan to ensure social media strategies support information exchange and the communication and promotion of positive access and inclusion messages. Consider:</p> <ul style="list-style-type: none"> <li>• use of local role models,</li> <li>• profiling of Access and Inclusion Advisory Committee and projects,</li> <li>• promoting disability events, and</li> <li>• highlighting Council achievements.</li> </ul>	<p>Marketing and Communications</p> <p>Community Development</p>	Operational	Medium
<b>Communication mechanisms- access supports and services</b>				
3.4	Increase awareness about what programs and services are available from Council and in the community through a variety of accessible communication channels.	<p>Marketing and Communications</p> <p>Community Development</p>	Operational	Ongoing
3.5	Explore options to develop a Darwin City access and mobility map that assists community and tourists with key access and inclusion information. Includes location of scooter and wheelchair Recharge Points and accessible toilet and adult change facilities.	Community Development	Operational and/or new initiative	Low
3.6	Provide advice and information on preparation and delivery of accessible communications for staff and community, including the use of Plain English. Can include style guides, basic tools and checklists to guide staff, as well as options for alternate accessible formats.	Community Development	Operational	Medium
3.7	Consider inclusion of a standard 'access' clause in Council publications that promotes access information, accessible features and contact points, including access to information in alternative formats.	Community Development	Operational	Medium

City of Darwin Access and Inclusion Plan (2019– 2022) Part B – Draft for Approval – February 2019

**City of Darwin**  
**Access and Inclusion Plan (2019- 2022) Part B – Draft for Approval – February 2019**

No	Key actions	Lead team/s	Budget source	Priority
3.8	<p>Ensure information relating to a range of access challenges (to assist staff in communicating with people with a disability) is provided and made available to all staff. Key elements include how to improve access for people with:</p> <ul style="list-style-type: none"> <li>• physical and mobility disabilities,</li> <li>• intellectual disability,</li> <li>• psychiatric disability,</li> <li>• vision and hearing loss, and</li> <li>• Acquired Brain Injury (ABI).</li> </ul>	<p>Community Development</p> <p>AIAC</p>	Operational	Low
3.9	Develop audible and visible information systems in relation to emergency management procedures for key Council sites and buildings.	<p>HR and Safety</p> <p>Community Development</p>	Operational and/or new initiative	High
<b>Consultation and engagement</b>				
3.10	<p>Ensure consultations and Council meetings are conducted in accessible venues, and staff organising are aware of specific access considerations in their planning. This can include:</p> <ul style="list-style-type: none"> <li>• use of language in advertising,</li> <li>• promoting positive images of people with disabilities,</li> <li>• dissemination of information (availability of other formats),</li> <li>• accessible printed material,</li> <li>• accessible signage,</li> <li>• information in alternative formats,</li> <li>• alternative communication systems, and</li> <li>• timing and format of consultations.</li> </ul>	<p>Governance</p> <p>Community Development</p>	Operational and/or new initiative	Ongoing
3.11	Ensure that the community has access to range of options to communicate, engage and interact with Council both formally and informally for service and	Marketing and Communicatio	Operational and/or new	Medium

City of Darwin Access and Inclusion Plan (2019– 2022) Part B – Draft for Approval – February 2019

**City of Darwin**  
**Access and Inclusion Plan (2019- 2022) Part B – Draft for Approval – February 2019**

No	Key actions	Lead team/s	Budget source	Priority
	support. Includes alternate options for: <ul style="list-style-type: none"> <li>• paying rates and bills,</li> <li>• making enquiries and seeking information,</li> <li>• lodging forms and applications,</li> <li>• reporting a complaint or issue, and</li> <li>• applying for a grant or funding.</li> </ul>	ns  Community Development	initiative	
3.12	Ensure that supports and systems are available to facilitate equitable access to Council meetings and information dissemination. This can include: <ul style="list-style-type: none"> <li>• availability of communication supports such as live captions at Council, hearing loops and tactile and Braille signage, AUSLAN interpreters etc.,</li> <li>• displaying the communication access symbol at customer service centres,</li> <li>• continuing with the video recording of Council meetings, and</li> <li>• options for provision of meeting outcomes and information in alternative formats.</li> </ul>	Governance  Community Development	Operational and/or new initiative	Medium

**City of Darwin**  
**Access and Inclusion Plan (2019- 2022) Part B – Draft for Approval – February 2019**

## **Outcome area 4 – Council operations**

### **Key outcomes**

- Leading by example with staff that have the skills, training and knowledge in access and inclusion awareness and can confidently and proactively achieve better outcomes for everyone in all areas of Council operations.
- A positive organisational culture of access and inclusion with policies and procedures to support inclusive and equitable employment, training and volunteer practices.

<b>No</b>	<b>Key actions</b>	<b>Lead team/s</b>	<b>Budget source</b>	<b>Priority</b>
<b>Staff development and training</b>				
4.1	<p>A program of disability access awareness training and support is implemented across the Council. Key focus includes:</p> <ul style="list-style-type: none"> <li>• generic disability awareness training for all employees and elected members,</li> <li>• targeted training for staff in high customer interfacing roles,</li> <li>• targeted access awareness training for particular departments where specific access expertise is required,</li> <li>• opportunities for online training and support through intranet and other resources, and</li> <li>• other resources can include staff checklists, templates, Council and service provider contacts.</li> </ul>	<p>HR and Safety</p> <p>Community Development</p>	Operational and/or new initiative	High
4.2	Support staff to develop their ability to produce accessible website and social media content.	Marketing and Communications	Operational	Medium

**City of Darwin**  
**Access and Inclusion Plan (2019- 2022) Part B – Draft for Approval – February 2019**

No	Key actions	Lead team/s	Budget source	Priority
		Community Development		
<b>Employment and volunteering, student placement</b>				
4.3	<p>Conduct a review of employment policies, practices and procedures to ensure consistent organisational approaches and incorporation of appropriate disability access requirements. Key considerations include:</p> <ul style="list-style-type: none"> <li>• employment advertising and position application processes using a variety of accessible mediums,</li> <li>• ensuring staff involved in recruitment and selection of employees are trained in disability access and awareness issues,</li> <li>• position descriptions provided in accessible formats on request, and</li> <li>• procedures and tools in relation to employing and supporting staff with disabilities, e.g. advertising, recruitment, training, workplace modifications, reasonable adjustment and performance management.</li> </ul>	<p>HR and Safety</p> <p>Community Development</p> <p>AIAC</p>	Operational	High
4.4	Explore potential partnerships with disability employment training and workplace agencies, and identification of suitable work and volunteer opportunities.	<p>HR and Safety</p> <p>Community Development</p>	Operational	Medium
4.5	<p>Develop volunteer policies and practices to ensure access and inclusion principles are incorporated and address key elements such as:</p> <ul style="list-style-type: none"> <li>• recruitment and induction,</li> <li>• training,</li> <li>• advertising, and</li> <li>• benefits.</li> </ul>	<p>HR and Safety</p> <p>Community Development</p>	Operational	Medium
<b>Integration of AIP</b>				
4.6	Adopt a whole of Council approach to the AIP and ensure that it is	All of Council	Operational	High

City of Darwin Access and Inclusion Plan (2019– 2022) Part B – Draft for Approval – February 2019



**City of Darwin**  
**Access and Inclusion Plan (2019- 2022) Part B – Draft for Approval – February 2019**

No	Key actions	Lead team/s	Budget source	Priority
	successfully integrated within all teams. This includes: <ul style="list-style-type: none"> <li>• linking with existing key Council planning documents,</li> <li>• supporting the AIAC and their relationship with staff and areas of Council,</li> <li>• ensuring that key actions and responsibilities are shared, and</li> <li>• promoting strategies that each department is undertaking in the area of access and inclusion.</li> </ul>			
4.7	Ensure that the AIP is considered as part of Council's budget process to enable successful implementation of priorities.	Community Development	Operational	High
4.8	Investigate any external funding opportunities and partnerships to improve access and assist in implementing actions identified in the AIP. This can include: <ul style="list-style-type: none"> <li>• Northern Territory Government,</li> <li>• sponsorship, and</li> <li>• local services and organisations.</li> </ul>	Community Development	Operational	Medium
4.9	Monitor and evaluate the implementation of the AIP and provide an annual report to Council in relation to the progress of implementation of actions identified, including: <ul style="list-style-type: none"> <li>• achievements to date,</li> <li>• areas still requiring action, and</li> <li>• new areas requiring action.</li> </ul>	Community Development	Operational	Ongoing

## Monitoring and review

The AIP will be monitored, evaluated and updated as follows:

- Responsible teams to provide a status report to General Manager on an annual basis.
- Annual report will be provided to Council regarding the status of all actions identified within the AIP and include:
  - achievements to date,
  - areas still requiring action, and
  - new areas requiring action.
- Consultation with people with disabilities to gain feedback in relation to progress of the AIP through the AIAC will be undertaken.
- Audit, evaluation and update of the AIP will be undertaken after five years of implementation.

ENCL: 1ST ORDINARY COUNCIL MEETING/OPEN AGENDA ITEM: 14.1.4  
YES

### ASSET MANAGEMENT PLANS

REPORT No.: 18CO0054 DL:dc COMMON No.: 1713107 DATE: 12/03/2019

**Presenter:** General Manager Engineering and City Services, Ron Grinsell

**Approved:** Chief Executive Officer, Scott Waters

#### **PURPOSE**

The purpose of this report is for Council to adopt and rescind policies related to Asset Management and to endorse the City of Darwin Buildings and Structures Asset Management Plan.

#### **LINK TO STRATEGIC PLAN**

The issues addressed in this Report are in accordance with the following Goals/Strategies as outlined in the 'Evolving Darwin Towards 2020 Strategic Plan':-

#### **Goal**

5 Effective and Responsible Governance

#### **Outcome**

5.3 Good governance

#### **Key Strategies**

5.3.3 Understand and manage Council's risk exposure

#### **KEY ISSUES**

- In July 2018 Council commenced a significant review of Asset Management to address the significant gaps in City of Darwin's asset management practices and to ensure asset management plans are better utilised in informing Council's Long Term Financial Plan (LTFP).
- In September 2018, five staff from Assets, Finance and IT were seconded and taken offline ("Asset War Room") to progress and finalise Council's Asset Management Plans (AMP's), data and practices.
- A number of Council policies refer to Asset Management matters, addressing the same issue and often creating conflicts between policies. As a result, the Asset Management Policy has been reviewed and a number of policies are recommended to be rescinded as they are superseded by the Asset Management Plans and related documents (processes/procedures/guidelines).
- As these AMP's are completed, they will be submitted to the Strategic Direction Group (SDG) to refer to the Risk Management & Audit Committee (RMAC) to ensure the processes and controls are in place to ensure accuracy and integrity and then through to Council for adoption.

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 REPORT NUMBER: 18CO0054 DL:dc  
 SUBJECT: ASSET MANAGEMENT PLANS

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## **RECOMMENDATIONS**

- A. THAT Report Number 18CO0054 DL:dc entitled Asset Management Plans, be received and noted.
- B. THAT Council rescind the current policy and adopt Policy No. 055 - Asset Management, as amended, at **Attachment A** to Report Number 18CO0054 DL:dc entitled Asset Management Plans.
- C. THAT Council rescind the following policies at **Attachment B** to Report Number 18CO0054 DL:dc entitled Asset Management Plans, noting that these policies are to be superseded by the adoption of Asset Management Plans and associated processes/procedures/guidelines, subject to and after these documents are in place:
  - i. Policy 010 - Land Acquisition and Disposal
  - ii. Policy 012 - Plant and Equipment
  - iii. Policy 022 - Statement of Significant Accounting Policies
  - iv. Policy 048 - Footpaths and Shared Paths
  - v. Policy 049 - Roads
  - vi. Policy 056 - Walkways
- D. THAT Council endorse the Buildings and Structures Asset Management Plan at **Attachment C** to Report Number 18CO0054 DL:dc entitled Asset Management Plans.

## **BACKGROUND**

Risk Management and Audit Committee Outstanding Audit Issues No. 145 from the Deloitte March 2015 report are addressed in this report.

At the Risk Management & Audit Committee Meeting of 26 October 2018 the Committee endorsed the following recommendations:

### **Asset Management Plans**

*Report No. 18CP0118 AR:ks (26/10/18) Common No. 1713107*

- A. *THAT Report Number 18CP0118 AR:ks entitled Asset Management Plans , be received and noted.*
- B. *THAT Risk Management and Audit Committee recommend to Council to rescind the Assets Policies listed in **Table 1** above and recommend to Council to adopt the new Asset Management Policy No. 55 at **Attachment A**.*
- C. *THAT Risk Management and Audit Committee receive and note the completion of the Buildings and Structures Asset Management Plan as presented in this report (**Attachment B**). The committee suggested including a clearer statement to identify the specific officer responsible for individual asset management plans.*

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*D. THAT Risk Management and Audit Committee is pleased to recognise that this report substantively commences addressing the issues raised in the Outstanding Audit Issues Register Item No. 145.*

## **DISCUSSION**

Council is implementing the following framework for Asset Management.



A revised Asset Management Policy Number 055 is provided for Council's adoption.

The first of the AMP's, Buildings and Structures (**Attachment C**), is now completed, utilising a new template and format which aims to address the concerns raised in audits to date.

All of the AMP's will follow the same structure and, in time, will produce strong Maintenance Schedules, Depreciation Schedules and forward Capital Works Programmes based on asset condition reporting.

This framework provides a good platform for City of Darwin moving forward, but requires continued resourcing for success. The AMP's are at a maturity level of approximately 65% and with a continued focus over the next two years, they should all move towards a maturity level of 95%. The path that is now set for the City of Darwin will provide a strong spine to a sound LTFP for the organisation and its community.

In addition to the AMP work, the "Asset War Room" has also resurrected the AssetFinda program. The team have been working on reconciling the data within Council's financial and asset systems and aligning the structure to the AMP's. This is an on-going process that will take several months to complete.

The current assembled assets team is composed of resources from Assets, Finance, IT, GIS and external employment agencies. The structure and resources within the Asset Management Team beyond the current arrangements going forward will require review, including the level of any additional resources required.

Once fully-implemented, the asset management system will be the one source of truth for the City of Darwin, with each department being responsible for updating data by the 7<sup>th</sup> of each month reflecting any changes to the asset base. Training will be provided to each team and will be supported by an Asset Management Team throughout this process.

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## **CONSULTATION PROCESS**

In preparing this report, the following Internal Parties were consulted:

- Manager Strategy and Outcomes
- Spatial Systems Administrator
- General Manager Engineering and City Services
- Manager Infrastructure Maintenance

## **POLICY IMPLICATIONS**

A number of policies are being superseded by the formalisation of Council's Asset Management Plans and associated processes/procedures/guidelines. These policies (at **Attachment B**) are proposed to be rescinded after the adoption of the AMP's and associated documents are in place.

The current Policy 055 - Asset Management is available on the City of Darwin website:

[https://www.darwin.nt.gov.au/sites/default/files/publications/attachments/policy\\_no\\_055 - asset management 1.pdf](https://www.darwin.nt.gov.au/sites/default/files/publications/attachments/policy_no_055_-_asset_management_1.pdf)

## **BUDGET AND RESOURCE IMPLICATIONS**

All current work being undertaken is within current operational budgets. However, going forward, the structure and resources within the Asset Management Team beyond the current arrangements will require review.

The AMP's have no direct impact on existing budgets, however the information contained within them should be used to inform decision making. Areas for improvements, which are identified in the AMP's, may also result in additional resource implications.

## **RISK/LEGAL/LEGISLATIVE IMPLICATIONS**

Asset Management Plans provide additional insight into Council's assets to inform decision making and are required under the Northern Territory of Australia Local Government Act.

There are financial reporting requirements and deadlines associated with Council's asset management activities.



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

We the Author and Approving Officers declare that we do not have a Conflict of Interest in relation to this matter.

**RON GRINSELL**  
**GENERAL MANAGER**  
**ENGINEERING AND CITY**  
**SERVICES**

**SCOTT WATERS**  
**CHIEF EXECUTIVE OFFICER**

For enquiries, please contact Ron Grinsell on 8930 0417 or email:  
r.grinsell@darwin.nt.gov.au.

#### **Attachments:**

- Attachment A:** Amended Policy 055 Asset Management
- Attachment B:** Policies to be rescinded
- Attachment C:** Asset Management Plan – Buildings & Structures



## ASSET MANAGEMENT

### Policy No. 055

#### 1 Purpose

This Policy provides guidelines for implementing consistent ~~and strategic~~ asset management processes for ~~the~~ City of Darwin's ~~infrastructure assets~~.

#### 2 Scope

To ensure adequate provision is made for the long-term management and replacement of major assets by:

- Ensuring that Council's services and infrastructure are provided in a sustainable manner, with the appropriate levels of service to ~~residents, visitors and the environment~~ the community.
- Safeguarding Managing Council assets ~~including physical assets and employees~~ by implementing appropriate asset management strategies and allocating appropriate financial resources for those assets.
- ~~Creating an environment where~~ Ensuring all Council employees take ~~an integral~~ part in the overall management of Council assets ~~by creating and sustaining asset management awareness throughout the organisation by training and development~~.
- Providing access to appropriate training resources.
- Meeting legislative requirements for asset management.
- Ensuring resources and operational ~~capabilities~~ capacity are identified and responsibility for asset management is allocated.
- Demonstrating transparent and responsible asset management processes that align with demonstrated best practice

#### Background

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- 2.1 Council is committed to implementing a systematic asset management methodology in order to apply appropriate asset management best practices across all areas of the organisation. ~~-~~This includes ensuring that assets are planned, created, operated, maintained, renewed and disposed of in accordance with Council's priorities for service delivery.
- 2.2 Council infrastructure assets ~~including but not limited to~~ are categorised by the following classes:
- Land ~~and improvements~~
  - Transport (including roads and car parking facilities)
  - Pathways
  - Buildings and Structures
  - Stormwater Infrastructure
  - Land Under Roads
  - Plant and Equipment
  - Waste Management
  - Street and Public Lighting

Council Policy No. 055 – Asset Management			
Version	Decision Number	Adoption Date	Responsible Officer: <u>General Manager City</u>
2	21/2321	24/06/2014	<u>Operations</u> <u>Chief Operating Officer</u>
			Next Review Date
			24/06/2018

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## ASSET MANAGEMENT

### Policy No. 055

- ~~Parks and Reserves~~ Infrastructure
- Public Art and Memorials ~~Heritage~~
- ~~Capital Works in Progress~~
- ~~Buildings~~
- ~~Stormwater Drainage~~
- ~~Sporting Reserve and Facilities~~

- 2.3 Asset management practices impact directly on the core business of the organisation and appropriate asset management is required to achieve ~~our~~ its strategic service delivery objectives.
- 2.4 Adopting asset management principles will assist Council in achieving its strategic plan and long-term financial objectives.
- 2.5 A strategic approach to asset management will ensure that ~~the~~ Council delivers the appropriate level of service through its assets. ~~-~~ This will provide positive impact on the community and Council.

### 3 Policy Statement

City of Darwin recognises that assets exist to provide services and value to the community and this recognition underpins Council's asset management policy and practices.

Council will apply a total asset management approach as one of its key strategies in demonstrating effective governance ~~th~~ rough the application of the following principles:

- 3.1 Undertake asset management activities within a strategic framework which is integrated with broader corporate and business planning, and operational processes.
- 3.2 A consistent Asset Management Strategy must exist for implementing systematic asset management and appropriate asset management best-practice throughout all Departments of Council.
- 3.3 All relevant legislative requirements together with political, social, environmental, cultural and economic considerations are to be taken into account in asset management.
- 3.4 Asset Management Plans will be developed for major ~~service~~ asset categories. The plans will be informed by community ~~consultation~~ consultation and technical levels of service as required and financial planning and reporting.
- 3.5 An inspection regime will be used as part of asset management to ensure agreed service levels are maintained and to identify asset renewal priorities.
- 3.6 Asset renewals and replacements required to meet agreed service levels and identified in adopted asset management plans and long-term financial plans will form the basis of annual budget estimates with the service and risk consequences of variations in defined asset renewals and budget resources documented in budget documentation.

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Council Policy No. 055 – Asset Management				
Version	Decision Number	Adoption Date	Responsible Officer: <del>General Manager</del> <u>City Operations</u>	Next Review Date
2	21/2321	24/06/2014	<del>Chief Operating Officer</del>	24/06/2018

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## ASSET MANAGEMENT

### Policy No. 055

- 3.7 Asset renewal ~~and replacement programmes~~ ~~plans~~ will be prioritised and implemented progressively based on agreed service levels and the effectiveness of the current assets to provide that level of service.
- 3.8 Systematic and cyclic reviews will be applied to all asset classes and are to ensure that the assets are managed, valued and depreciated in accordance with appropriate best practice and applicable Australian Standards.
- 3.9 Future life cycle costs should be considered in all decisions relating to new services and assets and upgrading of existing services and assets.
- 3.10 Training in asset and financial management will be provided for ~~Elected Members~~ ~~and~~ relevant staff.
- 3.11 Asset Management Plans ~~and renewal plans~~ will incorporate sustainable practices wherever possible to ensure consistency with Council's environmental policies and plans.

#### 4 Definitions

For the purposes of this policy an asset is physical infrastructure defined under the asset classes of land, transport, stormwater drainage, parks and reserves, pathways and buildings and is owned or controlled by Council.

#### 5 Legislative References

Local Government Act

#### 6 Procedures / Related Documents

Asset capitalisation and depreciation procedure  
 Asset disposal procedure  
 Asset revaluation procedure  
 Contributed assets procedure

#### 7 Responsibility / Application

Asset management plans, associated documentation and the management of infrastructure assets are the responsibility of the ~~Infrastructure department~~ General Managers, with specific assets being managed across all departments. Financial asset management is the responsibility of the City Operations department. The management of assets is undertaken by the relevant sections and financial asset management will be overseen by the Asset Accountant.

This policy should be reviewed once in the term of each Council or more often as required.

#### 8 Document Control

Council Policy			Responsible Officer: <del>General Manager City Operations</del> <u>Chief Operating Officer</u>	
Version	Decision Number	Adoption Date	History	Next Review Date
1	20\2600	30/03/2010	Adopted	

Council Policy No. 055 – Asset Management				
Version	Decision Number	Adoption Date	Responsible Officer: <del>General Manager City Operations</del> <u>Chief Operating Officer</u>	Next Review Date
2	21\2321	24/06/2014		24/06/2018

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## ASSET MANAGEMENT

### Policy No. 055

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2	21\2321	24/06/2014	Adopted	
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Council Policy No. 055 – Asset Management				
Version	Decision Number	Adoption Date	Responsible Officer: <del>General Manager City</del>	Next Review Date
2	21/2321	24/06/2014	<del>Operations</del> Chief Operating Officer	24/06/2018

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# Policy

<b>Title:</b>	<b>Land Acquisition and Disposal</b>
Policy No:	010
Adopted By:	Council
Next Review Date:	25/08/2019
Responsibility:	General Manager City Futures
Document Number:	3200264

Version	Decision Number	Adoption Date	History
1	20\2501	23/02/2010	Adopted
2	21\2043	16/04/2014	Revision Adopted
3	21\3649	25/08/2015	Revision Adopted

## 1 Policy Summary

The Policy establishes clear processes for the acquisition of land (real property) (Part A) including conditions for taking control over Crown Land or other open space (Part B), the disposal of land including the disposal of land held for 'community purposes' (Part C).

## 2 Policy Objectives

To establish a process for the sale and disposal of land and other assets which is considered, fair and transparent to ensure Council obtains the best outcomes and price.

## 3 Background

Section 182(1) of the Local Government Act 2008 provides that, "Subject to the Minister's guidelines, a Council may deal with or dispose of property of which the council is the owner".

### **The Minister's guidelines currently in force state that**

- Sale and disposal of land and other assets should be consistent with the Council's economic, social and/or environmental objectives.
- When considering options for the sale of and disposal of land and other assets, council should look for opportunities to advance the objectives of the Council's Strategic Plan.
- Commercial confidentiality should apply to negotiations for sale and disposal of land and other asset transactions unless Council decides otherwise.
- In circumstances where there is a sale or disposal other than by tender process, as may be considered and determined by Council on individual case merits, the reasons for entering into such contracts should be documented.



## 4 Policy Statement

### **PART A Land Acquisition**

The framework of the Policy aims to provide Council with a policy which adopts the following principles:

- Probity,
- Statutory Compliance,
- Commercial Maximisation and Flexibility and confidentiality,
- Transparency of Process,
- Achievement of specific Policy outcomes of Council.

### **PART B Acceptance of Land (Open Space) By Council**

Council will only accept responsibility for land which meets the following guidelines:

#### 1 Crown Land

##### 1.1 Undeveloped Crown Land.

1.1.1 Council to be granted freehold title to the land.

1.1.2 The area is to be cleared of rubbish and debris and levelled where appropriate.

1.1.3 The area is to be fenced where appropriate.

1.1.4 A water service of a size adequate to properly water the area will be provided at the boundary, where appropriate.

1.1.5 Council will accept no responsibility until the land is properly vested to Council control.

##### 1.2 Developed Crown Land

1.2.1 The development is at a standard agreed by Council and Government. Council will not accept any legal or ownership responsibility for the development until the land is properly vested in Council with freehold title.

#### 2 Private Subdivisions

2.1 Private developers will be required to develop the land to a standard approved by Council in accordance with its relevant standards and as set out in writing.

2.2 Council will accept no responsibility until the land is vested to Council control.

2.3 Council to be issued freehold title.

#### 3 Ovals, Sporting, Recreational And Community Facilities

3.1 Where ovals, sporting, recreational and community facilities are to be managed and maintained by Council, the funding, development and maintenance responsibility costs will be subject to a formal agreement between Council and Government.

## **PART C Land Disposal**

As a general rule, Council (as custodian of public assets) would dispose of all property interests in an open market format to ensure due probity of process and optimal financial return (and minimal risk).

However, one of Council's roles of participating in the marketplace via land ownership is to facilitate desired goals and objectives to ensure the growth and prosperity of the City, which if left to the private marketplace alone, may not be achievable.

This may encompass a range of opportunities for Council's involvement (i.e. site amalgamations with adjoining owners, facilitation of key projects etc) where property disposal activities based on an open market approach and due probity process alone will/may not achieve such objectives.

The purpose of a Land Disposal Policy therefore, is to provide Council with:

- A documented reference to guide its decision making process,
- Provide a reference that will survive successive Councils,
- Provide a Council endorsed framework to enable the Officer to discuss potential land disposal activities with third parties,
- Establish delegations necessary to allow day-to-day property management functions to be addressed by Council Officers.

The framework of the Policy aims to provide Council with a policy which adopts the following principles:

- Probity,
- Statutory Compliance,
- Commercial Maximisation and Flexibility and confidentiality,
- Transparency of Process,
- Achievement of specific Policy outcomes of Council.

**Application:** This Policy applies to any form of contract which legally binds the Council (or potentially binds Council) and includes formal contracts and other forms of contractual arrangements including heads of agreement, in principle agreement, options to purchase, leases etc.

**Statutory Context:** The Local Government Act vests authority in the Council to "deal with or dispose of" property of which the Council is the owner subject to the Minister's Guidelines.

**Exclusions:** This Policy does not extend to the disposal of "public roads" or any interests in public roads (i.e. permits etc) as such matters are dealt with in accordance with the specific provisions of the Local Government Act and any other relevant legislation.

- Circumstances for an Alternative Process

Council may undertake an alternative process for the disposal of land where in Council's opinion, an alternative disposal approach will achieve greater benefits to the ratepayers than could be achieved through a public process and will entertain a direct sale, lease or similar to the exclusion of a public process.

The circumstances which give rise to an alternative process include:

- Where the total cost of the public sale process will exceed the expected community benefit. For example, where the land is worth \$1,000 and the cost to market the land is \$5,000.
- Where there is only one identifiable purchaser. For example where a site is not large enough for development in its own right and is surrounded by public roads on all sides other than the adjoining owner.
- Where Council is bound by a contractual obligation. For example, a tenants with a first right of refusal.
- Disposal to adjoining owners or persons with an option over adjoining land where Council's Land is required as part of a larger scheme of development.
- Disposal of land to the NT Government to facilitate a strategic project.
- Disposal of land to a government or utility authority for the purpose of infrastructure provision.
- Where a public marketing process which has been undertaken in accordance with this Policy has failed to achieve the desired outcome.
- In response to a proposal which achieves specific policy goals of Council. This exclusion aims to allow Council to respond to an approach for the development of a unique project. Any such proposal must comprise a concept plan and description of the project and clear demonstration of the achievement of specific policy and strategic goals and objectives of Council.
- Disposal of land for consolidation with adjoining private land to form a larger site 'where the sale of the land to the adjoining land owner facilitates Council's strategic objectives'.

## 5 Legislation, terminology and references

### Legislation

Section 182 (1) of the Local Government Act provides that 'subject to the Minister's Guidelines, a Council may deal with or dispose of property of which the Council is the owner'.

Ministerial Guidelines made pursuant to S 258 of that Act were made on June 29 2008 with effect from July 1 2008. Part 7 Deals with the disposal of property.

The Council may also have access to the powers contained within the Lands Acquisition Act by arrangement with the Minister.

## Definitions

**Authorised Officer** is a person appointed by Council for the purposes of enforcement of the Local Government Act and associated legislation.

**Land** is all “real property” that being “land and all things attached to the land so as to become part of it”.

As a more specific reference for the purpose of this Policy, land is defined as:

(1) Land as a physical entity including:

- (i) any building or structure on or improved to land; or
- (ii) land covered by water and, in such a case, the overlying water; or,
- (iii) air rights; or,
- (iv) a strata lot pursuant to relevant strata legislation.

(2) A legal estate or interest in, or right in respect of land.

**Responsible Officer** means an officer nominated by the Chief Executive Officer with responsibility for ensuring that Council’s

- Land Acquisition Policy and principles are followed; and
- Land Disposal Policy and principles are followed
- Long term lease Policy and principles are followed.

## **7 Evaluation and review**

Council can alter this Policy or replace it with a new policy at any time so long as it does not affect a process which has already commenced.

Title: **Plant and Equipment**

Policy No: 012

Adopted By: Council

Next Review Date: 23/02/2018

Responsibility: General Manager City Operations

Document Number: 2118049

Version	Decision Number	Adoption Date	History
1	20\2501	23/02/10	Adopted
2	21\2435	29/07/14	Revision Adopted

## 1 Policy Summary

The Policy deals with the management of Council's Plant and Equipment and, in particular, replacement cycles, the operation of the Reserve fund established for that purpose and appropriate delegations.

## 2 Policy Objectives

To provide a framework for the appropriate management of Council owned plant and equipment.

## 3 Background

The Council will maintain a fleet of vehicles and other plant and equipment suitable for the provision of works and services proposed to be undertaken by the Council with hiring of external equipment as appropriate.

## 4 Policy Statement

### Hire of Plant

As a general rule Council does not hire out plant.

However, when approved by the General Manager City Operations, Council will hire out plant for particular activities to organisations where there is a general benefit to the Community.

Plant will only be hired out with a Council operator and there will be full cost recovery (the hire rate will be Council's internal hire rates plus 15%).

## **Plant Replacement Reserve**

This part of the Policy should be read in conjunction with Council's Policy on funding reserves generally.

The Plant Replacement Reserve accumulates funds for future replacement of Council's existing plant. This reserve specifically includes transfers in and out relating to plant depreciation, plant disposals and purchases. Depreciation is calculated on the purchase price of the plant over its useful life therefore not catering for additional plant or upgrades in plant.

The following guidelines are recommended in these circumstances:-

- Additional plant requirements are to be identified and be separately funded during the budget process and reviews;
- Upgrades to plant (eg. 1 tonne to 2 tonne ute), must be approved by the General Manager City Operations with -
  - Minor Upgrades <\$5,000 to be funded from the reserve;
  - Major Upgrades to be approved by Council and will require capital injection.

Funding can be either from reductions/savings in expenditure from the individual programs or be identified as a new capital project during the budget process. Once the source of funds has been identified the Plant Purchases Capital budget will be increased by that amount to fund the expenditure.

The minimum reserve balance to be maintained is \$300,000 this amount is considered appropriate to fund any emergency replacements and covers the replacement of the most expensive item of plant held by the Council.

## **Policy on Replacement**

Plant replacement is annually reviewed by the Executive Leadership Team. Where an employment contract includes a vehicle provision is based on the internal vehicle allocation policy.

## **5 Legislation, terminology and references**

Nil

## **6 Implementation**

The General Manager City Operations is responsible for the implementation of this policy.

## **7 Evaluation and review**

This policy should be reviewed once in the term of each Council or more often as required.



# STATEMENT OF SIGNIFICANT ACCOUNTING POLICY

## Policy No. 022

### 1 Purpose

This Policy explains the accounting policy process and refers to the locations of principal accounting policies adopted by Council.

### 2 Scope

- To provide a true and fair view of City of Darwin's financial position and the basis upon which that assessment has been made for the guidance of ratepayers, electors, creditors, regulators, government in general and other stakeholders.
- To achieve compliance with Australian equivalents to International Financial Reporting Standards (AIFRS) as they apply to not-for-profit entities, other authoritative pronouncements of the Australian Accounting Standards Board, Urgent Issues Group Interpretations (UIGs) and relevant Northern Territory legislation.
- To achieve an unqualified audit report on the Annual Financial Statements.

City of Darwin is incorporated under the Northern Territory *Local Government Act* and has its principal place of business at the Civic Centre, Harry Chan Avenue, Darwin, Northern Territory, Australia.

Annual financial statements are prepared pursuant to the requirements of the *Local Government Act* and the relevant accounting standards and include the consolidated fund and all entities through which Council controls resources to carry on its functions.

### 3 Policy Statement

1. The principal accounting policies adopted by the Council at any time are as set out in the most recent audited annual financial statements included within the Council's Annual Report.
2. Significant Accounting Policies will be reviewed annually in conjunction with preparation of the City of Darwin annual financial statements (where practicable proposals to change policies should be reported to the Risk Management & Audit Committee and council's finance committee during the financial year that will be first impacted by the change if adopted).

### 4 Definitions

Significant and principal accounting policies: Those accounting policies that warrant inclusion in the Council's Annual Finance Statements.

Council Policy No. 022 - STATEMENT OF SIGNIFICANT ACCOUNTING POLICY				
Version	Decision Number	Adoption Date	Responsible Officer: Chief Operating Officer	Next Review Date
6	22\1104	25/09/2018		25/09/2022

# STATEMENT OF SIGNIFICANT ACCOUNTING POLICY

## Policy No. 022

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### 5 Legislative References

Relevant legislative and other references include:

Australian equivalents to International Financial Reporting Standards (AIFRS) as they apply to not-for-profit entities, other authoritative pronouncements of the Australian Accounting Standards Board, Urgent Issues Group Interpretations (UIGs) and relevant Northern Territory legislation, specifically Part 7 of the *Local Government (Accounting) Regulations*.

### 6 Procedures / Related Documents

Annual Reports (including Financial Statements)

### 7 Responsibility / Application

Implementation of this policy is by way of preparation, subsequent audit of the annual financial statements and laying the statements before Council pursuant to the Local Government Accounting Regulations.

The Manager Finance is responsible for ensuring the preparation of the Councils annual financial statements.

### 8 Document Control

Council Policy			Responsible Officer: Chief Operating Officer	
Version	Decision Number	Adoption Date	History	Next Review Date
1	20\2501	23/02/2010	Adopted	
2	20\3483	30/11/2010	Revision Endorsed	
3	20\2646	29/11/2011	Revision Endorsed	
4	21\660	27/11/2012	Revision Endorsed	
5	21\2658	30/09/2014	Revision Endorsed	27/11/2018
6	22\1104	25/09/2018	Revision Endorsed	25/09/2022

Council Policy No. 022 - STATEMENT OF SIGNIFICANT ACCOUNTING POLICY				
Version	Decision Number	Adoption Date	Responsible Officer: Chief Operating Officer	Next Review Date
6	22\1104	25/09/2018		25/09/2022

**Title:** **Footpaths and Shared Paths**  
**Policy No:** 048  
**Adopted By:** Council  
**Next Review Date:** 30/05/2021  
**Responsibility:** General Manager City Operations  
**Document Number:** 2118515

Version	Decision Number	Adoption Date	History
1	20\2501	23/02/10	Adopted
2	21\5435	30/05/2017	Adopted
3			
4			

## 1 Policy Summary

This Policy establishes the framework for Council's footpath and shared path pathways network.

## 2 Policy Objectives

The purpose of this policy is to provide guidance on the provision and care of footpaths and shared paths throughout the municipality. Council seeks to maintain and provide a network of footpaths and shared paths for the community that is safe, provides equal access, and is fit for purpose to encourage cycling and walking.

## 3 Background

Council provides and maintains footpaths and shared paths to ensure safety, accessibility and connectivity of spaces and to improve access for people of all ages and abilities.

## 4 Policy Statement

Council will construct and maintain a footpath and shared path network throughout the municipality to provide and improve connectivity to properties and public and private facilities in accordance with the following principles:

- i. Council will provide;
  - a. at least one footpath per local road
  - b. two footpaths on sub arterial roads, primary collector roads, adjacent schools, bus routes and other areas of special need, with one path being a shared path
  - c. footpaths and shared paths of suitable widths to meet access and requirements and be fit for purpose (ie schools, recreation, high usage)
  - d. footpaths and shared paths through parks to provide pedestrian and cyclist networks
  - e. connections to walkways
- ii. Council will develop annual and ongoing programs for the maintenance (including overhanging vegetation), construction, reconstruction and removal of footpaths and shared paths.
- iii. New footpath and shared path construction will be determined within budgetary constraints and prioritised according to special need, demand, road hierarchy, connection and linkages, town planning zones, and area plans.
- iv. Council may remove obsolete footpaths and replace with an appropriate verge material when the path has reached the end of its useful life.
- v. Where a footpath is not provided, a pedestrian corridor must be provided and maintained within the verge.
- vi. Commercial property owners must not compromise the Council's verge and footpath in providing compliant access to their building.
- vii. In locations where a footpath or shared path is not provided, access to properties is provided via the driveway.

## 5 Legislation, terminology and references

The following City of Darwin Policies, Plans and Guidelines are relevant to this Policy;

- Alfresco Dining Policy
- Verge Policy
- Awnings, Balconies and Verandahs Policy
- City of Darwin Subdivision Guidelines
- City of Darwin Standard Drawings
- City of Darwin Community Access Plan
- City of Darwin Bike Plan
- Darwin City Centre Master Plan

The following legislation is relevant to this Policy;

- Disability Discrimination Act 1992
- Relevant Australian Standards

## **Definitions**

**“Construction”** – construction of a new footpath where one previously did not exist.

**“Footpath”** – refers to any formalised and constructed pedestrian access within a road reserve, or Council land such as parks. All footpaths within Darwin’s municipality are able to be used by pedestrians and cyclists.

**“Obsolete Footpath”** – footpaths that have reached the end of their useful life, are no longer serviceable through standard maintenance and are not programmed for future replacement. A serviceable footpath will exist on the other side of the road.

**“Pedestrians”** – within this Policy, pedestrians include all legal footpath users.

**“Reconstruction”** – replacement of an existing footpath with a new footpath, which may also be an upgrade to a different material.

**“Removal”** – removal of an existing footpath.

**“Shared Path”** – includes any path designed with the intention to accommodate both pedestrians and cyclists.

**“Special Need”** – includes any location where pedestrian traffic would be considered to be significant or the users to have limited mobility or require clear guidance.

**“Verge”** – the area from the road surface/kerb to the adjoining property boundary.

## **6 Implementation and delegation**

City Operations is responsible for managing implementation of this policy.

## **7 Evaluation and review**

This policy is to be reviewed once per term of Council.

Title: **Roads - General**

Policy No: 049

Adopted By: Council

Next Review Date: 26/05/2019

Responsibility: General Manager City Operations

Document Number: 3149844

Version	Decision Number	Adoption Date	History
1	20\2501	23/02/10	Adopted
2	21\3354	26/05/15	Review Adopted
3			
4			

## 1 Policy Summary

The Policy addresses

- Road Hierarchy
- Road Standards
- Driveways
- House numbers on kerbs
- Over width loads
- Road Closures
- Street Lighting
- Traffic Control

## 2 Policy Objectives

To provide guidance to the community and Council staff in relation to various matters related to roads and to provide safe road infrastructure for all users.

## 3 Background

Council is responsible under the Local Government Act for all local roads within the Darwin municipality. The NT Government is responsible for the provision of the arterial road network.

## 4 Policy Statement

### **Road Hierarchy**

Council classifies its roads as one of 5 main categories;

- Sub-Arterial – highest order of road for Council, objective is to provide efficient traffic flow with efficiency, direct property access to these roads is minimised where possible, often used as bus routes.
- Collector – used to local roads to sub arterial or arterial (Government) roads, often used as bus routes with high pedestrian connections and provide access to schools, these are often split into 2 types – primary and secondary depending on speed and volume.
- Local – low volume and low speed roads used predominantly for direct residential access.
- CBD – Central Business District roads within Darwin that are high volumes and high access roads with high pedestrian usage.
- Tourist – low average volumes but high peak volumes, high pedestrian usage, these roads usually connect directly on to sub arterial roads.

Council will use the hierarchy of roads for determining new subdivision requirements and for asset management planning and the application of permit requirements.

### **Road Standards**

Council will determine road maintenance standards based on good practice asset management standards.

All road design and maintenance is undertaken to provide safe and efficient road infrastructure for all users.

All works undertaken within the road reserve are required to meet Councils standards, as required within its Subdivisional Guidelines or Standard Drawings.

A permit is required for all works within the road reserve and maintenance periods apply for works affecting the road pavement.

### **Driveways**

Council will maintain a single driveway to each and every property within the Municipality as per the following;

- Council will maintain the following driveway widths based on the property zoning;
  - Zone Single Dwelling Residential (SD) – 3m driveway
  - Zone Multiple Dwelling Residential (MD) – 4.5m driveway
  - Zone Medium Density Residential (MR), High Density Residential (HR) and all Commercial and Industrial Zones – 6m driveway



- Driveways wider than the minimum standard may be permitted at the discretion of the approving Officer with a maximum total width of 6m for SD and MD zoned properties and 9m for all other properties, with the additional width being at no additional cost to Council.
- Council will only maintain driveways to the standard width and material, where driveways exceed the standard requirements, any replacement or repairs are to be at no cost to Council.
- Driveways are to be constructed at the adjacent footpath grade to ensure pedestrian traffic is given priority, unless otherwise agreed to by the approving Officer.
- Multiple driveways at a property may be permitted at the discretion of the approving Officer, taking into consideration the verge amenity, practicality of an additional driveway and any other relevant concern. Council will only maintain a singular, minimum width driveway.
- Driveway condition is assessed on serviceability. If the driveway is considered non-serviceable it is replaced or repaired to the minimum driveway standard. Home owners may have an existing damaged, but serviceable, driveway replaced to the current standard by contributing towards the cost on a pro rata basis e.g. 60% serviceable - 60% contribution; Council will provide balance of cost.
- Requests for driveway works to improve access for people with disability will be referred to the Disability Advisory Committee for advice to Council.
- All new driveways constructed within the Municipality will conform to Council's Standards as adopted from time to time.

## **House Numbers on Kerbs**

Council will allow one or two house numbers to be painted on a kerb in front of a property. A works permit for works within the road reserve must be obtained prior to carrying out works and all relevant consultation and approval from adjacent property owners is required. Council will not maintain house numbers painted on kerbs.

## **Over Width Loads**

Council will permit wide loads on public roads where the risk of damage to public property is negligible and all costs involved in the movement of the load are met by the applicant.

Approval by an authorised Council Officer must occur prior to moving over width loads, including the checking of the proposed routes. Approval may also require a works permit to be completed and/or a security bond to be in place.

Where road infrastructure is in danger of damage, permits will stipulate that the load will be reduced to carriageway width.

If tree trimming is required and Council approval has been given, trimming will be carried out by Council's Parks staff at the applicant's cost.

### **Temporary Road Closures**

Council will agree to close roads to vehicle traffic, where there is no adverse effect on the land owners in the vicinity or on the overall present or future traffic system.

Temporary road closure requests for works within the road reserve must have a minimum of 3 weeks notification and have a works permit submitted. If approved, a works permit will be issued stating the conditions required to be met, which will include proof of notification to affected adjacent residents and businesses.

### **Street Lighting**

Council applies Australian Standards for the design of new street lighting for roads. Council requires energy efficient lighting to be used wherever possible, with a preference to LED luminaires. The City of Darwin Subdivisional Guidelines should be referred to in relation to specific requirements for new subdivisions.

The upgrading of street lighting will be based on good asset management practices, including consideration of the condition, road hierarchy, functional requirements and current standards.

In addition to the Australian Standards, reference to Power and Water Corporation (PWC) Volume 03 – Street Lighting Manual should be made prior to finalising any design, including luminaire type. Power and Water Corporation manage and maintain all Street Lighting owned by the City of Darwin and design approval should initially be sought by PWC prior to final sign off by City of Darwin.

### **Traffic Control**

Council will direct and control pedestrian, vehicular and other traffic in order to provide safety and amenity to users of roads, public places, parks, reserves and pedestrian malls. Works by others within the road reserve require a works permit with the necessary traffic control in place to ensure compliance with relevant standards and Council Policies.

## **5 Legislation, terminology and references**

Council has a number of specific policies – ‘Verges’, ‘Walkways’, ‘Footpaths’, ‘Car parking’ and Sub Division Guidelines for new sub divisions.

### **Definitions**

**“Driveway”** – is the formalised access for vehicular traffic constructed within the verge area of the road reserve.

**“Pedestrians”** – within this Policy, pedestrians include all legal footpath users, including cyclists, scooter riders, rollerbladers, wheelchairs etc.

**“Road Pavement”** – is the formed and sealed part of the road reserve used for traffic, generally measured from the back of kerb to back of kerb (or shoulder).

**“Road”** - includes the entire gazetted road reserve area from property boundary to property boundary.

**“Standards”** – includes all relevant Australian Standards, AustRoads and any other national or state technical standard.

**“Verge”** – The area from behind a kerb or road shoulder to private property boundary.

**“Works Permit”** – A works permit is required for all works within Council road reserve.

## **Legislation**

Local Government Act  
Control of Roads Act  
Northern Territory Planning Act 2008  
Northern Territory Planning Scheme

## **6 Implementation and delegation**

The General Manager City Operations is responsible for managing implementation of this policy

## **7 Evaluation and review**

This policy should be reviewed once in the term of each Council or more often as required.

Title:	<b>Walkways Policy</b>
Policy No:	056
Adopted By:	Council
Next Review Date:	31/03/2019
Responsibility:	General Manager City Life
Document Number:	3111276

Version	Decision Number	Adoption Date	History
1	20\2771	11/05/2010	Adopted
2	21\3120	31/03/2015	Adopted
3			
4			

## 1 Policy Summary

The purpose of the Walkways Policy is to provide guidance in relation to the management of Darwin's walkways.

## 2 Policy Objectives

Council is committed to providing and maintaining a walkway network as part of a wider network that facilitates active travel across the municipality. Council recognises the diversity of activities, different needs, ages and mobility of the community and seeks to promote a liveable and walkable city.

## 3 Background

Council maintains over 200 walkways across the municipality to ensure accessibility and connectivity of public spaces. This Policy is periodically reviewed to ensure a contemporary approach is applied to Council's open spaces.

## 4 Policy Statement

Council will maintain and improve the existing network of walkways across the municipality to ensure accessibility and amenity for the community.

Issues arising from behaviours in and around a walkway will be investigated on a case-by-case basis. Council will work with residents, relevant authorities and other stakeholders to consider appropriate options and determine a response.

From time to time Council will review its closed walkways to determine the most appropriate long term use of the asset.

## **5 Legislation, terminology and references**

For the purpose of this Policy, a Walkway is a narrow pedestrian thoroughfare under the care and control of City of Darwin. They are generally designated 'Road Reserve'. This Policy does not apply to cycle paths, footpaths or paths through parks and other public land.

The procedure for the temporary closure of a walkway is prescribed within the Local Government Act (Sect 187) and the Local Government (Administration) Regulations

## **6 Implementation and delegation**

The implementation of this Policy will be the responsibility of the General Manager City Life.

## **7 Evaluation and review**

This Policy will be evaluated and reviewed at a minimum of once, during the term of Council.

Policy to be reviewed in accordance with Policy 032 – Policy and Procedures Framework, clause 5.3 - Reviewing Existing Policies and may be amended at any time as approved by the Chief Executive Officer.



## Buildings & Structures

### Asset Management Plan



Asset Management Plan – Buildings & Structures				
Date:	Version:	Revision Date:	Responsible Officer:	Next Review Date:
September 2018	1	Draft for presentation to ELT		
March 2019	2	Presentation to Council		
March 2019	3	Adopted plan		September 2022

### Review Period

Once every 4 years a revaluation and/or change requiring a review will be in consultation with the key stakeholders outlined in Table 2.3.





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## 1. EXECUTIVE SUMMARY

### Context

This Asset Management Plan (AMP) covers the Building and Structural Assets for City of Darwin. Building assets are key to the continued provision of a number of council services. The assets comprise of 273 buildings and structures across the municipality.

### Levels of Service

Frameworks have been put into place to further develop and define desired community levels of service by implementing system changes which will lead to demonstrated organisational performance. This will enable City of Darwin to assess and evaluate its current technical levels of service it provides to ensure community and Council expectations are being managed within available resources.

### Future Demand

There are a limited number of future demand and impact drivers that are expected to cause a significant demand shift on building service delivery. With a slowing population growth and economy, the seasonal influx of tourism to the Darwin municipality still remains the dominant known demand shift on services.

### Life Cycle Management

A large number of assets are nearing the end of their potential useful life but the average condition of the buildings assessed is "Good". Scheduled maintenance for buildings consumes half a million dollars of the routine operation and maintenance budget and is a spread across over 30 different services. Council has a minimum asset renewal target of 50% or greater and future budget considerations are required to meet this target. Significant new and upgrade works are highlighted to occur within the next 10 years.

### Risk Management

Critical service objectives and failure modes for buildings have been identified. Operations and maintenance activities are planned to minimise the risk of those failure events occurring. Critical risks to all categories of buildings have been assessed and a risk management plan provided to guide management.

### Financial Obligations

Council will manage its financial obligations and requirements for asset capitalisation and depreciation, data management, disposal, revaluation and handling of contributed assets through the various Local Government Acts, standards, policies and procedures.

### Financial Summary

Council continues to provide an acceptable level of service for buildings, but there are mounting issues that need to be addressed to meet the growing funding gap we are starting to see in this plan. As we mature in Asset Management across all asset types, this funding gap will reduce as we become more innovative and selective in provision of services.

### Improvement and Monitoring Plan

The adopted changes to asset management practices place City of Darwin on a positive and sustainable path into the future. Asset management practices, asset hierarchy management, accounting systems, standards and regulations and asset management system will be reviewed in line with the improvement plan.



## 2. INTRODUCTION

### 2.1 Background

This AMP has been developed to demonstrate planned management of assets (and services provided from assets), compliance with regulatory requirements, and to communicate funding needed to provide the required levels of service over a 10 year planning period.

The AMP follows the structure for AMPs recommended in Section 4.2.4 of the International Infrastructure Management Manual (IIMM)<sup>1</sup>. The AMP is governed internally by City of Darwin's Asset Management Policy No. 055<sup>2</sup>.

This AMP should be read in conjunction with the following relevant agreements and management plans for particular buildings;

- Amphitheatre Management Agreement
- Darwin Entertainment Centre Funding Agreement
- Darwin Entertainment Centre Asset Management Plan
- Libraries Funding Agreement
- Childcare Lease Arrangements
- Community centre lease Arrangements
- YMCA Pool Management Agreement

The assets covered by this plan are shown in Table 2.1 and all financial figures within this document are represented as millions of dollars.

**Table 2.1: Assets**

Asset Facility Category	Building Type	Count
Community	Halls, community centres, childcare centres, entertainment centres	15
Libraries	Libraries	3
Swimming Pool	Swimming Pools (excluding associated buildings)	7
Sporting	Pavilions, kiosks, scoreboards, grandstands	32
Municipal	Council administration, waste centres, animal pounds, works depot, pump stations, sheds associated with these buildings	34
Shade Structures	Gazebos, Playground Shade Structures	72
Commercial	Offices, Businesses, Dwellings	6
Carparks	Multi-storey Carparks in Westlane and Chinatown	2
Public amenity	Toilet blocks and exeloos	36
Heritage	Heritage buildings	12
Sheds	Sheds	55
Other	Other structures	12
<b>TOTAL</b>		<b>273</b>
<b>Total Value as at 30 June 2018</b>	<b>*not all buildings and structures were valued in 2018</b>	<b>\$139,989</b>

<sup>1</sup> IPWEA, 2015, Sec 4.2.4, *Example of an AM Plan Structure*, pp 4 | 24 – 27

<sup>2</sup> City of Darwin, 2018, Asset Management Policy No. 055.



## 2.2 Asset Data

Council's Asset Management System, AssetFinda, currently stores data on the buildings and structures within the Darwin Municipality.

The data being captured is reliant on the type of building structure being entered into the AssetFinda system. For example larger building complexes may need additional asset items captured for management purposes such as the building fabric, services and fitouts of different areas, whereas smaller structures may only require one data entry.

An internal procedure will be provided to relevant asset officers detailing the requirements for managing and updating the asset data within the AssetFinda system.

## 2.3 Asset Hierarchy

The Buildings data asset hierarchy is held within AssetFinda. It includes the asset class and components used for asset planning and financial reporting and service level hierarchy used for service planning and delivery. The hierarchy is as follows:

- Facility (location)
  - Building (structure)
    - Component (type)
      - Sub-component (asset description)

Key stakeholders in the preparation and implementation of this AMP are shown in Table 2.3 below.

**Table 2.3: Key Stakeholders**

Key Stakeholder	Role in Asset Management Plan
Elected Members	<ul style="list-style-type: none"> <li>Allocate resources to meet City of Darwin's objectives in providing services while managing risks.</li> <li>Ensure City of Darwin is financially sustainable.</li> <li>Endorsement of AMP.</li> </ul>
Risk Management and Audit Committee	<ul style="list-style-type: none"> <li>Independent assurance and assistance to Council on Council's risk, control and compliance frameworks, and external accountability.</li> </ul>
Strategic Direction Group	<ul style="list-style-type: none"> <li>Endorsed by Executive management.</li> <li>Allocate necessary resources within departments to uphold the implementation of this AMP</li> </ul>
Asset Management Team	<ul style="list-style-type: none"> <li>Review of AMP and up keep of associated systems and data.</li> </ul>
Engineering and City Services - Capital Works	<ul style="list-style-type: none"> <li>Strategic and operational unit input.</li> <li>Provide capital project delivery assistance where required to Building Services.</li> <li>Allocate a designated officer for the disposal, registration and up keep of asset data.</li> </ul>
Engineering and City Services - Building Services	<ul style="list-style-type: none"> <li>Prepare and update replacement and maintenance programs.</li> <li>Delivery of asset maintenance and replacement programs.</li> <li>Allocate a designated officer for the disposal, registration and up keep of asset data.</li> </ul>
Corporate and Financial Services	<ul style="list-style-type: none"> <li>Asset Accountant to oversee the input of financial data.</li> </ul>

## 2.4 Goals and Objectives of Asset Management

City of Darwin provides services to its community, and many services are provided by infrastructure assets. We have acquired infrastructure assets by purchase, by contract, construction by our staff and by donation of assets constructed by developers, the Northern Territory Government and others.

Our goal in managing infrastructure assets is to meet the community's desired level of service in the most cost effective manner for present and future consumers. The key elements of infrastructure asset management are:

- Providing a defined level of service and monitoring performance;
- Managing the impact of growth through demand management and infrastructure investment;
- Taking a lifecycle approach to developing cost-effective management strategies for the long-term that meet the defined level of service;
- Identifying, assessing and appropriately controlling risks; and
- Having a long-term financial plan which identifies required, affordable expenditure and how it will be financed.<sup>3</sup>

## 2.5 Plan Framework

The IIMM outlines that there is no single correct way to structure an AMP and many organisations have developed their own<sup>4</sup>. This plan incorporates the IIMM AMP structure<sup>5</sup> although it has modified elements to suit City of Darwin's asset management position at this point in time.

Key structure of the plan is as follows:

- Levels of service – specifies the services and levels of service to be provided by City of Darwin;
- Future demand – how this will impact on future service delivery and how this is to be met;
- Life cycle management – how Council will manage its existing and future assets to provide defined levels of service;
- Risk management;
- Financial obligations – financial requirements and standards up-held by Council;
- Financial summary – what funds are required to provide the defined services;
- Monitoring – how the plan will be monitored to ensure it is meeting Council's objectives; and
- Asset management improvement plan.

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<sup>3</sup> Based on IPWEA, 2015, IIMM, Sec 1.3.1 p 1|8.

<sup>4</sup> Based on IPWEA, 2015, IIMM, Sec 4.2.4 p 4|33.

<sup>5</sup> Based on IPWEA, 2015, IIMM, Table 4.2.4 p 4|33.



## 2.6 Level of Asset Management Plan Maturity

The maturity of an AMP is outlined in Table 2.6<sup>6</sup>.

**Table 2.6: Level of AMP Maturity**

Level of AMP Maturity	Description
Aware	<ul style="list-style-type: none"> <li>Stated intention to develop AM plans.</li> </ul>
Basic	<ul style="list-style-type: none"> <li>AM Plans contains basic information on assets, service levels, planned works and financial forecasts (5-10 years) and future improvements.</li> <li>AM objectives are defined with consideration of strategic context.</li> </ul>
Core	<ul style="list-style-type: none"> <li>Approach to risk and critical assets described, top-down condition and performance assessment, future demand forecasts, description of supporting AM processes, 10 year financial forecasts, 3 year AM improvement plan.</li> </ul>
Intermediate	<ul style="list-style-type: none"> <li>Analysis of asset condition and performance trends (past/future), customer engagement in setting levels of service, decision making/risk techniques applied to major programmes.</li> <li>Strategic context analysed with risks, issues and responses described.</li> <li>Evidence of programmes driven by comprehensive decision making techniques, risk management programmes and level of service/cost trade-off analysis.</li> </ul>
Advanced	<ul style="list-style-type: none"> <li>Improvement programmes largely complete with focus on ongoing maintenance of current practice.</li> </ul>

This AMP is prepared towards being a 'Core' AMP over a 10 year planning period. It is prepared to meet minimum legislative and City of Darwin requirements for sustainable service delivery and long term financial planning and reporting. Future revisions of this AMP will develop the 'Core' aspects further and aim to move towards being an 'intermediate' AMP once AM processes across the organisation align.

## 2.7 Community Consultation

Future revisions of the AMP will incorporate community consultation on service levels and costs of providing the service. This will assist Council and the community in matching the level of service desired by the community, service risks and consequences with the community's ability and willingness to pay for the service.

# 3. LEVELS OF SERVICE

## 3.1 Levels of Service

Service levels are defined in two terms, community levels of service and technical levels of service. Community levels of service are a qualitative measure, how the community receives the service and whether the City of Darwin is providing value to the community. Technical levels of service are quantitative measures that allow Council to measure the operational and technical elements of providing a service.

<sup>6</sup> IPWEA, 2015, IIMM, Figure 4.2.1 p 4|21





Technical measures relate to the allocation of resources (inputs) required to deliver a service and the actual service activities (outputs) that City of Darwin delivers to best achieve the desired community outcomes. City of Darwin has always maintained various technical levels of service over the years for its Buildings and Structures against available budgets.

Community and technical levels of service are in draft form and will be further developed for future revisions of the AMP (Appendix A).

### 3.2 Customer Research and Expectations

City of Darwin undertakes an annual Community Satisfaction Survey, with the most recent survey conducted in April 2018. When asked about the level of importance and satisfaction of Council services on a 1 to 5 scale (where 5 is very satisfied and 1 is not at all satisfied), the mean responses for buildings and structures were as follows:

Item	Importance	Satisfaction
Public toilet maintenance	4.5	2.7
Public swimming pools	4.1	3.9
Access to/location of public toilets	4.0	2.7

At this time, there are a limited number of buildings and structures considered within the survey and it is unknown if the respondent is referring to the quality of the building/structure or the service it provides.

The survey will be continually reviewed to ensure Council is able to better understand the community's expectations and aspirations in regards to service provision for buildings.

Planning and performance management are cyclic and enable continuous improvement of services. As such, future revisions of the AMP and community satisfaction survey will continue to inform each other and updated accordingly. This will assist Council and the community in matching the level of service needed by the community, service risks and consequences with the community's ability and willingness to pay for the service.

City of Darwin has commenced using a fully integrated Customer Request Management System (CRMS), which over time, will start to create improved data on this asset type to highlight areas of concern, attention and potential funding gaps. This will better inform decision-making processes as more data is collected.

### 3.3 Strategic and Plan Goals

This AMP is prepared under the direction of City of Darwin's vision, mission, goals and objectives as outlined in the Strategic Plan<sup>7</sup>.

Our vision is:

*"A tropical, liveable city that creates opportunity and choice for our community"*

Our mission is:

*"Council will work with the community to maintain and promote the City of Darwin as the tropical capital of the Northern Territory, offering opportunities and a vibrant lifestyle for our residents and visitors"*

<sup>7</sup> City of Darwin, 2012, *Evolving Darwin Towards 2020*, Strategic Plan.



Relevant strategic goals and outcomes and how these are addressed in this AMP are:

**Table 3.3: Strategic Plan Goals and how these are addressed in this Plan**

Goal	Outcome	Strategy Relevant to this Plan
<b>Strategic Goal 1:</b> Collaborative, inclusive and connected community	1.2 Desirable places and open spaces for people	1.2.1 Enhance places and open spaces
<b>Strategic Goal 2:</b> Vibrant, flexible and tropical lifestyle	2.1 Improved access and connectivity	2.1.5 Enhance access and use of neighbourhood spaces and hubs
	2.4 Economic growth supported	2.4.1 Deliver, advocate for, and partner in infrastructure and services that support Darwin's economic growth
<b>Strategic Goal 5:</b> Effective and responsible governance	5.5 Responsible financial and asset management	5.5.1 Manage Council's business based on a sustainable financial and asset management strategy

### 3.4 Legislative Requirements

Maintenance or any alterations are carried out in accordance with relevant Australian Standards, Building Codes and Northern Territory specifications.

City of Darwin Building Services Team aims to meet or exceed relevant design standards at the time of construction for all associated projects. Designs for major capital projects where appropriate will be presented to the Access and Inclusion Committee for assessment to further ensure that the community's needs are being addressed.

City of Darwin has to meet many legislative requirements including Australian and State legislation and State regulations. These are outlined in Table 3.4 below:

**Table 3.4: Legislative Requirements**

Legislation	Requirement
Local Government Act (NT)	Sets out role, purpose, responsibilities and powers of local governments including the preparation of a long term financial plan supported by AMPs for sustainable service delivery.
Workplace Health and Safety (National uniform legislation) Act	Sets out the rules and responsibilities to secure the health, safety and welfare of persons at work.
All relevant Australian Standards and Codes of Practice	National and international guidance and legislation relating to building design, installation, maintenance, approvals, testing to be applied to assets as required.
Environmental Assessment Act	Outlines legislative requirements in relation to the assessment of the environmental effects of development proposals and for the protection of the environment.
Environmental Offences and Penalties Act 1996	Outlines offences local governments (and other parties) may be liable for where their acts and omissions maybe detrimental to the protection of the environment.



Legislation	Requirement
Land Title Act & Regulations	Outlines legislative issues local governments need to consider in relation to land ownership, easements and other purposes that may impact on various assets, such as roads, stormwater and buildings that the local government has under its care and control.
Lands Acquisition Act & Regulations	Outlines legislative issues local governments need to consider in relation to land they own that could be compulsorily acquired by the Northern Territory for the purpose of the provision of essential services and facilities being power (including gas), water, sewerage, road or communication services or facilities to or across the prescribed land, or access to any of them.
National Trust (Northern Territory) Act	Outlines legislative issues local governments need to consider in relation to the impacts that the National Trust (Northern Territory) activities could have on the various assets, such as roads, stormwater, buildings and land that the local government has under its care and control.
Northern Territory Aboriginal Sacred Sites Act	Outlines legislative issues local governments need to consider in relation to the impacts that the Aboriginal Sacred Sites could have on the various assets, such as roads, stormwater, buildings and land that the local government has under its care and control.
Planning Act & Regulations	Outlines legislative issues local governments need to consider in relation to providing for appropriate and orderly planning and control of the use and development of land within the municipality.
Disability Discrimination Act 1992 (DDA)	Outlines legislative issues that make it unlawful to discriminate against a person, in many areas of public life, including: employment, getting or using services and accessing public places within the municipality.
Anti-Discrimination Act 1992	Outlines legislative issues local governments need to consider in relation to building services.

City of Darwin will exercise its duty of care to ensure public safety is in accordance with the infrastructure risk management plan prepared in conjunction with this AMP and is covered in Section 6.

## 4. FUTURE DEMAND

### 4.1 Demand and Impact on Assets

Drivers affecting demand include population change, changes in demographics, seasonal factors, vehicle ownership, rates, consumer preferences and expectations, technological changes, cultural shifts, economic factors, tourism changes, agricultural practices, environmental awareness, etc.

City of Darwin experiences a known moderate to high influx of tourism and short-term residency during the “dry season” months of April through to September. Building Services often experience an increased rate of usage and demand on services during this period.

The present position and projections for demand drivers that may impact future service delivery and utilisation of assets are identified and are documented in Table 4.1.

**Table 4.1: Demand Drivers, Projections and Impact on Services**

Demand Drivers	Present Position	Projection	Impact on Services
Population	84,346 ABS (2017)	A decline of 122 from previous year. A 1.5% national average growth could be expected but dependant on economy	Minimal impact
Development	Slowing economy	Moderate growth over medium term	Minimal impact



Demand Drivers	Present Position	Projection	Impact on Services
Technological	Smart City program adopted by Darwin	Innovation and new service delivery across a number of services	Significant change to service delivery and cost
Legislative change	Inclusion of Area Plans in Planning Scheme	Change of use, increase in housing density and policy	Likely impact on functional use of existing assets and increasing demand as density increases
Climate change	Initiatives being developed to meet future requirements	Unlikely to affect building assets in medium term	Minimal impact
Community expectations	N/A	Ongoing increase in levels of service expectations	Potential requirement for higher quality, improved access and capacity

## 4.2 Demand Management

Demand for new services will be managed through a combination of managing and upgrading of existing assets and providing new assets to meet demand. Demand management practices include non-asset solutions, insuring against risks and managing failures. Non-asset solutions focus on providing the required service without the need for City of Darwin to own the asset. Management actions include reducing demand for the service, reducing the level of service (allowing some assets to deteriorate beyond current service levels) or educating customers to accept appropriate asset failures<sup>8</sup>.

Opportunities identified to date for demand management are shown in Table 4.2. Further opportunities will be developed in future revisions of this AMP.

**Table 4.2: Demand Management Plan Summary**

Demand Driver	Impact on Services	Demand Management Plan
Customer expectations	Potential requirement for higher quality, improved access and capacity.	Whole of life cost assessment of potential new assets and impacts on operational and maintenance and consultation with community to ensure informed decision making.
Area Plans (NT Planning Scheme)	Changing and increasing demand on services.	Provide input into area plan developments, forecast potential community needs

## 4.3 Asset Programs to Meet Demand

New assets required to meet population growth and community service needs will be acquired free of cost from greenfield or brownfield land developments, in conjunction with other government bodies or funded and constructed by City of Darwin.

Acquiring these new assets commits City of Darwin to fund ongoing operations, maintenance and renewal costs for the life of the asset and ultimately decommissioning the asset when it reaches the end of its useful life.

# 5. LIFECYCLE MANAGEMENT

Lifecycle management details how the City of Darwin plans to manage and operate the assets at the agreed levels of service (draft developed in Appendix A) while optimising lifecycle costs.

<sup>8</sup> IPWEA, 2015, IIMM, Table 3.4.1, p 3|89.



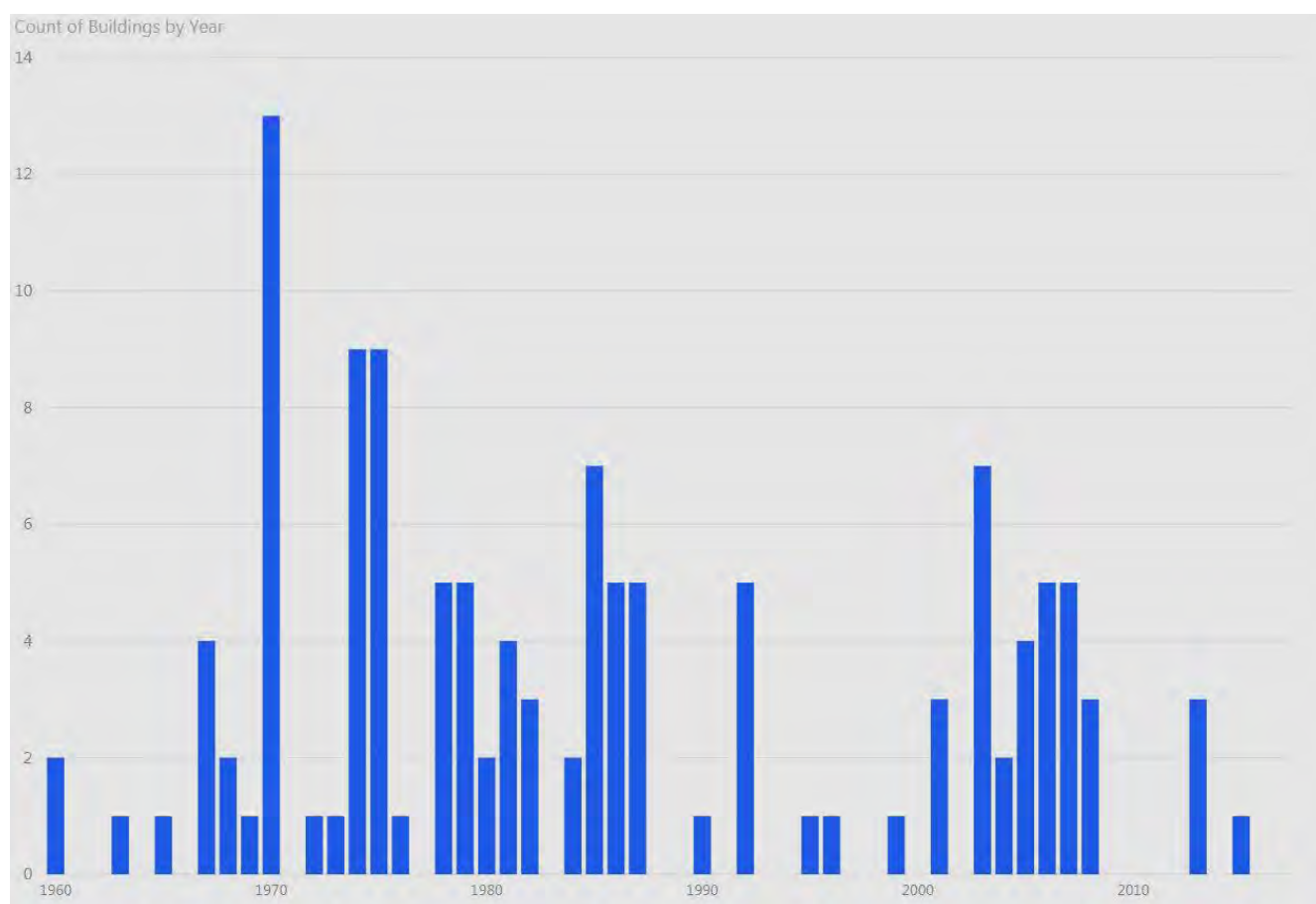
## 5.1 Background Data

As this is the first building services AMP to be developed there is limited back ground data. Future revision of the plan over time will incorporate relevant background data to help inform the lifecycle management plan.

## 5.2 Physical Parameters

The current known age profile of the assets are shown in Figure 1. The majority of buildings are known to be built or estimated to be built from the late 1960's to the early 1990's suggesting some assets may be reaching the end of their useful life (useful life table 5.13, page 22).

**Figure 1: Asset Age Profile**



### 5.3 Asset Capacity and Performance

City of Darwin services are generally provided to meet design standards of the particular building asset where these are available. Locations where deficiencies in service performance are known are detailed in Table 5.3.

**Table 5.3: Known Service Performance Deficiencies**

Asset ID	Asset Name	Location	Service Deficiency
CoD Build11	Velodrome	Bagot Park	Minimal maintenance undertaken
CoD Build110, 111, 112 & 113	Leanyer Depot	Vanderlin Drive	Minimal maintenance undertaken and assets have declined in condition
CoD Build217	Sidney Williams Hut	Pee Wee Camp Development	Heritage Building not exhibited to the public or utilised adequately. Minimal maintenance undertaken.
Various	N/A	N/A	Building certificate of compliance details unknown for a number of older structures

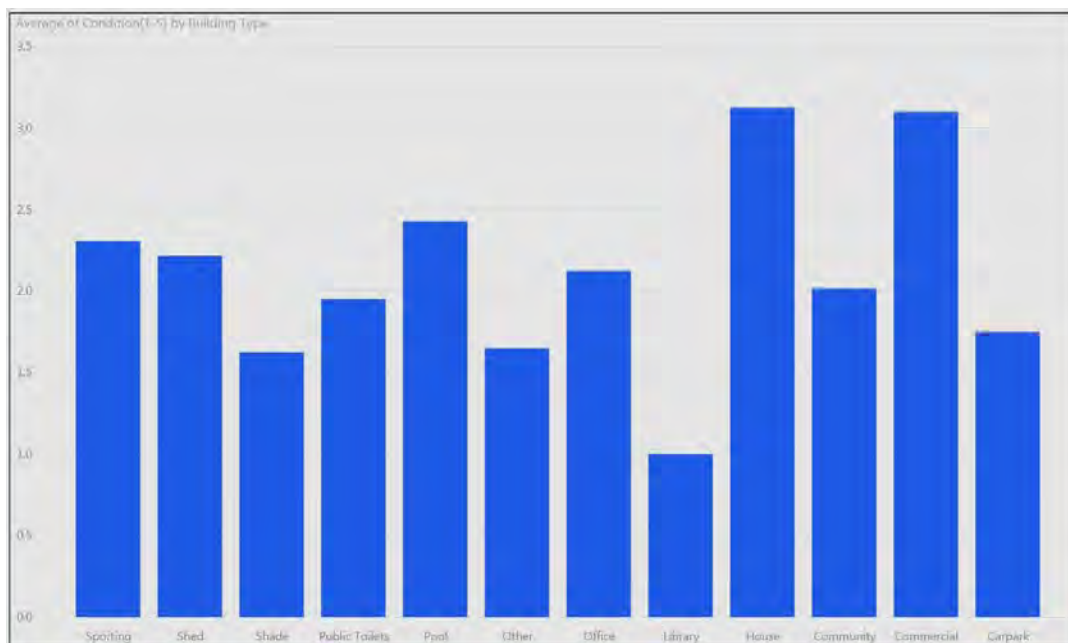
### 5.4 Asset Condition

Condition is monitored through a regular inspection program. Buildings asset condition is recorded every four years, with the next condition survey occurring in 2019.

The Building Services Team undertake various annual inspections of all Council buildings and structures. Further inspections are undertaken by outsourced skilled technicians to monitor and maintain assets.

The condition profile of our assets are shown in Figure 2 and is based on a 1-5 grading scale. The average rating for all buildings is 2, which indicates that the structure is in “Good” condition with minor maintenance required plus planned maintenance.

**Figure 2: Asset Condition Profile as at 2013**



The 1-5 condition grading scale used to assess the majority of City of Darwin assets is shown in Table 5.4 below.

**Table 5.4: Simple Condition Grading Scale**

Condition Grading	Description of Condition
1	<b>Excellent:</b> only planned maintenance required
2	<b>Good:</b> minor maintenance required plus planned maintenance
3	<b>Fair:</b> significant maintenance required
4	<b>Poor:</b> significant renewal/rehabilitation required
5	<b>Very Poor:</b> physically unsound and/or beyond rehabilitation

## 5.5 Asset valuations

Building assets were last revalued at **30 June 2016** using a fair value methodology. The value of assets recorded in the asset register as at **30 June 2018** covered by this AMP are shown below.

Current Replacement Cost	\$139,989
Depreciable Amount	\$139,989
Depreciated Replacement Cost	\$80,653
Annual Depreciation Expense	\$3,848

Useful life was reviewed in June 2016 as part of the revaluation of building assets.

Ratios of asset consumption and expenditure have been prepared below to help guide and gauge future asset management performance.

Current Annual Asset Consumption (Depreciation/Depreciable Amount)	2.70%
Minimum Annual Asset Renewal Target ( $\geq 50\%$ of annual asset consumption)	1.35%
Current Annual Asset Renewal (Capital renewal expenditure/Depreciable amount)	0.60%
Current Funding Gap (Target – Annual Asset Renewal)	0.75%

If a 100% renewal target was adopted the potential funding gap equates to a total of \$3 million for renewing of building assets. To achieve the current minimum renewal target of 50% or greater, as outlined in Annual Report<sup>9</sup>, Council would need to more than double current budgeted renewal expenditure.

As the asset management planning process matures at Council it is envisaged that this gap will reduce through efficiencies, innovation and new funding opportunities to reach its goal.

Future budget considerations will need to be given to the amount of funding allocated to renewing building assets in order to achieve and then sustain the required renewal target.

Council's building asset stocks will be increasing by 1.2% due to new projects, and the upgrade of existing facilities occurring within the year. Council will need to take into consideration the correlation between asset stock increases and asset renewal expenditure.

## 5.6 Historical Data

To be included in future revisions of this AMP.

<sup>9</sup> City of Darwin, 2017, *Annual Report*, pp. 38





## 5.7 Operations and Maintenance Strategies

City of Darwin will operate and maintain assets through a scheduled maintenance program to approved budgets in the most cost-efficient manner. The operation and maintenance activities include:

- Review current and required skills base and implement workforce training and development to meet required operations and maintenance needs,
- Review asset utilisation to identify underutilised assets and appropriate remedies, and over utilised assets and customer demand management options,
- Develop and regularly review appropriate emergency response capability,
- Review management of operations and maintenance activities to ensure Council is obtaining best value for resources.

## 5.8 Operations and Maintenance Plan

Operations are the regular day to day activities undertaken by Council in order to provide a level of service to the community. To be able to deliver these services Council is required to allocate funds for resources such as staff wages, utility consumption, fuel, overheads, etc. These resources are provided for in the Buildings Operational budget.

Maintenance may be classified into reactive, planned and specific maintenance work activities. Reactive maintenance is unplanned repair work carried out in response to service requests and management directions. Future requests will be managed through AssetFinda and the new CRMS for tracking.

Planned or scheduled maintenance is repair work that is identified and managed through planned inspections by assessing the condition of the assets through various skilled technicians and via general condition surveys.

As service levels are not yet clearly defined, maintenance expenditure will need to be revaluated in future AMP revisions to ensure that they satisfy the desired service levels set by Council. A routine operations and maintenance plan is intended to be developed before the next revision of the AMP to better inform the routine and operations schedule outlined in 5.9 below.

Assessment and prioritisation of reactive maintenance is undertaken by the Building Services Team using experience and judgement. The current Operations, Reactive and Planned Maintenance budget allocation for 2019 - 2022 is outlined in Table 5.8.



**Table 5.8: Routine Operation and Maintenance Budget**

Expenditure type	18/19 '\$000'	19/20 '\$000'	20/21 '\$000'	21/22 '\$000'
Operational	4,791	4,815	4,886	4,972
Reactive	2,112	2,140	2,178	2,220
Planned	626	632	645	658

## 5.9 Operations and Maintenance Schedule

The operating and maintenance schedule carried out by the Building Services Team is necessary to keep assets operating. There are over 30 planned (scheduled) work activities drawn from the current budget to service Councils buildings. At least 95% of these activities are undertaken by external specialised service providers and consume the “planned” section of the yearly budget. The current routine operations and maintenance schedule is outlined in table 5.9.

**Table 5.9: Routine Operation and Maintenance Schedule Activities**

Asset Facility Category	Scheduled Activities	Wkly	Mthly	Qtly	Half Yrly	Yrly
Community	Routine service of fire protection systems and equipment	•	•		•	•
	Cleaning (Community Centres)	•				
	Air conditioning service and maintenance		•	•		
	Pest control – pest treatment, termite inspections			•		•
	Test and tag of all Council equipment (Australian Standards)					
	Gutter clean and roof condition reports					•
Libraries	Pest control – pest treatment, termite inspections			•		•
	Routine service of fire protection systems and equipment		•		•	•
	Air conditioning chiller (Casuarina Library) – water treatment service and chemicals		•			
	Air conditioning service and maintenance of equipment		•			
	Building Management System (BMS) – access card service and maintenance		•			
	Test and tag of all Council Equipment (Australian Standards)					
	Gutter clean and roof condition reports					•
	Solar panel system servicing and clean (Casuarina Library)					•
Swimming Pool	Pool and fountain water testing		•			
	Air conditioning service and maintenance of equipment		•			
	Pest control – termite inspections					•
	Pool pump servicing			•		
	Fountain and pool servicing – chlorine and chemical dosing, perlite dump, debris removal		•			
	Gutter clean and roof condition reports					•
	Solar panel system servicing and cleaning					•



Asset Facility Category	Scheduled Activities	Wkly	Mthly	Qtly	Half Yrly	Yrly
Sporting	Gutter clean and roof condition reports Routine service of fire protection systems and equipment		•		•	•
Municipal	Routine service of fire protection systems and equipment		•		•	•
	Air conditioning service and maintenance of equipment		•	•		
	Pest control – pest treatment, termite inspections			•		•
	Test and tag of all Council equipment (Australian Standards)					
	Gutter clean and roof condition reports					•
	Solar panel system servicing and cleaning					•
	Ice machine servicing			•		
	Generator servicing		•			
	Sanitary Bin and Air Freshener Servicing	•				
	Air conditioning chiller - water treatment service and chemicals		•			
	Elevator service and maintenance		•			
	Automatic and roller door servicing		•	•		
	BBQ fat pit and workshop oil pit pump out and service			•		
	Building Management System (BMS) – access card, air con service and maintenance		•			
	CCTV service and maintenance			•		
	Sewer inspections and clean (Civic Centre)		•			
	Wash-down bay equipment service and waste disposal (Operations Centre)			•		
Shade Structures	No schedule service undertaken. Condition checks undertaken quarterly through Parks checks					
Commercial	Routine service of fire protection systems and equipment		•		•	•
	Air conditioning service and maintenance of equipment		•	•		
	Pest control – pest treatment, termite inspections			•		•
	Test and tag of all Council equipment (Australian Standards)					
	Gutter clean and roof condition reports					•
Carparks	Routine service of fire protection systems and equipment		•		•	•
	Air conditioning service and maintenance of equipment		•	•		
	Pest control – pest treatment, termite inspections			•		•
	Test and tag of all Council equipment (Australian Standards)					
	Gutter clean and roof condition reports					•
	Generator servicing		•			
	Elevator service and maintenance		•			
	Automatic and roller door servicing		•	•		
	Building Management System (BMS) – access card, air con service and maintenance		•			
	CCTV service and maintenance			•		
	Air conditioning chiller (West Lane) – water treatment service and chemicals		•			
	Sanitary Bin and Air Freshener Servicing	•				
Public amenity	Sanitary Bin and Air Freshener Servicing	•				
	Pump out of septic tanks and service			•		•
	Gutter clean and roof condition reports					•



Asset Facility Category	Scheduled Activities	Wkly	Mthly	Qtly	Half Yrly	Yrly
	Mindil Market – toilet inspections and repairs before markets (Market season only)	•				
Heritage	No schedule service undertaken					
Sheds	No schedule service undertaken					

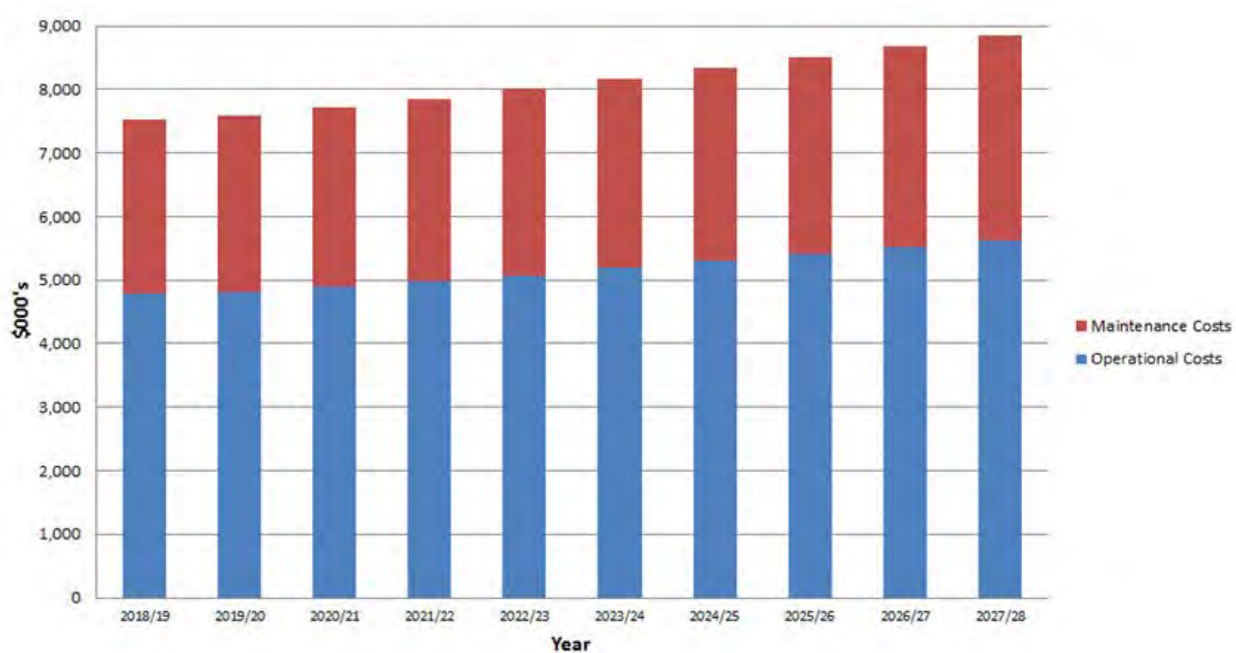
### 5.10 Standards and Specifications

Maintenance work is carried out in accordance with relevant Australian Standards, Building Codes and Northern Territory specifications.

### 5.11 Summary of Future Operations and Maintenance Expenditures

Future operations and maintenance expenditure is forecast to trend in line with the value of the asset stock as shown in Figure 3. Maintenance is funded from the operating budget where available.



**Figure 3: Projected Operations and Maintenance Expenditure**

### 5.12 Capital Renewal and Replacement Strategies

City of Darwin will plan capital renewal and replacement projects to meet approved budgets in the most cost-efficient manner and minimise infrastructure service risks by:

- Planning and scheduling renewal projects to deliver the defined level of service in the most efficient manner,
- Undertaking project scoping for all capital renewal and replacement projects to identify:
  - the service delivery 'deficiency', present risk and optimum time for renewal/replacement,
  - the project objectives to rectify the deficiency,
  - the range of options, estimated capital and life cycle costs for each options that could address the service deficiency,
  - and evaluate the options against evaluation criteria adopted by the City of Darwin, and
  - select the best option to be included in capital renewal programs,
- Using 'low cost' renewal methods (cost of renewal is less than replacement) wherever possible,
- Reviewing current and required skills base and implementing workforce training and development to meet required construction and renewal needs,
- Reviewing management of capital renewal and replacement activities to ensure Council is obtaining best value for resources used.

### 5.13 Capital Renewal and Replacement Plan

Renewal and replacement expenditure is major work which does not increase the asset's design capacity, but restores, rehabilitates, replaces or renews an existing asset to its original or lesser required service potential. Work over and above restoring an asset to original service potential is an upgrade, expansion or new works.

Coordination of the long term capital works plan sits with the General Manager Engineering and City Services. The Building Services Team will provide input and guidance to short and long term



capital renewal and replacement plans and the Capital Works Team provides project delivery assistance to the Building Services Team where required within resources.

Assets requiring renewal/replacement are identified from Council's Asset Register data (used from the 2016 valuations). Projected renewal expenditure is identified using acquisition year and useful life to determine the renewal year. The useful life of assets used to develop projected asset renewal expenditures are shown in Table 5.13.

**Table 5.13: Asset Useful Life**

Asset (Sub)Category	Useful Life (Years)
Substructure	Varies between 30 and 75
Superstructure	Varies between 30 and 75
Services	Varies between 15 and 38
Finishes	Varies between 9 and 23
Fittings	Varies between 6 and 15

The data from the Asset Register and data from the building condition survey is then used to aid in the development of the capital renewal and replacement budgets. This information is also used by the Building Services Team to determine priorities and requirements into short and long term plans. The current Renewal budget allocation for 2018 – 2022 is outlined in Table 5.13.1.

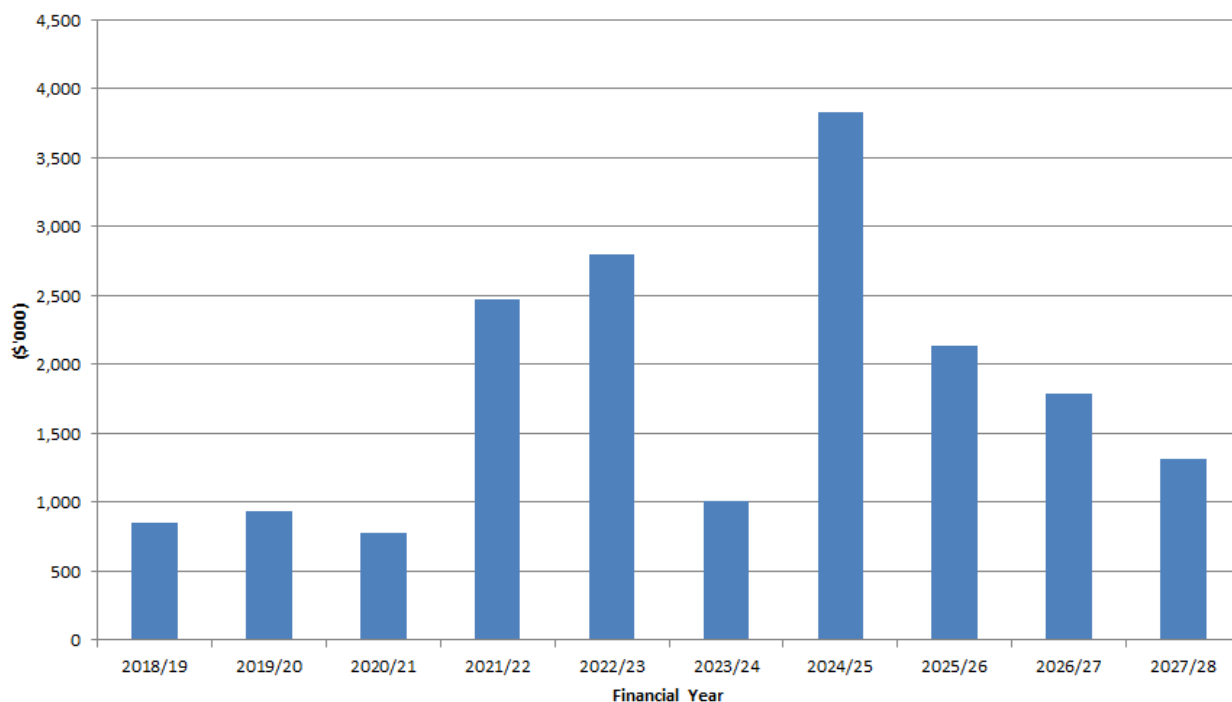
**Table 5.13.1: Capital Renewal Budget**

Expenditure type	Budget '\$000' 18/19	Budget '\$000' 19/20	Budget '\$000' 20/21	Budget '\$000' 21/22
Renewal	\$848	\$932	\$774	\$2,469

#### 5.14 Summary of Future Renewal and Replacement Expenditure

Projected future renewal and replacement expenditures are forecast to increase over time in line with asset stock growth. The expenditure is summarised in Figure 4.



**Fig 4: Projected Renewal and Replacement Expenditure**

Renewals and replacement expenditure will be identified in City of Darwin's capital works program and are accommodated in the Long Term Financial Plan (LTFP) (Appendix C).

### 5.15 Capital New and Upgrade Strategies

The City of Darwin will implement the creation of new assets and upgrading of existing assets through projects to meet population growth and community service needs by:

- Planning and scheduling capital upgrade and new projects to deliver the defined level of service in the most efficient manner,
- Undertaking project scoping for all capital upgrade/new projects to identify:
  - the service delivery 'deficiency', present risk and required timeline for delivery of the upgrade/new asset,
  - the project objectives to rectify the deficiency including value management for major projects,
  - the range of options, estimated capital and life cycle costs for each options that could address the service deficiency,
  - management of risks associated with alternative options,
  - and evaluate the options against evaluation criteria adopted by Council, and
  - select the best option to be included in capital upgrade/new programs,
- Reviewing skills base and implementing training and development to meet required construction and project management needs,
- Reviewing capital project management activities to ensure Council is obtaining best value for resources used.





### 5.16 Capital New and Upgrade Plan

Capital new works create a new asset that did not previously exist, while upgrade works improve an existing asset beyond its existing capacity. They may result from growth, social or environmental needs. Assets may also be acquired at no cost to City of Darwin from land development and other arrangements.

New assets and upgrade/expansion of existing assets will be identified from various sources such as Council and community requests, proposals identified by strategic plans or partnerships with other organisations, and will be incorporated into Council's LTFP

As upgrades to existing assets and the acquisition of new assets is not yet clearly defined, capital expenditure levels will need to be revaluated in future AMP revisions to ensure that they reflect, in particular, new infrastructure as it is accepted and captured in AssetFinda.

Generally new community infrastructure assets will be accepted by Council through developer contribution from subdivisional works. Acceptance of these new assets will be managed through the Design and Development Team with input from the Building Services Team and accepted by Council through delegated authority.

Where new or upgraded community infrastructure development is constructed as part of a Council initiative these works will be delivered by the Capital Works Team with input into the design and maintenance requirements by the Building Services Team.

As new assets are transferred to or created by Council they are added to AssetFinda. Upgrades to infrastructure and the creation of new assets are managed through the long term capital works plan and reflected in Council's LTFP.

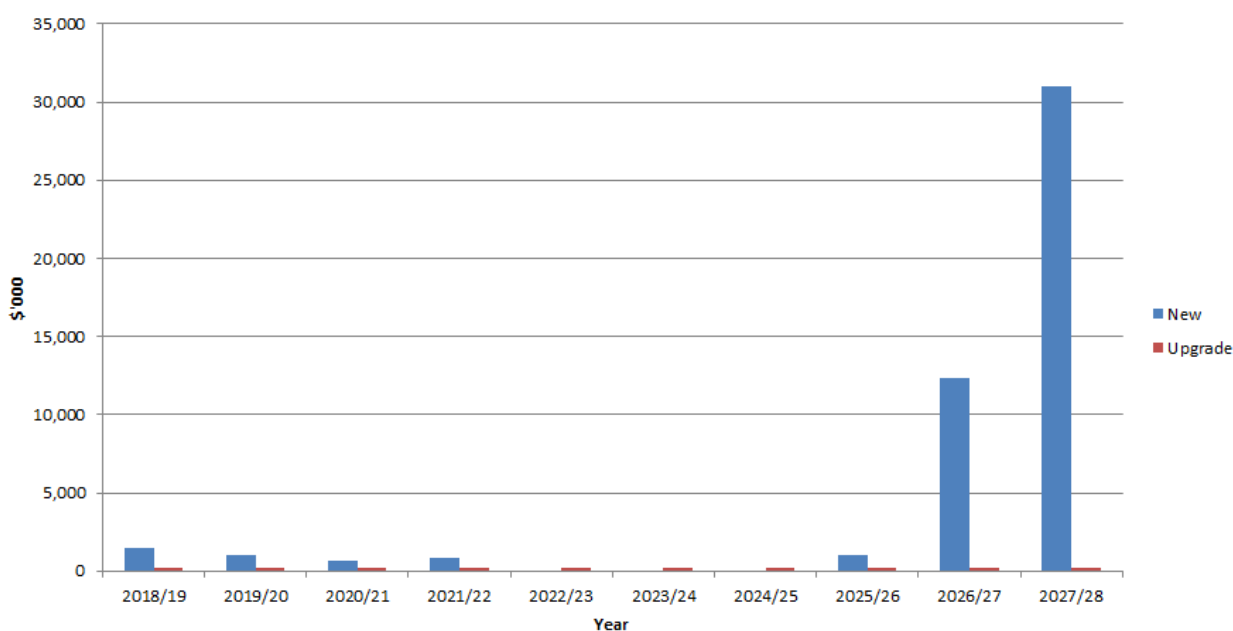
**Table 5.16: Capital New and Upgrade Budget**

Expenditure Type	Budget 18/19 '\$000'	Budget 19/20 '\$000'	Budget 20/21 '\$000'	Budget 21/22 '\$000'
New	\$1,440	\$1,059	\$652	\$881
Upgrade	\$250	\$250	\$250	\$250

### 5.17 Summary of Future New and Upgrade Expenditure

Projected new and upgrade asset expenditures are summarised in Fig 5. The projected capital works program is provided in Appendix C and is based on the 2018 long term capital works plan.



**Fig 5: Projected Capital New and Upgrade Asset Expenditure**

### 5.18 Capital Upgrade and Replacement Disposal Plan

Disposal plans will be identified prior to capital upgrade and replacement projects works commencing and the corresponding assets will be disposed of through AssetFinda. Disposal guidelines are further addressed in section 7.2 below.

No whole building assets are identified for disposal at this point in time but will be considered in further revisions.

## 6. RISK MANAGEMENT

### 6.1 Critical Service Objectives

Critical service objectives are those services which have a high consequence of failure, but not necessarily a high likelihood of failure. By identifying critical service objectives and critical failure modes, City of Darwin can target and refine investigative activities, maintenance plans and capital expenditure plans at the appropriate time.

Operations and maintenance activities may be targeted to mitigate critical assets failure modes and maintain service levels. These activities may include increased inspection frequency, higher maintenance intervention levels, etc. Critical asset failure modes and required operations and maintenance activities are detailed in Table 6.1.



**Table 6.1: Critical Service Objectives**

Critical Objectives	Critical Failure Mode	Operations & Maintenance Activities
Buildings containing asbestos	Exposure due to lack of awareness	Asbestos register Induction for contractors Emergency asbestos control kits Asbestos awareness training
Buildings fire systems	Sprinklers and/or booster fail Fire indicator panel fail Power failure – emergency Lights and signs	Programmed fire service checks Backup generators at some facilities
Building security systems	Building Management System failure	Backup generators at some facilities Key access and public services hardware Programmed Building Management System and CCTV Maintenance
Building water proofing	Leakage	Routine inspections Gutter cleaning Roof replacement
Occupancy Certificate	Non-Compliance	Currently ad hoc (engage certifier to audit)

## 6.2 Risks Assessment

An assessment of risks associated with service delivery from infrastructure assets has identified critical risks that will result in loss or reduction in service from infrastructure assets or a 'financial shock' to City of Darwin. The risk assessment process<sup>10</sup> identifies credible risks, the likelihood of the risk event occurring, the consequences should the event occur, develops a risk rating, evaluates the risk and develops a risk treatment plan for non-acceptable risks.

Critical risks, being those assessed as 'Very High' - requiring immediate corrective action and 'High' – requiring prioritised corrective action identified in the Infrastructure Risk Management Plan, together with the estimated residual risk after the selected treatment plan is operational are summarised in Table 6.2. These risks have been developed by management and reported to the Risk Management and Audit Committee, and Council.

**Table 6.2: Critical Service or Assets at Risk and Treatment Plans**

Service or Asset at Risk	What can Happen	Risk Rating (VH & H)	Risk Treatment Plan	Residual Risk (VH, H, M, L) *
Buildings Asset Management	<b>Failure to develop, implement and maintain a corporate asset register</b> <ul style="list-style-type: none"> <li>– Inconsistent and fragmented approach to the collection and storage of asset information</li> <li>– Lack of data available to monitor the condition of assets</li> <li>– Inability to plan long and short term asset management programs</li> <li>– Inability to adequately budget for asset management</li> <li>– Inability to monitor and assess ratepayer and public demands for levels of service</li> <li>– Inability to monitor and assess actual levels of service delivery</li> </ul>	VH	<ul style="list-style-type: none"> <li>– Implementation of the corporate asset register is underway and will provide a central location for data storage</li> <li>– Implementation of centralised customer request management system</li> </ul>	H

<sup>10</sup> Infrastructure Department Operational Risk Assessment (Rev 6) June 2017



Service or Asset at Risk	What can Happen	Risk Rating (VH & H)	Risk Treatment Plan	Residual Risk (VH, H, M, L) *
Buildings Asset Management	<b>Failure to develop and promote asset management policies, standards and procedures</b> <ul style="list-style-type: none"> <li>– Failure to ensure a consistent approach to asset management is applied across Council</li> <li>– Loss of corporate asset knowledge</li> <li>– Failure to ensure asset management is undertaken in accordance with Australian and International Standards</li> </ul>	VH	<ul style="list-style-type: none"> <li>– Development of procedures undertaken for data collection and asset management</li> <li>– Cyclic reviews undertaken of policies, standards and procedures</li> <li>– Asset management roles and responsibilities allocated to specific individuals across City of Darwin</li> <li>– Implementation of asset sustainability review recommendations will ensure policies, standards and procedures are developed and monitored</li> </ul>	H
Buildings Maintenance	<b>Failure to undertake building maintenance in accordance with the approved programme and to Australian Standards</b> <ul style="list-style-type: none"> <li>– degradation of facilities</li> <li>– health risk from air-conditioning cooling tower sanitation</li> <li>– safety risk from malfunctioning fire panels</li> <li>– safety risk from poorly maintained electrical systems</li> <li>– safety risk from failure of CCTV</li> </ul>	H	<ul style="list-style-type: none"> <li>– Ongoing development of the asset management system including budget allocation process</li> <li>– Review or expand upon the existing work order system to more accurately capture data on works program expenditure and allow better budgetary processes</li> <li>– Implementation of asset sustainability review recommendations will ensure policies, standards and procedures are developed and monitored</li> </ul>	M
Buildings Maintenance	<b>Failure to plan, budget and implement a robust building maintenance programme</b> <ul style="list-style-type: none"> <li>– Reliance on redundant asset management system</li> <li>– Poor financial management</li> <li>– Condition of assets deteriorates</li> </ul> Increased maintenance / replacement costs	H	<ul style="list-style-type: none"> <li>– Preventive maintenance programme maintained in place and reviewed annually</li> <li>– All maintenance undertaken in accordance with applicable standards</li> </ul>	M



Service or Asset at Risk	What can Happen	Risk Rating (VH & H)	Risk Treatment Plan	Residual Risk (VH, H, M, L) *
Buildings Maintenance	<b>Need for urgent building repairs is not communicated to Council staff in a timely manner</b> <ul style="list-style-type: none"> <li>Repairs not able to be carried out promptly</li> <li>Potential for injury to staff and the public</li> <li>Public liability and workers compensation claims</li> <li>Additional insurance premiums</li> </ul>	H	<ul style="list-style-type: none"> <li>Regular inspection program in place for public facilities</li> <li>Issues identified on inspection reports are rectified according to the identified levels of safety and urgency</li> <li>Other matters are dependent upon notification by members of the public</li> <li>Tracking the responsiveness of Council to reported issues is managed through Councils Customer Request Management System.</li> <li>Business Continuity Plan developed Dec 2011 and reviewed Dec 2014<sup>11</sup></li> </ul>	M
Buildings Asbestos Management	<b>Failure to maintain Asbestos registers</b> <ul style="list-style-type: none"> <li>Dangerous Buildings</li> <li>Increased risk to public/staff</li> <li>Litigation</li> <li>Failure to proactively manage the risk from hazardous material</li> </ul>	H	<ul style="list-style-type: none"> <li>Asbestos register is maintained for known and reported sites</li> <li>Register reviewed and updated every 5 years or upon any building changes. Ongoing inspection programs in place</li> <li>Control self-assessment in place</li> </ul>	M

Note \* The residual risk is the risk remaining after the selected risk treatment plan is operational.

## 7. FINANCIAL OBLIGATIONS

This section of the management plan will address obligations and requirements for the capitalisation and depreciation, data management, disposal, revaluation and handling of contributed assets.

### 7.1 Asset Capitalisation and Depreciation

City of Darwin aims to ensure that the recognition classification and depreciation of assets is consistently applied and in accordance with Australian Accounting Standard AASB116 – Property, Plant and Equipment and the Australian Infrastructure Financial Management Guide.

<sup>11</sup> City of Darwin, 2014, Business Continuity Plan



AASB116 states that:

The cost of an item of property, plant and equipment shall be recognised as an asset if, and only if:

- (a) it is probable that future economic benefits associated with the item will flow to the entity; and
- (b) the cost of the item can be measured reliably.

Council's key asset accounting policies are also contained in the Statement of Significant Accounting Policies, which forms Note 1 of the published annual financial statements.

A detailed procedure which outlines the process to be followed when recognising, classifying and depreciating physical non-current assets will be developed.

## 7.2 Asset Data Management

City of Darwin aims to ensure that the identification and classification of physical non-current assets is consistently applied. This is achieved by identifying all non-current physical assets into one of the categories contained in the asset register.

## 7.3 Asset Disposal

City of Darwin aims to ensure that the sale and disposal of land and other assets is considered fair and transparent. The disposal of physical non-current assets by City of Darwin is in accordance with Local Government Act and the Ministerial Guidelines. Section 182(1) of the Local Government Act gives Council the power to deal with and dispose of property subject to the Minister's guidelines. Ministerial Guideline 7 describes the authority to dispose of property, methods to be used, considerations and application of proceeds from sale of assets. A detailed procedure which outlines the process to be followed when disposing of City of Darwin physical non-current assets will be developed.

## 7.4 Asset Revaluation

City of Darwin aims to ensure that asset revaluations are carried out consistently and in accordance with Australian Accounting Standard AASB116 – Property, Plant and Equipment (PP&E). AASB116 specifies that Council must value each class of PP&E using either:

- Cost Model – An item of PP&E shall be carried at its cost less any accumulated depreciation and any accumulated impairment losses
- Revaluation Model – An item of PP&E whose fair value can be measured reliably shall be carried at a revalued amount, being its Fair Value at the date of the revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses

Both Cost and Fair Value are defined in AASB116:

- Cost - The amount of cash or cash equivalents paid or the fair value of the other consideration given to acquire an asset at the time of its acquisition or construction.
- Fair Value – The amount for which an asset could be exchanged between knowledgeable, willing parties in an arm's length transaction.



Infrastructure, land and buildings are carried at valuation and revalued on a four year basis. All other non-current assets classes are valued at cost. A detailed procedure which specifies how asset revaluations are performed will be developed.

### 7.5 Contributed Assets

City of Darwin aims to ensure that the recognition of contributed assets is performed consistently and in accordance with the Australian Accounting Standard (AAS) AASB116 – PP&E. AASB116 specifies that Council must value each class of PP&E using either the cost model or revaluation model. Under AASB116 the revaluation model is defined as “an item of PP&E whose fair value can be measured reliably shall be carried at a revalued amount, being its Fair Value at the date of the revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses”. A detailed procedure which outlines the process to be followed when recognising physical non-current asset received as contributed assets is will be developed.

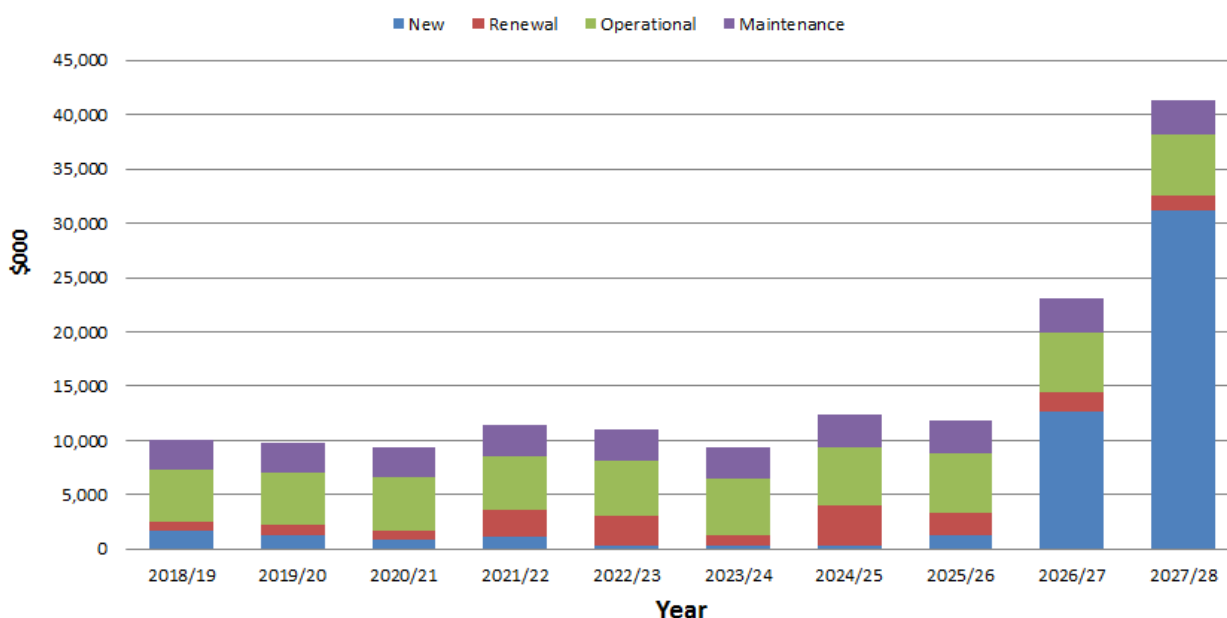
## 8. FINANCIAL SUMMARY

This section contains the financial summary resulting from all the information presented in the previous sections of this AMP. The financial projections will be improved as further information becomes available on future desired levels of service, data captures and revaluations.

### 8.1 Financial Projections

The financial projections are shown in Figure 6 for projected operating (operations and maintenance) and capital expenditure (renewal and upgrade/expansion/new assets).

**Figure 6: Projected Operating and Capital Expenditure**





## 8.2 Sustainability

As the AMP matures, we will have better data to show what we spend versus what we need to spend to show any shortfall in funding based on existing assets.

This can only happen once we have accurate condition assessments against a fully known “asset base” and budgeted expenditure is appropriately allocated. This will get re-checked every four years upon asset revaluation.

## 8.3 Projected Expenditures

All budgets are presented in the LTFP and this is based on Council’s adopted position of funding. These costs are adjusted according to Council’s direction on a yearly basis.

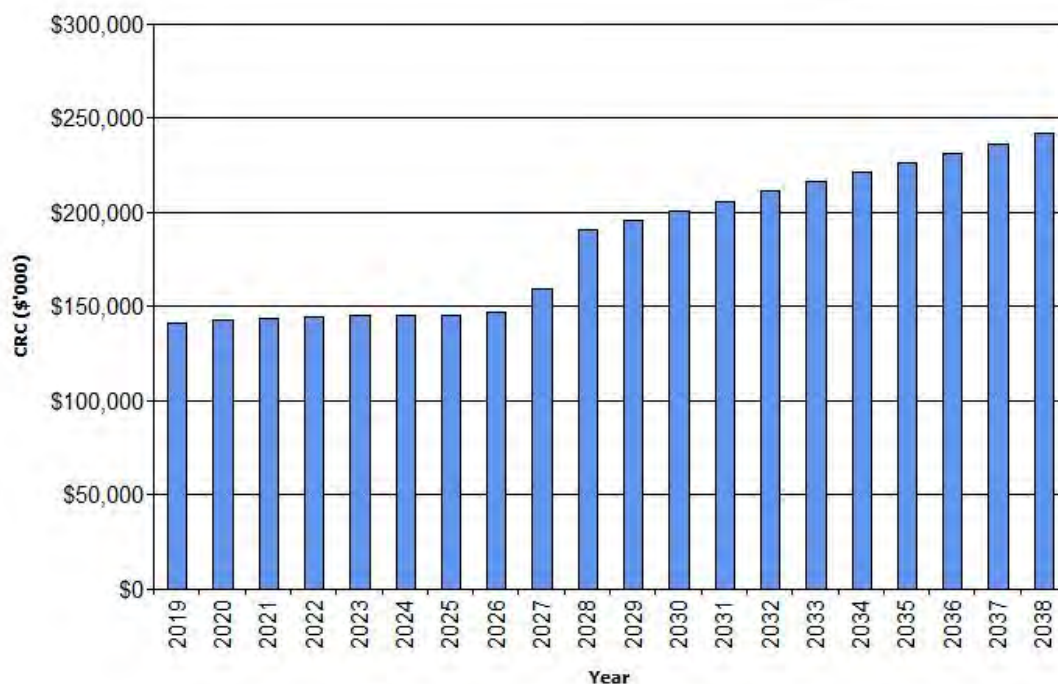
## 8.4 Funding Strategy

Council intends to move towards a service level based strategy as the AMP process matures. This will then provide more accurate data for funding decisions.

## 8.5 Valuation Forecasts

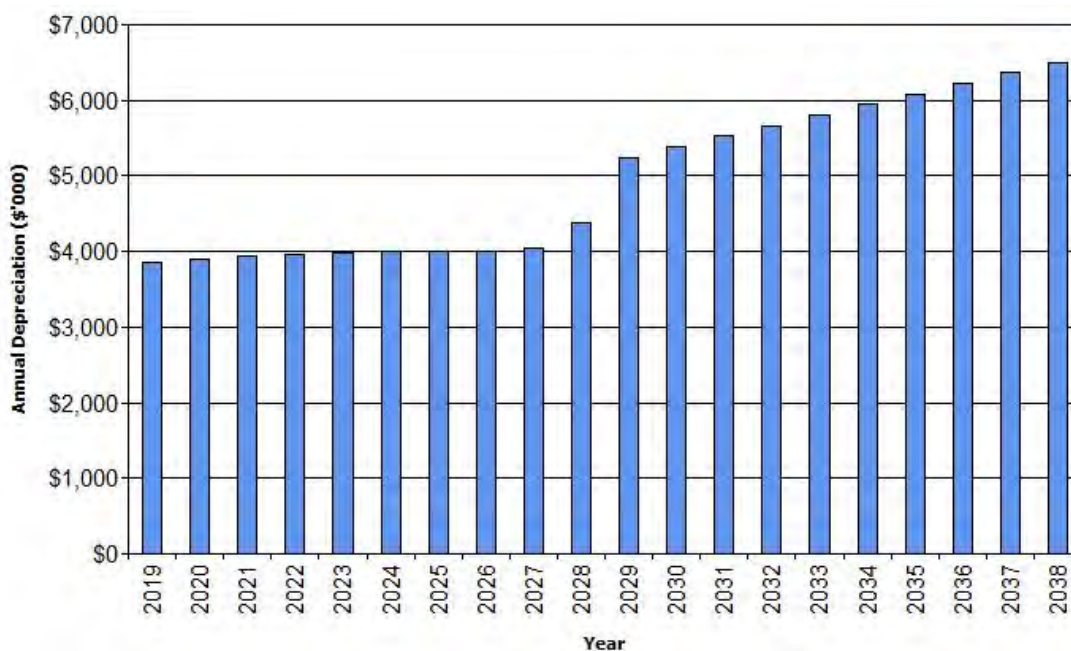
Asset values are forecast to increase as additional assets are added to the asset stock from construction and acquisition by Council and from assets constructed by land developers and others and donated to Council. Figure 7 shows the replacement cost asset values over the current 10 year planning period. From 2029 these figures are projected according to National Asset Management System (NAMS) plus.

**Figure 7: Projected Asset Values**



Depreciation expense values are forecast in line with asset values as shown in Figure 8. From 2029 these figures are projected according to NAMS plus.



**Figure 8: Projected Depreciation Expense**

The depreciated replacement cost will vary over the forecast period depending on the rates of addition of new assets, disposal of old assets and consumption and renewal of existing assets. Forecast of the assets depreciated replacement cost is shown in Figure 9. The depreciated replacement cost of contributed and new assets is shown in the darker colour and in the lighter colour for existing assets. From 2029 these figures are again projected according to NAMS plus.

**Figure 9: Projected Depreciation Replacement Cost**

## 8.6 Forecast Reliability and Confidence

The expenditure and valuations projections in this AMP are based on best available data. Currency and accuracy of data is critical to effective asset and financial management. Data confidence is classified on a 5 level scale<sup>12</sup> in accordance with Table 8.6.

**Table 8.6: Data Confidence Grading System**

Confidence Grade	Description
<b>A</b> Highly Reliable	Data based on sound records, procedures, investigations and analysis, documented properly and recognised as the best method of assessment. Dataset is complete and estimated to be accurate $\pm 2\%$
<b>B</b> Reliable	Data based on sound records, procedures, investigations and analysis, documented properly, but has minor shortcomings, for example some of the data is old, some documentation is missing and/or reliance is placed on unconfirmed reports or some extrapolation. Dataset is complete and estimated to be accurate $\pm 10\%$
<b>C</b> Uncertain	Data based on sound records, procedures, investigations and analysis which is incomplete or unsupported, or extrapolated from a limited sample for which grade A or B data are available. Dataset is substantially complete but up to 50% is extrapolated data and accuracy estimated $\pm 25\%$
<b>D</b> Very Uncertain	Data is based on unconfirmed verbal reports and/or cursory inspections and analysis. Dataset may not be fully complete and most data is estimated or extrapolated. Accuracy $\pm 40\%$
<b>E</b> Unknown	None or very little data held.

The estimated confidence level for and reliability of data used in this AM Plan is shown in Table 8.6.1.

**Table 8.6.1: Data Confidence Assessment for Data used in this AMP**

Data	Confidence Assessment	Comment
Demand drivers	B	Nil
Growth projections	B	Nil
Operations expenditures	C	Based on operational and maintenance budgets that may cross over expenditure types
Maintenance expenditures	C	Based on operational and maintenance budgets that may cross over expenditure types
Projected Renewal expenses - Asset values	B	Based on 10 year capital works and long term financial plan
- Asset residual values	B	Based on 2016 revaluation
- Asset useful lives	B	Based on 2016 revaluation
- Condition modelling	B	Based on 2016 revaluation
New and Upgrade expenditures	B	Based on 10 year capex plan
Disposal expenditures	N/A	No disposals included
Community levels of service	C	Limited data held
Technical levels of service	B	Data based on known works schedules

The overall data confidence level is assessed as “B – Reliable” for data used in the preparation of this AMP.

<sup>12</sup> IPWEA, 2015, IIMM, Table 2.4.6, p 2|71.



## 9. IMPROVEMENT AND MONITORING PLAN

### 9.1 Status of Asset Management Practices

The current adopted practices place City of Darwin on a maturity path over the next two years to provide a strong and sustainable platform.

### 9.2 Hierarchy of Asset Management

- All AMPs guided by Policy No. 055 Asset Management Policy.
- AMPs are adopted by Council
- AMPs will have a number of procedures for operations that will be reviewed regularly and amendments approved by the CEO

### 9.3 Accounting and Financial Systems

- Authority will hold totals for asset classes. AssetFinda will hold the source data.
- Accountabilities are considered within Council's Financial Policies and the AMP.
- In general, works with a value over \$5000 are considered to be capital works.

### 9.4 Accounting Standards and Regulations

- All relevant Australian Accounting Standards, including;
- AASB 13 Fair value measurement
- AASB 136 Property, plant and equipment

### 9.5 Asset Management System

- City of Darwin will use AssetFinda to view and store asset data.
- The linkage between AssetFinda and Authority will be synchronisation of asset data updated by the 7<sup>th</sup> of every month by the responsible departments.
- Asset Management Procedures will be developed to ensure the correct collection, recording and maintenance of asset data. Audits will be also carried out on the data on intervals no less than the defined condition survey intervals. Asset owners will be responsible for the maintenance of their data.<sup>13</sup>

### 9.6 Improvement Plan

The asset management improvement plan generated from this AMP is shown in Table 9.6.

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<sup>13</sup> Asset Management Policy No. 055



**Table 9.6: Improvement Plan**

Task	Responsibility	Resources Required	Timeline
Scheduled half yearly meetings to ensure accuracy of the AMP	Asset Management Team, GM	Business intelligence tool	Next AMP Review
Any amendments to the AMPs will be forwarded to RMAC for recommendation to Council for adoption.	Asset Management Team, GM	Within existing resources	Next AMP Review
AssetFinda upgrades to be implemented as releases are available.	Asset Management Team	Within existing resources	As required

### 9.7 Monitoring and Review Procedures

This AMP will be reviewed during annual budget planning processes and amended to recognise any material changes in service levels and/or resources available to provide those services as a result of budget decisions.

The AMP will be updated annually to ensure it represents the current service level, asset values, projected operations, maintenance, capital renewal and replacement, capital upgrade/new and asset disposal expenditures and projected expenditure values incorporated into City of Darwin's LTFP. Updated financial information will be included every four years following the revaluation of the asset class.

### 9.8 Performance Measures

The effectiveness of the AMP can be measured in the following ways:

- The degree to which the required projected expenditures identified in this AMP are incorporated into Council's LTFP.
- The degree to which the 4 and 10 year detailed works programs, budgets, business plans and City of Darwin structures take into account the 'global' works program trends provided by the AMP.
- The degree to which the existing and projected service levels and service consequences (what we cannot do), risks and residual risks are incorporated into the Council's Strategic Plan and associated plans.
- The Asset Renewal Funding Ratio achieving the target of >0.5 (greater than 50% of depreciation either transferred to reserve or expended in the current year)<sup>14</sup>.

<sup>14</sup> City of Darwin, 2017, *Annual Report*, pp. 38



## 7. REFERENCES

City of Darwin [Annual Report 2016/17](#)

City of Darwin [Asset Management Policy No. 055](#)

City of Darwin Business Continuity Plan for Process: Building Maintenance

City of Darwin [Long Term Financial Plan](#)

City of Darwin [Municipal Plan 2018/19](#)

City of Darwin [Statement of Significant Accounting Policies Policy No. 022](#)

City of Darwin [Strategic Plan – Evolving Darwin Towards 2020](#)

City Operations Department – Operational Risk Assessment Rev 6 June 2017

IPWEA, 2015, 'NAMS.PLUS Asset Management', Institute of Public Works Engineering Australasia, Sydney, <https://www.ipwea.org/communities/assetmanagement/namsplus>

IPWEA, 2015, 'Australian Infrastructure Financial Management Manual (AIFMM)', Institute of Public Works Engineering Australasia, Sydney, <https://www.ipwea.org/publications/ipweabookshop/aifmm>

IPWEA, 2015, 'International Infrastructure Management Manual' (IIMM 5<sup>th</sup> Edition), Institute of Public Works Engineering Australasia, Sydney, [www.ipwea.org/IIMM](http://www.ipwea.org/IIMM)



8. APPENDICES





Appendix A Maintenance Response Levels of Service - Draft

Draft Levels of Service, Performance Measures and Reporting

COD Strategic Goal and Primary Outcome	Service Level Statement Program and Description	Customer Values	Customer Performance Measure					Technical Performance Measure			Performance Measure Procedure		
			Performance Measure (how measured)	Target				Performance Measure	Current Target (1 – 3 years)	Proposed Target (4 – 10 years)			
				12/13 Achieved	13/14	14/15	2015-2023						
2. Enhance Darwin's Active, Positive and Flexible Lifestyle  2.1 Improve urban enhancement around Darwin	Construction, upgrading and maintenance of Council's building assets in accordance with the Asset Management Strategy.  We will provide the community with safe, accessible and fit for purpose building assets	Safety Accessibility/ Availability Compliance  Function / Capacity	User surveys to be developed e.g. Percent of customers satisfied with the accessibility of council facilities" and "percentage of customers satisfied that the facilities are fit for purpose"  Customer service level criteria based on different classes of building					% complaints to be responded to as per quarterly report parameters			We will achieve these service levels by: <ul style="list-style-type: none"><li>Constructing, upgrading and maintaining Council's building assets in accordance with the Asset Management Strategy.</li><li>Inspecting all Council properties (not under commercial lease) annually:</li><li>Planning, implementing and managing delivery of building maintenance and cleaning services to Council buildings and services.</li><li>Programmed inspection and testing of assets with safety and compliance requirements e.g. exit doors, exit signs, fire brigade connections, fire control panels, fire detector and alarm systems, portable fire extinguishers, fire hose reels, mechanical ventilation systems etc.</li><li>Reassessing and updating the capital works program as appropriate.</li><li>Managing building projects and maintenance services undertaken by contractors.</li><li>Programmed regular internal and external repaints, roof replacements, floor covering replacements</li><li>Graffiti management / removal for City and NTG as per service level agreement</li><li>Further consultation with the community</li><li>Securing funding to match service level</li></ul> The following procedures will measure whether the level of service is achieved: <ul style="list-style-type: none"><li>Annual Community Satisfaction survey</li><li>Quarterly Report</li><li>Annual reporting by Buildings Manager</li><li>Contract records, completion certificates, contracts performance reports</li><li>Inspections and audits</li><li>Number of complaints received</li></ul>		
								Results of condition surveys (technical, or against customer service level criteria)					
								Maintenance costs as a percentage of replacement value or Maintenance cost/building					
										Compliance with requirements of legislation			
										Projects managed to within +/-% of capital budget as per the Annual Plan program			
										Percent of the capital/renewal program completed within the expected timeframe			
										Measure of building usage, leasing rates or anything else that demonstrates that the portfolio is meeting capacity needs and required functionality			

## Appendix B Capital Renewal and Replacement Works Programs

Developed, but not included within this document, as the 4 year building condition survey will be undertaken in 2019. The next revised AMP will detail the 4 year program and the projected capital renewal and replacement program.



## Appendix C Projected New, Upgrade and Renewal Expenditure 10 year Capital Works Program

PROJECT NAME	EXP TYPE	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Playground Shades	NEW	940,000	59,000	151,782	881,000							2,031,782
CBD Multi Storey Car Parking	NEW								1,000,000	12,377,912	30,986,474	44,364,386
Shoal Bay Capital Works - Weighbridge And Entrance	NEW	500,000	1,000,000	500,000								2,000,000
Energy Efficiency Program	UPGRADE	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	2,500,000
Darwin Entertainment Centre; Upgrades & Refurbishment	RENEWAL	152,000	154,280	156,594	158,943	161,327	163,747	166,203	168,696	171,227	173,795	1,626,812
Civic Centre; Air Conditioning	RENEWAL					499,300		3,000,000				3,499,300
Civic Centre; Roof Replacement	RENEWAL								1,090,000	1,090,000	235,000	2,415,000
Council Buildings - Exterior Renewal	RENEWAL		301,534		318,656		336,751		355,873		366,549	1,679,363
Council Buildings - Interior Renewal	RENEWAL	212,000	215,180	218,408	221,684	225,009	228,384	231,810	235,287	238,816	242,399	2,268,977
Council Buildings - Services Renewals	RENEWAL	176,700	179,351	182,041	184,771	187,543	190,356	193,211	196,110	199,051	202,037	1,891,171
Council Shade Structure Replacement	RENEWAL	126,800		134,015		141,625		149,667				552,107
Council Building - Structural Renewal	RENEWAL	80,800	82,012	83,242	84,491	85,758	87,045	88,350	89,675	91,021	92,386	864,780
Casuarina Pool Master Plan And Refurbishment	RENEWAL	100,000			1,500,000	1,500,000						3,100,000



## Appendix D Glossary

### **Asset**

A resource controlled by an entity as a result of past events and from which future economic benefits are expected to flow to the entity. Infrastructure assets are a sub-class of property, plant and equipment which are non-current assets with a life greater than 12 months and enable services to be provided.

### **Asset Category**

Sub-group of assets within a class hierarchy for financial reporting and management purposes.

### **Asset Class**

A group of assets having a similar nature or function in the operations of an entity, and which, for purposes of disclosure, is shown as a single item without supplementary disclosure.

### **Asset Condition Assessment**

The process of continuous or periodic inspection, assessment, measurement and interpretation of the resultant data to indicate the condition of a specific asset so as to determine the need for some preventative or remedial action.

### **Asset Hierarchy**

A framework for segmenting an asset base into appropriate classifications. The asset hierarchy can be based on asset function or asset type or a combination of the two.

### **Asset Management (AM)**

The combination of management, financial, economic, engineering and other practices applied to physical assets with the objective of providing the required level of service in the most cost effective manner.

### **Asset Renewal Funding Ratio**

The ratio of the net present value of asset renewal funding accommodated over a 10 year period in a long term financial plan relative to the net present value of projected capital renewal expenditures identified in an AMP for the same period [AIFMG Financial Sustainability Indicator No 8].

### **Capital Expenditure (Renewal, Rehabilitation & Upgrade)**

Relatively large (material) expenditure, which has benefits, expected to last for more than 12 months. Capital expenditure includes renewal, rehabilitation, expansion and upgrade. Where capital projects involve a combination of renewal, expansion and/or upgrade expenditures, the total project cost needs to be allocated accordingly.

### **Capitalisation Threshold**

The value of expenditure on non-current assets above which the expenditure is recognised as capital expenditure and below which the expenditure is charged as an expense in the year of acquisition.

### **Carrying Amount**

The amount at which an asset is recognised after deducting any accumulated depreciation / amortisation and accumulated impairment losses thereon.

### **Component**

Specific parts of an asset having independent physical or functional identity and having specific attributes such as different life expectancy, maintenance regimes, risk or criticality.



### **Cost of an Asset**

The amount of cash or cash equivalents paid or the fair value of the consideration given to acquire an asset at the time of its acquisition or construction, including any costs necessary to place the asset into service. This includes one-off design and project management costs.

### **Critical Assets**

Assets for which the financial, business or service level consequences of failure are sufficiently severe to justify proactive inspection and rehabilitation. Critical assets have a lower threshold for action than noncritical assets.

### **Current assets**

Those assets which the entity either:

- Intends to sell or consume in its normal operating cycle
- Holds primarily for the purpose of trading; or
- Expects to realise the asset within twelve months after the end of the reporting date; or
- Does not have an unconditional right to defer settlement for at least twelve months after the reporting date.

### **Current Replacement Cost (CRC)**

The cost the entity would incur to acquire the asset on the reporting date. The cost is measured by reference to the lowest cost at which the gross future economic benefits could be obtained in the normal course of business or the minimum it would cost, to replace the existing asset with a technologically modern equivalent new asset (not a second hand one) with the same economic benefits (gross service potential) allowing for any differences in the quantity and quality of output and in operating costs.

### **Depreciable Amount (DA)**

The cost of an asset, or other amount substituted for its cost, less its residual value.

### **Depreciated Replacement Cost (DRC)**

The current replacement cost (CRC) of an asset less, where applicable, accumulated depreciation calculated on the basis of such cost to reflect the already consumed or expired future economic benefits of the asset.

### **Depreciation / Amortisation**

The systematic allocation of the depreciable amount (service potential) of an asset over its useful life.

### **Expenses**

Decreases in economic benefits during the accounting period in the form of outflows or depletions of assets or increases in liabilities that result in decreases in equity, other than those relating to distributions to equity participants.

### **Fair Value**

The amount for which an asset could be exchanged, or a liability settled, between knowledgeable, willing parties, in an arm's length transaction.



**Funding Gap**

A funding gap exists whenever an entity has insufficient capacity to finance asset renewal and other expenditure necessary to be able to appropriately maintain the range and level of services its existing asset stock was originally designed and intended to deliver. The service capability of the existing asset stock should be determined assuming no additional operating revenue, productivity improvements, or net financial liabilities above levels currently planned or projected. A current financing gap means service levels have already or are currently falling. A projected financing gap if not addressed will result in a future diminution of existing service levels.

**Impairment Loss**

The amount by which the carrying amount of an asset exceeds its recoverable amount.



### Infrastructure Assets

Physical assets that contribute to meeting the needs of organisations or the need for access to major economic and social facilities and services, e.g. roads, drainage, footpaths and cycleways. These are typically large, interconnected networks or portfolios of composite assets. The components of these assets may be separately maintained, renewed or replaced individually so that the required level and standard of service from the network of assets is continuously sustained. They are fixed in place and are often have no separate market value.

### Level of Service

The defined service quality for a particular service/activity against which service performance may be measured. Service levels usually relate to quality, quantity, reliability, responsiveness, environmental impact, acceptability and cost.

### Life Cycle Cost \*

1. **Total LCC** The total cost of an asset throughout its life including planning, design, construction, acquisition, operation, maintenance, rehabilitation and disposal costs.
2. **Average LCC** The life cycle cost (LCC) is average cost to provide the service over the longest asset life cycle. It comprises average operations, maintenance expenditure plus asset consumption expense, represented by depreciation expense projected over 10 years. The Life Cycle Cost does not indicate the funds required to provide the service in a particular year.

### Maintenance

All actions necessary for retaining an asset as near as practicable to an appropriate service condition, including regular ongoing day-to-day work necessary to keep assets operating, e.g. road patching but excluding rehabilitation or renewal. It is operating expenditure required to ensure that the asset reaches its expected useful life.

- **Planned maintenance**  
Repair work that is identified and managed through a **Maintenance Management System (MMS)**. MMS activities include inspection, assessing the condition against failure/breakdown criteria/experience, prioritising scheduling, actioning the work and reporting what was done to develop a maintenance history and improve maintenance and service delivery performance.
- **Reactive maintenance**  
Unplanned repair work that is carried out in response to service requests and management/supervisory directions.
- **Specific maintenance**  
Maintenance work to repair components or replace sub-components that needs to be identified as a specific maintenance item in the maintenance budget.
- **Unplanned maintenance**  
Corrective work required in the short-term to restore an asset to working condition so it can continue to deliver the required service or to maintain its level of security and integrity.

### Maintenance Expenditure \*

Recurrent expenditure, which is periodically or regularly required as part of the anticipated schedule of works required to ensure that the asset achieves its useful life and provides the required level of service. It is expenditure, which was anticipated in determining the asset's useful life.

### Materiality

The notion of materiality guides the margin of error acceptable, the degree of precision required and the extent of the disclosure required when preparing general purpose financial reports. Information is material if its omission, misstatement or non-disclosure has the potential, individually or collectively, to influence the economic decisions of users taken on the basis of the financial report or affect the discharge of accountability by the management or governing body of the entity.





### **National Asset Management System (NAMS.PLUS)**

NAMS.PLUS is subscription-based providing asset-owning councils access to tools & online resources to develop, write and keep their Asset Management Plans up-to-date. NAMS.PLUS is provided by the Institute of Public Works Engineering Australia.

### **Net Present Value (NPV)**

The value to the organisation of the cash flows associated with an asset, liability, activity or event calculated using a discount rate to reflect the time value of money. It is the net amount of discounted total cash inflows after deducting the value of the discounted total cash outflows arising from e.g. the continued use and subsequent disposal of the asset after deducting the value of the discounted total cash outflows.

### **Non-current asset**

All assets other than current assets, including assets held but not traded by a business in order to carry out its activities. Such assets are intended for use not exchange and normally include physical resources such as land, buildings, drains, furniture and fittings.

### **Operations**

Regular activities to provide services such as public health, safety and amenity, e.g. street sweeping, grass mowing and street lighting.

### **Operating Expenditure**

Recurrent expenditure, which is continuously required to provide a service. In common use the term typically includes, e.g. power, fuel, staff, plant equipment, on-costs and overheads but excludes maintenance and depreciation. Maintenance and depreciation is on the other hand included in operating expenses.

### **Operating Expense**

The gross outflow of economic benefits, being cash and non-cash items, during the period arising in the course of ordinary activities of an entity when those outflows result in decreases in equity, other than decreases relating to distributions to equity participants.

### **Operations, Maintenance and Renewal Financing Ratio**

Ratio of estimated budget to projected expenditure for operations, maintenance and renewal of assets over a defined time (e.g. 5, 10 and 15 years).

### **Rate of Annual Asset Consumption \***

The ratio of annual asset consumption relative to the depreciable amount of the assets. It measures the amount of the consumable parts of assets that are consumed in a period (depreciation) expressed as a percentage of the depreciable amount.

### **Rate of Annual Asset Renewal \***

The ratio of asset renewal and replacement expenditure relative to depreciable amount for a period. It measures whether assets are being replaced at the rate they are wearing out with capital renewal expenditure expressed as a percentage of depreciable amount (capital renewal expenditure/DA).

### **Recoverable Amount**

The higher of an asset's fair value, less costs to sell and its value in use.

### **Remaining Useful Life**

The time remaining until an asset ceases to provide the required service level or economic usefulness. Age plus remaining useful life is useful life.



### **Residual Value**

The estimated amount that an entity would currently obtain from disposal of the asset, after deducting the estimated costs of disposal, if the asset were already of the age and in the condition expected at the end of its useful life.

### **Risk Management**

The application of a formal process to the range of possible values relating to key factors associated with a risk in order to determine the resultant ranges of outcomes and their probability of occurrence.

### **Service Potential**

The total future service capacity of an asset. It is normally determined by reference to the operating capacity and useful life of an asset. A measure of service potential is used in the not-for-profit sector/public sector to value assets, particularly those not producing a cash flow.

### **Specific Maintenance**

Replacement of higher value components/sub-components of assets that is undertaken on a regular cycle including repainting, replacement of air conditioning equipment, etc. This work generally falls below the capital/ maintenance threshold and needs to be identified in a specific maintenance budget allocation.

### **Sub-Component**

Smaller individual parts that make up a component part.

### **Useful Life**

Either:

- (a) the period over which an asset is expected to be available for use by an entity, or
- (b) the number of production or similar units expected to be obtained from the asset by the entity.

It is estimated or expected time between placing the asset into service and removing it from service, or the estimated period of time over which the future economic benefits embodied in a depreciable asset, are expected to be consumed by the Council.

### **Value in Use**

The present value of future cash flows expected to be derived from an asset or cash generating unit. It is deemed to be depreciated replacement cost (DRC) for those assets, whose future economic benefits are not primarily dependent on the asset's ability to generate net cash inflows, where the entity would, if deprived of the asset, replace its remaining future economic benefits.

Source: IPWEA, 2015, Glossary

\* Additional and modified glossary items shown



ENCL: 1ST ORDINARY COUNCIL MEETING/OPEN AGENDA ITEM: 14.1.5  
YES

**COUNCIL'S ROADS TO RECOVERY FUNDING ALLOCATION FOR 2019/20 TO 2023/24**

REPORT No.: 19CO0059 DL:dc COMMON No.: 3956209 DATE: 12/03/2019

**Presenter:** Manager of Design, Development and Projects, Drosso Lelekis

**Approved:** General Manager Engineering and City Services, Ron Grinsell

**PURPOSE**

The purpose of this report is to seek Council's endorsement of the completion of the balance of the Lakeside Drive, Alawa reconstruction project for inclusion in the 2019/20 to 2023/24 Roads to Recovery Programme.

**LINK TO STRATEGIC PLAN**

The issues addressed in this Report are in accordance with the following Goals/Strategies as outlined in the 'Evolving Darwin Towards 2020 Strategic Plan':-

**Goal**

2 Vibrant, Flexible and Tropical Lifestyle

**Outcome**

2.1 Improved access and connectivity

**Key Strategies**

2.1.3 Manage the road network to meet community needs

**KEY ISSUES**

- The City of Darwin has been allocated a further \$3,448,241 in Roads to Recovery Programme funding for the five year period from 1 July 2019 to 30 June 2024.
- In the previous funding round (2014/15 to 2018/19), Council received a total of \$5,722.913 to deliver The Esplanade and Stage 1 of Lakeside Drive, Alawa reconstruction projects. Both projects are now completed.
- The Lakeside Drive reconstruction project was staged as the total project cost exceeded the available Roads to Recovery Programme funding. Additional funding will be required to complete the balance of this project.
- Previous geotechnical investigations revealing the poor condition of the road pavement, function of this road (Primary Collector Road and important route to the Darwin hospitals and for emergency services vehicles), relatively high traffic volumes (approximately 6,440 vehicles per day) were key drivers in the reconstruction of Lakeside Drive being considered a high priority project.
- There have been 14 recorded crashes along Lakeside Drive (including its intersections) since 2014.

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- Other potential 2019/20 to 2023/24 Roads to Recovery Programme projects may also be identified through applying asset management principles, such as condition assessments.
- The available 2019/20 to 2023/24 Roads to Recovery Programme funding is estimated to be sufficient to complete the balance of the Lakeside Drive, Alawa project and all or a portion of a further project (to be identified).

### **RECOMMENDATIONS**

- THAT Report Number 19CO0059 DL:dc entitled Council's Roads to Recovery Funding Allocation for 2019/20 to 2023/24 be received and noted.
- THAT Council endorse the completion of the balance of the Lakeside Drive, Alawa reconstruction project for submission to the Australian Government's 2019/20 to 2023/24 Roads to Recovery Programme as its first project for the utilisation of an estimated \$2.5 million of the allocated funding.

### **BACKGROUND**

Under the previous Roads to Recovery Programme (2014/15 to 2018/19), Council received a total of \$5,722.913 to deliver The Esplanade and Stage 1 of Lakeside Drive, Alawa reconstruction projects.

The Esplanade reconstruction was the first of these projects completed and at the Ordinary Council Meeting of 21 February 2018, Council resolved as follows:

*DECISION NO. 22\0448 (27/02/18)*

#### **Alternative Roads to Recovery Project to Dinah Beach Road Upgrade**

*Report No. 17CO0031 (21/02/18) Common No. 2827650*

- THAT Report Number 17CO0031 PH:jg entitled Alternative Roads to Recovery Project to Dinah Beach Road Upgrade, be received and noted.*
- THAT Council endorse the replacement of the Dinah Beach Road, Stuart Park upgrade with the Lakeside Drive, Alawa reconstruction as Council's project for the Roads to Recovery Programme funding available to June 2019.*
- THAT Council endorse a submission to the Australian Government to amend the project for the use of the remainder of the current 2014/2015 to 2018/2019 Roads to Recovery Programme project funding from the Dinah Beach Road, Stuart Park upgrade project to the Lakeside Drive, Alawa reconstruction project.*

Stage 1 of the Lakeside Drive, Alawa reconstruction project was completed in March 2019. This stage was funded with the remaining funding from Council's allocation under the 2014/15 to 2018/19 Roads to Recovery Programme.

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## **DISCUSSION**

The Roads to Recovery Programme provides funding to Local Government Areas for maintenance and/or construction of roads in order to help maintain the safety and quality of the local road network. Under the new five year Roads to Recovery Programme (2019/20 to 2023/24) funding totalling \$3,448,241 has been allocated to the City of Darwin (refer **Attachment A**).

Council previously resolved to utilise the remaining funds under the 2014/15 to 2018/19 Roads to Recovery Programme, after the delivery of The Esplanade reconstruction, to undertake Stage 1 of the Lakeside Drive, Alawa reconstruction project.

Previous geotechnical investigations revealed that the Lakeside Drive road pavement was in poor condition and it functions as a Primary Collector Road, is an important route to the Darwin hospitals and for emergency services vehicles, has relatively high traffic volumes (approximately 6,440 vehicles per day) and a significant accident history (14 recorded crashes, including at its intersections, since 2014). These were key drivers in the reconstruction of Lakeside Drive being considered a high priority project.

Stage 1 of the Lakeside Drive reconstruction project commenced in late 2018 and was completed in March 2019. With Stage 1 just completed, an expectation has been set with the community that the reconstruction of the balance of the project will occur to the same standard and in a timely manner.

For the above mentioned reasons, the completion of the balance of the Lakeside Drive reconstruction project is considered a high priority and it should be completed as soon as adequate funding becomes available.

It is recommended that Council endorse the completion of the balance of the Lakeside Drive, Alawa reconstruction project for submission to the Australian Government's 2019/20 to 2023/24 Roads to Recovery Programme as its first project for the utilisation of the allocated funding.

Other potential 2019/20 to 2023/24 Roads to Recovery Programme projects may be identified through applying asset management principles, such as condition assessments. This would address additional roads with pavements in poor condition, nearing the end of their useful lives, and also road safety issues associated with deteriorating pavements.

Prior to confirmation of the 2019/20 to 2023/24 Roads to Recovery Programme funding being made available to Council, amounts of \$528,392 (in 2019/20) and \$1,585,176 (in 2020/21) were included in Council's Long Term Financial Plan for the completion of the balance of the Lakeside Drive, Alawa reconstruction project. Given that additional Roads to Recovery Programme funding has now been made available to Council, it is considered that this funding should be utilised to complete this project and that Council's own funding, along with the balance of the estimated

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Roads to Recovery Programme monies, be used to undertake other projects identified through asset management principles, including condition assessment.

### **CONSULTATION PROCESS**

In preparing this report, the following City of Darwin officers were consulted:

- Manager Strategy and Outcomes
- Senior Capital Works Coordinator
- Senior Project Officer Capital Works
- Acting Team Leader Design
- Coordinator Civil Infrastructure
- Management Accountant

### **POLICY IMPLICATIONS**

The undertaking of Lakeside Drive pavement reconstruction project is in line with sound asset management practice.

### **BUDGET AND RESOURCE IMPLICATIONS**

Council's allocated funding under the 2019/20 to 2023/24 Roads to Recovery Programme is \$3,448,241.

The estimated cost of completing the balance of the Lakeside Drive reconstruction projects is \$2.5 million.

Amounts of \$528,392 (in 2019/20) and \$1,585,176 (in 2020/21) have been included in Council's Long Term Financial Plan for the completion of the balance of the Lakeside Drive reconstruction project. If Federal Government approval to utilise Council's Roads to Recovery Programme funding for the completion of this project is granted, then this Council funding could be utilised to address other road projects on the basis of safety and asset management principles.

Undertaking the road upgrading works associated with the Lakeside Drive reconstruction and other road-related projects in the future, will likely result in reduced maintenance needs and costs over the revised life of these assets. It would result in a renewed asset, with an extended life.

### **RISK/LEGAL/LEGISLATIVE IMPLICATIONS**

Roads to Recovery funding must be used in accordance with the requirements provided by the Australian Government. All required submissions, documents and timeframes in relation to the projects must be met. As all projects are subject to Australian Government approval, this must be obtained prior to implementing any projects under this programme.

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There is now also an increased focus on road safety in regard to future Roads to Recovery projects.

The City of Darwin has a duty of care to provide roads with safe, rideable surfaces and the works would reduce the likelihood of accidents because of the improved road condition.

### **ENVIRONMENTAL IMPLICATIONS**

Maintaining roads to the appropriate standards promotes a safer road environment for all users.

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

We the Author and Approving Officers declare that we do not have a Conflict of Interest in relation to this matter.

**DROSSO LELEKIS**  
**MANAGER DESIGN,**  
**DEVELOPMENT AND PROJECTS**

**RON GRINSELL**  
**GENERAL MANAGER**  
**ENGINEERING AND CITY**  
**SERVICES**

For enquiries, please contact Drosso Lelekis on 8930 0414 or email: darwin@darwin.nt.gov.au.

### **Attachments:**

**Attachment A:** Letter from the Federal Government confirming Council's 2019/20 to 2023/24 Roads to Recover Programme funding allocation





# ATTACHMENT A

The Hon Michael McCormack MP

Deputy Prime Minister  
Minister for Infrastructure, Transport and  
Regional Development

The Hon Scott Buchholz MP

Assistant Minister for Roads and Transport  
Federal Member for Wright

Ref: MS18-002602

Lord Mayor Kon Vatskalis  
Lord Mayor  
City of Darwin  
GPO Box 84  
DARWIN NT 0801

Dear Lord Mayor

We are writing to advise you of your Council's funding allocation under the Roads to Recovery Program from 1 July 2019 to 30 June 2024.

The Australian Government demonstrated its ongoing commitment to this important partnership with local government by removing the sunset clause for the Roads to Recovery program in the *National Land Transport Act 2014*; meaning no new legislation will be required for the continuation of the program.

In addition to our commitment to maintain Roads to Recovery funding at the current level of \$350 million per annum, the 2016 Budget announced that a further \$50 million per year will be provided ongoing. This brings total funding for the program to \$2 billion over the five years to 2023-24.

A total of \$31.88 million has been allocated to the Northern Territory, which has been divided between the councils in the State on the basis of the 2018-19 recommendations of the Local Government Grants Commission for the roads component of the Financial Assistance Grants. This methodology is consistent with the allocation of Roads to Recovery funding for previous programs.

Your Council's life of program allocation for the period 1 July 2019 to 30 June 2024 will be \$3,448,241. Councils will be able to enter projects for the new period of Roads to Recovery funding from 1 July 2019 and the first payment of the new program will be made in August 2019.

The program will continue to run under simple administrative arrangements with councils free to decide the projects to be funded. As per the current arrangements, projects funded under Roads to Recovery can be delivered as early as needed in the 5-year program life, subject to councils proactively identifying projects in line with their local priorities. You should contact the Department of Infrastructure, Transport, Regional Development and Cities as early as possible in the new financial year should you wish to accelerate your Roads to Recovery spending.

The Department will advise you of the formal funding conditions prior to the commencement of the new program life.

This funding will help councils target genuine road investments that will stimulate local employment and help get people home safer and sooner. Consistent with the Roads to Recovery Statement of Expectations launched last year, we would like to urge councils to focus their funding on projects that improve the safety and quality of their local road networks.

The Government is committed to using Federal funding to improve employment opportunities for Indigenous Australians and we ask for this consideration to be applied to projects using Roads to Recovery funding.

We would also like to take this opportunity to remind councils to allocate all 2018-19 Roads to Recovery funds to projects. You should also ensure that these projects are sufficiently advanced by the April 2019 quarterly reporting period so that all available 2018-19 funding can be paid out.

We look forward to continuing the successful relationship between the Australian Government and your council over the coming years.

Yours sincerely



Michael McCormack



Scott Buchholz

ENCL: 1ST ORDINARY COUNCIL MEETING/OPEN AGENDA ITEM: 14.1.6  
YES

**ADOPTION OF CITY OF DARWIN POLICY NO. 088 - UNSOLICITED PROPOSALS**

REPORT No.: 19CP0148 COMMON No.: 3756573 DATE: 12/03/2019

**Presenter:** Executive Manager Corporate Services, Sandie Matthews

**Approved:** General Manager Corporate and Procurement Services,  
Chris Potter

**PURPOSE**

The purpose of this report is for Council to adopt Policy 088 - Unsolicited Proposals.

**LINK TO STRATEGIC PLAN**

The issues addressed in this Report are in accordance with the following Goals/Strategies as outlined in the 'Evolving Darwin Towards 2020 Strategic Plan':-

**Goal**

5 Effective and Responsible Governance

**Outcome**

5.5 Responsible financial and asset management

**Key Strategies**

5.5.1 Manage Council's business based on a sustainable financial and asset management strategy

**KEY ISSUES**

- Policy 088 Unsolicited proposals was endorsed by Council in June 2018 for community consultation at the "inform" level
- The Policy was listed on Council's Community Engagement Platform Engage Darwin for a period of two (2) weeks for information.
- No comment or feedback from the community was received during that two (2) week period.
- The policy is now presented for Council adoption.

**RECOMMENDATIONS**

- A. THAT Report Number 19CP0148 entitled Adoption of City of Darwin Policy No. 088 - Unsolicited Proposals, be received and noted.
- B. THAT Council adopt City of Darwin Policy No. 088 Unsolicited Proposals, provided at **Attachment A** to Report Number 19CP0184 entitled Adoption Of City Of Darwin Policy No. 088 - Unsolicited Proposals

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## **BACKGROUND**

At the Ordinary Meeting of Council held on 27 February 2018, the following resolution was endorsed

### **Policy on Unsolicited Proposals**

*Decision No.22\0470 (27/02/18)*

*That Council receive a report on the adoption of a new policy in relation to the acceptance and treatment of unsolicited proposals and that this report should cover but not be limited to;*

- *The unique circumstances or intellectual property that qualify such proposals for acceptance,*
- *The processes such proposals be subject to in order to satisfy issues such as probity and*
- *The need for public consultation before the approval of such proposals where appropriate.*

At the Ordinary Meeting of Council held on 26 June 2018 the following resolution was endorsed

### **New Policy on Unsolicited Proposals**

*Decision No.22\0891 (26/06/18)*

- A. *That Report Number 18CP0072 DI:Ks Entitled New Policy On Unsolicited Proposals, Be Received And Noted.*
- B. *That Council Endorse the Draft Policy – Unsolicited Proposals at Attachment A to Report No. 18cp0072 Entitled New Policy on Unsolicited Proposals, for the purposes of community engagement at the ‘inform’ level.*

## **DISCUSSION**

The policy was developed to provide clarity to the community on how they can put proposals to Council

The policy is intended to be flexible enough to allow for large business proposals and smaller community based proposals.

Unsolicited proposals can be categorised as great ideas individuals or organisations want to undertake either in partnership with or utilising some Council asset or resources.

Such proposals can have the potential to help Council deliver on its strategic plan through partnerships with people and organisations that share a common strategic

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vision for Darwin. They also require time and resources to be allocated to the initial review, strategic assessment and formal evaluation of proposals.

The Northern Territory Government has a policy for considering unsolicited proposals as do many other local government authorities.

Following the Council resolution in June 2018, there was an understanding that the policy was endorsed and put out to inform the community as opposed to seek feedback. As a result the Policy was processed internally and placed on Council's website as an adopted Policy.

This report seeks assurance by Council that it has formally adopted the Policy position to guide the receipt and process to respond to unsolicited proposals.

### **CONSULTATION PROCESS**

In preparing this report, the following City of Darwin officers were consulted:

- Manager Strategy and Outcomes on the policy development process
- Executive Manager Environment and Community on community proposals committed to date

The policy was prepared taking into account similar policies and guidelines from the following entities.

- City of Adelaide
- City of Darebin
- Campbelltown City Council
- Auckland Council
- Northern Territory Government

### **POLICY IMPLICATIONS**

This policy has been developed in keeping with the following City of Darwin policies

- Policy No. 025 Community Engagement
- Policy No. 010 Land Acquisition and Disposal
- Policy No. 083 Long Term Lease
- Strategic Land Holding document 2015

### **BUDGET AND RESOURCE IMPLICATIONS**

There are no direct budget implications associated with this report.

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### **RISK/LEGAL/LEGISLATIVE IMPLICATIONS**

A transparent process for assessing unsolicited proposals improves Council's accountability to business and the community.

In addition to this policy and in considering unsolicited proposals, Council will need to take into account legislative requirements around procurement, consider probity and financial, non-financial and reputational risks associated with each proposal.

### **ENVIRONMENTAL IMPLICATIONS**

There are no direct environmental implications associated with this report.

Environmental implications should be considered for each proposal received.

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

We the Author and Approving Officers declare that we do not have a Conflict of Interest in relation to this matter.

**SANDIE MATTHEWS**  
**EXECUTIVE MANAGER**  
**CORPORATE SERVICES**

**CHRIS POTTER**  
**GENERAL MANAGER**  
**CORPORATE AND**  
**PROCUREMENT**

For enquiries, please contact Sandie Matthews on 89300537 or email: [sj.matthews@darwin.nt.gov.au](mailto:sj.matthews@darwin.nt.gov.au).

### **Attachments:**

**Attachment A:** Policy 088 Unsolicited Proposals

# UNSOLICITED PROPOSALS

## Policy No. 088

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### 1 Purpose

The purpose of this policy is to outline the way in which Council will deal with unsolicited proposals. Council will consider unsolicited proposals on merit and in the context of Council priorities. All proposals will be directed to the Chief Executive Officer for coordination of the assessment and recommendation process.

If there is merit in an unsolicited proposal, equal opportunity will generally be afforded to other participants to submit proposals, however due regard will be given to the possible intellectual property or commercial-in-confidence information in the proposal. The capacity for an assessment to be undertaken in confidence is crucial to developing a receptive and open environment to receive innovative proposals.

### 2 Scope

The policy covers ideas individuals or organisations want to undertake either in partnership with or utilising some Council asset or resources. Such proposals can have the potential to help Council deliver on its strategic plan through partnerships with people and organisations that share a common strategic vision for Darwin.

### 3 Policy Statement

Elements of an unsolicited proposal that may be considered new, unique or innovative include characteristics such as:

- intellectual property or innovative ideas;
- ownership of software or technology offering a unique benefit;
- unique financial arrangements;
- ability to deliver a strategic outcome;
- other demonstrably new, unique or innovative elements that would not be entirely realised or available through an open competitive process; and
- ownership of a key piece of infrastructure or land or any augmentation of existing infrastructure or land (either by Council or the proponent).

Determinations of whether there are any elements that are new, unique or innovative are made by Council and are subjective.

Council Policy No. 088 – Unsolicited Proposals				
Version	Decision Number	Adoption Date	Responsible Officer: General Manager City Performance	Next Review Date
1.0	22\0891	26/06/2018		30/06/2022



# UNSOLICITED PROPOSALS

## Policy No. 088

Proposals should provide sufficient information to enable them to be assessed against the criteria contained at **Assessment Process**. Generally, it would be expected that proposals contain the following information:

- outline of the proposal;
- objectives of the proposal;
- unique or distinctive element(s) of the proposal;
- rationale, if any, for not participating in an open competitive process;
- nature and extent of anticipated outcomes;
- public benefits the proposal will bring to the Northern Territory;
- financial and commercial details, including sources of funding and a cost estimate;
- the nature of support requested from Council including why Council support is necessary for the project to proceed;
- details of intellectual property;
- details of the proponent(s); and
- proposed duration of the arrangement.

A proposal must contain a clear statement that Council may submit the proposal to a competitive process if Council exercises its discretion not to proceed with a proposal at any time. Any proposal that seeks to deny Council this right may not be progressed under this policy.

## ROLES AND RESPONSIBILITIES

The Chief Executive Officer (CEO) will take the lead role in the receipt and coordination of the consideration of unsolicited proposals through an internal assessment panel.

## ASSESSMENT PROCESS

### STEP 1 – INITIAL REVIEW

The CEO will undertake an initial review to determine whether the proposal is considered to be an unsolicited proposal.

Council Policy No. 088 – Unsolicited Proposals				
Version	Decision Number	Adoption Date	Responsible Officer: General Manager City Performance	Next Review Date
1.0	22\0891	26/06/2018		30/06/2022

# UNSOLICITED PROPOSALS

## Policy No. 088

### STEP 2 – STRATEGIC ASSESSMENT

1. The CEO will undertake a strategic assessment of the proposal to determine:
  - (a) alignment with Council policies and priorities;
  - (b) whether the proposal contains qualities that are new, unique or innovative, and that may not be able to be achieved or fully realised through an open competitive process; and
  - (c) the level of public benefit.

The CEO may request additional information from the proponent as required.

2. Proposals that are determined by the CEO to align with Council policies and priorities; contain qualities that are new, unique or innovative, and have sufficient public benefit, will undergo a formal evaluation (Step 3). The identification, recognition and protection of any intellectual property will be addressed and agreed with the proponent at this stage.

A decision to evaluate an application will not signify any commitment or obligation on behalf of Council.

3. Where proposals do not warrant progression to the formal evaluation stage, proponents will be advised accordingly.

### STEP 3 – FORMAL EVALUATION OF PROPOSAL

1. The CEO will assess the proposals against the following assessment criteria:
  - financial viability;
  - capital requirements;
  - the rationale, if any, for not participating in an open competitive process;
  - the level of overall public benefit;
  - strategic importance and consistency with Council's plans, priorities and strategies;
  - capability and capacity of proponent to deliver the proposal; including the degree of previous experience of the proponent in the delivery of infrastructure, goods and services;
  - value to Council – encompassing economic benefit, service delivery, risk allocation, and qualitative outcomes; and

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## UNSOLICITED PROPOSALS

### Policy No. 088

- the level of contribution required of Council and how/if it will be repaid either directly, or indirectly through the provision increased benefits to Council.

The CEO may determine additional assessment criteria relevant to a particular proposal to be used in the formal evaluation process and may request additional information from the proponent.

- The CEO's evaluation report will be submitted to the Council for consideration. Where applicable, the evaluation report will recommend a process for progressing the proposal if Council decides to move forward with it. In recommending a process the CEO will consider, and take into account, existing policies and legislation.

Generally the recommended process will afford other industry participants equal opportunity to submit proposals for the opportunity through an open competitive process. The nature of the competitive process and any recognition of the original proponent will be determined on a case by case basis.

Where a competitive process is not recommended, the CEO must outline the qualities that are new, unique or innovative and that would not be able to be achieved through an open competitive process. In addition, the CEO must outline the process to reach final approval and agreement, taking into account existing policies.

- Following consideration by Council, proponents will be advised of the outcome of the evaluation process, and where applicable, any next steps. It should be noted that a decision to proceed directly with a proponent or through a competitive process will not signify any commitment or obligation on behalf of Council.

## RESOURCE COMMITMENTS

The process for developing and assessing an unsolicited proposal will require the commitment of resources by both the proponent and Council. While this policy seeks to minimise the costs to the proponent, Council will not reimburse costs associated with the unsolicited proposals process incurred by the proponent.

## REVIEW

This policy will be reviewed periodically to assess its effectiveness in dealing with unsolicited proposals.

Council Policy No. 088 – Unsolicited Proposals				
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# UNSOLICITED PROPOSALS

## Policy No. 088

### 4 Definitions

Unsolicited Proposal –proposals from the private and non-government sectors seeking consideration outside of the usual process.

### 5 Legislative References

Local Government (Accounting) Regulations Part 13

### 6 Procedures / Related Documents

- Policy No. 025 Community Engagement
- Policy No. 010 Land Acquisition and Disposal
- Policy No. 083 Long Term Lease
- Strategic Land Holding document 2015

### 6 Responsibility / Application

The Chief Executive Officer (CEO) will take the lead role in the receipt and coordination of the consideration of unsolicited proposals through an internal assessment panel.

### 8 Document Control

Council/Administrative Policy			Responsible Officer:	
Version	Decision Number	Adoption Date	History	Next Review Date
1	22\0891	26/06/2018	New Policy	30/06/2022

Council Policy No. 088 – Unsolicited Proposals				
Version	Decision Number	Adoption Date	Responsible Officer: General Manager City Performance	Next Review Date
1.0	22\0891	26/06/2018		30/06/2022

THIRTY-THIRD ORDINARY COUNCIL MEETING – OPEN SECTION  
TUESDAY, 12 MARCH 2019

ORD03/12

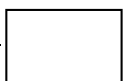
## 14.2 OFFICERS REPORTS (RECEIVE & NOTE)

Nil

## 15. INFORMATION ITEMS AND CORRESPONDENCE RECEIVED

### 15.1 Incoming Letter - Helping People Achieve - Request for Consideration of Funding Support for Shoal Bay Workplace Safety Mitigation (12/03/19) Common No. 3999213

*The incoming letter and attachments are **Attachment A**.*





Helping People  
Achieve

**Scott Waters**

Chief Executive Officer  
City of Darwin  
GPO Box 84  
Darwin NT 0801

Dear Scott

**Re: Request for consideration of funding support for Shoal Bay workplace safety mitigation.**

**Preliminary**

HPA have been engaged to manage the 'Repurposing' enterprise that is located at the Shoal Bay Waste Management Transfer Station since July 2018. As the project has progressed HPA has worked diligently to monitor risks on the site to insure all aspects are recognised, assessed and mitigated. The site now has a significant attendance at all times, consisting of HPA supported employees, City of Darwin staff and of course members of the Darwin public.

**Identified risk in Shoal Bay 'Repurposing'**

With the onset of the 'Build-up', and the imminent Wet Season, it has been recognised by both HPA and the City of Darwin ( see attached 'Safety Alert 009/2019) that the seasonal ambient temperatures are posing a significant risk to all people on the site. HPA has moved promptly to alleviate the situation by hiring portable fans for the facility – but this is just seen as a short-term 'band-aid' solution.

**Risk mitigation through installation of permanent 'Big Ass Fans'**

HPA has now conducted a thorough research for a longer term resolution. Based on industry advice and experience we sought a quotation based on the supply and installation of an 18ft PTX3.0 Big Ass Ceiling Fan. HPA had previously been faced with an identical risk challenge in its Kokoda Industries workshop in 2017. This work environment risk has now been very effectively resolved by the installation of similar 'Big Ass' fans to our workshops.

**Additional considerations.**

-HPA has had an opportunity (through the Shoal Bay Repurposing project) to establish a respectful relationship with the wider Darwin community. An important aspect of this has been to create an improved, safe and pleasant experience at this site. It is our belief that this installation will vastly improve the safety and enhance the customer experience.

-HPA has a strong, compliant and diligent 'duty of care' to its Staff, Supported Employees and Carers. This risk has been identified by both City of Darwin & HPA.

-HPA recognises that the **Shoal Bay Repurposing** facilities, assets and lease hold improvements are fully owned by City of Darwin. HPA also recognises that the current contract of service for the Shoal Bay Repurposing expires at the end of December 2019.

**Proposal**

HPA is seeking consideration from the City of Darwin to fund the supply and installation of the essential 18 ft Big Ass fan, as per the attached quotation. HPA is available to assist with any additional information that supports this request.

Thank you in anticipation for your urgent support on this matter.

Regards

**Tony Burns,**  
CEO HP




**Power Solutions**

 154 Coonawarra Road,  
 Winnellie NT 0821

 PO Box 38471,  
 Winnellie NT 0821

P: 8 8984 4033

F: 8 8947 0421

 E: [sales@deltaelectrics.com.au](mailto:sales@deltaelectrics.com.au)

ABN: 20 094 187 050

28/02/19

Our Ref: Q6709 (Issue #: 1)

HPA KOKODA INDUSTRIES  
 Attn: Karen Bouhoris

Cust. Ref: BIG ASS FANS

Dear Karen,

Re: SHOAL BAY RECYCLING

Thank you for your enquiry, we have much pleasure in providing our quotation as follows;

Our offer consists of the followings segments;

- This Covering Letter.
- Pricing Schedule.
- Technical Data.
- Exclusions.
- Progress Payments.
- Commercial Summary.
- Delta Electrics NT Pty Ltd, Terms & Conditions of Supply and/or Services.

I trust the information provided is sufficient. I will be in contact with you in the near future to follow up on this quote, however should you require any further assistance in the meantime, please do not hesitate to contact me on 08 8984 4033 or by email as listed below.

Yours faithfully

Sean Atkinson  
 SERVICE MANAGER  
[sean.atkinson@deltaelectrics.com.au](mailto:sean.atkinson@deltaelectrics.com.au)



## Pricing Schedule

Item	Description	Qty	Unit Price Excl. GST	Total Price Excl. GST(AUD)
1	SUPPLY AND INSTALL 1 x BIG ASS FAN TO SHOAL BAY RECYCLING CENTRE SHOP			
2	Big Ass Ceiling Fan, PFX3.0, 18ft, 400-480 Volt / 3 Phase, 2HP, (>725W), 7"-10" Mount, Wired, (APAC1); Harsh Environment Motor - 18' Elipto Airfoil Set, 8 blade, raw - Extension Tube, PX, 3', Wh SV	1	\$11232.81	\$11232.81
3	- Mounting Kit			
4	INSTALL - BUSINESS HOURS	1	\$4154.10	\$4154.10
	Sub-Total			\$15386.91
	GST			\$1538.69
	Total			\$16925.60

### **Technical Data.**


- Install AC power wiring per AS3000, from power source to fan mounting location with an isolator of appropriate current rating.
- Attach upper yoke to I-beam, or to angle iron spans between steel bar joists or z-purlins
- Attach extension tube to upper yoke, and secure upper safety cable
- Attach lower yoke to extension tube, and attach main fan unit to lower yoke
- Secure guy wires as required per installation guide
- Install wall control keypad next to switchboard
- Install CAT-5 data communications cable between fan and wall control keypad - - Attach winglets to airfoils
- Attach airfoils and airfoil retainers to fan hub, and tighten all airfoil bolts to 29 ft-lb (39.3 N-m)
- Secure hub cover
- Fan start-up and operational training

### **Exclusions.**

- Does not include clean-up or rework of existing electrical infractions
- Does not include relocation of obstacles such as light fixtures, electrical conduits, gas lines, water lines, sprinkler lines, etc.
- Does not include structural engineering charges

### **Progress Payments.**

- 50% on acceptance of quotation
- 25% on arrival of goods
- 25% on completion of works

<b>SAFETY ALERT</b>		 <b>Think Safety</b> <b>Work Safely</b> <b>Live Safe</b>
<b>LOCATION:</b> <b>ALL COD WORKSITES</b>	<b>DATE ISSUED:</b> <b>21/02/19</b>	<b>ALERT NO: 009/2019</b>
<b>SUBJECT: IMMINENT HEAT WAVE</b>		
<p><b>Heatwave conditions</b> are forecasted to continue in the NT for the next few days so City of Darwin workers are reminded to take precautions to guard against heat-related illnesses.</p> <p>Heat related illnesses range from heat rashes, heat cramps and dehydration to heat exhaustion and heat stroke which can be fatal.</p> <p>Symptoms of heat related illnesses can include:</p> <ul style="list-style-type: none"><li>• excessive sweating,</li><li>• muscle cramps,</li><li>• feeling dizzy,</li><li>• nausea and vomiting.</li></ul> <p>Some safety tips to help guard against heat related illness include:</p> <ul style="list-style-type: none"><li>• Drink water regularly.</li><li>• Use shade protection, a hat and sun screen.</li><li>• Check your personal protective equipment is appropriate for the type of work being done and the amount of sun you are exposed to.</li><li>• Schedule work to avoid the hottest part of the day.</li><li>• Share the workload.</li></ul> <p>This week, the Bureau of Meteorology (BOM) issued an extreme weather warning that forecast a Heat Wave for Darwin and its regional areas.</p> <p>All staff are reminded to exercise caution in working in extreme heat conditions, to ensure their personal safety and that of other workers.</p> <p>The following is an <b>NT WorkSafe Bulletin</b> on precautions that should be taken for all COD workers:</p> <p><a href="http://www.worksafe.nt.gov.au/PDF%20Conversion/working-in-heat.pdf">http://www.worksafe.nt.gov.au/PDF%20Conversion/working-in-heat.pdf</a></p>		

**BOM have advised the following:**

### **Heatwave**

- ❓ A severe heatwave is [forecast](#) for parts of the central NT and Top End over coming days
  - By Saturday, many Top End locations are forecast to break their maximum temperature record for February
  - Katherine is forecast to reach 40°C on both Friday and Saturday. Katherine has never reached 40°C before in February
- ❓ This heatwave comes on the back of an exceptionally hot wet season, with most locations in the Northern Territory currently experiencing their hottest wet season on record

**Safe Work Australia** has a Code of Practice and materials for the information of PCBU organisations and their workers in relation to working in heat, these can be found at: <https://www.safeworkaustralia.gov.au/doc/guide-managing-risks-working-heat>

# Tool Box Talk

## WORKING IN HOT WEATHER

2

**T**he summer season can present unique hazards for those working outdoors in the hot weather. The combination of heat, humidity and physical labour can lead to a variety of heat-related illnesses. Proper protection and simple precautions can often prevent these types of illnesses and save lives.

### What are some of the hazards caused by working in hot weather?

There are several common heat-related illnesses, some more severe than others. It is important that all workers and employers are aware of the signs and symptoms of these illnesses and know when to seek medical aid.

- **Heat edema** is swelling which generally occurs among people who are not acclimatized to working in hot conditions. Swelling is often most noticeable in the ankles. Recovery occurs after a day or two in a cool environment.
- **Heat rashes** are tiny red spots on the skin which cause a prickling sensation during heat exposure. The spots are the result of inflammation caused when the ducts of sweat glands become plugged.
- **Heat cramps** are painful spasms of the muscles. The muscles used in doing the work are most susceptible. The spasms are caused by the failure of the body to replace its lost body salts and usually occur after heavy sweating.
- **Heat exhaustion** is caused by loss of body water and salt through excessive sweating. Signs and symptoms of heat exhaustion include: heavy sweating, weakness, dizziness, visual disturbances, intense thirst, nausea, headache, vomiting, diarrhea, muscle cramps, breathlessness, palpitations, tingling and numbness of the hands and feet. Recovery occurs after resting in a cool area and consuming cool salted drinks.
- **Heat syncope** is heat-induced giddiness and fainting induced by temporarily insufficient flow of blood to the brain while a person is standing. It is caused by the loss of body fluids through sweating, and by lowered blood pressure due to pooling of blood in the legs. Recovery is rapid after rest in a cool area.
- **Heat stroke and hyperpyrexia** (elevated body temperature) are the most serious types of heat illnesses and require *immediate medical attention*. Signs of heat stroke include body temperature often greater than 41°C, and complete or partial loss of consciousness. The signs of heat hyperpyrexia are similar except that the skin remains moist. Sweating is not a good symptom of heat stress as there are two types of heat stroke:
  - **Classical** is where there is little or no sweating (usually occurs in children, persons who are chronically ill, and the elderly); and
  - **Exertional** is where body temperature rises because of strenuous exercise or work and sweating is usually present.

### How can heat related illnesses be prevented?

Employers have a duty to take every reasonable precaution to ensure the workplace is safe for the worker. This duty includes taking effective measures to protect workers from heat stress disorders if it is not reasonably practicable to control indoor conditions adequately, or where work is done outdoors. Workers are also responsible for ensuring their own health, safety and well-being. Follow these simple tips to reduce your chances of a heat-related injury:

- **Drink water:** A person working in a hot environment loses water and salt through sweat. This loss should be compensated by water intake equal to the fluid loss. Plenty of cool drinking water should be available on the job site and workers should be encouraged to drink water every 15 to 20 minutes even if they do not feel thirsty.
- **Wear light, loose fitting clothing:** Wear light coloured, loose-fitting clothing that permits sweat evaporation but stops radiant heat. Tightly woven clothing that you cannot see through is best.
- **Protect yourself from the sun:** Use sunscreen with sun protection factor of at least 15 to block 93% of UV rays. Wearing UV-absorbent shades should block 99% of UVA and UVB rays. Also, wear a hat and use screens or umbrellas to create shaded areas.
- **Use fans or air conditioning:** Ventilation, localized air conditioning, and cooled observation booths are commonly used to provide cool work stations. Cooled observation booths allow workers to cool down after brief periods of intense heat exposure while still allowing them to monitor equipment.
- **Allow flexibility:** Make sure to take regular, frequent breaks and permit less physically demanding activities during peak temperature periods. Rest periods in a cooler area can easily prevent or reduce heat-related illnesses.

It's easy to get caught up in the job and forget about the importance of staying hydrated and taking regular breaks. Heat illnesses can occur quickly, and if the victim isn't treated, the situation can become life threatening. Watch out for signs of heat illness in yourself and your co-workers, and report any symptoms to your supervisor right away.

Screening Criteria for Heat Stress Exposure  
for 8 hour work days five days per week with conventional breaks

Allocation of Work	Acclimatized				Action Limit (Unacclimatized)			
	Light	Moderate	Heavy	Very Heavy	Light	Moderate	Heavy	Very Heavy
75-100%	31.0	28.0	--	--	28.0	25.0	--	--
50-75%	31.0	29.0	27.5	--	28.5	26.0	24.0	--
25-50%	32.0	30.0	29.0	28.0	29.5	27.0	25.5	24.5
0-25%	32.5	31.5	30.5	30.0	30.0	29.0	28.0	27.0

THIRTY-THIRD ORDINARY COUNCIL MEETING – OPEN SECTION  
TUESDAY, 12 MARCH 2019

ORD03/13

**16. REPORTS OF REPRESENTATIVES**

**17. QUESTIONS BY MEMBERS**

**18. GENERAL BUSINESS**

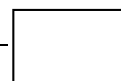
**19. DATE, TIME AND PLACE OF NEXT ORDINARY COUNCIL MEETING**  
Common No. 2695130

THAT the next Ordinary Meeting of Council be held on Tuesday, 26 March 2019, at 5:30pm (Open Section followed by the Confidential Section), Council Chambers, 1st Floor, Civic Centre, Harry Chan Avenue, Darwin.

**20. CLOSURE OF MEETING TO THE PUBLIC**  
Common No. 2695131

THAT pursuant to Section 65 (2) of the Local Government Act and Regulation 8 of the Local Government (Administration) Regulations the meeting be closed to the public to consider the Confidential Items of the Agenda.

**21. ADJOURNMENT OF MEETING AND MEDIA LIAISON**





# **PREVIOUS MINUTES**

## **OPEN**

**Ordinary Council Meeting**

**26 February 2019**





**CITY OF DARWIN**

MINUTES OF THE THIRTY-SECOND ORDINARY COUNCIL MEETING OF THE TWENTY-SECOND COUNCIL HELD IN COUNCIL CHAMBERS, CIVIC CENTRE, HARRY CHAN AVENUE ON TUESDAY, 26 FEBRUARY 2019 COMMENCING AT 5.34PM.

**MEMBERS:** The Right Worshipful, Lord Mayor, K Vatskalis, (Chair); Member A J Arthur; Member J Bouhoris; Member S Cullen; Member J A Glover; Member G J Haslett; Member R M Knox; Member G Lambrinidis; Member S J Niblock; Member M Palmer; Member P Pangquee; Member R Want de Rowe; Member E L Young.

**OFFICERS:** Chief Executive Officer, Mr S Waters; General Manager Government Relations and External Affairs, Ms M Reiter; General Manager Innovation, Growth and Development Services, Mr J Sattler; General Manager Engineering and City Services, Mr R Grinsell; General Manager Community and Regulatory Services, Ms P Banks; Executive Manager Corporate Services, Ms S Matthews; Executive Manager Finance, Mr R Holden; Executive Manager Leisure and Regulatory Services, Mr M Grassmayr; Manager Engagement & Participation, Ms S Jeeves; Manager Design and Development, Mr D Lelekis; Manager Marketing and Communications, Ms J Matthiesson; Manager Economic Development Tourism & International Relations, Mr L Carroll; Planning Officer, Mr B Sellers; Animal Policy and Education Officer, Ms A Heriot; Executive Assistant, Julie Gordon; Coordinator Governance, Mrs P Hart.

**MEDIA:** NT News, Mr Will Zwar; Channel 9, Lily Greer; ABC Radio, Mitchell Abram.

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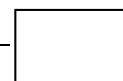
**WEBCASTING DISCLAIMER**

The City of Darwin live webcasts the Open Section of Ordinary Council Meetings. Audio-visual recording equipment was configured to avoid coverage of the public gallery area and the City of Darwin used its best endeavours to ensure images in this area are not webcast. However the City of Darwin expressly provided no assurances to this effect and in the event your image was webcast, you were by remaining in the public gallery area taken to have given the City of Darwin a non-exclusive licence to copy and broadcast your image worldwide for no reward.

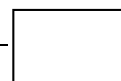
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## 17. QUESTIONS BY MEMBERS

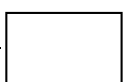
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**1. ACKNOWLEDGEMENT OF COUNTRY**

**2. THE LORD'S PRAYER**

**3. MEETING DECLARED OPEN**

The Chair declared the meeting open at 5.34pm.

**4. APOLOGIES AND LEAVE OF ABSENCE**  
Common No. 2695036

**4.1 Apologies**

Nil

**4.2 Leave of Absence Granted**

Nil

**4.3 Leave of Absence Requested**

Nil

**5. ELECTRONIC MEETING ATTENDANCE**

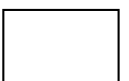
Common No. 2221428

**5.1 Electronic Meeting Attendance Granted**

Nil

**5.2 Electronic Meeting Attendance Requested**

Nil



THIRTY-SECOND ORDINARY COUNCIL MEETING – OPEN SECTION  
TUESDAY, 26 FEBRUARY 2019

ORD02/5

**6. DECLARATION OF INTEREST OF MEMBERS AND STAFF**  
Common No. 2752228

**6.1 Declaration of Interest by Members**

Nil

**6.2 Declaration of Interest by Staff**

(Young/Glover)

THAT Council note that pursuant to Section 107 of the Local Government Act, General Manager Government Relations & External Affairs, Melissa Reiter, declared a Conflict of Interest in Item 15.2 - Incoming letter - RSPCA Darwin - Special Purpose Grants.

DECISION NO.22\1316 (26/02/19) Carried

**7. CONFIRMATION OF MINUTES OF PREVIOUS MEETING/S**  
Common No. 1955119

**7.1 Confirmation of the Previous Ordinary Council Meeting**

(Bouhoris/Pangquee)

THAT the tabled minutes of the previous Ordinary Council Meeting held on Tuesday, 12 February 2019, be received and confirmed as a true and correct record of the proceedings of that meeting.

DECISION NO.22\1317 (26/02/19) Carried

**7.2 Confirmation of the Previous Confidential Ordinary Council Meeting**

*With the consent of the Council, the Decisions arising from this item were moved from the Confidential Section into the Open Section of the Minutes.*

(Glover/Knox)

A. THAT the tabled minutes of the previous Confidential Ordinary Council Meeting held on Tuesday, 12 February 2019 be received and confirmed as a true and correct record of the proceedings of that meeting.

B. THAT this decision be moved into Open.

DECISION NO.22\1318 (26/02/19) Carried



THIRTY-SECOND ORDINARY COUNCIL MEETING – OPEN SECTION  
TUESDAY, 26 FEBRUARY 2019

ORD02/6

**7.3      Business Arising**

Nil

*Member S J Niblock joined the meeting at 5.33pm.*

**8.        MATTERS OF PUBLIC IMPORTANCE**

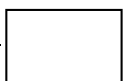
Nil

**9.        DEPUTATIONS AND BRIEFINGS**

Nil

**10.      PUBLIC QUESTION TIME**

Nil



THIRTY-SECOND ORDINARY COUNCIL MEETING – OPEN SECTION  
TUESDAY, 26 FEBRUARY 2019

ORD02/7

**11. CONFIDENTIAL ITEMS**  
Common No. 1944604

**11.1 Closure to the Public for Confidential Items**

(Young/Haslett)

THAT pursuant to Section 65 (2) of the Local Government Act and Regulation 8 of the Local Government (Administration) Regulations the meeting be closed to the public to consider the following Confidential Items:-

<u>Item</u>	<u>Regulation</u>	<u>Reason</u>
C23.1	8(c)(iv)	information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person
C26.1	8(c)(iv)	information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person
C26.2	8(c)(iv)	information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person
C26.3	8(c)(iv)	information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person
C26.4	8(c)(iv)	information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person
C26.5	8(c)(iv)	information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person

DECISION NO.22\1319 (26/02/19) Carried

**11.2 Moving Open Items Into Confidential**

(Haslett/Glover)

THAT pursuant to Section 65 (2) of the Local Government Act and Regulation 8 of the Local Government (Administration) Regulations the meeting be closed to the public to consider these Confidential matters:

<u>Item</u>	<u>Regulation</u>	<u>Reason</u>
14.1.5	8(c)(iv)	information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person

DECISION NO.22\1320 (26/02/19) Carried



THIRTY-SECOND ORDINARY COUNCIL MEETING – OPEN SECTION  
TUESDAY, 26 FEBRUARY 2019

ORD02/8

### **11.3 Moving Confidential Items Into Open**

Nil

## **12. PETITIONS**

Nil

## **13. NOTICE(S) OF MOTION**

### **13.1 Art Work to Commemorate the 1919 Great Air Race** Common No. 3713001

(Knox/Haslett)

- A. THAT Council prepare a report on the commissioning of a Council Artwork to commemorate the 100 year Anniversary of the Great Air Race.
- B. That Council refer an amount for such an artwork to the 2019/20 budget deliberations.
- C. That in the preparation of this report Council consult with the Arts and Cultural Development Advisory Committee and other groups, departments and private enterprise who are organizing celebrations for this event.

DECISION NO.22\1321 (26/02/19) Carried unanimously

ACTION: GENERAL MANAGER COMMUNITY  
NOTE: MANAGER FINANCE, MANAGEMENT ACCOUNTANT

## **13. NOTICE(S) OF MOTION**

### **13.2 Provision of 120L Domestic Waste Bins** Common No. 3360944

(Niblock/Lord Mayor)

THAT a report be prepared outlining ways to provide the option of a 120L domestic waste bin to Darwin residents.

DECISION NO.22\1322 (26/02/19) Carried unanimously

ACTION: EXECUTIVE MANAGER WASTE  
NOTE: GENERAL MANAGER ENGINEERING



THIRTY-SECOND ORDINARY COUNCIL MEETING – OPEN SECTION  
TUESDAY, 26 FEBRUARY 2019

ORD02/9

#### 14.1 OFFICERS REPORTS (ACTION REQUIRED)

##### 14.1.1 Bombing of Darwin and Military History Advisory Committee Minutes - Darwin Cenotaph Area

Report No. 19CE0051 SJ:jw (26/02/19) Common No. 2762062

(Lord Mayor/Haslett)

- A. THAT Report Number 19CE0051 SJ:jw entitled Bombing of Darwin and Military History Advisory Committee Minutes - Darwin Cenotaph Area, be received and noted.
- B. THAT Australian Defence Force events and activities are prioritised for Bicentennial Park – Area 1.
- C. THAT other than Australian Defence Force events, Bicentennial Park – Area 1 is used for low scale, alcohol-free events and activities with minimal infrastructure to retain the space as a respectful memorial area for community and visitors to reflect on Australian servicemen and women.
- D. THAT Council may consider special events upon application in consultation with Darwin RSL.

DECISION NO.22\1323

(26/02/19)

Carried unanimously

ACTION: MANAGER ENGAGEMENT AND EVENTS  
NOTE: GENERAL MANAGER GOVERNMENT RELATIONS

##### 14.1.2 Waste Management Strategy Consultation Report

Report No. 19CE0063 MR:sj (26/02/19) Common No. 3360944

(Bouhoris/Knox)

- A. THAT Report Number 19CE0063 MR:sj entitled Waste Management Strategy Consultation Report, be received and noted.
- B. THAT Council consider the feedback from stakeholders and community members, as contained within **Attachment A** to Report Number 19CE0063 MR:sj entitled Waste Management Strategy Consultation Report, and that it is used to inform the completion of the Waste Management Strategy.
- C. THAT upon completion of the Waste Management Strategy it is communicated back to stakeholders and residents, with reference to the information gathered during the consultation process and how this guided the decision-making.

DECISION NO.22\1324

(26/02/19)

Carried unanimously

ACTION: MANAGER ENGAGEMENT AND EVENTS  
NOTE: GENERAL MANAGER GOVERNMENT RELATIONS



THIRTY-SECOND ORDINARY COUNCIL MEETING – OPEN SECTION  
TUESDAY, 26 FEBRUARY 2019

ORD02/10

**14.1.3 Request For Support Of 2019 Arafura Games**

Report No. 19CE0060 JM:ph (26/02/19) Common No. 3818536

(Lambrinidis/Bouhoris)

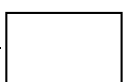
- A. THAT Report Number 19CE0060 JM:ph entitled Request For Support Of 2019 Arafura Games, be received and noted.
- B. THAT Council supports NT Major Events for the 2019 Arafura Games with \$26,200 for the installation and removal of street light banners and the hire fees for Parap Pool in addition to the in-kind support agreed to.

DECISION NO.22\1325

(26/02/19)

Carried unanimously

ACTION: MANAGER MARKETING AND COMMUNICATIONS  
NOTE: GENERAL MANAGER GOVERNMENT RELATIONS



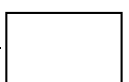
**14.1.4 Marrara Sporting Precinct - Request for Council to Provide Pedestrian Crossings and Other Works along Abala and Dante Roads**

Report No. 19CO0056 DL:ks (26/02/19) Common No. 3919517

(Glover/Palmer)

- A. THAT Report Number 19CO0056 DL:ks entitled Marrara Sporting Precinct - Request for Council to Provide Pedestrian Crossings and Other Works along Abala and Dante Roads, be received and noted.
- B. THAT given the history of requests for a pedestrian crossing at this location, the significant observed volumes of pedestrian traffic crossing at this location and the forthcoming Arafura Games, Council allocate an amount of \$50,000 from projected savings in the implementation of the 2018/19 Road Resurfacing and Renewal Programme to provide a new pedestrian crossing and associated lighting in the vicinity of the basketball centre along Abala Road, Marrara.
- C. THAT the speed limit along Abala Road, Marrara be reduced from 50 km/hr to 40 km/hr.
- D. THAT Council write to the Northern Territory Government requesting that they fund and produce a master plan identifying potential development within the Marrara Sporting Precinct, including the upgrading works required on the surrounding road network (including street lighting) to accommodate the developments
- E. THAT Council write to the Northern Territory Government advising that as no Council funding currently exists for the technical/feasibility assessment and the implementation of other upgrade works requested, as outlined in Report Number 19CO0056 DL:ks entitled Marrara Sporting Precinct - Request for Council to Provide Pedestrian Crossings and Other Works along Abala and Dante Roads, that these works can only proceed if they are part of the implementation of a future master plan for the area and the required funding is provided by the Northern Territory Government.

*Continued on next page.*



**14.1.4 Marrara Sporting Precinct - Request for Council to Provide Pedestrian Crossings and Other Works along Abala and Dante Roads**

Report No. 19CO0056 DL:ks (26/02/19) Common No. 3919517

*Continued from previous page.*

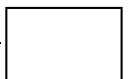
**Amendment**

(Knox/Lambrinidis)

- A. THAT Report Number 19CO0056 DL:ks entitled Marrara Sporting Precinct - Request for Council to Provide Pedestrian Crossings and Other Works along Abala and Dante Roads, be received and noted.
- B. THAT given the history of requests for a pedestrian crossing at this location, the significant observed volumes of pedestrian traffic crossing at this location and the forthcoming Arafura Games, Council allocate an amount of up to \$50,000 from projected savings in the implementation of the 2018/19 Road Resurfacing and Renewal Programme to provide a temporary pedestrian crossing and associated lighting in the vicinity of the basketball centre along Abala Road, Marrara.
- C. THAT the speed limit along Abala Road, Marrara be reduced from 50 km/hr to 40 km/hr.
- D. THAT Council write to the Northern Territory Government requesting that they fund and produce a master plan identifying potential development within the Marrara Sporting Precinct, so that Council can develop a people mobility and traffic plan for the surrounding area (including street lighting) to accommodate the developments
- E. THAT Council write to the Northern Territory Government advising that as no Council funding currently exists for the technical/feasibility assessment and the implementation of other upgrade works requested, as outlined in Report Number 19CO0056 DL:ks entitled Marrara Sporting Precinct - Request for Council to Provide Pedestrian Crossings and Other Works along Abala and Dante Roads, that these works can only proceed after a Council mobility and traffic plan is developed to become part of the implementation of a future master plan for the area and the required funding is provided by the Northern Territory Government.

LOST 11/2

*Continued on next page.*



THIRTY-SECOND ORDINARY COUNCIL MEETING – OPEN SECTION  
TUESDAY, 26 FEBRUARY 2019

ORD02/13

**14.1.4 Marrara Sporting Precinct - Request for Council to Provide Pedestrian Crossings and Other Works along Abala and Dante Roads**

Report No. 19CO0056 DL:ks (26/02/19) Common No. 3919517

*Continued from previous page.*

**Substantive Motion**

(Glover/Palmer)

- A. THAT Report Number 19CO0056 DL:ks entitled Marrara Sporting Precinct - Request for Council to Provide Pedestrian Crossings and Other Works along Abala and Dante Roads, be received and noted.
- B. THAT given the history of requests for a pedestrian crossing at this location, the significant observed volumes of pedestrian traffic crossing at this location and the forthcoming Arafura Games, Council allocate an amount of \$50,000 from projected savings in the implementation of the 2018/19 Road Resurfacing and Renewal Programme to provide a new pedestrian crossing and associated lighting in the vicinity of the basketball centre along Abala Road, Marrara.
- C. THAT the speed limit along Abala Road, Marrara be reduced from 50 km/hr to 40 km/hr.
- D. THAT Council write to the Northern Territory Government requesting that they fund and produce a master plan identifying potential development within the Marrara Sporting Precinct, including the upgrading works required on the surrounding road network (including street lighting) to accommodate the developments
- E. THAT Council write to the Northern Territory Government advising that as no Council funding currently exists for the technical/feasibility assessment and the implementation of other upgrade works requested, as outlined in Report Number 19CO0056 DL:ks entitled Marrara Sporting Precinct - Request for Council to Provide Pedestrian Crossings and Other Works along Abala and Dante Roads, that these works can only proceed if they are part of the implementation of a future master plan for the area and the required funding is provided by the Northern Territory Government.

DECISION NO.22\1326

(26/02/19)

Carried 12/1

ACTION: MANAGER DESIGN, DEVELOPMENT AND PROJECTS  
NOTE: GENERAL MANAGER ENGINEERING



THIRTY-SECOND ORDINARY COUNCIL MEETING – OPEN SECTION  
TUESDAY, 26 FEBRUARY 2019

ORD02/14

**14.1.5 Listing of Cheques and EFT Payments**

Report No. 19CP0143 RH:mc (26/02/19) Common No. 339125

*With consent of the Council, this item was moved from Open into Confidential.*

**14.1.6 City of Darwin Youth Charter**

Report No. 19CL0117 LB:lb (26/02/19) Common No. 3699628

(Pangquee/Want de Rowe)

- A. THAT Report Number 19CL0117 LB:lb entitled City of Darwin Youth Charter, be received and noted.
- B. THAT Council endorse the City of Darwin Youth Charter at **Attachment A** to Report Number 19CL0117 entitled City of Darwin Youth Charter.

DECISION NO.22\1327 (26/02/19) Carried unanimously

ACTION: COORDINATOR YOUTH PROGRAMS  
NOTE: GENERAL MANAGER COMMUNITY

**14.1.7 Solar Saver Program**

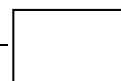
Report No. 19C0119 SG:hd (26/02/19) Common No. 3868148

(Knox/Palmer)

- A. THAT Report Number 19C0119 SG:hd entitled Solar Saver Program, be received and noted.
- B. THAT Council advocate for better provision of rooftop solar incentives by the Northern Territory Government, including innovation on the provision of the Northern Territory Concession Scheme and NT Seniors Recognition Scheme to incentivise energy efficiency and rooftop solar, and the provision of rooftop solar on public housing stock.

DECISION NO.22\1328 (26/02/19) Carried unanimously

ACTION: EXECUTIVE MANAGER ENVIRONMENT AND COMMUNITY  
NOTE: GENERAL MANAGER COMMUNITY





THIRTY-SECOND ORDINARY COUNCIL MEETING – OPEN SECTION  
TUESDAY, 26 FEBRUARY 2019

ORD02/15

**14.1.8 Minutes Access And Inclusion Advisory Committee Meeting - 5 February 2019**

Report No. 19C0113 LA:es (26/02/19) Common No. 3976174

(Niblock/Young)

- A. THAT Report Number 19C0113 LA:es entitled Minutes Access And Inclusion Advisory Committee Meeting - 5 February 2019, be received and noted.
- B. THAT Pursuant to Section 54 of the Local Government Act, Council appoint Debbie Bampton as Chair and Susan Burns as Deputy Chair of the Access and Inclusion Advisory Committee until 30 June 2019.

DECISION NO.22\1329

(26/02/19)

Carried unanimously

ACTION: COMMUNITY DEVELOPMENT OFFICER  
NOTE: GENERAL MANAGER COMMUNITY

**14.1.9 Central Darwin Area Plan - Draft**

Report No. 18CF0106 CR:hd (26/02/19) Common No. 2196435

(Young/Lord Mayor)

- A. THAT Report Number 18CF0106 CR:hd entitled Central Darwin Area Plan - Draft be received and noted.
- B. THAT Council endorse the draft submission to the Planning Commission dated 27 February 2019, within **Attachment A** to Report Number 18CF0106 CR:hd entitled Central Darwin Area Plan - Draft.

DECISION NO.22\1330

(26/02/19)

Carried unanimously

ACTION: MANAGER CITY PLANNING  
NOTE: GENERAL MANAGER INNOVATION



THIRTY-SECOND ORDINARY COUNCIL MEETING – OPEN SECTION  
TUESDAY, 26 FEBRUARY 2019

ORD02/16

**14.1.10 Oil Tanks Bicentennial Park**

Report No. 19CF0108 JS:hd (26/02/19) Common No. 1907804

**Procedural Motion**

(Niblock/Palmer)

*THAT this item lay on the table until the 2<sup>nd</sup> Ordinary Council Meeting in March 2019 to enable further review to be undertaken.*

Carried 12/1

ACTION: GENERAL MANAGER INNOVATION

(Want de Rowe/Bouhoris)

- A. THAT Report Number 19CF0108 JS:hd entitled Oil Tanks Bicentennial Park, be received and noted.
- B. THAT Council endorse the opening of expressions of interest for parties to lease and develop the World War II oil tank known as Lot 5964 – Town of Darwin.

**14.1.11 Goyder Commemorative Coin**

Report No. 19CF0112 JS:nt (26/02/19) Common No. 3819081

(Haslett/Lord Mayor)

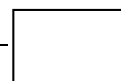
- A. THAT Report Number 19CF0112 JS:nt entitled Goyder Commemorative Coin, be received and noted.
- B. THAT Council proceed with this initiative and support the purchase of the commemorative coins to the approximate value of \$25,000.
- C. THAT Council support the implementation of a cost recovery program for the sale of the remaining coins not used for the schools to other interested entities.

DECISION NO.22\1331

(26/02/19)

Carried unanimously

ACTION: GENERAL MANAGER INNOVATION



THIRTY-SECOND ORDINARY COUNCIL MEETING – OPEN SECTION  
TUESDAY, 26 FEBRUARY 2019

ORD02/17

**14.1.12 Call for Nominations to the NT Planning Commission**

Report No. 19CE0064 MR:ph (26/02/19) Common No. 375173

(Cullen/Knox)

- A. THAT Report Number 19CE0064 MR:ph entitled Call for Nominations to the NT Planning Commission, be received and noted.
- B. THAT Council nominate the Chief Executive Officer Mr Scott Waters to the Local Government Association of the NT as the representative to join the board of the NT Planning Commission.

DECISION NO.22\1332 (26/02/19) Carried unanimously

ACTION: COORDINATOR GOVERNANCE

**14.1.13 Specialist New Appointment - Arts And Cultural Development Advisory Committee**

Report No. 19C0116 RH:es (26/02/19) Common No. 3796992

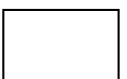
*With the consent of the Council, the Decisions arising from this item were moved from the Confidential Section into the Open Section of the Minutes.*

(Arthur/Young)

- A. THAT Report Number 19C0116 RH:es entitled Specialist New Appointment - Arts And Cultural Development Advisory Committee, be received and noted.
- B. THAT Pursuant to Section 54 of the Local Government Act, Council appoint Bilawara Lee as a member of the Arts and Cultural Development Advisory Committee for the current term to 14 March 2020.
- C. That the Arts and Cultural Development Advisory Committee minutes of 5 February 2019 at **Attachment A** to Report Number 19C0116 RH:es entitled Specialist New Appointment - Arts And Cultural Development Advisory Committee, be received and noted and moved into Open.
- D. That this Decision be moved into Open.

DECISION NO.22\1333 (26/02/19) Carried unanimously

ACTION: EXECUTIVE MANAGER ENVIRONMENT AND COMMUNITY  
NOTE: GENERAL MANAGER COMMUNITY



THIRTY-SECOND ORDINARY COUNCIL MEETING – OPEN SECTION  
TUESDAY, 26 FEBRUARY 2019

ORD02/18

**14.1.14 Legends Of League Sponsorship**

Report No. 19CF0111 JS:nt (26/02/19) Common No. 3957726

*With the consent of the Council, the Decisions arising from this item were moved from the Confidential Section into the Open Section of the Minutes.*

(Bouhoris/Young)

- A. THAT Report Number 19CF0111 JS:nt entitled Legends Of League Sponsorship, be received and noted.
- B. THAT council endorse the sponsorship of the Legends of League event up to \$7,500.00.
- C. THAT this decision be moved into Open.

DECISION NO.22\1334 (26/02/19)

Carried unanimously

ACTION: GENERAL MANAGER INNOVATION

**14.2 OFFICERS REPORTS (RECEIVE & NOTE)**

**14.2.1 Monthly Financial Report - January 2019**

Report No. 19CP0147 RH:ph (26/02/19) Common No. 2476534

(Glover/Bouhoris)

THAT Report Number 19CP0147 RH:ph entitled Monthly Financial Report - January 2019, be received and noted.

DECISION NO.22\1335 (26/02/19)

Carried unanimously

**14.2.2 Quarterly On Street - Off Street Parking Statistics – October - December 2018**

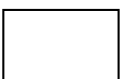
Report No. 19CF0115 LC:nt (26/02/19) Common No. 376351

(Niblock/Lord Mayor)

THAT Report Number 19CF0115 LC:nt entitled Quarterly On Street - Off Street Parking Statistics – October - December 2018, be received and noted.

DECISION NO.22\1336 (26/02/19)

Carried unanimously



THIRTY-SECOND ORDINARY COUNCIL MEETING – OPEN SECTION  
TUESDAY, 26 FEBRUARY 2019

ORD02/19

## 15. INFORMATION ITEMS AND CORRESPONDENCE RECEIVED

### 15.1 Incoming Letter - Member for Port Darwin - Cavenagh Street Project (26/02/19) Common No. 3599758

(Young/Arthur)

THAT the incoming letter from the Member for Port Darwin regarding the proposal for parking on Cavenagh Street during the cooling project works be received and noted.

DECISION NO.22\1337 (26/02/19) Carried unanimously

*The General Manager Government Relations and External Affairs declared an interest in Item 15.2 and departed the meeting at 7.17pm.*

### 15.2 Incoming letter - RSPCA Darwin - Special Purpose Grants (26/02/19) Common No. 3989152

(Want de Rowe/Cullen)

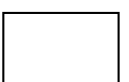
THAT the incoming letter from RSPCA Darwin regarding partnering with City of Darwin for the local government Special Purpose Grants be received and noted.

DECISION NO.22\1338 (26/02/19) Carried unanimously

*The General Manager Government Relations and External Affairs re-joined the meeting at 7.19pm.*

## 16. REPORTS OF REPRESENTATIVES

Nil



THIRTY-SECOND ORDINARY COUNCIL MEETING – OPEN SECTION  
TUESDAY, 26 FEBRUARY 2019

ORD02/20

## 17. QUESTIONS BY MEMBERS

(Haslett/young)

THAT the following Questions by Members be received and noted.

DECISION NO.22\1339

(26/02/19)

Carried

### 17.1 Nightcliff Markets Improvements

Common No. 3131331

Member A Arthur requested that an examination of the gutter suitability of the rotunda at Nightcliff Markets be included in the report regarding installation of a grease trap.

Member P Pangquee noted that the infrastructure will soon be painted and asked if this can this happen before then?

*The General Manager Engineering & City Services took the question on notice.*

ACTION: GENERAL MANAGER ENGINEERING

### 17.2 Tash Sultana Concert - March 2019

Common No. 3941528 / 3796201

Member R M Knox asked if Council has approved a Tash Sultana concert to be held at Mindil Beach in March 2019? Why is it happening at Mindil and not the amphitheatre? It appears that Council is creating competition for itself. Can the applicants be asked why they prefer Mindil Beach?

*The General Manager Government Relations & External Affairs responded and advised that the concert has been approved, and that their request was for a beachside event so their preference was for Mindil Beach. Officers can make contact with the event organisers.*

ACTION: GENERAL MANAGER GOVERNMENT RELATIONS

### 17.3 Abala Road Bus Stops

Common No. 3996548

Member R M Knox noted concerns that the new Abala Road bus stops are dangerous and are blocking accessibility on the shared path for bicycles. Have these been approved by Council? Can they be rectified?

*The Chief Executive Officer responded and advised that these would have been delivered through the Department of Infrastructure, Lands and Planning as bus stop are the responsibility of the Northern Territory Government.*

*Officers took the query regarding the approval process and rectification on notice.*

ACTION: GENERAL MANAGER ENGINEERING



THIRTY-SECOND ORDINARY COUNCIL MEETING – OPEN SECTION  
TUESDAY, 26 FEBRUARY 2019

ORD02/21

**18. GENERAL BUSINESS**

Nil

**19. DATE, TIME AND PLACE OF NEXT ORDINARY COUNCIL MEETING**

Common No. 2695130

(Knox/Bouhoris)

THAT the next Ordinary Meeting of Council be held on Tuesday, 12 March 2019, at 5:30pm (Open Section followed by the Confidential Section), Council Chambers, 1st Floor, Civic Centre, Harry Chan Avenue, Darwin.

DECISION NO.22\1340 (26/02/19) Carried

**20. CLOSURE OF MEETING TO THE PUBLIC**

Common No. 2695131

(Pangquee/Arthur)

THAT pursuant to Section 65 (2) of the Local Government Act and Regulation 8 of the Local Government (Administration) Regulations the meeting be closed to the public to consider the Confidential Items of the Agenda.

DECISION NO.22\1341 (26/02/19) Carried

**21. ADJOURNMENT OF MEETING AND MEDIA LIAISON**

Common No. 2695132

(Pangquee/Arthur)

THAT the meeting be adjourned at 7.25pm for 15 minutes to enable the Media to liaise with the Lord Mayor.

DECISION NO.22\1342 (26/02/19) Carried

*The meeting moved to the Confidential Section at 7.42pm.*





THIRTY-SECOND ORDINARY COUNCIL MEETING – OPEN SECTION  
TUESDAY, 26 FEBRUARY 2019

ORD02/22

**THE RIGHT WORSHIPFUL, LORD  
MAYOR, K VATSKALIS (CHAIR) –  
ORDINARY COUNCIL MEETING –  
TUESDAY, 26 FEBRUARY 2019**

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**Confirmed On:** **Tuesday, 12 March 2019**

**Chair:**

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