

# AGENDA

## 1st Ordinary Council Meeting

### Tuesday 5 April 2022

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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*A Place for People*

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*A Place for People*

- 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 15 March 2022 pages 10674 to 10686 be confirmed.
  - 6.2 Business Arising from Previous Meeting
- 7 MAYORAL REPORT

## MAYORAL REPORT

1st Ordinary Council Meeting

<b>AGENDA ITEM:</b>	7.1
<b>REPORT TITLE:</b>	Mayoral Update Report - March 2022
<b>MEETING DATE:</b>	Tuesday 5 April 2022
<b>AUTHOR:</b>	Mayor, Athina Pascoe-Bell

### 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 recent activities of the Mayor, on behalf of Council.

### KEY MESSAGES

- Citizenship Ceremony, welcoming Australia's newest Citizens.
- International Women's Week Launch and 'Women of Palmerston Photography Exhibition'.
- Harmony Day Launch with 60 Student Voice Positive Choice representatives.
- Attended the below Community Events on behalf of Council:
  - Billeroy House 3<sup>rd</sup> Birthday Family Fun Run.
  - PGA Announcement.
  - MCNT International Women's Day event and Harmony Week event.
  - Australia Day Calibration and Dinner with the Islamic Society of Palmerston.
  - Larrakia Petition 50<sup>th</sup> Anniversary Commemoration and Flag Raising Ceremony.
  - Australian Army Birthday Celebration.
- Meeting with Ministers, Mayor's and MLA's:
  - Mr Luke Gosling, including a tour of Gray Community Hall.
  - Minister Eva Lawler.
  - Mayor Doug Barden, Litchfield Mayor.
  - Mr Mark Turner, Member for Blain.
  - Senator Susan McDonald, Northern Australia Regions of Growth Masterplan Information Session.
- Radio interviews with ABC Darwin, Mix 104.9, Interview with Channel 9 Darwin.

### RECOMMENDATION

THAT Report entitled Mayoral Update Report - March 2022 be received and noted.

### DISCUSSION

#### Citizenship Ceremony

On Friday, 18 March, we welcomed out conferees who came from Philippines, Singapore, Germany, Iran, Canada, Colombia, India, United Kingdom and Greece who on this day, made their commitment in becoming Australian Citizens. We were honoured to have guests the Hon Eva Lawler, Mrs Lia Finocchiaro, Ms Marie-Claire Boothby, Mr Luke Gosling, President Sharon Beswick and Councillor Stephen Nobel (Coomalie Council), Councillor Mark Fraser and CEO of Wagait Shire Council, Renita Glencross join us to present our conferees with their Australian Citizenship certificates as well as a gift including a native tree or shrub to watch bloom to mark the acquisition of their Australian Citizenship.

City of Palmerston embraces our multi-cultural community and welcomes and congratulates all conferees on becoming Australian Citizens.





**Pictured: Mayor Athina Pascoe-Bell and our newest Australian Citizens**

#### International Women's Week

International Women's week started with the launch of the 'Women of Palmerston Photography Exhibition' which was a vision that came from a deep seeded desire to celebrate the many women who work, live and contribute to the Palmerston Community while breaking the bias. The Exhibition celebrates the First Nations Women, Migrant Women, Women in leadership roles, Women from marginalised populations & minority groups in addition to those individuals, of all genders who support, uplift, educate and empower women. The exhibition was organised, collated and curated by City of Palmerston with support and guidance from James Courtney from Talk it Up Digital Communications and Sharna, a young creative woman living and thriving with a disability, who worked seamlessly alongside one another to create this exhibition.



**Pictured: Mayor Athina Pascoe-Bell and amateur photographer, Sharna Warlapinni**

#### Harmony Day Launch

It was a pleasure to celebrate Harmony Day on 21 March 2022, Harmony Day celebrations are a great example of our diverse, strong community. Diversity is one of our greatest strengths and is at the heart of who we are. It makes Palmerston a great place to live and it is something that we are proud of. Each year,

we celebrate Harmony Week in March. Harmony Week is about inclusiveness, respect and belonging for all Australians, regardless of culturally, religious, linguistic background, united by a set core of Australian values. At the beginning of the Harmony Day launch, we were welcomed by Mary and William, representatives of Larrakia Nation, in a wonderful didgeridoo performance. Thelma also shared her story of migration with us and how she now calls Palmerston home. Thelma is a truly inspirational leader not only in the Zimbabwean Community but also the wider Palmerston community.

Harmony Day was officially launched with a full day of free activities that 60 Student Voice Positive Choice representatives and members of our community could enjoy including a morning tea, cultural workshop and sports comp including a Cultural Showcase that was held at Gray Community Hall later that evening.



**Pictured: Representatives from Student Voice Positive Choice showing off their kindness messages for others to enjoy.**

### **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**

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

### **ATTACHMENTS**

Nil

## 8 DEPUTATIONS AND PRESENTATIONS

## 9 PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)

## 10 CONFIDENTIAL ITEMS

### 10.1 Moving Confidential Items into Open

### 10.2 Moving Open Items into Confidential

### 10.3 Confidential Items

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

Item	Confidential Category	Confidential Clause
25.1.1	Council Property and Agreements and Contracts	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(c)(i) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person.
25.1.2	Council Property and Agreements and Contracts	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(c)(i) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person.
25.1.3	Review of Confidential Matters	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(b) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information about the personal circumstances of a resident or ratepayer.
25.1.4	Council Performance, Service Delivery and Budget Review	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(b) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information about the personal circumstances of a resident or ratepayer.

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

## 11 PETITIONS

## 12 NOTICES OF MOTION

## 13 OFFICER REPORTS



## COUNCIL REPORT

1st Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.1.1
<b>REPORT TITLE:</b>	Appointment of Deputy Mayor April 2022 to November 2022
<b>MEETING DATE:</b>	Tuesday 5 April 2022
<b>AUTHOR:</b>	Executive Assistant to Chief Executive Officer, Jessie Schaecken
<b>APPROVER:</b>	Chief Executive Officer, Luccio Cercarelli

### COMMUNITY PLAN

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

### PURPOSE

This Report seeks Council to appoint a Deputy Mayor for a period of 207 days from 18 April 2022 to 11 November 2022 Inclusive.

### KEY MESSAGES

- Section 61(3) of the *Local Government Act 2019* requires that an appointment of a Deputy Principal member (Deputy Mayor) be made.
- Council Policy 'Appointment of a Deputy Mayor' in accordance with section 62(2) of the *Local Government Act 2019* sets out that a Deputy Mayor shall be appointed for a period of 207 days.
- Council acknowledges that the Mayor, will at times not be available to perform their duties and the position of Deputy Mayor will be required to act in the position
- Council acknowledges that the role of Deputy Mayor is appointed to the Chief Executive Officer Performance Appraisal Committee.

### RECOMMENDATION

1. THAT Report entitled Appointment of Deputy Mayor April 2022 to November 2022 be received and noted.
2. THAT Council appoint Councillor \_\_\_\_\_ as Deputy Mayor for a period of 207 days in accordance with Council Policy, Appointment of Deputy Mayor, commencing 18 April 2022 to 11 November 2022 (Inclusive).

### BACKGROUND

Section 61 (3) of the *Local Government Act 2019* provides for councils to appoint one of its members to be the Deputy Principal Member (Deputy Mayor) of the Council. The appointed term can be until the conclusion of the next general election, or a lesser term fixed by the Council.

Council has endorsed a policy regarding Deputy Mayor which states the period will be for 207 days.

At the Ordinary Council meeting of 21 September 2021, Council resolved to appoint Councillor Henderson as the Deputy Mayor commencing 22 September 2022 to 17 April 2022 (inclusive). This period is now nearing completion.

Council Policy "Appointment of Deputy Mayor" states, nominations for Deputy Mayor are sought by show of hands and it is not a conflict of interest for a member to vote for themselves.

Since the commencement of the Tenth Council, the following appointments have been made:

Elected Member	Appointment Date
Deputy Mayor Henderson	22 September 2021 to 17 April 2022
term requiring appointment	18 April 2022 to 11 November 2022
Future appointment	12 November 2022 to 6 June 2023
Future appointment	7 June 2023 to 29 December 2023
Future appointment	30 December 2023 to 23 July 2024
Future appointment	24 July 2024 to 15 February 2025
Future appointment	16 February 2025 to August 2025 (Election)

## DISCUSSION

Council resolved that the position of Deputy Mayor be for a term of 207 days and that method of appointment be as per Council policy 'Appointment of Deputy Mayor'.

Any Councillor can nominate for the position, even those who have previously served a term.

Council now needs to appoint a Councillor as Deputy Mayor for the period 18 April 2022 to 11 November 2022 (inclusive).

The Deputy Mayor is an appointed position to the Chief Executive Officer Performance Appraisal Committee and furthermore, as required by substitute to act as the Mayor should they not be available.

## CONSULTATION PROCESS

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

The appointment of Deputy Mayor will be communicated to the community following this appointment.

## POLICY IMPLICATIONS

The appointment of Deputy Mayor is in accordance with Council Policy Appointment of Deputy Mayor.

## BUDGET AND RESOURCE IMPLICATIONS

The Deputy Mayor receives additional allowances to that of any other member; however, this has been incorporated into the approved budget.

## RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This report addresses the following City of Palmerston Strategic Risks:

- 7 Fails to be agile to respond to opportunities and challenges

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

The appointment of a Deputy Mayor is required by the *Local Government Act 2019* section 61(3)  
The appointment will come into effect 18 April 2022.

### **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

1st Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.1.2
<b>REPORT TITLE:</b>	Policy Review - Confidential Information
<b>MEETING DATE:</b>	Tuesday 5 April 2022
<b>AUTHOR:</b>	Director Finance & Governance, Wati Kerta
<b>APPROVER:</b>	Chief Executive Officer, Luccio Cercarelli

## COMMUNITY PLAN

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

## PURPOSE

This report presents the reviewed City of Palmerston Policy – Confidential Information for consideration and endorsement by Council

## KEY MESSAGES

- City of Palmerston Policy – Confidential Information was last adopted in February 2021.
- *The Local Government (General) Regulation 2021* requires Council must adopt within 12-months of Government a policy in relation to confidential information and business under regulation 53.
- The current Policy sets out City of Palmerston's process to ensure the proper treatment and review of confidential items considered at a Council meeting.
- The current Policy requires Council business considered confidential be in accordance with the "*Local Government Act and Regulations*" and that Council identifies a review of all confidential decisions every six months.
- A review of the Policy recommends no amendments as the Policy is considered appropriate and provides accountability, transparency and good governance.

## RECOMMENDATION

1. THAT Report entitled Policy Review - Confidential Information be received and noted.
2. THAT Council endorses City of Palmerston Policy – Confidential Information being **Attachment 13.1.2.1** to repost entitled Policy Review - Confidential Information.

## BACKGROUND

Council policies are a major component of the governance framework for the CoP. They support the strategic clarification of the Council and guide the organisations decision making process.

Policies serve to ensure decisions are consistent, and in accordance with legislation and the Councils strategic goals.

It is considered good governance for Council to review policies at least once during the Council's term to ensure they are consistent, compliant and reflect the Council's interest.



Council has identified a review schedule to ensure that this occurs however policies can be reviewed at any time.

This report presents for Council consideration and endorsement of the Confidential Information Policy. The current policy is provided as **Attachment 13.1.2.1**.

### **DISCUSSION**

The existing City of Palmerston Policy – Confidential Information was completed in February 2021. The policy sets out the City of Palmerston's process to ensure the proper treatment and review of confidential items considered at a Council Meeting.

The *Local Government (General) Regulation 2021*, regulation 114 requires that Council adopt within 12 months after commencement a policy in relation to confidential information and business.

A review of the existing policy has been undertaken including its application since adoption and no amendments are being recommended as it is considered to be effective delivering the outcomes intended.

It is being recommended that Council endorses City of Palmerston Policy – Confidential Information as its policy.

### **CONSULTATION PROCESS**

No external consultation is being recommended or required for this policy.

### **POLICY IMPLICATIONS**

If adopted, the existing policy of Council will become the policy of the 10<sup>th</sup> CoP Council.

The next review date will be following the next NT local government elections or sooner if required by Council.

### **BUDGET AND RESOURCE IMPLICATIONS**

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

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

A Council policy will remain in place unless reviewed or amended by Council direction.

Policies are developed when required by legislation, where there is either complying or lack of clarification, to review strategic objectives or community needs.

Policies should not simply re state legislative requirements but add clarity or direction as required.

The Local Government (general) Regulations 2021, regulation 53 and 114 apply and state:

53.

- (1) *A council must, by resolution, adopt a policy in relation to confidential information and business.*
- (2) *The policy must deal with the following:*
  - (a) *The type of confidential information that should no longer be confidential after a specified period of time;*

- (b) *The type of confidential information that should be subject to periodic review to determine if it should no longer be confidential*
  - (3) *At the conclusion of the consideration of confidential business at a meeting, the council must decide, in accordance with its policy, whether the type of confidential information considered is the type mentioned in sub regulation (2)(a) or (b).*
- 114.**
  - (1) *A council must adopt the following policies not later than 12 months after commencement:*
    - (a) *a policy or procurement of supplies under regulation 33:*
    - (b) *a policy in relation to confidential information and business under regulation 53.*
  - (2) *despite subregulation (1), if the council is required to act in accordance with a policy within the period mentioned in the subregulation, the council must adopt the policy before taking the action.*

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 City and Administration to account.

What if any specific legislation needs to be taken into consideration in order to make an informed decision.

### **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. Confidential Information [13.1.2.1 - 2 pages]

Name:	Confidential Information		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Governance Lead		
Approval Date:	2/02/2021	Next Review Date:	2/02/2025
Records Number:	442947	Council Decision:	9/1466

## 1 PURPOSE

This policy sets out the City of Palmerston's process to ensure the proper treatment and review of confidential items considered at a Council Meeting.

## 2 PRINCIPLES

The City of Palmerston is committed to transparent and accountable decision making, to achieve the outcomes of its *Community Plan*. Policies are guided by principles of sustainability, good governance, advocacy, regulation, and service provision.

Council shall only consider matters in confidence that fall under the prescribed categories of the *Local Government (General) Regulations 2021* and retain this information until the reason no longer applies.

## 3 DEFINITIONS

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

Term	Definition
Confidential information	Means information prescribed as confidential under the <i>Local Government (General) Regulations 2021</i> .
Prescribed categories	Refers to the categories set out in section 50(1) the <i>Local Government (General) Regulations 2021</i> .

## 4 POLICY STATEMENT

### 4.1 Classifying confidential information

- 4.1.1 Any business that falls under the prescribed categories in the *Local Government (General) Regulations* will be considered as confidential information.
- 4.1.2 A statement of the fact and the provision of how the confidentiality applies will be included within Council business papers available to the public.
- 4.1.3 Confidential information will be retained in confidence until Council determines by resolution that the reason for confidentiality no longer applies.

### 4.2 Consideration of confidential information

- 4.2.1 On the consideration of a confidential matter, Council will determine by resolution whether the confidential Council Decision will:
  - a) be released to the Open Minutes at a time determined by Council; or

- b) be required to remain confidential until the information is transferred to the NT Archives Services pursuant to the *Information Act* and *Records Disposal Schedule for Local Authorities in the NT*.

4.2.2 Should a Council Decision not be made under 4.2.1 the decision will be added to the City of Palmerston confidentiality Review List.

**4.3 Review of confidential information**

4.3.1 Council will undertake a six monthly review of its Confidentiality Review List, when a Report will be provided to Council with a recommendation to either release, retain or to reconsider the matter at the next review period.

4.3.2 Council Decisions that are no longer confidential will form part of the Open Minutes of the meeting where Council endorsed release of the decision.

## **5 ASSOCIATED DOCUMENTS**

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- 5.1 *City of Palmerston Community Plan*
- 5.2 *Records Disposal Schedule for Local Authorities in the Northern Territory*

## **6 REFERENCES AND RELATED LEGISLATION**

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- 6.1 *Local Government Act*
- 6.2 *Local Government (General) Regulations*
- 6.3 *Information Act*



# COUNCIL REPORT

1st Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.1.3
<b>REPORT TITLE:</b>	Policy Review - Outdoor Dining
<b>MEETING DATE:</b>	Tuesday 5 April 2022
<b>AUTHOR:</b>	Director Finance & Governance, Wati Kerta
<b>APPROVER:</b>	Chief Executive Officer, Luccio Cercarelli

## COMMUNITY PLAN

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

## PURPOSE

This Report presents the reviewed Council Policy Outdoor Dining for consideration and endorsement by Council.

## KEY MESSAGES

- Council policies support the strategic direction of the City of Palmerston (CoP) and guide the organisations decision making.
- It is good governance for Council to review all policies at least once during the term of council to ensure they are consistent, compliant and reflect the intent of Council.
- City of Palmerston Outdoor Dining Policy has been reviewed by staff ahead of the prepared schedule.
- The policy is intended to encourage the practice of outdoor dining across Palmerston.
- The review has also considered consistency with City of Palmerston Local Economic Development Plan.
- Council currently does not charge for outdoor dining use of public space.
- Only minor changes are being recommended to provide clarification on definition and administrative clarity.
- It is being recommended that Council endorse the reviewed Outdoor Dining Policy.

## RECOMMENDATION

1. THAT Report entitled Policy Review - Outdoor Dining be received and noted.
2. THAT Council endorses City of Palmerston Policy - Outdoor Dining being **Attachment 13.1.3.3** to Report entitled Policy Review - Outdoor Dining.

## BACKGROUND

Council policies are a major component of the governance framework for the CoP. They support the strategic clarification of the Council and guide the organisations decision making process.

Policies serve to ensure decisions are consistent, and in accordance with legislation and the Councils strategic goals.

It is considered good governance for Council to review policies at least once during the Council's term to ensure they are consistent, compliant and reflect the Council's interest.

Council has identified a review schedule to ensure that this occurs however policies can be reviewed at any time.

This report presents for Council consideration and endorsement of the Outdoor Dining Policy which was last reviewed in June 2020. The current policy is provided as **Attachment 13.1.3.1**.

### **DISCUSSION**

City of Palmerston Policy Outdoor Dining is intended to encourage the practice of Outdoor Dining across the Palmerston area whilst ensuring that the amenity and safety of streets and public places is maintained.

In August 2021, Council launched the City of Palmerston Local Economic Plan. This outdoor dining policy has been reviewed with consideration of this plan also.

Following the review, only minor changes are being recommended as it is considered that the policy delivers on Council objectives and legislation. The changes include definition of licences and removal of dates and legislation of associated documents reflecting the current document applies including any amendments (this is considered administrative in nature). The tracked changes version is provided as **Attachment 13.1.4.2** and the recommended policy as **Attachment 13.1.3.3**.

### **CONSULTATION PROCESS**

Given the minor proposed amendments, no community consultation is being proposed.

A communications plan to promote and encourage the outdoor dining in Palmerston is under consideration.

### **POLICY IMPLICATIONS**

If adopted, the proposed policy as presented as **Attachment 13.1.3.3** will become the policy of council.

The next review date will be following the next NT local government elections or sooner if required by Council.

### **BUDGET AND RESOURCE IMPLICATIONS**

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

Council's current fees and charges do not apply or charge for the use of public space under Council's control.

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

A Council policy will remain in place unless reviewed or amended by Council direction.

Policies are developed when required by legislation, where there is either complying or lack of clarification, to review strategic objectives or community needs.

Policies should not simply re state legislative requirements but add clarity or direction as required.

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 City and Administration to account.

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

A Council policy will remain in place unless reviewed or amended by Council direction.

Policies are developed when required by legislation, where there is either complying or lack of clarification, to review strategic objectives or community needs.

Policies should not simply re state legislative requirements but add clarity or direction as required.

### **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. REG01 - Outdoor Dining Policy [13.1.3.1 - 2 pages]
2. REG01 - Tracked changes [13.1.3.2 - 2 pages]
3. REG01 - Final Outdoor Dining Policy [13.1.3.3 - 2 pages]

REG01

Name:	Outdoor Dining		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Director City Growth and Operations		
Approval Date:	2/06/2020	Next Review Date:	2/06/2024
Records Number:	365985	Council Decision:	9/1143

## 1 PURPOSE

This policy is intended to encourage the practice of outdoor dining across the Palmerston area whilst ensuring that the amenity and safety of streets and public places is maintained and that there is clear guidance and consistency with respect to outdoor dining.

## 2 PRINCIPLES

The City of Palmerston encourages dining in all areas of Palmerston and seeks to maintain and improve public street amenity while providing economic benefits to the community. Outdoor dining has long been recognised as beneficial in providing vibrancy and passive observance of public spaces in addition to an opportunity for business to expand its operations at a reasonable cost.

Underlying principles reflected in this policy are to:

- Encourage outdoor dining in areas that are suitable
- Add vibrance and activity, and improving safety to streets and public spaces whilst balancing existing amenity and character
- Encourage activities that contribute to the economy and amenity of Palmerston
- Designs are inclusive of and consider all users

## 3 DEFINITIONS

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

Term	Definition

## 4 POLICY STATEMENT

### 4.1 General

This Policy Statement sets out the application procedure and criteria for both **Non-Licensed** and **Licensed** dining activities on Council land.

The following applies to all outdoor facilities on Council land:

- 4.1.1 Ensure that Universal Design Principles and Crime Prevention through Environmental Design Principles are adhered to.
- 4.1.2 Outdoor dining areas are maintained in a clean, healthy and tidy manner, and remain an attractive element of the Public Realm to the satisfaction of the City of Palmerston.
- 4.1.3 Equitable access for all.
- 4.1.4 Generally outdoor cafés and dining areas in public places should be located adjacent to an existing indoor restaurant, bar or café and be an extension of this activity.

## REG01

- 4.1.5 The design should consider cooling devices, weather protection and screens.
- 4.1.6 The design of the area must incorporate compliant disability access.
- 4.1.7 Outdoor dining areas should be integrated into the street in a way that does not compromise existing street activities, circulation requirements and pedestrian and traffic safety through maintaining adequate clearances.
- 4.1.8 Permanent structures may be considered.
- 4.1.9 A permit is required to operate any outdoor café or dining area located on public land.

### 4.2 Class 1 Application – Up to 4 tables/8 seats (whichever is the lesser)

Council will permit tables and chairs to be placed outside food outlets with or without a removable dividing barrier along the public thoroughfare subject to the applicant meeting the following requirements:

- 4.2.1 Furniture will generally be commercially manufactured, well maintained, and of a suitable size to accommodate diners.
- 4.2.2 Where adjoining businesses provide a similar outdoor dining service the applicant may be required to provide furniture of a similar design.
- 4.2.3 Permits will be annual, and no security deposit is required.
- 4.2.4 The applicant will be required to satisfy all other standard or special permit conditions.

### 4.3 Class 2 Application – All other applications (with or without a Licence to Serve Alcohol)

Council will permit the construction of formal dining areas within Council owned or controlled land subject to the following requirements:

- 4.3.1 A dimensioned drawing indicating the frontage of the site, the position of tables and chairs, and any street furniture or service infrastructure visible within the proposed site.
- 4.3.2 Consent in writing from the owner of the adjoining premises/business.
- 4.3.3 A photograph or brochure detailing the proposed furniture, accessories and fittings intended to be placed in the area.
- 4.3.4 An indication of the proposed permit term and any proposed permit conditions.
- 4.3.5 Where relevant the location and style of patron protection measures.
- 4.3.6 Details of how the dining area will be delineated from the public area.
- 4.3.7 The application being for the area directly adjacent the business to which it relates and not exceeding the lateral boundaries.
- 4.3.8 The style and look of the area must be in keeping with the character of the general area in which it is situated.

## 5 ASSOCIATED DOCUMENTS

- 5.1 City of Palmerston Annual Fees and Charges

## 6 REFERENCES AND RELATED LEGISLATION

- 6.1 Palmerston (Public Places) By-Laws
- 6.2 Palmerston (Signs, Hoarding and Advertising) By-Laws
- 6.3 Disability Discrimination Act 1992
- 6.4 Local Government Act
- 6.5 Tobacco Control Act
- 6.6 Liquor Act



POLICY

REG01

Name:	Outdoor Dining		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Director City Growth and Operations		
Approval Date:	2/06/2020TBA	Next Review Date:	2/06/2024
Records Number:	365985	Council Decision:	9/1143

1 PURPOSE

This policy is intended to encourage the practice of outdoor dining across the Palmerston area whilst ensuring that the amenity and safety of streets and public places is maintained and that there is clear guidance and consistency with respect to outdoor dining.

2 PRINCIPLES

The City of Palmerston encourages dining in all areas of Palmerston and seeks to maintain and improve public street amenity while providing economic benefits to the community. Outdoor dining has long been recognised as beneficial in providing vibrancy and passive observance of public spaces in addition to an opportunity for business to expand its operations at a reasonable cost.

Underlying principles reflected in this policy are to:

- Encourage outdoor dining in areas that are suitable
- Add vibrance and activity, and improving safety to streets and public spaces whilst balancing existing amenity and character
- Encourage activities that contribute to the economy and amenity of Palmerston
- Designs are inclusive of and consider all users

3 DEFINITIONS

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

Term	Definition
Licensed	A business that holds a license under the <u>Liquor Act 2019</u>

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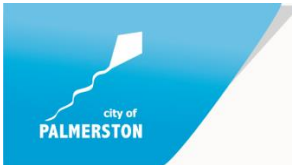
4 POLICY STATEMENT

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- 4.1.2 Outdoor dining areas are maintained in a clean, healthy and tidy manner, and remain an attractive element of the Public Realm to the satisfaction of the City of Palmerston.
- 4.1.3 Equitable access for all.
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## POLICY

### REG01

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- 4.1.8 Permanent structures may be considered.
- 4.1.9 A permit is required to operate any outdoor café or dining area located on public land.
- 4.2 **Class 1 Application – Up to 4 tables/8 seats (whichever is the lesser)**  
Council will permit tables and chairs to be placed outside food outlets with or without a removable dividing barrier along the public thoroughfare subject to the applicant meeting the following requirements:
  - 4.2.1 Furniture will generally be commercially manufactured, well maintained, and of a suitable size to accommodate diners.
  - 4.2.2 Where adjoining businesses provide a similar outdoor dining service the applicant may be required to provide furniture of a similar design.
  - 4.2.3 Permits will be annual, and no security deposit is required.
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- 4.3 **Class 2 Application – All other applications (with or without a Licence to Serve Alcohol)**  
Council will permit the construction of formal dining areas within Council owned or controlled land subject to the following requirements:
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### 5 ASSOCIATED DOCUMENTS

- 5.1 City of Palmerston Annual Fees and Charges

### 6 REFERENCES AND RELATED LEGISLATION

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- 6.3 Disability Discrimination Act
- 6.4 Local Government Act
- 6.5 Tobacco Control Act
- 6.6 Liquor Act

REG01

Name:	Outdoor Dining		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Director City Growth and Operations		
Approval Date:	TBA	Next Review Date:	30/04/2026
Records Number:	365985	Council Decision:	

## 1 PURPOSE

This policy is intended to encourage the practice of outdoor dining across the Palmerston area whilst ensuring that the amenity and safety of streets and public places is maintained and that there is clear guidance and consistency with respect to outdoor dining.

## 2 PRINCIPLES

The City of Palmerston encourages dining in all areas of Palmerston and seeks to maintain and improve public street amenity while providing economic benefits to the community. Outdoor dining has long been recognised as beneficial in providing vibrancy and passive observance of public spaces in addition to an opportunity for business to expand its operations at a reasonable cost.

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## REG01

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## 5 ASSOCIATED DOCUMENTS

- 5.1 City of Palmerston Annual Fees and Charges

## 6 REFERENCES AND RELATED LEGISLATION

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- 6.4 Local Government Act
- 6.5 Tobacco Control Act
- 6.6 Liquor Act

# COUNCIL REPORT

1st Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.1.4
<b>REPORT TITLE:</b>	Policy Review- Lighting Up Palmerston
<b>MEETING DATE:</b>	Tuesday 5 April 2022
<b>AUTHOR:</b>	EA to Deputy Chief Executive Officer, Tree Gillam
<b>APPROVER:</b>	Deputy Chief Executive Officer, Amelia Vellar

### COMMUNITY PLAN

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

### PURPOSE

This Report seeks Council endorsement of a revised Council Policy *Lighting Up Palmerston*.

### KEY MESSAGES

- It is good governance for Council to review all policies at least once during the Council's term to ensure they are consistent, compliant and reflect the intent of the Council.
- The *Lighting Up Palmerston* policy outlines what Council assets/landmarks are available to be lit up to highlight an event or date of significance.
- The *Lighting Up Palmerston* policy also outlines the eligibility criteria that will apply to applicants and enables Council to work with the community in promoting the events and causes that matter to the people of Palmerston
- The *Lighting Up Palmerston Policy* covers City of Palmerston's current lit infrastructure as well as any new infrastructure that are built in the future.
- Council staff have reviewed and amended Council Policy *Lighting Up Palmerston* to stipulate that lighting up a landmark must not be used to promote a political party or campaign and to confirm that requests for Memorial Park must be approved also by the Palmerston Returned Services League (RSL) Sub-Branch.
- The updated policy has also been amended to include the ability for the Chief Executive Officer and Mayor to refer applications they deem to have merit that do not meet the existing criteria to Council for consideration and determination.

### RECOMMENDATION

1. THAT Report entitled Policy Review- Lighting Up Palmerston be received and noted.
2. THAT Council adopt amended Council Policy *Lighting Up Palmerston* being **Attachment 13.1.4.3** to come into effect immediately.

### BACKGROUND

At the 1<sup>st</sup> Ordinary Council Meeting of 2 February 2021 Council made the following decisions:

*13.1.5 Lighting Up Palmerston Policy*

1. THAT Report entitled *Lighting Up Palmerston Policy* be received and noted.
2. THAT Council adopts the *Lighting Up Palmerston Policy*.

*CARRIED 9/1463 – 02/02/2021*

City of Palmerston has several assets that can be lit up at night creating vibrancy in particularly in our Central Business District. This lighting can highlight special events, causes and days of significance in our community. These assets currently include the Palmerston Water Tower, Recreation Centre, a colourful *light-emitting diode (LED)* light pole on the Frances Drive, and coloured LED's at Memorial Park, which are only varied in consultation with Palmerston Returned Services League (RSL) Sub-Branch.

Palmerston Council assets create city landmarks and Council often receives requests from the public to light up particularly the Palmerston Water Tower. To maintain the unique nature of any lighting feature, the frequency of lighting is strategically timed to ensure the impact is not unduly diminished.

At the 1<sup>st</sup> Ordinary Council Meeting of 2 February 2021 Council adopted Council's first Lighting Up Palmerston Policy. **Attachment 13.1.4.1**

This has now been in place for over 12 months and officer's have identified some suggested areas for clarification/improvement which has been presented as the revised Policy attached to this report.

### DISCUSSION

The Lighting Up Palmerston Policy outlines Council's commitment to engage with the community through assisting in the promotion of special events and causes that matter to the people living in Palmerston.

Some key features of the policy include:

- Eligible requests for consideration would be in honour of significant local and regional events, historic events, and extraordinary events/occurrences of City, State and National or International significance.
- Lighting will not be considered for commercial entities or personal occasions.
- Requests for illumination to commemorate or honour an individual will not be eligible and would be only permitted by exception.
- Any annual events must be applied for and assessed each year; there will not be automatic renewals.
- Requests will be responded to on a first-come, first-served basis.
- Duration would typically be for a day, lasting up to a week if applicable.

An online request form is available on the City of Palmerston's website.

Since the implementation of this policy, Council has received 26 applications to Light up Palmerston assets. Included in these requests was an application that did not meet the current policy but was considered to have merit from staff. Staff recommend that the policy to be changed to allow for in such circumstances if the Mayor and CEO deem the application to have merit that a report be presented at the next available council meeting seeking consideration by the full Council. Staff will then implement Council's decision.

Staff seek councils' approval to amend accordingly: **Attachment 13.1.4.2**

Since the last Lighting Up Palmerston report the Palmerston Recreation Centre is now able to be lit up. Council is continuing to light more significant landmarks and buildings. Current upgrades in progress include;

- Memorial Park- additional lighting of the new ship mast structure is planned to be installed by ANZAC Day 2022.
- Library Front Foyer – upgrade is scheduled for the Easter public holidays 15-17 April 2022.

### **CONSULTATION PROCESS**

This policy does not require community consultation. Council policies can be amended as required.

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

- Community Facilities Officer
- Senior Projects Manager
- Projects and Facilities Coordinator

The Communications team arrange social media post to promote the event or cause where a Council asset has been lit as content availability allows.

### **POLICY IMPLICATIONS**

If endorsed, this Policy will become the new Policy of Council.

All Council Policies are available for viewing on the Council's website:

<https://www.palmerston.nt.gov.au/council/about-council/code-conduct-council-policies-and-guidelines>

### **BUDGET AND RESOURCE IMPLICATIONS**

Any extraordinary costs in relation to lighting requests will need to be covered by the organisation making the booking such as projector if required.

Staff are responsible for actioning the lighting requests which may include outsourcing to a contractor.

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

This report addresses the following City of Palmerston Strategic Risks:

- 1 Fails to be trusted as a Council  
Context: Achieving credibility & trust with majority of those within and external to the City.
- 8 Fails to develop effective relationships and manage expectations of relevant parties  
Context: Engagement & communication with stakeholders (internal and external to the City).

The above-mentioned risks are addressed through the implementation and updating of this Policy. There is a political risk if Council is asked to consider requests of a sensitive or political nature if Council's decision does not reflect community sentiment.

Elected members represent the views of both the community and the council. To be effective in this role the elected member needs to be a good communicator, keep in touch with the local community to understand the changing needs and aspirations of the community bringing insight to meetings which in turn greatly enhances the decision-making process.

### **ENVIRONMENT SUSTAINABILITY IMPLICATIONS**

There is an increase in electricity usage however, Council has installed modern lighting options which are energy efficient.

### **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. Lighting Up Palmerston Policy [**13.1.4.1** - 2 pages]
2. Lighting Up Palmerston Policy with Amendments [**13.1.4.2** - 2 pages]
3. Lighting Up Palmerston Policy Clean Copy [**13.1.4.3** - 2 pages]



# POLICY

Name:	Lighting Up Palmerston		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Director Lifestyle and Community		
Approval Date:	2/02/2021	Next Review Date:	2/02/2025
Records Number:	442628	Council Decision:	9/1463

## 1 PURPOSE

The purpose of this policy is to enable requests for lighting be activated on City of Palmerston's infrastructure assets to highlight a special event or cause.

## 2 PRINCIPLES

City of Palmerston has the ability to light up infrastructure at night to create vibrancy in our CBD as well as highlight special events and causes in our community.

This Policy applies to City of Palmerston's current infrastructure at the time of endorsement by Council, as well as any new Council facilities into the future.

## 3 DEFINITIONS

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

Term	Definition
Elected Members	All Elected officials including the Mayor
Eligibility criteria	The standards by which the applicant must meet in order to be eligible
Conditions	The conditions that apply to all applications received

## 4 POLICY STATEMENT

### 4.1 Eligibility criteria

- 4.1.1 Lighting of Council assets will only be considered in honour of significant local and regional events, historic events, and extraordinary events/occurrences of City, Territory, and National or International significance.
- 4.1.2 Lighting will not be considered for commercial entities or personal occasions.
- 4.1.3 Requests for illumination to commemorate or honour an individual will not be eligible and would only be permitted by exception.
- 4.1.4 Any annual events must be applied for and assessed each year; there will not be automatic renewals.
- 4.1.5 Requests will be subject to availability and responded to on a first-come, first-served basis.
- 4.1.6 Duration would typically be for a day, lasting up to a week if applicable.
- 4.1.7 The event or awareness campaign must have a community benefit that aligns with outcomes in the Community Plan.
- 4.1.8 To be eligible for consideration as a not-for-profit organisation, the organisation must provide a Registered Charity or Not-For-Profit Certificate from an Australian government charity and not-for-profit register.
- 4.1.9 Applications will not be considered for individuals for their own purposes.



## POLICY

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- 4.1.10 All applications are subject to availability and the joint approval of the Chief Executive Officer and Mayor.

### 5 ASSOCIATED DOCUMENTS

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- 5.1 Terms and Conditions apply and are available on Council's website.

### 6 REFERENCES AND RELATED LEGISLATION

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- 6.1 Community Plan

Name:	Lighting Up Palmerston		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	<del>Director Lifestyle and Community</del> General Manager Community and Culture		
Approval Date:	<del>2/02/2021</del> 5/04/2022	Next Review Date:	2/02/2025
Records Number:	442628	Council Decision:	9/1463

1

PURPOSE

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City of Palmerston has the ability to light up infrastructure at night to create vibrancy in our CBD as well as highlight special events and causes in our community.

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POLICY STATEMENT

4.1 Eligibility criteria

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4.1.2 Lighting will not be considered for commercial entities, to promote a political party or campaign or personal occasions.

4.1.3 Requests for illumination to commemorate or honour an individual will not be eligible and would only be permitted by exception.

4.1.4 Any annual events must be applied for and assessed each year; there will not be automatic renewals.

4.1.5 Requests will be subject to availability and responded to on a first-come, first -served basis.

4.1.5.4.1.6 Requests for illumination in Memorial Park, Palmerston must also be approved by the Palmerston RSL Sub-Branch.

4.1.6.4.1.7 Duration would typically be for a day, lasting up to a week if applicable.



- [4.1.74.1.8](#) The event or awareness campaign must have a community benefit that aligns with outcomes in the Community Plan.
- [4.1.84.1.9](#) To be eligible for consideration as a not-for-profit organisation, the organisation must provide a Registered Charity or Not-For-Profit Certificate from an Australian government charity and not-for-profit register.
- [4.1.94.1.10](#) Applications will not be considered for individuals for their own purposes.
- [4.1.11](#) All applications are subject to availability and the joint approval of the Chief Executive Officer and Mayor.

4.2 Responsibilities of the Chief Executive Officer

- [4.2.1](#) 4.2.1 All requests that meet the above criteria are at the discretion of the Chief Executive Officer and the Mayor.
- [4.1.104.2.2](#) 4.2.2 Where a request is received which does not comply with the criteria outlined above and is deemed to have merit by the chief Executive Officer and the Mayor, the request will be referred, with recommendation to Council for consideration and determination.

5 ASSOCIATED DOCUMENTS

- 5.1 Terms and Conditions apply and are available on Council's website.

6 REFERENCES AND RELATED LEGISLATION

- 6.1 Community Plan

Name:	Lighting Up Palmerston		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	General Manager Community and Culture		
Approval Date:	[Approval Date]	Next Review Date:	[Next Review]
Records Number:		Council Decision:	

1

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The purpose of this policy is to enable requests for lighting be activated on City of Palmerston’s infrastructure assets to highlight a special event or cause.

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POLICY STATEMENT

4.1

Eligibility criteria

4.1.1

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Duration would typically be for a day, lasting up to a week if applicable.

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The event or awareness campaign must have a community benefit that aligns with outcomes in the Community Plan.

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To be eligible for consideration as a not-for-profit organisation, the organisation must provide a Registered Charity or Not-For-Profit Certificate from an Australian government charity and not-for-profit register.
- 4.1.10

Applications will not be considered for individuals for their own purposes.
- 4.2

Responsibilities of the Chief Executive Officer
- 4.2.1

All requests that meet the above criteria are at the discretion of the Chief Executive Officer and the Mayor.
- 4.2.2

Where a request is received which does not comply with the criteria outlined above and is deemed to have merit by the Chief Executive Officer and the Mayor, the request will be referred, with recommendation to Council for consideration and determination.

5

ASSOCIATED DOCUMENTS

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- 5.1

Terms and Conditions apply and are available on Council's website.

6

REFERENCES AND RELATED LEGISLATION

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- 6.1

Community Plan

# COUNCIL REPORT

1st Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.1.5
<b>REPORT TITLE:</b>	Community Benefit Scheme - Palmerston Netball Association
<b>MEETING DATE:</b>	Tuesday 5 April 2022
<b>AUTHOR:</b>	Community Facilities Officer, Rachel Fosdick
<b>APPROVER:</b>	General Manager Community and Culture, Anna Ingram

## COMMUNITY PLAN

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

## PURPOSE

This Report seeks Council approval for a Community Benefit Scheme (CBS) grant application from a local community organisation the Palmerston Netball Association (PNA).

## KEY MESSAGES

- Council provides funding through Community Benefit Scheme (CBS) to eligible community groups and organisations.
- Palmerston Netball Association (PNA) is the home of netball in the Palmerston region. It is affiliated with Netball Australia and Netball Northern Territory, and aims to encourage, educate, and promote the sport of netball and good fellowship within the Palmerston geographical area.
- Council has received a multiyear grant application of \$10,000 per annum for three years from Palmerston Netball Association (PNA).
- Council's FIN18 policy requires all funding requests more than \$2000 to be referred to Council with a recommendation.
- The Palmerston Netball Association application meets all the requirements under the Council's Community Benefit Scheme policy.
- The Report recommends Council approves this request, due to the potential benefits to the wellbeing of the participants, volunteers, staff and increase the participation of the sport of netball in the Palmerston community.

## RECOMMENDATION

1. THAT Report entitled Community Benefit Scheme - Palmerston Netball Association be received and noted.
2. THAT Council approves the 2021/22 three-year funding proposal from Palmerston Netball Association for \$10,000 per annum as detailed in the report entitled Community Benefit Scheme - Palmerston Netball Association.

## BACKGROUND

City of Palmerston provides funding through the Community Benefit Scheme (CBS) to eligible community groups and organisations, by funding activities, projects and services that benefit the Palmerston community.

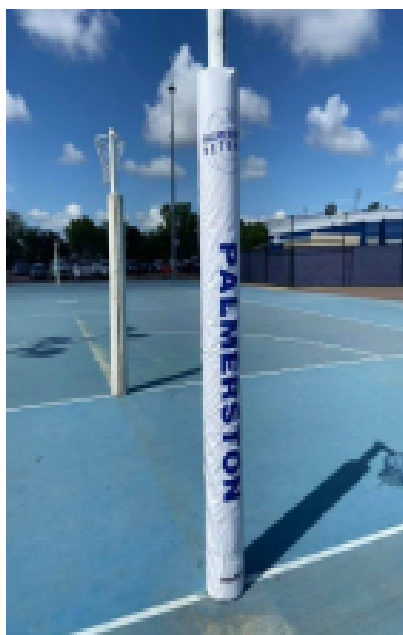
CBS funding for organisations includes sponsorships, donations, and grants, with scholarships and representation support (a specific type of donation) also available to individuals. Representation Support assists sportspeople and members of teams who represent Palmerston while competing or participating in activities, as well as other forms of representation.

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

At the time of writing this Report, \$116,004 remains available in CBS funding for future projects and events that benefit Palmerston in this financial year.

## DISCUSSION

Council has received a multiyear grant application from a local organisation, PNA for \$10,000 to make netball participation and representation more accessible, enjoyable and inclusive to individuals living in Palmerston. Netball Australia seeks to have netball included in the Olympic Games for the first time in Brisbane in 2032. Specifically, the sponsorship would be used to support the representation of Palmerston at the annual NT Netball Championships in 2022, 2023 and 2024 which will be held at the Marrara netball stadium. PNA are striving to take at least six teams of netball athletes, coaches, managers, and umpires to Marrara over the weekend of 24 – 26 June 2022 to represent Palmerston in the 2022 NT Netball Championships.



**Palmerston Netball Coaches Uniforms**

Palmerston Netball Association conducts the only official netball competition in the Palmerston and Greater Darwin Rural Area and manages a facility comprising six outdoor netball courts on the corner of Bonson Terrace and Tilston Avenue in the suburb of Moulden, between the tennis courts and the swimming pool. Currently five affiliated netball clubs, comprising approximately sixty teams and six hundred athletes aged eight and above, play netball on a weekly basis from March to September in the Dry Season competition on Monday and Tuesday evenings. PNA estimate that more than 1,000 individuals are connected to the local netball community.

NT Netball Championships is the premier annual interterritorial competition conducted under the auspices of Netball Northern Territory and is an integral development pathway for underage players and the Australian Netball League program. The competition highlights the skills and knowledge of the best netball athletes from across the NT, as they compete for their local member association. Palmerston Netball Association competes against Darwin, Alice Springs, Gove, and Katherine Netball Associations.

Providing financial support to Palmerston Netball Association will benefit the Palmerston community by encouraging young people, and their families, to participate in an active, healthy team sport whilst striving to be their best. It will support the continuation of equitable no and low fee programs which engage participants, especially youth, from all socio-economic backgrounds to be community-minded and proud of Palmerston.

Whilst netball has traditionally been a female dominated sport, Palmerston Netball Association is working towards making it more gender-inclusive with boys up to 15 years of age able to participate in the 2022 local competition. PNA are actively involved in Netball NT's Boy's & Men's' Advisory Panel and they hope to build up sufficient numbers to have female, male and mixed competitions.

Palmerston Netball Association seeks to subsidise the participation costs for its athletes with the understanding many families cannot afford to pay much due to the socio-economic position of Palmerston Netball Association's geographical catchment area. Palmerston Netball Association believes that representing one's community builds self-esteem, enthusiasm, commitment, and loyalty in sport and subsequently in life skills, as well as good physical and mental health and resilience. It also provides an opportunity to develop broader networks and friendships across the region. Being located next to Palmerston Tennis, Palmerston Swimming and Fitness Centre and the Palmerston Youth Drop In Centre, Palmerston Netball Association hopes to inspire people of all ages and backgrounds to join a netball club thereby increasing overall community participation in family friendly active recreational activities.

PNA's Platinum sponsorship request of \$10,000 per annum for three years includes exclusive City of Palmerston (CoP) logo on the back of the NT Championship team players and management team shirts, printed material, social media, balls, posts coach bags and towels. Additionally included is a CoP banner at games, events, and grand finals and a permanent 900 x 800 outdoor vinyl banner at the PNA courts. The sponsorship package also includes naming rights to the Grand Final "Best on Court" award.

	PLATINUM SPONSOR	GOLD SPONSOR	SILVER SPONSOR	BRONZE SPONSOR	JUNIOR DEVELOPMENT SPONSOR
Annual Commitment	\$10,000	\$5,000	\$3,000	\$1,000	\$1,500
Sponsorship Term	3 years	2 years	2 years	1 year	1 year
Your logo printed on representative team shirts for NT Championships	✓ Exclusive Top Back	✓ Large Sleeve	✓ Sleeve	✓ Sleeve	
Your logo exclusively printed on Paladins playing/training shirts					✓ Top Back
Your logo printed on PNA Management Team shirts	✓	✓	✓	✓	✓
Your logo advertised on printed material, through social media channels and other promotions	✓	✓	✓	✓	✓
Right to display own banner at games and events and invitation to attend Grand Final games	✓	✓	✓	✓	✓
900 x 800 outdoor vinyl banner with your logo displayed at the courts	✓	✓	✓	✓	✓
Naming rights to the Grand Finals' "Best on court" awards	✓				
Logo on customised equipment such as balls, post pads, coach bags, rep athlete bags and towels	✓				
End of season trophies		✓			

**PNA Sponsorship Table**

## CONSULTATION PROCESS

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

## POLICY IMPLICATIONS

Council Policy FIN 18 *Grants, Donations, Scholarships and Sponsorships* provides governance and outlines the support that is available through the Community Benefit Scheme.

## BUDGET AND RESOURCE IMPLICATIONS

The CBS budget for the 2021/22 financial year for grants, donations, sponsorships, and scholarships is \$230,000.

Currently \$88,574 has been expended in the CBS budget, with an additional \$45,422 committed in this financial year for multiyear agreements. Currently \$116,004 remains available for future projects and events. This grant application to the value of \$10,000 will reduce this amount to \$106,004.

If approved this application will result in \$10,000 being automatically committed for the program in 2023 and 2024.

## RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This Report addresses the following City of Palmerston Strategic Risks:

## ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this Report.

## COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION



*A Place for People*

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

### **ATTACHMENTS**

1. APPLICATION FOR SPONSORSHIP PNA Feb 2022 [13.1.5.1 - 3 pages]
2. PNA Sponsorship Proposal 2022 [13.1.5.2 - 3 pages]

**APPLICATION FOR SPONSORSHIP, February 2022**

**Applicant: Palmerston Netball Association**

**DETAILS OF ACTIVITY AND BENEFITS TO THE CITY OF PALMERSTON COMMUNITY**

**Background**

Palmerston Netball Association (PNA) is the home of netball in the Palmerston region. It is affiliated with Netball Australia and Netball Northern Territory, and aims to encourage, educate and promote the sport of netball and good fellowship within the Palmerston geographical area.

Palmerston Netball Association conducts the only official netball competition in the Palmerston and Darwin Rural Area and manages a facility comprising six outdoor netball courts on the corner of Bonson Terrace and Tilston Avenue in the suburb of Moulden, between the tennis courts and the swimming pool.

Currently five affiliated netball clubs, comprising approximately 60 teams and 600 athletes aged 8 and above, play netball on a weekly basis from March to September in the Dry Season competition on Monday and Tuesday evenings. We estimate that more than 1,000 individuals are connected to our local netball community.

Each year Palmerston Netball Association selects athletes from its affiliated netball clubs to represent Palmerston in the NT Netball Championships. Our uniforms and team names identify us as being from Palmerston. We proudly promote the Palmerston community through PNA social media and on our representative shirts worn before, during and after the intra-Territory event. In 2021, for the first time, the City of Palmerston logo was exclusively displayed on the back of the polo shirt and it looked amazing. These shirts are often seen worn around the general community and were proudly worn at the City of Palmerston's 2022 Australia Day ceremony last month. We have received many compliments about our rep uniform design and would love to continue with this if possible.



Our junior athlete development program called PNA Paladins is about to enter its third year, in partnership with Netball NT. It is envisioned that the PNA Paladins academy will increase opportunities for Palmerston athletes to achieve at an elite level and aspire to Underage National Netball and Australian Netball League representation. We are proud to offer this program to committed and aspiring athletes aged 12–15 years old who self-nominate to participate, and note that we were nominated for local Community Event of the year.

In addition to athletes, Palmerston Netball Association promotes lifelong learning and provides opportunities for off-court members of our community to participate in ground-breaking programs like the Green Shirt Programs for umpires. Palmerston Netball Association also offers development pathways for emerging coaches and officials in partnership with Netball NT and are committed to providing on- and off-court opportunities for everyone.

#### **Our Sponsorship Request**

Palmerston Netball Association respectfully seeks a multi-year sponsorship agreement with the City of Palmerston at the value of \$10,000 per annum. The financial support would be used to make netball participation and representation more accessible, enjoyable and inclusive to individuals living in Palmerston, and would be a wonderful promotion for the City of Palmerston given the location of the netball courts, the prestige of the popular NT netball championships and the growing interest in netball nationally over the next few years as Netball Australia seeks to have netball included in the Olympic Games for the first time in Brisbane in 2032. Specifically, the sponsorship would be used to support our representation of Palmerston at the annual NT Netball Championships in 2022, 2023 and 2024 which will be held at the Marrara netball stadium. We are striving to take at least 6 teams of netball athletes, coaches, managers and umpires to Marrara over the weekend of 24 – 26 June 2022 to represent Palmerston in the 2022 NT Netball Championships.

Palmerston Netball Association acknowledges the City of Palmerston's generous Representation Support program and would apply for it except that the timeframe does not permit. That is, pursuant to Netball NT regulations, final athlete names are not submitted until three weeks prior to the event yet the selection process and athlete financial commitment is determined months earlier.

By way of background, the NT Netball Championships is the premier annual interterritorial competition conducted under the auspices of Netball Northern Territory and is an integral development pathway for underage players and the Australian Netball League program. The competition showcases the skills and knowledge of the best netball athletes from across the NT, as they proudly compete for their local member association. Palmerston Netball Association competes against Darwin, Alice Springs, Gove and Katherine Netball Associations.

#### **Community Benefits**

Providing financial support to Palmerston Netball Association will benefit the Palmerston community by encouraging young females in particular, and their families, to participate in an active, healthy team sport whilst striving to be their best. It will support the continuation of equitable no- and low-fee programs which engage participants, especially youth, from all socio-economic backgrounds to be community-minded and proud of Palmerston.

Whilst netball has traditionally been a female dominated sport, Palmerston Netball Association is working towards making it more gender-inclusive with boys up to 15 years of age able to participate in the 2022 local competition. We are actively involved in Netball NT's Boys' & Mens' Advisory Panel and we hope to build up sufficient numbers to have female, male and mixed competitions.

Palmerston Netball Association seeks to subsidise the participation costs for its athletes as we understand many families cannot afford to pay much and we don't want people to miss out. This is due to the socio-economic position and high level of underprivilege in Palmerston Netball Association's geographical catchment area.

## COUNCIL AGENDA

### Attachment 13.1.5.1

Palmerston Netball Association believes that representing one's community builds self-esteem, enthusiasm, commitment and loyalty in sport and subsequently in life skills, as well as good physical and mental health and resilience. It also provides an opportunity to develop broader networks and friendships across the region.

Being located next to Palmerston Tennis, Palmerston Swimming and Fitness Centre and the Palmerston Youth Drop In Centre, Palmerston Netball Association hopes to inspire people of all ages and backgrounds to join a netball club thereby increasing overall community participation in family-friendly active recreational activities.

Thank you for considering our application.

**Attachment:** Sponsorship Proposal



# Sponsorship Proposal



## About Palmerston Netball Association

Palmerston Netball Association (PNA) is the home of netball in the Palmerston region of the Northern Territory. It is affiliated with Netball NT and Netball Australia, and aims to encourage, educate and promote the sport of netball and good fellowship within the Palmerston geographical area including Palmerston city, suburbs and the greater Darwin rural area.

Palmerston Netball Association conducts the only outdoor netball competition in the Palmerston and Rural Area and manages a facility comprising six netball courts on the corner of Bonson Terrace and Tilston Avenue in the suburb of Moulden. Currently five netball clubs, comprising approximately 59 teams and 600 individual athletes, play netball on a weekly basis from March to September in the Dry Season competition on Monday and Tuesday evenings.

Palmerston Netball Association offers its facilities to the local Palmerston and Rural netball clubs as well as to schools and School Sport NT for training, development camps and carnivals.

Each year Palmerston Netball Association selects and manages netball teams to represent Palmerston in the NT Netball Championships. In 2022 and 2023 this event will be held in Darwin.

Palmerston Netball Association runs a junior athlete development program called Paladins Academy and an umpire development program called the Green Shirt Program. We are proud to offer these programs to committed individuals who self-nominate to participate.



### Organisation Details

Name: Palmerston Netball Association Inc  
 ABN: 67 967 929 180  
 GST: Registered  
 Mail: PO Box 2712 Palmerston NT 0831  
 Email: [palmerstonnetball@hotmail.com](mailto:palmerstonnetball@hotmail.com)  
 Website: [www.palmerstonnetball.com.au](http://www.palmerstonnetball.com.au)  
 Phone: 08 89 311 311  
 Enquiries: PNA President, Kate Eadie



### History of Palmerston Netball Association

Palmerston Netball Association began its life as the Rural Districts Netball Association in 1980. On 4 May 1982 the association became an incorporated entity under the Northern Territory Associations Act and on 9 July 1986 changed its name to Palmerston Netball Association Inc. During 2011 the Northern Territory Government upgraded the facilities located on the corner of Tilston Avenue and Bonson Terrace to include six dedicated netball courts and a new clubhouse. In 2022 Palmerston Netball Association celebrates its 30<sup>th</sup> birthday.

### How you can sponsor Palmerston Netball Association

Palmerston Netball Association welcomes financial and in-kind support from local business and organisations. Benefits include wide exposure to families and female youth within Palmerston and the Darwin Rural Area with our courts seeing over 1,000 people pass through the gates to watch or participate in netball almost every week between March and September, as well as exposure to the broader NT community via representation teams and our promotion of your organisation through our social media channels.

The following list of suggested sponsorship options are negotiable and we would be pleased to customise a sponsorship package to suit.

	PLATINUM SPONSOR	GOLD SPONSOR	SILVER SPONSOR	BRONZE SPONSOR	JUNIOR DEVELOPMENT SPONSOR
Annual Commitment	\$10,000	\$5,000	\$3,000	\$1,000	\$1,500
Sponsorship Term	3 years	2 years	2 years	1 year	1 year
Your logo printed on representative team shirts for NT Championships	✓ Exclusive Top Back	✓ Large Sleeve	✓ Sleeve	✓ Sleeve	
Your logo exclusively printed on Paladins playing/training shirts					✓ Top Back
Your logo printed on PNA Management Team shirts	✓	✓	✓	✓	✓
Your logo advertised on printed material, through social media channels and other promotions	✓	✓	✓	✓	✓
Right to display own banner at games and events and invitation to attend Grand Final games	✓	✓	✓	✓	✓
900 x 800 outdoor vinyl banner with your logo displayed at the courts	✓	✓	✓	✓	✓
Naming rights to the Grand Finals' "Best on court" awards	✓				
Logo on customised equipment such as balls, post pads, coach bags, rep athlete bags and towels	✓				
End of season trophies		✓			

# Sponsorship Request

Please complete the details below and send to [Palmerstonnetball@hotmail.com](mailto:Palmerstonnetball@hotmail.com) with your preferred artwork design/logo and promotional description of your organisation. A representative from Palmerston Netball Association will contact you to confirm your sponsorship.

## SPONSORSHIP CATEGORIES (please tick your preferred option)

- ☐ Gold Sponsor
- ☐ Silver Sponsor
- ☐ Bronze Sponsor
- ☐ Junior Development / Paladins Academy Sponsor
- ☐ In-Kind Sponsorship (please provide details: \_\_\_\_\_)
- ☐ Donation

I commit to provide sponsorship of Palmerston Netball Association as follows:

Sponsorship Category: \_\_\_\_\_

Sponsorship Value: \$ \_\_\_\_\_

Sponsorship Term: \_\_\_\_\_ (calendar year(s))

Your Organisation / Business Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Contact Name: \_\_\_\_\_ Position Title: \_\_\_\_\_

Business Address: \_\_\_\_\_ Postcode \_\_\_\_\_

Postal Address: \_\_\_\_\_ Postcode \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Funds should be transferred into the bank account below within two weeks of acceptance and a remittance emailed to [Treasurerpna@gmail.com](mailto:Treasurerpna@gmail.com)

Bank: Bendigo Bank  
BSB: 633 000  
Bank Account Number: 153 754 189  
Bank Account Name: Palmerston Netball Association



# COUNCIL REPORT

1st Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.1.6
<b>REPORT TITLE:</b>	Community Benefit Scheme - Sponsorship Application - Freds Pass Rural Show and Youth Conference 2022
<b>MEETING DATE:</b>	Tuesday 5 April 2022
<b>AUTHOR:</b>	Community Facilities Officer, Rachel Fosdick
<b>APPROVER:</b>	General Manager Community and Culture, Anna Ingram

### COMMUNITY PLAN

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

### PURPOSE

This Report presents to Council two sponsorship applications for consideration, both with funding requests over \$2,000 which require consideration by Council as per Council's *FIN18 Grants, Donations, Scholarships and Sponsorships policy*.

### KEY MESSAGES

- Council provides funding through Community Benefit Scheme (CBS) to eligible community groups and organisations.
- Council's *FIN18 Grants, Donations, Scholarships and Sponsorships policy* requires all funding requests over \$2,000 to be referred by the Chief Executive Officer, to Council with a recommendation.
- The first application is from the Freds Pass Rural Show (FPRS) for a red-ribbon or blue-ribbon package valued at \$5,000 and \$10,000 respectively.
- The second application is from Ironbark Aboriginal Corporation for \$5,000 to support the coordination of a Youth Conference to be held at Darwin Entertainment Centre on 7 and 8 April 2022.
- Officers recommend that Council does not support these applications. Both events are being held outside the City of Palmerston (CoP) municipality and have no perceived benefit to the Palmerston community.

### RECOMMENDATION

1. THAT Report entitled Community Benefit Scheme - Sponsorship Application - Freds Pass Rural Show and Youth Conference 2022 be received and noted.
2. THAT Council does not support a request for sponsorship from the Freds Pass Rural Show as detailed in Report entitled Community Benefit Scheme - Sponsorship Application - Freds Pass Rural Show and Youth Conference 2022.
3. THAT Council does not support a request for sponsorship from the Ironbark Aboriginal Corporation as detailed in Report entitled Community Benefit Scheme - Sponsorship Application - Freds Pass Rural Show and Youth Conference 2022.

## BACKGROUND

City of Palmerston (CoP) provides funding through the Community Benefit Scheme (CBS) to eligible community groups and organisations, by funding activities, projects and services that benefit the Palmerston community.

CBS funding for organisations includes sponsorships, donations, and grants, with scholarships and representation support (a specific type of donation) also available to individuals. Representation Support assists sportspeople and members of teams who represent Palmerston while competing or participating in activities, as well as other forms of representation.

Council Policy *FIN18 Grants, Donations, Scholarships and Sponsorships* provides governance of CBS. Council's *FIN18 Policy* requires all requests over \$2,000 to be referred by the Chief Executive Officer, to Council with a recommendation.

At the time of writing this Report, \$ \$106,385 remains available in CBS funding for future projects and events that benefit Palmerston in this financial year.

## DISCUSSION

### Freds Pass Rural Show

Council has received a sponsorship application from the Freds Pass Rural Show (FPRS) for a red or blue-ribbon package valued at \$5000 and \$10,000 respectively.

FPRS is an annual event that has run for 42 years at the Freds Pass Reserve in the Litchfield Council municipality. During 2020 and 2021 in person shows were cancelled due to Covid19 and instead, the shows were conducted online. The 2022 event will once again take place at Freds Pass Reserve on 14 and 15 May.

Prior to the cancellation of the last two Fred's Pass Rural Show, in 2019 City of Palmerston has previously held a stand at the show to support the event, as Council does at the Royal Darwin Show.

Staff recommend that this sponsorship application is not supported as the event is being held at Freds Pass Reserve, which is not in the Palmerston municipality. In addition, there has been no information detailed in the application regarding the benefit to the Palmerston community, therefore it does not meet the eligibility criteria. Palmerston residents are able to travel and attend the show if they so wish.

### Youth Conference 2022

Council has received a sponsorship application for \$5,000 from Ironbark Aboriginal Corporation to support the coordination of a Youth Conference in April 2022, hosted by Forrest PR. The conference will be held at the Darwin Entertainment Centre. Forrest PR submitted the CBS application on two previous occasions and was assessed as ineligible as a business entity as per the Fin18 policy. The application was then resubmitted with an auspice organisation, Ironbark Aboriginal Corporation making it now eligible.

The Youth Conference 2022 brings together high school aged students to connect and discuss issues affecting young people. Focus topics include financial literacy and climate change, with speakers including The Barefoot Investor, Scott Pape, and Palmerston resident Sizol Fuyana, NT Young Australian of the Year for 2022.

Staff recommend that this sponsorship is not supported as the event is being held at the Darwin Entertainment Centre, which is not in the Palmerston municipality. In addition, there is no perceived value to the Palmerston community, therefore it does not meet the eligibility criteria.

Palmerston students can travel and attend the event at no charge should they wish to. City of Palmerston coordinates its own calendar of youth events in Palmerston including the Palmerston Youth Festival, Youth Week activities, the Palmerston and Rural Youth Services network and the Youth Media team. These activities and programs have a clearly defined benefit to young people in Palmerston in line with the Community Plan and provide local opportunities for young people to participate. Additionally, The Palmerston Youth Action Plan 2022-24 has been developed in collaboration with young people, key community stakeholders and government partners through the establishment of the Palmerston Youth Local Action Group. There are demonstrated opportunities for young people to be involved at all levels of consultation and implementation of youth activities and events in Palmerston.

### **CONSULTATION PROCESS**

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

### **POLICY IMPLICATIONS**

Council Policy *FIN 18 Grants, Donations, Scholarships and Sponsorships* provides governance and outlines the support that is available through the Community Benefit Scheme

### **BUDGET AND RESOURCE IMPLICATIONS**

The CBS budget for the 2021/2022 financial year for grants, donations, sponsorships, and scholarships is \$230,000. Currently \$78,193 has been expended in the CBS budget, with an additional \$45,422 committed in his financial year for ongoing sponsorships. Currently \$106,385 remains available for future projects and events.

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

This Report addresses the following City of Palmerston Strategic Risks:

- 1 Fails to be trusted as a Council  
Context: Achieving credibility & trust with majority of those within and external to the City.
- 2 Fails to be sustainable into the long term  
Context: Optimising the financial, social, and environmental sustainability of the City.

### **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. 20220224 - CBS - Application form - Freds Pass Rural Show [13.1.6.1 - 1 page]
2. 2022 - CBS - Freds Pass Show Sponsorship Prospectus [13.1.6.2 - 9 pages]
3. 20220222 - CBS - Ironbark - Sponsorship - Youth Conference [13.1.6.3 - 1 page]
4. 20220330 - CBS - Youth Conference - 2022 sponsorship proposal [13.1.6.4 - 6 pages]



## APPLICATION FORM

### SPONSORSHIP

### REQUESTS OF ANY VALUE

Organisation Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Position of Contact: \_\_\_\_\_

Telephone: \_\_\_\_\_ Mobile: \_\_\_\_\_

Email: \_\_\_\_\_

Postal Address: \_\_\_\_\_

Residential Address: \_\_\_\_\_

Account Name: \_\_\_\_\_ FRED'S PASS RURAL SHOW INC

Account Number: \_\_\_\_\_ 150695039 BSB: \_\_\_\_\_ 633000

Amount Requested: \_\_\_\_\_ Red/Blue Ribbon Package ABN: \_\_\_\_\_

Activity Name: \_\_\_\_\_ Activity Date: \_\_\_\_\_

Location of Activity: \_\_\_\_\_

#### 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: \_\_\_\_\_

supporting community to celebrate our rich culture and diversity. The show is over 40 years old and showcases everything from cooking to cattle and is enjoyed by families from all over the NT.

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

Family and Community objective 1.1, dot point 2 and objective 1.2, dot point 3. Cultural diversity objective 3.1, strategy dot points 2 and 3 and objective 3.2, dot point 5. Our Commitment dot point 2.

KLDixon

Signed: \_\_\_\_\_ Date: \_\_\_\_\_ 24/02/2022

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](mailto: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](http://www.palmerston.nt.gov.au).

# Partnership Opportunities

**FREDS PASS**  
**RURAL SHOW**  
**2022**



**RURAL RESILIENCE**

**14-15 MAY 2022**

[www.fredspassruralshow.org.au](http://www.fredspassruralshow.org.au)





# Partner with us

THE ICONIC FRED'S PASS RURAL SHOW IS THE LARGEST ANNUAL COMMUNITY EVENT IN THE DARWIN RURAL AREA. EACH SHOW CONTRIBUTES APPROX \$5.5 MILLION TO THE LOCAL ECONOMY.\*

**20,000+ ATTENDEES  
OVER THE TWO DAY  
SHOW\***

**3,685  
FACEBOOK  
FOLLOWERS**

**1.3 MILLION HITS TO  
FPRS WEBSITE IN  
2019\*\***

**195  
OVERALL  
SPONSORS**

**26  
MAJOR  
SPONSORS**

**TV  
RADIO  
ADVERTISING**

**1.3 M  
WEBSITE  
HITS**

**7267  
INSTAGRAM  
IMPRESSIONS**

**167,347  
FACEBOOK  
REACH**

**1,671  
COMP  
ENTRIES**

**18  
COORDINATORS**

**200  
SITE  
HOLDERS**

**328  
VOLUNTEERS**

**16  
ENTERTAINERS**

**GALA  
DINNER**

ENHANCE YOUR BUSINESS'S PROFILE AT THE RURAL AREA'S LARGEST EVENT.  
WE HAVE SPONSORSHIPS AND CUSTOM INTEGRATIONS TO SUIT YOUR MARKETING AGENDA.

\*2019 ATTENDANCE FIGURES\*\*NT SHOW COUNCIL SOCIAL MEDIA INFOGRAPHIC

[www.fredspassruralshow.org.au](http://www.fredspassruralshow.org.au)

# About us

## *Our Vision*

Freds Pass Rural Show will retain its position as the premier community event in the Darwin rural area

## *Our Mission*

Continually develop and grow a popular and well organised event showcasing the agricultural, social and cultural elements of our diverse rural community.

**Partner with us to contribute to the cultural, social and economic well-being of our rural area**

A partnership with the Freds Pass Rural Show is an effective way to innovate, expand your reach, showcase your business and products and make an ever greater marketing and social responsibility impact.

*Our show is of the community, by the community, for the community*

***HELP THE FREDS PASS RURAL SHOW CELEBRATE 2022***

***OUR YEAR OF RURAL RESILIENCE!***

[www.fredspassruralshow.org.au](http://www.fredspassruralshow.org.au)



# Main stage Entertainment

## ***SATURDAY MAIN STAGE***

2022 The Main Stage will be bursting with live entertainment! from fashion parades to talent quests, along with an array of talented local artists and performers entertaining our patrons over 2 days. The Main Stage includes exclusive options in our "Special Event Package"

## ***SUNDAY IN THE Paddock***

Spend Sunday in the paddock! with all your favourite tunes performed by our local musicians. We will also be showcasing our upcoming artists with the FPRS talent quest (senior section)

Bring a picnic blanket and settle in for an enjoyable and relaxing day of entertainment in the paddock.

HEADLINE  
ACT TO BE  
ANNOUNCED  
SOON!

[WWW.FREDSPASSRURALSHOW.ORG.AU](http://WWW.FREDSPASSRURALSHOW.ORG.AU)



# Paddock to Plate

The **Paddock to Plate** marquee is a dedicated space where we invite producers to offer tastings and talk about how their product is grown, harvested or presented. Chefs are invited to stage cooking demonstrations using the local produce on offer.

The **Paddock to Plate** marquee is one of the big drawcards of the Freds Pass Rural Show. Everyone loves free food tastings!

**Watch this space for the amazing 2022 line-up!**

Previous chefs included:

- Lynton Tapp - Katherine born and now one of Australia's favourite chefs
- Jimmy Shu - The Hanuman Restaurant
- Justin Whitrow - Famous for his slow cooked BBQ smokey crocodile

For all enquiries for sponsorship opportunities for Paddock to Plate please contact Sally at [taste@fredspassruralshow.org.au](mailto:taste@fredspassruralshow.org.au)

**[www.fredspassruralshow.org.au](http://www.fredspassruralshow.org.au)**





# 50km Feast

This prestigious fine dining opportunity held on Friday 13 May is limited to 200 tickets which have in the past sold out quickly. It features a delectable menu of locally sourced Territory ingredients cooked by iconic Territory chefs and served under the stars.

Diners wine and dine in the peaceful surrounds of the paddock and are entertained by live music, guest speakers and our unique Territory style fundraising silent auction.



Sponsorship options are available in the special event package (page 8) for the **50km Feast** and **Paddock to Plate**

For all enquiries for sponsorship opportunities for the 50km Feast please contact Sally at [taste@fredspassruralshow.org.au](mailto:taste@fredspassruralshow.org.au)

[www.fredspassruralshow.org.au](http://www.fredspassruralshow.org.au)



# Ribbon Sponsors

As a ribbon sponsor you become a **valuable partner** in the 2022 Freds Pass Rural Show. Alternatively, Special Event Package can be tailored to your needs, or talk to us about an individually crafted partnership arrangement.

## Package benefits include:

- Advantage Weekend Pass/s to the 2 day Freds Pass Rural Show
- Online exposure and opportunities for social media collaborations and promotions
- Onsite presence at 2022 show
- Your branding on promotional materials including volunteer t-shirts
- VIP treatment including members parking and invitations to special events

**RIBBON PARTNERSHIPS START AT \$1,000**

**GREEN RIBBON \$1000 +**

**RED RIBBON \$5000 +**

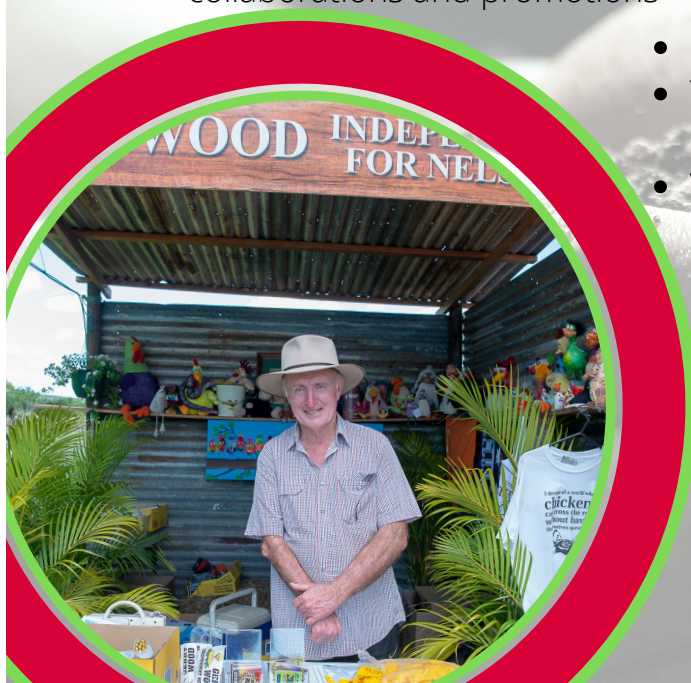
**BLUE RIBBON \$10,000 +**

**OR**

**SELECT FROM OUR SPECIAL EVENT PACKAGES**

**SEE OPTIONS ON NEXT PAGE**

**[www.fredspassruralshow.org.au](http://www.fredspassruralshow.org.au)**





<b>GREEN RIBBON</b>	<b>RED RIBBON</b>	<b>BLUE RIBBON</b>	<b>SPECIAL EVENT PACKAGE</b>
<ul style="list-style-type: none"> <li>• 1 x member carpark</li> <li>• 1 x Family Weekend Pass (2 adults, 2 children)</li> <li>• 1 x Exhibitor Weekend Pass (if site space hired)</li> <li>• 1 x Site allocation for business exhibit 4 x 4mtr</li> <li>• Outback Track Stop (optional, requires donation of 600 prizes)</li> <li>• Inclusion as a sponsor on our website</li> <li>• Partnering in social media campaigns</li> <li>• Sharing posts and acknowledging your sponsorship</li> <li>• Logo credits on official T-shirts worn by volunteers.</li> <li>• 1 x Display sign at show grounds near areas of sponsorship*</li> <li>• Logo credits on show print and promotional materials</li> </ul>	<ul style="list-style-type: none"> <li>• 2 x members carpark</li> <li>• 2 x Family Weekend Passes (2 adults, 2 children)</li> <li>• 2 x Exhibitor Weekend Passes (if site space hired)</li> <li>• 1 x double VIP invitation to the Official Opening, Grand Parade and VIP Reception</li> <li>• 1 x Site allocation for business exhibit 6 x 6 metre</li> <li>• Outback Track Stop (optional, requires donation of 600 prizes)</li> <li>• Inclusion as a sponsor on our website with hot links to your business website</li> <li>• Partnering in social media campaigns</li> <li>• Sharing posts and acknowledging your sponsorship</li> <li>• Credits via PA system throughout the two days of the show</li> <li>• Logo credits on T-shirts worn by volunteers</li> <li>• Display signage at show grounds near areas of sponsorship*</li> <li>• Business name displayed on sponsor signage board at front of Freds Pass Reserve</li> <li>• Logo credits on promotional material</li> <li>• Sponsor credits on TV advertising**</li> </ul>	<ul style="list-style-type: none"> <li>• 6 x Members carpark</li> <li>• 6 x Family Weekend Passes (2 adults, 2 children)</li> <li>• 2 x Exhibitor Weekend Passes (if site space hired)</li> <li>• 2 x double VIP invitation to the Official Opening, Grand Parade and VIP Reception</li> <li>• Display prominent signage/banners on grounds (supplied &amp; erected by Sponsor*)</li> <li>• 1 x Site allocation for business exhibit 12 x 6 metre</li> <li>• Outback Track Stop (Optional, requires donation of 600 prizes)</li> <li>• Prominent placement on our website with hot links to your business website</li> <li>• Partnering in social media campaigns</li> <li>• Sharing posts and acknowledging your sponsorship</li> <li>• Credits via PA system throughout the two days of the show</li> <li>• Logo credits on T-shirts worn by volunteers</li> <li>• Display signage at show grounds near areas of sponsorship*</li> <li>• Business name displayed on sponsor signage board at front of Freds Pass Reserve</li> <li>• Logo credits on promotional material</li> <li>• Sponsor credits on TV advertising**</li> </ul>	<p><b>Sponsor opportunities for our special events:</b></p> <ul style="list-style-type: none"> <li>• Main Stage - headline act</li> <li>• Children's entertainment</li> <li>• Music talent quest</li> <li>• Fireworks display</li> <li>• Fashion parade</li> <li>• Classic car &amp; bike show</li> <li>• Woodchopping display</li> <li>• 50KM Feast</li> <li>• Paddock to Plate</li> </ul> <p>Talk to our friendly staff and we will work with you to tailor your special event sponsor package*</p>
<b>\$1,000 +</b>	<b>\$5,000 +</b>	<b>\$10,000 +</b>	
<i>*In consultation with show committee (Size and placing of signage)</i>	<i>*In consultation with show committee (size and placing of signage) **finalised by end of February</i>	<i>*In consultation with show committee (size and placing of signage) **finalised by end of February</i>	<i>*In consultation with show committee</i>

[www.fredspassruralshow.org.au](http://www.fredspassruralshow.org.au)



# How do I get involved?

## **SHOW SPONSORSHIPS**

Linda Masters - 0488 588 202  
Email - [info@fredspassruralshow.org.au](mailto:info@fredspassruralshow.org.au)

## **PADDOCK TO PLATE AND 50KM FEAST**

Sally Clayton  
Email - [taste@fredspassruralshow.org.au](mailto:taste@fredspassruralshow.org.au)

PO Box 639, Coolalinga NT 0839  
20A Bees Creek Rd Bees Creek NT 0838  
PH: 0488 588 202  
ABN 72 509 676 718

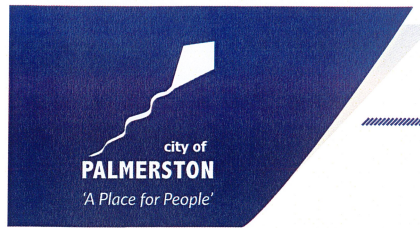
[www.fredspassruralshow.org.au](http://www.fredspassruralshow.org.au)  
Email - [info@fredspassruralshow.org.au](mailto:info@fredspassruralshow.org.au)

   
Proudly sponsored by  
**NORTHERN  
TERRITORY  
GOVERNMENT**









## APPLICATION FORM

### SPONSORSHIP

### REQUESTS OF ANY VALUE

Organisation Name: Ironbark Aboriginal Corporation  
Contact Name: Steven Lawrence  
Position of Contact: Corporate Services Manager  
Telephone: Mobile: 0487 400 001  
Email: steven.lawrence@ironbark.org.au  
Postal Address: PO Box 1467 BERRIMAH NT 0828  
Residential Address: Building 1, Level 2, 631 Stuart Highway, Berrimah, NT 0828  
Account Name: Ironbark Aboriginal Corporation  
Account Number: 1037 8891 BSB: 065-901  
Amount Requested: 5000 ABN: 36 934 790 547  
Activity Name: Youth Conference 2022 Activity Date: 7 and 8 April 2022  
Location of Activity: Darwin Entertainment Centre

#### 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:

Full application submitted as attachment

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

Signed: S. Lawrence Date: 22 February 2022

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](mailto: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](http://www.palmerston.nt.gov.au).

**THIS IS YOUR OPPORTUNITY TO BE A PART OF  
THE INAUGURAL YOUTH CONFERENCE**





### *About the Youth Conference 2022*

Hosted in the Northern Territory in 2022, this action packed one day event will take place at the Darwin Entertainment Centre on Friday 8 April 2022.

This FREE event will bring 500 Northern Territory high school students (13 – 18) together to celebrate young people and provide relevant advice on matters that affect young people in the Northern Territory.

This event will provide information, activities, workshops and presentations on a range of topics including;

#### **Conference Features**

- FREE event
  - 500 young people
  - Youth engagement
  - Information stalls
  - Youth topics
  - Young people connecting
- Empowerment
  - Youth Leadership
  - Mental health and suicide prevention
  - Bullying
  - Homelessness
  - Health and wellbeing
  - Road Safety
  - STEM and digital; and
  - Showcase of youth talent

### *Why should the City of Palmerston partner with this event?*

- The Youth Conference brings together 500 Territory high school students from across the Top End to connect and learn about issues affecting young people.
- The theme is 'Leading by Example' and presentations will share stories of lived experiences, delivered by young people, for young people.
- All schools in the Top End will be invited to bring students to the one location.
- Stakeholders and partners will have an opportunity to engage with young people throughout the full day Conference.
- This Conference is a unique opportunity to engage with a diverse range of young people in a 'one-stop-shop' location as opposed to trying to engage on an individual level or through individual schools.
- Skills and financial literacy will be featured at this conference, along with climate change – all initiatives the City of Palmerston have been championing.





### *How is this Conference unique/why would young people want to attend?*

The Youth Conference 2022 is about bringing young people together to connect and share stories. In lieu of attending school for the day, students will congregate at the Darwin Entertainment Centre and hear from incredible presenters such as;

- Young Australians of the Year – Isobel Marshall and Eloise Hall
- The Barefoot Investor - Scott Pape
- Kyle Bamba – NT's Young Australian of the Year finalist
- Sam Hughes – The Travelling Jackaroo
- Sizol Fuyana – Youth Ambassador and NT Young Australian of the Year 2022
- Panel Sessions relating to key topics including:
  - Racism – Jealousing and privilege
  - Deep, Dark Secrets – Body Imaging, LGBTQI and sexual orientation, Parental pressure
  - Respectful relationships – hypersexualisation of teenagers, grooming, sexual harassment and consent
  - Climate Change – Lightning round speakers relating to mining and fracking, innovations and investments and environmentally responsible companies such as Future Super and Ecosia
  - Life Skills presentation with The Barefoot Investor and David Ninan

This event will provide a combination of thought provoking presentations and discussions, coupled with comedy and entertainment from the likes of Bass in the Grass 'Battle of the Band' winners and former NT student, and Palmerston resident, Talia Rose who now has her own recording label in Queensland.

Relevant stakeholders will be invited to host exhibition stalls that are interactive and engage with young people as a way to enhance their learnings and provide information that will assist with education, employment and understanding.

### *Supporting Young Territorians (18–30)*

While the full day event is provided exclusively to high school students in the Northern Territory, it would be remiss not to provide an opportunity to our young adults. On Thursday 7 April, 2022, young Territorians aged 18 – 30 will be invited to participate in a 4 hour evening conference, featuring a number of the speakers engaged for the high school students on the following day.

This ensures wider engagement and opportunity to young people in the Northern Territory and supports the vision of the Conference hosts that 'Noone is Left Behind.'



### *How do these Youth Conferences benefit Palmerston?*

It is anticipated that of the 500 high school students attending the free Youth Conference, 150 of them will reside in the Palmerston region and attend schools within the municipality.

It is also expected that 50 – 75 of the 200 people attending the Adult Conference on the evening of Thursday 7 April, will be residents of Palmerston.

Young people have been engaged in the decision making for this event, ensuring young people are provided mentoring and development opportunities.

This group of individuals identified the themes to be discussed and identified key outcomes that benefit the Palmerston, and wider community, including;

- A one-stop-shop personal and life skills development opportunity for young Territorians
- Opportunity to feed back to decision makers the key priority areas of concern for young people
- Intention to provide a live stream of the Youth Conference for all Territory students
- Report to be provided to the City of Palmerston identifying the key priority areas and recommendations gleaned from the 2022 event
- Report to be presented to teachers with recommendations on how young people would like to engage with various topics i.e. support and key messages when racism occurs in the school yard
- Partnerships gleaned for attendees to participate in learning opportunities i.e. Snith Family's free financial course and opportunities offered by Palmerston stakeholder and youth groups.

Young people will have the opportunity to engage with interactive exhibition stalls, hear from incredible young people and an array of speakers relating to topics such as racism and bullying, life skills and finance, mental health, employment and education, all of importance to the City of Palmerston.

These Youth Conferences will present a first class experience for young people that will rival other local and national cities youth events and provide an experience that is engaging and meaningful to young people, eager to return each year.

### *How does this initiative relate to the City of Palmerston Community Plan?*

In direct line with the City of Palmerston Community Plan, these conferences address the key priority areas of;

- Family and Community
- Vibrant Economy
- Cultural Diversity; and
- Future focused



Everyone Belongs - the high school conference is offered free of charge and the young adult for a minimal fee allowing young people in the Palmerston region to engage with these topics.

Safe and supported - A safe environment is offered discussing issues that affect young people and linking them with the relevant services

The City of Palmerston have been committed to ensuring the youth of Palmerston are visible. A Youth Committee has been established for this event and Palmerston residents, including the 2021 Citizen of the Year, Paige Horrigan and the 2022 Young Australian of the Year, Sizol Fuyana, are both on the committee for these events.

The Youth Inspiring Palmerston (YIP) group from Palmerston will be engaged with youth representatives given opportunities to present on panels, support the activities and introduce speakers to ensure personal and professional development opportunities are given to them.

The Palmerston and Regional Youth Services (PARYS) stakeholders are invited to host FREE stalls at these events to showcase their services and link them to the appropriate teams. Headspace from Palmerston will host a 'chill out zone' with services offered on site to the attendees.

The Office of Youth Affairs and Regional Coordinator in the Palmerston region is a partner for this initiative to ensure collaboration across all organisations supporting young people.

## CITY OF PALMERSTON ACKNOWLEDGEMENT - \$5,000

- Named sponsor of a Keynote speaker session
- The City of Palmerston logo on conference program and marketing collateral for event
- Corporate banners displayed at the event
- The City of Palmerston logo included on Conference website, Facebook page and online booking site
  - City of Palmerston logo included on Conference website, Facebook page and online booking site
  - City of Palmerston logo included on Conference website, Facebook page and online booking site
- Host an expo stall for both events
- Opportunity to have your Youth Inspiring Palmerston (YIP) representatives involved on panels and introducing speakers at the event (personal and professional development opportunities).
- Logo on screens throughout conference
- City of Palmerston acknowledgement and ad included on Conference app



THANK YOU FOR YOUR CONSIDERATION OF THIS PROPOSAL

For further information, or to discuss this partnership,  
please contact:

**Rebecca Forrest**

0499 444 029

Rebeccakathleenforrest@gmail.com

[www.nooneleftbehind.com.au](http://www.nooneleftbehind.com.au)

## COUNCIL REPORT

1st Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.2.1
<b>REPORT TITLE:</b>	Infrastructure Quarterly Report - January - March 2022
<b>MEETING DATE:</b>	Tuesday 5 April 2022
<b>AUTHOR:</b>	General Manager of Infrastructure, Nadine Nilon
<b>APPROVER:</b>	Chief Executive Officer, Luccio Cercarelli

### COMMUNITY PLAN

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

### PURPOSE

This Report summarises the key activities undertaken by Infrastructure Directorate from January to March 2022.

### KEY MESSAGES

A number of projects were completed this quarter including;

- The Gray Community Hall Project was completed and opened for community use at the end of January 2022.
- Street lighting upgrades to Davoren Circuit and adjoining roads were completed and operational.
- A Home Composting Rebate Program commenced in January 2022 to assist residents to access and establish home composting systems and as of 29 March 2022, 22 households had successfully applied for a rebate.
- Two Council strategies were adopted in February 2022. Council adopted the Palmerston Play Space Strategy 2022 and the Sustainability Strategy 2022.
- Council issued 137 separate work orders for road maintenance this quarter with 124 being completed.
- A Community Education and Engagement Day was held on Saturday 12th March 2022 at Flinders Park in Durack to help with the concerns and enquiries from residents regarding the lakes.

### RECOMMENDATION

THAT Report entitled Infrastructure Quarterly Report - January - March 2022 be received and noted.

### BACKGROUND

Infrastructure provides a quarterly report to Council on key activities undertaken during the quarter and further works underway for the next quarter.

### DISCUSSION

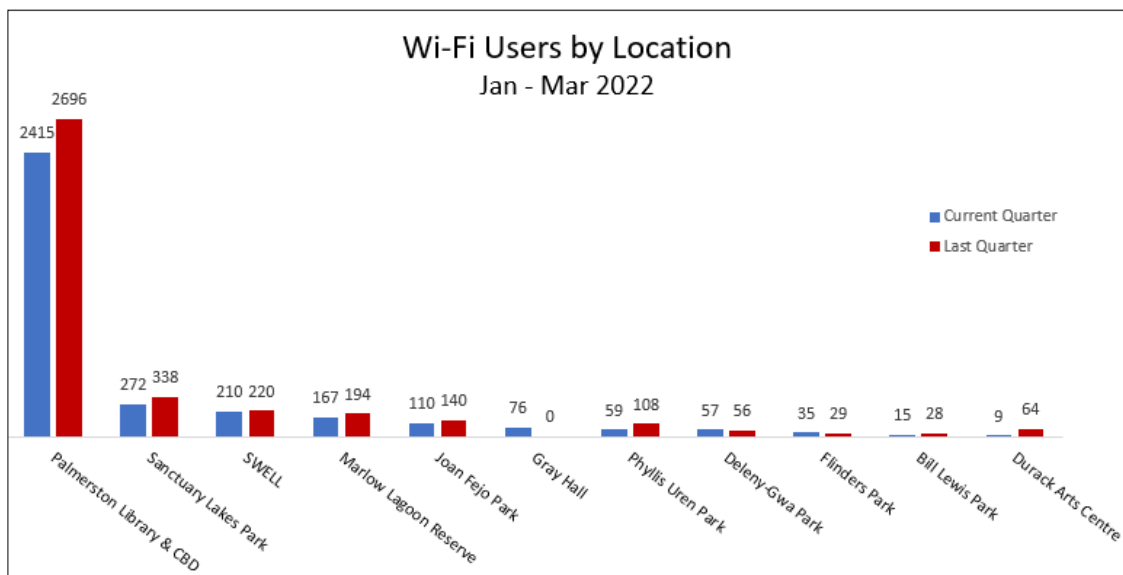
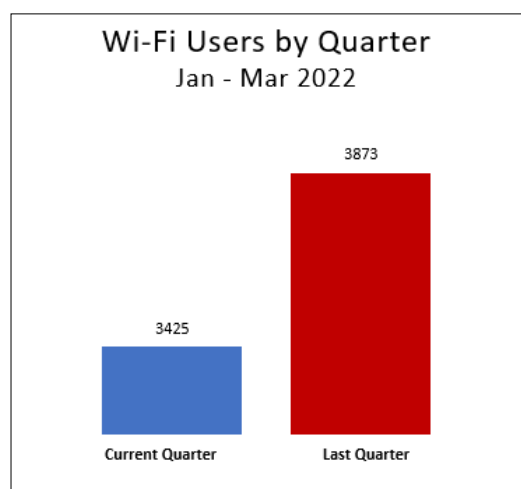
#### 1. Family and Community

##### Objective 1.1 'We focus on families'

## Public Wi-Fi

There was a decrease of 448 users in Wi-Fi usage over the last quarter, with all facilities and open space areas seeing a reduction. This has coincided with the wet seasons and a reduction in the number of public events occurring in our public spaces and reduced foot traffic.

Council is investigating the cost of installing further signage in areas to promote the use of the free Wi-Fi. Signage may include footpath decals and higher visibility free Wi-Fi signs at the entry of parks and facilities.



## **Objective 1.2: 'the wellbeing of our community is a focus for all our work'.**

### Palmerston Play Space Strategy

Council adopted the Palmerston Play Space Strategy to support a robust and consistent approach to planning of parks and play spaces across the Municipality. The Strategy will provide guidance for decision

making and investment in play spaces over the next ten (10) years, including on the playground and open space capital works program.

The Strategy outlines a vision of quality play spaces which are welcoming, creative and accessible to all and contribute to the liveability of the city. Guiding principles drive direction of the strategy and inform several other key components including the Play Space hierarchy, priority areas, and design guidelines. Current renewal projects, including planning at Hobart Park for the Ninja Warrior Course have considered the design guidelines in initial concept planning. An audit is underway to assess how the current play space network aligns with the hierarchy detailed under the strategy. Audit work will also include reviewing and identifying improvement to accessibility, beginning with Regional and Major Parks.

### Ninja Warrior Obstacle Course

Hobart Park will soon benefit from a new play space upgrade, with a Ninja Warrior Obstacle Course to be installed mid-year. Council undertook concept design works for Hobart Park to ensure the siting of the Ninja Warrior Course integrates with the current and future park potential. This also included local consultation and notification to identify any concerns by adjoining residents.

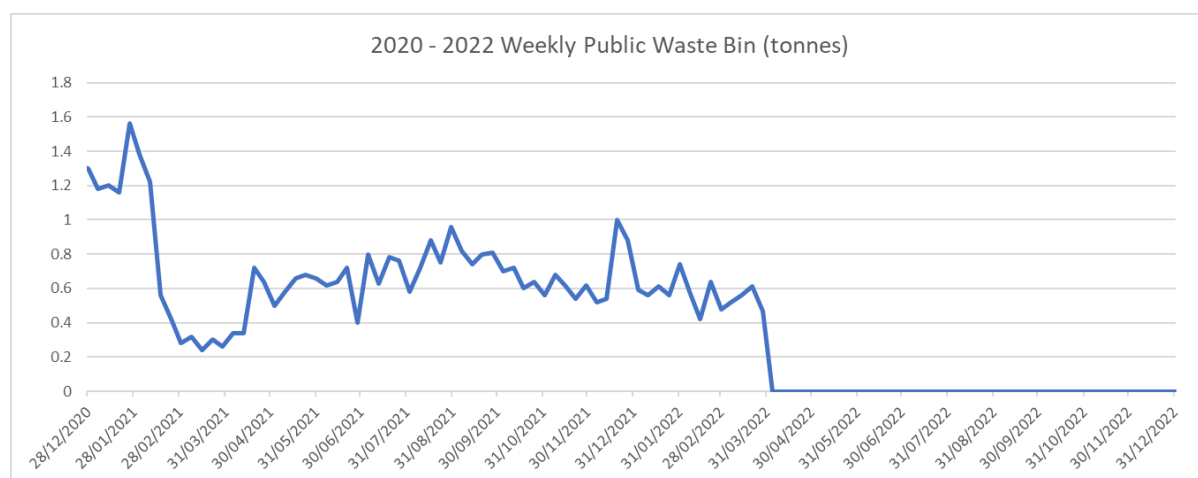
A public tender will be undertaken for the design and construction of the Ninja Warrior Course, which will include a shade structure and supporting amenity upgrades.

### Graffiti, Vandalism and Litter Management

Council maintains a litter collection program including provision of public waste bins and routine and reactive litter collection processes, as well as street and pathway sweeping across the public space of the municipality. The frequency for waste bin and litter collection services ranges from daily to weekly depending on the location.

Approximately 6.8 tonnes of waste were collected from Council public waste bins for the period 1 January to 27 March 2022.

Weekly public waste bin collection (tonnes) for the 2020 to 2022 period is presented below.



The current levels of waste and litter collection service provided by Council are considered cost and outcome effective and suitably contribute to the Environmental Sustainability objective under the Community Plan. Notwithstanding this, increased litter in the CBD has recently emerged as a concern and to mitigate this CBD waste and litter collection services include daily bin service, daily litter collection



commencing prior to 7am and weekly street sweeping of paths, roads and car parks. When the need arises, litter collection, street sweeping and other cleaning services may be performed at more frequent intervals as required.

### Planning Responses

Council continued to contribute to Northern Territory planning processes, providing comments and submissions on both development and strategic planning matters. Ten (10) planning applications were referred to City of Palmerston for comment, including Stage 4A and Stage 4D of the Aspire development subdivision in Zuccoli.

In regard to strategic planning, Council provided a submission to the NT Planning Commission in response to Stage 2 Phase 1 of Planning Reform. The submission related to proposed planning scheme amendments which responded to the Territory Economic Recovery Commission report and Designing Better initiative. The proposal to amend the NT Planning Scheme to include the Holtze to Elizabeth River Subregional Land Use Plan (HESLUP) commenced its public exhibition period in mid-March. Responses are due by 15 April 2022, in which Council will outline no objection. Further reports will be provided to Council outlining this process in more detail and discussing the relevant submission. Council also provided comment on environmental planning projects, including on the directions paper developed by the NTG on the NT Strategic Water Plan.

## **4. A Future Focus**

### **Objective 4.1: 'We support and foster innovation'**

#### FiberSense

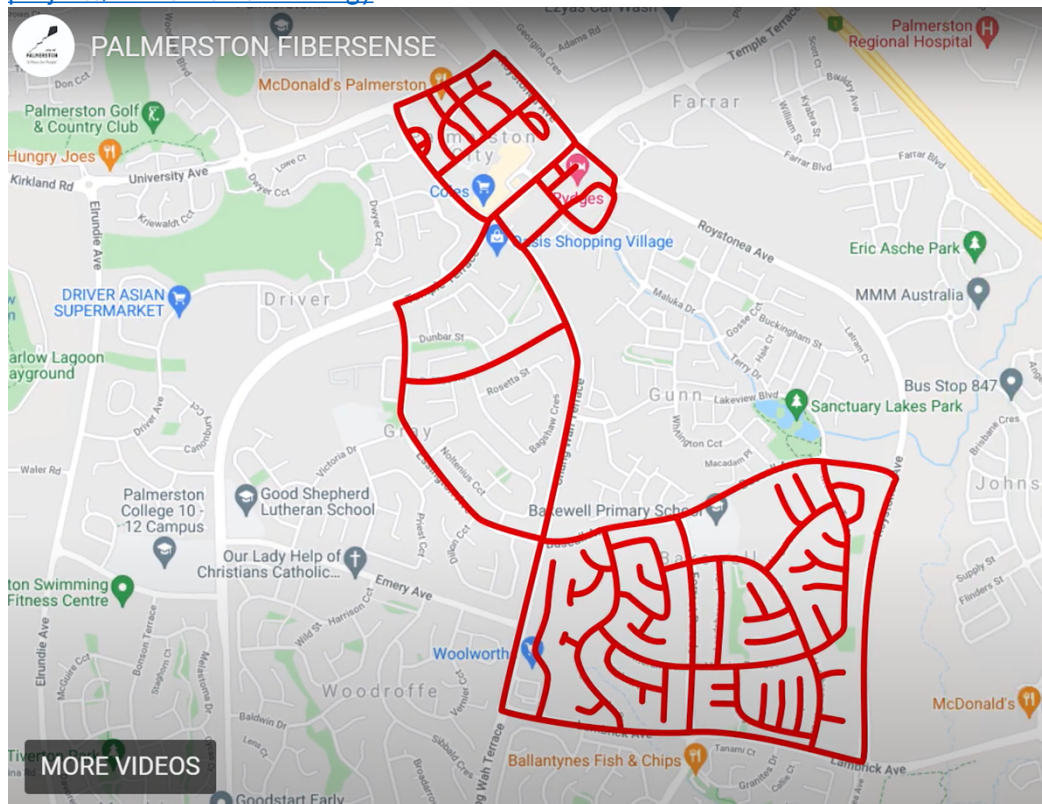
In 2021 The Northern Territory Government and City of Palmerston entered into a partnership to deliver FiberSense technology within Palmerston and Tiger Brennan Drive. The data generated will inform Council on locations of high usage areas to identify potential growth opportunities, as well as enhancing safety and liveability.

FiberSense installed the first fibre in Palmerston in October of 2021. This was along Chung Wah Terrace outside the Council's Civic Plaza building, and into the Council building. A second install was completed from the Council building to the intersection of University Avenue and Roystonea Avenue. Due to the onset of the wet season further construction works were put on hold.

In March FiberSense restarted their construction, completing the installation between the University Avenue/Roystonea Avenue intersection and Tiger Brennan Drive.

Construction works are scheduled to restart in Palmerston in early May, working throughout the dry season to achieve delivery of the remaining fibre network. The below map indicates the installation path of the fibre. For further detail on the project please see: <https://palmerston.nt.gov.au/operations/major->

[projects/fibersense-technology](#)



#### **Objective 4.2: 'Infrastructure is fit for purpose'**

##### Roads

Council continues to ensure our road assets are continually maintained to a safe and acceptable standard, performing both proactive and reactive works. The following were completed this quarter:

- Road pavement rectification works were completed on Waler Road, Marlow Lagoon.
- Road pavement rectification works were completed on Dwyer Circuit, Driver.
- Maintenance of signage infrastructure – 39 separate signage works were issued and actioned this quarter. Road signage is vital in providing motorist required information and maintaining a safe road environment.
- Council issued 137 separate work orders for road maintenance this quarter with 124 being completed by the contractor.
- Pothole Remediation – A total of 98 potholes were identified and repaired in this quarter, an increase from the 51 potholes repaired last quarter.
- Road Safety improvements works have commenced at the Temple Terrace and Essington Avenue intersection.

Programmed works for the remainder of 2021-22 include:

- Bitumen Reseal Program.
- Asphalt Overlay Program.
- Road reconstruction works on Temple Terrace between Chung Wah Terrace and Essington Avenue.
- Road safety improvements on Callanan Road and Georgina Crescent intersection.

##### Pathways

Completed major pathway works this quarter include:

## A Place for People

- Tiverton Park – as per below image.
  - Stage 1: Tiverton Court, from Davoren Circuit intersection to cul-de-sac.
  - Stage 2: Constance Court, from Davoren Circuit intersection to Tiverton Park laneway.
  - Stage 3: De Mestre Court, from Bonson Terrace to cul-de-sac.
- These works included a section on De Mestre Court, Moulden which was undertaken under the maintenance program.



*De Mestre Court, Moulden*



*De Mestre Court - Before*



*De Mestre Court - After*

The remaining pathway works programmed for 2021-22 include:

- Toupein Road Pathway - From Temple Terrace to City of Palmerston Depot, on corner Georgina Crescent and Toupein Road.



As part of the pathway maintenance program, Council has actioned several pathway repairs over different suburbs: Gray, Moulden, Woodroffe, and Driver.



Figure 6 - Baldwin Drive, Woodroffe - Before



Figure 7 - Baldwin Drive, Woodroffe - After

## Driveways

Council undertook the following driveway activities this quarter:

- Council received 31 driveway plan pre-approval requests.
- Council received 19 driveway construction requests, out of which all were for Zuccoli.

Scheduled defect and condition assessments are conducted on driveways throughout the City of Palmerston. The assessment categorises the driveways based on the extent of cracks, trip hazards and deformations. As part of the Driveway Capital Program 2021-22, 12 driveways have been replaced this quarter. They were:

- 4 Driveways in Pinelands
- 2 Driveways in Driver
- 2 Driveways in Gray
- 2 Driveways in Bakewell
- 1 Driveway in Marlow Lagoon
- 1 Driveway in Yarrawonga



*Figure 1 - 8 Hardy Road - Before*



*Figure 2 - 8 Hardy Road - After*

## Stormwater

In preparation for the wet season, Council undertook 17 stormwater removal works of weed/silt/dirt. In addition, 7 damaged pits were reinstated.

Council undertook inspection and cleaning of 51 Pits (Side Entry Pits, Letterbox Pits, and Grated Inlet Pits) along Temple Terrace.

## Lights

Dark spot initiatives continued this quarter, with the aim to replace existing luminaires with LED replacements aimed at reducing power costs and creating more efficient maintenance processes and enhance public safety for all users of roads and parks alike.

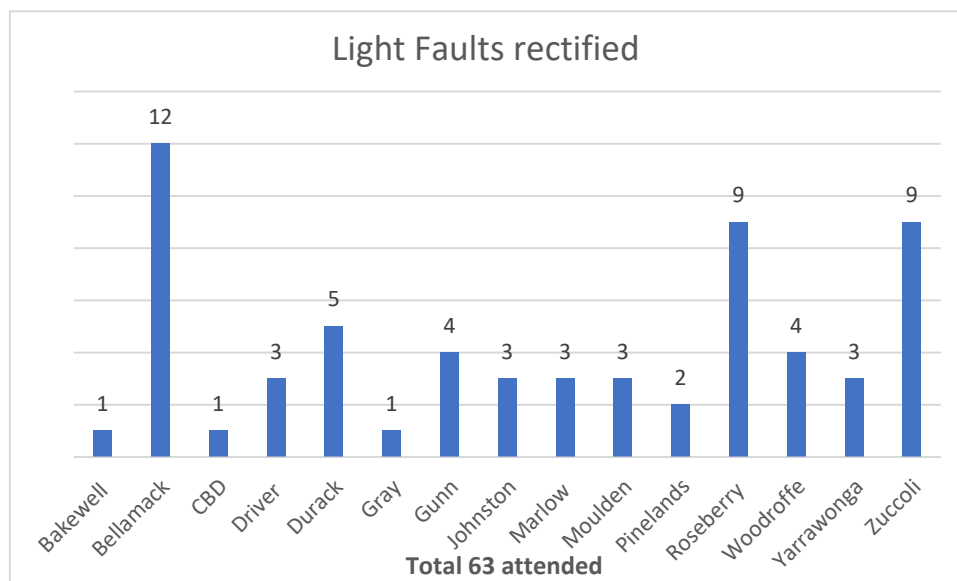
Works have been completed on the installation of 19 streetlights this quarter on the following roads:

- Davoren Circuit
- Constance Court
- Jan Court
- McGuire Circuit
- Mason Court
- De Mestre Court

Next quarter new lighting installations are scheduled in the following locations:

- President Park - 8 new lights within the park, alongside the pathway.
- Pollux Court & Woodroffe Avenue – 3 new streetlights.
- Callanan Road and Georgina Crescent Intersection – Black Spot Project, 1 new streetlight.
- Broadarrow Circuit - 13 new streetlights.

Light maintenance works during this quarter included 63 light defects being attended by Council to investigate and repair. A breakdown of the lights investigated by suburb is provided as follows:



## Council Buildings and Facilities

During this quarter, scheduled and reactive maintenance works on all Council buildings were carried out as normal. Some of the works included:

- Replacement compressor unit in the Recreation Centre Stadium.
- Carpet replacement in the Mayor's office, entrance foyer and the Chambers and Councillor's Room.
- Various repair works across Council buildings.

Gray Community Hall was also completed and opened for bookings this quarter. The project was completed within 9 months and provides a new, versatile facility for community hire. Final commissioning of systems is underway to enable remote building management.

Programmed works for the remainder of 2021-22 include:

- Airconditioning upgrade first floor of the Civic Plaza.
- Airconditioning upgrade in the south-wing of the Durack Community Centre.
- Installation of Electric Vehicle Charging Stations at the Civic Plaza carpark.
- Construction of the New Dog Pound Facility at the Council Depot, with the design being completed and tender advertised this quarter.

## **5. Environment Sustainability Objective 5.1: Palmerston is a cool, shaded, green City** **Objective 5.1: 'Reduce our footprint on the environment'**

### Sustainability Strategy 2022

In February 2022 Council adopted the Sustainability Strategy 2022. The Strategy represents a continuation of Council's focus on progressing sustainable development in Palmerston. Supporting objectives under the Community Plan, the Strategy retains a focus on the environmental dimension of sustainability. It seeks to preserve our natural assets, reduce our collective impact and evolve our practices so that liveability and opportunities for future generations are not compromised.

The Strategy defines four themes and priorities:

- Protecting our urban ecology and natural environment.
- Empowering and connecting our community.
- Future focused on efficiencies.

- Lead with purpose.

An Action Plan (2022-2027) was developed to support and monitor the activities identified within the Sustainability Strategy. The Strategy and supporting Action Plan will inform and guide Council practices and initiatives to integrate sustainability both within Council operations and via Council's provision of community services, education and engagement.

Council undertook activities relating to Theme 2 of the strategy, 'Empowering and connecting our community', by facilitating a Community Education and Engagement Day that was held on Saturday 12th March 2022 at Flinders Park in Durack to help with the concerns and enquiries from residents regarding the lakes. Council continued advocacy under Theme 1 (Protecting our urban ecology and natural environment) relating to the natural environment, through responses and engagement with NTG strategic planning. Council will explore actions identified as higher priorities under the Action Plan in the next quarter, including communication tools with the community relating to open space and parks.

### Home Composting Rebate Program

A Home Composting Rebate Program commenced in January 2022 to assist residents to access and establish home composting systems. Subject to terms and conditions, a rebate of up to \$50 per City of Palmerston household is available from Council to assist in the purchase of home composting items including home composting bins and worm farms.

Benefits of composting include reduction of waste to landfill and the beneficial re-use of organic wastes to provide nutrient-rich material that can be used as a soil improver in home gardens. Additionally, to support participation in the Home Composting Rebate Program, Council developed and/or provided access to online educational materials on how to compost for residents. As of 29 March 2022, 22 households had successfully applied for a rebate. Additionally, it is noted that one application remains in progress.

### Solar Power Generation – Recreation Centre, Palmerston Library & Civic Centre

Council maintains solar power generation facilities at the Civic Centre (94.4 KW installed solar system capacity installed 25/11/2021), Palmerston Library (99.6 KW installed solar system capacity installed 24/09/2018) and Palmerston Recreation Centre (81 KW installed solar system capacity installed 26/03/2019). The newly opened Gray Hall has also been equipped with solar power generation, numbers are currently unavailable as the Building Management System (BMS) has only recently been implemented.

Quarterly Solar Power Generation (including GHG Savings and Trees Planted Equivalent)

Site	Electricity Generation (MWh)	Greenhouse Savings (CO <sub>2</sub> -e)	Gas	Trees Equivalent	Planted
Civic	21.8	13.1		255	
Palmerston Library	30.6	18.4		358	
Palmerston Recreation Centre	27.7	16.7		324	

*Note: Solar power generation data above is for the period 1/01/2022 to 29/03/2022.*

Lifetime Solar Power Generation (including GHG Savings and Trees Planted Equivalent)

Site	Electricity Generation (MWh)	Greenhouse Savings (CO <sub>2</sub> -e)	Gas	Trees Equivalent	Planted
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Civic	25.8	15.6	302
Palmerston Library	461.1	278.1	5395
Palmerston Recreation Centre	264.1	159.2	3090

## Public Electric Vehicle Charger – Recreation Centre

The Palmerston Recreation Centre has two electric vehicle charging stations available for use. Monthly utilisation is presented below as at 28/03/2022.

## Palmerston Recreation Centre Electrical Vehicle Charging Utilisation

Month	Charge (kWh)
January 2022	14.27
February 2022	22.0
March 2022	48.56
YTD	84.83

## Weed Management

Mechanical weed harvesting of Salvinia weed continues in earnest. Cleaning of Lake 8 has been completed since the last quarterly report along with lakes 7A, B, and C. Currently, the harvester is halfway through cleaning Lake 6. Following the completion of cleaning in Lake 6, the harvester is scheduled to clean Lake 4, followed by Lakes 1A and 1B. Up to date information is available on Council's website.



*Lake 8 – Pre-weed harvesting.*



*Lake 8 – Post-weed harvesting.*

## **Summary of Q1 2022 Mechanical Weed Harvesting**

Lake	Weed Harvested (m <sup>3</sup> )
Lake 6	270 cubic metres (ongoing)
Lake 7A	30 cubic metres

Lake 7B	30 cubic metres
Lake 7C	216 cubic metres
Lake 8	570 cubic metres
<b>Total Salvinia Weed Removed</b>	<b>1116.0 cubic metres since last report</b>

Salvinia weevils are planned to be added to Lake 8 when they are available. Constant liaison with the Djurrubu Ranger group in Jabiru is occurring to determine availability. These should be available for CoP in early April. A subsequent release will occur in lake 8 when available.

To support the operation of a second Truxor, additional staff have undergone and now achieved Coxswain certification. Practical training on operation of the current weed harvester is now underway. The commissioning and operation of the second Truxor weed harvester will effectively double Council's weed harvesting capacity and regain control of Salvinia weed.

In addition to mechanical weed harvesting and augmentative biological control (Salvinia weevils), a trial of the application of the selective aquatic herbicide Clipper is being planned. Clipper is formulated to control selected floating, emergent and submergent aquatic weeds and algae. The trial initially includes a limited application to test results and gain experience in the Durack Heights Basin Lake. To ensure safety and protection of environmental and human health, Clipper herbicide will be applied in accordance with the products Safety Data Sheet and Australian Pesticides and Veterinary Medicines Authority.



*Residual Salvinia in Lake 7C following weed harvesting that may be effectively targeted by herbicide.*

A Community Education and Engagement Day was held on Saturday 12th March 2022 at Flinders Park in Durack. NTG Weeds Branch staff were present for the session along with a representative from EcOz the environmental consultancy which undertakes lake water quality monitoring. The event was attended by 30 – 40 people and provided a forum for interested community members to raise concerns, ask questions and seek additional information regarding lake management, water quality and control of aquatic plants including Salvinia.

The event was advertised through Council's website and Facebook page along with emails sent to all members of community who have expressed concerns and enquiries regarding the lakes in the past 12 months. A pamphlet drop of all streets surrounding the lakes in both Durack and Gunn was conducted prior to the event to alert and notify the community. It is expected that another Community Education and Engagement Day will be held in Q2 2022, possibly at Clive Graham or Carpentaria Park when the weed harvester is cleaning lakes 1A and 1B.



*City of Palmerston Community Education and Engagement Day - 12 March 2022*

Other weed control activities occurring across the municipality include:

- Foliar spraying of both islands at Sanctuary lakes for all exotic grasses (gamba & mission) and exotic vines have been completed by Territory Weed Management.
- Foliar spraying around the Durack lakes for exotic grasses will be required soon, this will be put out to contractors to quote in the next few weeks.
- Archer Waste Landfill woody weed (Neem, Mimosa & Candle bush) have been completed along with foliar spraying for all gamba and mission grass. The site is looking very good in comparison to this time last year. Further follow up weed treatments will be required (foliar spraying) to maintain the good works completed to date.





*Treated Gamba grass: Archer Landfill*



*Basel barked Neem trees. Archer Landfill*



*Treated Gamba grass: Sanctuary lakes*



*Treated Kan kong: Sanctuary lakes.*

## **Objective 5.2: Palmerston is a cool, shaded, green City**

### Tree Planting Program

City greening and tree planting remains a focus activity for Council under the both the Community Plan and Sustainability Strategy 2022. Quarterly progress includes:

- McAulay Park Tree Planting & Irrigation Works were completed on 23 January 2022. A total of 21 new trees were planted along with irrigation installed to supply existing trees and 600m<sup>2</sup> of turf.
- Irrigation has been installed for the Roberts Park Beautification Works. The tree planting and garden bed installation has been delayed owing to logistical difficulties in procuring the erosion control materials required. It is expected that the project will be completed late March/early April 2022 with 37 trees and shrubs to be planted.

### *A Place for People*

- Quotes for the Aquatic Centre Tree Planting Works have been received with the planned works to be completed in the next quarter. The works will see the addition of 20 new trees and shrubs to provide enhanced amenity, screening and cooling around the tennis court facilities.
- Quotes for the Temple Terrace Irrigation Upgrade have been received with planned works to be completed next quarter. These works will ensure that the existing tree canopy will thrive and that new trees can be planted to shade and cool the thoroughfare.



*Image: Completed Tree Planting at McAulay Park*





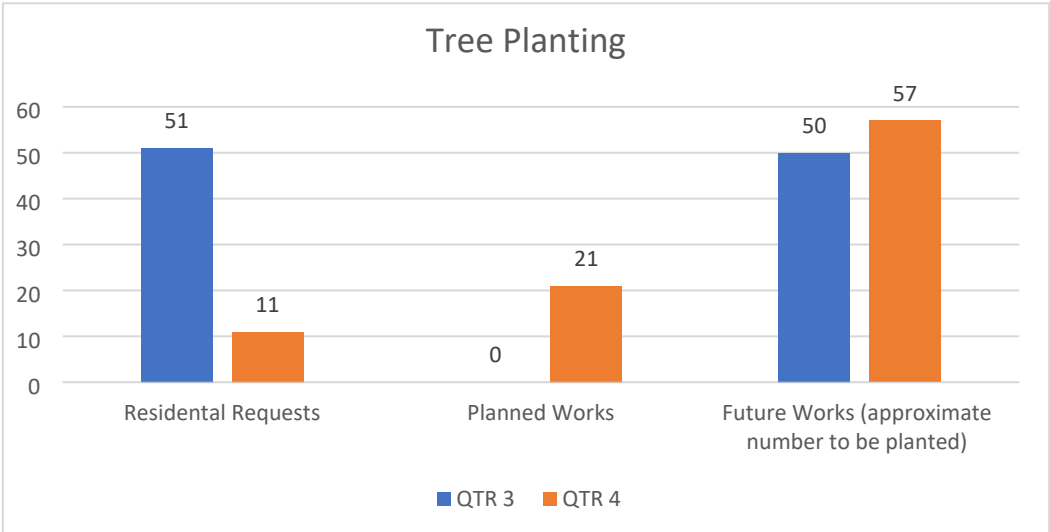
Image: Aquatic Centre Tree Planting Works – New Trees/Shrubs

Verge Assistance Program and Residential Tree Planting Program

Council’s Verge Assistance Program and Residential Tree Planting Program continues to be enthusiastically accessed by residents and contributes to beautification and greening of the municipality.

Currently there are 27 residents who have lodged an application for the 2022 Verge Assistance Program. Delivery of the program will commence at the start of the Dry Season, with the current applications due to be assessed in April 2022.

Additionally, 9 residential requests have been received for tree planting that have resulted in the planting of 11 residential street trees.



## Objective 5.3: 'Encourage personal action and taking a leadership role'.

### Archer Waste Management Facility

The following volumes of waste have been collected from the Archer Waste Management Facility for the period 1 January to 28 February 2022:

- 330.6 tonnes of general waste collected.
- 366 tonnes of recyclable materials collected.
- 162 cubic metres of mulched green waste sold this quarter.



*Comparison from last Quarter*

Recyclable waste collected and sent to repurposing facilities included:

- 38.6 tonnes of paper.
- 124.9 tonnes of steel.
- 6000 litres waste oil.
- 191 tonnes of co-mingled recyclables (mixed glass / plastic / aluminium).
- 11.6 tonnes of batteries.

Average vehicle movements to the Archer Waste Transfer Station were 466 vehicles per day.

### Domestic Kerbside

For the January and February 2022 period, the following quantities of materials were collected via kerbside waste services (noting that the March 2022 monthly report was not available at time of reporting).

- 199 tonnes co-mingled recycling collected
- 1637 tonnes of general waste disposed of to landfill.



Of the 199 tonnes of recycling material recovered, approximately 89.3 tonnes were recovered via Material Recycling Facility and sent to re-purposing facilities. The balance of the other material was contaminated or not suitable for recycling and was disposed of as general waste.

## Electric Vehicles

Council has recently added two electric vehicles to the fleet aligning with the *Lead with Purpose* theme of Council's Sustainability Strategy 2022. These vehicles were scheduled replacements for existing petrol/diesel vehicles.

Council has also recently ordered a Hybrid Light Truck to replace an existing truck, increasing Council's number of electric and hybrid vehicles to 10 which represents 30% of the fleet.

## **6 Governance**

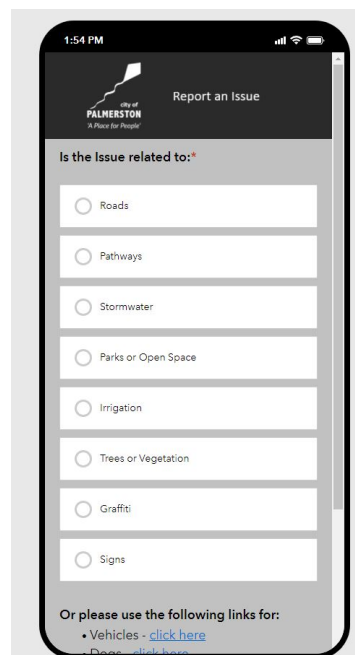
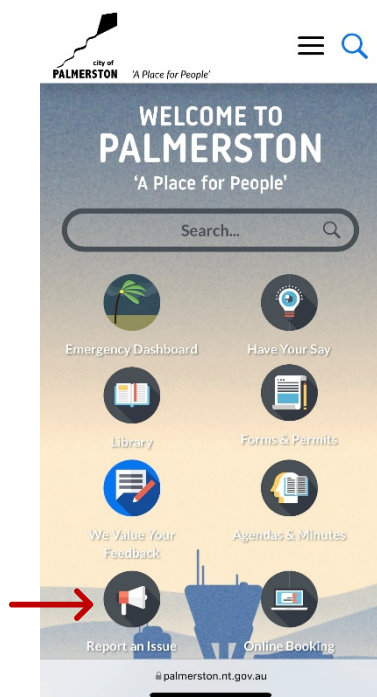
### **Objective 6.1: 'Ensure we have a leading governance model'**

As of 23 March 2022, a total of 581 requests were received from members of the community for the quarter.

Nature of Request	QRT4, 2021	QTR 1, 2021	QTR 2, 2021	QTR 3, 2022
Irrigation	40	45	23	8
Litter	7	4	5	9
Public Places	110	77	98	119
Roads	26	24	40	53
Signs	7	7	15	7
Stormwater	3	11	13	9
Trees	53	75	137	113
Waste	249	292	289	262
General	5	7	6	1
<b>Total Received</b>	<b>500</b>	<b>542</b>	<b>626</b>	<b>581</b>
<b>Total Completed</b>	<b>407</b>	<b>476</b>	<b>544</b>	<b>514</b>

## Improved Issue Reporting

In late February CoP added a new online platform to the [www.palmerston.nt.gov.au](http://www.palmerston.nt.gov.au) website. This allows members of the community an easier avenue to report maintenance requests and issues, with 41 resident having lodged reports since the implementation.



*Mobile Report Issue form*

## CONSULTATION PROCESS

List any consultation process that has been completed (spoken to relevant staff that this report or any decision made may affect).

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

- General Manager of Infrastructure
- Executive Assistant to General Manager of Infrastructure
- City Sustainability Manager
- Information and Technology Manager
- Senior Projects Manager
- Open Space Lead
- Land Conservation Officer
- Facilities and Structures Officer
- Urban and Environmental Planner

## 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

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:

**3 Fails to attract, value, retain and develop the right people with the desired culture**

Context: Right people at right time and place with right skills, operating consistently in accordance with desired culture of Collaboration, Accountability, Respect and Valued.

What if any specific legislation needs to be taken into consideration in order to make an informed decision.

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

### **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

1st Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.2.2
<b>REPORT TITLE:</b>	Finance and Governance January to March 2022 Quarterly Report
<b>MEETING DATE:</b>	Tuesday 5 April 2022
<b>AUTHOR:</b>	Finance Manager, Gayu Sivaraj
<b>APPROVER:</b>	Director Finance and Governance, Wati Kerta

## COMMUNITY PLAN

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

## PURPOSE

This Report summarises the key activities undertaken by the Finance and Governance Directorate during the January to March 2022 quarter.

## KEY MESSAGES

The Finance and Governance Directorate provide a quarterly report of its activities. Some highlights include:

- The January to March 2022 quarter recorded an additional 104 ratepayers registered to receive their notices digitally, increasing the total number of ratepayers receiving notices digitally to 2,958, being 20.63% of all ratepayers.
- 167 new properties were added to our property portfolio in the quarter bringing the total rateable properties to 14,794 by 30 March 2022.
- During the quarter, \$7.9 million was paid to vendors of which \$5.9 million (71%) as paid to local suppliers.
- The development of the 2022-23 Budget to be Municipal Plan and the 2023-2032 Long Term Financial Plan is currently progressing.
- The 2022-23 Budget and the Municipal Plan will be made available for 28 days public consultation in late April in order for the budget to be adopted before 30 June 2022.
- This quarter there were two Tenders awarded, being Street Sweeping and Asphalt Resealing Program 2021-22.
- The tender for the \$15 million SWELL project is currently being assessed, and work continues on a further 11 other tender opportunities to be released to the public in 2022.
- A report recommending the appointment of an external auditor for 2021-22 to 2023-24 financial years has been submitted to Council.

## RECOMMENDATION

THAT Report entitled Finance and Governance January to March 2022 Quarterly Report be received and noted.

## BACKGROUND

Council is provided with a report on key activities undertaken by the Finance and Governance Directorate on a quarterly basis.

## DISCUSSION

Activities completed during the January to March 2022 quarter are detailed in **Attachment 13.2.2.1** with some highlights identified as below:

### Rates

Staff have continued to work on updating the debt recovery process for overdue rates, and this quarter seen the third rates instalment being due for payment. The fourth rates instalment notices were issued to the required ratepayers during February for payment by 30 March 2022.

The January to March 2022 quarter recorded an additional 104 ratepayers registered to receive their notices digitally, increasing the total number of ratepayers receiving notices digitally to 2,958, being 20.63% of all ratepayers.

167 new properties were added to our property portfolio in the quarter bringing the total rateable properties to 14,794 by 30 March 2022.

### Budget

The budget process for 2022-23 financial year and the long-term financial plan for 2022-23 to 2031-32 is underway. The budget process is nearing completion and will be published for 28-days public consultation before it is adopted by 30 June 2022

### Tenders

During the quarter, the tender for the development of the Swimming, Wellness, Events, Leisure and Lifestyle (SWELL) project, valued at \$15 million has closed and the Tender is currently being assessed for award. All funding has been secured for this project and the award will be subject to a council report.

The Tender for Street & Pathway Sweeping TS2021-21 and 2021-22 Asphalt Resealing Program TS2021-18 have been awarded, both were awarded to local companies.

The Procurement Team is continuing to develop an additional 11 tender opportunities that will be released to the public for submissions throughout 2022.

During the quarter, \$7.9 million was paid to vendors of which \$5.9 million (71%) as paid to local suppliers.

### Freedom of Information

During the quarter, City of Palmerston received two Freedom of Information (FOI) applications from the public and two applications were closed from the previous quarter. FOI's are an important component to the transparency of Councils work, and staff prioritise these requests and ensure all work is completed in according with the time frames set out by Information Act NT (2002).

### External Auditor

In February 2018, Merit Partners were appointed as Council's external auditor, this appointment has now ended. CoP is undertaking a process to appoint an external auditor for 2021-22 to 2023-24 financial years. The assessment for these quotations has been finalised and a report for the recommendation for appointment will be submitted to Council for consideration.

### **CONSULTATION PROCESS**

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

- Finance and Governance Staff

### **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:

- 1 Fails to be trusted as a Council

Context: Achieving credibility & trust with majority of those within and external to the City.

There are no legal and legislative implications relating to this Report.

### **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. Quarterly January to March 2022 [13.2.2.1 - 3 pages]





## FINANCE AND GOVERNANCE

Quarterly Report – DATE

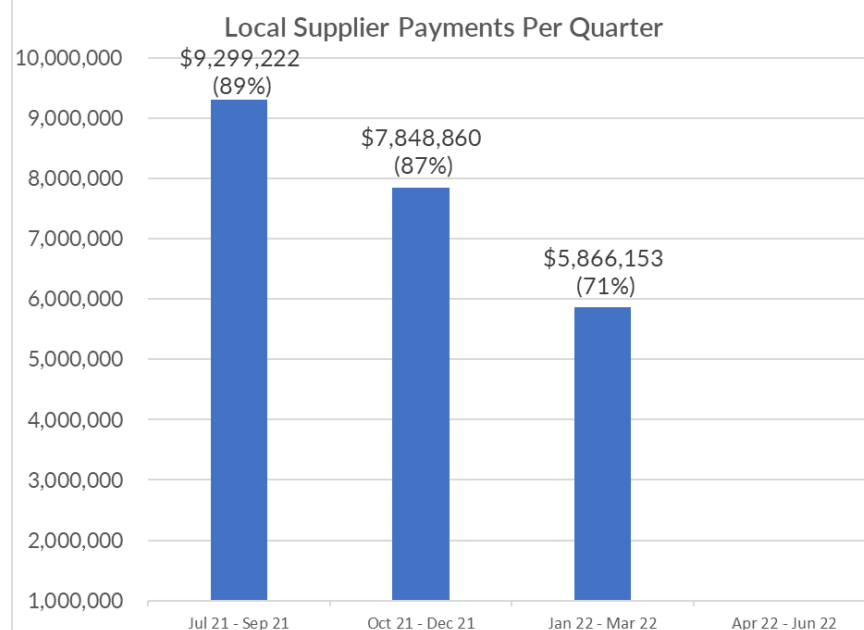
### Community Plan Outcome Finance and Governance

#### 2. Community Plan Outcome: Vibrant Economy

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

##### 2.1 Accounts Payable

\$5.9 million has been paid out to local suppliers over the last three months to 31 March 2022. This total makes up 71% of all payments made to Creditors of \$7.9 million over the period. A table is provided below to show the trend line over the last three quarters.



#### 5. Community Plan Outcome: Environmental Sustainability

*Palmerston in an environmentally friendly, livable city that promotes renewable practices and sustainability*

##### 5.1 Online Rates Notices

2,958 ratepayers are registered to receive their notices online, this total makes up 20.63% of all ratepayers. 104 ratepayers signed up last quarter, with 85 on Ezybill and 19 on BPay View. City of Palmerston has actively promoted and encouraged ratepayers to sign up to receive their rates notices and reminders online via BPay View and EzyBill rather than paper statements.

#### 6. Community Plan Outcome: Governance

*Council is trusted by the community and invest in things that the public value.*



## FINANCE AND GOVERNANCE

Quarterly Report – DATE

### 6.1 Rates

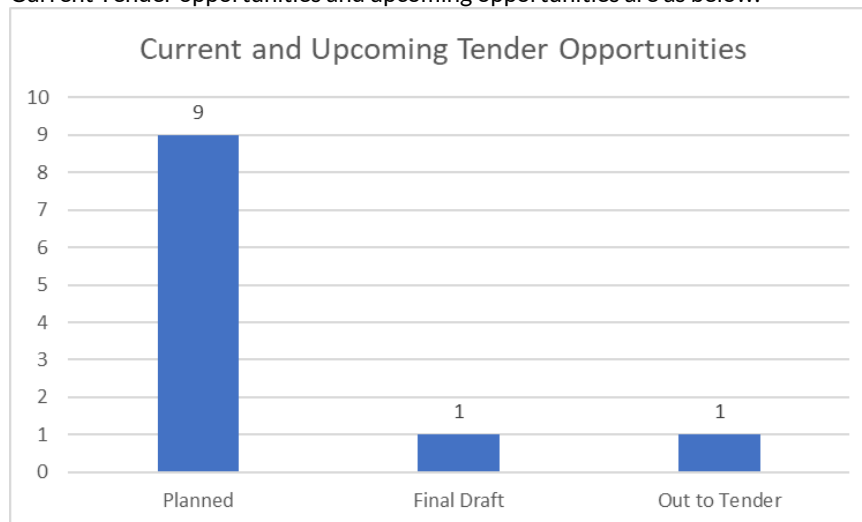
A total of 167 new properties added to the portfolio in the quarter ending March 2022. 25 of these are commercial properties in Rosebery and 142 are from Zuccoli development bring the total number of rateable properties to 14,794 and total portfolio to 15,113.

Council has continued with the debt recovery process, with overdue letters being issued on 2 February 2022, with further follow-up in April 2022. The fourth rates instalment notice was due for payment on 30 March 2022, with the notices being issued on 24 February 2022.

### 6.2 Procurement and Tenders

This quarter there were two Tenders awarded, being Street Sweeping and Asphalt Resealing Program 2021-22

Current Tender opportunities and upcoming opportunities are as below:



### 6.3 Risk Management

Council's Strategic Risk framework which includes Strategic Risk Register, Control Improvement Plan and Internal Audit Plan will be reviewed to ensure that the current state of risk is captured and monitored.

### 6.4 Council Policy Update

In the Second Ordinary Council meeting of 15 February 2022, Council delegated the power to make non-substantive administrative changes to Council Policies, that does not change the context of a policy to the Chief Executive Officer.

In the First Ordinary Council Meeting of 1 March 2022 Council adopted the amended Council policy "Alcohol Management" to come into effect from 2 March 2022.

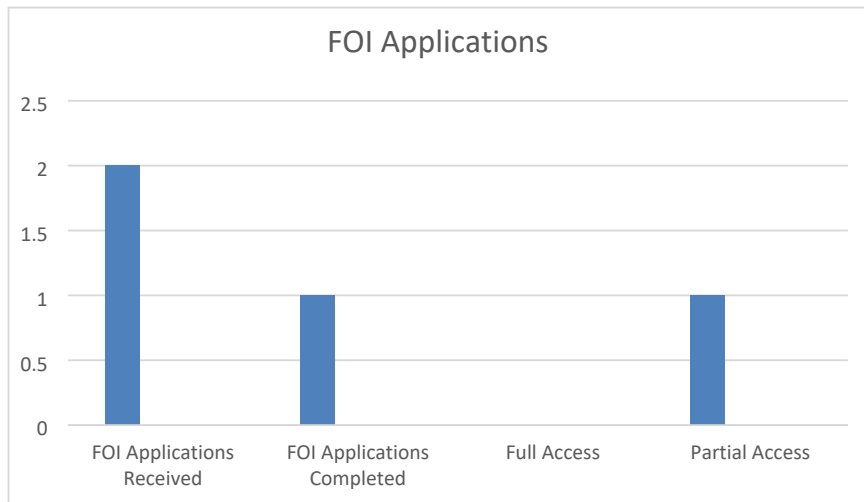
### 6.5 Freedom of Information



## FINANCE AND GOVERNANCE

Quarterly Report – DATE

Freedom of Information (FOI) requests are a key component of transparent and open governance, and Council meets these requests as quickly as possible. There were two FOI requests received by City of Palmerston in the last quarter. Out of those two, one was completed within the legislative time frames, whilst the other is in progress. The below table shows an overview of the FOI's during the last quarter:



### 6.6 Grants Management

Council received the third quarterly Federal Assistance Grant of \$275,014 through Northern Territory Government. Council also received \$110,300 through the immediate priority grants program for a regulatory service vehicle custom holding pen conversion.

# COUNCIL REPORT

1st Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.2.3
<b>REPORT TITLE:</b>	myPalmerston March Update
<b>MEETING DATE:</b>	Tuesday 5 April 2022
<b>AUTHOR:</b>	Communications Manager, Becky Saywell
<b>APPROVER:</b>	Deputy Chief Executive Officer, Amelia Vellar

## COMMUNITY PLAN

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

## PURPOSE

This report provides Council with an update on myPalmerston 2022, the local business voucher scheme.

## KEY MESSAGES

- City of Palmerston has welcomed back the myPalmerston discount voucher scheme for 2022.
- A total funding pool of \$600,000 has been allocated and is funded in partnership with the Northern Territory Government (NTG) and City of Palmerston based on a 2:1 investment.
- myPalmerston voucher scheme 2022 commenced 14 March 2022.
- In addition to the voucher scheme, Council continues to support local business and community with free parking in the CBD, free pool entry and free facility hire.
- As of 31 March 2022, a total of 4488 vouchers have been redeemed worth \$57,538, with a total transaction value of \$348,525.
- Within the first week of the campaign users redeemed over \$30,000 in vouchers
- Approximately 23% of the vouchers redeemed have been spent in retail, 32% in eating out, 27% in personal health, beauty and entertainment, and 18% in retail food.
- The majority of larger vouchers (\$5, \$10, and \$20 values) have been used in pubs clubs and takeaway, with health and beauty and retail trade shortly following. The most \$2.50 vouchers were used in food retail.
- On average, consumers are spending \$77 per transaction, with an average “saving” of \$13.
- Council is investing in a significant marketing campaign of myPalmerston to promote using the voucher scheme and shopping in Palmerston.

## RECOMMENDATION

1. THAT Report entitled myPalmerston March Update be received and noted.

## BACKGROUND

On 1 February 2022, the Chief Minister of the Northern Territory wrote to Council with an offer for City of Palmerston (CoP) to deliver myPalmerston in 2022. The offer was for a two-for-one matching funding arrangement.

Throughout the COVID-19 pandemic, Council has supported the local economy and community including partnerships with the Northern Territory and Australian Governments through grant opportunities. The Community Plan identifies that; "When businesses thrive, families also thrive and our City becomes more liveable". myPalmerston is a leading example of Council and the Northern Territory Government supporting local business.

Council have worked with NTG on re-establishing the website and application for the program, as well as assisting with encouraging local businesses to get back on board for the 2022 scheme.

At the 2nd Ordinary Council Meeting in February 2022, Council resolved to accept the NTG offer and to participate.

### *13.1.3 myPalmerston 2022*

- 1. THAT Report entitled myPalmerston 2022 be received and noted.*
- 2. THAT Council accepts the Northern Territory Government offer to partner in delivering myPalmerston 2022 as outlined in report entitled myPalmerston 2022, with the Northern Territory Government financial contribution being \$300,000 and City of Palmerston contribution being \$200,000.*
- 3. THAT Council approves immediate funding of its contribution of \$200,000 towards myPalmerston 2022 being funded from 2021/2022 operational savings in wages and salaries (\$143,000) and Local Government Association of the Northern Territory membership fees (\$57,000).*
- 4. THAT pursuant to Section 40(2)(a) of the Local Government Act 2019 Council hereby delegated to the Chief Executive Officer the power to negotiate and finalise the agreement for the City of Palmerston myPalmerston Local Business Voucher Program for 2022 as outlined in Report entitled myPalmerston 2022.*

*CARRIED 10/203 - 15/02/2022*

The mypalmerston 2022 voucher scheme, launched 14 March 2022, and will continue to run until the full funding pool of \$600,000 is exhausted. Currently almost 10% of the total funds have been redeemed.

### **DISCUSSION**

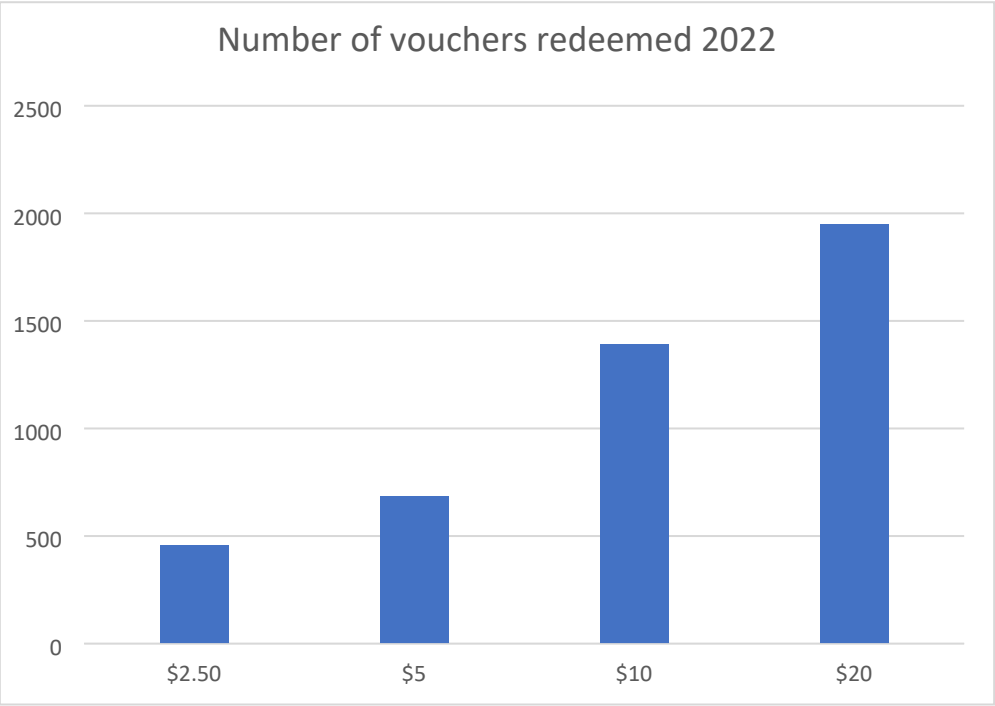
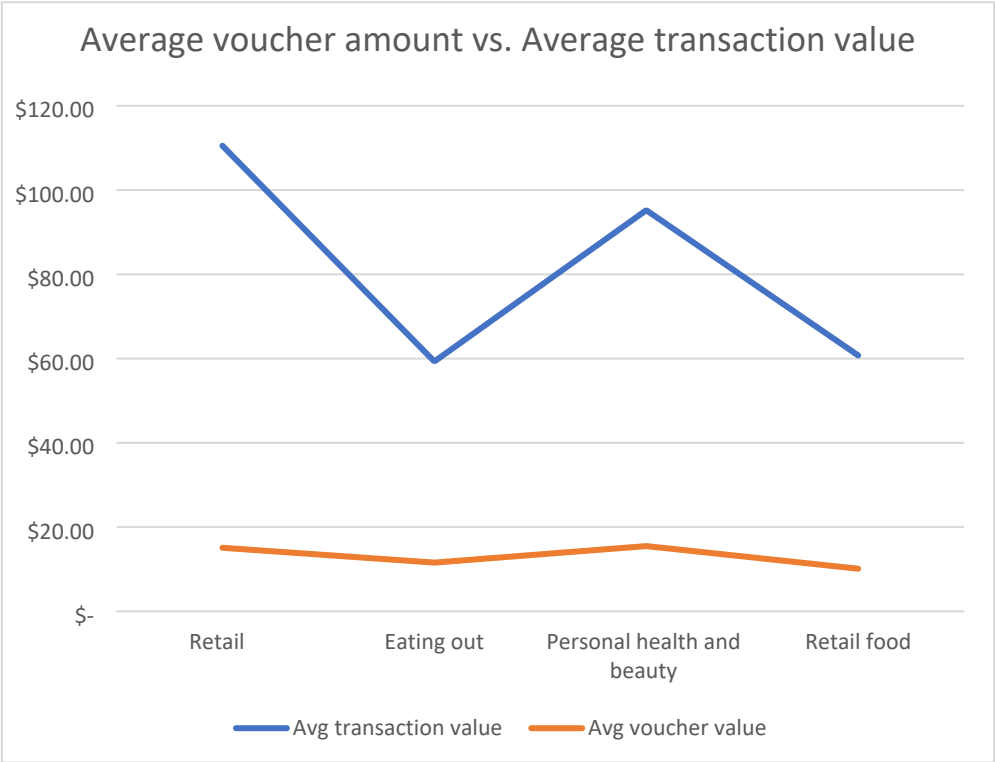
The 2022 myPalmerston Voucher Scheme launched for business registration on 1 March 2022 and opened to consumers on 14 March 2022 with a total value of \$600,000 available.

#### **2022 myPalmerston- Overview to date**

Since launching the 2022 myPalmerston, City of Palmerston has seen 85 businesses participate so far, which is an increase of 11% from the Round One 2020 scheme.

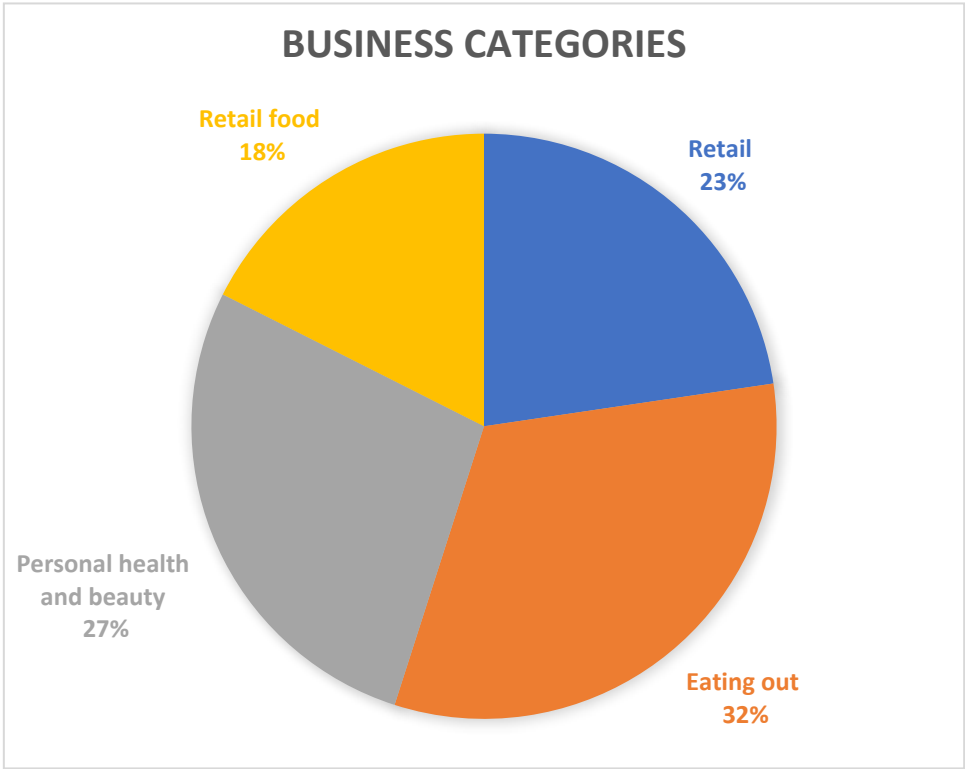
A total of 5105 people have registered and to date 4488 vouchers have been redeemed worth a total of \$57,538. On average, users are spending approximately \$77 per transaction, redeeming an average of \$13 which is an increase of 13% spend, and 8% redemption, from round one in 2020.

If this average spend trend continues, it means a possible injection of \$3,552,000 towards local economy.





**Businesses Interaction with the Scheme**  
The participating Palmerston businesses are grouped into a variety of categories as follows:



‘Retail’ includes all retail business selling goods or services redeemable under the scheme. It doesn’t include ‘food retail’.

‘Eating out’ includes cafes, pubs, clubs and restaurants whether you are dining in or taking away.

‘Personal health and beauty’ include any beauty services, but also includes ‘entertainment’.

‘Retail food’ includes businesses such as butchers, bakeries and some locally owned supermarkets.

**CONSULTATION PROCESS**

**Marketing Campaign**  
City of Palmerston have undertaken a phased marketing and communication approach to the campaign to encourage users and businesses to register and continue to utilise the scheme. This approach will allow the scheme to stay relevant and be ‘fresh’ in people’s minds to use for a longer period. We have chosen this approach based against learnings from previous rounds and given the large lump amount of money that is available for the 2022. The campaign will include the following;

<b>Phase One: Completed</b>	
Media Release:	15 February announcement of campaign 3 March announcement of business registration opening, and the campaign start date
Public Relations Opportunities:	Photo opportunity with PRBA president and the Mayor at Oasis Shopping Centre Photo opportunity with Minister Lawler, Mayor and local businesses at Gateway Shopping Centre

Stakeholder Emails:	Various interviews on radio with the Mayor (ABC, Hot 100) Channel nine news interview with Mayor and local business PRBA, NTG small business champions, Chamber of Commerce, past business registrations, Shopping Centres
Social Media Organic Posts	4 March - Call out to Businesses to encourage sign up 9/10 March - Call out to Businesses and launching date of scheme 14 March - Announcement the myPalmerston scheme is now live 16 March - Reel promoting a local business
Cold Calling to businesses	40 businesses in the Oasis, Palmerston, Gateway Shopping Centres and some Yarrowonga businesses
Print Advert	11 March - Half page ad in the NT News
Digital display	11 March - Banner digital display ad on the newscorp platform (running entire campaign)



**Newspaper Display Advertisement**

## PhaseTwo: 14 March to End of Campaign

Stakeholder Email	Fortnightly email to registered businesses
Consumer Email	Fortnightly email to users March/April: Link sent to survey for users to provide Council feedback
Cold Calling to Businesses	Council will be identifying the gaps in non-registered businesses and will be targeting these to visit. Feedback from customer experience as to businesses that may need some support
Social Media (Paid Campaign)	14- 29 March 30 March - 20 April 21 April - 20 May
Social Media (Organic Posts)	Regular posting throughout entire campaign

Print Advert

25 March: half page ad

15 April: Quarter page ad

6 May: Quarter page ad

Further print to be advised

Digital Display Advert

Banner digital display ad on the newscorp platform (running entire campaign)

Out of Home Displays

(ie. Posters, floor decals, stickers) beginning 10 April

Organic PR:

Channel Nine, ABC, Hot 100

## Back of Bus Advertising (as per below): From 1 April 2022



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

- Communication Support Officer
- Customer Experience Team
- Finance and Governance General Manager
- Finance Manager

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

- Website Developer

## **POLICY IMPLICATIONS**

There are no policy implications for this report.

## **BUDGET AND RESOURCE IMPLICATIONS**

The funding agreement for the program between Council and NTG has been signed with Council contributing \$200,000 and NTG \$402,500. \$400,000 will cover the cost of the voucher redemption, and \$2,500 is to cover the cost of the IP licence agreement between City of Darwin (who own the app/website) and have allowed City of Palmerston to alter the name to myPalmerston and use the app.

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

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

As part of the controls, Council engaged with Probitry Auditors, Merit Partners Chartered Accounts once again, to assist in business registrations, compliance checking and managing the program. Advise has also been sought from Ward Keller Lawyers.

These resources will remain in place until the 2022 vouchers have been expended.

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 Risks

**4 Fails to effectively design and implement contemporary governance practices**

Context: Strong foundations to hold the City and Administration to account.

**5 Fails to make informed and timely decisions**

Context: Ensuring the City and Administration with decision making delegation have access to the right information, at the right time to make decisions on a timely basis.

**7 Fails to be agile to respond to opportunities and challenges**

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

## **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

1st Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.2.4
<b>REPORT TITLE:</b>	Zuccoli Crown Lease and Community Hub Master Plan Update
<b>MEETING DATE:</b>	Tuesday 5 April 2022
<b>AUTHOR:</b>	Deputy Chief Executive Officer, Amelia Vellar
<b>APPROVER:</b>	Chief Executive Officer, Luccio Cercarelli

## COMMUNITY PLAN

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

## PURPOSE

This Report seeks to inform Council on the progress of the Zuccoli Community Hub Master Plan and Crown Term Lease.

## KEY MESSAGES

- In 2018 Council identified Where We Live Matters – Zuccoli Community Hub as a key initiative within *Prójects*.
- The development and adoption of the Community Plan further reinforced the need of social infrastructure.
- Council has received a Crown Term Lease for Lot 13503 and Lot 15612 (A) Zuccoli from the Northern Territory Government, for the purpose of developing a contemporary Community Hub and maintaining the Mitchell Creek area.
- The Crown Lease Term requires Council to present a final Master Plan to the Northern Territory Government, Minister for Infrastructure, Planning and Logistics which was sent to the Minister late February 2022.
- Council has since received a letter of approval from the Minister Infrastructure, Planning and Logistics in response to Council's Master Plan.
- In providing this approval, the Minister notes that Council will continue to refine the staging of the development in line with funding availability but that it anticipates completion of the entire development within five years.
- Stage One (dog park) of the Zuccoli Community Hub will be out for tender in April 2022, with construction expected to be completed mid-2022.

## RECOMMENDATION

1. THAT Report entitled Zuccoli Crown Lease and Community Hub Master Plan Update be received and noted.

## BACKGROUND

At the 1st Ordinary Council Meeting of 15 February 2022 Council made the following decisions:

### *13.1.5 Zuccoli Community Hub Community Consultation*



1. THAT Report entitled Zuccoli Community Hub Community Consultation be received and noted.
2. THAT Council approve the final Zuccoli Community Hub Master Plan as provided as Attachment 13.1.5.1 to Report entitled Zuccoli Community Hub Community Consultation that has been amended in response to feedback gained through community consultation as outlined in this report.
3. THAT the Mayor write to the Northern Territory Government, Minister for Infrastructure, Planning and Logistics presenting the final Zuccoli Community Hub Master Plan for approval as per the conditions of the sites Crown Term Lease.
4. THAT Council notes the submitted City of Palmerston Building Better Regions Fund Round Six submission for Zuccoli Community Hub was amended to a funding request of \$3,175,000 to ensure compliance to the funding conditions of this round.
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 advise them of the outcome and project progress.

CARRIED 10/205 - 15/02/2022

In July 2020, Council engaged in negotiations with the Northern Territory Government on identifying potential land within Zuccoli. Following discussions with the Northern Territory Department of Infrastructure and Planning (DIPL), DIPL entered a period of public advertising and feedback between 26 March 2021 and 16 April 2021, regarding Councils application for a Crown Term Lease (CTL), for the purpose of a contemporary community hub and maintaining the Mitchell Creek Corridor, on identified Lot 13503 and Lot 15612 (A) Zuccoli. The area identified for the development of the Community Hub is Lot 13503 being approximately 3.04ha, the remaining area is remanent bushland and Mitchell Creek. City of Palmerston is currently working towards finalising a CTL with the Northern Territory Government.

Prior to Council undertaking any works at the site, Council had to submit to the Minister for Infrastructure, Planning and Logistics for approval the Master Plan for the development of the land.

In February 2022, City of Palmerston wrote to the Minister and CE for Department of Infrastructure, Planning and Logistics with a copy of the Master Plan for their endorsement. **Attachment 13.2.4.1**

## DISCUSSION

On 25 March 2022, the Mayor received a letter from the Minister for Infrastructure, Planning and Logistics thanking Council for providing a copy of the Master Plan for the Zuccoli Community Hub on Lot 13503 and proposed Lot 15612, Town of Palmerston for assessment, confirming her approval of the Master Plan as its in line with the conditions of Crown Lease Term **Attachment 13.2.4.2**

The Minister understands the Master Plan has been developed following consultation with the Palmerston community and that it will provide significant community and recreational infrastructure to benefit the community, and notes that the plan demonstrates full and appropriate use of the land, the retention of Mitchell Creek as a natural vegetation corridor and the delivery of a community centre, children's library, dog park, skate park, community garden, playground and ancillary infrastructure.

The CEO Department of Infrastructure, Planning and Logistics, the Department is prioritising work towards finalising the conditions of offer to allow for registration of CLT 2680 at the Land Titles Office, including the required Tripartite Deed and obtaining development approval to create Lot 15612. Council officer's with continue to work with DIPL staff to finalise this.

The achievement of this is a significant milestone in the delivery of this contemporary social infrastructure to improve the lifestyle and wellbeing of the Palmerston Community.

Next steps for Zuccoli Community Hub:

- Stage One (dog park) of the Zuccoli Community Hub will be out for tender in late April 2022, with construction expected to be completed mid-2022.
- City of Palmerston have submitted a Building Better Regions Fund (BBRF) Round Six submission funding request of \$3.175 million. BBRF Round 6 funding announcement is expected prior to the 2022 federal election.
- Council Staff to continue to work with DIPL staff to finalise CLT.

### **CONSULTATION PROCESS**

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

- Executive Officer- Strategic Projects

Community Consultation was completed on the Zuccoli Community Hub in late 2021, with the results considered in the final Master Plan which was presented and endorsed by Council in February 2022.

### **POLICY IMPLICATIONS**

There are no policy implications for this report.

### **BUDGET AND RESOURCE IMPLICATIONS**

The overall cost of the Zuccoli Community Hub is estimated to be \$20 million (GST exclusive) and will be delivered over a five-year period starting with the construction of a dog park and some site preparation as stage 1 in mid-2022.

Council have committed \$2.5 million (GST exclusive) towards the project and is reflected in Councils Long Term Financial Plan. The balance remains subject to obtaining external funding.

City of Palmerston have submitted a Building Better Regions Fund Round Six submission funding request of \$3.175 million. This is down from the proposed \$5 million to ensure compliance to the funding conditions of this round. This application funding seeks to support Zuccoli Community Hub elements, being a community building and children's library. The estimated costs of these elements are between \$6 to \$7.5 million.

The estimated cost of Zuccoli Dog Park (stage 1) is \$1,225,765 (GST exclusive) including preliminary site works which will be utilised by other elements of the Zuccoli Community Hub.

The dog park (stage 1) has funding allocation of \$350,000 from LRCI Program as well as \$250,000 from the Northern Territory Government, Palmerston Council Asset Improvement Grant, In addition City of Palmerston budget includes \$6209, 965 toward this stage of works.

Council will continue to advocate for different avenues for external funding.

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

Council advocacy for funding significantly improves now that Council has secured the land, sought Master Plan approval which demonstrates its collaboration and partnership approach.

As the project develops further work that will be required regarding, financial model, risks, legal and legislative requirements so that all issues are finally understood and considered prior to any final investment decisions on each element.

The already completed community engagement may result in high community expectations for the project. Failure to secure further funding and any delay in delivery may result in community dissatisfaction.

The terms and conditions of the CLT are considered standard, fair and appropriate. Council is able to comply with the CLT. The CEO was delegated to finalise the CLT and will continue to work with the CE DIPL to execute this.

This report addresses the following City of Palmerston Strategic Risks:

- 1 Fails to be trusted as a Council  
Context: Achieving credibility & trust with majority of those within and external to the City.
- 6 Fails to deliver the strategic vision for the City  
Context: Ensuring vision is delivered effectively & efficiently, progress is measurable & celebrated.
- 8 Fails to develop effective relationships and manage expectations of relevant parties  
Context: Engagement & communication with stakeholders (internal and external to the City).

### **ENVIRONMENT SUSTAINABILITY IMPLICATIONS**

Through the community consultation process several environmental implications were raised including:

- Shading of the proposed project elements, including reduced shade from existing trees;
- Incorporating existing native vegetation into the design; and Noise and lighting pollution.

These environmental implications have been considered and are addressed in the project plans.

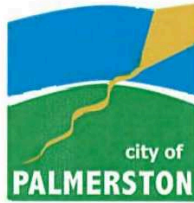
A majority of the area will be maintained and enhanced for community use will be as bushland as well as Mitchell Creek. It is important that Council continues to clearly inform the community of this, to elevate any concerns.

### **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. 20220301 - 493872 - EXECUTED - Letter to Minister Lawler - Crown Lease Lot 13503 and Lot 15612( A) [13.2.4.1 - 3 pages]
2. Letter from Minister for Department of Infrastructure Planning and Logistics - Zuccoli Community Hub [13.2.4.2 - 1 page]



**OFFICE OF THE MAYOR**

ID: 492333 - APB:fg

1 March 2022

The Hon. Eva Lawler MLA  
Minister for infrastructure, Planning and Logistics  
GPO Box 3146  
DARWIN NT 0801

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

Dear Minister Lawler *Eva*

**Crown Lease Lot 13503 and Lot 15612(A) – Zuccoli Community Hub Masterplan**

I am writing to update you on the Zuccoli Community Hub Masterplan and recent council activity in relation to the Crown Lease.

Firstly, on behalf of our community and the Council, I would like to thank you and your government for your ongoing support of Zuccoli Community Hub, in particular the approval of a Crown Term Lease for Lot 13503 and Lot 15612 (A) Zuccoli.

The Crown Lease Term requires Council to present a final Masterplan to you as Minister for Infrastructure, Planning and Logistics. I am happy to advise that this has been submitted formally to the Department for assessment prior to your endorsement. I have enclosed a copy of the Masterplan for your information.

The Masterplan provides an overview of the community facilities to be developed on the site and achieves a balance of improved services for the Zuccoli and broader Palmerston community.

Council has developed the Masterplan in accordance with the Crown Lease requirements and has undertaken community consultation throughout its development. A total of 288 feedback responses were received during consultation. Overall people supported the proposed design but wanted confirmation that Council had considered elements such as adequate shade, cultural elements, security, a diverse and inclusive playground, a professionally designed skate park and pump track, the inclusion of natural vegetation and adequate parking. Many of the matters raised were already identified for inclusion by council and will form part of the detailed design following your endorsement of the Masterplan.

Telephone  
(08) 8935 9922

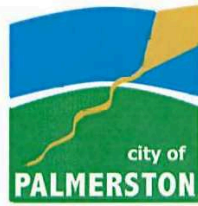
Address  
Civic Plaza, 1 Chung Wah Tce, Palmerston NT 0830

Postal  
PO Box 1, Palmerston NT 0831

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

ABN  
42 050 176 900

[www.palmerston.nt.gov.au](http://www.palmerston.nt.gov.au)



**OFFICE OF THE MAYOR**

Council has also applied to the Australian Government Building Better Regions Fund Round Six, seeking funding towards the Zuccoli Community Hub project. If successful, this grant will assist council to deliver the community and youth/children's library buildings.

As previously discussed, Council is progressing the first stage of the Zuccoli Community Hub within the next six months, being stage one of the regional dog park and associated broader site preparation, including headworks, temporary car park and toilets. This stage of the project is a collaborative funding partnership between the Australian Government, the Northern Territory Government and the City of Palmerston and is consistent with the attached final Masterplan.

The Crown Lease also places a significant portion of Mitchell Creek conservation area under the control of City of Palmerston. As part of our commitment to our natural environment, in line with our Community Plan, City of Palmerston is recruiting a specialist resource to support our care and maintenance of this and other natural environments within the municipality.

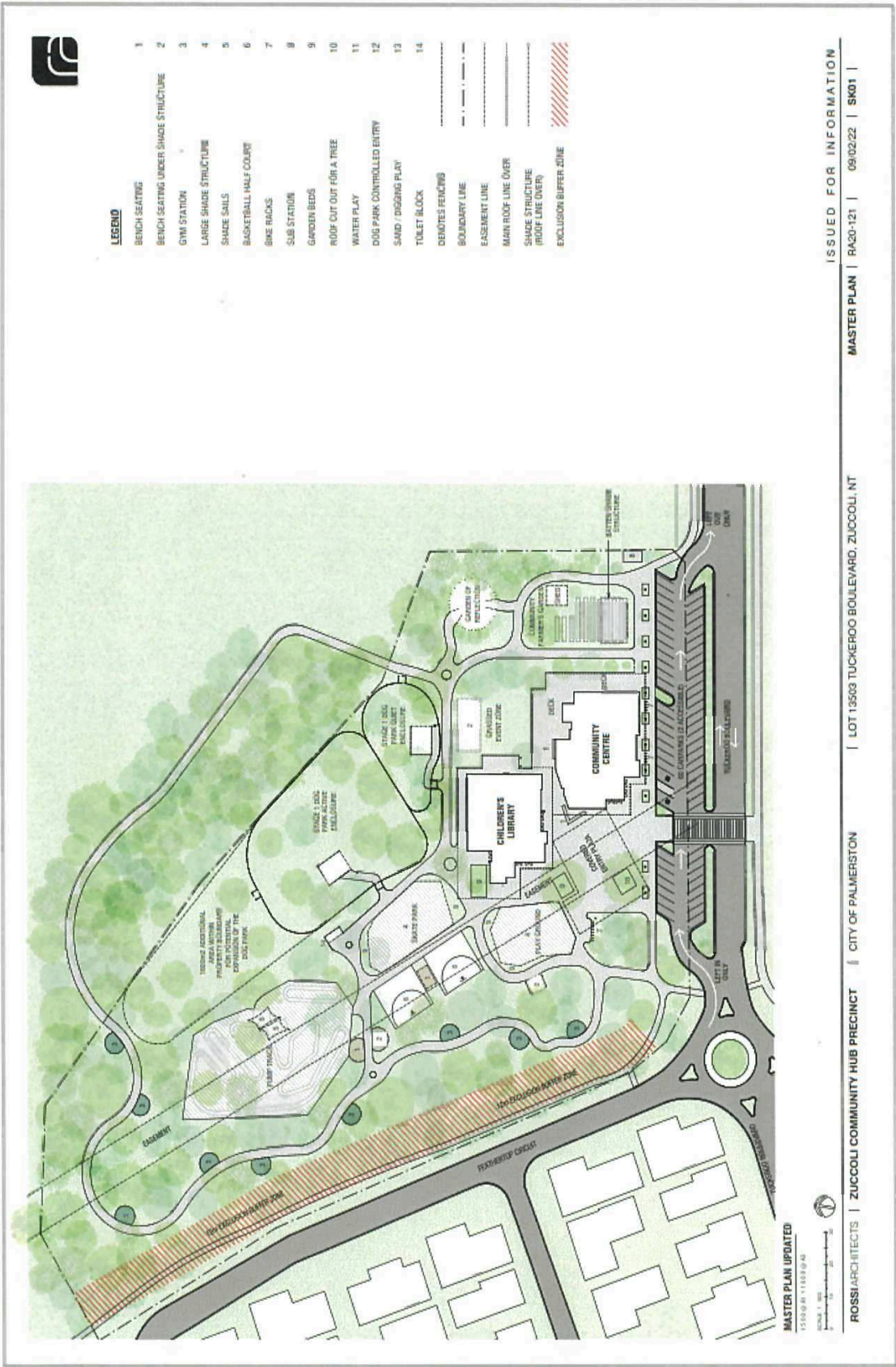
Once again, I thank you for your continued support of the Masterplan and vision, and the support of the Northern Territory Government. I look forward to receiving your response.

Yours sincerely

**Athina Pascoe-Bell**  
Mayor

Enc: Final - Zuccoli Community Hub Masterplan








MINISTER FOR INFRASTRUCTURE, PLANNING AND LOGISTICS

Parliament House  
State Square  
Darwin NT 0800  
minister.lawler@nt.gov.au

GPO Box 3146  
Darwin NT 0801  
Telephone: 08 8936 5566  
Facsimile: 08 8936 5609

Her Worship the Mayor of Palmerston  
Mrs Athina Pascoe-Bell  
City of Palmerston  
PO Box 1  
PALMERSTON NT 0831

  
Dear Mayor

Thank you for your correspondence dated 1 March 2022, providing a copy of the Master Plan for the Zuccoli Community Hub on Lot 13503 and proposed Lot 15612, Town of Palmerston for assessment, in line with the conditions of Crown Lease Term 2680.

I understand the Master Plan has been developed following consultation with the Palmerston community and that it will provide significant community and recreational infrastructure to benefit the community as a whole. The plan demonstrates full and appropriate use of the land, noting that the Mitchell Creek area will be retained and managed as a natural vegetation corridor, and will deliver a community centre, children's library, dog park, skate park, community garden, playground and ancillary infrastructure.

I am therefore pleased to advise that I approve the Zuccoli Community Hub Master Plan in accordance with Condition 3 of CLT 2680. In providing this approval, I note that Council will continue to refine the staging of the development in line with funding availability but that it anticipates completion of the entire development within five years.

I am looking forward to working closely with the City of Palmerston as this important community infrastructure project progresses.

Yours sincerely



EVA LAWLER  
25 MAR 2022



## 14 INFORMATION AND CORRESPONDENCE

### 14.1 Information

### 14.2 Correspondence

#### **14.2.2 Public Exhibition - Holtze to Elizabeth River Subregional Land Use Plan**

THAT correspondence dated 15 March 2022 entitled Public Exhibition - Holtze to Elizabeth River Subregional Land Use Plan received from Minister for Infrastructure, Planning and Logistics, Eva Lawler, be received and noted.



MINISTER FOR INFRASTRUCTURE, PLANNING AND LOGISTICS

Parliament House  
State Square  
Darwin NT 0800  
minister.lawler@nt.gov.au

GPO Box 3146  
Darwin NT 0801  
Telephone: 08 8936 5566  
Facsimile: 08 8936 5609

Her Worship the Mayor  
Mrs Athina Pascoe-Bell  
City of Palmerston  
PO Box 1  
PALMERSTON NT 0831

Dear  Mayor

I am writing to notify you of my decision, in accordance with Section 13(3)(a) of the *Planning Act 1999*, to continue consideration of the proposal to amend the NT Planning Scheme by placing the Holtze to Elizabeth River Subregional Land Use Plan on public exhibition.

Notice of public exhibition will commence shortly and the exhibition period will be 28 days from the date of publication.

The land subject to the application is within both City of Palmerston and Litchfield Council Local Government Areas, and I invite the Council to make a written submission in relation to the proposal under section 19 of the *Planning Act 1999*.

The exhibition package will be available at: <https://www.ntlis.nt.gov.au/planning/lta.dar.list> from the publication date. Please contact Mr John-Paul MacDonagh on 8999 6036 or [john-paul.macdonagh@nt.gov.au](mailto:john-paul.macdonagh@nt.gov.au) if you require any further information.

Yours sincerely



EVA LAWLER

15 MAR 2022



### **14.2.3 \$5 Million Capital Grant - Swimming, Wellness, Events, Leisure, Lifestyle (SWELL) Project**

THAT correspondence dated 22 March 2022 entitled \$5 Million Capital Grant - Swimming, Wellness, Events, Leisure, Lifestyle (SWELL) Project received from Minister for Local Government, Chansey Paech, be received and noted.





MINISTER FOR LOCAL GOVERNMENT

Parliament House  
State Square  
Darwin NT 0800  
minister.paech@nt.gov.au

GPO Box 3146  
Darwin NT 0801  
Telephone: 08 8936 5688

Ms Athina Pascoe-Bell  
Mayor  
City of Palmerston  
PO Box 1  
PALMERSTON NT 0831

via email: [mayor@palmerston.nt.gov.au](mailto:mayor@palmerston.nt.gov.au)

Dear Mayor

Athina,

On 3 March 2022, your Chief Executive Officer, Mr Luccio Cercarelli, wrote to the Department of Chief Minister and Cabinet, regarding the Northern Territory Government's financial contribution to the City of Palmerston for the Palmerston Aquatic Centre, Swimming Wellness, Events, Leisure, Lifestyle (SWELL) project.

The Northern Territory Government is committed to working with the City of Palmerston to provide Palmerston residents with a contemporary and family friendly, water and lifestyle precinct. This project is in line with Council's and the NTG's priorities in keeping our shared vision of Palmerston as a families city.

I am pleased to confirm the Northern Territory Government commitment of a \$5 million capital grant towards the City of Palmerston's \$15 million SWELL project, bringing the combined contribution from the Northern Territory Government to \$7.5 million.

A funding agreement managed by the Department of Infrastructure, Planning and Logistics (DIPL) will need to be established with the City of Palmerston. Noting the funding is available in the 2021-22 financial year, I have asked DIPL to make contact with your Office at the earliest convenience to finalise this Grant Agreement.

The Northern Territory Government looks forward to working with the City of Palmerston to deliver this project. Please contact Ms Tegan Berg, Executive Director Governance and Executive Services, Department of Infrastructure, Planning and Logistics, on 8924 7438 or email [Tegan.berg@nt.gov.au](mailto:Tegan.berg@nt.gov.au) if you require further information.

Yours sincerely

CHANSEY PAECH

22 MAR 2022



### **14.2.4 Local Government Amendment (Remuneration) Bill 2022**

THAT correspondence dated DD MONTH YEAR 14.2.4 entitled Local Government Amendment (Remuneration) Bill 2022 be received and noted.



MINISTER FOR LOCAL GOVERNMENT

Parliament House  
State Square  
Darwin NT 0800  
minister.paech@nt.gov.au

GPO Box 3146  
Darwin NT 0801  
Telephone: 08 8936 5688

Her Worship the Mayor  
Ms Athina Pascoe-Bell  
City of Palmerston  
PO Box 1  
PALMERSTON NT 0831

Via email: [mayor@palmerston.nt.gov.au](mailto:mayor@palmerston.nt.gov.au)

Dear Mayor *Athina*

Thank you for your email dated 8 March 2022, regarding the *Local Government Amendment (Remuneration) Bill 2022*.

I have considered a range of options to enable local government elected members to be eligible for superannuation entitlements. This includes through amendments to the *Local Government Act 2019* (2019 Act) or amending the 2019 Act and the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act 2006* (AMSORE Act).

Both of these options have limitations meaning they may not achieve the full outcome sought for elected members, and they may also have some unintended negative consequences.

It appears that the optimal outcome for local government council members would be for the Commonwealth's *Superannuation Guarantee (Administration) Act 1992* (the SGA Act) to be amended so that council members are treated in the same or similar manner to Legislative Assembly members for the purposes of the SGA Act.

I have recently written to Senator the Hon Jane Hume, Commonwealth Minister responsible for superannuation, to ask for her consideration of amending the SGA Act.

I encourage you to also advocate to the Commonwealth in relation to this matter.

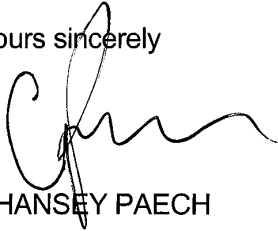


With regards to your concern about the difficulty that arises when allowances are to be determined by Council within a minimum and maximum amount, the Remuneration Tribunal will have discretion to determine the manner in which allowances are to be applied.

The Remuneration Tribunal will engage with the local government sector prior to determining allowances that will take effect from 1 July 2023 and I encourage you to share your views with the Remuneration Tribunal at that time.

Thank you for bringing these matters to my attention.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Chansey Paech', with a stylized, flowing script.

CHANSEY PAECH

*A Place for People*

**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, 19 April 2022 at 5:30pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

**19 CLOSURE OF MEETING TO PUBLIC**

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

**20 ADJOURNMENT OF MEETING AND MEDIA LIAISON**



# MINUTES

## 2nd Ordinary Council Meeting Tuesday 15 March 2022

The Ordinary Meeting of the City of Palmerston held in the Gray Community Hall, Corner of Essington Avenue and Victoria Drive, Gray, Palmerston, NT 0830

Minutes of Council Meeting  
held in Gray Community Hall  
on Tuesday 15 March 2022 at 5:30pm.

### PRESENT

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#### ELECTED MEMBERS

Mayor Athina Pascoe-Bell (Chair)  
Deputy Mayor Sarah Henderson  
Councillor Danielle Eveleigh  
Councillor Mark Fraser  
Councillor Amber Garden  
Councillor Ben Giesecke  
Councillor Damian Hale  
Councillor Lucy Morrison

#### STAFF

Chief Executive Officer, Luccio Cercarelli  
General Manager Community and Culture, Anna Ingram  
General Manager Infrastructure, Nadine Nilon  
Director of Finance and Governance , Wati Kerta  
Minute Secretary, Chloe Hayes

#### GALLERY

Two members of the public  
Five members of staff

**1 ACKNOWLEDGEMENT OF COUNTRY**

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

**2 OPENING OF MEETING**

The Chair declared the meeting open at 5.30pm.

**3 APOLOGIES AND LEAVE OF ABSENCE**

**3.1 Apologies**

Nil

**3.2 Leave of Absence Previously Granted**

Nil

**3.3 Leave of Absence Request**

Nil

**4 REQUEST FOR AUDIO/AUDIOVISUAL CONFERENCING**

Nil

**5 DECLARATION OF INTEREST**

**5.1 Elected Members**

Moved: Mayor Pascoe-Bell  
Seconded: Councillor Morrison

THAT the Declaration of Interest received from Mayor Pascoe-Bell for Item 25.1.1 be received and noted.

CARRIED 10/233 – 15/03/2022

**5.2 Staff**

Nil

**6 CONFIRMATION OF MINUTES**

## 6.1 Confirmation of Minutes

Moved: Councillor Hale  
Seconded: Councillor Garden

THAT the Minutes of the Council Meeting held on 1 March 2022 pages 10665 to 10670 be confirmed.

CARRIED 10/234 – 15/03/2022

## 6.2 Business Arising from Previous Meeting

Nil

## 7 MAYORAL REPORT

Nil

## 8 DEPUTATIONS AND PRESENTATIONS

Nil

## 9 PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)

Nil

## 10 CONFIDENTIAL ITEMS

### 10.1 Moving Confidential Items into Open

#### 25.1.1 Confidentiality Review List - 21 July 2021 to 23 February 2022

Moved: Councillor Garden  
Seconded: Councillor Morrison

1. THAT Report entitled Confidentiality Review List - 21 July 2021 to 23 February 2022 be received and noted.

2. THAT the following four Confidential Council Decisions be moved to the 15 March 2022 Open Minutes:

No	Decision Number	Meeting Date	Item / Type	Title
1.	9/1670	01/06/2021	25.2.3 Report	10 Temple Terrace Planning matter - Telstra Tower update - June 2021
2.	10/150	14/12/2021	14.2.3 - Correspondence	Representation on Government Committees
3.	10/170	18/01/2022	25.1.1 Report	Odegaard Property Investment - Annual Report

## COUNCIL MINUTES

4.	10/173	18/01/2022	26.2.1 Correspondence	Laneway Closure Request – Bailey Circuit
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3. THAT Council note the following two Confidential Council Decisions will be moved into the 15 March 2022 Open Minutes is accordance with their respective Council Decision:

No	Decision Number	Meeting Date	Item / Type	Title
1.	9/1736	20/07/2021	25.2.2 Report	Palmerston Local Economic Plan
2.	10/151	14/12/2021	25.1.1 report	Reappointment of Independent Member if the Risk Management and Audit Committee

**CARRIED 10/256 – 15/03/2022**

### 10 Temple Terrace Planning Matter – Telstra Tower Update – June 2021

1. THAT Report entitled 10 Temple Terrace Planning Matter -Telstra Tower Update June 2021 be received and noted.
2. THAT Council notes that it seeks to ensure all alternative options to a Telstra monopole telecommunications tower being constructed within the City Centre are explored, including alternative and potential multiple locations.
3. THAT, failing a negotiated outcome, Council continue with the NTCAT proceedings in relation to the matter of the appeal of Telstra for the Development Consent. Authority's refusal of a Development Permit for a telecommunications tower to be located at 10 Temple Terrace, including the appointment of a subject matter expert and other relevant activities should the matter go to a full hearing.

**CARRIED 9/1670 – 01/06/2021**

### City of Palmerston Representation on Government Committees

THAT Council writes to the Minister for Local Government requesting that;

- (a) All opportunities for Local Government representation on Government Committees is extended to all Local Government Councils.
- (b) Where representation on Government Committees is specified under legislation or regulations the Northern Territory Government considers changing the legislation or regulations to include Local Government Representation generally rather than specifying LGANT representation.
- (c) This requested is passed on to other Ministers of the Northern Territory Cabinet.

**CARRIED 10/150 – 14/12/2021**

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



### Odegaard Property Investment – Annual Report

1. THAT Report entitled Odegaard Property Investment – Annual Report be received and noted.
2. THAT Council continues to investigate the future of the investment property, including but not limited to identifying the strategic purpose and options for divestment or retention of the investment property and further reports be brought back to Council as required but no later than 31 December 2022.

CARRIED 10/170 – 18/01/2022

### Laneway Closure Request – Bailey Circuit

THAT correspondence from the Minister for Territory Families and Urban Housing received on 6 January 2022 entitled Laneway Closure Request – Bailey Circuit be received and noted.

CARRIED 10/173 – 18/01/2022

### Palmerston Local Economic Plan

1. THAT entitled Palmerston Local Economic Plan be received and noted.
2. THAT Council endorse the Palmerston Local Economic Plan 2021-31 for its public release being Attachment 25.2.2.1 to Report entitled Palmerston Local Economic Plan.
3. THAT a progress report on the implementation of the Palmerston Local Economic Plan be provided to Council within 12 months of the public launch.
4. THAT the Council decisions relating to Report entitled Palmerston Local Economic Plan be moved into the Open Minutes following the launch of the Palmerston Local Economic Plan 2021-31.

CARRIED 9/1736 – 20/07/2021

### Reappointment of Independent Member – Risk Management and Audit Committee

1. THAT Report entitled reappointment of Independent Member – Risk Management and Audit Committee be received and noted.
2. THAT Council reappoint Mr Steve Bartlett as Independent Member of the Risk Management and Audit Committee for a period of two years commencing 1 January 2022 until 31 December 2023 in accordance with Council Policy *Risk Management and Audit Committee Terms of Reference*.
3. THAT pursuant to section 40 of the *Local Government Act 2019* Council hereby delegate to the Chief Executive Officer the power and authority to finalise and sign all documentation required for the reappointment of Mr Steve Bartlett to the Risk Management and Audit Committee as outlined in Report entitled reappointment of Independent Member – Risk Management and Audit Committee.
4. THAT the Council Decisions relating to Report entitled Reappointment of Independent Member – Risk Management and Audit Committee be released to the Open Council Minutes following Council's formal notification to Mr Bartlett and his acceptance.

CARRIED 10/151 – 14/12/2021

### 10.2 Moving Open Items into Confidential

Nil

## 10.3 Confidential Items

Moved: Councillor Eveleigh  
Seconded: Councillor Fraser

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

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

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

## COUNCIL MINUTES

		likely to prejudice the interests of the council or some other person.
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CARRIED 10/235 – 15/03/2022

### 11 PETITIONS

Nil

### 12 NOTICES OF MOTION

Nil

### 13 OFFICER REPORTS

#### 13.1 Action Reports

##### 13.1.1 Review of Council Advisory Committees

Moved: Councillor Garden  
Seconded: Deputy Mayor Henderson

1. THAT Report entitled Review of Council Advisory Committees be received and noted.
2. THAT Council abolish the following Council Advisory Committees, and these be reformed as Networks:
  - Palmerston Seniors Advisory Committee
  - Palmerston Safe Communities Committee
  - Palmerston Animal Management Committee

CARRIED 10/236 – 15/03/2022

Moved: Councillor Morrison  
Seconded: Deputy Mayor Henderson

3. THAT Council establish the following Advisory Committees, noting that Advisory Committees have no delegated authority:
  - Community Wellbeing Advisory Committee
  - Community Safety Advisory Committee
  - Vibrant Economy Advisory Committee
4. THAT in accordance with section 83(4) of the *Local Government Act 2019* Council endorse the following Council Advisory Committee Terms of Reference relating to Report entitled Review of Council Advisory Committees:
  - Community Wellbeing Advisory Committee - **Attachment 13.1.1.3**
  - Community Safety Advisory Committee - **Attachment 13.1.1.4** with the amendment to membership reducing from two community members to one and the addition of one senior community representative.
  - Vibrant Economy Advisory Committee - **Attachment 13.1.1.5**

CARRIED 10/237 – 15/03/2022

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

Moved: Councillor Hale  
Seconded: Deputy Mayor Henderson

5. THAT Council establish a Palmerston Seniors Network endorsing **Attachment 13.1.1.6** as its Charter, associated to the Community Wellbeing Advisory Committee, noting that Networks have no delegated authority with the amendment that the Network meet quarterly.

CARRIED 10/238 – 15/03/2022

Moved: Councillor Garden  
Seconded: Councillor Eveleigh

6. THAT Council establish the following Networks and endorse its Charters associated to the Community Safety Advisory Committee, noting that Networks have no delegated authority with the amendment that the Networks meet quarterly:
- Palmerston Safe Communities Network - **Attachment 13.1.1.7**
  - Palmerston Animal Management Network - **Attachment 13.1.1.8**
7. THAT Council note the following Networks are already established and remain unchanged, associated to the Community Wellbeing Advisory Committee:
- Palmerston Kids Network
  - Palmerston and Rural Youth Services

CARRIED 10/239 – 15/03/2022

Moved: Councillor Morrison  
Seconded: Councillor Garden

8. THAT Council make the following Council Member appointments to Council's Advisory Committees and Networks:
- (a) THAT the Mayor be Ex-Officio Member of all Council Advisory Committees for the term of the 10th Council.

CARRIED 10/240 – 15/03/2022

Moved: Deputy Mayor Henderson  
Seconded: Councillor Eveleigh

8. THAT Council make the following Council Member appointments to Council's Advisory Committees and Networks:
- (b) **Community Wellbeing Advisory Committee (CWAC)**
- THAT Councillor Eveleigh be appointed as Chair to the Community Wellbeing Advisory Committee for period 16 March 2022 to 30 June 2023.
  - THAT Councillor Henderson be appointed as Member to the Community Wellbeing Advisory Committee for period 16 March 2022 to 30 June 2023.
  - THAT all other Councillors be appointed as alternate members to the Community Wellbeing Advisory Committee.

CARRIED 10/241 – 15/03/2022

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

Moved: Councillor Morrison  
Seconded: Councillor Hale

8. THAT Council make the following Council Member appointments to Council's Advisory Committees and Networks:

(c) **Palmerston Seniors Network**

- i. THAT Councillor Henderson appointed to the Community Wellbeing Advisory Committee be appointed as Chair to the Palmerston Seniors Network for period 16 March 2022 to 30 June 2023.

CARRIED 10/242 – 15/03/2022

Moved: Councillor Morrison  
Seconded: Councillor Garden

8. THAT Council make the following Council Member appointments to Council's Advisory Committees and Networks:

(d) **Community Safety Advisory Committee (CSAC)**

- i. THAT Councillor Hale be appointed as Chair to the Community Safety Advisory Committee for period 16 March 2022 to 30 June 2023.  
ii. THAT Councillor Morrison and Councillor Garden be appointed as Members to the Community Safety Advisory Committee for period 16 March 2022 to 30 June 2023.  
iii. THAT all other Councillors be appointed as alternate members to the Community Safety Advisory Committee.  
iv. THAT the terms of reference be amended to include three Elected Members.

CARRIED 10/243 – 15/03/2022

Moved: Councillor Morrison  
Seconded: Councillor Eveleigh

8. THAT Council make the following Council Member appointments to Council's Advisory Committees and Networks:

(e) **Palmerston Safe Communities Network**

- i. THAT Councillor Henderson appointed to the Community Safety Advisory Committee be appointed as Chair to the Palmerston Safe Communities Network for period 16 March 2022 to 30 June 2023.  
ii. THAT Councillor Eveleigh and Councillor Morrison be appointed as Members to the Palmerston Safe Communities Network for period 16 March 2022 to 30 June 2023.  
iii. THAT all other Councillors be appointed as alternate members to the Palmerston Safe Communities Network.  
iv. THAT the charter be amended to include three Elected Members.

CARRIED 10/244 – 15/03/2022



Moved: Councillor Garden  
Seconded: Councillor Fraser

8. THAT Council make the following Council Member appointments to Council's Advisory Committees and Networks:

(f) **Palmerston Animal Management Network**

- i. Councillor Garden appointed to the Community Safety Advisory Committee be appointed as Chair to the Palmerston Animal Management for period 16 March 2022 to 30 June 2023.
- ii. THAT Councillor Morrison be appointed as Member to the Palmerston Animal Management Network for period 16 March 2022 to 30 June 2023.
- iii. THAT all other Councillors be appointed as alternate members to the Palmerston Safe Communities Network.

CARRIED 10/245 – 15/03/2022

Moved: Councillor Garden  
Seconded: Councillor Fraser

8. THAT Council make the following Council Member appointments to Council's Advisory Committees and Networks:

(g) **Vibrant Economy Advisory Committee (VEAC)**

- i. THAT Councillor Fraser be appointed as Chair to the Vibrant Economy Advisory Committee for period 16 March 2022 to 30 June 2023.
- ii. THAT Councillor Giesecke be appointed as Member to the Vibrant Economy Advisory Committee for period 16 March 2022 to 30 June 2023.
- iii. THAT all other Councillors be appointed as alternate members to the Vibrant Economic Advisory Committee.

CARRIED 10/246 – 15/03/2022

Moved: Councillor Fraser  
Seconded: Councillor Garden

9. THAT Council approves the agenda for Committees and Networks as per **Attachment 13.1.1.2**

10. THAT Council write to respective Government agencies and call for Expressions of Interest for nominated positions on Council's Advisory Committees, with a report presenting submissions to Council by its Second Ordinary Meeting in May 2022 for consideration and appointment.

11. THAT Council call for expressions of Interest for Council's established Networks, with a report presenting submissions to Council by its Second Ordinary Meeting in May 2022.

12. That Council review the Committees and Networks structure in March 2023 with a report to Council on the review by Second Ordinary Meeting in April 2023.

CARRIED 10/247 – 15/03/2022

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

*Councillor Eveleigh left the meeting at 6.21pm.*

*Councillor Eveleigh returned to the meeting at 6.23pm.*

### 13.1.2 Palmerston City Master Plan

Moved: Deputy Mayor Henderson  
Seconded: Councillor Fraser

1. THAT Report entitled Palmerston City Master Plan be received and noted.
2. THAT Council rescind the Palmerston City Centre Master Plan 2015, Palmerston City Centre Public Realm and Subdivision Great Streets Strategy and draft Palmerston City Centre Planning Framework.

**CARRIED 10/248 – 15/03/2022**

### 13.2 Receive and Note Reports

#### 13.2.1 Financial Report for the Month of February 2022

Moved: Councillor Garden  
Seconded: Councillor Eveleigh

THAT Report entitled Financial Report for the Month of February 2022 be received and noted.

**CARRIED 10/249 – 15/03/2022**

#### 13.2.2 Lake Management Plan Update

Moved: Councillor Morrison  
Seconded: Deputy Mayor Henderson

1. THAT Report entitled Lake Management Plan Update be received and noted.
2. That Council notes that on commissioning of the new mechanical weed harvester, City of Palmerston will operate two machines to regain control of the Salvinia weed and this operational need will be reviewed by 30 November 2022.

**CARRIED 10/250 – 15/03/2022**

### 13.2.3 Community Benefit Scheme Update - March 2022

Moved: Councillor Fraser  
Seconded: Councillor Eveleigh

THAT Report entitled Community Benefit Scheme Update - March 2022 be received and noted.

CARRIED 10/251 - 15/03/2022

## 14 INFORMATION AND CORRESPONDENCE

### 14.1 Information

Nil

### 14.2 Correspondence

Nil

## 15 REPORT OF DELEGATES

Nil

## 16 QUESTIONS BY MEMBERS

Moved: Councillor Eveleigh  
Seconded: Councillor Fraser

1. THAT the question asked by Deputy Mayor Henderson regarding litter in public places and on private land and the response provided by the Chief Executive Officer be received and noted.
2. THAT the questions asked by Councillor Fraser regarding consultation process relating to the accessibility strategy and the response provided by the General Manager of Community & Culture be received and noted.

CARRIED 10/252 - 15/03/2022

## 17 GENERAL BUSINESS

Nil

## 18 NEXT ORDINARY COUNCIL MEETING

Moved: Deputy Mayor Henderson  
Seconded: Councillor Garden

THAT the next Ordinary Meeting of Council be held on Tuesday, 5 April 2022 at 5:30pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

CARRIED 10/253 - 15/03/2022

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

### 19 CLOSURE OF MEETING TO PUBLIC

Moved: Councillor Fraser  
Seconded: Councillor Eveleigh

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

CARRIED 10/254 – 15/03/2022

### 20 ADJOURNMENT OF MEETING AND MEDIA LIAISON

Nil

The open section of the meeting closed at 6:49pm for the discussion of confidential matters.

The Chair declared the meeting closed at 7:04pm.

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Chair

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Print Name

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Date

Initials:

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