

AGENDA

2nd Ordinary Council Meeting

Tuesday 20 October 2020

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

COVID-19 Statement of Commitment

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

- Physical distancing measures
- Health and hygiene principles



LUCCIO CERCARELLI
CHIEF EXECUTIVE OFFICER

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1 ACKNOWLEDGEMENT OF COUNTRY

2 OPENING OF MEETING

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies

3.2 Leave of Absence Previously Granted

3.3 Leave of Absence Request

4 REQUEST FOR AUDIO/AUDIOVISUAL CONFERENCING

5 DECLARATION OF INTEREST

5.1 Elected Members

5.2 Staff

6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

THAT the Minutes of the Council Meeting held on 6 October 2020 pages 10227 to 10234 be confirmed.

6.2 Business Arising from Previous Meeting

7 MAYORAL REPORT

8 DEPUTATIONS AND PRESENTATIONS

9 PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)

10 CONFIDENTIAL ITEMS

10.1 Moving Confidential Items into Open

10.2 Moving Open Items into Confidential

10.3 Confidential Items

11 PETITIONS

12 NOTICES OF MOTION

13 OFFICER REPORTS

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.1.1
REPORT TITLE:	Community Benefit Scheme Update - September 2020
MEETING DATE:	Tuesday 20 October 2020
AUTHOR:	Community Services Officer, Tess Riches
APPROVER:	Director Lifestyle and Community, Amelia Vellar

COMMUNITY PLAN

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

PURPOSE

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

KEY MESSAGES

- City of Palmerston provides funding to eligible community groups which offer activities, projects and services that assist Council to deliver on Palmerston's vision of "A Place for People".
- The budget for the 2020/21 financial year for grants donations sponsorships and scholarships under the CBS is \$130,000. Currently \$74,400 has been expended and \$55,600 remains available.
- One Sponsorship application has been successful since the previous report to Council.
- Acquittals of COVID-19 Response Special Project grants continue to be sought.
- Council's decision on 15 September 2020 to extend the free venue hire initiative for all users has replaced the existing in-kind CBS support arrangements for community groups (venue hire only).

RECOMMENDATION

THAT Report entitled Community Benefit Scheme Update - September 2020 be received and noted.

BACKGROUND

City of Palmerston provides funding to eligible community groups which offer activities, projects and services that assist Council to deliver on Palmerston's vision of "A Place for People". Individuals and teams are supported with funding to assist representation at local, interstate, and international events and activities. Applications are accepted year-round and the scheme is promoted at every opportunity.

Council maintains a proactive and positive approach to developing and offering initiatives to benefit the community. Initiatives designed to stimulate the local economy and encourage safe socialisation by community members are not restricted to the Community Benefit Scheme, although this program of grants, sponsorships, scholarships, and donations traditionally underpins community funding.

At the 2nd Ordinary Council Meeting of 15 September 2020 Council made the following decisions:

13.2.3 Community Venue Hire-Free Initiative

1. *THAT Report entitled Community Venue Hire-Free Initiatives be received and noted.*
2. *THAT Council continue to offer free hire of Council venues from 1 October 2020 to 30 June 2021 inclusive, at the Palmerston Recreation Centre's community rooms and stadium, the Palmerston Library's Community and Training Room, Driver Resource Centre, and Durack Arts Centre in response to COVID-19 to assist the community.*
3. *THAT the cost of extending free venue hire be included in the 1st Quarter Budget Review.*

CARRIED 9/1295 - 15/09/2020

DISCUSSION

The extension of the free venue hire initiative has replaced several existing in-kind CBS support arrangements:

- Seniors Indoor Croquet Club - Recreation Centre Venue Hire
- Tumbledown Tots Playgroup - Driver Family Resource Centre Venue Hire
- Level Up Esports (Palmerston and Regional Basketball Association)
- Palmerston and Rural School Sports

Each applicant has been advised that their venue hire bookings continue to be offered at no cost and that their successful 2020-2021 CBS support arrangements have been replaced by the free venue hire initiative. Applicants have further been advised that they may reapply for in-kind CBS support in the new financial year, when the free venue hire initiative has ended.

In addition, the following community groups, which were in negotiation to apply for in-kind support for Recreation Centre venue hire, were able to take advantage of the free-hire initiative and have secured ongoing Recreation Centre bookings:

- Palmerston's Own Writers (POW)
- Palmerston 50+ Club

No further in-kind support applications will be accepted, nor reported as part of Community Benefit Scheme monthly reports, unless such in-kind support does not relate to venue hire. Community uptake of the free venue hire across all Council facilities will be reported as part of the regular venue usage statistics reporting. This community-wide initiative complements the great range of support offered by the Community Benefit Scheme.

The successful funding applicant to date is Autism NT, the Palmerston-based peak body for Autism in the Northern Territory. The organisation provides support for children, parents, carers, teachers, school staff and professionals working or living with those on the Autism spectrum.

Autism NT is a not-for-profit organisation managed by a committee of parents, carers and professionals with an interest in Autism. Their annual fundraising event is the Autism NT Luncheon.

A copy of City of Palmerston's Approved CBS Applications September 2020 Update is provided as **Attachment 13.1.1.1**.

Successful CBS applicants are encouraged to share feedback with Council, following events and activities.

Ark Animal Hospital was a recipient in June 2020, of a \$5,000 COVID-19 Response Special Project funding. Ark Animal Hospital requested funding to provide a free community event which would benefit local pet owners. Council accepted the application and sponsored the Ark's City of Palmerston Community Vaccination Day, held 8 September 2020.

Feedback from the Ark's Practice Manager:

"The vaccination day was a very busy day. We had altogether 46 animals on the day - 4 cats and 42 dogs. We had 2 walk-in clients, all others booked in advance, as requested. I personally had a talk to some of the clients and they were very grateful to have such an opportunity and several mentioned they postponed vaccination due to a lack of income. Main suburbs of origin were Durack, Moulden, Bakewell and Driver."

Production of a fridge magnet, below, was part of the funding scope.



Palmerston and Litchfield Seniors Association (PLSA) have provided their Evaluation Report following their successful Seniors Fortnight. A program of activities and experiences for seniors which is partly funded by City of Palmerston is presented as **Attachment 13.1.1.2** entitled Evaluation Report City of Palmerston Seniors Fortnight 2020.

In September 2018 Council approved a Community Benefit Scheme grant of \$4,400 to assist the Rotary Club of Litchfield/Palmerston to purchase 10 Buddy Benches for Palmerston Schools. The staged purchase and installation of these benches were completed this month. The Buddy Bench plays an important role in students' feeling of belonging and being connected in their school environment. Students know that they have an important role to play in assisting the buddy bench program.



Picture: Mayor Pascoe-Bell is pictured with Valerie Wilkie from the Rotary Club of Litchfield/Palmerston along with staff and students from the Good Shepherd Lutheran School Palmerston Campus.



Picture: Mayor Pascoe-Bell is pictured with Valerie Wilkie from the Rotary Club of Litchfield/Palmerston along with staff and students from Woodroffe Primary School.

Nine successful COVID-19 Response Special Project applicants have now provided acquittal details regarding their funding. Reminders have been sent to prompt outstanding acquittals.

CONSULTATION PROCESS

Council continues to promote the CBS funding program to the community via various methods.

A new promotional poster and electronic collateral were released and utilised on Council's website and as a half-page promotion in the NT News newspaper on 22 September 2020. Hard copies have been provided to local Members of the Legislative Assembly for display at their offices.



Successful COVID-19 Response Special Project funding applicants from the previous year continue to be communicated with regarding acquittals.

Conversations are ongoing with interested applicants to assist them to submit applications.

POLICY IMPLICATIONS

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

BUDGET AND RESOURCE IMPLICATIONS

The budget for the 2020/21 financial year for grants donations sponsorships and scholarships under the CBS is \$130,000. Currently \$74,400 has been expended and \$55,600 remains available.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This report addresses the following City of Palmerston Strategic Risks:

- 1 **Fails to effectively regain the trust from all stakeholders**
Context: Council needs to be credible and trusted by those within and external to the Council.
- 2 **Is not sustainable into the long term**
Context: Optimising the financial, social and environmental sustainability of the Council.

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

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

1. Community Benefit Scheme 2020 2021 Financial Year Successful Applications - September [13.1.1.1 - 2 pages]
2. Evaluation Report City of Palmerston Seniors Fortnight 2020 [13.1.1.2 - 22 pages]

City of Palmerston Approved Community Benefit Scheme Applications September 2020 Update

(Correct to 2 October 2020)

Representation Support

Date	Activity	Applicant	Amount Requested	Amount Approved
Representation Support			nil	nil

Sponsorships, Donations and Grants

Date Received	Activity	Applicant	Amount Requested	Amount Received
3 year Sponsorship	PGA Golf Championships	Cazalys Palmerston (agreement concludes 2020/2021)	\$30,000	\$30,000
3 year Sponsorship	Palmerston & Rural Seniors Fortnight	Palmerston & Litchfield Seniors Committee (agreement concludes 2020/2021)	\$20,000	\$20,000
3 Year Sponsorship	ANZAC Day Services	RSL Palmerston Subbranch	\$10,000	\$10,000
13.02.2020	Open Court Session	Tennis NT (event reinstated after cancelled due to COVID-19)	\$2,000	\$2,000
16.07.2020	Tiwi Fishing Program 3 year Sponsorship	Reeling Veterans Inc.	\$10,000	\$10,000
18.09.2020	Autism NT Luncheon 2020	Autism NT	\$2,000	\$2,000
Sponsorships, Donations and Grants			\$74,000	\$74,000

In-Kind Support (Non-Venue Hire)

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

Scholarships

Date Received	Applicant	Amount Requested	Amount Received
Scholarships		nil	nil

Annual School Awards

Date Received	School	Amount Requested	Amount Received
27.08.2020	Forrest Parade School	\$100	\$100
27.08.2020	Good Shepherd Lutheran College Palmerston Campus	\$100	\$100
27.08.2020	Rosebery Primary School	\$100	\$100
31.08.2020	Woodroffe Primary School	\$100	\$100
City of Palmerston Community Service Award		\$400	\$400

Community Benefit Scheme 2020/2021

	Budget	YTD	Balance
Grants/Donations/Sponsorships/Scholarships Paid	\$130,000	\$74,400	\$55,600



PALMERSTON AND LITCHFIELD SENIORS ASSOCIATION INC.

Linking Seniors through
Smart Partnerships

EVALUATION REPORT SENIORS FORTNIGHT 2020

The Palmerston And Litchfield Seniors Association Inc. (PLSA) comprises of 15 **VERY dedicated seniors who are all volunteers**. PLSA's main objective is to ensure seniors have an enjoyable Seniors Fortnight whilst interacting with likeminded people of the community.

Our Committee Members are a cross section of representatives from both the City of Palmerston and Litchfield Council. The Litchfield Council is represented by 33.3% Committee Membership presently, including the Vice President **(L)**.

Seniors Fortnight in the City of Palmerston and Litchfield Council is regarded as a premier event in the region for Seniors and is very generously supported by numerous local business houses, all of whom receive a Certificate of Appreciation from the PLSA.

The Palmerston And Litchfield Seniors Association Inc. (PLSA) currently comprises of the following very dedicated volunteers:

Management Team

(L – Litchfield Resident)

President:	Margaret Lee *
Vice President (L)	Diane Spicer
Secretary:	Sally Howarth *
Treasurer:	Sheryl Sephton *
Public Officer	Neville Driver *
Grants Officer	Neville Driver

General Committee Team

(L – Litchfield Resident)

Lillian Mann (L) *	Mary Oliffe *
Trevor Miller *	Janette Ashby *
Pam Christian-Jones (L)	Dell Kelly (L)
Geraldine Crowhurst *	Val Haydock
Glenda Bradbury	Helen Lemcke (L)

*** 9 of the 15 Association's Committee have received Seniors of Excellence NT Award for their significant and voluntarily contribution to their community since inception of these awards in 2014 (www.seniorsofexcellence.com).**

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Recommendation 1

Note: The summation of our evaluation has yielded excellent results for Seniors Fortnight 2020. **The percentage of seniors scoring the Association either “Good” or “Very Good” ACROSS ALL EVENTS 1 through 9 is 92.24%.** Note this result excluding Event 6 – City of Palmerston Seniors Day, which was evaluated by the City of Palmerston.

Recommendation 2

The Committee continue to survey clientele in 2021 Seniors Fortnight for each event delivered.

Recommendation 3

The Committee note the comments/commentary throughout the Evaluation Report for further discussion at a Committee Meeting in preparation for 2021 Seniors Fortnight Program.

Recommendation 4

Note: That PLSA will continue to press our case for grants where we will require a more sedentary event program as 56.95% of our seniors as surveyed in 2020 are aged between 71 to 85 years of age and that the average age of all members is 77 years young.

Sponsorship

The PLSA acknowledges the invaluable input from each and every sponsor; without whom the events for Seniors Fortnight would not be possible. The major sponsors include:

Platinum Sponsor: City of Palmerston

Gold Sponsors:

Litchfield Council; and
Northern Territory Government.

Silver Sponsors:

Cazalys Palmerston Club;
Didgeridoo Hut & Art Gallery;
Flight Centre Gateway; and
Palmerston Shopping Centre.

Bronze Sponsors:

Arafura Bluewater Charter;
Bunnings Warehouse Palmerston; and
TWW – Totally Workwear Palmerston.

Partners:

Adelaide River Resort
Corroboree Wetland Tours;
Corroboree Tavern;
Coolalinga Mowers;

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Darwin Harbour Cruises (Journey Beyond);
 Flight Path Golf & Outdoor Recreation;
 Leigh Caterers
 Hollands Print
 Palmerston Quality Meats;
 Palmerston & Rural Party Hire;
 Woodroffe Primary School; and
 Local Business Houses – Palmerston and Litchfield.

Background

The PLSA would like to thank all the volunteers, organisations, very generous local business houses and sponsors who make possible these events each year, especially this year, a year of great hardship due to COVID-19.

A couple of examples of the very generous local business house support:

- 1) A business house, Arjay's Sales and Services donated a Ryobi Pressure Cleaner, valued at \$149.00.
- 2) Another business House donated a Ryobi Reciprocating Saw and 5.0ah battery pack including the charger, valued at \$248.00.

The PLSA decided that due to the value of these two donations, which were intended for door prizes; were instead raffled as an additional raffle during Seniors Fortnight to our members who attended events in Seniors Fortnight. The Ryobi Raffle was very popular, raising an additional \$942 for the Association.

Seniors Fortnight - The PLSA left the decision to proceed with Seniors Fortnight to the very latest possible date being Friday 26 June 2020 before deciding to proceed this year. The late decision was resultant to COVID-19 and we needed to consult Government regarding the COVID-19 restrictions at the time and those which might be pending after the 26 June 2020 subject to no further outbreaks in the Northern Territory.

It was acknowledged that the decision to proceed left the Association exposed to an enormous work load from that date forth, in order to have events up and functioning in time for Seniors Fortnight with a scheduled commencement date, Sunday 09 August 2020; as every arrangement which had been in place prior to COVID-19 issues were placed into hibernation.

Seniors Fortnight was delivered between the 09 - 23 August 2020. The Association undertook a qualitative and quantitative evaluation of all events held during Seniors Fortnight. It is felt that the data collected at each event allows for a more responsive improvement where required and as has often been discussed, the clientele is not the same for all events.

In the calendar year of 2020, the Association has 230 financial members (majority paid up in July 2020 rather than the due date of 1 January each year), down by 90 people on the previous year. Our anecdotal view is that this was primarily driven by COVID-19, possibly subsequent pressure on people's financial position this year and the uncertainty of Seniors Fortnight proceeding in 2020. Many people held off becoming financial members this year until they were aware that the PLSA was proceeding with Seniors Fortnight events this year – a major annual; draw card.

The deferral associated with people not having updated their membership and continuing to be financial members has had an impact throughout the year and has been fourfold:

- 1) It has meant that there have been fewer members attending events throughout the year (the few events that we were able to hold, not impacted by COVID-19 earlier in the year).

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- 2) There have been far fewer opportunities to raise funds for the premium Seniors event of the year.
- 3) It has directly impacted Association's budget and consequently impacted event opportunities for Seniors Fortnight 2020 and throughout the calendar year of 2020.
- 4) Administratively; there were ongoing costs eg: insurance, newsletters (communications with members) and operational considerations. Whilst minimised where possible, these expenses were continual despite lower income due to lower membership, less raffles – less fund raising, cancellation of Bunnings BBQs (3 scheduled in 2020), less opportunities to raise valuable funds and less events throughout the year for members.

Notwithstanding COVID-19, members rallied. Once registration commenced for Seniors Fortnight 2020, the registration database indicates that 175 or 76.1% of membership had in fact booked at least one event during Seniors Fortnight. This trend continues to dispel previously held conviction and anecdotal evidence, that a few people attend nearly or all events, preventing the majority of members from participating. Clearly this is not a trend; nor the case. PLSA are strongly supported by its members and with a hearty solid membership we will continue to support Seniors of Palmerston and Litchfield Councils in future years.

The responses associated with seniors ages were collected for each event. The collection data looks at whether more sedentary events perhaps attracted an older clientele, while the other events attracted the younger seniors. It would appear from Committee observations that whilst some events were more challenging for some Seniors, most with a little help and assistance from an understanding Committee have been able to achieve activities that they and we thought might not be possible. **The average age of our membership currently is 77 years young.**

The Committee are here to serve and assist the Seniors of the Palmerston and Litchfield Councils and they take their task very seriously. We believe from comments from Seniors and feedback, that this is indeed the case. The Committee plays a very important role in the community it serves.

Disturbing Trend

There is a disturbing trend by funding agencies who manage funding such as Community Benefits Grants etc. PLSA have been particularly successful in underpinning their core sustainable funding through assistance from grant applications in previous years. Some fund agencies are now saying that applications cannot continue to be; or look the same; or similar year in and year out.

As a consequence the PLSA has in particular in 2020 been unsuccessful with some major grant applications because we are not able to vary our events enough (or so we were advised). This is due as stated above; as our cohort ages, events must be tailored towards a more sedentary audience, noting that the average age of our cohort is currently 77 years young, as stated earlier.

To remove the case of grant funding on an annual basis, the PLSA in 2019 did provide a lengthy submission to the Northern Territory Government through Territory Families for a share of seniors funding provided to COTA to be utilised in Palmerston and Litchfield or additional funding. After many months of deliberations, our application was refused. It is worth noting that COTA DO NOT run events in Palmerston and Litchfield in Seniors Month.

If funding agencies continue to advise that we may not be able to receive grant funding on an annual basis due to the potential lack of event variation in our events, **which is driven by an aging seniors population**, then the PLSA's sustainable funding base will continue to be eroded and in time it will impact on our program/events and may result in a scaling back of seniors program/events in the Palmerston and Litchfield Council regions. **This is the second year in a row where we have experienced this type of eroding to our financial base.**

The PLSA does appreciate that funding agencies would like to see funding stretch as far as possible in terms of the number of organisations and events funded. However the PLSA, in

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recognising this erosion is certainly attempting to increase our sustainable funding base from within our own activities, **but we still require some assistance through some grants from the Government.**

Another upward trend is increasing costs. Our cost base increase is well beyond that of CPI, particularly administrative/operational costs, including such items as accountant fees, insurances, postage (due to increased number of members not having an email address, thus this increases cost associated with the distribution and printing of Newsletters) and a difficult year resultant from COVID-19.

Continuing Support

Support for our program continues to come from many sectors. The Northern Territory Government (NTG), through the Department of Transport and Infrastructure continues in other ways to support the Seniors of Palmerston and Litchfield with the provision of buses which are provided from within the NTG budget to transport seniors to events during Seniors Fortnight.

Without this ongoing recognised support, the PLSA would not be able to organise events where transport is required due to Seniors not being able to drive longer distance which is associated their age or simply not have transport. In 2020, this included trips to the Corroborre Billabong Wetlands, Darwin Harbour Cruise and Adelaide River War Cemetery. These events are invaluable to the socialisation and wellbeing of our seniors and are a major component of our Seniors Fortnight Program.

Evaluation

Each year the PLSA evaluates all events that we deliver in Seniors Fortnight. This activity assist the PLSA to improve events where required, assist planning for the following year and address the issue of continual improvement. Questionnaire design, printing, collation of the data and extrapolation of data is very time consuming, but it is invaluable tool for the Association.

The PLSA provides a copy of the Evaluation Report to its sponsor and major partners each year.

The design nomenclature in 2020 for the Evaluation Forms included the follows:

- 1 – Not Good
- 2 – Bad
- 3 – Neutral
- 4 – Good
- 5 – Very Good



Not Good -1



Neutral - 3



Very Good - 5

As with good design practice, “Not Good” was located on the left hand side of the evaluation form whilst “Very Good” was located on the right hand side of the evaluation form – a natural sequence of nomenclature.

Events – Seniors Fortnight 2020

The PLSA made available 935 event places in 2020. The distribution of events places, as previously mentioned was taken up by 175 of the 230 financial members this year. There was also

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an increase in members from Litchfield Council region in 2020, increasing to 35%; whilst the Palmerston Seniors made up the balance of 65% of the financial members. As a consequence, the PLSA applied a distribution model of 35/65 when registering of Seniors for Seniors Fortnight events in 2020. We will continue to monitor membership trends on an annual basis and make necessary adjustments to the model applied in the best interests of members.

The total number of event places was down in 2020. This is due to restrictions resultant to COVID-19 and pressure on our financial position as indicated earlier in the report. Some suppliers of services required us to reduce our numbers this year to continue maintaining social distancing. Whilst social distancing was not mandatory in the Northern Territory in Seniors Month, it was however highly recommended that social distancing was maintained where ever possible in line with the PLSA Safety Plan. The PLSA has also been inspected during COVID-19 for its compliance to the Safety Plan and received a Statement of Commitment.

Nominally, PLSA suppliers reduced our event numbers overall by 15%. The events for 2020 were as follows:

Events	Available Event Places	
City of Palmerston Seniors Fortnight Opening Ceremony – Woodroffe Primary School, WOODROFFE	120 + 30	(includes VIP Guests, Australian Soldiers and entertainers)
Cazalys Palmerston Club - Lunch	125	(increased event numbers by 5 to accommodate the waiting list)
Cazalys Palmerston Club – Morning Tea & Bingo	100	
Palmerston Shopping Centre Flight Path And Outdoor Recreation Centre	80	
Litchfield Council Wetlands Cruise, Windows On The Wetlands And Lunch Corroborre Tavern	94	(Restricted numbers by the supplier - 15%. Waiting list of 29 people – normally 110)
City of Palmerston Darwin Harbour Cruise and Lunch	126	(Increased numbers by 6 to accommodate the waiting list. Restricted numbers by the supplier - 25% - normally 160.)
Litchfield Council Adelaide River War Cemetery and Lunch Adelaide River Resort	110	
City of Palmerston Seniors Fortnight Closing Ceremony	120 + 30	(includes VIP Guests, Australian Soldiers and entertainers)
<u>TOTAL EVENT PLACES MADE AVAILABLE IN 2020</u>	<u>935 *</u>	<u>Waiting List - 40</u>

* Excludes numbers associated with the City of Palmerston Seniors Day (nominally 80 people).

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NB: City of Palmerston undertook most of the arrangements for the City of Palmerston Seniors Day which was delivered during Seniors Fortnight 2020, Wednesday 19 August at the Palmerston Recreation Centre. The PLSA and the City of Palmerston jointly undertook the registrations in 2020.

PLSA Committee Members were present on the day, assisting the Council at the City of Palmerston Seniors Day where required.

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Event 1 – City of Palmerston Seniors Fortnight Opening Ceremony - Woodroffe Primary School WOODROFFE

Nominal Representation

No of Respondents	Age Brackets	Comments
4	Sponsors	Bookings Available: 150 (120 + 30) Waiting List Required: No Even though not all Seniors and guests at the Opening Ceremony provided feedback, 110 of 150 feedback forms distributed were returned. This is a good percentage return rate: 73.33%
11	60 - 65	
21	66 -70	
31	71 -75	
20	76 -80	
13	81 - 85	
8	86 -90	
2	91 -95	
0	96+	
110	TOTAL	

Feedback Response

Q1. Overall, how would you rate the Opening Ceremony at Woodroffe Primary School?

Not Good	Bad	Neutral	Good	Very Good	Total No Respondents & Satisfaction Rate		
1	1	12	23	73	110		
1.818%		10.909%	20.909%	66.364%	Good or Very Good		87.273%

Q2. What did you think of the opening Ceremony venue - Woodroffe Primary School?

Not Good	Bad	Neutral	Good	Very Good	Total No Respondents & Satisfaction Rate		
1	1	10	23	75	110		
1.818%		9.091%	20.909%	68.182%	Good or Very Good		89.091%

Q3. Did you enjoy your Lunch and the menu?

Not Good	Bad	Neutral	Good	Very Good	Total No Respondents & Satisfaction Rate		
0	0	1	11	98	110		
0.000%		0.909%	10.000%	89.091%	Good or Very Good		99.091%

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Q4. We want to continue to alternate the Opening and Closing Ceremony between the Village Green and Woodroffe Primary School. Is this a good idea?

Not Good	Bad	Neutral	Good	Very Good	Total No Respondents & Satisfaction Rate		
0	0	5	14	91	110		
0.000%		4.545%	12.727%	82.727%	Good or Very Good	95.455%	

Q5. How was the entertainment this year?

Not Good	Bad	Neutral	Good	Very Good	Total No Respondents & Satisfaction Rate		
5	2	30	26	47	110		
6.364%		27.273%	23.636%	42.727%	Good or Very Good	66.364%	

Q6. We have further enhanced the sound system this year. Could you hear/was it better than previous years?

Not Good	Bad	Neutral	Good	Very Good	Total No Respondents & Satisfaction Rate		
15	15	19	19	42	110		
27.273%		17.273%	17.273%	38.182%	Good or Very Good	55.455%	

Overall - 82.121% of the clientele responded either Good or Very Good

Specific Comments:

- 1) Always like to get together with others
- 2) Great Opening Ceremony
- 3) Staff and Committee very helpful and do a good job
- 4) Food was great and good as usual.
- 5) Sound system was poor from the middle to the back
- 6) **It is noteworthy that 64 of 110 seniors returning a feedback or 58.2% were between 71 and 85 years old (This event highlight the absolute necessity for more seditious events as the cohort ages)**

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Event 2 – Cazalys Palmerston Club - Lunch

Nominal Representation

No of Respondents	Age Brackets	Comments
0	Sponsors	Bookings Available: 125
13	60 - 65	
24	66 -70	Waiting List Required: YES
41	71 -75	
20	76 -80	Even though not all Seniors at the Cazalys Palmerston Club Lunch provided feedback, 114 of 125 feedback forms distributed were returned.
8	81 - 85	
7	86 -90	
1	91 -95	This is a good percentage return rate: 91.20%
0	96+	
114	TOTAL	

Feedback Response

Q1. Is Cazalys Palmerston Club a good lunch venue?

Not Good	Bad	Neutral	Good	Very Good	Total No Respondents & Satisfaction Rate	
0	0	2	13	99	114	
0.000%		1.754%	11.404%	86.842%	Good or Very Good	98.246%

Q2. Did you enjoy the lunch menu and the service at the Cazalys Palmerston Club??

Not Good	Bad	Neutral	Good	Very Good	Total No Respondents & Satisfaction Rate	
0	1	3	10	100	114	
0.877%		2.632%	8.772%	87.719%	Good or Very Good	96.491%

Q3. Should we continue to use this venue?

Not Good	Bad	Neutral	Good	Very Good	Total No Respondents & Satisfaction Rate	
0	1	1	11	99	112	
0.893%		0.893%	9.821%	88.393%	Good or Very Good	98.214%

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Q4. Was the "Alternate Plate" serving for lunch better than having to get up and get your own meal?

Not Good	Bad	Neutral	Good	Very Good	Total No Respondents & Satisfaction Rate	
0	0	5	10	99	114	
0.000%		4.386%	8.772%	86.842%	Good or Very Good	95.614%

Overall - 97.14% of the clientele responded either Good or Very Good

Specific Comments:

- 1) Services from people excellent
- 2) Meals great as usual.
- 3) Always great meal and good venue
- 4) You can't improve on perfection
- 5) It is noteworthy that 69 of 114 seniors returning a feedback form or 60.5% were between 71 and 85 years old (This event highlight the absolute necessity for more seditious events as the cohort ages)

Event 3 – Cazalys Palmerston Club Morning Tea And Bingo

No of Respondents	Age Brackets	Comments
0	Sponsors	Bookings Available: 100
6	60 - 65	
14	66 -70	Waiting List Required: NO
22	71 -75	
13	76 -80	Even though not all Seniors at the Morning Tea and Bingo at the Cazalys Palmerston Club provided feedback, 68 of 100 feedback forms distributed were returned.
6	81 - 85	
6	86 -90	
1	91 -95	
0	96+	This is a good percentage return rate: 68.00%
68	TOTAL	

Q1. Did you enjoy the Morning Tea at the Cazalys Palmerston Club?

Not Good	Bad	Neutral	Good	Very Good	Total No Respondents & Satisfaction Rate	
0	1	3	11	53	68	
1.471%		4.412%	16.176%	77.941%	Good or Very Good	94.118%

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Q2. Was bingo enjoyable and prizes to your liking?

Not Good	Bad	Neutral	Good	Very Good	Total No Respondents & Satisfaction Rate	
2	2	5	10	49	68	
5.882%		7.353%	14.706%	72.059%	Good or Very Good	86.765%

Q3. Should we run this type of event next year?

Not Good	Bad	Neutral	Good	Very Good	Total No Respondents & Satisfaction Rate	
1	0	1	9	57	68	
1.471%		1.471%	13.235%	83.824%	Good or Very Good	97.059%

Overall - 92.647% of the clientele responded either Good or Very Good

Specific Comments:

- 1) A small number don't like bingo.
- 2) Lots of choice for morning tea – great.
- 3) Staff at Cazalys Palmerston Club very friendly towards Seniors.
- 4) Committee do a great job.
- 5) **It is noteworthy that 41 of 68 seniors returning a feedback form or 60.3% were between 71 and 85 years old (This event highlight the absolute necessity for more seditious events as the cohort ages)**

Event 4 – Palmerston Shopping CentreFlight Path Golf And Outdoor Recreation – Pizza Lunch

No of Respondents	Age Brackets	Comments
0	Sponsors	Bookings Available: 80
5	60 - 65	
11	66 -70	Waiting List Required: NO
15	71 -75	
9	76 -80	Even though not all Seniors at the Flight Path Golf And Outdoor Recreation Centre provided feedback, 46 of 80 feedback forms distributed were returned.
3	81 - 85	
2	86 -90	
1	91 -95	
0	96+	This is a good percentage return rate: 57.50%
46	TOTAL	

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Q1. Was Morning Tea enjoyable?

Not Good	Bad	Neutral	Good	Very Good	Total No Respondents & Satisfaction Rate	
2	2	2	4	36	46	
8.696%		4.348%	8.696%	78.261%	Good or Very Good	86.957%

Q2. What did you think of Flight Path Golf And Outdoor Recreation Centre?

Not Good	Bad	Neutral	Good	Very Good	Total No Respondents & Satisfaction Rate	
4	0	4	6	32	46	
8.696%		8.696%	13.043%	69.565%	Good or Very Good	82.609%

Q3. Did you enjoy the Pizza Lunch?

Not Good	Bad	Neutral	Good	Very Good	Total No Respondents & Satisfaction Rate	
0	2	2	4	38	46	
4.348%		4.348%	8.696%	82.609%	Good or Very Good	91.304%

Q4. Were the staff and Committee Members supportive and friendly towards Seniors?

Not Good	Bad	Neutral	Good	Very Good	Total No Respondents & Satisfaction Rate	
1	0	4	2	39	46	
2.174%		8.696%	4.348%	84.783%	Good or Very Good	89.130%

Q5. Is this venue and activities suitable for Seniors for future years?

Not Good	Bad	Neutral	Good	Very Good	Total No Respondents & Satisfaction Rate	
6	0	4	1	35	46	
13.043%		8.696%	2.174%	76.087%	Good or Very Good	78.261%

Overall - 87.500% of the clientele responded either Good or Very Good

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Specific Comments:

- 1) Shame archery was unavailable.
- 2) Excellent morning tea and lunch.
- 3) Mini golf was good – shady and enjoyable.
- 4) It is noteworthy that 27 of 46 seniors returning a feedback form or 58.7% were between 71 and 85 years old (This event highlight the absolute necessity for more seditious events as the cohort ages)

Event 5 – Litchfield Council Wetland cruise, Windows On The Wetland And Lunch

No of Respondents	Age Brackets	Comments
0	Sponsors	Bookings Available: 94
14	60 - 65	
24	66 -70	Waiting List Required: YES - extensive (29)
24	71 -75	
16	76 -80	Even though not all Seniors at the Wetlands Cruise, Windows On The Wetlands, Corroboree Tavern Lunch provided feedback, 87 of 94 feedback forms were received distributed were returned.
5	81 - 85	
3	86 -90	
1	91 -95	
0	96+	This is a very good percentage return rate: 92.55%
87	TOTAL	

Q1. Did you enjoy the bus trip to the Wetlands Cruise?

Not Good	Bad	Neutral	Good	Very Good	Total No Respondents & Satisfaction Rate	
1	1	0	9	76	87	
2.299%		0.000%	10.345%	87.356%	Good or Very Good	97.701%

Q2. What did you think of Corroboree Billabong Boat Tour?

Not Good	Bad	Neutral	Good	Very Good	Total No Respondents & Satisfaction Rate	
0	0	2	6	79	87	
0.000%		2.299%	6.897%	90.805%	Good or Very Good	97.701%

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Q3. Was lunch at Corroboree Tavern Enjoyable?

Not Good	Bad	Neutral	Good	Very Good	Total No Respondents & Satisfaction Rate	
0	0	2	8	77	87	
0.000%		2.299%	9.195%	88.506%	Good or Very Good	97.701%

Q4. Did you enjoy the stop at the Windows on The Wetland?

Not Good	Bad	Neutral	Good	Very Good	Total No Respondents & Satisfaction Rate	
0	4	11	15	57	87	
4.598%		12.644%	17.241%	65.517%	Good or Very Good	82.759%

Q5. Were the transport arrangements OK for you?

Not Good	Bad	Neutral	Good	Very Good	Total No Respondents & Satisfaction Rate	
0	1	3	8	75	87	
1.149%		3.448%	9.195%	86.207%	Good or Very Good	95.402%

Overall - 94.253% of the clientele responded either Good or Very Good

Q4. Overall, was the day trip enjoyable?

Not Good	Bad	Neutral	Good	Very Good	Total No Respondents & Satisfaction Rate	
1	0	1	16	89	107	
0.935%		0.935%	14.953%	83.178%	Good or Very Good	98.131%

Overall - 90.421% of the clientele responded either Good or Very Good

Specific Comments

- 1) Delete Windows On The Wetlands in future – (twice now organised Ranger talks were not available after specific organisation and checking)
- 2) Windows on The Wetlands – getting very tired and needs upgrading – don't attend again
- 3) Wetland Billabong cruise very good
- 4) Lunch at Corroboree Tavern excellent
- 5) **It is noteworthy that 45 of 87 seniors returning a feedback form or 51.7% were between 71 and 85 years old (This event highlight the absolute necessity for more seditious events as the cohort ages)**

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Event 6 – City of Palmerston Seniors Day – Palmerston Recreation Centre

This event evaluation was undertaken by the City of Palmerston in 2020 and principally organised by the Council. The nominal attendance was scheduled for 80 people.

Event 7 – City of Palmerston Darwin Harbour Cruise And Lunch

No of Respondents	Age Brackets	Comments
2	Sponsors	Bookings Available: 126 Waiting List Required: YES Even though not all Seniors at the Darwin Harbour Cruise And Lunch provided feedback, 116 of 126 feedback forms distributed were returned.
24	60 - 65	
26	66 -70	
33	71 -75	
21	76 -80	
4	81 - 85	
4	86 -90	
2	91 -95	
0	96+	This is a excellent percentage return rate: 92.06%
116	TOTAL	

Q1. Should we continue to deliver this event, having a lunch cruise instead of dinner cruise?

Not Good	Bad	Neutral	Good	Very Good	Total No Respondents & Satisfaction Rate	
2	0	7	10	97	116	
1.724%		6.034%	8.621%	83.621%	Good or Very Good	92.241%

Q2. What do you think of the Charles Darwin for harbour cruising?

Not Good	Bad	Neutral	Good	Very Good	Total No Respondents & Satisfaction Rate	
0	1	3	8	104	116	
0.862%		2.586%	6.897%	89.655%	Good or Very Good	96.552%

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Q3. Did you enjoy the lunch on the Charles Darwin?

Not Good	Bad	Neutral	Good	Very Good	Total No Respondents & Satisfaction Rate	
0	1	3	8	104	116	
0.862%		2.586%	6.897%	89.655%	Good or Very Good	96.552%

Q4. Was the service and staff friendly and helpful?

Not Good	Bad	Neutral	Good	Very Good	Total No Respondents & Satisfaction Rate	
0	0	0	11	105	116	
0.000%		0.000%	9.483%	90.517%	Good or Very Good	100.000%

Q5. Is it important to you that we continue to provide transport for this event?

Not Good	Bad	Neutral	Good	Very Good	Total No Respondents & Satisfaction Rate	
0	0	2	5	109	116	
0.000%		1.724%	4.310%	93.966%	Good or Very Good	98.276%

Overall - 96.724% of the clientele responded either Good or Very Good

Specific Comments

- 1) Perhaps we could alternate Harbour Cruise between Lunch and Dinner cruise
- 2) Lunch was excellent
- 3) Charles Darwin staff exceptionally friendly and helpful to seniors on the trip
- 4) PLSA staff very helpful when assisting getting people on/off the vessel
- 5) **It is noteworthy that 58 of 116 seniors returning a feedback form or 50.0% were between 71 and 85 years old (This event highlight the absolute necessity for more seditious events as the cohort ages)**

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Event 8 – Litchfield Council Adelaide River War Cemetery And Lunch

No of Respondents	Age Brackets	Comments
0	Sponsors	Bookings Available: 110 Waiting List Required: YES Even though not all Seniors at the Adelaide River War Cemetery And Lunch Adelaide River Resort provided feedback, 94 of 110 did provide feedback forms.
17	60 - 65	
17	66 -70	
36	71 -75	
15	76 -80	
4	81 - 85	
4	86 -90	
1	91 -95	This is a very good percentage return rate: 85.45%
0	96+	
94	TOTAL	

Q1. Did you enjoy the bus trip to Adelaide River?

Not Good	Bad	Neutral	Good	Very Good	Total No Respondents & Satisfaction Rate	
0	0	3	10	81	94	
0.000%		3.191%	10.638%	86.170%	Good or Very Good	96.809%

Q2. What did you think of the Adelaide River War Cemetery?

Not Good	Bad	Neutral	Good	Very Good	Total No Respondents & Satisfaction Rate	
0	1	2	10	81	94	
1.064%		2.128%	10.638%	86.170%	Good or Very Good	96.809%

Q3. Did you enjoy the lunch at the Adelaide River Resort?

Not Good	Bad	Neutral	Good	Very Good	Total No Respondents & Satisfaction Rate	
0	0	4	5	85	94	
0.000%		4.255%	5.319%	90.426%	Good or Very Good	95.745%

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Q4. Was the staff at the Adelaide River Resort supportive and friendly towards Seniors?

Not Good	Bad	Neutral	Good	Very Good	Total No Respondents & Satisfaction Rate	
0	0	1	11	82	94	
0.000%		1.064%	11.702%	87.234%	Good or Very Good	98.936%

Q5. Were the transport arrangements OK for you?

Not Good	Bad	Neutral	Good	Very Good	Total No Respondents & Satisfaction Rate	
0	1	0	8	85	94	
1.064%		0.000%	8.511%	90.426%	Good or Very Good	98.936%

Overall - 97.447% of the clientele responded either Good or Very Good

Specific Comments

- 1) War Cemetery very memorable
- 2) Perhaps a bit more time at Adelaide River War Cemetery
- 3) Staff at Adelaide River resort and PLSA volunteers very helpful in getting meals
- 4) Lunch was very nice and very plentiful
- 5) It is noteworthy that 55 of 94 seniors returning a feedback form or 58.5% were between 71 and 85 years old (This event highlight the absolute necessity for more seditious events as the cohort ages)

Event 9 – City of Palmerston Seniors Fortnight Closing Ceremony

No of Respondents	Age Brackets	Comments
0	Sponsors	Bookings Available: 150
22	60 - 65	
20	66 -70	Waiting List Required: No
34	71 -75	
16	76 -80	Even though not all Seniors at the City of Palmerston Seniors Fortnight Closing Ceremony provided feedback, 111 of 150 feedback forms distributed were returned.
14	81 - 85	
5	86 -90	
0	91 -95	
0	96+	This is a good percentage return rate: 74.00%
111	TOTAL	

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Q1. Is the Village Green a good venue for the Closing Ceremony?

Not Good	Bad	Neutral	Good	Very Good	Total No Respondents & Satisfaction Rate	
0	0	1	8	102	111	
0.000%		0.901%	7.207%	91.892%	Good or Very Good	99.099%

Q2. What did you think of the entertainment this year?

Not Good	Bad	Neutral	Good	Very Good	Total No Respondents & Satisfaction Rate	
2	0	11	28	70	111	
1.802%		9.910%	25.225%	63.063%	Good or Very Good	88.288%

Q3. Did you enjoy the lunch, the menu and service?

Not Good	Bad	Neutral	Good	Very Good	Total No Respondents & Satisfaction Rate	
1	0	2	7	101	111	
0.901%		1.802%	6.306%	90.991%	Good or Very Good	97.297%

Overall - 94.895% of the clientele responded either Good or Very Good

Specific Comments

- 1) Lunch was great – don't sack the chef!
- 2) Peter chandler is a good singer
- 3) Australian Soldiers a great help and polite
- 4) Entertainment could be with a boost
- 5) **It is noteworthy that 64 of 111 seniors returning a feedback form or 57.7% were between 71 and 85 years old (This event highlight the absolute necessity for more seditious events as the cohort ages)**

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Summation

Seniors Fortnight 2020 has been a very successful season. This year has been tarnished by COVID-19. It has impacted significantly on financial members, financial stability of the Association, ability to run events and fund raise. The Association has run a thin financial year in 2020 due to limitations caused by COVID-19 and reduction of possible attendees to Seniors Fortnight due to supplier limitations.

It is worth noting that 76.1% of our members attended at least 1 event during Seniors Fortnight. The diversity of our Seniors has assisted with making this Seniors Fortnight an exceptional event indeed.

Retaining Leigh Catering for events such as the Opening and Closing Ceremony has continued to provide stability of catering and excellent quality of service for Seniors at these events. Continuing our relationship with suppliers such as Wetlands Billabong Tours, Adelaide River Resort and Corroboree Tavern have again provided us with the ability to negotiate some good financial terms for such events and the provision of great meals and service.

Aging Cohort – The data from our evaluations in 2020 from respondents who provided feedback supports the notion that the **PLSA MUST continue with a more sedentary event program as 56.95% of our Seniors membership are aged between 71 and 85 years of age whilst the average age of members is 77 years young.**

This indicates that we are unable to offer 18 holes of golf, horse riding, water skiing or sky diving activities!

Sponsorship – without the sponsors (outlined on Page 2) we would be more the poorer. The PLSA works closely with our sponsors and where achievable jointly market services and products for the betterment of the local community. Sponsors may advertise in the PLSA Newsletter at no charge, as well as at events for the betterment of both partners.

Suppliers – our suppliers of meals, venues, equipment and activities has also been fabulous this year. Where some repeat business has occurred we have been able to negotiate some wonderful deals/prices to ensure that our events can allow as many seniors as possible to attend, ensuring that our precious dollars raised go as far as possible. Whilst we like to diversify events, we must be cognisant of the age of our cohort and their requirements.

Local Business Houses - the PLSA continue to solicit donations from local business houses; such that we have an absolutely diverse range of gifts to utilise as door prizes for Seniors during Seniors Fortnight, which better their experience. COVID-19 has impacted on local business houses in Palmerston and Litchfield; however they continue to come to the support the Seniors from Palmerston and Litchfield. Without our local business houses who have a belief in what the PLSA are aiming to achieve, our Seniors would be more the poorer.

To this end, as mentioned on page 3, two specific business houses donated prizes such that the Association was able to offer members attending Seniors Fortnight events an additional raffle as the donations were worth far in excess of what the expectation of what a door prize might be worth.

Purchasing Policy – In support of local business houses, the PLSA has a purchasing policy, which explicitly targets the purchase of good and services from within the municipalities of City of Palmerston and Litchfield Council. Where ever possible we target our purchases towards LOCAL BUSINESS. There are of course some services which must be obtained from outside the municipalities, but they are kept to a minimum wherever possible.

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Seniors Fortnight 2021 – we look forward to receiving feedback from our sponsor and suppliers as to how we can improve our events and services looking forward to 2021. Thank you for your assistance and understanding throughout this year and we look forward to our sponsors continuing support in the coming year.

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COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.1.2
REPORT TITLE:	Palmerston Seniors Advisory Committee Meeting 21 September 2020 Minutes
MEETING DATE:	Tuesday 20 October 2020
AUTHOR:	Community Services Officer, Tess Riches
APPROVER:	Director Lifestyle and Community, Amelia Vellar

COMMUNITY PLAN

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

PURPOSE

This report presents Council with the minutes of the most recent Palmerston Seniors Advisory Committee meeting, held Monday 21 September 2020 as presented as **Attachment 13.1.2.1**.

KEY MESSAGES

- Palmerston's Seniors Advisory Committee (PSAC) is an advisory committee to City of Palmerston, regarding issues of interest and concern to local seniors.
- Due to three recent member resignations, PSAC is now comprised of 12 senior members with guests attending as invited.
- This meeting is the second PSAC meeting of the calendar year.
- The five action table items were reduced to three.
- A verbal update was provided about City of Palmerston Seniors Fortnight, which Council sponsors as a Platinum Sponsor.
- A report about City of Palmerston Seniors Day, held at the Palmerston Recreation centre on Wednesday 19 August, was tabled.
- The next PSAC meeting is scheduled Monday, 23 November 2020 at 12:00pm in Community Room 1, Palmerston Recreation Centre, 11 The Boulevard, Palmerston.

RECOMMENDATION

THAT Report entitled Palmerston's Seniors Advisory Committee Meeting 21 September 2020 Update be received and noted.

BACKGROUND

Palmerston's Seniors Advisory Committee (PSAC), now comprised of 12 senior members with guests attending as invited, is an advisory committee to City of Palmerston, regarding issues of interest and concern to local seniors.

PSAC currently meets approximately every two months, although cancellations of scheduled meetings due to COVID-19 throughout March to August have resulted in this being only the second meeting of the calendar year.

At each meeting, the ongoing Action Table items are considered, discussed and suggestions are put forward regarding possible solutions, actions, and outcomes. PSAC has no power to make decisions on behalf of Council, however, may make recommendations to Council for its consideration.

DISCUSSION

Three senior members have resigned from PSAC, leaving 12 members of a maximum of 16. Membership composition will be included in the PSAC Terms of Reference report next meeting.

The Committee considered the five outstanding actions and resolved that only three items remained as follows:

1. Reducing isolation of lonely local seniors' members to share any programs or activities or opportunities they are aware of.
2. Member of the Legislative Assembly (MLA) Marie-Clare Boothby will approach management of Bakewell Shopping Centre to ascertain interest in discussions regarding a postal facility, post pandemic at the centre.
3. Council to provide a summary of community consultation outcome on the Gray Community Hall Redevelopment plans.

At the next meeting, these items will be revisited, with a review to develop further, redirecting as required, resolving, and /or closing the items.

The following items were agreed to be removed from the Action Table:

- Shade in Goyder Square.
- Essington Avenue Footpaths Refurbishment.
- Multiple Northern Territory Government Identified Issues (except the issue of postal facilities, above).

A report on the City of Palmerston Seniors Day, held at the Palmerston Recreation Centre on Wednesday 19 August, was tabled. PSAC members and Palmerston and Litchfield Seniors Association (PLSA) members assisted in the delivery of this event.

Neville Driver from the Palmerston and Litchfield Seniors Association provided a verbal report on the outcomes and considerations of the City of Palmerston Seniors Fortnight 2020, of which Council is the Platinum Sponsor. This report has been provided to Council within the Community Benefit Scheme September Update report included in this agenda.

CONSULTATION PROCESS

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

POLICY IMPLICATIONS

There are no policy implications for this report.

BUDGET AND RESOURCE IMPLICATIONS

Council's sponsorship of the City of Palmerston Seniors Fortnight 2020 was \$18,000, being the Platinum Sponsor. This funding was within Council's adopted 2019/2020 budget.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This report addresses the following City of Palmerston Strategic Risks:

1 Fails to effectively regain the trust from all stakeholders

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

This committee is comprised of local senior representatives, Council staff and Elected Members. If these senior members do not value the outcomes of the committee meetings, further resignations may occur.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

1. Unconfirmed Palmerston Seniors Advisory Committee Minutes 21 September 2020 [13.1.2.1 - 4 pages]

PALMERSTON SENIORS ADVISORY COMMITTEE MINUTES

Minute Book Page 1

CITY OF PALMERSTON

**Minutes of Palmerston Seniors Advisory Committee Meeting
held in Community Room 1
Palmerston Recreation Centre, Palmerston
on Monday 21 September 2020 at 12:00pm.**

COMMITTEE MEMBERS

Alderman Sarah Henderson, City of Palmerston (Chair)
Mayor Athina Pascoe-Bell, City of Palmerston
Ann Brown
Mary Oliffe
Sheryl Sephton
Neville Driver
Dot Chapman
Trevor Miller
Anne Coutts
Sandra Parker
Lillian Mann
Maggie Grave
Barbara Crane

STAFF

Amelia Vellar, Deputy Chief Executive Officer/Director
Lifestyle and Community,
Tess Riches, Community Support Officer (Minute Secretary)

GALLERY

Marie-Clare Boothby, MLA, Member for Brennan, CLP
Angela Walker, Electorate Officer - Spillett, CLP

1 ACKNOWLEDGEMENT OF COUNTRY

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

2 OPENING OF MEETING

The Chair declared the meeting open at 12:07pm.

3 APOLOGIES

Initials: _____

PALMERSTON SENIORS ADVISORY COMMITTEE MINUTES

Minute Book Page 2

3.1 Apologies

An apology was received from Marg Moore for 21 September 2020.

3.2 Leave of Absence Previously Granted

Nil.

3.3 Leave of Absence Request

Nil.

4 DECLARATION OF INTEREST

4.1 Committee Members

Nil.

4.2 Staff

Nil.

5 CONFIRMATION OF MINUTES

5.1 Confirmation of Minutes

Moved: Ann Brown
Seconded: Mayor Athina Pascoe-Bell

THAT the minutes of the Palmerston Seniors Advisory Committee Meeting held on Monday, 3 February 2020 pages 1 to 5 be confirmed.

CARRIED

6 CHAIRS REPORT

Alderman Sarah Henderson (Chair) provided a verbal update to the committee.

Initials: _____

PALMERSTON SENIORS ADVISORY COMMITTEE **MINUTES**

Minute Book Page 3

7 CORRESPONDENCE

Nil.

8 CONFIDENTIAL ITEMS

Nil.

9 OFFICER REPORTS

9.1 Receive and Note Reports

9.1.1 Resignation of Palmerston Seniors Advisory Committee Members

Moved: Barbara Crane

Seconded: Neville Driver

THAT Report entitled Resignation of Palmerston Seniors Advisory Committee Members be received and noted.

CARRIED

9.1.2 Action Report September 2020

Moved: Ann Brown

Seconded: Sandra Parker

1. THAT Report entitled Action Report September 2020 be received and noted.

2. THAT the following items be removed from the Action Table:

Shade in Goyder Square

Essington Avenue Footpaths Refurbishment

Multiple NT Government Identified Issues

CARRIED

Initials: _____

PALMERSTON SENIORS ADVISORY COMMITTEE **MINUTES**

Minute Book Page 4

9.1.3 City of Palmerston Seniors Day 2020 Event Update

Moved: Ann Brown
Seconded: Dot Chapman

THAT Report entitled City of Palmerston Seniors Day 2020 Event Update be received and noted.

CARRIED

10 OTHER BUSINESS

10.1 City of Palmerston Seniors Fortnight – Palmerston and Litchfield Seniors Association (Verbal Update)

Moved: Trevor Miller
Seconded: Neville Driver

THAT Item Number 10.1 entitled City of Palmerston Seniors Fortnight – Palmerston and Litchfield Seniors Association (Verbal Update) be received and noted.

CARRIED

11 NEXT MEETING

The next meeting for the Palmerston Seniors Advisory Committee be held on Monday, 23 November 2020 at 12:00pm in Community Room 1, Palmerston Recreation Centre, 11 The Boulevard, Palmerston.

12 CLOSURE OF MEETING

The Palmerston Seniors Advisory Committee meeting, held in the Council Chambers, Civic Plaza, Palmerston on Monday, 21 September 2020 closed at 1:25pm

CHAIR

Date:

Initials:

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.1.3
REPORT TITLE:	myPalmerston Update - October 2020
MEETING DATE:	Tuesday 20 October 2020
AUTHOR:	Chief Executive Officer, Luccio Cercarelli
APPROVER:	Chief Executive Officer, Luccio Cercarelli

COMMUNITY PLAN

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

PURPOSE

This report updates Council on the myPalmerston Local Business Voucher Scheme.

KEY MESSAGES

- Round One of the myPalmerston Local Business Voucher Scheme has concluded and is considered a success.
- In August 2020 Council resolved to undertake the myPalmerston Local Business Voucher Scheme over three rounds in September, October, and November 2020.
- A total of \$220,000 has been allocated for the three rounds and is funded in partnership with the Northern Territory Government (NTG).
- In addition to the vouchers, Council continues to support local business and the community by providing free parking within the City Centre.
- The first round of \$40,000 commenced on 29 September and has now concluded due to all funds being exhausted.
- A total of 5363 users and 75 business registered.
- Round One saw a total of 3376 vouchers redeemed with a total transaction value of \$227,377.28.
- Most vouchers were redeemed at Cafes, Restaurants and Takeaway Food Services, totalling 1251, boosting \$66,901.46 back into the local economy.
- The busiest times to redeem vouchers was recorded between 11am to 1pm and 4pm to 6pm with Friday, Saturday and Sunday's being recorded as the busiest days.
- Round Two will commence on Wednesday 28 October 2020, with \$90,000 of vouchers available.

RECOMMENDATION

THAT Report entitled myPalmerston Update - October 2020 be received and noted.

BACKGROUND

COVID-19 pandemic continues to impact the local community and economies. Council has implemented numerous initiatives to support our ratepayers, residents, and businesses. These have included:

- Holding the cost of rates; no increase from 2019/20.

- Holding the cost of the waste service charge; no increase from 2019/20.
- Holding the cost on Council fees and charges; no increase from 2019/20.
- Continuing to provide free entry to the Palmerston Swimming and Fitness Centre.
- Continuing to provide free parking in our City Centre, including all day parking until 30 June 2021.
- Providing rates financial hardship assistance for both residential and commercial ratepayers.
- Maintaining our City's Capital Works Program and local spend.
- Providing \$1 million of expedited capital works projects with NTG as part of the Special Community Assistance and Local Employment Grant.
- Maintaining our service levels across the whole municipality, in all areas.

NTG, as part of its COVID-19 stimulus activities, has provided a funding opportunity to NT councils to participate in a Local Business Voucher Scheme.

At the 2nd Ordinary Council Meeting in August 2020, Council resolved to accept the NTG offer and to participate.

13.2.2 Local Business Voucher Scheme

1. *THAT Report entitled Local Business Voucher Scheme be received and noted.*
2. *THAT Council participate in the Local Business Voucher Scheme with a funding commitment of \$20,000 for round one \$20,000 for round two and \$20,000 for round three being funded from Council's reserves, noting that the Northern Territory Government will match funding and provide an additional top up of funding of \$50,000 for round two and \$50,000 for round three to make an overall program amount of \$220,000, with the following transactions being exempt:*
 - Gift Vouchers
 - Alcohol
 - Tobacco and
 - Gambling
3. *THAT pursuant to Section 32(2)(b) of the Local Government Act 2008 Council hereby delegates to the Chief Executive Officer the power to negotiate and finalise the agreement for the City of Palmerston 'myPalmerston' Local Business Voucher Program and associated conditions and documents as outlined in Report entitled Local Business Voucher Scheme.*

CARRIED 9/1246 - 18/08/2020

A total of three rounds are planned, 29 September, 28 October, and 26 November 2020.

Round One has recently completed and this report updates Council on its success.

DISCUSSION

Round One commenced on 29 September 2020 with vouchers to the value of \$40,000 available to users.

Council continues to support local business and community not only through myPalmerston, but also by providing free parking within the City Centre.

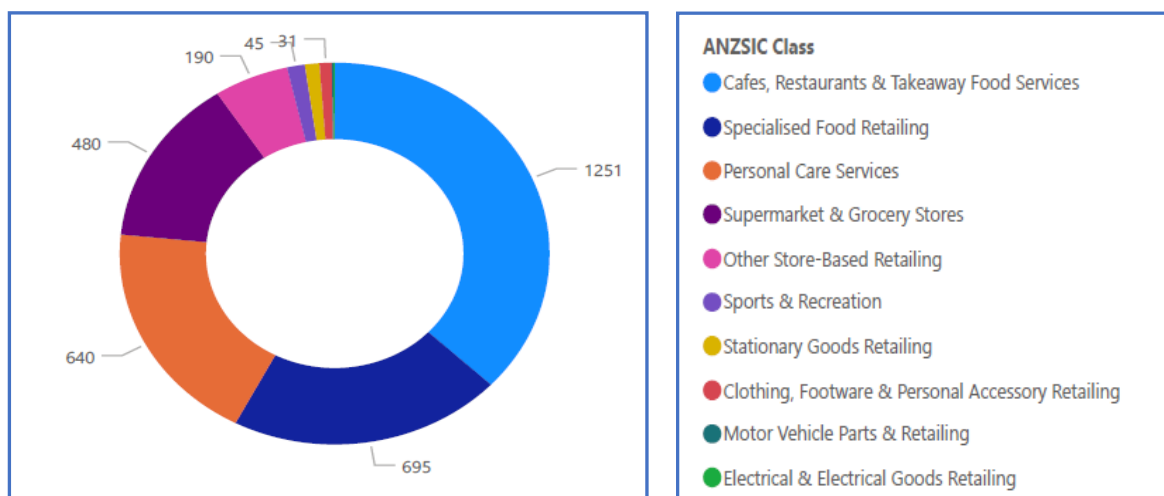
Round One is considered to be a success with the available vouchers being fully expended in a two-week period.

A total number of 5363 users and 75 local businesses registered in Round One.

The \$40,000 of vouchers generated a total spend with local Palmerston business of \$227,337.28.

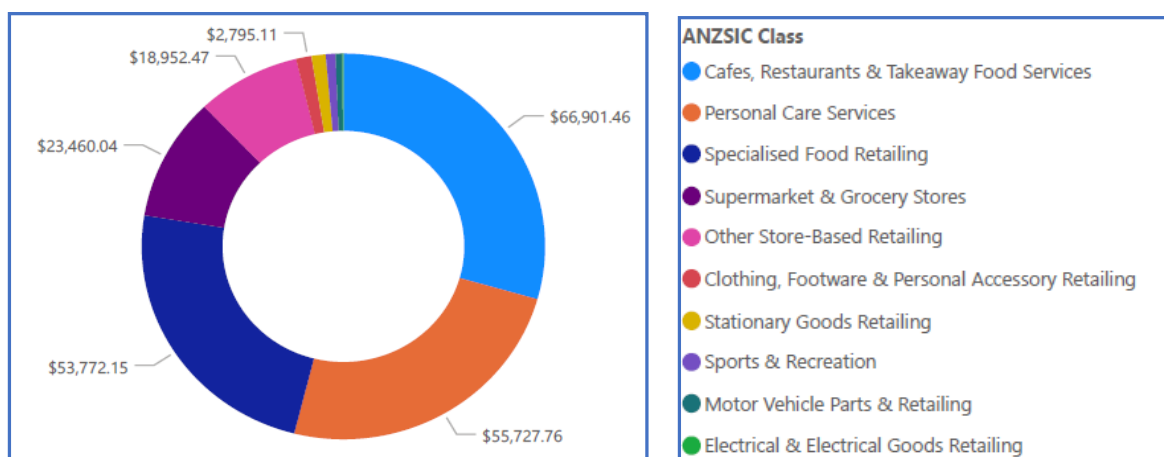
The following are some Round One statistics using the Australian and New Zealand Standard Industrial Clarification (ANZSIC) Class (Top 10).

Vouchers Redeemed



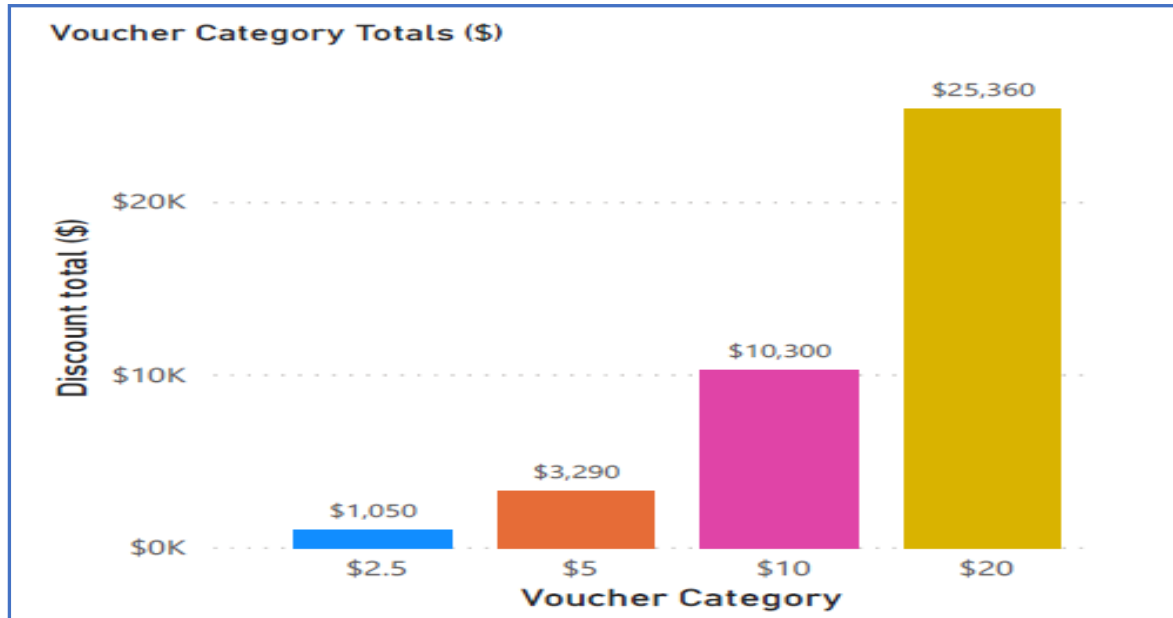
1. The most popular incentivises were Cafés, Restaurant and Takeaway Food Services.
2. The least popular industries at Electrical and Electrical Goods Retailers.

Total Customer Spend



1. The most revenue was received by Cafes, Restaurants and Takeaway Food Services.
2. The second highest revenue was received by Personal Care Services.

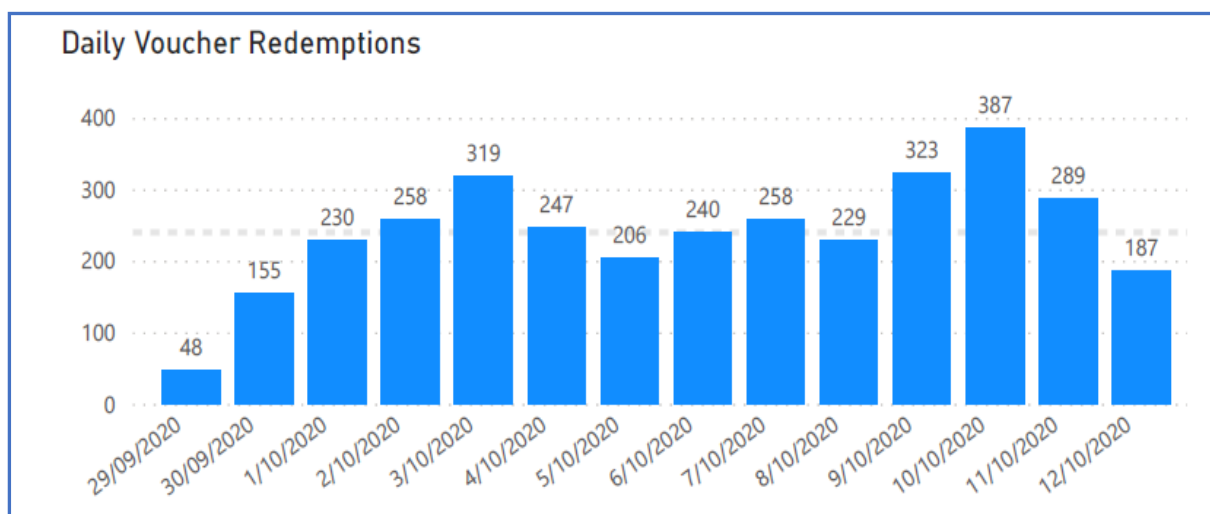
Voucher Category



The total \$40,000 was spent as follows:

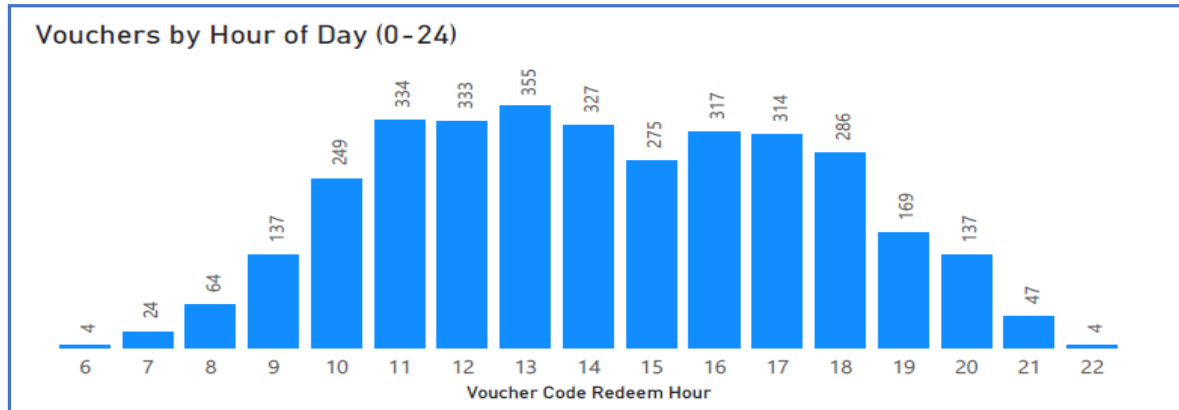
\$ 2.50 vouchers:	420 vouchers were redeemed to the value of	\$ 1,050
\$ 5.00 vouchers:	658 vouchers were redeemed to the value of	\$ 3,390
\$10.00 vouchers:	1030 vouchers were redeemed to the value of	\$10,300
\$20.00 vouchers:	1268 vouchers were redeemed to the value of	\$25,360
TOTAL Vouchers:	3376	TOTAL Value: \$40,000

Daily Vouchers



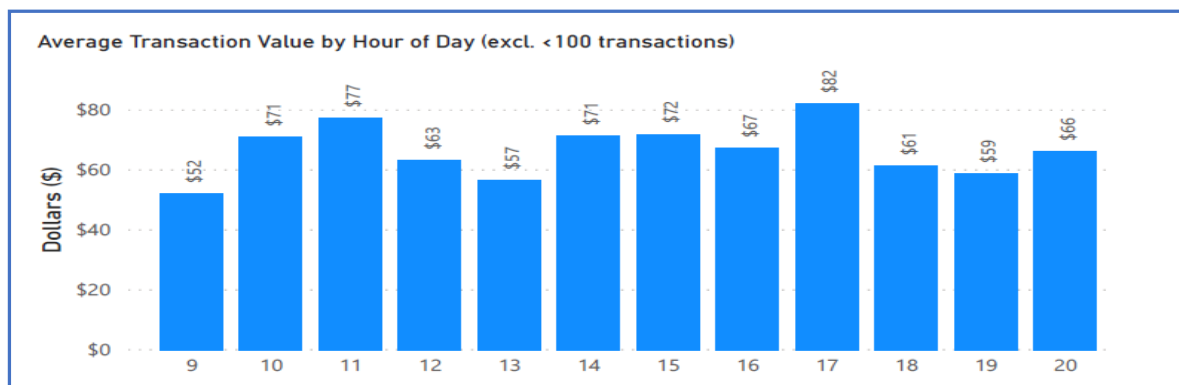
Saturday was the most popular day to redeem vouchers with Friday and Sunday being the next two most popular days.

Vouchers by Hour of Day



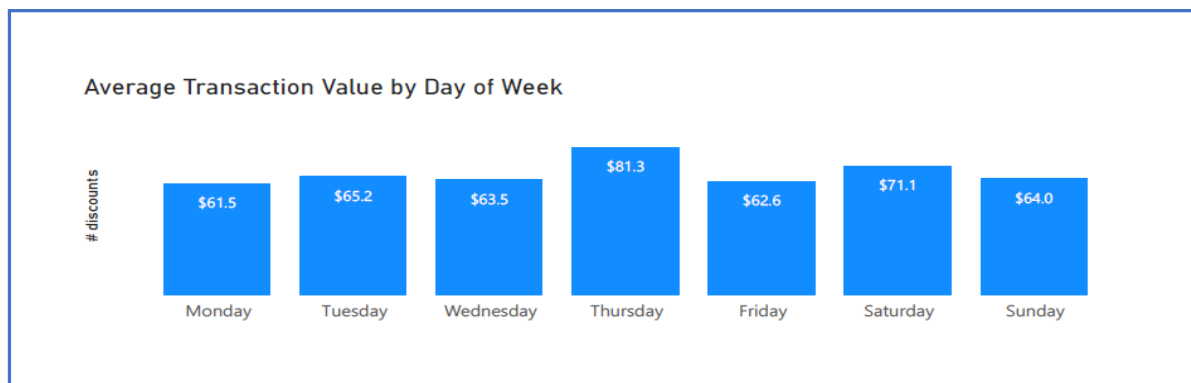
The busiest times for shoppers was between 11am and 1pm and again between 4pm and 6pm confirming that most people used their vouchers at Café's, Restaurants and Takeaway Food Services.

Average Transaction Value by Hour of Day



The average amount spent per hour is consistent with all of our data with the most being spent at 11am and 5pm.

Average Transaction Value by Day of Week



The average transaction value was \$81.30 made on Thursday's.

Council is now planning for Round Two which will commence on 28 October 2020, with \$90,000 of redeemable voucher's available to spend within registered local Palmerston business.

Round One users and businesses will automatically be registered for Round Two and advised of its commencement.

Customers and businesses can continue to register throughout the entirety of the program.

COMMUNICATIONS

As part of the ongoing campaign, the following tactics are planned to promote Round Two and to encourage users and business to register:

- Media release – round complete/round open
- Stakeholder emails – Support local list
- Mayor's Talk
- Cold calling
- Chamber of commerce – newsletter and mailing list
- Department of Business – Small business champions messaging/newsletter
- Facebook post – also on all Elected Members pages
- Television Commercial (TVC) – featuring small businesses involved in the program
- Goyder TV – running the myPalmerston TVC
- Weekly business visits – photography and social posts tagging
- NT News ad
- Regular Mayor radio segments
- Facebook ad campaign
- Instagram posts

CONSULTATION PROCESS

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

- Communications Manager
- IT Manager
- Finance Manager
- Executive Assistant to Director Lifestyle and Community

POLICY IMPLICATIONS

There are no policy implications resulting from this report.

BUDGET AND RESOURCE IMPLICATIONS

The funding contribution for the voucher program will see \$60,000 from Council, \$60,000 from NTG and \$100,000 from NTG (top up) to make a \$220,000 local business voucher scheme program. The top up \$100,000 is conditional on participating in all rounds.

The funding from NTG totalling \$160,000 has been received by Council.

The Round One investment of \$40,000 have delivered a total spend with registered local business of \$227,377.28.

Council has also engaged external resources to assist with managing the program to ensure it is efficient and compliant.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

Council has implemented appropriate controls to ensure that fraudulent claims do not occur or significantly minimised.

As part of the controls, Council has engaged Probity Auditors, Merit Partners Chartered Accounts, to assist in business registrations, compliance checking and managing the program.

Where required Council has also sought advice from Ward Keller Lawyers.

These resources will remain in place until all rounds are completed.

The Independent Commissioner Against Corruption (ICAC) has powers relating to instances of improper, corrupt, and unsatisfactory conduct, Council will need to ensure compliance and appropriate measures are in place.

This report addresses the following City of Palmerston Strategic Risk:

2. Is not sustainable into the long term
Context: Optimising the financial, social and environmental sustainability of the Council.
4. Fails to effectively design and implement contemporary governance practices
Context: Strong foundations to hold the Council and Administration to account with clear and transparent performance reporting.
5. Fails to make informed and timely decisions
Context: Ensuring the Council and Administration with decision making delegation have access to the right information, at the right time as context to making its decisions on a timely basis.
7. Fails to be agile to respond to growth opportunities
Context: Ensuring the organisation is positioned to respond quickly to take up opportunities for growth both internally and externally.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

Nil

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.1.4
REPORT TITLE:	Australian Local Government Association National General Assembly 2020 Motions
MEETING DATE:	Tuesday 20 October 2020
AUTHOR:	Governance Lead, Caroline Hocking
APPROVER:	Chief Executive Officer, Luccio Cercarelli

COMMUNITY PLAN

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

PURPOSE

This report provides an update on Council's submitted motion to the Australian Local Government Association (ALGA) National General Assembly 2020.

KEY MESSAGES

- The ALGA National General Assembly 2020 event was cancelled due to the COVID-19 pandemic.
- The Board of the ALGA received 153 motions submitted by councils and agreed to consider the motions for debate, which occurred late July 2020.
- City of Palmerston submitted a motion regarding reliable telecommunications for remote and regional areas in Australia, provided at **Attachment 13.1.4.1**.
- Correspondence via email was received by ALGA on 25 September 2020 advising that the Board agreed to refer Council's motion to the Hon. Mark Coulton MP, Minister for Regional Communications for consideration.
- Once Council's motion has been considered by the Minister, a response will appear on the ALGA website and in the ALGA newsletter. Officers will monitor the ALGA webpage and newsletters and will update Council once further information is received.

RECOMMENDATION

THAT Report entitled Australian Local Government Association National General Assembly 2020 Motions be received and noted.

BACKGROUND

The National General Assembly convened by ALGA is the peak annual event for Local Government, attracting in excess of 800 Mayors and Elected Members across Australia each year.

This event provides unique opportunity for Local Government to engage directly with Federal Government to develop national policy.

Council usually attends this event and in February endorsed the Mayor, Alderman Giesecke and Alderman Garden to attend and represent on behalf of the City of Palmerston.

Due to the COVID-19 pandemic, the National General Assembly 2020 was cancelled in light of the Government's decision to ban non-essential gatherings of more than 100 people at indoor venues in its efforts to slow the spread.

The City of Palmerston submitted a motion in March 2020 to ALGA's National General Assembly regarding reliable telecommunications for remote and regional areas in Australia, **Attachment 13.1.4.1**.

The Board of the ALGA received 153 submitted motions by councils and agreed to consider the motions for debate, which occurred late July 2020.

DISCUSSION

Council submitted a motion to the National General Assembly calling on the Australian Government to utilise its powers under section 51 of the *Australian Constitution* to ensure that all remote and regional areas of Australia have access to alternate, robust and reliable telecommunications separate to the services provided by Telstra.

Correspondence has been received via email on 25 September 2020 advising that the Board agreed to refer Council's motion to the Hon. Mark Coulton MP, Minister for Regional Communications for consideration.

Once Council's motion has been considered by the Minister the response will appear on the ALGA website and newsletter. Officers will monitor the ALGA webpage and their monthly newsletters and will update Council once further information is received.

CONSULTATION PROCESS

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

POLICY IMPLICATIONS

There are no policy implications for this report.

BUDGET AND RESOURCE IMPLICATIONS

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

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This report addresses the following City of Palmerston Strategic Risks:

6 Fails to create and deliver the strategic vision for the City

Context: Ensuring a vision is enduring and clear to all relevant stakeholders, guiding future decision making, delivered effectively and efficiently, and that progress is measurable and celebrated.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

1. City of Palmerston Submitted ALGA National General Assembly Motion 2020 [**13.1.4.1** - 1 page]

Motion:

This National General Assembly calls on the Australian Government to utilise its powers under section 51 of the *Australian Constitution* to ensure that all remote and regional areas of Australia have access to alternative, robust and reliable telecommunications separate to the services provided by Telstra.

National Objective (200 words)

Remote and regional Australia requires alternate, robust and reliable telecommunications.

Robust and reliable communication networks are now critical to everyday life, particularly in remote and regional Australia. We rely on these networks for information, eftpos transactions, the purchase of food and fuel, access to medical services, contact with emergency services, driving the local economy and other everyday basics. Our society, including the most remote areas of Australia, is now reliant on the backbone of telecommunications for everyday life.

The development of remote and regional Australia is reliant on communications networks for strong and robust economies and the opportunity to grow.

The Commonwealth Government has constitutional responsibility for the peace, order and good government with respect to telecommunication services, and it is essential that they provide a system that is robust and reliable for all Australians, and to all Australian communities.

Summary of Key Arguments (300 words)

Remote and Regional Australians rely on telecommunications for everyday essentials. Failure of telecommunications systems are occurring with increasing frequency.

Communities in the Northern Territory, and elsewhere around Australia, are being left helpless, starving and unable to escape from their communities, as they are unable to purchase fuel or alternate travel means. Those who access remote health services via the internet are also being left at risk and forced to travel for healthcare that was provided remotely, whilst other emergency services are unable to be contacted.

In the Northern Territory, as well as remote parts of other states, it is not uncommon for people to have to travel for hundreds of kilometres during outages to obtain access to basics or be left stranded in their communities.

Those that are able leave their community are placing strain on neighboring communities as they arrive in large numbers, unexpectedly, and are unprepared for with no shelters, accommodation, social services or other assistance provided to them, often sleeping out in makeshift bush camps or sleeping in parklands, while their home communities suffer from economic disruption and collapse with the sudden inability to trade and mass exodus of people.

It is apparent that communications failures are occurring regularly, networks are not well maintained, and Telstra are not well equipped to restore communications in a timely manner, with outages often lasting days and in some communities for weeks on end.

The Commonwealth Government, having powers under the Australian Constitution¹ for *postal, telegraphic, telephonic, and other like services*, should be taking responsibility for these services, and either repairing networks for robustness in today's society or providing alternative solutions for remote and regional Australia.

¹ *Australian Constitution* s 51(v).

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.1.5
REPORT TITLE:	Financial Report for the Month of September 2020
MEETING DATE:	Tuesday 20 October 2020
AUTHOR:	Manager Finance, Maxie Smith
APPROVER:	Chief Executive Officer, Luccio Cercarelli

COMMUNITY PLAN

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

PURPOSE

The purpose of the report is to present to Council the Financial Report for the month of September 2020.

KEY MESSAGES

- Rates and Annual Charges income for the financial year were levied in August 2020.
- Operating income and expenditure overall are in-line with expectations and cashflows.
- Opening reserve balances are unconfirmed pending the completion of the Annual Financial Statements and associated audit.
- Capital expenditure is showing as 27% of budget for the year inclusive of commitments. These expenses are inclusive of the Special Community Assistance and Local Employment (SCALE) projects.
- Unexpended capital works established at Third Budget Review 2020 for \$1,400,050 have been included in capital expenditure for works scheduled for completion or commencement after 1 July 2020.

RECOMMENDATION

THAT Report entitled Financial Report for the Month of September 2020 be received and noted.

BACKGROUND

In accordance with Section 18 of the *Local Government (Accounting) Regulations* the proceeding months financial report must be presented to Council. The commentary below and **Attachment 13.1.5.1** present the financial position of Council at the end of September 2020.

DISCUSSION

Monthly cashflows for income and expenses have been updated and are recorded in the report.

Operating Income

- Total operating income is at 87% of the current budget.
- Rates & Annual Charges income is currently at 96% for the financial year with rates levied in full during the month of August 2020.

- Council received a grant from the Northern Territory Government for myPalmerston of \$160,000 during the month of September, and an adjustment will be made at the First Quarter Budget Review to reflect this.
- Other income is exceeding expectations due to insurance reimbursements and will be adjusted at the First Quarter Budget Review.
- City Growth & Operations income is exceeding expectations due to subdivision works and Community Art Centre activities and will be adjusted at the First Quarter Budget Review.
- All other operating income items are generally tracking as expected at this point in the financial year.

Operating Expenditure

- Total operating expenditure is at 28% of the budget inclusive of commitments.
- All operating expenditure lines are in-line with budget expectations.

Capital Income

- Capital income is at 7% of current budget inclusive of commitments.
- Developer contributions is exceeding expectations due to Funds in Lieu of Construction (FILOC) for Driveways. This will be adjusted at the First Quarter Budget Review.

Capital Expenditure

- Capital Expenditure is at 29% for the year including commitments raised in-line with budget expectations of which 10% has been fully expended.
- The actuals and commitments raised are inclusive of the SCALE projects which are progressing.
- Capital projects from the previous financial year requiring completion will be presented to Council as part of the First Quarter Budget Review.

Loans

Council approved an internal loan for \$3.65 million to fund Making the Switch and an external loan for \$1.96 million to fund the final stage of remediation works at the previous Archer Landfill site.

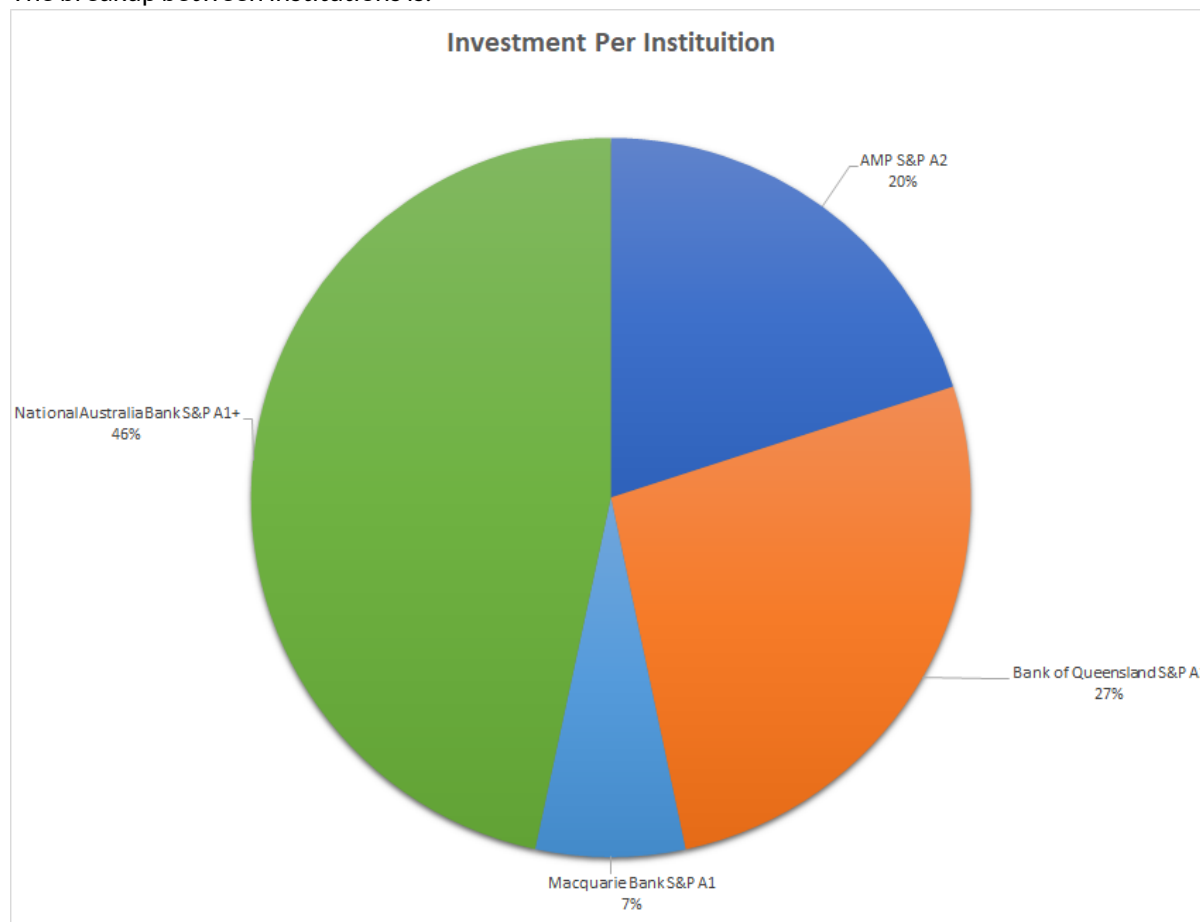
The internal loan for Making the Switch has been drawn upon, with the corresponding figures shown in **Attachment 13.1.5.1, Section 2.10 - Council Loans**. Total project costs for Making the Switch, exclusive of employee costs for the public lighting officer and interest incurred is \$3,223,849. Interest accrued to date is \$78,621 and Council commenced repayments in the 2019/20 financial year with an instalment of \$200,000 processed in conjunction with the Second Budget Review 2019/20. As energy savings from the project are realised, a portion will be allocated to the repayment of the loan, with the remainder allocated to improving the public lighting network as previously approved.

The loan for Archer Landfill Rehabilitation of \$1.96 million was drawn upon on 28 June 2019. The principal repayments for this loan commenced in October 2019 and will occur quarterly. The current outstanding balance on this loan is \$1,738,353. Details of the loan are provided in **Attachment 13.1.5.1, Section 2.10 - Council Loans**.

Investments

As at 30 June 2020 Council held a total of \$22,664 million in term deposits across four separate financial institutions. The investment portfolio is compliant with Council Policy *FIN06 - Investments*.

The breakup between institutions is:



Outstanding Rates

Council's overdue rates are currently worth \$3,321 million or 11.53% of total rates levied for the 2020/21 financial year. The increase in outstanding rates compared to prior years is primarily due to COVID-19, and Council is acting to support ratepayers through rate relief measures. Five commercial rates concessions have been approved under Council's recently adopted *FIN17a - Public Benefit Concession Policy for Commercial Ratepayers* with one additional application in progress.

Waste Charges

The purpose of *Section 2.8 - Waste Charges* in **Attachment 13.1.5.1**, is to provide an indicative overview of Council's progress against its budgeted Waste Reserve movement. In the previous months, this report reflected capital roll over amounts. These capital roll over amounts have already impacted on reserve balances. Consequently, capital expenditure has been revised to reflect only movement relating to this financial year and capital roll over amounts have been removed.

CONSULTATION PROCESS

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

POLICY IMPLICATIONS

Investments are compliant with Council Policy *FIN06 – Investments*.

BUDGET AND RESOURCE IMPLICATIONS

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

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This report addresses the following City of Palmerston Strategic Risks:

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

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

Financial Reports to Council

1. *The CEO must, in each month, lay before a meeting of the Council a report, in a form approved by the Council. Setting out:*
 - a. *The actual income and expenditure of the Council for the period from the commencement of the financial year up to the end of the previous month.*
 - b. *The forecast income and expenditure for the whole of the financial year.*
2. *The report must include:*
 - a. *Details of all cash investments held by the Council (including any money held in trust).*
 - b. *A statement of the debts owed to the Council including aggregate amount owed under each category with a general indication of the age of the debts.*
 - c. *Other information required by the Council.*

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

1. Monthly Financial Report September 2020 [13.1.5.1 - 19 pages]

Financial Management Reports

September 2020

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

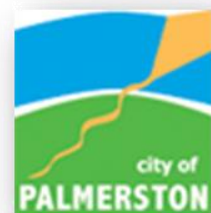


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SECTION 2 – FINANCIAL RESULTS	2.1	Budget Summary Report
	2.2	Reserves Schedule
	2.3	Investments Management Report
	2.4	Debtor Control Accounts
	2.5	Financial Indicators
	2.6	Creditor Accounts Paid
	2.7	Creditor Accounts Outstanding
	2.8	Waste Charges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

Section 2

Financial Results

1.1 - Executive Summary as at 30 September 2020

% of year passed

25%

	Revised Budget \$	YTD Actual \$	% Utilised Actuals	YTD Committed \$	% Utilised Committed	Budget Forecast \$
Operating Income						
Rates & Annual Charges	28,879,788	27,767,447	96%	0	0%	28,879,788
Statutory Charges	138,450	14,356	10%	0	0%	138,450
User Charges & Fees	807,062	295,710	37%	0	0%	807,062
Interest & Investment Revenue	993,160	212,926	21%	0	0%	993,160
Reimbursements	0	0	0%	0	0%	0
Other Income	101,625	136,179	134%	0	0%	101,625
Grants, Subsidies & Contributions	2,846,524	978,735	34%	0	0%	2,846,524
Operating Income	33,766,609	29,405,353	87%	0	0%	33,766,609
Operating Expenditure						
Employee Costs	-10,164,650	-2,467,481	24%	-8,629	0%	-10,164,650
Professional Services	-1,642,676	-351,839	21%	-213,018	13%	-1,642,676
Auditor's Remuneration	-35,000	23,800	-68%	0	0%	-35,000
Operating Lease Rentals	-46,000	-3,349	7%	-19,073	41%	-46,000
Energy	-1,255,557	-202,531	16%	0	0%	-1,255,557
Materials & Contractors	-10,703,905	-1,052,876	10%	-2,082,275	19%	-10,703,905
Depreciation, Amortisation & Impairment	-10,400,000	-2,600,001	25%	0	0%	-10,400,000
Elected Members Expenses	-385,771	-56,674	15%	0	0%	-385,771
Legal Expenses	-242,200	-129,306	53%	-20,360	8%	-242,200
Water Charges	-1,333,095	-252,730	19%	0	0%	-1,333,095
Telephone & Other Communication Charges	-237,828	-59,532	25%	-58,905	25%	-237,828
Community Grants	-130,000	-12,400	10%	-57,273	44%	-130,000
Other Expenses	-3,520,633	-1,156,035	33%	-256,140	7%	-3,520,633
Borrowing Costs	-46,000	0	0%	0	0%	-46,000
Operating Expenditure	-40,143,315	-8,320,956	21%	-2,715,671	7%	-40,143,315
OPERATING SURPLUS/(DEFICIT)	-6,376,706	21,084,397		-2,715,671		-6,376,706
Capital Income			0			
Net gain (loss) on disposal or revaluation of assets	50,000	169	0%	46,364	93%	50,000
Developer Contributions	42,000	71,622	171%	0	0%	42,000
Asset Income	0	0	0%	0	0%	0
Grants received	1,573,700	0	0%	0	0%	1,573,700
Capital Income	1,665,700	71,791	4%	46,364	3%	1,665,700
Net SURPLUS / (DEFICIT) transferred to Equity Statement	-4,711,006	21,156,188		-2,669,308		-4,711,006
Capital Expenditure						
Land Purchase	0	0	0%	0	0%	0
Asset Purchase	-3,430,163	-707,803	21%	-1,024,947	30%	-3,430,163
Asset Upgrade	-5,109,387	-181,405	4%	-616,819	12%	-5,109,387
Capital Expenditure	-8,539,550	-889,208	10%	-1,641,766	19%	-8,539,550
Less Non-Cash Expenditure	-10,400,000	-2,600,001	25%	0	0%	-10,400,000
Plus Gifted Assets	0	0	0%	0	0%	0
NET CAPITAL SURPLUS/(DEFICIT)	-2,850,556	22,866,981		-4,311,074		-2,850,556
Borrowings	0	0	0%	0	0%	0
Repayment of Borrowings	-228,223	0	0%	0	0%	-228,223
Reserve Movement	3,078,779	0	0%	0	0%	3,078,779
NET OPERATING SURPLUS/(DEFICIT)	0	22,866,981		-4,311,074		0

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Section 2

Financial Results

2.1 - Budget Summary Report as at 30 September 2020

% of year passed 25%

Cashflowed Estimate of Budget YTD 90%

Operating Income

	Revised Budget \$	YTD Actuals \$	%
Governance			
Office of the CEO	814,393	262,330	32.21%
Governance	814,393	262,330	32.21%
Organisational Services			
Director Organisational Services	50,012	23,926	47.84%
Organisational Services	50,012	23,926	47.84%
Finance			
Financial Services	450,000	105,328	23.41%
Rates	22,144,398	20,883,297	94.31%
Finance	22,594,398	20,988,624	92.89%
Events Promotion	45,000	0	0.00%
Health and Wellbeing Services	0	1,450	0.00%
Library Services	789,826	696,332	88.16%
Senior Citizens	1,500	2,000	133.33%
Youth Services	355,067	0	0.00%
Animal Management	337,250	170,501	50.56%
Parking & Other Ranger Services	124,200	7,010	5.64%
Lifestyle & Community Services	1,652,843	877,293	53.08%
City Growth & Operations			
Civic Centre	104,999	46,667	44.44%
Driver Resource Centre	7,500	3,818	50.91%
Director City Growth & Operations	0	646	0.00%
Private Works	24,750	8,035	32.46%
Recreation Centre	64,500	182	0.28%
Roads & Transport	1,021,364	113,771	11.14%
Subdivisional Works	7,500	18,119	241.59%
Waste Management	6,857,590	6,908,264	100.74%
Odegard Drive Investment Property	446,160	148,720	33.33%
Durack Heights Community Centre	600	4,931	821.81%
CBD Car Parking	120,000	27	0.02%
City Growth & Operations	8,654,963	7,253,180	83.80%
	33,766,609	29,405,353	87.08%

Section 2**Financial Results****2.1 - Budget Summary Report as at 30 September 2020**

% of year passed 25%

Cashflowed Estimate of Budget YTD 9%

Capital Income

	Revised Budget \$	YTD Actuals \$	%
Governance			
Office of the CEO	743,700	0	0.00%
Governance	743,700	0	0.00%
Finance			
Financial Services	50,000	169	0.34%
Finance	50,000	169	0.34%
City Growth & Operations			
Director City Growth & Operations	125,000	0	0.00%
Roads & Transport	705,000	0	0.00%
Subdivisional Works	42,000	71,622	170.53%
City Growth & Operations	872,000	71,622	8.21%
	1,665,700	71,791	4.31%

Financial Results

2.1 - Budget Summary Report as at 30 September 2020

25%
35%

% of year passed
Cashflowed Estimate of Budget YTD

Capital Expenditure

	Revised Budget \$	YTD Actuals \$	% Utilised Actuals	Commitment \$	% Utilised Committed	Total YTD Actuals + Commitments \$
Organisational Services						
Information Technology	-165,000	-94,479	57.26%	-70,360	42.64%	-164,839
Organisational Services	-165,000	-94,479	57.26%	-70,360	42.64%	-164,839
Finance						
Financial Services	-713,415	0	0.00%	-66,669	9.35%	-66,669
Finance	-713,415	0	0.00%	-66,669	9.35%	-66,669
Arts & Culture	-85,000	0	0.00%	0	0.00%	0
Library Services	-430,000	-128,091	29.79%	-173,417	40.33%	-301,508
Director Lifestyle & Community	-80,000	0	0.00%	0	0.00%	0
Lifestyle & Community Services	-595,000	-128,091	21.53%	-173,417	29.15%	-301,508
City Growth & Operations						
Aquatic Centre	-100,000	-17,395	17.40%	-15,525	15.52%	-32,920
Civic Centre	-85,000	0	0.00%	-8,795	10.35%	-8,795
Depot	-289,000	0	0.00%	0	0.00%	0
Driver Resource Centre	-20,000	0	0.00%	0	0.00%	0
Gray Community Hall	-25,000	-9,707	38.83%	-154,874	619.50%	-164,582
Director City Growth & Operations	-550,000	-2,725	0.50%	-1,500	0.27%	-4,225
Open Space	-2,403,929	-65,213	2.71%	-626,747	26.07%	-691,960
Recreation Centre	-395,000	-56,880	14.40%	-44,340	11.23%	-101,221
Roads & Transport	-2,046,000	-20,916	1.02%	-86,259	4.22%	-107,175
Stormwater Infrastructure	-150,000	0	0.00%	-39,116	26.08%	-39,116
Street Lighting	-440,000	-359,634	81.74%	-320,109	72.75%	-679,743
Subdivisional Works	-300,000	-89,005	29.67%	-29,507	9.84%	-118,511
Waste Management	-197,206	-45,163	22.90%	-4,548	2.31%	-49,711
Durack Heights Community Centre	-65,000	0	0.00%	0	0.00%	0
City Growth & Operations	-7,066,135	-666,638	9.43%	-1,331,320	18.84%	-1,997,959
	-8,539,550	-889,208	10.41%	-1,641,766	19.23%	-2,530,974

Financial Results

2.1 - Budget Summary Report as at

30 September 2020

% of year passed
Cashflowed Estimate of Budget YTD25%
30%

Operating Expenditure

	Revised Budget \$	YTD Actuals \$	% Utilised Actuals	Commitment \$	% Utilised Committed	Total YTD Actuals + Commitments \$
Governance						
Elected Members	-424,771	-57,914	13.63%	-1,719	0.40%	-59,633
Office of the CEO	-1,113,260	-308,140	27.68%	-10,157	0.91%	-318,297
Governance	-1,538,031	-366,054	23.80%	-11,877	0.77%	-377,930
Organisational Services						
Customer Services	-315,294	-75,782	24.04%	0	0.00%	-75,782
Human Resources	-749,048	-183,056	24.44%	-67,426	9.00%	-250,481
Information Technology	-1,039,699	-362,489	34.86%	-110,791	10.66%	-473,280
Director Organisational Services	-443,321	-183,419	41.37%	-59,598	13.44%	-243,017
Records Management	-267,861	-56,772	21.19%	-19,073	7.12%	-75,845
Public Relations and Communications	-639,759	-102,210	15.98%	-20,940	3.27%	-123,150
Organisational Services	-3,454,982	-963,727	27.89%	-277,828	8.04%	-1,241,555
Finance						
Financial Services	-12,669,805	-3,449,765	27.23%	-6,351	0.05%	-3,456,116
Rates	-374,700	-248,737	66.38%	-8,629	2.30%	-257,365
Finance	-13,044,505	-3,698,502	28.35%	-14,980	0.11%	-3,713,482
Lifestyle & Community Services						
Arts & Culture	-102,000	-6,839	6.70%	-9,822	9.63%	-16,661
Community Development	-883,980	-179,697	20.33%	-57,506	6.51%	-237,203
Disabled Services	-3,000	0	0.00%	0	0.00%	0
Events Promotion	-380,000	-22,429	5.90%	-19,401	5.11%	-41,829
Families & Children	-27,000	-1,282	4.75%	-10,656	39.47%	-11,937
Health and Wellbeing Services	-66,140	-8,274	12.51%	-11,814	17.86%	-20,087
Library Services	-1,753,154	-414,652	23.65%	-100,075	5.71%	-514,728
Senior Citizens	-6,500	-5,576	85.79%	-325	5.00%	-5,901
Youth Services	-486,068	-2,868	0.59%	-27,430	5.64%	-30,298
Director Lifestyle & Community	-523,401	-89,357	17.07%	-2,670	0.51%	-92,027
Safe Communities	-47,500	-19,689	41.45%	-8,020	16.88%	-27,709
Animal Management	-166,000	-17,563	10.58%	-25,542	15.39%	-43,105
Parking & Other Ranger Services	-887,753	-201,713	22.72%	-2,115	0.24%	-203,828
Lifestyle & Community Services	-5,332,495	-969,939	18.19%	-239,698	4.50%	-970,672
City Growth & Operations						
Aquatic Centre	-750,134	-105,356	14.04%	-30,835	4.11%	-136,191
Archer Sports Club	-256	-2	0.86%	0	0.00%	-2
Civic Centre	-392,963	-63,112	16.06%	-32,905	8.37%	-96,018
Depot	-71,623	-19,315	26.97%	-16,798	23.45%	-36,113
Driver Resource Centre	-13,250	-5,776	43.60%	-5,921	44.69%	-11,698
Emergency Operations	-30,000	-21,626	72.09%	-16,915	56.38%	-38,540
Gray Community Hall	-43,067	-2,922	6.78%	-1,982	4.60%	-4,903
Director City Growth & Operations	-586,162	-180,109	30.73%	-35,129	5.99%	-215,238
Open Space	-4,649,433	-674,131	14.50%	-426,678	9.18%	-1,100,809
Private Works	-91,373	-21,937	24.01%	0	0.00%	-21,937
Recreation Centre	-253,653	-28,422	11.21%	-39,618	15.62%	-68,039
Roads & Transport	-2,254,926	-298,327	13.23%	-219,347	9.73%	-517,674
Stormwater Infrastructure	-245,000	-28,612	11.68%	-51,917	21.19%	-80,529
Street Lighting	-770,000	-161,923	21.03%	-11,600	1.51%	-173,523
Waste Management	-6,232,526	-645,033	10.35%	-1,230,063	19.74%	-1,875,096
Odegaard Drive Investment Property	-141,407	-36,596	25.88%	-676	0.48%	-37,272
Durack Heights Community Centre	-22,220	-2,015	9.07%	-5,830	26.24%	-7,845
CBD Car Parking	-144,308	-18,301	12.68%	0	0.00%	-18,301
Goyder Square	-81,000	-9,220	11.38%	-4,157	5.13%	-13,377
City Growth & Operations	-16,773,302	-2,322,734	13.85%	-2,130,370	12.70%	-4,453,104
	-40,143,315	-8,320,956	20.73%	-2,674,753	6.66%	-10,756,743

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Financial Results

2.2 Reserves Schedule

	Balance as at 30/06/2020	Original Budget \$	TO RESERVES Carry Forwards & Rollovers \$	Adopted Budget \$	Original Budget \$	FROM RESERVES Carry Forwards & Rollovers \$	Adopted Budget \$	Balance as at 30/06/2021
Externally Restricted Reserves								
Unexpended Grants Reserve	4,434,364	300,000	0	300,000	250,000	0	250,000	4,484,364
	4,434,364	300,000	0	300,000	250,000	0	250,000	4,484,364
Internally Restricted Reserves								
Election Expenses Reserve	150,000	0	0	0	0	0	0	150,000
Disaster Recovery Reserve	463,100	0	0	0	0	0	0	463,100
Unexpended Capital Works Reserve	1,400,050	0	0	0	0	1,400,050	1,400,050	0
Developer Funds In Lieu Of Construction	1,678,661	162,730	0	162,730	516,000	0	516,000	1,325,391
Waste Management Reserve	1,804,545	68,020	0	68,020	190,000	0	190,000	1,682,565
Asset Renewal Reserve	0	0	0	0	0	0	0	0
Major Initiatives Reserve	614,949	0	0	0	0	0	0	614,949
	6,111,305	230,750	0	230,750	706,000	1,400,050	2,106,050	4,236,005
Unrestricted Reserves								
Working Capital Reserve	6,625,183	0	0	0	997,179	256,300	1,253,479	5,371,704
	6,625,183	0	0	0	997,179	256,300	1,253,479	5,371,704
Total Reserve Funds*	17,170,851	530,750	0	530,750	1,953,179	1,656,350	3,609,529	14,092,072

*Opening balance of reserves will change once the annual financial statements for 2019/20 have been finalised



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Section 2

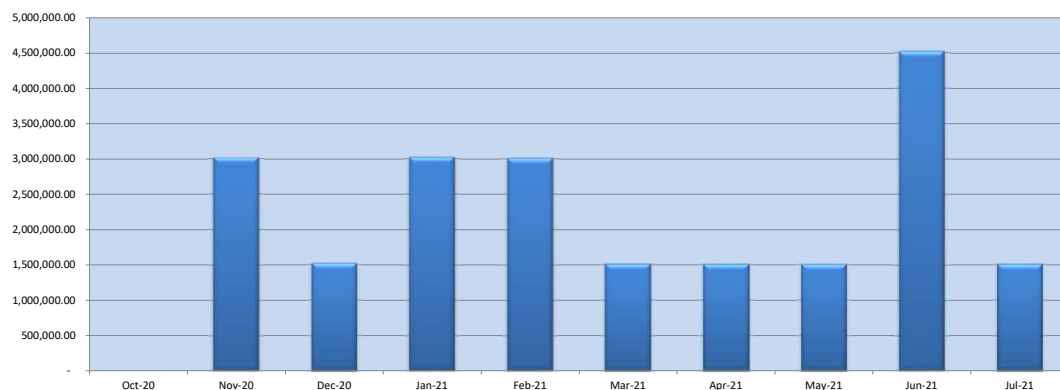
Financial Results

2.3 Investments Management Report

INVESTMENTS REPORT TO COUNCIL AS AT 30/09/2020

COUNTERPARTY	RATING	AMOUNT	INTEREST RATE	MATURITY DATE	DAYS TO MATURITY	INSTITUTION TOTALS	%COUNTER PARTY
People's Choice Credit Union	S&P A2	\$ 6.79	0.00%			\$ 6.79	0.00%
AMP	S&P A2	\$ 1,500,000.00	1.40%	January 27, 2021	119		
AMP	S&P A2	\$ 1,500,000.00	0.80%	April 21, 2021	203		
AMP	S&P A2	\$ 1,500,000.00	0.80%	June 30, 2021	273	\$ 4,500,000.00	19.85%
Bank of Queensland	S&P A2	\$ 1,500,000.00	1.53%	November 4, 2020	35		
Bank of Queensland	S&P A2	\$ 1,500,000.00	0.60%	May 5, 2021	217		
Bank of Queensland	S&P A2	\$ 1,500,000.00	0.65%	July 28, 2021	301		
Bank of Queensland	S&P A2	\$ 1,500,000.00	0.65%	August 25, 2021	329	\$ 6,000,000.00	26.47%
Macquarie	S&P A1	\$ 1,500,000.00	1.65%	December 16, 2020	77	\$ 1,500,000.00	6.62%
National Australia Bank	S&P A1+	\$ 7,653.69	0.31%				
National Australia Bank	S&P A1+	\$ 157,191.05	0.31%				
National Australia Bank	S&P A1+	\$ 1,500,000.00	0.97%	November 18, 2020	49		
National Australia Bank	S&P A1+	\$ 1,500,000.00	0.98%	January 13, 2021	105		
National Australia Bank	S&P A1+	\$ 1,500,000.00	0.60%	February 10, 2021	133		
National Australia Bank	S&P A1+	\$ 1,500,000.00	0.70%	February 24, 2021	147		
National Australia Bank	S&P A1+	\$ 1,500,000.00	1.00%	March 10, 2021	161		
National Australia Bank	S&P A1+	\$ 1,500,000.00	0.75%	June 2, 2021	245		
National Australia Bank	S&P A1+	\$ 1,500,000.00	0.60%	June 16, 2021	259	\$ 10,664,844.74	47.05%
TOTAL SHORT TERM INVESTMENT		\$ 22,664,851.53	Average Days to Maturity		177		
% OF TOTAL INVESTMENT PORTFOLIO		A1 (max 100%) 53%	A2/P2 (max 60%) 47%		A3 (max 40%) 0%	100%	
Weighted Average Rate		0.91%	BBSW 90 Day Rate Benchmark		0.09%		
GENERAL BANK FUNDS		\$ 7,559,764.01	Total Budget		-\$ 400,000.00	Investment Earnings	
TOTAL ALL FUNDS		\$ 30,224,615.54	Year to Date		-\$ 44,804.01	Investment Earnings	

Cashflow of Investments



PROPERTY INVESTMENT

PROPERTY ADDRESS	VALUATION BASIS	VALUE	INCOME YTD	EXPENSE YTD	NET PROFIT YTD	COMPARATIVE YTD YIELD AT CASH RATE OF 3%
48 Odegaard Drive, Rosebery	Fair Value	\$ 5,100,000	\$ 148,720	\$ 41,898	\$ 106,822	38,564



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Section 2

Financial Results

30 September 2020

2.4 Debtor Control Accounts

SUNDRY DEBTORS:						
	BALANCE	CURRENT	30 DAYS	60 DAYS	90 DAYS	OVER 90 DAYS
	46,279.54	34,857.34	975.11	2,056.50	9,017.48	(626.89)
RATES:						
REPORT MONTH	OVERDUE \$	Payments Received in Advance \$	OVERDUE % OF RATES INCOME			
Sep-20	\$3,321,164	\$170,022	11.53%			
Sep-19	\$2,974,865		10.38%			
TOTAL OVERDUE \$	Charged in 2020/2021	Charged in 2019/2020	Charged in 2018/2019	Charged in 2017/2018	Charged Prior to 2017/2018	
\$3,321,164	\$2,272,402	\$663,163	\$246,771	\$85,346	\$53,481	
INFRINGEMENTS:						
		\$				
Animal Infringements		136,673.66				
Public Places		9,767.00				
Parking Infringements		152,909.00				
Litter Infringements		875.00				
Signs		0.00				
Other Law and Order		0.00				
Net Balance on Infringement Debts		<u>300,224.66</u>				



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Section 2

Financial Results

2.5 - Financial Indicators

	Target	2021	2020	2019	2018	2017	2016
Operating Surplus Ratio							
Total Operating Surplus/Deficit	0.00%	-18.88%	-18.87	-23.02%	-26.12%	-5.16%	-39.40%
Total Operating Income							
This indicator shows the extent to which operational expenses are covered by operational income, and if in surplus, how much is available to use for other purposes such as capital expenses. This has been calculated from the forecast budget.							
Debt Service Ratio (External Loans)							
Net Debt Service Cost	<5%	0.77%	0.76%	0:00%	0:00%	0:00%	0:00%
Operating Revenue							
A Council's debt service ratio shows Council's debts (principal + interest) in relation to Council's income.							
Rate Coverage Percentage							
Rate Revenues	60%-75%	65.22%	66.61%	63.87%	61.38%	59.25%	60.02%
Total Revenues							
This indicator shows the percentage of total revenue raised through rates income.							
Rates & Annual Charges Outstanding Percentage							
Rates & Annual Charges Outstanding	<5%	4.13%	5.05%	3.88%	3.47%	3.57%	3.16%
Rates & Annual Charges Collectible							
This percentage shows Council's total rates outstanding against rates payable to Council in this financial year. The rate will decrease as instalment dates pass.							

Council's final 2020 ratios for operating surplus, debt service ratio and rate coverage will be updated upon completion of the audited financial statements and the Annual Report 2019/20.


SECTION 2

Financial Results

		2.6 - Creditor Accounts Paid	September 2020
	Creditor Name	Creditor Payment Type	Amount \$
4640	Bank of Queensland	Investment	4,500,000.00
5023	National Australia Bank	Investment	3,000,000.00
54	Powerwater	Utilities	244,090.49
2587	Top End RACE	General Creditors	209,219.03
2	Australian Taxation Office - PAYG	General Creditors	171,863.83
5104	JLM Contracting Services Pty Ltd	General Creditors	103,089.94
V00318	StatewideSuper Clearing House	Superannuation	102,845.01
V00295	Jacana Energy	Utilities	73,315.52
V00773	Akron Group NT Pty Ltd	General Creditors	69,856.38
938	Nightcliff Electrical	General Creditors	50,061.46
V02708	SARB Management Group (Database Consultants)	General Creditors	45,457.50
5254	True North	General Creditors	39,256.14
5651	Minter Ellison Lawyers	General Creditors	37,695.91
798	YMCA of the Northern Territory	General Creditors	33,966.90
V02245	Peter Adamovsky	General Creditors	33,451.00
712	Paradise Landscaping (NT) Pty Ltd	General Creditors	32,176.74
V01619	Merit Partners Pty Ltd	General Creditors	31,028.80
V01421	Shaun Lee	General Creditors	30,200.00
V00719	AIA Australia Limited	General Creditors	28,193.89
87	Industrial Power Sweeping Services Pty	General Creditors	26,847.34
V01860	Hays Specialist Recruitment (Australia) Pty Ltd	General Creditors	26,117.45
V01835	Deloitte Private Pty Ltd	General Creditors	24,879.38
4912	Remote Area Tree Services Pty Ltd	General Creditors	21,560.00
5615	EcOz Environmental Consulting	General Creditors	21,059.50
V00250	Ward Keller	General Creditors	20,069.50
5031	All Aspects Recruitment & HR Services	General Creditors	18,435.55
5	Australia Post	General Creditors	18,204.55
V01612	News Corp Australia	General Creditors	17,153.19
V01134	Territory Technology Solutions Pty Ltd	General Creditors	16,170.00
V01958	Ross Kourounis T/A Rossi Architects	General Creditors	15,554.00
V00157	McArthur Management Services (Vic) P/L	General Creditors	12,355.20
22	Norsign Pty Ltd	General Creditors	11,743.58
V01643	KPMG	General Creditors	11,097.99
479	Jardine Lloyd Thompson Pty Ltd	General Creditors	11,000.00
V02579	Human Synergistics Pty Ltd	General Creditors	11,000.00
V01009	Australian Parking and Revenue Control Pty Limited	General Creditors	10,395.59
V00228	Outback Tree Service	General Creditors	10,340.00
V02162	RMI Security - Conigrave Pty Ltd	General Creditors	10,154.74
V03023	Reeling Veterans Incorporated	General Creditors	10,000.00
V00599	Athina Pascoe-Bell	Elected Members	9,401.99
V02997	Illion Australia Pty Ltd T/a illion TenderLink	General Creditors	8,910.00
47	Telstra Corporation Ltd	General Creditors	8,321.07
V01503	LG Solutions Pty Ltd	General Creditors	7,727.50
V00939	Defend Fire Services Pty Ltd	General Creditors	7,096.55
V01812	C R Campbell - Electrical and Data Contractors	General Creditors	6,811.20
V00474	Lane Communications	General Creditors	6,523.63
V01756	Democracy Co Unit Trust	General Creditors	6,050.00
3936	Arafura Tree Services and Consulting	General Creditors	5,742.00
V02143	Smart City Solutions Pty Ltd	General Creditors	5,451.60
3438	NT Shade & Canvas Pty Ltd	General Creditors	5,390.00
V01694	NT Advertising and Distribution	General Creditors	5,346.00
V02968	Street Furniture Australia	General Creditors	5,065.50
V02996	Symonite Pty Ltd T/A Tap & Drain Dr NT	General Creditors	4,872.44
5315	Adamant Property Services Pty Ltd	General Creditors	4,823.89
26	Viva Energy Australia Ltd	General Creditors	4,782.55

	Creditor Name	Creditor Payment Type	Amount \$
V02534	Water Dynamics Pty Limited	General Creditors	4,400.00
V00271	Fuji Xerox Business Centre NT	General Creditors	4,356.94
2977	Security & Technology Services P/L	General Creditors	4,186.37
V01584	Salary Packaging Australia	General Creditors	4,066.14
4007	Ark Animal Hospital Pty Ltd	General Creditors	4,051.02
V01570	Sarah Louise Henderson	Elected Members	4,040.39
2199	SBA Office National	General Creditors	4,023.27
V01118	Wilson Security Pty Ltd	General Creditors	3,854.12
3683	Area9 IT Solutions	General Creditors	3,607.03
4065	Southern Cross Protection Pty Ltd	General Creditors	3,414.10
V03001	Bianco Construction Supplies Pty Ltd	General Creditors	3,405.88
274	CSG Business Solutions (NT) Pty Ltd	General Creditors	3,405.53
V01573	Amber Garden	Elected Members	3,308.65
256	The Bookshop Darwin	General Creditors	3,270.29
V02229	Studio B Designs	General Creditors	3,212.00
V02563	Amcom Pty Ltd Acc no 68842	General Creditors	3,124.49
V02974	Rubidium Light Pty Ltd	General Creditors	3,085.50
3189	Seek Limited	General Creditors	2,843.50
V00193	Amcom Pty Ltd Acc no CN5439	General Creditors	2,733.50
V02546	Land Surveys No Problems Just Solutions Pty Ltd	General Creditors	2,530.00
5631	Mrs M J McGregor (North)	Refunds & Reimbursements	2,390.00
V01615	Autopia Management Pty Limited	General Creditors	2,310.32
3971	Pipeline Renovations Pty Ltd trading as RenoFLO	General Creditors	2,200.00
V02542	Roadside Services and Solutions Pty Ltd	General Creditors	2,198.90
5272	Greville Fabrication Pty Ltd	General Creditors	2,168.10
V01571	Michael Spick	Elected Members	2,128.38
V01572	Lucy Morrison	Elected Members	2,128.38
V01579	Damian Hale	Elected Members	2,128.38
4737	D & L Plumbing & Gasfitting	General Creditors	2,106.50
V01569	Benjamin Giesecke	Elected Members	2,045.05
V01574	Dr Thomas A Lewis OAM	Elected Members	2,045.05
2336	Flick Anticimex Pty Ltd	General Creditors	1,853.93
639	Cleanaway Pty Ltd.	General Creditors	1,746.72
V01537	Ben's Tree Service Pty Ltd	General Creditors	1,705.00
3099	Iron Mountain Australia Pty Ltd	General Creditors	1,674.72
2238	Hollands Print Solutions Pty Ltd	General Creditors	1,665.29
V00399	Palmerston and Regional Basketball Association	General Creditors	1,624.00
V02580	Bartlett Consulting	General Creditors	1,581.80
V02998	Samuel McKenzie	Refunds & Reimbursements	1,562.30
V02954	Darwin Sheetmetal & Laser Cutting Pty Ltd	General Creditors	1,551.00
V01324	Leighs Catering	General Creditors	1,440.12
V00582	Ezko Property Services (Aust) Pty Ltd	General Creditors	1,408.88
V02294	Michelle Murray	Refunds & Reimbursements	1,400.00
V02306	Well Done International Pty Ltd	General Creditors	1,372.58
V00022	Officeworks	General Creditors	1,333.83
V01590	MSKK Pty Ltd T/A Trojon Contractors	General Creditors	1,317.80
V02616	ELB Pty Ltd	General Creditors	1,263.90
V00860	Costojic Pty Ltd	General Creditors	1,260.00
3313	Zip Print	General Creditors	1,259.50
V02038	Michael Maher - S.L.M	General Creditors	1,177.00
V02244	Good Dog AAI	General Creditors	1,170.00
1469	RTM - Police, Fire and Emergency	General Creditors	1,118.00
4561	Bendesigns	General Creditors	1,076.35
V00828	Iain Summers	General Creditors	1,054.90
V01234	Mulga Security	General Creditors	999.90
V01389	Darwin Argos Painting	General Creditors	990.00
3879	Litchfield Council	General Creditors	900.00
V02953	Fuyana Youth Support	General Creditors	900.00
V00542	Industry Health Solutions	General Creditors	899.00
V01810	Jacana Energy - Payroll Deductions	General Creditors	860.00

	Creditor Name	Creditor Payment Type	Amount \$
V01420	CENTRELINK (PAYROLL)	General Creditors	853.46
4679	iSentia Pty Ltd	General Creditors	833.80
V02920	Contract Control International Pty Ltd	General Creditors	794.75
V01232	Mark D Blackburn	General Creditors	790.90
V00495	RTM - NT Concession and Recognition Scheme	General Creditors	790.00
V02167	Sanity Music Stores Pty Ltd	General Creditors	786.27
V02837	Maxi Music Room Pty Ltd	General Creditors	770.00
V00503	HELP NT	General Creditors	750.00
5357	Amiable Communications - Amy	General Creditors	715.00
V02216	Purharp Pty Ltd T/A Joyce Mayne AV/IT Darwin	General Creditors	690.00
V00664	Approved Real Estate	Refunds & Reimbursements	651.78
V02277	Mowbray Investments Pty Ltd - Food'll do Catering	General Creditors	640.00
V01288	William Harris	Refunds & Reimbursements	600.00
V02364	Shipping Containers Leasing Pty Ltd	General Creditors	594.00
3098	Roadshow Films Pty Ltd	General Creditors	550.00
V00200	Red Earth Automotive Pty Ltd	General Creditors	550.00
V01948	Scorptec Computers -Scorpion Technology Unit Trust	General Creditors	547.60
4528	Miranda's Armed Security Officers Pty	General Creditors	537.90
V02488	Form and Light Pty Ltd	General Creditors	522.50
V00692	Yellow Rose Cleaning Service	General Creditors	485.00
5435	Access Hardware (NT) Pty Ltd	General Creditors	484.00
3428	Bunnings Group Limited	General Creditors	470.91
V03009	David Hoy	Refunds & Reimbursements	452.00
5676	Royal Wolf Trading Australia Pty Ltd	General Creditors	450.19
V01106	Darwin Toilet Hire	General Creditors	440.00
4871	Reface Industries	General Creditors	427.49
422	ALIA -Australian Library & Information Association	General Creditors	425.00
1642	The Environment Centre NT Inc. T/A Coolmob	General Creditors	409.09
215	Employee Assistance Services NT Inc (EASA)	General Creditors	403.60
V03029	Anndella Bond	General Creditors	401.30
4398	Quality Indoor Plants Hire	General Creditors	377.29
V02360	Parap Bakery Pty Ltd	General Creditors	370.00
5611	Steelmans Tools and Industrial Supplies	General Creditors	369.60
3787	Total Event Services T/A Top End Sounds P/L	General Creditors	363.00
5036	Dormakaba Aust P/L T/as Territory Door Services	General Creditors	363.00
V00555	Rydges Palmerston	General Creditors	353.50
4120	EnvisionWare Pty Ltd	General Creditors	341.00
V00368	iWater NT	General Creditors	335.50
3788	HPA Incorporated	General Creditors	335.00
2186	Optus Billing Services Pty Ltd	General Creditors	330.00
4508	News 4 U	General Creditors	317.20
V00443	Top End Hydraulic Services P/L T/A Forecast Machin	General Creditors	309.76
272	City Wreckers	General Creditors	308.00
V00889	Paul W Lewis T/a Scanner Angel OZ	General Creditors	280.00
V00075	Mercury Group of Companies Pty Ltd (T/A Fit2Work)	General Creditors	275.00
V00943	Rentokil Initial P/L - T/a NT Pest & Weed Control	General Creditors	275.00
2085	Local Government Professionals Australia NT	General Creditors	250.00
V02889	Simply Crafts	Grants, Sponsorships, Donations & Prizes	250.00
V01760	NT Art Storms	General Creditors	238.00
V02574	Shanae and Estelle Music	Refunds & Reimbursements	200.00
V01691	Blackwoods	General Creditors	185.07
36	Darwin Lock & Key	General Creditors	165.00
V02075	FL Pools Pty Ltd T/a Fingleaf Pool Products	General Creditors	154.00
V01241	Brennan Electorate Office	Refunds & Reimbursements	150.00
V03002	Abby Allen	Refunds & Reimbursements	135.00
V03013	Frederick Co	Refunds & Reimbursements	125.00
V01432	Vanessa Lowe	Refunds & Reimbursements	120.00
4141	Stancan Design - eprint	General Creditors	110.00
3834	Good Shepherd Lutheran College	Grants, Sponsorships, Donations & Prizes	100.00
5126	Rosebery Primary School	Grants, Sponsorships, Donations & Prizes	100.00

	Creditor Name	Creditor Payment Type	Amount \$
853	Woodroffe Primary School	Grants, Sponsorships, Donations & Prizes	100.00
V01030	Forrest Parade School	Grants, Sponsorships, Donations & Prizes	100.00
V00890	Laundryplus	General Creditors	99.55
V03030	Linda Parker	Refunds & Reimbursements	80.00
610	Data Centre Services (DCS)	General Creditors	78.90
V03012	Gerard P A Toreresi	Refunds & Reimbursements	60.00
V00902	Coles Motors	General Creditors	50.00
V02292	Renafe Oltrop	Refunds & Reimbursements	50.00
V03008	Janine Honner	Refunds & Reimbursements	50.00
V03016	Rosemarie Cannon	Refunds & Reimbursements	50.00
V03032	Wendy Kelly	Refunds & Reimbursements	50.00
V01938	Windcave Pty Limited	General Creditors	49.50
V03019	Owen Malcomn Walker	Refunds & Reimbursements	45.00
V03026	Roberta Lee Swift	Refunds & Reimbursements	45.00
V03017	Jing Yang	Refunds & Reimbursements	42.00
V03003	Naomy Briston	Refunds & Reimbursements	40.00
V03004	Patricia Dumitro	Refunds & Reimbursements	40.00
V03005	Susanne Donkers	Refunds & Reimbursements	40.00
5508	Open Systems Technology Pty Ltd - CouncilFirst	General Creditors	37.62
V03033	Janene Yarrow	Refunds & Reimbursements	32.00
112	Beaurepaires	General Creditors	30.50
V01746	AMP Bank	General Creditors	25.00
V03014	Suzanne Stokes	Refunds & Reimbursements	25.00
V03018	Margaret J Nuttall	Refunds & Reimbursements	16.00
V02545	Amazon Web Services Inc	General Creditors	2.10
			9,421,795.95
	Percentage of this month's payments made to local suppliers (excludes investments placed)		82%
	 Approved by: Manager Finance		

SECTION 2

Financial Results

2.7 - Creditor Accounts Outstanding September 2020

Creditor No.	Creditor Name	Amount \$
V00773	Akron Group NT Pty Ltd	63,952.20
5104	JLM Contracting Services Pty Ltd	57,328.21
V01860	Hays Specialist Recruitment (Australia) Pty Ltd	7,572.02
5525	Easyweb Digital Pty Ltd	4,329.60
V01118	Wilson Security Pty Ltd	3,854.12
4065	Southern Cross Protection Pty Ltd	2,986.27
2977	Security & Technology Services P/L	2,288.00
1580	The Exhibitionist	1,692.90
V01812	C R Campbell - Electrical and Data Contractors	1,479.00
2199	SBA Office National	988.82
V02167	Sanity Music Stores Pty Ltd	795.78
5036	Dormakaba Aust P/L T/as Territory Door Services	773.27
185	Bridge Toyota	450.76
399	St John Ambulance (NT) Incorporated	85.00
V00890	Laundryplus	60.00
V03031	L J Stevens	25.00
35	WINC Australia Pty Limited	22.57
V03034	Lorna Macdonald	12.50
		148,696.02



Approved by: Manager Finance

Section 2

Financial Results

2.8 - Waste Charges as at 30 September 2020

Waste Management

	Revised Budget \$	YTD Actuals \$	Commitment \$	Total YTD Actuals + Commitments \$	% Utilised
Income					
Rates & Charges	6,857,590	6,908,264	0	6,908,264	100.74%
Income	6,857,590	6,908,264	0	6,908,264	100.74%
Operating Expenditure					
Employee Costs	-840,533	-210,138	0	-210,138	25.00%
Professional Services	-151,500	-8,956	-62,780	-71,736	47.35%
Utilities	-14,293	-991	0	-991	6.93%
Street Sweeping	-320,000	-50,192	-554	-50,746	15.86%
Litter Collection	-520,000	-30,625	-40,583	-71,207	13.69%
Domestic Bin Collection	-2,205,200	-168,184	-952,012	-1,120,196	50.80%
Slashing of Long Grass	-13,000	-4,020	-3,063	-7,083	54.48%
Community Programs & Events	-10,000	0	0	0	0.00%
Kerb Side Collections	-110,000	-6,594	-2,169	-8,763	7.97%
Tip Recharge Domestic Bin collection	-755,000	-62,020	-61,008	-123,028	16.30%
Transfer Station	-1,150,000	-81,507	-83,763	-165,269	14.37%
Loan Repayments	-46,000	0	0	0	0.00%
Tip Recharge Transfer Station	-440,000	-25,147	-24,132	-49,279	11.20%
Verge Beautification	0	-20,636	0	-20,636	0.00%
Operating Expenditure	-6,575,526	-669,009	-1,230,063	-1,899,072	28.88%
Capital Expenditure					
Reserve Funded Capital Works	-180,000	0	0	0	0.00%
Capital Expenditure	-180,000	0	0	0	0.00%
Borrowings					
Repayments - Archer Loan Principal	-228,223	0	0	0	0.00%
Borrowings	-228,223	0	0	0	0.00%
Profit/(Loss)	-126,159	6,239,255	-1,230,063	5,009,192	



Approved by: Manager Finance

Section 2

Financial Results

2.9 - Commercial Leases as at 30 September 2020

Commercial Leases

	Revised Budget \$	YTD Actuals \$	Commitment \$	Total YTD Actuals + Commitments \$	% Utilised
Income					
Library Services	22,676	15,600	0	15,600	68.80%
Director Organisational Services	50,012	23,926	0	23,926	47.84%
Civic Centre	104,999	46,667	0	46,667	44.44%
Income	177,687	86,193	0	86,193	48.51%
Expenditure					
Director Organisational Services	-24,000	-10,094	0	-10,094	42.06%
Expenditure	-24,000	-10,094	0	-10,094	42.06%
Profit/(Loss)	153,687	76,098	0	76,098	

Library Services includes lease held by Mosko's Market

Civic Centre includes the lease held by Adult Mental Health

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

McGees Management Fees charged to Director Organisational Services each month



Approved by: Manager Finance

Section 2 Financial Results

2.10 - Council Loans 30 September 2020

Internal Loan - Making the Switch Expenditure

	Internal Loan \$	Expended from Loan \$	Interest on Loan \$	Total \$
Expenditure				
LED Lighting PR6JECT-3 Making the Switch	3,223,849	3,223,849	78,414	3,302,263
Public Lighting Officer 2019/20	114,000	114,000	103	114,103
Public Lighting Officer 2020/21	116,000	29,000	105	29,105
Expenditure	3,453,849	3,366,849	78,621	3,445,470

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

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

Internal Loan - Making the Switch Repayments

	Internal Loan \$	Prior Year Repayments \$	Current Year Repayments \$	Total \$	Outstanding Balance \$
Expenditure					
Making the Switch	3,445,470	200,000	0	200,000	3,245,470
	3,445,470	200,000	-	200,000	3,245,470

External Loan - Archer Landfill Rehabilitation

	External Loan \$	Principal Repayments \$	Interest Payments \$	Total \$	Outstanding Balance \$
Expenditure					
Archer Landfill Rehabilitation	1,960,000	221,647	109,435	331,083	1,738,353
	1,960,000	221,647	109,435	331,083	1,738,353

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



Approved by: Manager Finance

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.1
REPORT TITLE:	Gray Community Hall Redevelopment Community Consultation
MEETING DATE:	Tuesday 20 October 2020
AUTHOR:	Deputy Chief Executive Officer, Amelia Vellar
APPROVER:	Chief Executive Officer, Luccio Cercarelli

COMMUNITY PLAN

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

PURPOSE

This report seeks approval to commence construction of the new Gray Community Hall with consideration of the feedback gained from the recent community consultation.

KEY MESSAGES

- Council has received funding of \$1.455 million (GST exclusive) under the Community Development Grants Programme from the Australian Government to expand Gray Community Hall.
- Council will demolish the existing building and replace with a new purpose-built Gray Community Hall.
- Council commenced community consultation to gauge feedback from the community on the proposed designs of Gray Community Hall.
- Redevelopment plans were available for public comment for a three-week period, with the consultation open from 21 August to 14 September 2020.
- Overall people supported a renewal of Gray Community Hall but considered security, parking, accessibility, storage and flooring the most pressing matters to consider in the design.
- The majority of feedback was received from existing hall users, particularly dance groups, and Palmerston seniors.
- Feedback mostly centred around the needs of individual stakeholder groups as well as accessibility for people living with a disability or special needs.
- Minimal feedback was received from the general community, potential future users or nearby residents and businesses.
- The Council's response to the Community consultation is limited by the confines of the funding and the predetermined requirements of the building works which are specified in the funding agreement with the Australian Government.
- Officer's recommendations in response to feedback is included within this report.

RECOMMENDATION

1. THAT Report entitled Gray Community Hall Redevelopment Community Consultation be received and noted.
2. THAT following consideration of the community consultation Council approve the following changes to the design of the Gray Community Hall Redevelopment:
 - Inclusion of raised power points to assist with accessibility
 - Inclusion of hearing augmentation (audio induction loop)
 - Inclusion of an accessibility compliant push button sliding door to the all ability access toilet
 - Inclusion of baby changing facilities
 - Inclusion of a floating timber floor being a like for like replacement to the existing flooring at the facility
 - Council notes that LED lighting and CCTV requests already formed part of the project scope.
3. THAT Council further investigate the options for secure storage on site with a report to be presented to Council on possible options.
4. THAT Council approve staff proceeding with the Gray Community Hall Redevelopment tender and construction process utilising the detailed designs which incorporate the approved design changes resulting from the community consultation.
5. THAT Council write to all the community members and stakeholders who submitted feedback as part of the consultation process thanking them for their contribution and advises them of the outcome.

BACKGROUND

At the 1st Ordinary Confidential Council Meeting of 7 July 2020 Council made the following decisions:

25.2.3 Gray Community Hall Expansion Project

1. *THAT Report entitled Gray Community Hall Expansion Project be received and noted.*
2. *THAT Council proceed with the Gray Hall Expansion Project as detailed in report entitled Gray Hall Expansion Project noting the project is a demolition of the existing hall and new build.*
3. *THAT the Council Decisions relating to Report entitled Gray Community Hall Expansion Project be released to the Open Minutes once the funding agreement is executed.*

CARRIED 9/1193 – 07/07/2020

City of Palmerston is redeveloping Gray Community Hall into a contemporary and versatile community space. The hall is located on the corner of Essington Avenue and Victoria Drive in the Palmerston suburb of Gray. It is Council's most frequently hired space and hosts a variety of users including the Palmerston 50+ Club, a range of dance groups and other community groups. Also located on site is the Harvest Corner Community Garden, a much-loved community asset with members who have been visiting the garden for more than 10 years.

The current facility is aging, and a full redevelopment has been planned to create a space that caters to a wider community audience. The Australian Government has committed to providing \$1.455 million for the redevelopment, which will include:

- A main indoor function space
- A secondary indoor space
- Improved kitchen facilities
- Veranda space with high ceiling fans
- Internal access-compliant toilets
- An outdoor toilet accessible to people visiting the community garden
- Solar PV on roof
- Smart-controlled irrigation
- LED lighting
- A higher level of air-conditioning efficiency

A local architecture firm was engaged to develop concept and site plans for the enhanced facility. Council's vision is to create a community hub where people can come together to celebrate, collaborate, and connect. Council foresee that the new Gray Community Hall will be a draw card for all community events.

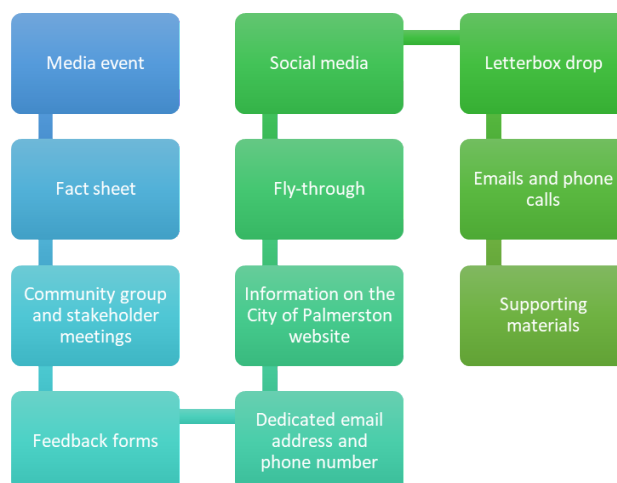


City of Palmerston undertook a three-week engagement period to gauge community sentiment about the redevelopment, including understanding any concerns the community may have and possible suggestions that could be incorporated into the project scope.

DISCUSSION

The aim of this engagement was to inform the community, including current and potential user groups, about plans to redevelop Gray Community Hall and understand community sentiment and ideas.

The engagement was conducted at the level of inform and the following tools and tactics were used:



A media event was organised at the Gray Community Hall to announce the redevelopment project and the engagement process. The Northern Territory News attended the event and ran a story on 22 August 2020.

A fact sheet was emailed to stakeholders, included on the City of Palmerston website and distributed at community group and stakeholder meetings. The fact sheet was also provided to surrounding properties as part of a letterbox drop.

The project was listed on *Have Your Say* part of Council's website as *Gray Community Hall Redevelopment* and included background on the project, proposed benefits, the planned improvements and details about the engagement and how people could provide feedback.

A fly-through artist's impression video was also included on the website to provide a visual idea of what the hall will look like after it is redeveloped.

As the redevelopment was announced, City of Palmerston posted on its Facebook page and encouraged the community to provide feedback.



The post generated 56 likes, 16 shares and 10 comments. Comments included:

- "That looks awesome! Can't wait to see the finished space"
- "Nice work by Rossi Architects"
- "Can't wait to get back to the Gray hall to play our fun Bingo Busy Bee club"

Notable shares included:

- Alderman Lewis
- Mayor Athina Pascoe-Bell
- Palmerston & Rural Area Seniors
- Alderman Sarah Henderson
- Alderman Benjamin Giesecke
- Rossi Architects

Stakeholders

The key stakeholders who were engaged for this project were Palmerston community groups, surrounding properties, and government representatives. Over 40 different stakeholder groups were contacted, the full list can be found under the “Consultation Process” section of this report.

Feedback

Stakeholders were invited to provide feedback via email, phone call, in person at a stakeholder meeting, or by feedback form.

Feedback was received in the following ways:
Stakeholders were initially contacted by phone, email and letterbox drop to provide information about the project and the engagement.



The most engaged stakeholders were current facility users including dance groups. Apart from a small number of community members who did not indicate they currently use the facility, engagement from potential future users who do not currently use Gray Community Hall was limited. Feedback from the current and past users centred around each group’s individual needs, meaning the feedback was quite specific to dance groups and seniors rather than a reflection of the needs of the diverse Palmerston community.

The following feedback themes emerged:

Security	<div>Issue</div> <ul style="list-style-type: none">Both community members and stakeholder groups raised security concerns brought on by antisocial behaviour in the area <div>Suggestions:</div> <ul style="list-style-type: none">Some suggestions included adding Crimsafe to the glass doors and windows and adding a sturdy fence to the perimeter of the siteSome had concerns about itinerants camping on the veranda space and suggested the size of the veranda be reduced to discourage camping and to increase the indoor space size
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Accessibility	<p>Issue</p> <ul style="list-style-type: none"> Seniors groups and other stakeholder groups provided a range of feedback about making sure the redevelopment accessible for people of all abilities <p>Suggestions:</p> <ul style="list-style-type: none"> Feedback about access arrangements to the facility and the bathrooms included: <ul style="list-style-type: none"> suggestions for a baby feeding and changing room considerations for hearing impaired people power points located above the floor for charging mobility scooters avoiding florescent lighting which can trigger children with ADHD, sensory processing disorders, autism and Asperger's Syndrome sliding door or outward swinging door into disabled toilet
Parking	<p>Issue</p> <ul style="list-style-type: none"> Seniors groups and the Gray Childcare Centre said more parking is required and both stakeholders mentioned a number of times where there has not been ample parking available <p>Suggestion:</p> <ul style="list-style-type: none"> A number of stakeholders requested that parking be increased and the number of disabled parks be increased
Other	<ul style="list-style-type: none"> A number of stakeholder groups said they were concerned there was not enough storage and that there needed to be dedicated storage for different users within the new hall Some said the main indoor space is not large enough Some said the kitchen space is not large enough and should have a second servery window into the secondary space Harvest Corner Community Garden supported the redevelopment and were pleased with plans regarding their site Gray Childcare Centre wanted to know about construction impacts
Flooring	<ul style="list-style-type: none"> Dance and senior groups suggested strongly that a wooden sprung floor should be incorporated in the plans These stakeholders explained that they think there is a lack of suitable dance spaces around Palmerston and would not like to lose the current wooden floor at Gray Community Hall

The following recommendations have been formulated based on the key feedback received during the three-week engagement period and can be achieved within the budget and scope of the project:

A Place for People

Security Requests

Improvement Request	Include	Comment
CCTV	Yes	CCTV (internal and external) is included in the plans.
External Lighting	Yes	Lighting is included in the project around the boundary of the building and the parameter of the site.
Crimsafe on Doors & Windows	No	There are no screens on the doors in the facility. There are strike plate guards on all external doors.
Reduce Size of Veranda	No	The veranda will be used as an external space that will facilitate a different user group including outside functions. It will allow for greater engagement with the community gardens. Design integrates landscaping in a more holistic way.
Close Nearby Laneway	No	Closure of any laneway needs to be considered as per Council's laneway policy.
Install Perimeter Fencing	No	In the proposed design there is some fencing around elements of the hall (replacing the existing fencing to new). Harvest Corner have asked for fencing to be removed so this will be considered.

Accessibility Requests

Improvement Request	Include	Comment
Power Points Installed Off the Ground	Yes	The proposed power points will be raised off the ground to allow charging of mobility scooters.
Include Wi-Fi with Audio Loop	Yes	We are installing hearing augmentation (an audio loop) and Wi-Fi however there is no PA in the proposed build.
Include an outward opening door or sliding door and push button for all ability access toilets.	Yes	An accessibility compliant push button sliding door will now be installed.

A Place for People

Avoiding florescent lighting which can trigger some medical conditions.	Yes	LED lighting to be installed throughout.
Baby Feeding and Changing Room	Partially	Change facilities will be included in the accessibility bathroom, however no specific feeding area is included.
Parking Requests		
Improvement Request	Include	Comment
Increased Parking	No	<p>Development Assessment Services (DAS) confirmed that the proposed works at Gray Hall are not only compliant with the requirements of the Northern Territory Planning Scheme 2020 (NTPS 2020) but far exceed the required carparking numbers.</p> <p>The proposal includes 231m² of net floor area and generates a car parking requirement of 11.55, rounded to 12 car parking spaces. The proposal includes 33 car parking spaces on site.</p> <p>A professional building certifier has also reviewed all of the proposed drawings and confirmed that the proposal meets all Australian Standards and building codes regarding provision of carparking including the provision of accessible parking spaces.</p>
Increased Disabled Parking	No	3 of the 33 carparks are accessible carparks which also exceed the requirement for accessible carparking (Only 1 accessible car park is required).
Building Space & Storage Requests		
Improvement Request	Include	Comment
Increase the Indoor Space from what was proposed in the design	No	<p>The existing hall has 181m² of indoor area.</p> <p>The new hall has 273m² of indoor area (which represents a more than 50% increase). In addition to this the new hall has 114m² of usable covered outdoor area.</p>

A Place for People

Bigger Kitchen from what was proposed in the design	No	The kitchen is significantly larger than the existing kitchen and has improved cooking areas.		
Increase Secure Storage	Maybe, for future consideration.	Due to the limited space and number of user groups, storage for individual users may not be practical. External secure storage may be included however this may be funded separately to the project.		
Flooring Request				
Improvement Request		Include	Comment	
Wooden Sprung Floor		No	Staff recommend replacing the flooring with a floating timber floor like what is currently in Gray Community Hall. Please see explanatory notes below.	
Flooring Option	Cost	Longevity/Considerations	Pros	Cons
Standard Vinyl	\$70m ² For 124m ² (area of doormat carpet excluded) = \$10,000 + builder's margins, etc + GST	This vinyl floor in this application we estimate to last approximately 30-40 years, depending on the level of abuse it suffers.	Most robust and long-lasting option.	No cushioning for dancing.
Floating Timber (*Staff Recommendation)	\$200m ² For the 124m ² (area of doormat carpet excluded) = \$25,000 + builder's margins, etc + GST	This floating timber floor in this application we estimate to last approximately 25-35 years, depending on the level of abuse it suffers.	Provides more cushioning than standard vinyl and better for dancing. Less maintenance required compared to a sprung floor.	Less cushioning for dancing. Will require protection from sharp point loads compared with a more inflexible vinyl. Is easy to scratch or indent.

A Place for People

Sprung Floor	<p>\$250m² (for sprung floor) + \$70m² (for 2mm commercial vinyl)</p> <p>For 124m² (area of doormat carpet excluded) = \$40,000 + builders' margin, etc + GST</p>	<p>A sprung floor in a tropic environment is problematic due to the nature of sprung floors. Plywood sheeting is the substrate which will eventually deteriorate due to the changes in moisture in the air and due to its continual movement over time. We estimate a floor of this nature with a vinyl floor cover over it in a public building of this nature may last approx. 20-25 years before requiring replacement. Over time the shock absorption of the flooring will slowly diminish too.</p>	<p>Best for dancing. Does not significantly detract from other purposes.</p>	<p>Not suitable for very heavy items being to be put on the floor for an extended period of time. Sprung floors require ventilated skirting which provides a small risk to the flooring from moisture or liquids should they somehow get in through the skirting. If the flooring is not finished with a vinyl sheeting over the top it is extra susceptible to damage from liquid spills.</p>
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Next Steps

Overall, feedback indicated most people were supportive of the proposed designs for the redevelopment of Gray Community Hall.

If Council support, the officer's recommendations the next steps include:

- Completion of the detailed design incorporating community feedback as outlined in the table as above
- Building Tender process
- Demolition and construction would likely commence last quarter 2020
- Expected opening date prior to 30 June 2021

CONSULTATION PROCESS

The key stakeholders who were engaged for this project were Palmerston community groups, surrounding properties and government representatives. The following table outlines each of the stakeholder groups and the method of communication and engagement. This included phone calls, emails, face-to-face meetings and a letterbox drop. The public and media were notified via media releases and social media.

Community Groups	Fact Sheet	Phone Call	Meeting	Letterbox
City of Palmerston Committees: <ul style="list-style-type: none"> • Palmerston Seniors Advisory Committee • Palmerston Youth Services Network • Palmerston Young Producers Team • Palmerston NAIDOC Committee • Youth Inspiring Palmerston • Palmerston Kid's Network • Palmerston Migrant and Refugee Action Group 	•	•		
Palmerston 50+ Club	•	•	•	
Council of the Aging	•			
NT Council of Social Service	•			
Probus Club Darwin	•			
Harvest Corner Community Garden	•	•	•	
Busy Bees Bingo	•	•		
Palmerston Line Dancers	•	•		
Simply Craft	•	•		
Mulligans and Cudjeries	•	•		
Top End Calisthenics	•	•		
Top End Ballroom Dancing	•	•		

Light and Life Church	•	•		
Darwin Physie	•			
Green Plum Tai Chi	•	•		
Nuline Dancing	•	•		
Toyota Landcruiser Club	•			
Darwin Symphony Orchestra	•			
The Y Palmerston Youth	•			
Multicultural Council NT	•			
Association of Alcohol and Other Drug Agencies NT	•			
Playgroup NT	•			
Surrounding Properties	Fact Sheet	Phone Call	Meeting	Letterbox
Gray Primary School	•	•		•
Gray Childcare Centre	•	•	•	•
Australian Red Cross store				•
Cash Advantage				•
Palmerston Express Laundromat				•
Gray Supermarket				•
Bottlemart Express				•
Angel Star Fashion bag shop				•
Saint Luke's Anglican Church				•
Residents along Essington Avenue				•
Government	Fact Sheet	Phone Call	Meeting	Letterbox
Member for Drysdale	•			
Member for Spillett	•			
Member for Brennan	•			
Member for Blain	•			
Department of Tourism, Sport and Culture	•			
Other	Fact Sheet	Phone Call	Meeting	Letterbox
Schools, through NT Department of Education	•			

Phone Calls and Emails

Feedback was received from 40 stakeholders via phone and email.

A total of 22 emails were received with feedback or queries about the redevelopment. Of these, 11 were from stakeholder groups and 11 were from community members. A number of additional emails were sent and received to organise meeting times or resend the fact sheet.

A total of 22 phone calls were made or received during the engagement period. Phone calls were used to check in with key stakeholders to confirm whether they received the fact sheet and to ask if they have any feedback. Some stakeholders proactively made phone calls to provide feedback, request a meeting or ask for the fact sheet to be resent.

Eight stakeholders provided feedback via phone. Of these, five represented stakeholder groups while three were community members.

Feedback Forms

Feedback forms were provided at community group and stakeholder meetings.

A total of 17 feedback forms were received, with:

- 12 completed by members of the Palmerston 50+ Club
- Five submitted at the Cazaly's Morning Tea Group

Community Group Meetings

Meetings were held with three community groups – The Palmerston 50+ Club, the Gray Childcare Centre and the Harvest Corner Community Garden, to seek their feedback on the redevelopment as these groups will be directly impacted by the project.

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

- True North Strategic Communications

POLICY IMPLICATIONS

There are no policy implications for this report.

BUDGET AND RESOURCE IMPLICATIONS

Council has received confirmation of the approved funding of up to \$1.455 million (GST exclusive) under the Community Development Grants programme for the Gray Community Hall Expansion project.

Council has committed \$40,000 for design costs out of its approved operating budget.

A cost breakdown of a new build has been formulated by the architect and a quantity surveyor. This cost estimate has been devised to reflect the costs associated with the proposed floorplan as per **Attachment 13.2.1.1**. This new build of the Gray Community Hall with a budget of \$1.455 million, would result in a new building area of 419.6m² being achieved (the existing building area is 290m²).

Limitations exist on amendments to the proposed design due to funding restrictions.

Officers advise that the recommended amendments can be accommodated within the project budget with the possible exception of the push button sliding door for the accessibility toilet which if after tenders are received needs additional funding can be found by reallocating funds out of Council's accessibility budget.

The report investigating options for storage will include budget implications.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

Details the risk any decision made from this report may relate to or explain why there is no risk. What legal information has been sourced to assist with a decision to be made from this report.

This report addresses the following City of Palmerston Strategic Risks:

- 1 **Fails to effectively regain the trust from all stakeholders**
Context: Council needs to be credible and trusted by those within and external to the Council.
- 6 **Fails to create and deliver the strategic vision for the City**
Context: Ensuring a vision is enduring and clear to all relevant stakeholders, guiding future decision making, delivered effectively and efficiently, and that progress is measurable and celebrated.
- 7 **Fails to be agile to respond to growth opportunities**
Context: Ensuring the organisation is positioned to respond quickly to take up opportunities for growth both internally and externally.

As Council will not be able to accommodate all requests raised via community consultation some residents may feel like they were not truly listened to through the process.

A further report will be presented to Council in early 2021 to discuss the facility management (bookings, consideration of fees) of Gray Community Hall in preparation for the opening of the redevelopment.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

This project will be developed with good environmental design that minimises ongoing operational costs and impact on the environment.

Measures such as the following will be included:

- Solar PV
- Smart-controlled irrigation
- Energy efficient design
- LED lighting

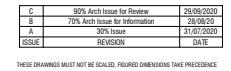
The proposed design considered the current Community Garden at Gray Community Hall and aims to better incorporate it with the building (including providing external toilet facilities).

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

1. Gray Community Hall Redevelopment Floor Plan [13.2.1.1 - 1 page]



(08) 89471513 - info@rossiarchitects.com.au
Office 2 / 8 Parap Place, Parap, NT, 0820
PO Box 37870, Winnellie, NT, 0821
ABN 92 384 645 101 - rossiarchitects.com.au

Project

GRAY COMMUNITY HALL

LOT 5983 (#40) ESSINGTON AVENUE,
GRAY, NT

Client

CITY OF PALMERSTON

Sheet Title

SITE PLAN

Scale 1:200@A1	Drawn by IM	Date 25/08/2020
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Project number	RA20-117	Sheet Size	A1
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Sheet No	A102	Amend.	C
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ISSUED FOR REVIEW

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.2
REPORT TITLE:	Community Benefit Scheme Sponsorship Application - Palmerston Magpies Football Club
MEETING DATE:	Tuesday 20 October 2020
AUTHOR:	Community Services Officer, Tess Riches
APPROVER:	Director Lifestyle and Community, Amelia Vellar

COMMUNITY PLAN

Family and Community: Palmerston is a safe and family friendly community where everyone belongs.
Governance: Council is trusted by the community and invests in things that the public value.

PURPOSE

This report requests Council approval for a Silver Level Sponsorship agreement under the Community Benefits Scheme from Palmerston Magpies Football Club (PMFC) to support delivery of their 2020/2021 programs.

KEY MESSAGES

- Council provides funding through Community Benefit Scheme (CBS) to eligible community groups and organisations.
- Council has contacted all local sporting clubs to promote the Community Benefit Scheme and invite eligible applications.
- General sponsorship of Palmerston-based sporting clubs is a practical method for Council to support Palmerston residents to be active, take pride in our municipality and improve their sense of community, according to our vision 'A Place for People'.
- Council has received a general sponsorship application from a local sporting club, Palmerston Magpies Football Club, requesting sponsorship and offering a range of sponsorship options.
- Sponsorship will be used to provide equipment and support for the local club to ensure ongoing development of its members.
- Staff recommend support in the form of the Silver Level Sponsorship option for the 2020-2021 financial year.
- Approval of this sponsorship request will result in the further allocation of \$5,000 from the CBS budget, leaving \$50,600 unexpended.

RECOMMENDATION

1. THAT Report entitled Community Benefit Scheme Sponsorship Application - Palmerston Magpies Football Club be received and noted.
2. THAT Council approve a sponsorship agreement from the Palmerston Magpies Football Club for Silver Level Sponsorship of \$5,000 to support the club in the Northern Territory Football League (NTFL) 2020/2021 Season as detailed within report entitled Community Benefits Scheme Application - Palmerston Magpies Football Club.

BACKGROUND

City of Palmerston provides funding through the Community Benefit Scheme (CBS) to eligible community groups and organisations, including sports clubs, by funding activities, projects and services that assist Council to deliver on Council's vision of 'A Place for People'. CBS funding for organisations includes sponsorships and grants, with scholarships and donations, including representation support also available to individuals. Representation support aids sportspeople and members of teams who represent Palmerston while competing or participating in sporting activities, as well as other forms of representation.

Council's *FIN18 Grants, Donations, Scholarships and Sponsorships Policy* provides governance of the Community Benefit Scheme. Clause 4.10.2 of Council's *FIN18 Policy* requires all requests in excess of \$2,000 to be referred by the Chief Executive Officer to Council with a recommendation.

Council has received a sponsorship application from a local football club requesting sponsorship and offering a range of sponsorship options as presented as **Attachment 13.2.2.1**. Staff recommend support in the form of the Silver Level Sponsorship option of \$5,000.

This report presents the sponsorship application to Council for consideration with a recommendation that the sponsorship is approved.

DISCUSSION

Established almost 50 years ago, Palmerston Magpies Football Club relocated to Palmerston in 1995/1996 and has since contributed to the sporting and social culture of Palmerston. The Palmerston Magpies Football Club caters to nearly 250 children and 100 senior players, with over 500 members in total.

The Palmerston Magpies Football Club has a facility based at Cazaly's Oval, located at the Charles Darwin University Palmerston Campus, with a 200-person licensed Clubhouse and Canteen which is utilised for junior and senior functions, team selections and player awards. The Palmerston Magpies Football Club caters to players in the local Palmerston area as well as from communities in the Barkly, Katherine, and Arnhem regions.

The ovals are used for training four nights a week, with approximately eight days of games managed by community-based volunteers who, as part of their role, teach participants about what it means to be part of a community organisation and what they as a team and individuals can achieve in that participation.

The mission statement and vision for Palmerston Magpies Football Club is to continue training local players from diverse backgrounds across the Northern Territory, with the aim of training them to the highest level of the Australian Football League and to provide better pathways to improve lives. The club's culture aims at developing players' sense of self-worth and pride in belonging to a community club, so that the learnings from this experience become self-sustaining for each of the members inside and outside the club's immediate influence.

Sponsorship funds are used to provide equipment needed by individual players and by the team such as new and replacement equipment including water bottles, water jugs, basic training and gym equipment,

coaches' boards, equipment carts, goal post padding for mitigating and preventing injury, footballs, goal netting, and ground markers. The club has a basic supply of most of these items as their budget allows, but the budget does not allow for regular replacement or provision of additional equipment.

Council staff recommend support in the form of the Silver Level Sponsorship for \$5,000, which will provide Council with the following benefits and acknowledgements:

- Council logo featured on back of one nominated team guernsey excluding Men's Premier League
- One boundary fence signage
- Company logo featured on all off-field apparel
- Logo on sponsor boards
- Two VIP passes to any PMFC Premier League home game
- Two tickets to club functions or fundraisers
- Two club shirts
- Regular advertising on club related social media

Items comprising gifts and benefit, such as tickets and shirts, will be recorded in Council's Gifts and Benefits Register. These items will be processed appropriately, according to Council's Policy with consideration given to the potential benefit of Elected Members providing Council representation at games and functions.

CONSULTATION PROCESS

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

POLICY IMPLICATIONS

Council Policy *FIN18 Grants, Donations, Scholarships and Sponsorships* provides governance and outlines the support that is available through the Community Benefit Scheme.

BUDGET AND RESOURCE IMPLICATIONS

The Community Benefit Scheme budget for the 2020/2021 financial year is \$130,000. At the time of writing this report Council has awarded \$74,400 and \$55,600 remains unexpended. Approval of this sponsorship request will result in the further allocation of \$5,000 from that budget leaving \$50,600 unexpended.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This report addresses the following City of Palmerston Strategic Risks:

- 2 Is not sustainable into the long term
Context: Optimising the financial, social and environmental sustainability of the Council.
- 5 Fails to make informed and timely decisions
Context: Ensuring the Council and Administration with decision making delegation have access to the right information, at the right time as context to making its decisions on a timely basis.

Council is responsible for the efficient and sustainable management of the CBS budget.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

1. Palmerston Magpies Football Club Sponsorship Application 2020-2021 vov 7 ID L 5 w Uyt Tn E Eye 7 gyg [13.2.2.1 - 9 pages]

APPLICATION FORM

SPONSORSHIP

REQUESTS OF ANY VALUE



city of
PALMERSTON
'A Place for People'

Organisation Name: Palmerston Magpies Inc

Contact Name: Shane Rust

Position of Contact: Vice President

Telephone:

Mobile: 0436 121 111

Email: secretarypmfc@outlook.com

Postal Address: PO Box 3063 Palmerston NT 0830

Residential Address: University Drive Durack

Account Name: Palmerston Magpies Inc

Account Number: 169805165

BSB: 633000

Amount Requested: \$5000

ABN: 46 859 611 625

Activity Name: NTFL 20/21 Season

Activity Date: 1/10/20 to 31/03/21

Location of Activity: Cazalys Arena Palmerston

ATTACHED WRITTEN APPLICATION WHICH INCLUDES:

- ☒ A copy of the Sponsorship Package which details all levels/categories of sponsorship including costs and benefits to City of Palmerston.


Funding of this proposed activity/event/item will benefit the Palmerston Community, by:

As Attached

and relates to the following goals and strategies in the City of Palmerston Community Plan:

the wellbeing of our community is a focus for all of our work.

Signed:



Date: 18/09/2020

PLEASE RETURN COMPLETED FORM WITH ATTACHED APPLICATION TO THE CITY OF PALMERSTON

 In Person: Civic Plaza, 1 Chung Wah Terrace, Palmerston

 PO Box 1 Palmerston NT 0831

 8935 9922

 palmerston@palmerston.nt.gov.au

 8935 9900

The City of Palmerston complies with the information Privacy Principles contained in the *Information Act* (NT). These principles protect the privacy of personal information collected and held by Council. Council's privacy statement is available from the City of Palmerston, Civic Plaza, 1 Chung Wah Terrace, or via our website on www.palmerston.nt.gov.au.



Palmerston
Magpies Football
Club
GPO BOX 3063
PALMERSTON NT
0831

Organisation History

Palmerston Magpies Football Club's foundations were formed in 1971/72 under the banner of North Darwin, having been admitted to the senior ranks of NTFL. In 1995/95 the club relocated to Palmerston and thereafter became known by its current name. Over the years and within the more recent years, the club has shown great promise across all its competing teams including playing in 4 grand finals 1999/2000 to 2002/2003 and winning 2 premierships in 2000/2001 and 2001/2002. The club has produced AFL players such as Aaron Davey, Alwyn Davey, Trent Hentschel and Matthew Stokes.

Organisation Capability

Palmerston Magpies' home ground is the Cazalys Oval, located at Charles Darwin University Palmerston Campus. The club's mission statement and vision is to continue training local players from diverse backgrounds across the NT with the aim of training them to the highest level of AFL and to provide better pathways to improved lives.

The clubhouse can accommodate 200 people at any one time and is the NTFL home ground for 250 kids and 100 Senior within the local Palmerston Area as well as those from communities in the Barkly, Katherine and Arnhem regions. The Ovals are used for Training 4 nights a week with approximately 8 days of games managed by community based volunteers who as part of their role, teach participants about what it means to be part of a community organisation and what they as a team and individuals can achieve in that participation.

During the NTFL season, Palmerston Football Club nominates 12 Junior Teams from under 12 mixed to Under 18 Boys/Girls and 3 Senior Teams including Premier League Women's and Premier League Men's. These teams comprise players from Darwin and various remote locations within the NT and during each phase of their participation from recruitment, training to match competition the process is designed to provide the players with opportunities to develop their life-skills and their sporting prowess. The club's culture aims at developing players' sense of self-worth and pride in belonging to a community club, so that the learnings from this experience become self-sustaining for each of the members inside and outside the club's immediate influence.

Resources

Our Infrastructure

The club currently leases an infrastructure of two upgraded ovals, quality lighting, grandstand for 610 spectators, change, rooms, amenities, interchange benches, coaches boxes, scoreboard, extensive car parking and security fencing; all of which helps secure the viability and sustainability of the club to service its members and guests and to ensure its teams have the resources required to keep their talent fully engaged and well cared for while they represent the Palmerston Magpies. Whilst the club has a significant fee for this facility it does not have additional budget or resources to balance out the entire inequity that the socio-economic places on a large percentage of its team members e.g.: uniforms, training equipment, travel, social outings to name a few and despite the Palmerston Magpies Football Club Incorporated

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inequity, those players affected remain dedicated to the club regardless of the deprivations they may face in their day to day lives. Despite this, it is the club's desire to ease these privations whenever it can through external funding, so that these team members can have a head start on breaking the poverty cycle.

The club provides a safe haven that is both a football club and a stand-in home environment for those without safe or caring home environments. It also provides them with a learning environment where character development, life skills of stability, discipline, tolerance, good eating and sustainable fitness into the future.

Our People

As part of this safe haven approach, the club embraces the responsibility for supporting its players mentally, emotionally and physically. This means ensuring they eat nutritious food regularly, that they value themselves and have good self-esteem, that they are well grounded as they manage the demands of competition and pride and that they have access to the same level of tools, equipment and uniforms that other players can afford.

With the high level of underprivilege within the club's catchment area, there is also a subsequently high level of criminal activity, disenfranchisement and disengagement and the "pull" from their communities' peer groups to engage in these activities is significant. The club's mission is to provide a sustainable diversionary incentive that counters the "pull" of peer group pressure and this includes seeking annual funding to provide the additional "tools" and support mechanisms to achieve this.

Community Benefits

The club has had many decades experiencing the positive outcomes of supporting our underprivileged team members by providing them with additional equipment, uniforms, transportation to name a few to help equalise the inequity they suffer and feel when their peer group team members affords these items, that they cannot. We know that participation in team sports develops their teamwork skills, their social interaction and the development of their physical and mental bodies that in turns helps in the prevention of chronic diseases and provides a disincentive to self-harm and crime.

We know from experience that improved individual self-esteem and pride has a significant flow-on effect to players' immediate families and friends and the broader communities. Families and friends take great pride in having their people playing football league for the Magpies, and this in turn promotes greater pride and socialisation amongst community members, in their support for a common cause.

It also has a positive flow-on effect on those community children and youth who see the success of their peers, breaking the cycle of disadvantage and exclusion, It reinforces to the communities that the selection and ongoing participation process requires a community effort to support future players in the entire selection and player participation process. It demonstrates to the community that their support and encouragement, determination, focus on attending and achieving good school results and demonstrating/ maintaining good social behaviours are a necessity if youth in their communities are to be selected and retained as Magpie club players.

Palmerston Magpies Football Club Incorporated
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The barriers to positive change in the lives for many children and youth in the participating disadvantaged communities are complex, however, we believe the Palmerston Magpies club plays a significant role in breaking down some of these barriers in the short and long term for those who participate and for those within their influence sphere who experience and witness the positive changes that membership and participation bring.

Development of the club community

As previously indicated, many of our players are used to making do when it comes to equipment required to be part of the club's team. We know that when our players are provided with sufficient resources/ equipment/uniforms of good quality, they not only take care of the equipment with pride, they take personal pride in using good quality equipment because they feel elevated from their disadvantage and therefore free to use their energy and focus on positive outcomes. When they "buy-into" their own success, they buy into a better future for themselves and for our club. Sufficient and appropriate equipment also ensures our coaches are incentivised and able to draw out and develop the talent of individual players and the team as a whole. In the long term our club's team members gain positive life-skills through their teaching of and/or participation in group sport and when they feel included and equal to their peers, they are more likely to extend the learnings into their broader lives.

Our Request for Sponsorship

We cannot over-estimate the importance of helping our players rise above their disadvantaged backgrounds and helping develop their self-esteem by providing equipment and facility improvements which will create a club culture the community can feel proud about which this will be an important step in this process.

As indicated above, the benefits to the home-based communities and to the Magpies Club community are significant. In response to this question, we differentiate benefits from development in the following way.

1. We describe community benefits in the previous response with a focus on social, interpersonal and career. This applies to both the Magpies club and the home-based communities
2. We describe community development in this response as primarily economic and strategic for the circle of influence that Magpies' club engages and reinforce the social and interpersonal development of players and the way this positively affects their home-based communities

The development of the Magpies Football Club community

Our club community includes our members, players, volunteers and supporters, but it equally includes our providers, those who supply our club with services, materials and equipment.

With a club policy of "local first", we seek to engage, with local and/or other NT based suppliers and businesses to provide materials, equipment and services to the club. This may include both

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indigenous businesses, local businesses and local branches of national businesses, covering goods, food, materials, equipment, accommodation, transport to name a few. The aim of this policy is to not only provide local opportunities to those directly involved in the club, but also to provide growth and development opportunities to the broader Darwin and NT based businesses

The development of the home-base Communities

Our home-base communities are those locations within the NT that our players either currently live or lived.

The result of improved social and interpersonal life skills that players develop while representing the Magpies club have a direct positive impact on the development of these skills within their home-base communities. This in turn, is a catalyst for positive change within these communities as they continue to support Football League as a group of like-minded spectators and in their support and pride in their home base player. The positive changes are small and incremental, but they are significant in the ongoing development of these communities towards better capability and capacity to lead better lives

Aim

Our teams comprising a majority of indigenous and underprivileged members who regardless of their circumstances, consistently show enthusiasm, dedication and loyalty to their “player” status within the club. Their determination, grit and resourcefulness to train and play without the without the “right” standard of equipment, is remarkable, however, whilst coaches are in awe of their resourcefulness and determination, they unable to provide the level of coaching required to fully develop this large talent pool from either a team or a personal perspective.

The Right Equipment

The total cost of the “right” standard of equipment needed by individual players and by the team as a whole to achieve success in their pre/post game days, training and event days is, as mentioned previously, unachievable for many of our members. This continues to include new and replacement equipment like water bottles, water jugs, basic training and gym equipment, coaches’ boards, equipment carts, goal post padding for mitigating and preventing injury, footballs, goal netting, ground markers amongst other things.

The club has a basic supply of most of these items as the budget allows, but the budget does not allow for regular replacement or provision of additional equipment. For most players this means using outdated, worn out or sometimes broken equipment – ie: “making do” and or missing out on equipment that their more privileged peers and/or sports teams elsewhere have access to as “a given”.

Better Life Pathways

Along the pathway to helping players achieve their highest performance capabilities, the club is committed to including pathways to longer term opportunities for its players to achieve positive futures. This commitment involves training that includes both sport and life skills of discipline, routine, responsibility, self-esteem building, the development of sustainable physical and mental

Palmerston Magpies Football Club Incorporated

ABN 46 859 611 625



Palmerston
Magpies Football
Club
GPO BOX 3063
PALMERSTON NT
0831

good health mental and the opportunity to develop broad and deep social networks outside their communities. To enable the club to achieve this multi-layered approach to training, it needs resources, equipment and assets that can only be funded through grants.

Our Experience

Since its inception, our club has witnessed the effect that disadvantage has on our players including, the cycle of low self-esteem, embarrassment and the feeling of isolation and negative differentiation. We know first-hand that the barriers to inclusion in sport participation are social, cultural, geographical, economic and gender based. We also know that sporting clubs like ours, can be very successful in breaking down these barriers if we have the resources to manage the challenges holistically, so that players are supported on an emotional, intellectual and physical basis. We also know from experience that sport participation improves social interaction for players and their home communities. It promotes interaction that would not otherwise take place in safer communities where crime levels are lowered because boredom and desperation are replaced with a sense of purpose and belonging. We know that if we have the resources available, we can develop strong leadership skills, sustainable social involvement, positive bonding amongst peer groups and overall healthier lifestyles and more positive futures.

The realisation of our Project will enable Palmerston Magpies Football club to continue breaking the cycle of disadvantage by providing players with the right equipment and training tools that in turn will give them the best opportunity for team and personal success.

We thank you for taking the time to learn more of our proud community club and appreciate all support given.

Kind Regards

Shane Rust
Vice President

Palmerston Magpies Football Club Incorporated
ABN 46 859 611 625

2020 - 2021 Palmerston Magpies Sponsorship Packages



Platinum Full Club x 1 \$20,000	Gold x 2 \$10,000	Silver \$5,000	Bronze \$3,000
<p>Company Logo featured on the <u>back</u> of Men's Premier League teams Guernsey's and <u>front</u> of one nominated other senior Guernsey's.</p> <p>Boundary fence signage x 3</p> <p>Logo on sponsor boards and exclusive separate logo on sign facing entrance.</p> <p>Company Logo featured on all Off-Field apparel</p> <p>Regular advertising on club related social media</p> <p>4 x VIP passes to any PMFC Premier League home game</p> <ul style="list-style-type: none"> ➤ Entry into upstairs area ➤ Complimentary beer, wine & soft drinks ➤ Complimentary half time nibbles <p>4 x tickets to club functions or fundraisers</p> <p>2 x NTFL Season Passes (upon request)</p> <p>4 x Club Shirts</p>	<p>Company Logo featured on the <u>back</u> of one nominated team Guernsey's and <u>front</u> of one other nominated team Guernsey excl Back Men's Premier League.</p> <p>Boundary fence signage x 2</p> <p>Logo on sponsor boards</p> <p>Company Logo featured on all Off-Field apparel</p> <p>Regular advertising on club related social media</p> <p>2 x VIP passes to any PMFC Premier League home game</p> <ul style="list-style-type: none"> ➤ Entry into upstairs area ➤ Complimentary beer, wine & soft drinks ➤ Complimentary half time nibbles <p>2 x tickets to club functions or fundraisers</p> <p>2 x NTFL Season Passes (upon request)</p> <p>2 x Club Shirts</p>	<p>Company Logo featured on the <u>back</u> of one nominated team Guernsey's excl Men's Premier League.</p> <p>Boundary fence signage x 1</p> <p>Company Logo featured on all Off-Field apparel</p> <p>Logo on sponsor boards</p> <p>2 x VIP pass to any PMFC Premier League home game</p> <ul style="list-style-type: none"> ➤ entry into upstairs area ➤ Complimentary beer, wine & soft drinks ➤ Complimentary half time nibbles <p>2 x Tickets to club functions or fundraisers</p> <p>2 x Club Shirt</p> <p>Regular advertising on club related social media</p>	<p>Company Logo featured on the <u>front</u> of one nominated team Guernsey's excl Men's Premier League</p> <p>Logo on sponsor boards</p> <p>Company Logo featured on all Off-Field apparel</p> <p>Regular advertising on club related social media</p> <p>2 x VIP passes to any PMFC Premier League home game</p> <ul style="list-style-type: none"> ➤ Entry into upstairs area ➤ Complimentary beer, wine & soft drinks ➤ Complimentary half time nibbles <p>2 x tickets to club functions or fundraisers</p> <p>2 x Club Shirts</p>

2020 - 2021 Palmerston Magpies Sponsorship Packages



Please tick sponsorship package

Platinum Package
\$20,000

☐

Gold Package
\$10,000

☐

Silver Package
\$5000

☐

Bronze Package
\$3000

☐

Business Name : _____

Business Address : _____

Contact Name : _____

Phone : _____

Email : _____

Preferred Team Guernsey : _____

Option 1 : _____

Option 2 : _____

Electronic Funds Transfer

Name: Palmerston Magpies Inc.

BSB: 633 000

Acc Number: 169 805 165

Credit Card

Master Card

Visa

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Card Expiry : _____ / _____

CVV : _____

Card holders name: _____

Card holders Signature: _____

Please provide .JPEG image of company logo

Please Return Email to : sponsorshipmfc@outlook.com



2020 - 2021 Palmerston Magpies Sponsorship Packages



Player Sponsor \$500

Company logo on back of player training singlets below player name.

Regular advertising on club related media.

2 x VIP passes to any PMFC Premier League game

- Entry into Cazalys Arena for Premier League games.
- Access into upstairs VIP area.
- Complimentary beer, wine & soft drinks during premier league game.
- Complimentary half time nibbles

1 x Club Shirt

Please use player name as reference and provide business logo image.

Payment Details

Palmerston Magpies Football Club

Bendigo Bank

BSB – 633 000

Account – 169 805 165

Player Sponsored name.....

Sponsor Name.....

Sponsor Business Name.....

Sponsor Phone.....

Sponsor Email.....

Player Signature.....Date.....

Sponsor Signature.....Date.....

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.3
REPORT TITLE:	End of Financial Year 2019/20 Reserve Allocation
MEETING DATE:	Tuesday 20 October 2020
AUTHOR:	Finance Manager, Maxie Smith
APPROVER:	Chief Executive Officer, Luccio Cercarelli

COMMUNITY PLAN

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

PURPOSE

This report seeks Council approval to allocate unspent funds from the 2019/20 budget to Council's reserve.

KEY MESSAGES

- The Annual Financial Statements are nearing completion and the final reserve movements require a Council decision.
- Council's Reserves have been updated with relevant budget movement decisions for the 2019/20 financial year.
- Compliance with *Australian Accounting Standards Board (AASB) 1058 Income of Not-for-Profit Entities* has impacted on reserves due to grant funding with performance obligations being reflected in liabilities in the balance sheet.
- Anticipated reserve balance after third budget review was \$17.1 million. Actual reserve balance at year-end is \$17.8 million, representing an improvement of \$700,000.
- It is recommended that funds be allocated to the Working Capital Reserve to accommodate Council decisions already made which will draw on reserves, namely on the unspent fund's allocation.

RECOMMENDATION

1. THAT Report entitled End of Financial Year 2019/20 Reserve Allocation be received and noted.
2. THAT Council adopts the end of financial year reserve movements for 2019/20 of:

Transfers to Reserve:

- \$1,197,123 transfer to the Unexpended Capital Works Reserve.
- \$42,006 transfer to the Developer Contribution Reserve.
- \$559,733 transfer to the Waste Reserve.
- \$574,388 transfer to the Working Capital Reserve.

Transfers from Reserve:

- \$7,826,924 transfer from the Unexpended Grants to comply with AASB 1058.

BACKGROUND

As a function of each quarterly budget review, Council allocates and draws funds to and from reserves as deemed fit throughout the financial year. Council also approves transfers to and from the reserves to fund capital projects that are rolled over and transfers unspent grants between financial years through reserves. These processes give an indicative balance of what the reserves will be at year end pending the end of financial year processes which are performed on an accrual basis as required by *Australian Accounting Standards*. In addition, Council's reserves are cash backed and as such are balances to net working capital at year end.

DISCUSSION

As part of the year-end process, end of year accruals, capitalisation of assets and other year-end transactions have occurred. As Council reserve balances are calculated based on net working capital, this calculation has also impacted on the reserve balances previously presented and adopted by Council.

To remain compliant with *Australian Accounting Standards*, Council has adopted AASB 1058 in this financial year. AASB 1058 - *Income of Not-for-Profit Entities* clarifies and simplifies the income recognition requirements that apply to not-for-profit (NFP) entities, in conjunction with other standards. Under AASB 1058 the timing of income recognition depends on whether such a transaction gives rise to a liability or other performance obligation, related to an asset (such as cash or another asset) received by an entity. Consequently, grant funding with performance obligations are reflected in liabilities instead of reserves. Unexpended Grants Reserve has reduced by \$8.6 million of which \$7.8 million related to compliance with AASB 1058. Additionally, the impact relating to previous years has been reflected in equity. This is the balance sheet transaction where money is being moved from reserve to liabilities.

One commitment made against reserves for the 2019/20 financial year remain outstanding. Council approved financial hardship assistance for commercial entities to the value of \$100,000. Expenditure of just under \$30,000 has occurred year to date. Further movement will be reflected against the Working Capital Reserve as part of budget reviews.

Council decisions made since last budget review that require consideration of movements as part of unexpended funds are included in the table below. These expenditure items are highlighted to inform Council and may be reflected as a reduction to the Working Capital Reserve in the first budget review.

Movement Amount	Reason
\$996,050	Financial Assistance Grants Received in Advance
Up to \$120,000	Free Parking October 2020 to June 2021
\$97,725	Free Facilities Hire October 2020 to June 2021
\$60,000	MyPalmerston Co-Contribution
Up to \$100,000	Potential Commercial Rates Write-off in accordance with FIN17A

This report manages timeline of the 2019/20 for statements the clear identifying items and their funding sources will be resolved as part of the first budget review. They are being noted for Council information.

Overall, reserve movements are better than budget expectations. Anticipated reserve balance after third budget review was \$17.1 million. Actual reserve balance at year-end is \$17.8 million. The table below identifies the recommended adjustments and the reasons for those adjustments.

Reserves \$'000	Previous EOFY Balance	Final EOFY Balance	Movement	Reason for adjustment
Unexpended Grants	9,064	457	(8,607)	Compliance with AASB 1058 and budgeted expenditure movements from reserves line to liability line.
Unexpended Capital Works	1,195	2,597	1,402	Unexpended 2019/20 capital works to be completed in 2020/21 as previously endorsed programs.
Election Expenses	150	150	-	No active transactions, no movements required.
Disaster Recovery	500	500	-	Top up transaction completed; no movements required.
Developer Contributions	5,100	1,787	(3,313)	Includes budgeted internal loan and contributions received
Major Initiative	866	615	(251)	NDRRA Income, movement relates to Project 6 – Making a Splash
Asset Renewal	-	-	-	
Waste Management	1,582	2,142	560	Additional income as well as some expenditure savings movements
Working Capital	8,971	9,546	574	Part prepayment of the 2020/21 Financial Assistance Grant of \$996,000 forms part of the income movement into this reserve. Capital Co-Contributions and budget review movements have been drawn from this reserve. This reserve has been adjusted to net working capital.
TOTAL	27,428	17,794	(9,635)	

CONSULTATION PROCESS

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

POLICY IMPLICATIONS

All reserve movements require a decision of Council as per Council Policy *FIN19 – Reserves*.

BUDGET AND RESOURCE IMPLICATIONS

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

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This report addresses the following City of Palmerston Strategic Risks:

2 Is not sustainable into the long term

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

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

Nil

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.4
REPORT TITLE:	Alcohol Management
MEETING DATE:	Tuesday 20 October 2020
AUTHOR:	Director Lifestyle and Community, Amelia Vellar
APPROVER:	Chief Executive Officer, Luccio Cercarelli

COMMUNITY PLAN

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

PURPOSE

To advise Council of the requirement to amend its policy AD03 Alcohol Management to ensure compliance with the Northern Territory Liquor Act (2019).

KEY MESSAGES

Policy Review

- The Northern Territory Government introduced the new *Liquor Act 2019 (Act)* on 1 October 2019 with several legislative changes relating to the production, sale, and consumption of alcohol.
- Permission for the consumption of alcohol in a prohibited public place, may be permitted by Council (as the owner of a public place) on the provision that it is declared by Gazette notice.
- To comply with the new Gazette notice process, it is recommended that Council's AD03 Alcohol Management policy is amended.
- Minor References to *the Act* within the policy need to be updated to reflect the new legislation.

Exemption Area Update

- Marlow Lagoon Reserve is the sole location within the Palmerston municipality that has an approved exemption area for the consumption of alcohol.
- In June 2020, Council requested a 4-month trial that would remove the exemption area within the Marlow Lagoon Reserve. This trial will commence on Monday 2 November 2020.
- Council has placed a public notice in the NT News Newspaper on Monday 19 October 2020 giving a two-week notice period prior to restrictions taking effect.
- Northern Territory Police have provided their support of the removal of the alcohol exemption at Marlow Lagoon Reserve due to significant anti-social behaviour emanating from the location.
- A report reviewing the removal of the exemption at Marlow Lagoon Reserve with consideration of management of anti-social behavior and its impacts to the community will be presented to Council by the 2nd Ordinary Meeting in April 2021.

RECOMMENDATION

1. THAT Report entitled Alcohol Management be received and noted.
2. THAT Council adopt the amendments to the Council Policy AD03 Alcohol Management being **Attachment 13.2.4.3** to report entitled Alcohol Management.

3. THAT Council note the delay to the start of the removal of the alcohol exemption at Marlow Lagoon Reserve, for reasons identified in the report which is now effective 2 November 2020 for a four-month trial period.
4. THAT a report be prepared undertaking a review of the exemption area for the consumption of alcohol at Marlow Lagoon Reserve with consideration to anti-social behavior and impacts to the community and approved exemption areas for the municipality by the 2nd Ordinary Meeting in April 2021.

BACKGROUND

At the 2nd Ordinary Council Meeting of 21 May 2019 Council made the following decisions:

13.2.3 Adoption of the Draft Council Policy AD03 Alcohol Management 9/0233

1. THAT Report Number 9/0233 entitled Adoption of the Draft Council Policy AD03 Alcohol Management be received and noted.
2. THAT Council rescind Council Policy AD03 Liquor Licence being **Attachment D** to Report Number 9/0233 entitled Adoption of the Draft Council Policy AD03 Alcohol Management.
3. THAT Council adopt the amended Council Policy AD03 Alcohol Management being **Attachment C** to Report Number 9/0233 entitled Adoption of the Draft Council Policy AD03 Alcohol Management.

CARRIED 9/0630 – 21/05/2019

At the 1st Ordinary Council Meeting of 2 June 2020 Council made the following decisions.

17.1.1 Review Exemption for the Consumption of Alcohol – Marlow Lagoon Reserve

1. That a report be prepared undertaking a review of the exemption for the consumption of alcohol at Marlow Lagoon Reserve with consideration of management of anti-social behaviour, impacts to the community and approved exemption areas for the municipality by the 2nd Ordinary Meeting in October 2020.
2. That Council seek relevant approvals for the implementation of a temporary full restriction on the consumption of alcohol at the Marlow Lagoon Reserve for a period of up to four months commencing as soon as possible.

CARRIED 9/1148 – 02/06/2020

Council Policy AD03 Alcohol Management provides staff direction regarding the assessment of applications for the operation of licensed venues seeking a liquor licence in the Palmerston Municipality and guidance on Council's management of alcohol provision on Council premises.

With regard to privately run events on Council premises, Council were allowing the provision of alcohol subject to a thorough risk assessment and an event plan being completed. If alcohol was to be served,

organisers will need to advise Council that alcohol is being served, and if so, evidence will need to be provided that the organisers have complied with all relevant requirements and NT Police have been advised of the event (via a Party Smart form). Council was also able to impose additional conditions as it saw fit.

With the introduction of the *Liquor Act 2019 (the Act)* on 1 October 2019, the legislative changes have resulted in Council having to review this previous process for consumption of alcohol in a Council premise and amend Council policy *AD03 Alcohol Management*.

DISCUSSION

Under section 171 of *the Act*, a person must not consume liquor in any public place in:

- Alice Springs;
- Darwin;
- Katherine;
- Palmerston;
- Tennant Creek;
- the Darwin Waterfront Precinct;
- any local government area that a council declares by Gazette notice to be subject to this prohibition;
- any place outside of the above areas but within 2 kilometres of licensed premises; and
- any place prescribed by regulation.

However, section 200 of *the Act* allows liquor to be consumed when the owner or occupier of the public place gives permission for consumption on, or in all, or part of that place. The permission may be given generally to the public or to specific persons, bodies or groups, with or without conditions. Permission for the consumption of alcohol in a prohibited public place, may be permitted by Council (as the owner of a public place) on the provision that it is declared by Gazette notice (a new requirement). **Attachment 13.2.4.4**

Council provides consent to the consumption of alcohol in public places on a semi-regular basis (for the purposes of events held in Council facilities or Council open space). Publishing a gazette notice on each occasion will be administratively prohibitive for the Council and costly for the applicants (the cost of a standard gazette notice being \$150 and special gazette notice being \$400 for urgent applications). **Attachment 13.2.4.5**

In the limited period of time since the commencement of the *Act*, it appears to be the practice of other councils to be more specific to an individual occasions than general in the permissions published by Gazette (G39 2020 from Katherine Town Council being an example of this). **Attachment 13.2.4.6**

Council staff sought advice on this matter from the Northern Territory Government Local Government division, Local Government Association of the Northern Territory, the Northern Territory Department of the Attorney-General and Justice and then subsequently legal advice to find a solution that was less burdensome to the community wishing to utilise Council facilities for event purposes.

Following advice received, Council staff recommend that Council undertake a dual approach towards the gazette requirements under *the Act*.

General Gazette

In relation to the consumption of alcohol on council property, such as parks, community halls and other community use areas, it is deemed more appropriate to issue a gazette notice with a general permission, but imposing further conditions such as:

- A person must first apply and receive permission from City of Palmerston for the hire of the room, building, park or other area (or part thereof) owned or occupied by the City of Palmerston; and
- Pay of any costs or fees as required by the City of Palmerston; and
- Comply with any further terms or conditions that the Council imposes and notifies in writing or publishes on its website.

This general gazette would allow for Council to use discretion in relation to the consumption of alcohol on council property without having to apply for numerous gazettes.

Specific Gazette

If the Council decide to allow regular consumption of alcohol on set days and during set times for a location; a specific gazette notice in relation to that particular area would be more appropriate. For example, if Council was to allow the consumption of alcohol at Sanctuary Lakes for set hours during the week and on the weekend, it is recommended that a specific gazette notice is submitted. This type of gazette is what would replace exclusion areas for Palmerston like is currently in place at Marlow Lagoon Reserve.

Marlow Lagoon Reserve – Removal of Exemption Area

Marlow Lagoon Reserve is the sole location within the Palmerston municipality that has an approved exemption area for the consumption of alcohol. It does not however currently have a gazette over it as per the new *Liquor Act 2019*.

Currently, Marlow Lagoon Reserve holds an exemption allowing for the consumption of alcohol during the hours of:

Monday – Friday: 4:00pm to 10:00pm

Saturday, Sunday and Public Holidays: 10:00am to 10:00pm

Council is aware of frequent alcohol related incidents occurring within the Marlow Lagoon Reserve.

At the 1st Ordinary Council Meeting of 2 June 2020, Council asked staff to seek relevant approvals for the implementation of a temporary full restriction on the consumption of alcohol at the Marlow Lagoon Reserve for a period of up to four months. Due to conflicting advice, there has been a delay in the implementation of trialling this restriction. This was resolved by obtaining legal advice which should safeguard against any further delays.

Council has placed a public notice in the NT News on Monday 19 October 2020. A two-week notice period will be afforded prior to changes taking effect on Monday 2 November 2020, giving the public a 2-week notice period. New temporary signage advising of the changes at Marlow Lagoon Reserve will be erected as of the date of effect and old signage removed or covered.

Northern Territory Police support the removal of the current alcohol exemption that allows the consumption of alcohol at Marlow Lagoon Reserve (a letter of support is provided as **Attachment 13.2.4.7**

Northern Territory Police report that they have seen an increase in anti-social behaviour emanating from the location, with large groups becoming heavily intoxicated and causing disturbances within the area, leading to further anti-social type offending.

Northern Territory Police report during the past 12 months they have attended Marlow Lagoon Reserve more than 300 times to respond to incidents being reported within the surrounding area.

A review report will be submitted to Council following the 4-month trial period of full restriction on the consumption of alcohol at the Marlow Lagoon Reserve.

A specific gazette notice would be required if Council would like to reinstate the site as an exemption area following the trial.

CONSULTATION PROCESS

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

- Regulatory Services

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

- Northern Territory Police
- Ward Keller
- Department of the Attorney-General and Justice – NT Licensing
- Local Government and Community Development Division – Manager Legislation and Policy
- Local Government Association of the Northern Territory

POLICY IMPLICATIONS

It is recommended that existing policy **Attachment 13.2.4.1** be received and replaced with policy AD03 *Alcohol Management* at **Attachment 13.2.4.3**.

BUDGET AND RESOURCE IMPLICATIONS

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

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This report addresses the following City of Palmerston Strategic Risks:

- 1 Fails to effectively regain the trust from all stakeholders
Context: Council needs to be credible and trusted by those within and external to the Council.
- 4 Fails to effectively design and implement contemporary governance practices
Context: Strong foundations to hold the Council and Administration to account with clear and transparent performance reporting.

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

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

Northern Territory Liquor Act (2019)

Local Government Act (2008)

There is risk of Council being in breach of the *Northern Territory Liquor Act (2019)* by not applying the correct Gazettal process for consumption of alcohol on its property. Applying the correct gazette's and amending the policy mitigates this risk.

Council staff are unable to currently grant permission for community members to consume alcohol on Council premises unless they as individuals directly apply for a gazette which is costly and time consuming.

The removal of the ability to consume alcohol at Marlow Lagoon Reserve with limited (2-week) notice may not be well received by community members who enjoy the space and responsibly consume alcohol during the approved times.

However, the social implications of failing to address alcohol management are outlined in the Riley Report and include increased anti-social behaviour and consequent offending in addition to increased alcohol related health outcomes.

The existing delegation to the Chief Executive Officer to approve permits on a case by case basis remains unchanged.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

1. AD03 Alcohol Management Policy - Current [13.2.4.1 - 3 pages]
2. AD03 Alcohol Management Policy - Tracked Change [13.2.4.2 - 3 pages]
3. AD03 Alcohol Management Policy - Clean Copy [13.2.4.3 - 3 pages]
4. General Gazette Application Request Form [13.2.4.4 - 1 page]
5. Special Gazette Application Request Form [NVWN] [13.2.4.5 - 1 page]
6. Katherine Town Council Gazette No G 39 [13.2.4.6 - 1 page]
7. Letter of Support from Northern Territory Police - Marlow Lagoon Reserve [13.2.4.7 - 2 pages]

Name:	Alcohol Management		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Director Lifestyle and Community		
Approval Date:	21/05/2019	Next Review Date:	1/10/2020
Records Number:	365877	Council Decision:	9/0630

1 PURPOSE

This policy provides staff direction regarding the assessment of applications for the operation of licensed venues seeking a liquor licence in the Palmerston Municipality and guidance on Council's management of alcohol provision on Council premises.

This policy applies to all comments Council staff provide to the Northern Territory Government (NTG) (Licensing NT) in regard to liquor licence applications for new liquor licences or changes and/or operation of existing licences under the *Liquor Act*.

This policy will also demonstrate how Council will meet the City of Palmerston Community Plan commitment to consider the social implications of all planning and decision making when contributing to Territory planning processes.

2 PRINCIPLES

Council is committed to providing a healthier and safer place for residents and visitors and a key aspect of this is via input Council provides on liquor licence applications within the Palmerston municipality and responsible alcohol management on its own premises and public spaces.

Council is a stakeholder in the Palmerston and Litchfield Liquor Accord. To support the intent of this organisation vendors who propose to serve alcohol at Council events or on council property should be members of the Palmerston and Litchfield Liquor Accord.

It is imperative that Council have a set criterion to consider relevant Liquor Licence applications to provide relevant comments under section 47F of the *Liquor Act* and other relevant legislation and if required, object to those applications that are inconsistent with an area or locality.

3 DEFINITIONS

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

Term	Definition
Council Premises	Any land or buildings under the effective control of Council
Liquor Licence	Means a licence issued under the <i>Liquor Act</i>
Liquor	- Means a beverage that contains more than 1.15% by volume of ethyl alcohol
Sensitive Land Use	- Schools, childcare centres and other places principally used by children; - Seniors living residential developments; - Community Centres; - Places of Public Worship; and Other land uses identified at the time of an application.
Residential Areas	- Land contained within a residential zone under the <i>NT Planning Scheme</i>

4 POLICY STATEMENT

4.1 Assessment Criteria for Liquor Licence Applications

Council will consider, but is not limited to, the following criteria when considering liquor licence applications and formulating comments to Licensing NT:

- 4.1.1 Proximity and potential impacts on sensitive land uses. *(Will the proposed licence impact on any nearby sensitive land uses by way of noise impacts, increased occurrences of itinerancy or antisocial behaviour etc?)*
- 4.1.2 Hours of operation. *(Is the proposal consistent with the operation hours of the surrounding land uses?)*
- 4.1.3 Number of existing/proposed/approved licensed venues in the locality. *Consideration of (represented spatially) existing/proposed/approved licensed venues in the locality with regards to the social conditions of the locality (a review of Socio-Economic Indexes for areas (SEIFA) data if required)*
- 4.1.4 Number and nature of complaints lodged with Council in relation to an existing licensed premise. *(if applicable)*
- 4.1.5 The extent to which the premise has been designed to minimise the impacts of its activities on an adjacent residential development. *(Considerations include Crime Prevention through Environmental Design Principles, noise attenuation measures, landscaping or fencing buffers between any car parking, service area, outdoor storage area and surrounding land use)*
- 4.1.6 Level of security and surveillance to be adopted by the licensed premises. *(Is the existing/proposed level of security and surveillance to be adopted by the licensed premises adequate for the locality or surrounding land uses?)*
- 4.1.7 Does the application conflict with Community Plan objectives?
- 4.1.8 Does the application raise any additional matters of non-compliance with other legislation that may be relevant? *(Does the proposed licence operation have the relevant Planning permits/approvals?)*
- 4.1.9 Information contained with the Community Impact Assessment that accompanies applications.
- 4.1.10 Impact on visitors to the municipality.

Should an application raise significant conflicts with the above criteria it may be in the interest of Council to object to an application on relevant grounds.

An objection to an application should be made under Section 47F of the *Liquor Act* and based on conflicts or non-compliance with other relevant legislation.

4.2 Alcohol on Council Premises

- 4.2.1 Council does not generally serve alcohol at community events; however, alcohol may be served as appropriate at Council run limited access events (e.g. ticketed or by invitation only events) or unique events. This will be determined by the Chief Executive Officer on a case by case basis, with consideration of all relevant factors.
- 4.2.2 Council is prepared to allow the consumption of alcohol at privately run events on Council premises (e.g. parties, weddings) subject to written application advising of the provision of alcohol.
- 4.2.3 Organisers will need to demonstrate that they have complied with all relevant legislative and Council requirements and have engaged with NT Police including submitting a Northern Territory Police Party Smart Registration Form.

- 4.2.4 Council also reserves the right to impose additional conditions, including security arrangements, recovery of cleaning costs and an increased bond if it is deemed necessary for private events on Council premises.

4.3 Sponsorship of Council Events

Where sponsorship arrangements incorporating provision or promotion of alcohol are being considered as a way of assisting to meet the costs of a Council event, consideration must be given to the following:

- The role, nature and value of the sponsorship package. The supply and service of alcohol as a main element of a sponsorship package is generally inconsistent with this policy, however an assessment of the role and purpose for the supply of alcohol will need to demonstrate alignment with the event setting.
- Should the event be an open access (ie. all ages), the service of alcohol must not compromise access to the event.
- The values of the sponsor must align with the values of Council as outlined in Council's Community Plan and requirements of Council policies as applicable.

5 ASSOCIATED DOCUMENTS

- 5.1 City of Palmerston Community Plan

6 REFERENCES AND RELATED LEGISLATION

- 6.1 *Liquor Act*
6.2 *Planning Act*
6.3 *Northern Territory Planning Scheme*

Name:	Alcohol Management		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Director Lifestyle and Community		
Approval Date:	21/05/2019 20/10/2020	Next Review Date:	1/10/2020 20/10/2024
Records Number:	365877	Council Decision:	9/0630

1 PURPOSE

This policy provides staff direction regarding the assessment of applications for the operation of licensed venues seeking a liquor licence in the Palmerston Municipality and guidance on Council's management of alcohol provision on Council premises.

This policy applies to all comments Council staff provide to the Northern Territory Government (NTG) (Licensing NT) in regard to liquor licence applications for new liquor licences or changes and/or operation of existing licences under the *Liquor Act*.

This policy will also demonstrate how Council will meet the City of Palmerston Community Plan commitment to consider the social implications of all planning and decision making when contributing to Territory planning processes.

2 PRINCIPLES

Council is committed to providing a healthier and safer place for residents and visitors and a key aspect of this is via input Council provides on liquor licence applications within the Palmerston municipality and responsible alcohol management on its own premises and public spaces.

Council is a stakeholder in the Palmerston and Litchfield Liquor Accord. To support the intent of this organisation vendors who propose to serve alcohol at Council events or on council property should be members of the Palmerston and Litchfield Liquor Accord.

It is imperative that Council have a set criterion to consider relevant Liquor Licence applications to provide relevant comments under section ~~47F~~ 61 of the *Liquor Act* and other relevant legislation and if required, object to those applications that are inconsistent with an area or locality.

3 DEFINITIONS

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

Term	Definition
Council Premises	Any land or buildings under the effective control of Council
Liquor Licence	Means a licence issued under the <i>Liquor Act</i>
Liquor	- Means a beverage that contains more than 1.15% by volume of ethyl alcohol
Sensitive Land Use	- Schools, childcare centres and other places principally used by children; - Seniors living residential developments; - Community Centres; - Places of Public Worship; and

	Other land uses identified at the time of an application.
Residential Areas	- Land contained within a residential zone under the NT Planning Scheme

4 POLICY STATEMENT

4.1 Assessment Criteria for Liquor Licence Applications

Council will consider, but is not limited to, the following criteria when considering liquor licence applications and formulating comments to Licensing NT:

- 4.1.1 Proximity and potential impacts on sensitive land uses. *(Will the proposed licence impact on any nearby sensitive land uses by way of noise impacts, increased occurrences of itinerancy or antisocial behaviour etc?)*
- 4.1.2 Hours of operation. *(Is the proposal consistent with the operation hours of the surrounding land uses?)*
- 4.1.3 Number of existing/proposed/approved licensed venues in the locality. *Consideration of (represented spatially) existing/proposed/approved licensed venues in the locality with regards to the social conditions of the locality (a review of Socio-Economic Indexes for areas (SEIFA) data if required)*
- 4.1.4 Number and nature of complaints lodged with Council in relation to an existing licensed premise. *(if applicable)*
- 4.1.5 The extent to which the premise has been designed to minimise the impacts of its activities on an adjacent residential development. *(Considerations include Crime Prevention through Environmental Design Principles, noise attenuation measures, landscaping or fencing buffers between any car parking, service area, outdoor storage area and surrounding land use)*
- 4.1.6 Level of security and surveillance to be adopted by the licensed premises. *(Is the existing/proposed level of security and surveillance to be adopted by the licensed premises adequate for the locality or surrounding land uses?)*
- 4.1.7 Does the application conflict with Community Plan objectives?
- 4.1.8 Does the application raise any additional matters of non-compliance with other legislation that may be relevant? *(Does the proposed licence operation have the relevant Planning permits/approvals?)*
- 4.1.9 Information contained with the Community Impact Assessment that accompanies applications.
- 4.1.10 Impact on visitors to the municipality.

Should an application raise significant conflicts with the above criteria it may be in the interest of Council to object to an application on relevant grounds.

An objection to an application should be made under Section ~~6147F~~ of the *Liquor Act* and based on conflicts or non-compliance with other relevant legislation.

4.2 Alcohol on Council Premises

The *Liquor Act* states permission for the consumption of alcohol in a prohibited public place may be permitted by Council (as the owner of the public place) on the provision that it is declared by Gazette notice.

- 4.2.1 Council does not generally serve alcohol at community events; however, alcohol may be served as appropriate at Council run limited access events (e.g. ticketed or by invitation only events) or unique events. This will be determined by the Chief Executive Officer on a case by case basis, with consideration of all relevant factors.

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Name:	Alcohol Management		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Director Lifestyle and Community		
Approval Date:	20/10/2020	Next Review Date:	20/10/2024
Records Number:		Council Decision:	

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- 4.1.7 Does the application conflict with Community Plan objectives?
- 4.1.8 Does the application raise any additional matters of non-compliance with other legislation that may be relevant? *(Does the proposed licence operation have the relevant Planning permits/approvals?)*
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5 ASSOCIATED DOCUMENTS

- 5.1 City of Palmerston Community Plan

6 REFERENCES AND RELATED LEGISLATION

- 6.1 *Liquor Act*
6.2 *Planning Act*
6.3 *Northern Territory Planning Scheme*

Northern Territory of Australia

Liquor Act 2019

Notice of permission for the consumption of liquor in a public place

Pursuant section 200 of the *Liquor Act 2019*, the City of Palmerston gives permission to any person for the consumption of liquor in the following public places:

· [insert list of public places for which the permit may be granted]

subject to the following conditions:

- i. A person must first apply and receive permission from the City of Palmerston for the hire of the room, building, park or other area (or part thereof) owned or occupied by the City of Palmerston; and
- ii. Pay of any costs or fees as required by the City of Palmerston; and
- iii. Comply with any further terms or conditions that the Council imposes and notifies in writing or publishes on its website.

..... (signature)
 [Name of person with authority to issue the notice]
 [Title of the person]
 [Date]

Northern Territory of
Australia

Liquor Act
2019

**Notice of permission for the consumption of liquor in a public
place**

Pursuant section 200 of the *Liquor Act 2019*, the City of Palmerston gives permission for the consumption of liquor in the following public places as follows:

- i. the whole of YY Park (give the lot/parcel number of the Park as provided for in the title of the Park) from 5pm to 11pm every day to every person
- ii. Section W in ZZ Park (as shown at Schedule 1) from 5pm to 11pm every first Saturday of each calendar month to every person
- iii. all areas of Pavilion A at the XX Council Showgrounds (give details of the location of Pavilion A as well as the lot/parcel number of the Showgrounds as provided for in the title of the Showgrounds) every day subject to a person applying to hire the Pavilion and receiving permission to do so, from the Council
- iv. meeting room B at the Town Hall to (give the lot/parcel number of the Town Hall as provided for in the title of the Town Hall) from 12pm to 12am every Saturday of each calendar month subject to a person applying to hire the meeting room and receiving permission to do so, from the Council.

.....
(signature) [Name of person with authority to
issue the notice] [Title of the person]
[Date]

Schedule 1

[insert diagram of location with area where the consumption of liquor is allowed
clearly delineate]

Northern Territory of Australia

*Liquor Act 2019***Notice of permission for the consumption of liquor in a public place**

Katherine Town Council, under section 200 of the *Liquor Act 2019* (No. 29 of 2019), gives permission for members of the Katherine Turf Club Inc. and their guests and invitees for the consumption of liquor as detailed in the below dates and times within the enclosed area of Katherine Showgrounds at Lot 3177 Katherine 0850 shown on the site map set out in the Schedule.

- Thursday 22 October 2020 between the hours of 4.00pm and 8.00pm.

Dated: 21 September 2020

Ian Bodill
Chief Executive Officer
Katherine Town Council

Schedule



Officer in Charge
Palmerston Police Station
Kettle Street, Palmerston

Postal address
PO Box 39764
Winnellie, NT 0821

E nathan.finn@pfes.nt.gov.au

T 08 8947 7204

Our reference

Amelia Vellar
Deputy Chief Executive Officer
Director Lifestyle and Community
City of Palmerston
PO Box 1
Palmerston, NT 0831

Re: Marlow Lagoon Alcohol Exemption

Dear Ms Vellar,

I write to the City of Palmerston regarding the Northern Territory Police's (NTP) support of the trial of alcohol restrictions for the Marlow Lagoon Recreational Area (MLRA).

MLRA over previous years and more recently has become an area of concern to both the NTP and to local residents and the City of Palmerston.

NTP has seen an increase in Anti-Social Behaviour (ASB) type behaviour emanating from this location which requires regular patrols by NTP and other support agencies on a daily basis in an attempt to reduce ASB and alcohol consumption in the area.

The current alcohol exemption for the area has resulted in an increase in ASB type behaviour from persons attending and consuming large amounts of alcohol at the location, with large groups becoming heavily intoxicated and causing disturbances within the area which also leads to other ASB type offending.

As MLRA is the only place in Palmerston in which alcohol can be consumed in a public place during the current exemption times. As a result of this exemption this has resulted in large numbers of persons on a daily basis attending the area to consume alcohol.

The NTP during the past 12 Months have attended at the MLRA in excess of 300 times to respond to incidents being reported within the surrounding area of the MLRA.

NTP Supports to the proposal for a trial of removing the alcohol exemption for the MLRA and supports any attempt to try and resolve ASB type behaviour within the Palmerston community.

Yours sincerely



Nathan Finn
Senior Sergeant 2309
Officer in Charge
Palmerston Police Station

14 October 2020

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.5
REPORT TITLE:	Shared Paths Walk Cycle and Scoot to School Grant Acquittal Update - 20 October 2020
MEETING DATE:	Tuesday 20 October 2020
AUTHOR:	Executive Assistant to Chief Executive Officer, Tree Malyan
APPROVER:	Chief Executive Officer, Luccio Cercarelli

COMMUNITY PLAN

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

PURPOSE

The purpose of this report is to provide an update to Report entitled Shared Paths Walk Cycle and Scoot to School Grant Acquittal, presented, and tabled at the Ordinary Council Meeting held on Tuesday 6 October 2020.

KEY MESSAGES

- Report entitled Shared Paths Walk Cycle and Scoot to School Grant Acquittal was presented to the Ordinary Council Meeting held on Tuesday 6 October 2020.
- The Report was tabled to allow for further information to be provided.
- Further information has been sought from the Department of Local Government, Housing and Community Development and is provided at **Attachment 13.2.5.1**.

RECOMMENDATION

1. THAT Report entitled Shared Paths Walk Cycle and Scoot to School Grant Acquittal Update - 20 October 2020 be received and noted.
2. THAT Report entitled Shared Paths Walk Cycle Scoot to School Grant Acquittal be retrieved from the table.

BACKGROUND

The report entitled Shared Paths Walk Cycle Scoot to School Grant Acquittal was presented and tabled at the Ordinary Council Meeting held on Tuesday 6 October 2020 to allow for further information to be provided.

DISCUSSION

Council staff sought further information from the Department of Local Government, Housing and Community Development to seek clarity on all associated paperwork required to acquit the Special Purpose Grant received for the Shared Paths Walk Cycle and Scoot to School Grant.

The requested outstanding paperwork forms an attachment to this Report being **Attachment 13.2.5.1**.

CONSULTATION PROCESS

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

- Director Lifestyle and Community
- Finance Manager
- Accountant
- Community Development Officer, Safe Communities
- Governance Lead

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

- Department of Local Government, Housing and Community Development

POLICY IMPLICATIONS

There are no policy implications for this report.

BUDGET AND RESOURCE IMPLICATIONS

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

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This report addresses the following City of Palmerston Strategic Risks

- 4 Fails to effectively design and implement contemporary governance practices
Context: Strong foundations to hold the Council and Administration to account with clear and transparent performance reporting.
- 6 Fails to create and deliver the strategic vision for the City
Context: Ensuring a vision is enduring and clear to all relevant stakeholders, guiding future decision making, delivered effectively and efficiently, and that progress is measurable and celebrated.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

1. 20 October 2020 Shared Paths Acquittal Supporting Documents [13.2.5.1 - 2 pages]

2020-2021 ACQUITTAL OF SPECIAL PURPOSE GRANT

Department of Housing and Community Development

File number: LGR2014/00187

Purpose of Grant: To promote walking, cycling or scooting to school.

INCOME AND EXPENDITURE ACQUITTAL FOR THE PERIOD ENDING 30 SEPTEMBER 2020

Special Purpose Grant	\$25,000
Other income	
Total income	\$25,000
Expenditure (Specify accounts and attach copies of ledger entries) An 'administration fee' is not to be apportioned to the grant for acquittal purposes.	
Partial Acquittal (Funds expended by 30 June 2019 & Submitted on 22 July 2019)	\$6,677.46
Remaining Expenditure (Fully expended on 25 September 2020)	\$18,483.93
Total Expenditure	\$25,161.39
Deficit	\$161.39

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

Acquittal prepared by: Liz Middleton 14 / 10 / 20

Laid before the Council at a meeting held on 20 / 10 / 20. Copy of minutes attached.

CEO or CFO: _____ / /

DEPARTMENTAL USE ONLY

Grant amount correct: ☐ Yes ☐ No

Expenditure conforms to purpose: ☐ Yes ☐ No

Capital Works - Bought from Territory Enterprise: ☐ Yes ☐ No

Minutes checked: ☐ Yes ☐ No

Balance of funds to be acquitted: \$ _____

Date next acquittal due: ____ / ____ / ____

ACQUITTAL ACCEPTED: ☐ Yes ☐ No

Prepared by:

Comments:

Donna Hadfield, Manager Grants Program

Shared Paths - Special Purpose Grant Expenditure											
Department Code	Cost Centre Code	G/L Account No.	Project Code	Posting Date	Doc. No	PO No.	Amount	Invoice No.	Vendor No.	Vendor Name	Invoice Description
COMM002	335	3828	PRJ10214	17/06/2019	PINV141577	PO124877	\$ 3,211.82	233785	566	Stickers & Stuff	Drink bottles (Navy Blue) Shared Paths
COMM002	335	3828	PRJ10214	21/06/2019	PINV141787	PO125004	\$ 2,263.64	00032489	2238	Holland's Print Solutions Pty Ltd	Banners 5m x 1m, Shared Paths Project
COMM002	335	3828	PRJ10214	27/06/2019	PINV142023	PO124767	\$ 1,202.00	CP030493	30	Colemans Printing Pty Ltd	Shared Paths Passport, 3,000 copies
COMM002	335	3828	PRJ10214	23/07/2019	PINV142781	PO125617	\$ 2,009.00	5151	4561	Bendesigns	Digitec Outdoor Floor Graphic - Shared Paths
COMM002	335	3828	PRJ10214	23/07/2019	PINV142729	PO125388	\$ 2,300.00	5231	4561	Bendesigns	Install 73 decals in Rosebery & Bellamack
COMM002	335	3828	PRJ10214	23/07/2019	PINV142728	PO125390	\$ 351.00	5223	4561	Bendesigns	School Names Decal Print
COMM002	335	3828	PRJ10214	14/10/2019	PINV144290	PO126218	\$ 445.45	20843864	5603	Kennards Hire P/L Winnellie	Traffic light hire Rosebery PS shared paths event
COMM002	335	3828	PRJ10214	22/10/2019	PINV144787	PO126449	\$ 627.00	5355	4561	Bendesigns	Replacement Decals and Install Shared Paths Rosebery
COMM011	335	3842	PRJ10214	4/09/2020	PINV152881	PO130559	\$ 1,800.00	INV-1143	V02229	Studio B Designs	Walk to School Route Maps
COMM011	335	3842	PRJ10214	4/09/2020	PINV152883	PO130532	\$ 1,626.50	440535	22	Norsign Pty Ltd	Walk, Cycle to School Decal Phase 2
COMM011	335	3842	PRJ10214	24/09/2020	PINV153291	PO130811	\$ 360.00	INV-1152	V02229	Studio B Designs	Walk to School A4 Map Backpage
COMM011	335	3842	PRJ10214	25/09/2020	PINV153312	PO130532	\$ 8,964.98	441450	22	Norsign Pty Ltd	Walk, Cycle to School Decal Phase 2
							\$ 25,161.39				

14 INFORMATION AND CORRESPONDENCE

14.1 Information

14.2 Correspondence

15 REPORT OF DELEGATES

16 QUESTIONS BY MEMBERS

17 GENERAL BUSINESS

18 NEXT ORDINARY COUNCIL MEETING

THAT the next Ordinary Meeting of Council be held on Tuesday, 3 November 2020 at 5:30pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

19 CLOSURE OF MEETING TO PUBLIC

THAT pursuant to *Section 65(2) of the Local Government Act and Regulation 8 of the Local Government (Administration) Regulations*, the meeting be closed to the public to consider the Confidential item of the Agenda.

20 ADJOURNMENT OF MEETING AND MEDIA LIAISON

COUNCIL MEETING MINUTES

TUESDAY, 6 October 2020

CITY OF PALMERSTON

Minutes of Council Meeting
Held at Council Chambers, First Floor, Civic Plaza,
1 Chung Wah Terrace, Palmerston
on Tuesday 6 October 2020 at 5:30pm.

ELECTED MEMBERS	Deputy Mayor Amber Garden (Chair) Mayor Athina Pascoe - Bell (via Audio/Audio Visual Conferencing) Alderman Benjamin Giesecke Alderman Damian Hale (via Audio Conferencing) at 5:35pm Alderman Sarah Henderson Alderman Tom Lewis Alderman Lucy Morrison
STAFF	Chief Executive Officer, Luccio Cercarelli Deputy Chief Executive Officer/Director Lifestyle and Community, Amelia Vellar Director City Growth and Operations, Nadine Nilon Communications Manager, Christine Joyce Communications Officer, Ashlee Haslop Executive Assistant to Chief Executive Officer, Tree Malyan Minute Secretary, Ashlee Gaddes
GALLERY	ABC, Sowaibah Hanifie 1 Member of the Public

1 ACKNOWLEDGEMENT OF COUNTRY

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

2 OPENING OF MEETING

Appointment of Chair

Moved: Alderman Morrison
Seconded: Alderman Henderson

THAT in accordance with Council Policy *Audio/Audiovisual Conferencing* section 4.3, Council appoint Deputy Mayor Garden as Chair for the Ordinary Council Meeting held 6 October 2020.

CARRIED 9/1308- 06/10/2020

Initials: _____

The Chair declared the meeting open at 5.31 pm.

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies

Moved: Alderman Lewis
Seconded: Alderman Giesecke

THAT the apology received from Alderman Spick for 6 October 2020 be received and noted.

CARRIED 9/1309- 06/10/2020

3.2 Leave of Absence Previously Granted

Nil.

3.3 Leave of Absence Request

Moved: Alderman Morrison
Seconded: Alderman Henderson

1. THAT the leave of absence from Mayor Pascoe-Bell for 6 October to 9 October 2020 inclusive be received and noted.
2. THAT the leave of absence from Alderman Morrison for 12 October to 18 October 2020 inclusive be received and noted.

CARRIED 9/1310- 06/10/2020

4 REQUEST FOR AUDIO VISUAL/VIDEO CONFERENCING

Moved: Alderman Henderson
Seconded: Alderman Giesecke

1. THAT the request for Audio Visual - Video Conferencing received from Mayor Pascoe- Bell for the meeting to be held on 6 October 2020 be received and noted.
2. THAT the request for Audio Visual - Video Conferencing received from Alderman Hale for the meeting to be held on 6 October 2020 be received and noted.

CARRIED 9/1311- 06/10/2020

Initials: _____

5 DECLARATION OF INTEREST

5.1 Elected Members
Nil.

5.2 Staff
Nil.

6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

Moved: Alderman Morrison
Seconded: Alderman Henderson

THAT the minutes of the Council Meeting held on 15 September 2020 pages 10212 to 10221, be confirmed.

CARRIED 9/1312- 06/10/2020

6.2 Business Arising from Previous Meeting

Nil.

7 MAYORAL REPORT

7.1 Mayoral Update Report - 6 October 2020

Moved: Mayor Pascoe-Bell
Seconded: Alderman Morrison

THAT report entitled Mayoral Update Report- 6 October 2020 be received and noted

CARRIED 9/1313- 06/10/2020

8 DEPUTATIONS AND PRESENTATIONS

Nil.

9 PUBLIC QUESTIONS (WRITTEN SUBMISSIONS)

Nil.

Initials: _____

10 CONFIDENTIAL ITEMS

10.1 Moving Confidential Items into Open

Nil.

10.2 Moving Open Items into Confidential

Nil.

10.3 Confidential Items

Moved: Alderman Morrison
Seconded: Alderman Henderson

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

ITEM	REGULATION	REASON
25.2.1	8(c)(iv)	This item is considered 'Confidential' pursuant to Section 65(2) of the Local Government Act and 8(c)(iv) of the Local Government (Administration) Regulations, which states municipal council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person is discussed.
25.2.2	8(d)	This item is considered 'Confidential' pursuant to Section 65(2) of the Local Government Act and 8(e) of the Local Government (Administration) Regulations, which states municipal council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information provided to the council on condition that it be kept confidential.

CARRIED 9/1314- 06/10/2020

11 PETITIONS

Nil.

12 NOTICES OF MOTION

Nil.

Initials: _____

13 OFFICERS REPORTS

13.1 Receive and Note Reports

13.1.1 2020 Community Survey Research Report

Moved: Alderman Morrison
Seconded: Alderman Henderson

THAT Report entitled 2020 Community Survey Research Report be received and noted.

CARRIED 9/1315- 06/10/2020

13.1.2 Organisational Services Quarterly Report- July to September 2020

Moved: Alderman Morrison
Seconded: Alderman Henderson

1. THAT Report entitled Organisational Services Quarterly Report – July to September 2020 be received and noted.
2. THAT the completion of Council's Policy Review for the Ninth Council Term be completed prior to 30 June 2021.

CARRIED 9/1316- 06/10/2020

13.1.3 City Growth and Operations Quarterly Report – July to September 2020

Moved: Alderman Morrison
Seconded: Alderman Henderson

THAT Report entitled Organisational Services Quarterly Report – July to September 2020 be received and noted.

CARRIED 9/1317- 06/10/2020

13.1.4 Palmerston Lakes Management Plan Update

Moved: Alderman Morrison
Seconded: Alderman Henderson

THAT Report entitled Palmerston Lakes Management Plan update be received and noted.

CARRIED 9/1318- 06/10/2020

Initials: _____

13.2 Action Reports

13.2.1 Inclusive, Diverse and Accessible Policy Framework

Moved: Alderman Giesecke
Seconded: Deputy Mayor Garden

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

CARRIED 9/1319- 06/10/2020

13.2.2 Council Policy Review – FIN17 Rate Concession

Moved: Alderman Henderson
Seconded: Alderman Morrison

1. THAT Report entitled Council Policy Review - *FIN17 Rate Concession* be received and noted.
2. THAT Council adopt the amended Policy *FIN17 Rate Concession*, on Report entitled Council Policy Review - FIN17 Rate Concession being **Attachment 13.2.2.3** with an amendment to clause 4.3 to remove reference to rates.

CARRIED 9/1320- 06/10/2020

13.2.3 Shared Paths - Walk, Cycle and Scoot to School Grant Acquittal

Moved: Alderman Hale
Seconded: Alderman Morrison

THAT Report entitled Share Paths – Walk, Cycle and Scoot to School Grant Acquittal lay on the table to allow for further information to be presented to the Second Ordinary Council Meeting in October 2020.

CARRIED 9/1321- 06/10/2020

Initials: _____

13.2.4 End of Financial Year 2019/20 Reserve Allocation

This item has been withdrawn by the Chief Executive Officer

14 INFORMATION AND CORRESPONDENCE

Nil.

15 REPORT OF DELEGATES

Nil.

16 QUESTIONS BY MEMBERS

Nil.

17 GENERAL BUSINESS

Moved: Alderman Morrison
Seconded: Alderman Henderson

THAT Council thank staff involved in the delivery of the Hooked on Palmerston fishing competition

CARRIED 9/1322- 06/10/2020

18 NEXT COUNCIL MEETING

Moved: Alderman Morrison
Seconded: Alderman Giesecke

THAT the next Ordinary Meeting of Council be held on Tuesday, 20 October at 5:30pm in the Council Chambers, First Floor, Civic Plaza, 1 Chung Wah Terrace Palmerston.

CARRIED 9/1323- 06/10/2020

19 CLOSURE OF MEETING TO PUBLIC

Moved: Alderman Lewis
Seconded: Alderman Giesecke

THAT pursuant to Section 65(2) of the *Local Government Act* and Regulation 9 of the *Local Government (Administration) Regulations* the meeting be closed to the public to consider the Confidential Items of the Agenda.

CARRIED 9/1324- 06/10/2020

Initials: _____

20 ADJOURNMENT OF MEETING AND MEDIA LIAISON

Moved: Alderman Giesecke
Seconded: Alderman Henderson

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

CARRIED 9/1325- 06/10/2020

The meeting adjourned at 6.08 pm.

The Chair declared the meeting closed at 6.49 pm.

Chair

Print Name

Date

Initials:
