

AGENDA

2nd Ordinary Council Meeting

Tuesday 20 September 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 5:30pm.

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

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



LUCCIO CERCARELLI
CHIEF EXECUTIVE OFFICER

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- 1 ACKNOWLEDGEMENT OF COUNTRY
- 2 OPENING OF MEETING
- 3 APOLOGIES AND LEAVE OF ABSENCE
 - 3.1 Apologies
 - 3.2 Leave of Absence Previously Granted
 - 3.3 Leave of Absence Request
- 4 REQUEST FOR AUDIO/AUDIOVISUAL CONFERENCING
- 5 DECLARATION OF INTEREST
 - 5.1 Elected Members
 - 5.2 Staff
- 6 CONFIRMATION OF MINUTES
 - 6.1 Confirmation of Minutes

THAT the Minutes of the Council Meeting held on 6 September 2022 pages 10828 to 10836 be confirmed.
 - 6.2 Business Arising from Previous Meeting
- 7 MAYORAL REPORT
- 8 DEPUTATIONS AND PRESENTATIONS
 - 8.1 2022 Local Government Representation Committee

THAT the presentation by Iain Loganathan, Commissioner from the Northern Territory Electoral Commission and Sean Holden, Chief Executive Officer from the Local Government Association of the Northern Territory on behalf of the 2022 Local Government Representation Committee be received and noted.
- 9 PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)
- 10 CONFIDENTIAL ITEMS
 - 10.1 Moving Confidential Items into Open
 - 10.2 Moving Open Items into Confidential
 - 10.3 Confidential Items

THAT pursuant to Section 99(2) 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	External Request for Support	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.

11 PETITIONS

12 NOTICES OF MOTION

13 OFFICER REPORTS

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.1.1
REPORT TITLE:	Disability Inclusion and Access Plan 2022 - 2025
MEETING DATE:	Tuesday 20 September 2022
AUTHOR:	Community Services Manager, Melanie Tighe
APPROVER:	General Manager of Community and Culture, Anna Ingram

COMMUNITY PLAN

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

PURPOSE

This Report seeks to update Council on the outcomes from the community consultation for the draft Disability Inclusion and Access Plan 2022 – 2025 and seeks Council's adoption of the final version of the Disability Inclusion and Access Plan 2022 - 2025.

KEY MESSAGES

- The draft Disability Inclusion and Access Plan 2022-2025 (DIAP) is the first strategy to be developed within Council's adopted Inclusive, Diverse and Accessible Policy Framework.
- Following initial consultation feedback of only 20 responses in the period February–April 2022 to the draft DIAP, Council agreed an extension of 60 days.
- A further 50 responses were received from surveys and face to face interviews from May–June 2022.
- This report presents the final DIAP with inclusion of amendments informed from consultation for adoption.
- The DIAP has developed a series of goals and actions to remove barriers to equitable participation in Council services, programs, and events.
- Although Council is yet to adopt the DIAP, it does operationally deliver a range of programs and practices in this area, as well as having an approved capital budget in place for accessibility infrastructure.
- It is noted that the format of the plan aligns with the intention of the IDA and latest Northern Territory Disability Strategy 2022-2032 and Action Plan 2022 – 2025 released in August 2022.
- An annual report will be presented to Council on the implementation of actions and progress towards the goals set out in the DIAP.
- In accordance with the DIAP, Council will submit the approved DIAP to the NT Office of Disability so it can be included in the reporting against Territory-wide disability inclusion and access outcomes.
- If adopted, the draft DIAP will supersede Council's existing Disability Access Strategy 2016.

RECOMMENDATION

1. THAT Report entitled Disability Inclusion and Access Plan 2022 - 2025 be received and noted.
2. THAT Council revokes the City of Palmerston Disability Access Strategy 2016 effective immediately.
3. THAT Council adopts the City of Palmerston Disability Inclusion and Access Plan 2022 - 2025, **Attachment 13.1.1.1** to report entitled Disability Inclusion and Access Plan 2022 - 2025.
4. THAT the City of Palmerston Disability Inclusion and Access Plan 2022 - 2025, be provided to the NT Office of Disability for inclusion in reporting against Territory-wide disability inclusion and access outcomes.
5. THAT Council write to all participants who provided feedback, thanking them for their participation, and advising of the adoption of the Disability Inclusion and Access Plan 2022 - 2025 for their consideration.

BACKGROUND

City of Palmerston is committed to creating a community where every individual is given equal rights of access to council services including activities, events and facilities, and extend this access throughout the broader community.

Although Council is yet to adopt the DIAP, it does operationally deliver a range of programs and practices in this area, including considering accessibility requirements in building upgrades and designs, pathways, and online content, as well as access and inclusion activities such as Seniors Fortnight. Council also has an existing approved capital budget allocation for accessibility infrastructure, which is expended on a range of projects such as automatic doors on disabled access toilets, as well as accessible pathways, kerb and crossing upgrades. This budget has been in place for many years and feedback has been taken from the Community through forums such as the Seniors Committee on priority projects.

City of Palmerston's existing Disability Access Strategy was developed in 2016 and is overdue for updating as it no longer meets the specific needs of those living with disability in the community. The document no longer aligns with contemporary knowledge, language and practice regarding disability inclusion and accessibility.

The DIAP adopts a social model of disability, which recognises that a community is made up of people with many abilities and that it is barriers that exist within societal attitudes, practices, and structures, that restrict and prevent equity and inclusion, not an individual's impairment.

In July 2021, Council adopted the Inclusive Diverse and Accessible (IDA) Policy Framework which was created as a supporting document to the City of Palmerston's Community Plan. In October 2021, Council agreed to an Implementation Strategy for the IDA Policy Framework to be received and noted and that the draft DIAP be presented to Council by 15 February 2022.

Following the presentation of the draft DIAP to Council in February, a period of community consultation was undertaken by external consultants between February and April 2022. The initial 60-day DIAP

consultation received limited responses with 20 in total. Both City of Palmerston Community Development Officers and the consultants felt this feedback was not sufficient to make necessary amendments, with confidence, that the DIAP would be relevant to, and meet the needs of, those living with disability in the Palmerston Community. Council agreed to an extension to the consultation period for a further 60 days.

At the 1st Ordinary Council Meeting of 3 May 2022, Council made the following decisions:

Draft Disability Inclusion and Access Plan - Consultation Extension

1. *THAT Report entitled Draft Disability Inclusion and Access Plan - Consultation Extension be received and noted.*
2. *THAT Council approves the extension of the public consultation period for the draft Disability Inclusion and Access Plan for an additional 60 days.*
3. *THAT Council endorses the presentation of the consultation outcomes with a final version of the Disability Inclusion and Access Plan for adoption at the 1st Ordinary Meeting in August 2022.*

CARRIED 10/326 – 3/05/2022

This report presents to Council the City of Palmerston Disability Inclusion and Access Plan 2022 – 2025 for consideration and adoption by Council.

DISCUSSION

The draft DIAP, **Attachment 13.1.1.1** to this report, is the first strategy to be developed within Council's adopted IDA Policy Framework, and outlines goals and actions to identify and remove barriers to equitable participation over a three-year period. The DIAP sets out existing initiatives Council are undertaking to improve accessibility and inclusion and has direct quotes from consultation feedback.

The DIAP aligns with the City of Palmerston Community Plan and IDA and helps to guide future practice for increased disability inclusion, access, and representation across all facets of Council. As per the DIAP, annually Council will acknowledge International Day of People with Disability and report back to the community on the implementation of actions and progress towards the goals set out in the Plan. Council will nominate a department to champion the plan within Council.

Endorsement of the DIAP is timely within a broader context, with the Northern Territory's first [Disability Strategy 2022 - 2032](https://tfhc.nt.gov.au/social-inclusion-and-interpreting-services/office-of-disability/northern-territory-disability-strategy) and [Action Plan 2022 – 2025](https://tfhc.nt.gov.au/social-inclusion-and-interpreting-services/office-of-disability/northern-territory-disability-strategy) released in August 2022. <https://tfhc.nt.gov.au/social-inclusion-and-interpreting-services/office-of-disability/northern-territory-disability-strategy>. This follows on from the launch of Australia's Disability Strategy 2021-2031 which recognises that all levels of government are responsible for supporting people with disability to reach their full potential, as equal members of the community.

In accordance with the NT Disability Strategy Action Plan, Council will submit the approved Disability Inclusion and Access Plan to the NT Office of Disability so it can be included in the reporting against Territory-wide disability inclusion and access reporting.

Once adopted, a large print version of the Plan will be available on Council website including an audio version. The City of Palmerston website will comply with Australian Government standards and Web Content Accessibility Guidelines (WCAG) 2.0 which supports greater web access for people with disabilities. The draft Plan will apply the colour palette used by International Day of People with Disability and is in alignment with the NT Disability Strategy. All images used in the Plan have been approved as part of the consultation process.

This report presents the final updated DIAP with changes informed from consultation and it is recommended for adoption by council.

POLICY IMPLICATIONS

The Disability Inclusion and Access Plan 2022 - 2025 sits alongside Council's adopted IDA Policy Framework, as the first strategy to be developed and is intended to update Council's current Disability Access Strategy 2016.

CONSULTATION PROCESS

Based on the lack of depth of feedback received from the initial consultation on the DIAP, a Council decision was made to allow a further 60-day consultation period. Consultants convened a DIAP Steering Group, consisting of industry experts such as representatives from Australian Federation of Disability Organisations and a Lived Experience Network (mental health perspective). The Steering Group were able to draw on specialist professional networks, contacts and relationships to advise and provide feedback on the DIAP, both from a professional and a lived experience perspective. They were also able to advise best practice of accessing cohort and advise generally on the DIAP document language, format and accessibility.

Consultants, with the assistance of the DIAP Steering Group, continued to consult with the community to receive feedback. Methods of consultation were wide ranging including phone interviews, in person interviews, public consultation at the Palmerston Markets, City of Palmerston staff consultation, Have Your Say Online Survey page on the City of Palmerston website, attendance at community events such as all-abilities come and try days and a comprehensive Survey Monkey Survey. A further 50 responses were received from surveys and face to face interviews of which 48 were received from either people living with disability and/ or their family, friends or caregivers.

Some general feedback from the consultation was that in general there was strong support for the DIAP and that the skills, knowledge and experience of people with disability must be prioritised when taking action to increase inclusion and access. Other feedback was that practical actions such as accessible toilets and the availability of accessible information are high priorities. Respondents stated that they valued and endorsed Council's IDA principles and they appreciated Council committing to an inclusive consultation process.

BUDGET AND RESOURCE IMPLICATIONS

Council also has an existing approved capital budget allocation for accessibility infrastructure, which is expended on a range of projects such as automatic doors on disabled access toilets, as well as accessible pathways, kerb and crossing upgrades. In addition, Council's adopted operational budget covers existing programs and projects in this area, such as Seniors Fortnight.

Should the DIAP be adopted by Council, this will be considered in Council's future budget processes.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

Failure to undertake actions could result in reputational damage and poor outcomes. This will be mitigated by the annual report on outcomes and budget consideration.

This report addresses the following City of Palmerston Strategic Risks:

- 6 Fails to deliver the strategic vision for the City
Context: Ensuring vision is delivered effectively & efficiently, progress is measurable & celebrated.
- 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.

There is a risk to Council reputation from the community if the DIAP is not adopted as part of the already adopted IDA Policy framework.

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. Draft Disability Inclusion and Access Plan 2022 2025 [13.1.1.1 - 11 pages]



Disability Inclusion and Access Plan

2022-2025

Thank you

We would like to thank everyone who contributed to the development of the City of Palmerston Disability Inclusion and Access Plan. The feedback provided by people with disability and their families, friends, support workers and advocates and Council staff was deeply appreciated.

We would also like to thank representatives from community organisations who generously gave their time to guide the consultation process and provided valuable insight and advice in the development of the final document.

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Acknowledgement of Country

Council respectfully acknowledges the Traditional Owners of the land on which we live and work, the Larrakia People, and pay respect to their Elders, past present and emerging. The Larrakia people are the traditional owners of the Darwin region.

Introduction

Palmerston's Community Plan outlines a vision of a community that is diverse, vibrant, welcoming, and safe for all people.

An essential part of achieving this vision is that people with disability have equal access to participating in all aspects of community life – as employees, students, business owners, parents, customers, clients, patrons, volunteers, colleagues, friends, and neighbours.

In 2021 Council endorsed the Inclusive, Diverse, Accessible Policy Framework, an overarching Framework which ensures Council is meeting the objectives of the Community Plan in a way that reflects, celebrates and includes the diversity of our community.

Equity of access and inclusion for people with disability promotes social cohesion and community growth, innovation, and vibrancy. When a community is truly inclusive and accessible, more people want to visit and live there. When barriers to civic participation are removed, communities benefit from the skills, knowledge experience and perspectives of a more diverse population. When barriers to access are removed, local businesses enjoy the benefits of a larger and more diverse customer base.

The City of Palmerston is committed to creating a city where every individual has equal rights of access to council services, events facilities, and public spaces throughout our community

I am pleased to present the City of Palmerston's Disability Inclusion and Access Plan which will guide Council's actions over the next three years to achieve this goal.

Mayor Athina Pascoe- Bell

How this plan was created

This Disability Inclusion and Access Plan has been developed in collaboration with people with disability as well as those who have lived experience of the impacts of barriers to inclusion and access on people with disability.

The Disability Inclusion and Access Plan adopts a social model of disability, which recognises that a community is made up of people with many abilities and that it is barriers that exist within societal attitudes, practices and structures, that restrict and prevent equity and inclusion, not an individual's impairment.

Consultations began in late 2020 when we spoke with disability service providers and key stakeholders during the development of the City of Palmerston's Inclusive, Diverse and Accessible Policy Framework.

In early 2022 the consultation was broadened to include community members, parents, friends, family members, and people who work in the disability sector who contributed their thoughts, experience, and ideas about what is important and what is most needed. Feedback was sought via online surveys, in person interviews and focus group discussions.

What we learned

Many people provided detailed and specific ideas and opinions, which have been put together to form the priorities, goals and actions outlined in the Disability Inclusion and Access Plan. Some of the most important things we learned were that:

- The City of Palmerston's Inclusive, Diverse and Accessible Framework's key principles; Visible, Collaborative, Embedded and Always Improving, are valued and endorsed by our community.
- The skills, knowledge, experiences, and opinions of people with disability must be prioritised when it comes to planning for and taking action to increase inclusion and access.
- Specific, practical actions, such as signs with visual aids, accessible changing rooms and toilets, and the availability of accessible information, are high priorities for people with disability.

COUNCIL AGENDA Attachment 13.1.1.1



Our priorities

The goals and actions in this plan are aligned to the Inclusive, Diverse and Accessible Policy Framework principles and are further grouped together across six areas of local government business (domains), with the following priorities:

Civic Engagement – maximise opportunities and provide equal inclusion and access for people with disability to contribute to planning, decision making and review activities in our community.

Community, Leisure, and Social Participation – build on the work already done to make sure that people with disability participate in and enjoy Palmerston's community programs, events, and activities.

Economic Participation – maximise local employment opportunities for people with disability and support local businesses to provide inclusive and accessible customer service.

Built and Natural Environment – continue to improve inclusion and accessibility in Council's outdoor and indoor spaces, informed by people with disability and lived experience.

Communication – increase the availability of accessible formats for communication – online, in documents and in person.

Council Culture, Services and Operations – to be a disability confident organisation that provides quality, inclusive and accessible services for people with disability.

Community Profile



In 2021, 1,487 people in the City of Palmerston LGA reported needing help in their day-to-day lives due to disability.¹



In 2021, 2,564 people reported providing unpaid assistance to a person with a disability, health condition or due to old age.²

20,500
people in the NT live with a disability

30% are over 65
68% over 45³



34.7%
of Aboriginal Territorians experience disability. **6.2%** with a severe disability.⁷

Primary disability: (2021)⁸

	NT	PALMERSTON
Autism	23%	34%
Developmental Delay and Global Developmental Delay	14%	24%
Intellectual Disability and Down Syndrome	19%	16%

Distribution of active participants with an approved NDIS plan (2021)⁴

	NT	PALMERSTON
Indigenous	49%	31%
Non-indigenous	43%	58%
CALD	25%	10%



67.1%

of Territorians with a disability participate in the labour force.

88.3% for those without a disability⁹



8,257 people

in the NT receive the Disability Support Pension

68% are Aboriginal⁹



1,041 NDIS participants
NDIA projects up to 1,041 NDIS participants residing in Palmerston by 2023¹⁰

For all references, please see page 18

COUNCIL AGENDA Attachment 13.1.1.1



About this Plan

The City of Palmerston's Disability Inclusion and Access Plan complies with and contributes to international, national and Territory commitments, legislation, and strategies.

It aligns itself with the Northern Territory Disability Strategy 2022 – 2032 and the Northern Territory Disability Strategy Action Plan 2022 – 2025, and sets a path of reform, with actions, within the NT context.

Relevant Northern Territory legislation includes the *Disability Services Act 1993*, the *Anti-Discrimination Act 1992*, the *Guardianship of Adults Act 2016*, and the *Carers Recognition Act 2006*.

Our Plan also aligns with Australia's Disability Strategy (ADS) 2021 – 2031, which sets a national agenda for change, sitting within the framework of the United Nations Convention of the Rights of Persons with Disabilities, which Australia has ratified.

The City of Palmerston has obligations under the *Australian Disability Discrimination Act 1992*, which makes it illegal to discriminate against a person because of a disability when providing goods, services, facilities, or access to public premises.

Other laws and standards relating to inclusion and accessibility for people with disability are documented in the City of Palmerston's Inclusive, Diverse and Accessible Policy Framework.

Alignment with Council plans and strategies

The Disability Inclusion and Access Plan sits alongside and intersects with other key Council strategies, frameworks, and plans, including:

- Community Plan
- Inclusive, Diverse and Accessible (IDA) Policy
- Framework
- Municipal Plan
- Palmerston Local Economic Plan

- Play Space Strategy
- Sustainability Strategy
- Communication Strategy

People with disability – includes people of all ages who have physical, cognitive, sensory, social / emotional disability, people who are deaf or hard of hearing and people who are blind or visually impaired.

People with lived experience – includes people with disability, parents, friends and family members of people with disability, people who have lived or are living with episodic disability and those who work with people with disability.

Accountability

The Disability Inclusion and Access Plan 2022 – 2025 will guide decisions and actions taken by Council. Progress towards implementing the actions and achieving the goals will be reported to Elected Members in accordance with Council policies and procedures.

In accordance with the NT Disability Strategy Action Plan, we will submit this plan to the NT Office of Disability so that it can be included in the reporting against Territory-wide disability inclusion and access reporting.

Every year, as part of the City of Palmerston's celebrations of the International Day of People with Disability, Council will report back to the community on our implementation of actions and progress towards the goals set out in this plan.

COUNCIL AGENDA Attachment 13.1.1.1



Accessibility – means that everyone, no matter their age, abilities, background, gender, or circumstances has equal opportunities to participate in their community, to reach their goals and aspirations. Accessibility involves recognising and removing any barriers, physical or otherwise, that make it harder for some people than others, to give and receive information, participate in recreation and social activities, work, study, or volunteer, receive services or otherwise be involved in all aspects that make for a good and satisfying life.

Inclusion – is the act of enabling all groups of people within a society to have a sense of belonging and the opportunity to participate in community life. It is based on fundamental values of equity, equality, social justice, and human rights. Inclusion occurs when all people feel valued and respected, are connected to their fellow citizens, have access to opportunities and resources and can contribute their perspectives and talents to improve their community.

Intersectionality – recognises that a person or group of people can be affected by multiple forms

of discrimination and disadvantage due to their race, sex, gender identity, sexual orientation, impairment, class, religion, age, social origin, and other identity markers. Council commits to applying an intersectional and diversity lens when implementing this plan and will be guided by our Inclusive, Diverse and Accessible Policy Framework.

People with disability – includes people of all ages who have physical, cognitive, sensory, social / emotional disability, people who are deaf or hard of hearing and people who are blind or visually impaired.

People with lived experience – includes people with disability, parents, friends and family members of people with disability, people who have lived or are living with episodic disability and those who work with people with disability.

IDA Key Principles

Council adopted four key principles under our Inclusive, Diverse and Accessible Policy Framework. These are:

- Visible
- Collaborative
- Embedded
- Always Improving.

We asked what was important for people with disability under each of them, and this is what we learned:

Visible

What's important

- Signs and information about accessibility options are clear, usable, and obvious.
- There are people with disability working for Council at all levels.
- Council has awards and events that celebrate the contributions of people with disability.
- People with disability are represented in pictures and words used by Council.

Collaborative

What's important

- People with disability are directly involved in guiding Council on inclusion and accessibility.
- Council is a strong advocate for disability inclusion and access.
- Council supports local business and organisations to improve inclusion and accessibility.

Embedded

What's important

- Regular reviews of services, buildings, and public spaces to improve accessibility.
- Training for Council staff by people with disability and lived experience.
- Council policies and processes have specific guidelines for inclusion and accessibility.
- Sensory and psychosocial disabilities are considered as well as physical disability.

Always Improving

What's important

- Council reports back to the community about how it has implemented the Disability Inclusion and Access Plan.
- Council has different ways that make it easy for people with disability to give feedback.

What people said:

"(People with disability) are too often hidden from view in workplaces which is wrong!"

"Visual aids in public spaces are very useful, as we are easily confused or overwhelmed."

"Braille is on the bathrooms, have it in other places as well."

What people said:

"Listen! Listen and ask deeper questions. It's not just about giving access and opportunities but exploring the difference it makes to people with disability at an emotional and empowerment level."

"Assist with re-education of the community about what disability is and debunk old stereotypes of what we can and can't do or be involved in."

What people said:

"Perhaps inclusion and accessibility can be improved when all Councillors and staff are given the opportunity to receive training in Mental Health First Aid or empowering / de-escalating communication."

"All training should be delivered by people with disabilities to share their (life) experience and support disability eco systems. This should be from a range of people with a variety of different types of disability."

What people said:

"Have people with disability lead the conversation and audit Council against their promises and policies."

DISABILITY INCLUSION AND ACCESS PLAN

Priority Areas, Goals & Actions

1. Civic Engagement

Civic engagement is when citizens participate in planning, decision making and policy setting in matters which affect them. Our priority is to maximise opportunities and provide equal inclusion and access for people with disability to contribute to planning, decision making and review activities in our community.

Goal

1 More people with disability are involved with Council's consultation, planning and advisory activities.

Actions

1.1 Recruit people of all abilities from diverse backgrounds for City of Palmerston committees.

1.2 Include guidance about recruitment and engagement with people with disability in committee establishment documents e.g. Terms of Reference.

1.3 Implement an Accessible and Inclusive Guide for consultation and committee convenors covering content and format of documents and meetings e.g. Easy Read, Auslan, Large Print, Audio, Braille etc.

1.4 Include community forums and consultations in planned events

2 People with disability have more opportunities to use and develop their leadership and advocacy skills.

2.1 Develop, promote and support leadership and civic engagement programs and activities.

2. Community, Leisure, and Social Participation

Council has an extensive list of celebrations, programs, and events each year – sport, art, social, hobbies, recreation, and more. Our priority is to build on the work already done to make sure that people with disability have equal inclusion and access to this part of community life.

Goal

3 More people with disability are participating in Council's community social, recreation and leisure activities and events.

Actions

3.1 Ensure that plans for events and activities are designed for all abilities and include identifying and addressing barriers such as promotional material format, physical access, sensory environment, toilets/change rooms, drop off zones, parking, transport, and timing.

3.2 Report feedback from people with disability after events and activities.

3.3 Consult with young people with disability to identify how we can improve activities for youth and young adults.

3.4 Develop and implement 'Accessible and Inclusive Events Guidelines'.

3.5 Include clear information in accessible formats about accessibility in promotional material and advertising for events.

3.6 Distribute promotion material for events and activities through disability groups, networks, and service providers.

Key Documents

- IDA Policy Framework
- Municipal Plan
- Community Plan

Existing initiatives

- Have Your Say surveys on Council Website
- Informal public forums before Council meetings

What people said

"The (IDA Advisory Group) is important and should represent people from multiple disability backgrounds. It has the right idea and is giving hope for the future."

"Allow verbal expressions of interest (for committees and advisory groups)."

"The mingling period before Council meetings is very good, it makes me feel more comfortable to attend."

Key Documents

- Annual Calendar of Events
- Community Plan
- IDA Policy Framework
- Play Space Strategy

Existing initiatives

- Christmas Wonderland accessible event
- Get Active program to include all abilities classes
- Suburban Sounds sensory break area
- Palmerston Library dyslexic font, audio, and large print resources
- Flicnics outdoor movies captioning

What people said

"All Abilities events and programs are an opportunity for people to do things together and (gain) mutual understanding."

"The library programs are amazing – perhaps (run) some more sessions that adults (with disability) could attend."

"Sometimes there is a lot on, which is good, but it can be over stimulating. (It would be good to have) sectioned off areas for children with sensory overload."

DISABILITY INCLUSION AND ACCESS PLAN

Priority Areas, Goals & Actions

3. Economic Participation

Employment, and opportunities to contribute to the local economy as patrons and consumers, are fundamental to equity and inclusion. Our priority is to maximise local employment opportunities for people with disability and to support local businesses and organisations to provide inclusive and accessible customer service.

4 **Goal**
More local employment for people with disability.

Actions

- 4.1 Ensure Council's employment and volunteer policies and procedures meet national standards for inclusion and accessibility.
- 4.2 Encourage and support local businesses and organisations to access NT and Australian government disability employment programs.
- 4.3 Purchase goods and services (within local government procurement policy requirements) from local organisations that are run by or employ people with disabilities.

5 **Goal**
More local businesses and organisations benefit from customers and patrons with disability.

- 5.1 Encourage and support local businesses to be disability confident, accessible, and inclusive through Council's business networks and forums.
- 5.2 Review and identify opportunities to increase access and inclusion in the commitments and actions in the Palmerston Local Economic Plan.
- 5.3 Promote the NT Government's disability information hub¹¹ through Council's local business networks.

4. Built and Natural Environment

The built and natural environment includes buildings and facilities owned and managed by Council, playgrounds and outdoor spaces, transport infrastructure projects, streets, and public spaces. Our priority is to continue to improve inclusion and accessibility in Council's outdoor and indoor spaces, informed by people with disability and lived experience.

6 **Goal**
Council facilities and buildings are inclusive and accessible for people of all abilities.

Actions

- 6.1 Regular accessibility reviews of existing venues, facilities, equipment, and furnishings.
- 6.2 Ensure that all infrastructure developments, redevelopments, and refurbishments meet accessibility and inclusion standards and Universal Design principles.
- 6.3 Seek feedback from and involve people with disability in inclusion and access reviews and plans.
- 6.4 Implement the access and inclusion improvements in the City of Palmerston Play Space Strategy, which supports the NT Disability Strategic Action Plan 2022 - 2025.
- 6.5 Install more accessible signage, including visual aids and graphics, Braille, and tactile markers.
- 6.6 Review and identify opportunities to increase and improve accessible toilet and changing rooms in development, redevelopment and refurbishment plans and strategies.

7 **Goal**
Transport and parking in Palmerston are more accessible.

- 7.1 Review and identify opportunities to improve transport and parking access in the commitments and actions in infrastructure plans such as the Central Palmerston Area Plan.

Key Documents

- Community Plan
- IDA Policy Framework
- Palmerston Local Economic Plan
- NT Disability Action Plan
- Code of Conduct

Existing initiatives

- HR Recruitment Policy

What people said

"Support disability ecosystems – employing people with disabilities. This includes for contracts, trades, and service providers."

"Provide education to help businesses comply with regulatory requirements and promote greater customer service."

Key Documents

- Community Plan
- IDA Policy Framework
- Palmerston Play Space Strategy
- Central Palmerston Area Plan
- NT Disability Action Plan

Existing initiatives

- Audit of all play spaces in Palmerston
- SWELL water and lifestyle precinct
- Where we Live Matters

What people said

"We only go to parks which are well shaded, (have) a variety of play equipment for people with different abilities and a fence."

"Providing covered access and walkways reduces exposure (to rain and sun) for everyone"

"Accessible toilets should mean more than just for wheelchairs"

¹¹ proposed in the NT Government's draft Disability Strategy Action Plan 2022 - 2025

DISABILITY INCLUSION AND ACCESS PLAN

Priority Areas, Goals & Actions

5. Economic Participation

This includes the Council website and social media, formal documents, letters, emails, notices and invitations, face to face, online and telephone experiences, feedback, and complaints. Our priority is to increase the availability of accessible formats for communication – online, in documents and in person.

Goal

8 Council information is provided in accessible formats.

Actions

8.1 Review the Council website, social media and council documents to ensure compliance with national standards and guidelines.

8.2 Implement a plan to provide information in accessible formats such as large print, Plain English, Easy Read, dyslexic font, audio recordings, captions, Auslan and Braille.

Goal

9 Palmerston residents have accessible choices when communicating with Council.

9.1 Provide multiple accessible and inclusive communication options including online, posters and newsletters, captions for audio visual communication, telephone and in person.

9.2 Review and update Council enquiries, feedback, and complaints' mechanisms to ensure people of all abilities have clear and easy ways to communicate with Council.

6. Council Culture, Services and Operations

It is the people who work for and with Council and the internal systems that guide them which create an organisational culture. Council services and operations include permits, recycling and waste management, community grants, rates collection and environmental initiatives. Our priority is to be a disability confident organisation that provides quality, inclusive and accessible services for people with disability.

Goal

10 Council's commitment to inclusion and access for people of all abilities is embedded in our culture.

Actions

10.1 Assign a lead team within Council to champion this plan.

10.2 Provide staff with Disability awareness, mental health first aid and other relevant training, prioritising training that is developed and delivered by people with disability and people with lived experience.

10.3 Ask people with disability and people with lived experience about their experiences with Council.

10.4 Include questions about disability inclusion and access in Staff surveys.

10.5 Nominate Council staff and Palmerston citizens for exceptional work in promoting inclusion, diversity, and accessibility to local, Territory and Australian inclusion awards programs.

Goal

11 Inclusion and Accessibility principles are applied across all Council services, programs, and activities.

11.1 Ensure that online services meet the Australian Government's Digital Service Standard Criteria.

11.2 Include inclusion and accessibility in internal services and work planning processes.

11.3 Identify opportunities to increase inclusion and accessibility in reviews of Council policies, procedures, and processes.

Key Documents

- Community Plan
- IDA Policy Framework
- Social Media Strategy

Existing initiatives

- Captions on social media videos

What people said

"All social media should be accessible – for example, captioned, alt text with visual descriptions"

"Use QR codes on banners and signs to link to accessible formats and make it easier to find information"

Key Documents

- Annual Calendar of Events
- Community Plan
- IDA Policy Framework

Existing initiatives

'A Team Darwin' (young people living with autism spectrum disorder) have been invited to create and deliver neurodiversity awareness training for Council Staff.

What people said

"The biggest (support) is that the people who are there (at Council) are educated and understanding."

"I will always remember the occasion when I was overwhelmed by problems... (Council) staff showed me support, non-judgement, and patience, and no hint of being condescending. My issue was dealt with in a professional and caring way."

References for Community Profile

¹ Australian Bureau of Statistics (ABS) 2021 Census General Community Profile for Palmerston LGA - <https://www.abs.gov.au/census/find-census-data/community-profiles/2021/LGA72800>

² Australian Bureau of Statistics (ABS) 2021 Census General Community Profile for Palmerston LGA - <https://www.abs.gov.au/census/find-census-data/community-profiles/2021/LGA72800>

³ <https://data.ndis.gov.au/reports-and-analyses/market-monitoring/market-monitoring-nt>

⁴ <https://data.ndis.gov.au/reports-and-analyses/market-monitoring/market-monitoring-nt>

⁵ Australian Bureau of Statistics (ABS) 2018 Survey of Disability, Ageing and Carers. Data excludes very remote communities

⁶ Australian Bureau of Statistics (ABS) 2018 Survey of Disability, Ageing and Carers. Data excludes very remote communities

⁷ Australian Bureau of Statistics (ABS) 2018 Survey of Disability, Ageing and Carers. Data excludes very remote communities

⁸ Australian Bureau of Statistics (ABS) 2018 Survey of Disability, Ageing and Carers. Data excludes very remote communities

⁹ Australian Bureau of Statistics (ABS) 2018 Survey of Disability, Ageing and Carers. Data excludes very remote communities

¹⁰ APM Communities, Palmerston, Northern Territory NDIS Current and Projected Data





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COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM: 13.1.2
REPORT TITLE: Social Media Policy
MEETING DATE: Tuesday 20 September 2022
AUTHOR: Communications Manager, Becky Saywell
APPROVER: Chief Executive Officer, Luccio Cercarelli

COMMUNITY PLAN

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

PURPOSE

This Report seeks Council approval of the new Social Media Policy.

KEY MESSAGES

- City of Palmerston uses social media as an important communication tool and is active across three social media platforms - Facebook, Instagram and LinkedIn.
- City of Palmerston's will ensure information placed across social media channels is inclusive and relevant to all abilities, cultures, and demographics where possible.
- City of Palmerston encourages community engagement in the platforms via comments.
- City of Palmerston expect, at a minimum, respectful behaviour and reserves the right to delete or hide any comments that represent anti-social or disrespectful connotations or are not related to the original post.
- City of Palmerston maintains the decisions on whether a comment is required and when other actions are necessary such as deletion.
- City of Palmerston will not 'share' any post requests from businesses or commercial organisations that do not align with the core objectives of the Community Plan.
- City of Palmerston will not 'share' any post requests from personal or community groups that do not align with the core objectives of the Community Plan.
- City of Palmerston's social media channels will be moderated intermittently between the hours of 7:30am – 5:30pm, Monday to Friday.
- City of Palmerston keeps a record of all correspondence generated or received via our social media channels.

RECOMMENDATION

1. THAT Report entitled Social Media Policy be received and noted.
2. THAT Council adopts the new Council Policy - Social Media Policy presented as **Attachment 13.1.2** to report entitled Council Policy – Social Media Policy.

BACKGROUND

City of Palmerston (CoP) has an active presence across three different social media channels - Facebook, Instagram, and LinkedIn, with a collective following of over 20,000 people. As per the Community Plan

it is important that Council is trusted by the community and much this trust comes from accurate, timely and transparent information. In the Community Survey 2021, it was identified that almost 50% of respondents preferred communication to be via social media. This makes our social media platforms our highest and most relied upon communication tool.

Currently Council doesn't have a Social Media Policy in place. Having a policy for social media provides parameters, guidance, and restrictions around what is appropriate to put across Council's social media channels. The policy establishes guidelines and expectations for everyone to adhere to and allows Council to take appropriate action if necessary for the protection of its staff and the wider community.

DISCUSSION

Given social media is such an important and highly utilised communication tool for City of Palmerston it is advised to have a policy that provides staff and the community with a base set of guidelines to follow when engaging online. The policy sets minimum expectations and provides protection for all users against unacceptable behaviour.

The City of Palmerston Social Media Strategy 2022 was adopted at the second Ordinary Meeting of August 2022.

13.1.1 Social Media Strategy Consultation Outcomes

1. *THAT Report entitled Social Media Strategy Consultation Outcomes be received and noted.*
2. *THAT Council adopts the Social Media Strategy, as presents as **Attachment 13.1.1.1** to report entitled Social Media Strategy Consultation Outcomes.*
3. *THAT a Social Media Policy be developed and presented to Council by the second ordinary meeting in September 2022.*

CARRIED 10/486 – 16/08/2022

The Social Media Strategy 2022 provided a four-week public consultation opportunity through our Website and LinkedIn, with feedback provided from a digital solutions expert, and this was incorporated in the Strategy. The Social Media Strategy forms the basis for the Social Media Policy.

The City of Palmerston Social Media Policy is in line with minimum standards across Councils on a national level. The main purpose of the Social Media Policy relates to protecting the community and staff. Social media provides people with a platform where they can have free speech in an open and transparent way, however this can lead to inappropriate behaviour for which Council should not be seen to facilitate. The Social Media Policy is applicable to all channels and is inclusive of all types of engagement including organic posts, direct messages, sponsored posts, video, reel, and stories.

City of Palmerston currently has policies and procedures in place regarding the use of social media, however this only pertains to Council staff and Elected Members. This information is included in the following policies and documents:

- Media Policy
- Community Consultation Policy
- Codes of Conduct for Council Employees, Elected Members, Committee Members and Chief Executive Officer

There is a need for a Social Media Policy due to the following identified gaps;

- guidelines for the public to follow on our social media channels
- preventing Council's liability risk of defamation

- protecting Council's reputation
- advocacy towards inclusiveness of all ages, cultures, demographics, and social preferences
- protection for Council and residents against anti-social, aggressive, or offensive comments
- minimum standards and expectations as to the appropriate use of City of Palmerston's own social media channels
- privacy and recording information.

The Social Media Policy demonstrates our commitment around monitoring our social media channels, moderating and responding to comments requiring response, and responding to messages. In instances where comments and messages are received during business hours Monday to Thursday, they will be responded to the following day at the latest. In the case of Fridays and weekends, and public holidays, comments and messages will be responded to the following business day.

CONSULTATION PROCESS

Given that the adopted Social Media Strategy 2022 was consulted with the public and the Social Media Policy is based on the Strategy, further public consultation on the policy is not considered necessary.

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

- Communications Officer
- Executive Manager People and Customer
- Senior Leadership Team
- Executive Leadership Team

POLICY IMPLICATIONS

If endorsed, the Social Media Policy will become a Council Policy.

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.

Without a Social Media Policy that allows CoP the authority to moderate social media threads there is a risk for the community to potentially use the platform for defamation against CoP or against others engaging on the channels, leaving CoP liable for defamation for allowing third party (defamatory) comments published on our social media pages.

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. 20220913 Social Media Policy [13.1.2.1 - 3 pages]



POLICY

Name:	Social Media		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Communications Manager		
Adopted Date:	[Approval Date]	Next Review Date:	[Next Review]
Records Number:	496690	Council Decision:	

1 PURPOSE

This policy provides the framework for Council's use of social media platforms to deliver communication to the community, and how the community can participate and contribute to our social media channels.

2 PRINCIPLES

City of Palmerston is committed to open, inclusive, accessible and transparent information for the community.

Council is connected to the community through the delivery of transparent and inclusive information, in a safe online environment. Social media is a key communication tool to connect, inform and educate the community.

Social media platforms provide the community a convenient communication tool to interact with Council. The style, although more informal than Council publications, will adhere to Council's vision and mission.

Interactions will be recorded to meet record management requirements. The policy extends to third parties that manage Council's social accounts at times as required.

3 DEFINITIONS

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

Term	Definition
Social media	A form of online communication for which users can share information, opinions, messages or create other forms of content such as images or videos. Council's social media platform includes; Facebook and Instagram owned by Meta, and LinkedIn.
Council Staff/Employees	All people employed by City of Palmerston, including labour hire and contract staff
Elected Members	All Elected officials including the Mayor
Tag	The act of engaging with an individual or entity by mentioning their social profile in a post or comment

4 POLICY STATEMENT

4.1. Council's commitments

4.1.1. Council is committed to social inclusion when communicating and will aim to provide information relevant to all abilities, cultures and demographics.



POLICY

- 4.1.2. Council will not display any favouritism towards any business, association or individual.
 - 4.1.3. Council will monitor social media platforms between the hours of 7:30am and 5:30pm Monday to Friday.
 - 4.1.4. Council will identify comments requiring responses and endeavour to respond within 24 hours if received in business hours Monday to Thursday or the following business day if received on Fridays, weekends or public holidays.
 - 4.1.5. At Council's discretion, Council will encourage specific feedback to be sent through direct message, website, phone or via email palmerston@palmerston.nt.gov.au.
- 4.2. **Moderating Social Media accounts**
- 4.2.1. Council's social media accounts are monitored, and comments moderated intermittently during business hours and may be monitored at other times. Council encourages engagement on our social media platforms and actively seeks feedback from the public, with the expectation that participants behave in a respectful manner.
 - 4.2.2. Council reserves the right to delete posts that are obscene, defamatory, threatening, bullying, harassing, discriminatory, hateful or unlawful as determined by Council.
 - 4.2.3. Council reserves the right to delete posts that contain information that may compromise the safety or security of the public or Council staff.
 - 4.2.4. Council reserves the right to delete posts that cause reputational damage to Council or any affiliate services that Council support.
 - 4.2.5. Council reserves the right to delete posts or comments that are knowingly false or mischievous, including potential spam which will be decided on by Council.
 - 4.2.6. Council reserves the right to delete posts that are repeated throughout the thread that Council has already addressed numerous times.
 - 4.2.7. Council reserves the right to delete posts that are in breach of privacy, defamation, trade practices and copyright acts.
 - 4.2.8. Council reserves the right to delete posts that have no relevance to the original post.
 - 4.2.9. Council reserves the right to decline sharing posts that do not meet the key social media objectives or aren't aligned to the community plan.
 - 4.2.10. Council does not administer or monitor other Palmerston Community Social pages and will not take responsibility for any comments made on them.
 - 4.2.11. Council reserves the right to ban individuals or pages that do not abide by the above guidelines.
- 4.3. **Employees and Elected Members on social media**
- 4.3.1. This policy is in addition to existing policies and protocols relating to the use of social media such as Code of Conduct.
 - 4.3.2. Employees and Elected Members must adhere to the Code of Conduct policy.
 - 4.3.3. Employees and Elected Members must not 'post' on behalf of the organisation unless authorised.
 - 4.3.4. Employees and Elected Members must not 'comment' on behalf of the organisation unless authorised.
- 4.4. **Privacy and recording information**



POLICY

- 4.4.1. Council records all correspondence generated or received across all social media accounts.
- 4.4.2. Council will not directly message or tag any community members on social media without prior consent
- 4.4.3. Council has the right to publish images and names on social media from Council run programs and events. If the public wishes for their images not to be displayed on social media, it is the responsibility of the community member to advise us.

5 ASSOCIATED DOCUMENTS

- 5.1. Social Media Strategy 2022
- 5.2. Media Policy
- 5.3. Codes of Conduct for Council Employees, Elected Members, Committee Members and Chief Executive Officer

6 REFERENCES AND RELATED LEGISLATION

- 6.1 Information Act
- 6.2 Local Government Act 2021

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.1.3
REPORT TITLE:	Community Benefit Scheme Scholarship Review
MEETING DATE:	Tuesday 20 September 2022
AUTHOR:	Community Services Manager, Melanie Tighe
APPROVER:	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 endorsement to remove Scholarships as a category from FIN18 Policy Grants, Donations, Scholarships and Sponsorships.

KEY MESSAGES

- Upon review of the FIN18 Policy Grants, Donations, Scholarships and Sponsorships, it is recommended the Scholarship category be removed.
- Recent applications for Scholarship funding have prompted a review of Scholarship category in FIN18 Policy Grants, Donations, Scholarships and Sponsorships.
- Scholarships do not align with the purpose of the Community Benefit Scheme, and do not provide any demonstrable broad community benefit nor tangible community outcome.
- Scholarships have no clear links to the City of Palmerston Community Plan or wider municipal goals and strategies.
- Equitable access to Scholarship funding is not guaranteed as there is not wide promotion of the availability of scholarship funding.
- Disparity of recognition of Council for financial contribution compared to other Community Benefit Scheme recipients.
- Current eligibility criteria are not comparable to similar Council and other Scholarship schemes.
- The FIN18 Policy Grants, Donations, Scholarships and Sponsorships is scheduled for review by 11 November 2023.

RECOMMENDATION

1. THAT Report entitled Community Benefit Scheme Scholarship Review be received and noted.
2. THAT Council endorse the amended City of Palmerston FIN18, Grants, Donations and Sponsorship Policy to take effect from Wednesday 21 September 2022, being **Attachment 13.1.3.3** to report entitled Community Benefit Scheme Scholarship Review.
3. THAT alternatives to support educational outcomes for the Palmerston community be considered as part of City of Palmerston's FIN 18, Grants, Donations and Sponsorship Policy to be undertaken by 11 November 2023.

BACKGROUND

The FIN18 Policy Grants, Donations, Scholarships and Sponsorships provides governance and outlines the administration of Council's Community Benefit Scheme funding program in a manner that is aligned to Council's Community plan objectives. The outcomes of this policy include:

- Achieving the objectives of Council's Community Plan.
- Providing Community organisations with financial support to provide benefit to the broader Palmerston community.
- Developing vibrant, engaged and more resilient communities.
- Providing a standard approach and framework to establish community partnerships.
- Distributing funds in an equitable, transparent and sustainable manner.

Under FIN18 Policy Grants, Donations, Scholarships and Sponsorships, Council provides Scholarship funding to eligible individuals from Palmerston for education or an educational activity, if they meet the following criteria:

- Being a resident of Palmerston.
- Being an Australian Citizen or holder of an Australian Permanent Resident Visa.
- Undertaking study or be enrolled in an accredited tertiary educational institution or training provider delivering qualifications adhering to the Australian Quality Training Framework.
- Being enrolled full time or part time for the duration of the Scholarship.
- Submitting a completed Sponsorship Application Form.

A Scholarship Agreement is developed for successful Scholarship applications which includes termination if the recipient ceases to meet the eligibility criteria, withdraws from their course or if the recipient breaches any conditions of the Scholarship Agreement.

DISCUSSION

There is very low demand from the community for Scholarship funding. Council has received three Scholarship applications over the last two years. The receipt of these Scholarship applications has prompted a Policy review of the Scholarship category within the FIN 18 Policy Grants, Donations, Scholarships and Sponsorships (FIN18). **Attachment 13.1.3.1**

Two Scholarship requests were received in the 2021/2022 financial year from Palmerston residents who are undertaking studies at an interstate University. The amount requested from both applicants was arbitrary and did not correlate to actual units of studies undertaken or total cost of course.

The Community Benefit Scheme (CBS) was designed to provide community organisations with financial support to in turn provide benefit to the broader Palmerston community, developing vibrant, engaged and more resilient communities, in line with our Community Plan vision and values.

The Scholarship category does not align with the purpose of CBS in the following ways:

- Scholarships provide individual funding support and do not require, or provide, any demonstrable broad community benefit nor tangible community outcome.
- There are no clear links to the City of Palmerston Community Plan or wider municipal goals and strategies.

Other characteristics of the CBS Scholarship category include:

- Equitable access to Scholarship funding is not guaranteed as there is not wide promotion of the availability of scholarship funding.
- Scholarship amount requested is not related to actual unit of study or total course costs.
- Disparity of recognition of Council for financial contribution compared to other CBS recipients.
- No mutual obligation of applicant to provide services for Council.

Council differs in their approach to Scholarship schemes compared to other Councils. The Hawkesbury City Council Scholarship scheme requires successful applicants to take an active role in supporting their community and attending Council events as an Ambassador. Rous County Council restrict Scholarships to undergraduates in the Faculty of Science and Engineering and the City of Rockingham request applicants to demonstrate financial hardship.

The eligibility criteria of Council's current Scholarship category:

- Accepts applications from those already enrolled in tertiary institutions and is not specifically encouraging to, or targeting, those students yet to enrol in further education.
- Does not encourage applicants from low socio-economic backgrounds i.e. those receiving a government tested low-income benefit or having a Centrelink Health Care Card or be from an under-represented background.
- Does not request detailed financial and academic information from educational institution.
- No uniformity of approach to Scholarship applications e.g. types of study/training undertaken, amount requested.
- Does not restrict support to local educational institution/training providers in Northern Territory (NT).
- Supports existing students which provides further benefit to those already enjoying educational advantage.
- No employment pathways to Council following completion of studies.

If the intention of the Scholarship stream of the Community Benefit Scheme is to provide funding support to local students, there are external funding and pathway opportunities that are available to individuals to attain educational support, this includes Territory and Federal initiatives. Council could promote these external opportunities to the community to better support individuals who request scholarship support through the CBS.

The FIN18 Policy Grants, Donations, Scholarships and Sponsorships is scheduled for review in 2023. Consideration may be given to reviewing the category of Annual School Awards to include alternate education/training funding criteria.

Officers recommend that Council remove the category of Scholarship from FIN18 Policy Grants, Donations, Scholarships and Sponsorships because it does not align to the outcomes of the Community Benefit Scheme and is difficult to relate specifically to the Community Plan. **Attachment 13.1.3.2**

CONSULTATION PROCESS

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

- Community Facilities Officer, Community Services

POLICY IMPLICATIONS

Amendments to Council Policy *FIN18* Grants, Donations, Scholarships and Sponsorships Policy recommended in this report will ensure the Community Benefit Scheme is in alignment with the Community Plan.

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.
2. Fails to be sustainable into the long-term
Context: Optimising the financial, social and environmental sustainability of the City.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

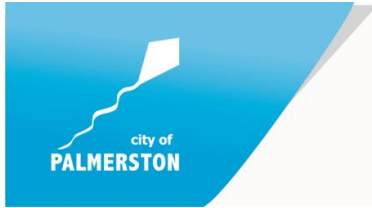
There are no environment sustainability implications for this Report.

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. 20191105 FI N 18 Grants Donations Scholarships and Sponsorships Original [13.1.3.1 - 4 pages]
2. 20191105 FIN18 Grants Donations Scholarships and Sponsorships Track Changes (1) [13.1.3.2 - 4 pages]
3. 20191105 FIN18 Grants Donations Scholarships and Sponsorships New Policy 2022 [13.1.3.3 - 4 pages]



POLICY

FIN18

Name:	Grants, Donations, Scholarships and Sponsorships		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Director Lifestyle and Community		
Approval Date:	5/11/2019	Next Review Date:	7/11/2023
Records Number:	365973	Council Decision:	9/0344

1 PURPOSE

Council actively supports initiatives which benefit the community. This Policy provides governance and outlines the method by which support is provided by way of grants, donations, scholarships and sponsorships.

2 PRINCIPLES

Council is committed to the principles of open and transparent government, as well as ensuring Council is financially sustainable.

3 DEFINITIONS

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

Term	Definition
Grant	Where Council provides financial or in-kind support to a community organisation carrying out a project or activity benefitting the community, and where the organisation may need to acquit funds provided. GST is not applicable. Council is recognised for its contribution.
Donation	Where Council provides financial or in-kind support to a community organisation carrying out a project, activity, or purchase of material goods. Acquittal of funds is not required. GST is not applicable. Council is recognised for its contribution.
Scholarship	Where Council provides financial support for education or an educational activity. Acquittal of funds is not required. GST is applicable. Council is recognised for its contribution.
Sponsorship	Where Council provides financial or in-kind support to a community activity or event, and where Council is widely identified as a sponsor of the event as per details in the Agreed Conditions of Funding. Acquittal of funds is not required. GST is applicable.

4 POLICY STATEMENT

- 4.1 Criteria for all categories of Grants, Donations and Sponsorships from Council
 - 4.1.1 All grants, donations and sponsorships must benefit the Palmerston Community, and applications must identify how the proposed activity/event/item relates to the goals and strategies in the Municipal Plan.
 - 4.1.2 Each application must include a completed Community Benefit Scheme Application Form.
 - 4.1.3 Community groups, incorporations and not for profit organisations are eligible to apply for grants, donations and sponsorships.



POLICY

FIN18

- 4.1.4 Applications by commercial entities will not be considered except in the incidence of an Expression of Interest for Special Projects in Palmerston.
- 4.1.5 Applications by individuals will not be considered except for Scholarships and for the purpose of Palmerston, Northern Territory or Australian representation.
- 4.1.6 Financial support will be restricted to one successful application per financial year.
- 4.1.7 A report detailing decisions made regarding requests will be tabled in full Council meeting each month.
- 4.1.8 A funding agreement prepared by Council, outlining conditions, must be signed by the successful applicant and returned to City of Palmerston prior to disbursement of funds.
- 4.2 Grants and Donation Requests
 - 4.2.1 Category 1 – Grant and Donation Requests for \$500 or less
 - 4.2.1.1 Requests are to be made in writing, with description of purpose and need of financial or in-kind support and must fulfil all criteria in 4.1 above.
 - 4.2.2 Category 2 – Grant and Donation Requests for between \$501 and \$2,000
 - 4.2.2.1 Requests are to be made in writing, with description of purpose and need of financial or in-kind support and must fulfil all criteria in 4.1 above.
 - 4.2.2.2 The organisation provides their details including most recent audited financials, proof of appropriate registration as an incorporated community group or not-for-profit organisation, applicable insurance details, contact details of elected office holders and minuted details of the organisation's resolution to request funding.
 - 4.2.2.3 A letter of application which details the project, event, or material need, written by someone within the organisation holding an elected office must be submitted along with the completed Community Benefit Scheme Application Form.
 - 4.2.3 Category 3 – Grant and Donation Requests in excess of \$2,000
 - 4.2.3.1 All requests must comply with requirements set out in 4.2.1 and 4.2.2 above.
 - 4.2.3.2 In addition, the organisation must submit a project brief including the projected budget.
 - 4.2.3.3 Evidence of alternate sources of funding, to a minimum of 30% of the project costs, must be provided.
 - 4.2.3.4 A full acquittal of funds is required for grants but is not required for donations.
- 4.3 Sponsorship
 - 4.3.1 The organisation must submit a copy of the Sponsorship Package which details all levels/categories of sponsorship including costs and benefits.
 - 4.3.2 The organisation is responsible for the appropriate display of Council's branding, as deemed appropriate by the Chief Executive Officer or Council.
 - 4.3.3 The organisation must permit Council to attend the funded event/program for the purpose of taking photos and/or video recording. Council will seek permission from the individual/s photographed or recorded.
 - 4.3.4 Where recurring annual sponsorship is agreed upon, the organisation must comply with criteria set out in the Agreement, and Council must resolve to provide the recurring funding.
 - 4.3.5 No acquittal is required.



POLICY

FIN18

4.4 Scholarships

- 4.4.1 Individuals are eligible to apply for scholarships.
- 4.4.2 Applicant must be a resident of Palmerston.
- 4.4.3 Applicant must be an Australian Citizen or holder of an Australian Permanent Resident Visa.
- 4.4.4 Applicant must be undertaking study or be enrolled in an accredited tertiary educational institution or training provider delivering qualifications adhering to the Australian Quality Training Framework.
- 4.4.5 Applicant must be enrolled full time or part time for the duration of the Scholarship.
- 4.4.6 If successful, a Scholarship Agreement will be developed with each applicant and include scholarship value, scholarship duration, ongoing eligibility and other obligations and conditions.
- 4.4.7 A scholarship may be terminated if the recipient ceases to meet the eligibility criteria, withdraws from his/her course or if the recipient breaches any conditions of the Scholarship Agreement.

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Council may decide to support individuals and teams representing Palmerston, Northern Territory or Australia in sporting and other challenges, activities and events within the Northern Territory, interstate and internationally.

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- 4.5.2 Pre-determined amounts of support will be available for Individuals and Teams. Where a team application is successful, a member of that team is ineligible to also apply as an individual.
- 4.5.3 Individuals may apply for \$250 to assist their representation.
- 4.5.4 Teams may apply for \$750 to assist their representation.
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 - 4.6.4.1 Successful funding through the Community Benefit Scheme does not preclude successful Special Projects funding.
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POLICY

FIN18

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

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- 4.9.1 All requests under \$2,000 are at the discretion of the Chief Executive Officer, with the exception of scholarship applications.
- 4.9.2 Requests in excess of \$2,000 and all scholarship applications are to be referred by the Chief Executive Officer to Council with a recommendation.
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- 4.9.4 Where a request for a Grant, Donation, Scholarship or Sponsorship is made which does not comply with the criteria outlined above and is deemed to have merit by the Chief Executive Officer, the request will be referred, with recommendation to Council for consideration and determination.

5 ASSOCIATED DOCUMENTS

- 5.1 Application forms will be available on Council's website

6 REFERENCES AND RELATED LEGISLATION



POLICY

Name:	Grants, Donations, Scholarships and Sponsorships		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Director Lifestyle and Community General Manager Community and Culture		
Approval Date:	5/11/2019 5/11/2021	Next Review Date:	7/11/2023 7/11/2027
Records Number:	365973	Council Decision:	9/0344

1 PURPOSE

Council actively supports initiatives which benefit the community. This Policy provides governance and outlines the method by which support is provided by way of grants, donations, ~~scholarships~~ and sponsorships.

2 PRINCIPLES

Council is committed to the principles of open and transparent government, as well as ensuring Council is financially sustainable.

3 DEFINITIONS

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

Term	Definition
Grant	Where Council provides financial or in-kind support to a community organisation carrying out a project or activity benefitting the community, and where the organisation may need to acquit funds provided. GST is not applicable. Council is recognised for its contribution.
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Scholarship	Where Council provides financial support for education or an educational activity. Acquittal of funds is not required. GST is applicable. Council is recognised for its contribution.
Sponsorship	Where Council provides financial or in-kind support to a community activity or event, and where Council is widely identified as a sponsor of the event as per details in the Agreed Conditions of Funding. Acquittal of funds is not required. GST is applicable.

4 POLICY STATEMENT

- 4.1 Criteria for all categories of Grants, Donations and Sponsorships from Council
 - 4.1.1 All grants, donations and sponsorships must benefit the Palmerston Community, and applications must identify how the proposed activity/event/item relates to the goals and strategies in the Municipal Plan.
 - 4.1.2 Each application must include a completed Community Benefit Scheme Application Form.



POLICY

- 4.1.3 Community groups, incorporations and not for profit organisations are eligible to apply for grants, donations and sponsorships.
- 4.1.4 Applications by commercial entities will not be considered except in the incidence of an Expression of Interest for Special Projects in Palmerston.
- 4.1.5 Applications by individuals will not be considered except for Scholarships and for the purpose of Palmerston, Northern Territory or Australian representation.
- 4.1.6 Financial support will be restricted to one successful application per financial year.
- 4.1.7 A report detailing decisions made regarding requests will be tabled in full Council meeting each month.
- 4.1.8 A funding agreement prepared by Council, outlining conditions, must be signed by the successful applicant and returned to City of Palmerston prior to disbursement of funds.
- 4.2 Grants and Donation Requests
 - 4.2.1 Category 1 – Grant and Donation Requests for \$500 or less
 - 4.2.1.1 Requests are to be made in writing, with description of purpose and need of financial or in-kind support and must fulfil all criteria in 4.1 above.
 - 4.2.2 Category 2 – Grant and Donation Requests for between \$501 and \$2,000
 - 4.2.2.1 Requests are to be made in writing, with description of purpose and need of financial or in-kind support and must fulfil all criteria in 4.1 above.
 - 4.2.2.2 The organisation provides their details including most recent audited financials, proof of appropriate registration as an incorporated community group or not-for-profit organisation, applicable insurance details, contact details of elected office holders and minuted details of the organisation's resolution to request funding.
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 - 4.2.3.1 All requests must comply with requirements set out in 4.2.1 and 4.2.2 above.
 - 4.2.3.2 In addition, the organisation must submit a project brief including the projected budget.
 - 4.2.3.3 Evidence of alternate sources of funding, to a minimum of 30% of the project costs, must be provided.
 - 4.2.3.4 A full acquittal of funds is required for grants but is not required for donations.
- 4.3 Sponsorship
 - 4.3.1 The organisation must submit a copy of the Sponsorship Package which details all levels/categories of sponsorship including costs and benefits.
 - 4.3.2 The organisation is responsible for the appropriate display of Council's branding, as deemed appropriate by the Chief Executive Officer or Council.
 - 4.3.3 The organisation must permit Council to attend the funded event/program for the purpose of taking photos and/or video recording. Council will seek permission from the individual/s photographed or recorded.
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 - 4.3.5 No acquittal is required.



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Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Director Lifestyle and Community		
Approval Date:	5/11/2019	Next Review Date:	7
Records Number:		Council Decision:	

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COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.1
REPORT TITLE:	Financial Report for the Month of August 2022
MEETING DATE:	Tuesday 20 September 2022
AUTHOR:	Financial Accountant, Tinashe Gomo
APPROVER:	Director of Finance and Governance, Wati Kerta

COMMUNITY PLAN

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

PURPOSE

The purpose of this Report is to present to Council the Financial Report for August 2022.

KEY MESSAGES

- The month-end figures for August are representative of the year to date expenditure as of 31 August 2022.
- 86% (\$2,089,021) of August creditors' payments were paid to Local suppliers.
- The Department of Chief Minister and Cabinet issued the monthly finance report guidelines in accordance with Regulation 17 of Local Government (General) Regulations 2021. The prescribed format is mandatory from the month following Council's first budget review in the 2022-23 financial year, which is after September 2022.
- The opening Balance Sheet account balances are yet to be finalised, pending the completion of the external audit, and therefore the balance sheet is not included in this report.
- The Capital Expenditure budget includes Council approved rolled over projects of \$8M which increased the total capital budget from \$27M to \$35M.
- Council issued rates notices for 2022/23 in August for all rate payers.
- Recovery of outstanding infringements improved by 16% (6,524) from last month's figures. A provision for doubtful debt has been made as of 30 June 2022 after a detailed analysis of infringements and will be finalised as part of the audited financial statements.

RECOMMENDATION

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

BACKGROUND

In accordance with *Local Government (General) Regulations 2021 - Part 2 (Division 7)*, the preceding month's Financial Report must be presented to Council. Accordingly, the commentary below and **Attachment 13.2.1.1** present the financial position of the Council at the end of August 2022. The additional information provided in this report includes payment and reporting obligations for insurance, Councillor expenses and Chief Executive Officer (CEO) certification.

In accordance with the *Local Government Act 2019* and *Local Government (General) Regulations*, Council must be tabled with a report on variations to contracts that exceed 10% and public quotes which exceed a value of \$150,000. This report includes a commentary on any recorded variations for August 2022.

DISCUSSION

The information below is provided to assist with the terminology used throughout the Report:

- Annual Budget is the Budget per the municipal plan for the 2022/23 financial year.
- Year to date (YTD) Budget – is the budget equivalent from 1 July to the current reporting date. The expected benchmark for August 2022 would be 17% of the overall annual budget.

Year to date (YTD) Actual – is the actual income and expenditure from 1 July to the current reporting date.

Budget by Directorate

Operating Income

Description	Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget
Office of the Chief Executive	916,639	0	0%
Deputy Chief Executive	0	0	0%
Finance and Governance	24,783,288	22,979,291	93%
Community and Culture	1,474,201	103,632	7%
Infrastructure	8,816,809	7,039,746	80%
Total (City of Palmerston)	35,990,937	30,122,669	84%

- Total operating income is at 84% of the Annual Budget.
- Budget for the Office of the CEO and the Roads & Transport relate to Federal Assistance grant fund anticipated to be received this year from the commonwealth government, and in infrastructure, Goyder square grant received in 2021/22 will be recognised at 30 June 2023 in line with the expenditure for the year.
- Income in Finance & Governance & Infrastructure relates to Rates & Waste Charges levied.
- Majority of the Income in Community and Culture is from early Dog Registrations \$55K and infringements \$33K. The budget includes anticipated grant income for the Youth Festival that we are yet to receive.

Operating Expenditure

Description	Annual Budget \$	YTD Actual + Commitments	% YTD Actual + Committed of Annual budget
Office of the Chief Executive	1,489,783	384,176	26%
Deputy Chief Executive	2,347,149	570,798	24%
Finance and Governance	14,055,873	2,453,978	17%
Community and Culture	5,538,010	1,365,066	25%
Infrastructure	19,338,996	3,716,175	19%
Total (City of Palmerston)	42,769,810	8,490,193	20%

- Total operating expenditure is at 20% actual spent on the Annual Budget and 83% spent on the year-to-date budget (as shown in the attachment).
- Expenditure in the Deputy CEO department includes \$80K of Pool closure related expenses not included in the original budget.
- All directorates are tracking well to budget.

Capital Income

Description	Revised Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget
Office of the Chief Executive	0	0	0%
Deputy Chief Executive	0	0	0%
Finance and Governance	0	0	0%
Community and Culture	304,519	0	0%
Infrastructure	21,736,762	0	0%
Total (City of Palmerston)	22,041,282	0	0%

- The Revised Annual Budget includes \$2.6M of grant income rolled over from 2021-22 financial year as per Council decision 10/446. Of the remaining \$19.4M of budgeted capital income, \$17.26M relates to the following projects that Council is yet to receive and/or recognise as income:

Capital Project	Total Grant Income	Grant income received	Grant income yet to be received
SWELL Project	\$11.5M	\$6.5M from the Northern Territory Government (\$1M of \$7.5M included in the rollover)	\$5M from Federal Government
Zuccoli Community Hub	\$2.8M	0	\$2.8M
LRCI Phase 3 funding	\$824K	0	\$824K
FiberSense Technology	\$500K	0	\$500K
Roads to Recovery Funds 2022/23	\$412K	0	\$412K
PSFC Secondary Space Upgrade	\$330K	0	\$330K
Other projects	\$898K	\$750K	\$148K
Total	\$17.26M	\$7.25M	\$10M

Capital Expenditure

Description	Annual Budget \$	YTD Actual + Commitments	% YTD Actual + Committed of Annual budget
Office of the Chief Executive	0	0	0
Deputy Chief Executive	0	0	0

Finance and Governance	0	0	0%
Community and Culture	580,713	19,784	3%
Infrastructure	34,498,282	4,208,269	13%
Total (City of Palmerston)	35,078,995	4,228,053	13%

- The Revised Annual Budget includes capital projects valued at \$8M rolled over from 2021-22 financial year as per Council decision 10/446 which increased the overall capital budget for 2022-23 to \$35M.
- Of the \$4.5M of actual spend plus commitments, 88% relate to expenditure on projects that were rolled over from the previous financial year: \$1.1M on Fibre Sense, \$1.2M for Road Reseal, \$425K for Dog Pound, \$965K for Zuccoli Dog Park, \$121K for Dark spots & \$132K for the Weed Harvester. The remaining 12% relate to expenditure on driveways and pathways. **Reserves**

The Reserve balance as of 31 August 2022 is \$10.75M and does not include the actual reserve movements for 2021-22. An adjustment for the actual reserve movements will occur as part of the 30 June 2022 end-of-year processes. A supplementary report on financial reserve movements will be presented to Council prior to finalising the 2021-22 Annual Financial Statements.

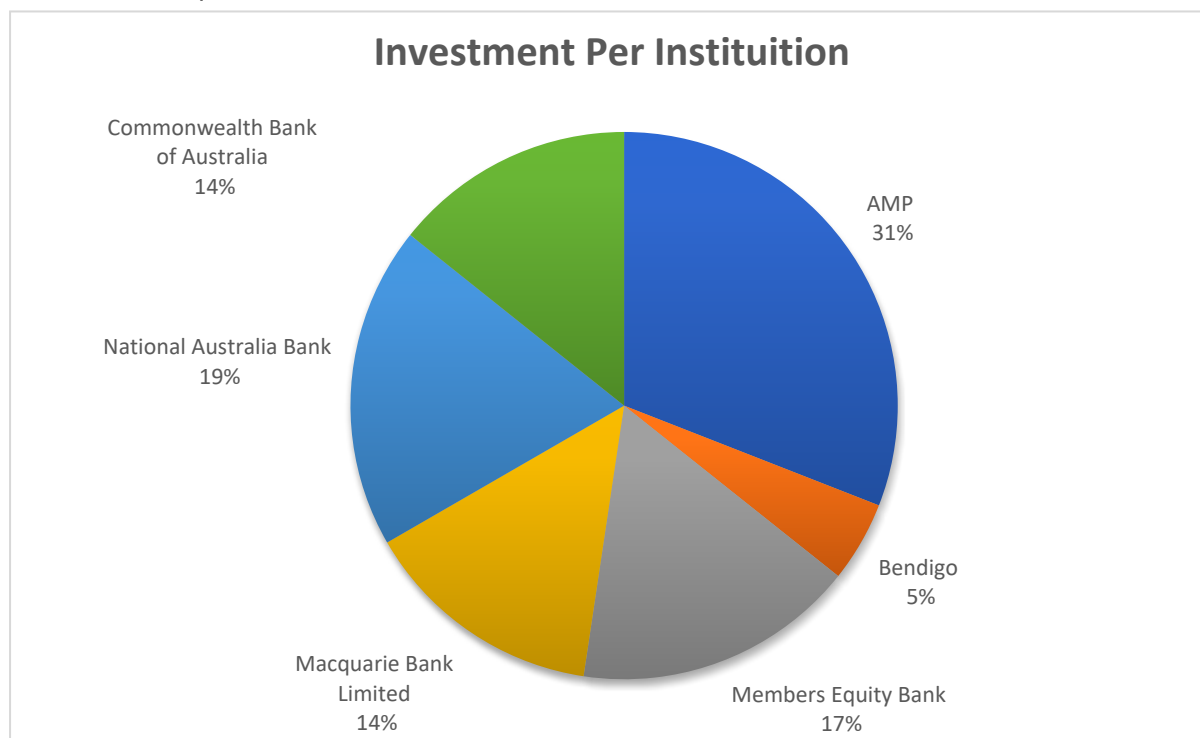
Below outlines the different reserves held by the Council:

Reserves per Council Policy 'Financial Reserves'	
1. Externally restricted reserves- subject to legal requirements that govern the use of the funds. The reserve includes funds that have not been utilised for the purpose for which they were received, and an obligation or requirement to return funds to its contributor exists.	
Unexpended Grants Reserve	Nil
2. Internally restricted reserves- not subject to legal requirements governing the use of the funds. The reserve has been established for a specific internal purpose, however, if that purpose does not eventuate or Council changes its priorities the funding can be diverted to other purposes except for the waste management reserve. Funds in the waste management reserve cannot be used or allocated to any other purpose as it is restricted to waste management expenditure.	
Election Expenses Reserve	Nil
Disaster Recovery Reserve	\$500,000
Unexpended capital works reserve	Nil
Developer Funds in lieu of construction	\$1,901,255
Waste management reserve	\$1,933,682
Asset Renewal Reserve	Nil
Major Initiatives Reserve	\$795,923
3. Unrestricted reserve - not subject to any legal obligations. The funds in this reserve are not currently allocated to a specific purpose.	
Working Capital Reserve	\$5,622,190

2.3 Investments Management Report and Cash Balance

- As of 31 August 2022, Council held \$21M in term deposits across six separate financial institutions. The investment portfolio is compliant with Council Policy FIN06 Investments.

- Cash held by Council in the bank as of 31 August 2022 was \$9,613,900.22. This balance is high as council is holding on to \$5 million in preparation to make the 1st payment instalment for the SWELL project when the contractor advises.
- The breakup between institutions is:



2.4 Debtors

Section 2.4 – Debtor Control Accounts, as presented as **Attachment 13.2.1.1**, shows both outstanding rates and unpaid infringement notices.

Rates

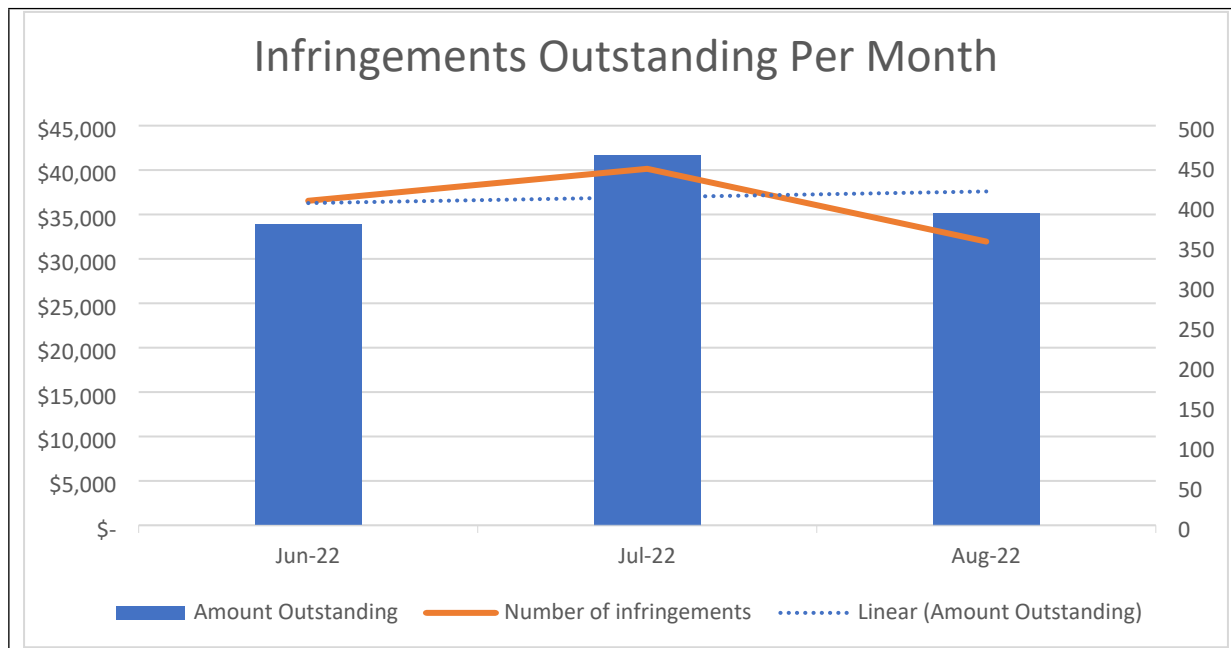
- Council's overdue rates as of August 2022 are currently worth \$1.4M from 2103 properties as per **Attachment 13.2.1.1**.
- Rates notices for 2022/23 were sent out in August 2022.
- Council may place an overriding statutory charge on the property where there is an outstanding rate debt owing which gives Council priority over other registered and unregistered mortgages, charges, and encumbrances except for a previously registered overriding statutory charge. Council currently holds overriding statutory charges over all properties with overdue debt rated prior to 2017/18. Rates that stay overdue for more than three years qualify for the sale of land process under the Local Government Act 2019.

Trade Debtors

- 9% of all Trade Debtors are over 90 days, amounting to \$17,934. A provision for Doubtful debts has been processed as part of the end of year transaction for 30 June 2022 and will be finalised before the end of October 2022.

Infringements

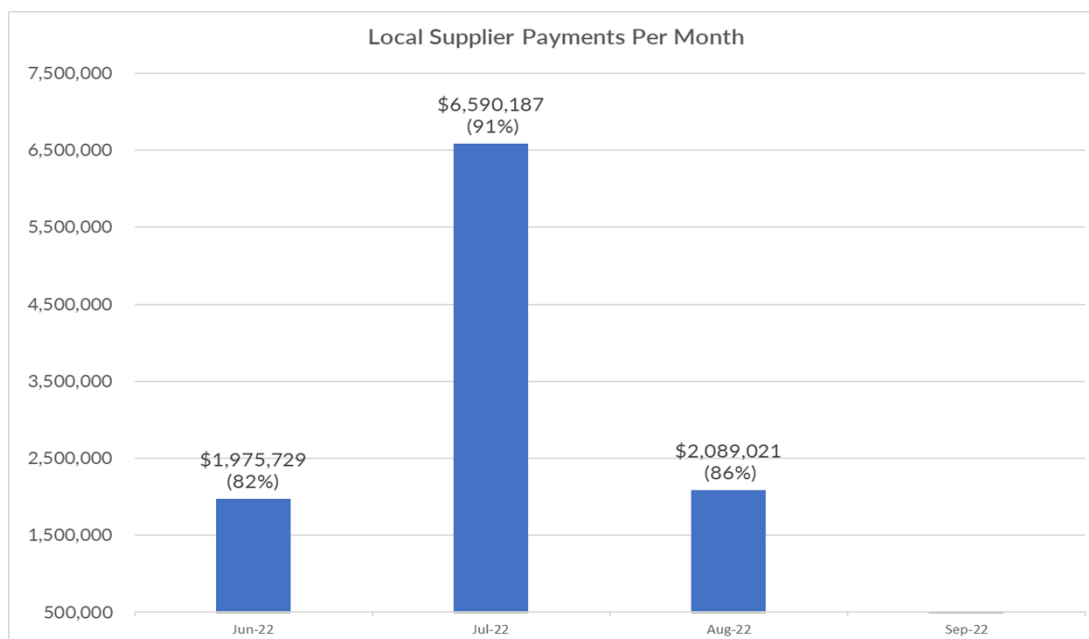
- 21% of Infringements debtors are for this year 2022/23 (69 infringements); 51% from 2021/22 (156 Infringements), and the remaining 28% (130 infringements) are from infringements outstanding pre-2020/21. All debts are being reviewed in line with the Local Government Act 2019 and a provision for doubtful debts was made as part of the end-of-year transactions for 2021-22. Once the financial statements are finalised, the debts will be reviewed for collectability and, if required, will be written off through Council resolution.



- There has been a 16% (\$6,524) drop in infringements outstanding from last month. Parking/traffic infringements have seen the biggest percentage drop from last month's outstanding balance with 40% (\$4,684) which implies that council's active infringement debt recovery has been rewarding, public place infringements have not seen any movement and Animal control infringements has only had a 6% decrease from last month.

2.6 to 2.7 Trade Creditors

Creditors Paid in August amounted to \$2,429,095 and 86% (\$2,089,021) of these creditors' payments were paid to Local suppliers.



2.8 Waste Charges

- The purpose of Section 2.8 - Waste Charges in **Attachment 13.2.1.1**, is to supply a YTD overview of the Council's progress against its budgeted Waste Reserve movement.

2.10 Loans

- Council approved an internal loan for \$3.3M to fund Making the Switch in August 2018 (Council decision 9/0243), and an external loan for \$1.96M to fund the final stage of remediation works at the previous Archer Landfill site in 2018/19. The corresponding figures for both loans are shown in Section 2.10 - Council Loans of **Attachment 13.2.1.1**.

2.11 Elected Member Expenses

- Section 2.11 - Elected Member expenses summarise expenses or benefits related to Elected Members under Section 109 of the Local Government Act 2019. Elected Members' expenditure is currently at \$75K, which all relates to Elected Member allowances.
- Elected Member allowances are in line with budget, however, some claims such as professional development & information Technology capital allowances have not yet been claimed.

2.12 Elected Members & CEO Credit Card Transactions

- The prescribed financial reporting format requires the credit card transactions of the Elected Members and the CEO. These are provided in **Attachment 13.2.1.1**.

Tax and Insurance

- Council is compliant with payment and reporting of all tax liabilities as outlined below.
- Council is anticipating an FBT refund of \$13K for the FBT year ended 31 March 2022. The next FBT payment (\$26K) for the period June to September 2022 will be paid in October 2022.

- \$350,940 has been paid to the ATO for Pay As You Go Tax (PAYG). In addition, Council has paid \$163,581 towards employee's superannuation YTD.
- The last Business Activity Statement was lodged on 22 August 2022 for the month ended 31 July 2022, and the GST refund was \$272,429.
- Council has all required insurances to manage the current risk exposure, payments have been made, and reporting is compliant with insurance requirements.

Contract Variations

In accordance with the *Local Government Act 2019* and *Local Government (General) Regulations*, a report on variations to contracts that exceed 10% and public quotes that exceed a value of \$150,000 must be published at first notice. Council had no contract variations in August 2022.

CONSULTATION PROCESS

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

- Finance Team
- Procurement Support Officer

POLICY IMPLICATIONS

Investments are compliant with Council Policy *FIN06 Investments*.

BUDGET AND RESOURCE IMPLICATIONS

This Report provides an overview of the budget and resource implications

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This report addresses the following City of Palmerston Strategic Risks:

2 Fails to be sustainable into the long term

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

The *Local Government (General) Regulations 2021 - Part 2 (Division 7)* prescribes that:

Monthly financial reports to Council

1. The CEO must, in each month, give the Council a report setting out:
 - a. The actual income and expenditure of the Council for the period from the commencement of the financial year up to the end of the previous month; and
 - b. The most recently adopted Revised Annual Budget; and
 - c. Details of any material variances between the most recent actual income and expenditure of the Council and the most recently adopted Revised Annual Budget
2. If a council does not hold a meeting in a particular month, the Report is to be laid before the council committee performing the Council's financial functions under regulation 19 for the particular month.
3. The Report must be accompanied by:
 - (a) a certification, in writing, by the CEO to the Council that, to the best of the CEO's knowledge, information and belief:

- (i) the internal controls implemented by the Council are appropriate; and*
- (ii) the Council's financial Report best reflects the financial affairs of the Council; or*

With the monthly finance report being laid before Council, Council is adhering to legislative requirements and ensuring ongoing monitoring of financial sustainability.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environmental 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. August 2022 consolidated Financial Report [13.2.1.1 - 27 pages]



Financial Management Reports

August 2022

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

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August 2022

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	2.8	Commercial Leases
	2.9	Council Loans
	2.10	Elected Member Expenses
	2.11	Elected Members & CEO Credit Cards

Certification By Chief Executive Officer

I, Luccio Franco Cercarelli, the Chief Executive Officer of the City of Palmerston, hereby certify that to the best of my knowledge, information and belief:

- ❖ The internal controls implemented by Council are appropriate; and
- ❖ The Council's Financial Report for August 2022 best reflects the financial affairs of Council.



Luccio Franco Cercarelli
Chief Executive Officer

COUNCIL AGENDA

Attachment 13.2.1.1

Section 2

Financial Results

1.2 - Executive Summary as at 31 August 2022
% of year passed 17%

Description	Annual Budget \$	YTD Actual \$	% YTD Actuals of Annual Budget	YTD Committed \$	% Committed of Annual Budget	YTD Actual + Committed \$	% YTD Actual + Committed of Annual budget	YTD Budget	% YTD Actuals of YTD Budget
Operating Income									
Rates	24,291,464	22,876,936	94%	0	0%	22,876,936	94%	24,291,464	94%
Charge	6,818,686	6,872,716	101%	0	0%	6,872,716	101%	6,818,686	101%
Fees & Charges	926,773	148,554	16%	0	0%	148,554	16%	209,518	71%
Grants, Subsidies & Contributions	3,106,704	1,050	0%	0	0%	1,050	0%	613,578	0%
Interest & Investment Revenue	713,580	162,091	23%	0	0%	162,091	23%	191,120	85%
Other Income	133,730	61,322	46%	0	0%	61,322	46%	78,954	78%
Operating Income	35,990,937	30,122,669	84%	0	0%	30,122,669	84%	32,203,320	94%
Operating Expenditure									
Employee Costs	-11,243,215	-1,923,937	17%	-105,834	0.9%	-2,029,771	18%	-1,895,950	101%
Materials & Contractors	-10,992,461	-1,456,158	13%	-972,688	9%	-2,428,846	22%	-1,906,120	76%
Depreciation, Amortisation & Impairment	-10,792,916	-1,798,819	17%	0	0%	-1,798,819	17%	-1,798,819	100%
Elected Members Allowances	-393,511	-50,781	13%	0	0%	-50,781	13%	-67,775	75%
Elected Members Expenses	-38,550	-635	2%	0	0%	-635	2%	-8,107	8%
Professional Services	-1,472,205	-160,640	11%	-161,829	11%	-322,469	22%	-384,658	42%
Auditor's Remuneration	-46,080	0	0%	-25,856	56%	-25,856	56%	0	0%
Bad and Doubtful Debts	0	0	0%	0	0%	0	0%	0	0%
Utilities	-2,510,190	-195,518	8%	0	0%	-195,518	8%	-600,342	33%
Legal Expenses	-235,700	-21,447	9%	-15,110	6%	-36,557	16%	-44,742	48%
Telephone & Other Communication Charges	-255,360	-38,537	15%	-67,779	27%	-106,316	42%	-35,051	110%
Donations, Sponsorships & Grants	-260,000	-25,038	10%	-40,000	15%	-65,038	25%	-43,333	58%
Software, Hardware, Stationery, Subscriptions	-1,288,984	-130,285	10%	-132,450	10%	-262,736	20%	-367,246	35%
Insurance	-568,318	-100,342	18%	0	0%	-100,342	18%	-94,720	106%
Borrowing Costs	-518,733	0	0%	0	0%	0	0%	-19,445	0%
Other Expenses	-2,153,586	-756,133	35%	-310,374	14%	-1,066,508	50%	-630,321	120%
Operating Expenditure	-42,769,810	-6,658,272	16%	-1,831,921	4%	-8,490,193	20%	-7,896,628	84%
OPERATING SURPLUS/(DEFICIT)	-6,778,872	23,464,397		-1,831,921		21,632,476		24,306,692	
Capital Income									
Net gain (loss) on disposal or revaluation of assets	120,000	0	0%	0	0%	0	0%	0	0%
Developer Contributions	200,000	0	0%	0	0%	0	0%	0	0%
Asset Income	1,879,000	0	0%	0	0%	0	0%	0	0%
Grants received	19,842,282	0	0%	0	0%	0	0%	0	0%
Capital Income	22,041,282	0	0%	0	0%	0	0%	0	0%
Net SURPLUS / (DEFICIT) transferred to Equity Statement	15,262,409	23,464,397		-1,831,921		21,632,476		24,306,692	

COUNCIL AGENDA

Attachment 13.2.1.1

Section 2

Financial Results

1.2 - Executive Summary as at 31 August 2022

% of year passed 17%

Description	Annual Budget \$	YTD Actual \$	% YTD Actuals of Annual Budget	YTD Committed \$	% Committed of Annual Budget	YTD Actual + Committed \$	% YTD Actual + Committed of Annual budget	YTD Budget	% YTD Actuals of YTD Budget
Capital Expenditure									
Land Purchase	0	0	0%	0	0%	0	0%	0	0%
Asset Purchase	-15,400,140	-262,324	2%	-1,150,953	7%	-1,413,277	9%	0	0%
Asset Upgrade	-19,678,856	94,095	0%	-2,908,871	15%	-2,814,776	14%	0	0%
Capital Expenditure	-35,078,995	-168,229	0%	-4,059,824	12%	-4,228,053	12%	0	0%
Less Non-Cash Expenditure	-10,792,916	-1,798,819	17%	0	0%	-1,798,819	17%	-1,798,819	100%
Plus Gifted Assets	1,879,000	0	0%	0	0%	0	0%	0	0%
NET CAPITAL SURPLUS/(DEFICIT)	-10,902,670	25,094,987		-5,891,745		19,203,242		26,105,512	
Borrowings	3,500,000	0	0%	0	0%	0	0%	0	0%
Less Repayment of Borrowings	-374,943	0	0%	0	0%	0	0%	0	0%
Reserve Movement	7,777,614	0	0%	0	0%	0	0%	0	0%
NET OPERATING SURPLUS/(DEFICIT)	0	25,094,987		-5,891,745		19,203,242		26,105,512	



Approved by: Finance Manager

Section 2 Financial Results

1.3 - Capital Expenditure & Funding 31 August 2022

CAPITAL EXPENDITURE	Annual Budget	Actuals	Commitments	Actuals + Commitments	YTD Budget
Land & Buildings	\$23,843,827	\$45,985	\$467,121	\$513,106	\$0
Infrastructure (including roads, footpaths, park furniture)	\$9,860,596	-\$93,692	\$3,544,458	\$3,450,766	\$0
Fleet	\$624,572	\$215,936	\$48,245	\$264,181	\$0
Other Assets (including furniture & office equip)	\$750,000	\$0	\$0	\$0	\$0
TOTAL CAPITAL EXPENDITURE	\$35,078,995	\$168,229	\$4,059,824	\$4,228,053	\$0
TOTAL CAPITAL EXPENDITURE FUNDED BY:					
Operating Income	\$4,046,861	\$0	\$0	\$0	\$3,926,861
Capital Grants	\$19,842,282	\$0	\$0	\$0	\$0
Transfers from Cash Reserves	\$7,777,614	\$0	\$0	\$0	\$0
Borrowings	\$3,412,240	\$0	\$0	\$0	\$0
TOTAL CAPITAL EXPENDITURE FUNDING	\$35,078,995	\$0	\$0	\$0	\$3,926,861



Approved by: Finance Manager

Section 2

Financial Results

2.1 - Budget Summary Report By Directorate as at 31 August 2022

% of year passed 17%

Operating Income

Description	Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget
Office of the Chief Executive					
Office of the CEO	916,639	0	0%	90,539	0%
Office of the Chief Executive	916,639	0	0%	90,539	0%
Deputy Chief Executive					
Deputy Chief Executive	0	0	0%	0	0%
Finance & Governance					
Governance	50,000	0	0%	0	0%
Director Finance & Governance	149,205	12,484	8%	24,867	50%
Financial Services	168,420	58,850	35%	17,760	331%
Rates	24,415,664	22,907,957	94%	24,415,664	94%
Finance & Governance	24,783,288	22,979,291	93%	24,458,291	94%
Community & Culture					
Events Promotion	2,000	0	0%	0	0%
Health and Wellbeing Services	0	2,985	0%	0	0%
Library Services	700,153	16,750	2%	22,260	75%
Senior Citizens	2,048	1,050	51%	2,048	51%
Youth Services	300,000	0	0%	300,000	0%
Animal Management	349,000	72,973	21%	76,386	96%
Parking & Other Ranger Services	121,000	9,874	8%	27,224	36%
Community & Culture	1,474,201	103,632	7%	427,918	24%

Section 2

Financial Results

2.1 - Budget Summary Report By Directorate as at 31 August 2022

% of year passed 17%

Operating Income

Description	Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget
Infrastructure					
Civic Centre	151,150	24,746	16%	25,192	98%
Driver Resource Centre	3,818	0	0%	0	0%
Gray Community Hall	0	593	0%	0	0%
Director Infrastructure	100,000	2,146	2%	100,000	2%
Private Works	31,360	6,442	21%	4,947	130%
Recreation Centre	0	495	0%	0	0%
Roads & Transport	1,094,905	0	0%	107,657	0%
Subdivisional Works	100,000	0	0%	25,000	0%
Waste Management	6,889,416	6,930,963	101%	6,889,416	101%
Odegaard Drive Investment Property	446,160	74,360	17%	74,360	100%
Infrastructure	8,816,809	7,039,746	80%	7,226,571	97%
	35,990,937	30,122,669	84%	32,203,320	94%

COUNCIL AGENDA Attachment 13.2.1.1

Section 2 Financial Results

2.1 - Budget Summary Report By Directorate as at 31 August 2022

% of year passed 17%

Operating Expenditure

	Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Committed \$	% Committed of Annual Budget	YTD Actual + Committed \$	% YTD Actual + Committed of Annual budget	YTD Budget	% YTD Actuals of YTD Budget
Office of the Chief Executive									
Councillors	-432,061	-51,416	12%	0	0%	-51,416	12%	-75,881	68%
Office of the CEO	-1,057,722	-317,649	30%	-15,110	1%	-332,759	31%	-233,860	136%
Office of the Chief Executive	-1,489,783	-369,065	25%	-15,110	1%	-384,176	26%	-309,741	119%
Deputy Chief Executive									
Deputy Chief Executive Officer	-236,901	0	0%	0	0%	0	0%	-39,483	0%
Customer Experience	-348,351	-52,089	15%	0	0%	-52,089	15%	-58,059	90%
People	-987,911	-160,896	16%	-51,115	5%	-212,011	21%	-187,541	86%
Public Relations and Communications	-773,985	-185,072	24%	-121,626	16%	-306,698	40%	-169,993	109%
Deputy Chief Executive	-2,347,149	-398,056	17%	-172,741	7%	-570,798	24%	-455,076	87%
Finance & Governance									
Director Finance & Governance	-530,147	-94,973	18%	-49,809	9%	-144,782	27%	-95,686	99%
Records Management	-360,791	-38,801	11%	-21,673	6%	-60,474	17%	-60,132	65%
Financial Services	-11,922,105	-2,007,604	17%	-85,007	1%	-2,092,611	18%	-1,974,592	102%
Rates	-75,700	-1,997	3%	-5,159	7%	-7,157	9%	-18,867	11%
Governance	-1,167,130	-137,487	12%	-11,468	1%	-148,955	13%	-203,688	67%
Finance & Governance	-14,055,873	-2,280,862	16%	-173,117	1%	-2,453,978	17%	-2,352,965	97%
Community & Culture									
Arts & Culture	-77,824	-2,625	3%	-11,970	15%	-14,595	19%	-10,048	26%
Community Development	-1,209,313	-202,883	17%	-43,358	4%	-246,240	20%	-202,278	100%
Diversity and Inclusion Activities	-38,072	-6,134	16%	-1,880	5%	-8,014	21%	-10,000	61%
Events Promotion	-521,080	-85,774	16%	-13,125	3%	-98,899	19%	-56,567	152%
Families & Children	-47,616	-25,674	54%	-4,655	10%	-30,329	64%	-4,690	547%
Health and Wellbeing Services	-42,496	-868	2%	-5,145	12%	-6,013	14%	-13,804	6%
Library Services	-1,689,908	-261,107	15%	-39,947	2%	-301,054	18%	-283,341	92%
Senior Citizens	-6,656	-5,430	82%	-100	2%	-5,530	83%	-5,500	99%
Youth Services	-420,280	-290,504	69%	-16,777	4%	-307,281	73%	-319,113	91%
Director Community & Culture	-327,929	-99,009	30%	0	0%	-99,009	30%	-57,405	172%
Safe Communities	-20,480	-1,377	7%	-2,580	13%	-3,957	19%	-7,500	18%
Animal Management	-168,650	-27,954	17%	-51,564	31%	-79,518	47%	-33,629	83%
Parking & Other Ranger Services	-967,705	-160,145	17%	-4,480	0%	-164,625	17%	-166,474	96%
Community & Culture	-5,538,010	-1,169,485	21%	-195,581	4%	-1,365,066	25%	-1,170,348	100%

Section 2

Financial Results

2.1 - Budget Summary Report By Directorate as at 31 August 2022

% of year passed 17%

Operating Expenditure

	Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Committed \$	% Committed of Annual Budget	YTD Actual + Committed \$	% YTD Actual + Committed of Annual budget	YTD Budget	% YTD Actuals of YTD Budget
Infrastructure									
Information Technology	-1,588,218	-164,861	10%	-155,283	10%	-320,144	20%	-428,882	38%
Aquatic Centre	-650,927	-58,893	9%	-36,760	6%	-95,653	15%	-123,138	48%
Civic Centre	-290,448	-33,788	12%	-12,339	4%	-46,126	16%	-56,407	60%
Depot	-80,418	-50,443	63%	-3,594	4%	-54,038	67%	-15,162	33% *
Driver Resource Centre	-21,292	-1,733	8%	-1,608	8%	-3,341	16%	-3,762	46%
Emergency Operations	-10,240	0	0%	-7,400	72%	-7,400	72%	-1,140	0%
Gray Community Hall	-57,067	-3,271	6%	-1,090	2%	-4,361	8%	-10,156	32%
Director Infrastructure	-575,583	-99,194	17%	-24,302	4%	-123,496	21%	-104,002	95%
Open Space	-5,224,803	-656,865	13%	-406,825	8%	-1,063,690	20%	-960,273	68%
Private Works	-100,793	0	0%	0	0%	0	0%	-16,799	0%
Recreation Centre	-277,447	-21,826	8%	-5,760	2%	-27,586	10%	-52,470	42%
Roads & Transport	-1,734,026	-142,422	8%	-190,997	11%	-333,419	19%	-377,279	38%
Stormwater Infrastructure	-167,087	-18,350	11%	-100,855	60%	-119,205	71%	-27,848	66%
Street Lighting	-1,148,897	-107,571	9%	-31,255	3%	-138,826	12%	-187,783	57%
Subdivisional Works	-20,000	-29	0%	0	0%	-29	0%	-5,000	1%
Waste Management	-6,736,226	-1,018,723	15%	-212,964	3%	-1,231,687	18%	-1,127,967	90%
Odegaard Drive Investment Property	-131,149	-10,816	8%	-57	0%	-10,873	8%	-21,858	49%
Durack Heights Community Centre	-24,808	-2,368	10%	-2,714	11%	-5,082	20%	-4,564	52%
CBD Car Parking	-62,054	-1,734	3%	-3,993	6%	-5,727	9%	-10,342	17%
Goyder Square	-223,056	-22,337	10%	-71,652	32%	-93,989	42%	-37,923	59%
Fleet	-214,455	-25,579	12%	-5,924	3%	-31,503	15%	-35,743	72%
Infrastructure	-19,338,996	-2,440,803	13%	-1,275,372	7%	-3,716,175	19%	-3,608,498	68%
	-42,769,810	-6,658,272	16%	-1,831,921	4%	-8,490,193	20%	-7,896,628	84%

* YTD Budgets over 100% due to payroll posting across departments. Correction will be reflected in September report.
Overall Directorate budget in not affected

Section 2 Financial Results

2.1 - Budget Summary Report By Directorate as at 31 August 2022
% of year passed 17%

Capital Income

	Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget
Office of the Chief Executive			
Office of the Chief Executive	0	0	0%
Deputy Chief Executive			
Deputy Chief Executive	0	0	0%
Finance & Governance			
Finance & Governance	0	0	0%
Community & Culture			
Library Services	194,219	0	0%
Animal Management	110,300	0	0%
Community & Culture	304,519	0	0%
Infrastructure			
Information Technology	500,000	0	0%
Aquatic Centre	12,656,079	0	0%
Director Infrastructure	5,485,892	0	0%
Open Space	1,251,248	0	0%
Roads & Transport	848,800	0	0%
Street Lighting	250,000	0	0%
Subdivisional Works	200,000	0	0%
Waste Management	274,743	0	0%
Durack Heights Community Centre	150,000	0	0%
Fleet	120,000	0	0%
Infrastructure	21,736,762	0	0%
	22,041,282	0	0%

Section 2
Financial Results

2.1 - Budget Summary Report By Directorate as at 31 August 2022

% of year passed 17%

Capital Expenditure

	Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Committed \$	% Committed of Annual Budget	YTD Actual + Committed \$	% YTD Actual + Committed of Annual budget
Office of the Chief Executive							
Office of the Chief Executive	0	0	0.00%	0	0.00%	0	0.00%
Deputy Chief Executive							
Deputy Chief Executive	0	0	0%	0	0%	0	0%
Finance & Governance							
Finance & Governance	0	0	0.00%	0	0.00%	0	0.00%
Community & Culture							
Arts & Culture	-10,000	0	0%	0	0%	0	0
Library Services	-313,812	0	0%	-384	0%	-384	0.12%
Director Community & Culture	-146,601	-19,400	13%	0	0%	-19,400	13.23%
Animal Management	-110,300	0	0%	0	0%	0	0
Community & Culture	-580,713	-19,400	3%	-384	0%	-19,784	3%
Infrastructure							
Information Technology	-2,395,184	122,980	-5%	-1,086,882	45%	-963,902	40%
Aquatic Centre	-15,306,787	-17,837	0%	-87,710	1%	-105,547	0.69%
Civic Centre	-562,225	-3,927	1%	-440,927	78%	-444,855	79.12%
Spot	-19,400	-1,947	10%	0	0%	-1,947	10.04%
Driver Resource Centre	-160,000	0	0%	0	0%	0	0.00%
Gray Community Hall	-45,591	0	0%	0	0%	0	0.00%
Director Infrastructure	-5,392,760	-1,411	0%	-651,742	12%	-653,153	12.11%
Open Space	-3,113,492	4,170	0%	-23,944	1%	-19,774	0.64%
Recreation Centre	-153,392	727	0%	0	0%	727	-0.47%
Roads & Transport	-4,182,086	-22,010	1%	-1,471,091	35%	-1,493,101	35.70%
Stormwater Infrastructure	-174,000	0	0%	0	0%	0	0.00%
Street Lighting	-735,000	0	0%	-248,513	34%	-248,513	33.81%
Subdivisional Works	0	-13,638	0%	0	0%	-13,638	0%
Waste Management	-1,474,743	0	0%	0	0%	0	0.00%
Durack Heights Community Centre	-159,050	0	0%	-384	0%	-384	0.24%
Fleet	-624,572	-215,936	35%	-48,245	8%	-264,181	42.30%
Infrastructure	-34,498,282	-148,829	0%	-4,059,440	12%	-4,208,269	12%
	-35,078,995	-168,229	0%	-4,059,824	12%	-4,228,053	12%

COUNCIL AGENDA

Attachment 13.2.1.1

Section 2

Financial Results

2.2 Reserves Schedule

	Balance	TO RESERVES						FROM RESERVES						Balance
	as at	Original	Carry Forwards & Rollovers \$	Budget Reviews			Original	Carry Forwards & Rollovers \$	Budget Review			as at		
	1/07/2022	Budget \$		1st Review \$	2nd Review \$	3rd Review \$	Budget \$		1st Review \$	2nd Review \$	3rd Review \$	30/06/2023		
Externally Restricted Reserves														
Unexpended Grants Reserve	0	0	0	0	0	0	0	0	0	0	0	0		
	0	0	0	0	0	0	0	0	0	0	0	0		
Internally Restricted Reserves														
Election Expenses Reserve	0	0	0	0	0	0	0	0	0	0	0	0		
Disaster Recovery Reserve	500,000				0	0	0	0	0	0	0	500,000		
Unexpended Capital Works Reserve	5,414,854	0	0	0	0	0	0	5,414,854	0	0	0	0		
Developer Funds In Lieu Of Construction	2,276,255	0	0	0	0	0	375,000	0	0	0	0	1,901,255		
Waste Management Reserve	2,433,682	0	0	0	0	0	500,000	0	0	0	0	1,933,682		
Asset Renewal Reserve	0	0	0	0	0	0	0	0	0	0	0	0		
Major Initiatives Reserve	795,923	0	0	0	0	0	0	0	0	0	0	795,923		
	11,420,714	0	0	0	0	0	875,000	5,414,854	0	0	0	5,130,860		
Unrestricted Reserves														
Working Capital Reserve	7,109,950	0	0	0	0	0	1,487,760	0	0	0	0	5,622,190		
	7,109,950	0	0	0	0	0	1,487,760	0	0	0	0	5,622,190		
Total Reserve Funds*	18,530,663	0	0	0	0	0	2,362,760	5,414,854	0	0	0	10,753,050		



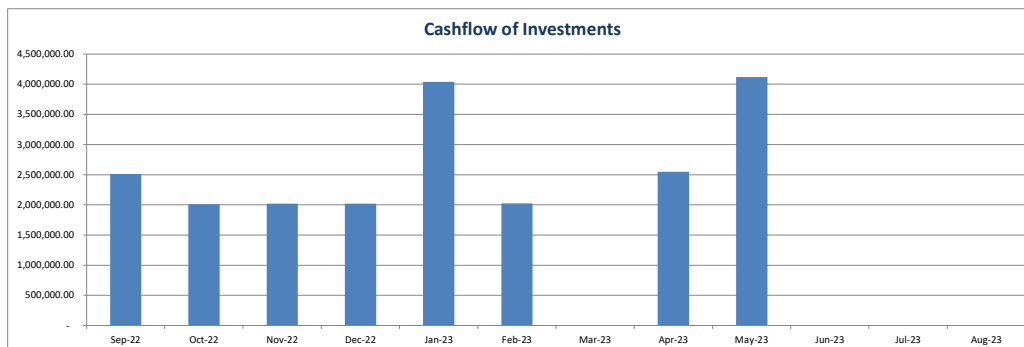
Approved by: Finance Manager

Section 2 Financial Results

2.3 Investments Management Report

INVESTMENTS REPORT TO COUNCIL AS AT 31/08/2022

COUNTERPARTY	RATING	AMOUNT	INTEREST RATE	MATURITY DATE	DAYS TO MATURITY	INSTITUTION TOTALS	%COUNTER PARTY
People's Choice Credit Union	S&P A2	\$ 6.79	0.00%			\$ 6.79	0.00%
AMP	S&P A2	\$ 1,000,000.00	1.00%	November 23, 2022	84	\$ 6,504,228.77	30.95%
AMP	S&P A2	\$ 1,000,000.00	1.00%	December 21, 2022	112		
AMP	S&P A2	\$ 1,000,000.00	1.10%	January 25, 2023	147		
AMP	S&P A2	\$ 1,000,000.00	1.10%	February 8, 2023	161		
AMP	S&P A2	\$ 1,000,000.00	1.10%	February 22, 2023	175		
AMP	S&P A2	\$ 1,504,228.77	1.95%	April 5, 2023	217		
Bendigo	S&P A2	\$ 1,000,000.00	1.95%	April 19, 2023	231	\$ 1,000,000.00	4.76%
Members Equity Bank	S&P A2	\$ 1,500,000.00	0.43%	September 7, 2022	7		
Members Equity Bank	S&P A2	\$ 1,000,000.00	0.42%	October 5, 2022	35	\$ 3,501,687.67	16.66%
Members Equity Bank	S&P A2	\$ 1,001,687.67	0.67%	December 8, 2022	99		
Macquarie Bank Limited	S&P A1	\$ 1,000,000.00	0.40%	September 21, 2022	21	\$ 3,003,643.84	14.29%
Macquarie Bank Limited	S&P A1	\$ 1,000,000.00	0.40%	October 19, 2022	49		
Macquarie Bank Limited	S&P A1	\$ 1,003,643.84	0.50%	November 9, 2022	70		
National Australia Bank	S&P A1+	\$ 1,503,498.08	0.69%	January 11, 2023	133	\$ 4,003,498.08	19.05%
National Australia Bank	S&P A1+	\$ 1,500,000.00	0.95%	January 25, 2023	147		
National Australia Bank	S&P A1+	\$ 1,000,000.00	2.81%	May 31, 2023	273		
Commonwealth Bank of Australia	S&P A1+	\$ 3,000,000.00	2.94%	May 24, 2023	266	\$ 3,000,000.00	14.28%
TOTAL SHORT TERM INVESTMENT		\$ 21,013,065.15	Average Days to Maturity		93	100.00%	
% OF TOTAL INVESTMENT PORTFOLIO		A1 & A1+ (max 100%)	47.6%	A2 (max 60%)	52.4%	A3 (max 40%)	0%
Weighted Average Rate		1.30%	BBSW 90 Day Rate Benchmark		2.5515%		
GENERAL BANK FUNDS		\$ 9,613,900.22	Total Year To Date Budget Investment		-\$ 16,666.67		
TOTAL ALL FUNDS		\$ 30,626,965.37	Total Year to Date Investment Earnings		-\$ 21,967.36		



PROPERTY INVESTMENT

PROPERTY ADDRESS	VALUATION BASIS	VALUE	INCOME YTD	EXPENSE YTD	NET PROFIT YTD	COMPARATIVE YTD YIELD AT CASH RATE OF 1.85%
48 Odegaard Drive, Rosebery	Fair Value	\$ 5,700,000	\$ 74,360	\$ 10,816	\$ 63,544	17,912

[Signature]

Approved by: Finance Manager

Section 2
Financial Results
31 August 2022

2.4 Debtor Control Accounts

SUNDRY DEBTORS:							
	BALANCE	CURRENT	30 DAYS	60 DAYS	90 DAYS	OVER 90 DAYS	
	205,027.84	-	180,778.38	5,665.00	650.00	17,934.46	
	100%	0%	88%	3%	0%	9%	
RATES:							
REPORT MONTH	OVERDUE \$	Payments Received in Advance \$	OVERDUE % OF RATES INCOME				
Aug-22	\$1,497,286	\$267,041	4.44%				
Aug-21	\$1,398,461	\$179,067	4.48%				
TOTAL OVERDUE BY YEAR AND NUMBER OF PROPE	2022	2021	2020	2019	2018	2017	2016
Year	Charged in 2021/2022	Charged in 2020/2021	Charged in 2019/2020	Charged in 2018/2019	Charged in 2017/2018	Charged in 2016/2017	Charged in 2015/2016
Overdue Amount	\$949,558	\$297,637	\$149,205	\$73,954	\$17,887	\$6,959	\$2,085
Cumulative Number Of Properties	2103	237	91	51	16	5	2
INFRINGEMENTS:							
		2022/23	2021/22	2020/21	2019/20	2018/19	
Animal Infringements		26,853	6,108	14,235	6,060	450	0
Public Places		1,350	0	1,215	135	0	0
Parking Infringments		6,996	1,174	2,547	540	2,695	40
Litter Infringements		0	0	0	0	0	0
Signs		0	0	0	0	0	0
Other Law and Order		0	0	0	0	0	0
Net Balance on Infringement Debts		35,199.00	7,282.00	17,997.00	6,735.00	3,145.00	40.00
		100%	21%	51%	19%	9%	0%
Nmber of Infringments		355.00	69.00	156.00	55.00	74.00	1.00



Approved by: Finance Manager

SECTION 2

Financial Results

2.5 - Creditor Accounts Paid August 2022

	Creditor Name	Creditor Payment Type	Amount \$
1607	Sterling NT Pty Ltd	General Creditors	349,374.86
549	City of Darwin	General Creditors	216,893.81
2	Australian Taxation Office - PAYG	General Creditors	181,386.00
V00295	Jacana Energy	Utilities	179,519.32
639	Cleanaway Pty Ltd.	General Creditors	167,525.21
5104	JLM Contracting Services Pty Ltd	General Creditors	125,625.59
5142	Australian Catchment Management Pty Ltd	General Creditors	79,484.90
V00318	QuickSuper Clearing House	Superannuation	72,368.61
V01860	Hays Specialist Recruitment (Australia) Pty Ltd	General Creditors	60,909.64
V00773	Akron Group NT Pty Ltd	General Creditors	58,640.74
479	JLT Risk Solutions Pty Ltd	General Creditors	48,081.29
V02432	E3 Pro Pty Ltd	General Creditors	46,188.30
54	Powerwater	Utilities	35,970.35
V00368	iWater NT Pty Ltd	General Creditors	28,486.15
V00682	Leigh Dyson Plumbing	General Creditors	27,742.00
5254	True North	General Creditors	26,748.15
4190	National Australia Bank	General Creditors	23,590.92
V01789	Next Energy Lighting Pty Ltd	General Creditors	23,365.47
V02162	RMI Security - Conigrave Pty Ltd	General Creditors	22,717.06
	Various Creditors	Refunds & Reimbursements	22,481.26
V00399	Palmerston & Regional Basketball Assoc (PARBA)	General Creditors	20,649.00
V02312	Harris Kmon Solutions Pty Ltd	General Creditors	18,271.00
V03882	ichi Gateway	MyPalmerston	17,245.00
V03222	Matrix on Board Training Pty Ltd	General Creditors	15,840.00
V03776	BUSINESS FUEL CARDS PTY LTD	General Creditors	13,843.55
V03959	Serrata Landscape Architects	General Creditors	13,840.75
V02942	Aerometrex Limited	General Creditors	12,925.00
V02923	Instyle Hair and Beauty NT	MyPalmerston	12,920.00
V03451	M&J Builders Pty Ltd	General Creditors	12,326.05
5131	Core Traffic Control Pty Ltd	General Creditors	11,629.60
V02708	SARB Management Group (Database Consultants)	General Creditors	11,484.00
V04118	Trellis Consulting Pty Ltd	General Creditors	11,400.00
566	Stickers & Stuff	General Creditors	11,381.00
V03040	Zuccoli IGA	MyPalmerston	11,355.00
V04040	Renew Solutions Pty Ltd	General Creditors	10,912.00
V03037	KWP Advertising Pty Ltd	General Creditors	9,906.40
V03997	Marketforce Pty Ltd	General Creditors	9,773.50
V02025	Event Hospitality & Entertainment	General Creditors	9,675.00
V02563	Amcom Pty Ltd Acc no 68842	General Creditors	9,642.09
V00599	Athina Pascoe-Bell	Elected Members	9,401.99
5508	Open Systems Technology Pty Ltd - CouncilFirst	General Creditors	9,378.71
5640	Think Water - Winnellie & Virginia	General Creditors	8,040.74
V01801	Pumpstech NT	General Creditors	7,298.00
3787	Total Event Services T/A Top End Sounds P/L	General Creditors	7,095.00

SECTION 2

Financial Results

2.5 - Creditor Accounts Paid August 2022

	Creditor Name	Creditor Payment Type	Amount \$
V04032	Khloes Body Therapy	MyPalmerston	6,835.00
1569	OneMusic Australia	General Creditors	6,615.55
V00607	DKJ projects. architecture Pty Ltd	General Creditors	6,600.00
V00443	Forecast Machinery	General Creditors	6,373.79
V01936	Arjays Sales & Services Pty Ltd	General Creditors	5,983.66
2977	Optic Security Group NT	General Creditors	5,972.65
V03624	CaJo Restaurant	MyPalmerston	5,725.00
4731	Yeni Redding	General Creditors	5,654.00
V03596	Zesty Productions	General Creditors	5,561.00
V00250	Ward Keller	General Creditors	5,511.00
V01818	Riece Ranson	General Creditors	5,500.00
V02997	Illion Australia Pty Ltd T/a illion TenderLink	General Creditors	5,320.70
V01234	Mulga Security	General Creditors	5,277.25
V03057	Covai Cafe	MyPalmerston	5,115.00
V00939	Defend Fire Services Pty Ltd	General Creditors	5,089.87
V03096	Driver Supermarket	MyPalmerston	5,085.00
V03883	Coolalinga Guns & Ammo	MyPalmerston	5,047.50
V04054	Nathan Bird c/- Cult Artists	General Creditors	5,000.00
V03113	Lakim Butcher	MyPalmerston	4,922.50
V03973	AANT Salary Packaging	General Creditors	4,896.92
4561	Bendesigns	General Creditors	4,865.30
V00582	Ezko Property Services (Aust) Pty Ltd	General Creditors	4,796.00
V03901	Rosebery Minimart	MyPalmerston	4,525.00
V03611	Northern Lights NT Pty Ltd	General Creditors	4,477.00
V02444	Local Community Insurance Services	General Creditors	4,440.70
V02277	Mowbray Investments Pty Ltd - On The Menu Catering	General Creditors	4,389.00
3569	NT Build	General Creditors	4,328.00
V03176	FUJIFILM Business Innovation Australia Pty Ltd	General Creditors	4,119.50
V01584	Salary Packaging Australia	General Creditors	4,024.80
V02580	Bartlett Consulting	General Creditors	3,954.50
4065	Southern Cross Protection Pty Ltd	General Creditors	3,858.15
V01573	Amber Garden	Elected Members	3,706.06
5315	Adamant Property Services Pty Ltd	General Creditors	3,611.03
3936	Arafura Tree Services and Consulting	General Creditors	3,542.00
2049	Super Sealing Pty Ltd	General Creditors	3,313.20
V02038	Michael Maher - S.L.M	General Creditors	3,170.20
V03401	The GG Social Club	General Creditors	3,120.30
V04169	Sietta Creative	General Creditors	3,115.00
V00971	Go Transit Media Group Pty Limited	General Creditors	3,074.90
V01277	Express Studios	General Creditors	3,000.00
V00831	Powerfunk Records Pty Ltd.	General Creditors	2,970.00
V04042	Spork Salad Creations	General Creditors	2,920.00
V03317	Lasse Electrical Pty Ltd	General Creditors	2,750.00
V00193	Amcom Pty Ltd Acc no CN5439	General Creditors	2,733.50

SECTION 2

Financial Results

2.5 - Creditor Accounts Paid August 2022

Creditor Name	Creditor Payment Type	Amount \$
V03880 ASN Gateway	MyPalmerston	2,710.00
2336 Flick Anticimex Pty Ltd	General Creditors	2,681.21
V04001 The Youth Mill Pty Ltd - atf the Margaret Lim	General Creditors	2,530.00
V04026 Eagle Photography	General Creditors	2,500.00
V04125 Lynette Fejo Arts	General Creditors	2,500.00
V01486 Brainium Labs Pty Ltd	General Creditors	2,400.00
V03501 Get Slushed NT	General Creditors	2,330.00
5 Australia Post	General Creditors	2,325.58
3099 Iron Mountain Australia Pty Ltd	General Creditors	2,262.73
V03648 Mark Fraser	Elected Members	2,215.04
V00474 Lane Communications	General Creditors	2,197.06
V02160 Drag Territory	General Creditors	2,150.00
V03881 Ceylon Cove	MyPalmerston	2,145.00
V00614 RTM - Dept. of the Attorney General and Justice	General Creditors	2,112.00
V03903 Lenards Palmerston	MyPalmerston	2,105.00
V04126 Picture This NT	General Creditors	2,099.00
3880 PAWS Darwin Limited	General Creditors	2,084.00
V01598 Social Playground Darwin	General Creditors	2,070.00
V01570 Sarah Louise Henderson	Elected Members	2,055.04
V04045 Nichaloff Levi Colin	General Creditors	2,000.00
V03625 Red Appointments NT Pty Ltd	General Creditors	1,976.30
V02504 Signal Advantage Pty Ltd	General Creditors	1,926.54
V01569 Benjamin Giesecke	Elected Members	1,895.04
V01572 Lucy Morrison	Elected Members	1,895.04
4679 iSentia Pty Ltd	General Creditors	1,855.70
V01647 The Light Up Letter Co. NT	General Creditors	1,850.00
V01579 Damian Hale	Elected Members	1,828.38
3829 Fairy Jill's Enchanted Entertainment	General Creditors	1,815.00
V01610 Zone 3 Darwin	General Creditors	1,800.00
5676 Royal Wolf Trading Australia Pty Ltd	General Creditors	1,776.50
5713 Clean Fun T/A Giggling Geckos Jumping Castle Hire	General Creditors	1,760.00
337 Mirrors Robes & Showerscreens Pty Ltd	General Creditors	1,697.00
3098 Roadshow Films Pty Ltd	General Creditors	1,650.00
V03097 Ella Bache Palmerston	MyPalmerston	1,630.00
V03131 Palmerston Golf & Country Club	MyPalmerston	1,597.50
V02306 Well Done International Pty Ltd	General Creditors	1,595.00
4483 Isubscribe Pty Ltd	General Creditors	1,567.96
V01106 Darwin Toilet Hire	General Creditors	1,562.00
2587 Top End RACE	General Creditors	1,554.30
22 Norsign Pty Ltd	General Creditors	1,552.32
3313 Zip Print	General Creditors	1,523.50
V03302 HART Sport	General Creditors	1,508.70
V01420 CENTRELINK (PAYROLL)	General Creditors	1,470.34
256 The Bookshop Darwin	General Creditors	1,469.99

SECTION 2

Financial Results

2.5 - Creditor Accounts Paid August 2022

	Creditor Name	Creditor Payment Type	Amount \$
4678	Allabout Party Hire & Events - Darwin Party Hire	General Creditors	1,457.50
3486	Gold Medal Services (NT) Pty Ltd	General Creditors	1,452.00
V03651	Danielle Eveleigh: (Main Account - BankSA)	Elected Members	1,428.38
2199	SBA Office National	General Creditors	1,377.14
V01656	TAFE Queensland North	General Creditors	1,322.00
V03556	Belgravia Health & Leisure Group Pty Ltd	General Creditors	1,280.00
V04027	Nicks Cuisine Catering	General Creditors	1,276.00
V04147	Bailamos Darwin	General Creditors	1,200.00
V03971	Darwin Catering Company	General Creditors	1,140.00
V01609	NT Recycling Solutions Pty Ltd - (NTRS)	General Creditors	1,100.40
V02328	Dale Austin - Dingo, Cockatoo Aboriginal Culture	General Creditors	1,100.00
V02579	Human Synergistics Pty Ltd	General Creditors	1,094.65
1442	Cazalys Palmerston Club	MyPalmerston	1,080.00
V00271	NTIT (Fuji Xerox Business Centre NT)	General Creditors	1,077.41
V04051	Brent Watkinson	General Creditors	990.00
4735	Palmerston and Rural Party Hire	General Creditors	965.00
35	WINC Australia Pty Limited	General Creditors	954.11
V03920	Blooms The Chemist Bakewell	MyPalmerston	942.50
V04135	Fusion5 Pty Ltd	General Creditors	935.00
215	Employee Assistance Services NT Inc (EASA)	General Creditors	930.00
V03870	Pizza Overload	MyPalmerston	902.50
V03446	Build Up Stakeboarding	General Creditors	880.00
V04171	SecurePay Pty Ltd	General Creditors	880.00
4007	The Ark Animal Hospital Pty Ltd	General Creditors	862.50
V04134	Sunny Science	General Creditors	830.80
V01810	Jacana Energy - Payroll Deductions	General Creditors	830.00
V01068	Everlasting Health	MyPalmerston	825.00
V01537	Ben's Tree Service Pty Ltd	General Creditors	825.00
V02232	Xavier Beaubois - Amazing Drumming Monkeys	General Creditors	825.00
4871	Reface Industries	General Creditors	802.90
V03992	Booktopia Pty Ltd	General Creditors	793.79
87	Industrial Power Sweeping Services Pty	General Creditors	770.00
V03319	Buggy Lane Balloons	General Creditors	750.00
5417	Institute of Public Works Engineering	General Creditors	748.00
V01663	Jape Furnishing Superstore	General Creditors	730.00
5387	Odd Job Bob - Darren John Fillmore	General Creditors	729.30
V00073	Off the Leash	General Creditors	715.00
V02275	James Mangohig	General Creditors	700.00
399	St John Ambulance (NT) Incorporated	General Creditors	689.04
V01500	Enchanted Moments Events Pty Ltd	General Creditors	660.00
V03259	Locklins Landscape Gardening	General Creditors	660.00
V03916	Sarah Pacey	General Creditors	660.00
V04168	Zealouslyzo	General Creditors	660.00
V04156	Territory Nights	General Creditors	627.00

SECTION 2

Financial Results

2.5 - Creditor Accounts Paid August 2022

Creditor Name	Creditor Payment Type	Amount \$
V04068 Amazing XR	General Creditors	600.00
V03292 Blume Designs	General Creditors	594.00
V01694 NT Advertising and Distribution	General Creditors	550.00
4029 Totally Workwear Palmerston	General Creditors	533.00
V03431 Monsterball Amusements	General Creditors	525.00
V03850 Nutrien Ag Solutions	General Creditors	500.83
V01916 Satellite City Smash Repairs -All In Solutions P/L	General Creditors	500.00
V03394 Larrikin Interactive Pty Ltd	General Creditors	500.00
V03922 Afros House Boys	General Creditors	500.00
5037 Amalgamated Movies	General Creditors	495.00
237 National Flags	General Creditors	464.00
V02254 Darwin Toplock Pty Ltd T/a Toplock NT	General Creditors	452.50
V03186 Troppo Pool Shop	MyPalmerston	425.00
2394 Pola Seal Pty Ltd	General Creditors	420.00
30 Colemans Printing Pty Ltd	General Creditors	418.00
V03652 Danielle Eveleigh (\$400 Only - Bendigo Bank)	Elected Members	400.00
4398 Quality Indoor Plants Hire	General Creditors	399.50
V03039 The Playshack Indoor Play Centre & Cafe	MyPalmerston	390.00
V01397 RSPCA Darwin	General Creditors	390.00
V04172 Charlie Bliss Creative	General Creditors	385.00
V04132 Twisted Pots - Terrie Birch	General Creditors	360.00
V03070 Mr Sushi Darwin 2	MyPalmerston	352.50
V03503 Macondo Colombian Dance Group - Angela Rueda	General Creditors	350.00
V04055 Crocodile Kade	General Creditors	350.00
V03056 Cutterz and Minx Hair & Beauty	MyPalmerston	335.00
V03064 Ballantynes Fish and Chips	MyPalmerston	317.50
V04127 Mrs Fields Palmerston	MyPalmerston	305.00
V00270 Janie Andrews (Artist and Designer)	General Creditors	300.00
V00730 Tip Top Circus Entertainment	General Creditors	300.00
V03991 PHLtheBeat	General Creditors	300.00
36 Darwin Lock & Key	General Creditors	295.11
V03069 Mr Sushi Palmerston	MyPalmerston	290.00
1568 Battery World Darwin Pty Ltd	General Creditors	284.00
V01851 Lincoln Pratt	Grants, Sponsorships, Donations & Prizes	250.00
V02278 Charlee Phillips	Grants, Sponsorships, Donations & Prizes	250.00
V02960 Harmony Lacey	Grants, Sponsorships, Donations & Prizes	250.00
V03668 Alyssa Reid	Grants, Sponsorships, Donations & Prizes	250.00
V04115 Melanie Brookhouse	Grants, Sponsorships, Donations & Prizes	250.00
V04128 Violet Lanigan Barnes	Grants, Sponsorships, Donations & Prizes	250.00
V04144 Fern Hancock	Grants, Sponsorships, Donations & Prizes	250.00
V04146 Angus Cram	Grants, Sponsorships, Donations & Prizes	250.00
5036 Dormakaba Aust P/L T/as Territory Door Services	General Creditors	198.00
V02364 Shipping Containers Leasing Pty Ltd	General Creditors	198.00
V02167 Sanity Music Stores Pty Ltd	General Creditors	168.95

SECTION 2

Financial Results

2.5 - Creditor Accounts Paid August 2022

	Creditor Name	Creditor Payment Type	Amount \$
272	City Wreckers	General Creditors	154.00
3428	Bunnings Group Limited	General Creditors	152.95
V03925	Sarah Marion Music	General Creditors	150.00
V04157	Bradley John Whittaker	General Creditors	138.13
V00075	Mercury Group of Companies Pty Ltd (T/A Fit2Work)	General Creditors	121.77
V02534	Water Dynamics Pty Limited	General Creditors	113.10
V02068	Admedia Australia Pty Ltd	General Creditors	110.00
2294	Modern Teaching Aids Pty Ltd	General Creditors	69.14
18	Integrated Land Information System	General Creditors	29.40
			2,429,094.61
Percentage of this month's payments made to local suppliers (excludes investments placed)			86%



Approved by: Manager Finance

SECTION 2

Financial Results

2.6 - Creditor Accounts Outstanding		August 2022
Creditor No.	Creditor Name	Amount \$
V00318	QuickSuper Clearing House	106,877.46
V03655	Kantar Public Australia Pty Ltd	43,945.00
V03101	Golden Nails & Beauty Palmerston	40,697.50
V02420	KC's Fireworks Displays Darwin	22,000.00
47	Telstra Corporation Ltd	13,491.70
V00599	Athina Pascoe-Bell	9,401.99
2049	Super Sealing Pty Ltd	7,576.80
5254	True North	4,357.54
V01573	Amber Garden	4,103.48
5414	Nitro Software, Inc.	3,850.00
V01860	Hays Specialist Recruitment (Australia) Pty Ltd	3,435.91
V04187	William Hewitt	2,500.00
V03625	Red Appointments NT Pty Ltd	2,418.13
V00730	Tip Top Circus Entertainment	2,240.00
V03648	Mark Fraser	2,215.04
V01579	Damian Hale	2,148.38
V01570	Sarah Louise Henderson	2,055.04
V01572	Lucy Morrison	2,055.04
V02504	Signal Advantage Pty Ltd	1,926.54
V01569	Benjamin Giesecke	1,828.38
V03651	Danielle Eveleigh: (Main Account - BankSA)	1,748.38
V00295	Jacana Energy	1,677.12
V00773	Akron Group NT Pty Ltd	1,211.14
5651	Minter Ellison Lawyers	770.00
V01420	CENTRELINK (PAYROLL)	735.17
V04177	Tennille & Christopher Sanderson	650.00
V03741	Two Left Feet Music	550.00
2186	Optus Billing Services Pty Ltd	540.00
5188	Palmerston Men's Shed	500.00
V01810	Jacana Energy - Payroll Deductions	465.00
V03652	Danielle Eveleigh (\$400 Only - Bendigo Bank)	400.00
V03976	Luva Cuppa	250.00
4469	Cancer Council NT	200.00
V01654	Kyle Maher	200.00
V03556	Belgravia Health & Leisure Group Pty Ltd	200.00
V03064	Ballantynes Fish and Chips	185.00
V00939	Defend Fire Services Pty Ltd	177.54
V04176	Mark Webber	50.00
V01656	TAFE Queensland North	(1,322.00)
4190	National Australia Bank	(23,590.92)
479	JLT Risk Solutions Pty Ltd	(37,081.29)
		227,639.07

Please note that the JLT credit is a refund from Insurer for Workers compensation.

Please note that NAB credit relates to credit card end of Month automatic payments waiting for invoices to be entered after reconciliation are completed

Please note that all creditors are outstanding less than 30days



Approved By: Manager Finance

Section 2 Financial Results

2.7 - Waste Charges as at 31 August 2022

Waste Management

	Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	Commitment \$	% Committed of Annual Budget	YTD Actuals + Commitments \$	% YTD Actual + Committed of Annual budget	YTD Budget	% YTD Actuals of YTD Budget
Income									
Rates & Charges	6,818,686	6,872,716	101%	0	0%	6,872,716	101%	6,818,686	101%
Other Revenue	70,730	58,247	82%	0	0%	58,247	82%	70,730	82%
Income	6,889,416	6,930,963	101%	0	0%	6,930,963	101%	6,889,416	101%
Operating Expenditure									
Employee Costs	-640,533	-106,756	17%	0	0%	-106,756	17%	-106,756	100%
Professional Services	-41,480	-1,012	2%	-4,868	12%	-5,880	14%	-6,913	15%
Educational Resources	-50,000	-1,411	3%	-115	0%	-1,526	3%	-8,333	17%
Grants / Donations/Contributions Paid	-30,000	-195	1%	0	0%	-195	1%	-5,000	4%
Utilities	-12,000	-1,938	16%	0	0%	-1,938	16%	-2,378	81%
Street Sweeping	-332,000	-23,860	7%	-51,319	15%	-75,178	23%	-55,333	43%
Litter Collection	-588,000	-85,137	14%	-136,158	23%	-221,295	38%	-100,100	85%
Domestic Bin Collection	-2,192,668	-339,308	15%	-227	0%	-339,535	15%	-365,445	93%
Kerb Side Collections	-226,797	0	0%	-5,900	3%	-5,900	3%	-37,800	0%
Tip Recharge Domestic Bin collection	-924,371	-258,342	28%	0	0%	-258,342	28%	-154,062	168%
Transfer Station	-1,299,851	-167,522	13%	-14,377	1%	-181,899	14%	-216,642	77%
Loan Repayments	-33,423	0	0%	0	0%	0	0%	-8,356	0%
Tip Recharge Transfer Station	-365,103	-33,243	9%	0	0%	-33,243	9%	-60,850	55%
Operating Expenditure	-6,736,226	-1,018,723	15%	-212,964	3%	-1,231,687	18%	-1,127,967	90%
Capital Expenditure									
Reserve Funded Capital Works	-274,743	0	0%	0	0%	0	0%	-974,743	0.00%
Capital Expenditure	-274,743	0	0%	0	0%	0	0%	-974,743	0%
Borrowings									
Repayments - Archer Loan Principal	374,943	0	0%	0	0%	0	0%	0	
Borrowings	374,943	0	0%	0	0%	0	0%	0	0.00%
Profit/(Loss)	253,390	5,912,240		-212,964		5,699,276		4,786,706	



Approved by: Finance Manager

Section 2 Financial Results

2.8 - Commercial Leases as at 31 August 2022

Commercial Leases

	Revised Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	Commitment \$	% Committed of Annual Budget	Total YTD Actuals + Commitments \$	% YTD Actual + Committed	YTD Budget	% YTD Actuals of YTD Budget
Income									
Library Services	33,388	3,909	12%	0	0%	3,909	12%	8,347	47%
Director Finance & Governance	69,205	12,484	18%	0	0%	12,484	18%	11,534	108%
Civic Centre	151,150	24,746	16%	0	0%	24,746	16%	25,192	98%
Income	253,742	41,140	16%	0	0%	41,140	16%	45,073	91%
Expenditure									
Director Finance & Governance	-12,463	-4,502	36%	0	0%	-4,502	36%	11,534	-39%
Expenditure	-12,463	-4,502	36%	0	0%	-4,502	36%	11,534	-39%
Profit/(Loss)	241,279	36,638		0		36,638		56,607	

Library Services includes lease held by The Nook

Civic Centre includes the lease held by Adult Mental Health

Director Finance & Governance includes the leases held by Peter McGrath and Palmerston Re-Engagement Centre

McGees Management Fees charged to Director Finance & Governance each month



Approved by: Finance Manager

Section 2 Financial Results

2.9- Council Loans

31 August 2022

Internal Loan - Making the Switch Balances	
1st Withdrawal June 2019	640,000
2nd Withdrawal June 2020	2,583,849
Public lighting officer June 2020	114,000
Project Cost taken from FILOC	3,337,849
Repayments 2019/20	(200,000)
Repayments 2020/21	(313,615)
Repayments 2021/22	(321,849)
Loan Balance at 1/07/2022	2,502,385

Internal Loan - Making the Switch					
Principal as of 1/7/2022	Principal Loan Repayments for 2022/23	Principal Loan Repayments YTD	Interest for 2022/23	Interest YTD	Loan balance as of 30/06/2023
2,502,385	330,299	0	61,859	0	2,172,085
	330,299	-	61,859	-	2,172,085

The above table shows the total loan amount taken from the FILOC Reserve. The interest rate is fixed at 2.60% for the duration of the loan and is paid on a quarterly basis. The loan repayments will end in 2029. The final loan value for this project is \$3,223,849 not including employee costs for the Public Lighting Officer.

External Loan - Archer Landfill Rehabilitation Balances	
Loan from NAB	1,960,000
Total Loan Amount	1,960,000
Repayments 2019/20	(221,414)
Repayments 2020/21	(228,285)
Repayments 2021/22	(234,504)
Loan Balance at 1/07/2022	1,275,797

External Loan - Archer Landfill Rehabilitation					
Principal as of 1/7/2022	Principal Loan Repayment For 2022/2023	Principal Loan Repayments YTD	Interest for 2022/2023	Interest YTD	Loan balance as of 30/06/2023
1,275,797	374,943	-	8,356	-	900,854

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


Approved by: Finance Manager

COUNCIL AGENDA Attachment 13.2.1.1

Section 2 Financial Results

2.10 - Elected Member Expenses

31 August 2022

Elected Members

	Revised Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	Commitment \$	% Committed of Annual Budget	YTD Actuals + Commitments \$	% YTD Actual + Committed of Annual budget	YTD Budget	% YTD Actuals of YTD Budget
Operating Expenditure									
Mayoral Allowance	-87,636	-14,886	16.99%	0	0.00%	-14,886	16.99%	-14,606	102%
Mayoral Electoral Allowance	-23,066	-3,918	16.99%	0	0.00%	-3,918	16.99%	-3,844	102%
Mayoral Professional Dev Allowance	-3,753	0	0.00%	0	0.00%	0	0.00%	-626	0%
Deputy Mayoral Allowance	-32,405	-4,972	15.34%	0	0.00%	-4,972	15.34%	-5,401	92%
Deputy Mayoral Electoral Allowance	-5,768	-885	15.34%	0	0.00%	-885	15.34%	-961	92%
Elected Members Allowances	-94,570	-16,063	16.99%	0	0.00%	-16,063	16.99%	-15,762	102%
Elected Members Electoral Allowance	-34,606	-5,878	16.98%	0	0.00%	-5,878	16.98%	-5,768	102%
Elected Members Professional Dev Allowance	-26,272	0	0.00%	0	0.00%	0	0.00%	-6,568	0%
Elected Members Meeting Allowance	-63,049	-1,760	2.79%	0	0.00%	-1,760	2.79%	-10,508	17%
Information Technology Capital Entitlement	-1,986	0	0.00%	0	0.00%	0	0.00%	-331	0%
Communications Entitlement	-6,400	-600	9.37%	0	0.00%	-600	9.37%	-1,067	56%
Acting Mayor Allowance	-11,000	-1,441	13.10%	0	0.00%	-1,441	13.10%	-1,833	79%
Acting Mayor Electoral Allowance	-3,000	-379	12.64%	0	0.00%	-379	12.64%	-500	76%
Advertising	0	-290	0%	0	0%	-290	0%	0	0%
Stationery & Office Consumables	-500	0	0.00%	0	0.00%	0	0.00%	-83	0%
Printing & Photocopying Costs	-2,000	0	0.00%	0	0.00%	0	0.00%	-333	0%
Furniture & Equipment expensed	-1,390	0	0.00%	0	0.00%	0	0.00%	-348	0%
Other Expenses	-7,620	0	0.00%	0	0.00%	0	0.00%	-1,478	0%
Food & Catering Costs	-10,752	-345	3.21%	0	0.00%	-345	3.21%	-1,792	19%
Course Seminar & Conference Registration	-10,240	0	0.00%	0	0.00%	0	0.00%	-2,560	0%
Air Travel	-3,000	0	0.00%	0	0.00%	0	0.00%	-750	0%
Travel Accommodation	-2,048	0	0.00%	0	0.00%	0	0.00%	-512	0%
Travel Related Costs Other	-1,000	0	0.00%	0	0.00%	0	0.00%	-250	0%
Operating Expenditure	-432,061	-51,416	11.90%	0	0.00%	-51,416	11.90%	-75,881	68%



Approved by: Finance Manager

Section 2 Financial Results

2.11 - Elected Members & CEO Credit Card Transactions

31 August 2022

Cardholder Name: Luccio Cercareli
Cardholder Position: CEO
Period Aug-22

Transaction Date	Amount \$	Supplier's Name	Reason for the Transaction
29/08/2022	617.72	Rental 24	Car rental Alice Springs & Barkly Regional Councils Mayor and CEO visit
Total	617.72		

Cardholder Name: Wati Kerta
Cardholder Position: Acting CEO
Period 09/08/2022 to 15/08/2022

During Wati Kerta's time as the Acting CEO from 9 August 2022 to 15 August 2022, there were no transactions made.

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.2
REPORT TITLE:	Community Benefit Scheme - Update August 2022
MEETING DATE:	Tuesday 20 September 2022
AUTHOR:	Community Facilities Officer, Rachel Fosdick
APPROVER:	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 provides Council with a summary of the Community Benefit Scheme 2022/23 applications to date highlighting requests received since the August 2022 update.

KEY MESSAGES

- City of Palmerston provides funding to eligible individuals and community groups that meet the criteria to assist Council to deliver on City of Palmerston's vision of "A Place for People."
- The Community Benefit Scheme has a 2022/2023 budget of \$230,000 for grants, donations, sponsorships, and scholarships and Environmental Initiative Grant budget for \$20,000.
- Currently \$40,650 has been expended in the Community Benefit Scheme 2022/23 and \$40,000 committed in this financial year for on-going sponsorships, leaving \$149,350 available for future projects and events.
- No submissions have been received for the Environmental Initiative Grant, with \$20,000 remaining to expend.
- To date, City of Palmerston has received 37 Representation Support applications, and four grant applications for local community organisations: Kaos Horde, The Geek Culture Collective and Two One Mental Health Charity and Save the Children Fund.
- Positive feedback has been received from three successful recipients of the Community Benefit Scheme.

RECOMMENDATION

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

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 the Community Benefit Scheme. 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, \$149,350 remains available in CBS funding for future projects and events that benefit the Palmerston community in this financial year.

DISCUSSION

Palmerston Netball Association and Palmerston Rovers Football Club MOU signing.

On 10 August Palmerston Netball Association and Palmerston Rovers Football Club signed three-year MOU agreement with City of Palmerston.

The Palmerston Netball Association received funding to deliver a junior athlete netball development program running over the three years. Palmerston Rovers Football Club will use their funding to purchase sporting equipment, provide awards for the wet season competition and provide affordable access to their game and club with an aim to further increase female and Indigenous participation.



Chair and Treasurer of Palmerston Netball Association signing their MOU agreement and receiving their cheque from the Community Services Manager



Treasurer of Palmerston Rovers Football Club signing their MOU agreement and receiving a cheque from the Community Services Manager

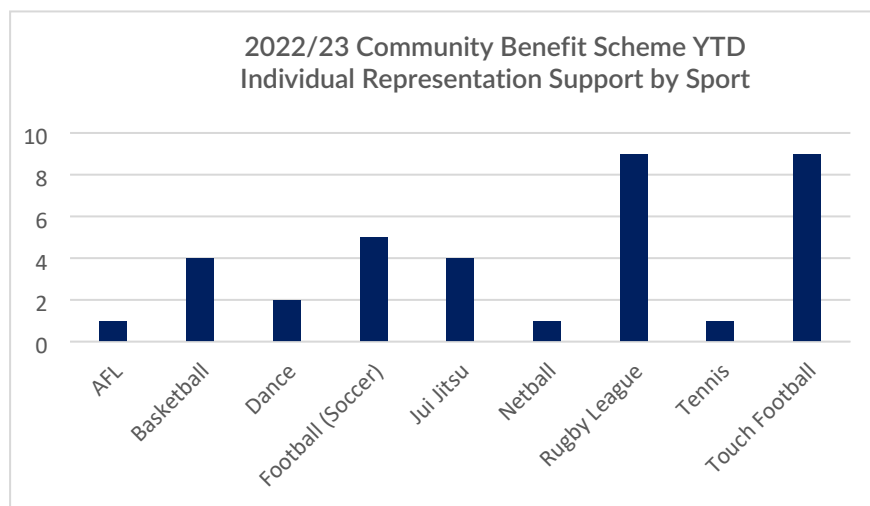
To date, this financial year, CoP has received 37 Individual Representation Support (IRS) applications and eight Sponsorship and Grant applications.

Seven IRS applications were received to support residents at the Door Dash Touch Football Championships on the Sunshine Coast Queensland on 26 September 2022.

Four IRS applications were received to assist participants attend the AJJC Australian National Jiu Jitsu tournament in Melbourne Victoria.

Five IRS applications supported Palmerston residents to participate at the Premier Invitational Football tournament on the Gold Coast in September 2022.

One Environmental Initiative Grant application was received from Larrakia Ranger Services to assist with the 2022 Darwin Harbour Clean Up. This application has not currently met the eligibility criteria and the applicant has been requested to provide further information and supporting documents.



Four grant applications were processed for local community organisations: Kaos Horde, The Geek Culture Collective and Two One Mental Health Charity and Save the Children Fund.

Kaos Horde are a group of Territorians enthusiastic about Historical European Martial Arts (HEMA) who run twice weekly sword academy classes from the Palmerston Recreation Centre. Kaos Horde hosted Medieval Alley at the 2021 and 2022 Geekfest and the Speargrass Forge. The sword fighting activities at both were popular attractions. Based off their attendance at the 2021 Geekfest, Kaos Horde were invited to host activities at the 2022 Freds Pass Rural Show.

Kaos Horde were successful in receiving funding to support their ongoing activities based in Palmerston and to expand the variety of activities they offer and engage in more youth programs. The funding will be used to purchase new equipment for sparring and practical lessons. to support their ongoing activities based in Palmerston and to expand the variety of activities they offer and engage in more youth programs. Kaos Horde offer several free Open Day sessions at the Palmerston Recreation Centre for general members of the public.

Geek Culture Collective (the GCC) is a newly incorporated Palmerston based Association to advocate and progress all things geek. The GCC aims to support and enhance the sector through greater engagement with community and increase local events. The GCC assisted with the City of Palmerston Top End Geekfest in 2021 and 2022.

The GCC were successful in receiving funding to purchase signage and volunteer apparel. Co-branded apparel with City of Palmerston logo will enable volunteers to be easily identifiable at the same time as promoting the City of Palmerston as a sponsor.

Two Two One is a mental health charity whose mission is to deliver knowledgeable and innovative mental health services to the Northern Territory. Two Two One make fun, interactive resources and activities to create meaningful conversations in relation to mental health. Participants walk away with confidence to implement their learning.

Two Two One were successful in receiving funding to support workshop a mental health focused play titled Morbid Curiosity. The activity will take place 22 -26 August 2022 in Palmerston. The working group, with local playwright Dannielle Aquilina will work with the Palmerston Youth Rep Group to open dialogue about mental health. Once completed, the expectation is that the play will be performed in Palmerston, with the goal of generating roles for local artists.

Save The Children were successful in receiving funding to host an event to celebrate National Aboriginal and Torres Strait Islander Children's Day at Tiverton Park, Moulden on 4 August 2022. In partnership with Palmerston Child and Family Centre, Child Australia, and Kentish childcare service. Child friendly activities were delivered, which were open to the wider community.

Positive Feedback – Manager, Under 14 Girls NT Devils Touch Football Team

I'm currently the Manager of the Under 14 Girls NT Devils Touch Football Team which is travelling to the Sunshine Coast in September to compete in the National Youth Championships.

The Team consists of 15 players from across the Territory and as part of my role I thought I would do some investigating to see what Grants and sponsorship was available to assist parents with the costs of sending their children interstate to represent the NT.

To my amazement I have found that Palmerston Council is the ONLY Council that provides any sort of assistance.

I would really like to Congratulate Palmerston City Council for their ongoing support through Grants and Sponsorship to children in the Palmerston Community.

Once again thank you :)

Regards

Lynette Phillips

Clubhouse Territory



Clubhouse Territory (CHT), a local community organisation received CBS funding to facilitate Come and Try Sessions in Palmerston to increase access to sports and activities for people with disabilities. CHT have commenced Come and Try Sessions at the Palmerston Recreation Centre and provided feedback.

"Wanted to say again thanks heaps to everyone both at Palmerston Council & at PARBA for their interest and involvement in our program, we had so much fun yesterday and are super excited at the prospect of what the next five weeks will bring if the atmosphere and vibe of week one is anything to go by - we had a ball!"
Deb Jones – Executive Officer – Clubhouse Territory

1st Palmerston Scouts

1st Palmerston Scouts provided feedback from their successful Jamboree held at Katherine, Northern Territory and supported by City of Palmerston.

"The 1st Palmerston Scouts would like to thank the City of Palmerston again for assisting with getting us to the Jamboree. The Scouts had a fantastic time even though it rained for 3 days nonstop! They conducted various activities in Nitmiluk National Park, attended Territory Day in Katherine and a tour of RAAF Tindal which they got up close to a F35 Fighter Jet".



Palmerston Magpies Football Club



Palmerston Magpies Football Club

Palmerston Magpies Football Club were a successful Community Benefit Scheme applicant in the 2021/22 financial year and have commenced the acquittal process. Funds were utilised to purchase equipment to support the club's juniors in training and coaching sessions.

The Institute of Public Works Engineering Australasia, Queensland (IPWEAQ, Northern Territory Branch Conference

The Institute of Public Works Engineering Australasia, Queensland (IPWEAQ) have cancelled their Northern Territory Branch Conference scheduled to take place from 6 and 7 September and have postponed the Conference until 2023 due to a low number of registrations. The funding for the Conference had been being rolled over to this event, with dates being provided shortly.

CONSULTATION PROCESS

Community Benefit Scheme

Staff have been in contact with previous successful grant applicants advising them that they can now apply for the 2022/2023 round and have informed network members of Palmerston Kids Network (PKN) and Palmerston and Rural Youth Services (PARYS) of the opportunities to support events, programs, and activities within the Palmerston municipality.

Environmental Initiative Grant

As part of the City of Palmerston Sustainability Strategy, staff have coordinated to share information relating to local environmental groups in Palmerston and identify opportunities for collaboration, e.g., Wildcare and Green Army as well as business entities and not profits groups, including Palmerston based childcare centres as per the [eligibility criteria](#).

POLICY IMPLICATIONS

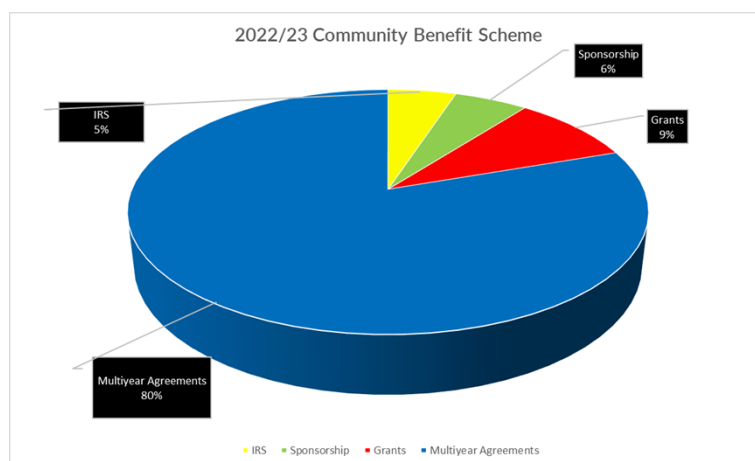
Council Policy FIN 18 *Grants, Donations, Scholarships and Sponsorships* provides governance and outlines the support that is available through the Community Benefit Scheme.

BUDGET AND RESOURCE IMPLICATIONS

The CBS budget for the 2022/23 fiscal year for grants, donations, sponsorships, and scholarships is \$230,000.

Currently \$40,650 has been expended for all projects which will benefit the Palmerston community. A further \$40,000 is committed in this financial year for on-going sponsorship. \$149,350 remains in the Community Benefit Scheme 2022/23 budget for future projects and events.

The EIG budget for the 2022/23 fiscal year under CBS is \$20,000. Currently \$0.00 has been expended with \$20,000 remaining for new projects. The EIG budget is anticipated to be successfully expended as officers are working to identify eligible projects and community organisations.



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. City of Palmerston Approved Community Benefit Scheme Applications 2022-23 [**13.2.2.1** - 5 pages]

City of Palmerston Approved Community Benefit Scheme Applications					
Representation Support - Donation					
Date	Activity	Amount Requested	Amount Committed	Amount Spent	Balance
29 June 2022	Aust Secondary Schools - Rugby League	250.00	0.00	250.00	
30 June 2022	NT Links Netball	150.00	0.00	0.00	
23 June 2022	NT Links Netball	150.00	0.00	150.00	
1 July 2022	u16s Aust Junior Championships - Basketball	250.00	0.00	250.00	
1 July 2022	Aust Secondary Schools - Rugby League	250.00	0.00	250.00	
1 July 2022	Showcase National Dance Championships	250.00	0.00	250.00	
1 July 2022	Southern States Tournament - Rugby	250.00	0.00	250.00	
1 July 2022	Southern States Tournament - Rugby	250.00	0.00	250.00	
1 July 2022	Southern States Tournament - Rugby	250.00	0.00	250.00	
1 July 2022	u15s Aust Team Championships - Tennis	250.00	0.00	250.00	
6 July 2022	Southern States Tournament - Rugby	250.00	0.00	250.00	
13 July 2022	u17s Titans Rugby League	250.00	0.00	250.00	
14 July 2022	Youth Touch Football Championships	250.00	0.00	250.00	

COUNCIL AGENDA Attachment 13.2.2.1

15 July 2022	AJJC - Aust National Championships - Jiu Jitsu	250.00	0.00	250.00	
15 July 2022	AJJC - Aust National Championships - Jiu Jitsu	250.00	0.00	250.00	
15 July 2022	AJJC - Aust National Championships - Jiu Jitsu	250.00	0.00	0.00	
15 July 2022	AJJC - Aust National Championships - Jiu Jitsu	250.00	0.00	0.00	
15 July 2022	Youth Touch Football Championships	250.00	0.00	250.00	
20 July 2022	u12 Top End Region - AFL	250.00	0.00	250.00	
29 July 2022	Youth Touch Football Championships	250.00	0.00	250.00	
4 August 2022	Youth Touch Football Championships	250.00	0.00	250.00	
5 August 2022	u14s Aust Junior Championships - Basketball	250.00	0.00	250.00	
5 August 2022	Youth Touch Football Championships	250.00	0.00	250.00	
8 August 2022	Youth Touch Football Championships	250.00	0.00	250.00	
8 August 2022	Premier Invitational Football	250.00	0.00	250.00	
8 August 2022	Youth Touch Football Championships	250.00	0.00	250.00	
9 August 2022	u14s Aust Junior Championships - Basketball	250.00	0.00	250.00	
9 August 2022	Premier Invitational Football	250.00	0.00	250.00	
10 August 2022	Premier Invitational Football	250.00	0.00	250.00	
12 August 2022	Youth Touch Football Championships	250.00	0.00	250.00	
15 August 2022	Premier Invitational Football	250.00	0.00	250.00	
22 August 2022	u14s Aust Junior Championships - Basketball	250.00	0.00	250.00	

COUNCIL AGENDA Attachment 13.2.2.1

25 August 2022	Showcase National Dance Championships	250.00	0.00	250.00	
25 August 2022	Premier Invitational Football	250.00	0.00	250.00	
26 August 2022	Youth Touch Football Championships	250.00	0.00	250.00	
22 August 2022	Murri Rugby League Cup	250.00	0.00	0.00	
22 August 2022	Murri Rugby League Cup	250.00	0.00	0.00	
		9,050.00	0.00	7,900.00	
Team Representation Support					
Date	Activity	Amount Requested	Amount Committed	Amount Spent	Balance
Total Year to Date (YTD)		0.00	0.00	0.00	
Sponsorships					
Date	Activity	Amount Requested	Amount Committed	Amount Spent	Balance
1 July 2022	Palmerston Mayor's Cup	2,750.00	0.00	2,750.00	
3 August 2022	Membership	2,000.00	0.00	2,000.00	
Total Year to Date (YTD)		4,750.00	0.00	4,750.00	
Date	Activity	Amount Requested	Amount Committed	Amount Spent	Balance
Grants					
28 June 2022	Walk to Remember	2,000.00	0.00	2,000.00	
30 June 2022	Morbid Curiosity	2,000.00	0.00	2,000.00	
17 July 2022	Lit Larvae	2,000.00	0.00	0.00	

COUNCIL AGENDA Attachment 13.2.2.1

3 August 2022	ATSI Children's Day	2,000.00	0.00	2,000.00	
3 August 2022	Membership	2,000.00	0.00	2,000.00	
4 August 2022	Books For Children	2,000.00	0.00	0.00	
Total Year to Date (YTD)		12,000.00	0.00	8,000.00	
Date	Activity	Amount Requested	Amount Committed	Amount Spent	Balance
Scholarships					
9 June 2022	Batchelor of Education/ Creative Art	10,000.00	0.00	0.00	
Total Year to Date (YTD)		10,000.00	0.00	0.00	
Multi Year Agreements					
Date	Activity	Amount Requested	Amount Committed	Amount Spent	Balance
MOU expires May 2024	All abilities come and try sessions May 22, May 23, May 24	20,000.00	10,000.00	0.00	
MOU expires May 2024	Junior Rep Program May 22, May 23, May 24	10,000.00	0.00	10,000.00	

COUNCIL AGENDA

Attachment 13.2.2.1

MOU expires Dec 2024	Palmerston & Rural Seniors Fortnight x 3 years 1 January 2022 - 31 December 2024	20,000.00	20,000.00	0.00	
MOU expires Jun 2023	Tiwi Fishing Program x 3 years 1 July 20, 1 July 21, 1 July 22	10,000.00	10,000.00	0.00	
MOU expires May 2024	Participation program (soccer)	10,000.00	0.00	10,000.00	
Committed		70,000.00	40,000.00	20,000.00	
Annual School Awards					
TOTALS					
Date	Activity	Amount Requested	Amount Committed	Amount Spent	Balance
		0.00	0.00	0.00	
Total Year to Date (YTD)		105,800.00	40,000.00	40,650.00	
	230,000		40,000.00	40,650.00	149,350.00
Environmental Initiatives Grants					
Date	Activity	Amount Requested	Amount Committed	Amount Spent	Balance
Total Year to Date (YTD)		0.00	0.00	0.00	
	20,000	0.00	0.00	0.00	20,000.00

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.3
REPORT TITLE:	myPalmerston Final Report
MEETING DATE:	Tuesday 20 September 2022
AUTHOR:	Communications Support Officer, Ashlee Haslop
APPROVER:	Chief Executive Officer, Luccio Cercarelli

COMMUNITY PLAN

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

PURPOSE

This Report provides Council with the final report on myPalmerston 2022, the local business discount voucher scheme.

KEY MESSAGES

- City of Palmerston welcomed back the myPalmerston discount voucher scheme for 2022 to support the Palmerston economy and demonstrate our commitment to our Community and Local Economic Plans.
- The discount voucher scheme is now fully expended and completed.
- A total funding pool of \$600,000 was allocated in partnership with the Northern Territory Government (NTG) \$400,000 and City of Palmerston \$200,000.
- The myPalmerston voucher scheme 2022 commenced on 14 March 2022 and was completed on 15 August 2022.
- The 2022 myPalmerston program saw a total of 46,447 vouchers redeemed worth \$600,010, with a total transaction value of \$3,516,637.36 being injected into our local economy and businesses.
- Approximately 24% of redeemed vouchers were used in retail, 28% in eating out, 27% in personal health and beauty, 20% in food retail, and 1% in entertainment.
- Vouchers were most redeemed in pubs, clubs and take away shops.
- On average, consumers spent \$75.71 per transaction, with an average saving of \$12.92.
- Council implemented a marketing campaign of myPalmerston to promote the voucher scheme and support local Palmerston businesses for the duration of the scheme.

RECOMMENDATION

THAT Report entitled myPalmerston Final Report be received and noted.

BACKGROUND

myPalmerston is a demonstration of Council's commitment to delivering the Palmerston Local Economic and our Community Plans. The Community Plan identifies that "When businesses thrive, families also thrive, and our city becomes more liveable". The Palmerston Local Economic Plan strategically addresses a vibrant economy as one of the key outcomes from our Community Plan, and challenges everyone to

work together to make Palmerston a destination city for employment and a place where businesses are encouraged to set up and grow.

Due to the high prevalence of small and medium business in Palmerston, economic stimulus initiatives such as the myPalmerston discount voucher initiative support the local economy to flourish, particularly during a time where a decline in trade occurred on a national and international level.

Throughout the COVID-19 pandemic, Council supported the local economy and community including partnerships with the Northern Territory (NTG) 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 NTG supporting local business.

Council worked with the NTG on re-establishing the myPalmerston website from previous rounds and application process and assisted 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 to participate.

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

This report provides a final summary of activities relating to myPalmerston 2022.

DISCUSSION

The 2022 myPalmerston Discount Voucher Scheme launched for business registrations on 1 March 2022, with customers being able to access \$600,000 worth of vouchers from 14 March 2022. The initiative ran until the funding pool of \$600,000 was exhausted on 15 August. With 100% of the total funds now been redeemed, the initiative has concluded. myPalmerston 2022 injected a total of \$3,516,637.36 into Palmerston's local economy.

Since the launch of the 2022 myPalmerston initiative, City of Palmerston saw 95 local businesses actively participate. This is equivalent to the number of business registrations from the 2020 myPalmerston rounds, which offered \$220,000 to our community members and visitors to the municipality.

At the conclusion of myPalmerston 2022 a total of 5,783 customers had registered, redeeming 46,447 discount vouchers worth a total \$600,010, with the additional \$10 a result of two customers redeeming their vouchers simultaneously, tipping the total over the available funds. On average, customers spent \$75.71 per transaction, redeeming an average discount of \$12.19. When comparing these figures to those of 2020, we experienced an increase of 10% per spend, whilst the redemption value remains the same.

The distribution of spend throughout the participating Palmerston businesses is grouped into a variety of categories as follows:

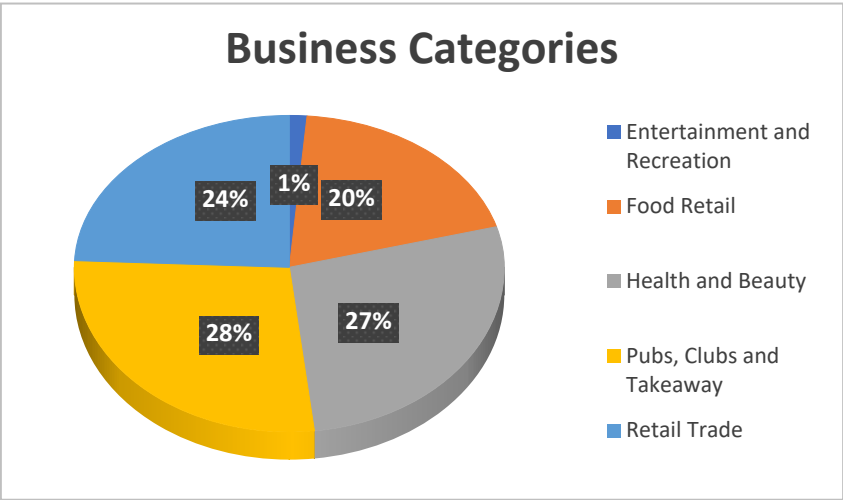
Retail trade includes all retail business selling goods or services redeemable under the scheme.

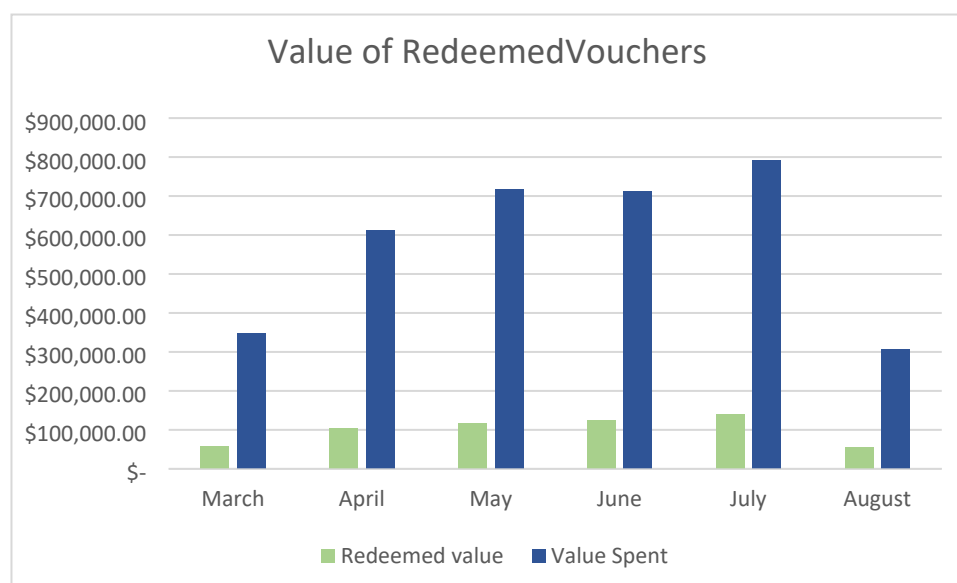
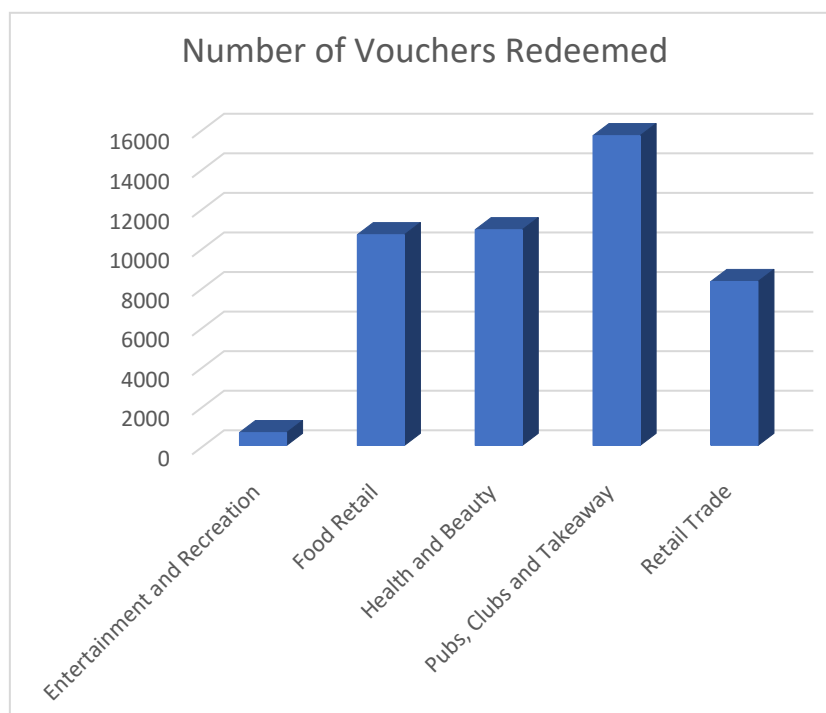
This doesn't include *food* retail.

Pubs, clubs and takeaway includes cafes, pubs, clubs and restaurants whether customers are dining in or taking away.

Health and beauty includes any beauty services.

Entertainment and Recreation includes accommodation, amusement and other recreational activities. *Food retail* includes businesses such as butchers, bakeries, and locally owned supermarkets.





Snap shot of marketing Campaign: March – August 2022

City of Palmerston delivered a phased marketing and communication campaign to promote the initiative for the duration of myPalmerston. This included:

- Direct electronic newsletters to local businesses.
- Cold calling local businesses and shopping centres (Gateway, Oasis, Zuccoli and Palmerston).
- Print advertising in NT News.

- Working with NTG Business Champions and Palmerston Rural Business Association (PRBA).
- Organic and paid social media.
- Outdoor paid promotions (including posters, floor decals throughout shopping centres and bus backs).
- Media releases (sent out in February, March and April and August).
- Public relations (Channel nine, ABC Darwin, Mix interviews).
- Radio (paid advertisements, live read, social posts and street team Hot100).

Overall campaign results (paid and organic) March – August 2022		
Social Media (paid campaign)		Impressions 817.2K Reach 91.3 K
Social Media (organic)		Facebook Total Posts 12 Total Reach 46,875 Total Engagement 2,164 Total Reactions/Likes/Comments 411 Instagram Total Posts 3 Total Likes/Comments 50
Website		Page Views 508,704
Print Advert		12 advertisements in NT News
Organic Public relations		Channel Nine, ABC radio, Hot 100 radio
Customer Survey		Completed surveys = 107 Encouraged to shop and support local businesses in the future? Yes: 96 No: 1 Unsure: 10
Registered user promotional email		Average open rate across 4 x emails 50.90% Average click rate 6.7%
Registered business email		Average open rate across 4 x emails 60.23% Average click rate 8.72%
Digital Displays		Facebook banner
Out of Home Displays		Posters, floor decals, stickers, back of bus advertising
Other activity		Hired professional photographer to take photos of businesses

CONSULTATION PROCESS

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

- Communications Manager
- Customer Experience Team
- Finance Team
- Executive Manager, People & Customer

POLICY IMPLICATIONS

There are no policy implications for this Report.

BUDGET AND RESOURCE IMPLICATIONS

The total initiative investment (with NTG and CoP) was \$600,010, with a total local economic contribution of \$3,516,637.36. Based on *Council's investment* into the initiative (\$200,010), a total of \$1,172,212 has successfully been injected into Palmerston local businesses and the economy, which includes the additional \$10 that will be honoured by City of Palmerston.

The funding agreement for the program between Council and NTG was signed with Council contributing \$200,010 and NTG \$402,500. NTG contribution consists of \$400,000 for the voucher redemption, and \$2,500 for the cost of the IP licence agreement with City of Darwin (who own the app/website altered to myPalmerston).

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

Council implemented appropriate controls to ensure that fraudulent claims did not occur or were significantly minimised.

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

The Independent Commissioner Against Corruption (ICAC) has powers relating to instances of improper, corrupt, and unsatisfactory conduct. Council was required to ensure compliance and appropriate measures were 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

14 INFORMATION AND CORRESPONDENCE

14.1 Information

14.2 Correspondence

15 REPORT OF DELEGATES

16 QUESTIONS BY MEMBERS

17 GENERAL BUSINESS

18 NEXT ORDINARY COUNCIL MEETING

THAT the next Ordinary Meeting of Council be held on Tuesday, 4 October 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

1st Ordinary Council Meeting Tuesday 6 September 2022

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

'A Place for People'



A Place for People

COUNCIL MINUTES

Minutes of Council Meeting
held in Council Chambers
Civic Plaza, 1 Chung Wah Terrace, Palmerston
on Tuesday 6 September 2022 at 5:30pm.

PRESENT

ELECTED MEMBERS

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

STAFF

Chief Executive Officer, Luccio Cercarelli
General Manager Community and Culture, Anna Ingram
Acting General Manager Infrastructure, Peter Lander
Minute Secretary, Chloe Hayes

GALLERY

One member of the public
Three members of staff
NT News reporter

Initials: _____



A Place for People

COUNCIL AGENDA Attachment 24.1.1

COUNCIL MINUTES

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 5.32pm.

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies

Moved: Councillor Fraser
Seconded: Deputy Mayor Garden

THAT the apology received from Councillor Henderson for 6 September 2022 be received and noted.

CARRIED 10/499 – 6/09/2022

3.2 Leave of Absence Previously Granted

Nil

3.3 Leave of Absence Request

Moved: Councillor Fraser
Seconded: Councillor Morrison

1. THAT the leave of absence received from Councillor Henderson for 6 September to 17 September 2022 inclusive be received and noted.
2. THAT the leave of absence received from Deputy Mayor Garden for 16 November to 23 November 2022 inclusive be received and noted.
3. THAT the leave of absence received from Councillor Hale for 7 September to 19 September 2022 inclusive be received and noted.

CARRIED 10/500 – 6/09/2022

4 REQUEST FOR AUDIO/AUDIOVISUAL CONFERENCING

Nil

5 DECLARATION OF INTEREST

5.1 Elected Members

Moved: Councillor Fraser
Seconded: Councillor Morrison

THAT the Declaration of Interest received from Councillor Giesecke for Item 25.1.1 be received and noted.

CARRIED 10/501 – 6/09/2022

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 6 SEPTEMBER 2022

10829



A Place for People

COUNCIL AGENDA Attachment 24.1.1

COUNCIL MINUTES

5.2 Staff

Nil

6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

Moved: Councillor Eveleigh
Seconded: Deputy Mayor Garden

THAT the Minutes of the Council Meeting held on 16 August 2022 pages 10818 to 10824 be confirmed.

CARRIED 10/502 – 6/09/2022

6.2 Business Arising from Previous Meeting

Nil

7 MAYORAL REPORT

Moved: Mayor Pascoe-Bell
Seconded: Councillor Fraser

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

CARRIED 10/503 – 6/09/2022

8 DEPUTATIONS AND PRESENTATIONS

Nil

9 PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)

Nil

10 CONFIDENTIAL ITEMS

10.1 Moving Confidential Items into Open

10.1.1 Northern Territory Remuneration Tribunal Deputation

Moved: Councillor Fraser
Seconded: Councillor Eveleigh

1. THAT the confidential presentation by Mr Michael Martin OAM, for The Hon. Syd Stirling and Mr Gary Higgins on the Northern Territory Remuneration Tribunal be received and noted.
2. THAT this decision be moved into the open minutes of 6 September 2022 Ordinary Council Meeting.

CARRIED 10/519 – 6/09/2022

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 6 SEPTEMBER 2022

10830

COUNCIL MINUTES

10.2 Moving Open Items into Confidential

Nil

10.3 Confidential Items

Moved: Deputy Mayor Garden

Seconded: Councillor Hale

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

Item	Confidential Category	Confidential Clause
23.1	External Presentation Request	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(e) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.
25.1.1	Council Committee Recommendations	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.
25.1.2	Legal Advice	<p>This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(a) 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 employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.</p> <p>This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(d) of the <i>Local Government (General) Regulations 2021</i>, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information subject to an obligation of confidentiality at law, or in equity.</p> <p>This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(c)(ii) of the <i>Local Government (General) Regulations 2021</i>, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information about the personal circumstances of a resident or ratepayer.</p>

Initials: _____

COUNCIL MINUTES

		<i>Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the maintenance or administration of the law.
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CARRIED 10/504 – 6/09/2022

11 PETITIONS

Nil

12 NOTICES OF MOTION

Nil

13 OFFICER REPORTS

13.1 Action Reports

13.1.1 Review of Delegations

Moved: Councillor Eveleigh

Seconded: Councillor Hale

1. THAT Report entitled Review of Delegations be received and noted.
2. THAT effective 7 September 2022 Council revoke the following delegations to the Chief Executive Officer:
 - a) THAT effective 6 October 2021 pursuant to section 40 of the *Local Government Act 2019*, Council hereby delegates to the Chief Executive Officer the following financial delegations subject to all actions being undertaken in compliance with all relevant legislative, procedural and policy provisions and budget approval:

Type	Amount
Credit Card	\$5,000
Purchase Order Approval	\$5,000,000
Payment Approval	Unlimited
Cheque signatory	Unlimited
Investment signatory	Unlimited

- b) THAT effective 6 October 2021 pursuant to Section 40 of the *Local Government Act 2019* and in light of Australian Government and Northern Territory Government requirements for the COVID-19 response, Council hereby delegates to the Chief Executive Officer its powers and functions as set out sections 66 of the *Local Government Act 2019*, by-law 71 of the *Palmerston (Public Places) By-Laws 2001* being the power to determine opening times of Council's offices and facilities and the opening times of the Library until such time as the Australian Government or Northern Territory Government have declared the emergency has ended.

Initials:

MINUTES ORDINARY COUNCIL MEETING - 6 SEPTEMBER 2022

10832

COUNCIL MINUTES

- c) THAT effective 1 July 2021 pursuant to Section 40 of the *Local Government Act 2019* and in light of Australian Government and Northern Territory Government requirements for the COVID-19 response, Council hereby delegates to the Chief Executive Officer the power to cancel or amend programs, service levels, budgeted council events and third party events held on council property under license, permit, or any other agreement until such time as the Australian Government or Northern Territory Government have declared the emergency has ended.
3. THAT effective 7 September 2022 pursuant to section 40 of the *Local Government Act 2019*, Council hereby delegates to the Chief Executive Officer the following financial delegations subject to all actions being undertaken in compliance with all relevant legislative, procedural and policy provisions and budget approval:

Type	Amount
Credit Card	\$5,000
Purchase approval and contract threshold	\$5,000,000
Payment approval	Unlimited
Cheque signatory	Unlimited
Investment signatory	Unlimited

CARRIED 10/505 – 6/09/2022

13.2 Receive and Note Reports

13.2.1 Palmerston Local Economic Plan Progress Update

Moved: Councillor Fraser
Seconded: Councillor Giesecke

THAT Report entitled Palmerston Local Economic Plan Progress Update be received and noted.

CARRIED 10/506 – 6/09/2022

13.2.2 SWELL Update

Moved: Councillor Fraser
Seconded: Councillor Giesecke

THAT Report entitled SWELL Update be received and noted.

CARRIED 10/507 – 6/09/2022

Initials: _____

COUNCIL MINUTES

13.2.3 Pre Cyclone Clean Up

Moved: Deputy Mayor Garden
Seconded: Councillor Fraser

THAT Report entitled Pre Cyclone Clean Up be received and noted.

CARRIED 10/508 – 6/09/2022

13.2.4 Zuccoli Community Hub Stage 1 Regional Dog Park and Headworks Update

Moved: Councillor Morrison
Seconded: Deputy Mayor Garden

THAT Report entitled Zuccoli Community Hub Stage 1 Regional Dog Park and Headworks Update be received and noted.

CARRIED 10/509 – 6/09/2022

14 INFORMATION AND CORRESPONDENCE

14.1 Information

Nil

14.2 Correspondence

14.2.1 Recreation Centre In-Kind Support for Youth Activities in Palmerston

Moved: Councillor Eveleigh
Seconded: Councillor Fraser

THAT correspondence received from Lisa Lock, Chair Person of the Palmerston and Regional Basketball Association dated 8 August 2022 entitled Recreation Centre In-Kind Support for Youth Activities in Palmerston be received and noted.

CARRIED 10/510 – 6/09/2022

14.2.2 Blackspot Program 2022-23 Funding

Moved: Councillor Morrison
Seconded: Councillor Eveleigh

THAT correspondence received from Andrew Kirkman, Chief Executive Department of Infrastructure, Planning and Logistics dated 25 August 2023 entitled Black Spot Program 2022-23 Funding be received and noted.

CARRIED 10/511 – 6/09/2022

Initials: _____

COUNCIL MINUTES

14.2.3 Notification of Acceptance in the Prescribed Corporation Panel Pool

Moved: Deputy Mayor Garden
Seconded: Councillor Eveleigh

THAT correspondence received from Jocelyn Cull, Local Government Association of the Northern Territory dated 31 August 2022 entitled Notification of Acceptance into the Prescribed Corporation Panel Pool be received and noted.

CARRIED 10/512 – 6/09/2022

15 REPORT OF DELEGATES

Nil

16 QUESTIONS BY MEMBERS

Nil

17 GENERAL BUSINESS

17.1 2022 Local Government Representation Review

Moved: Mayor Pascoe-Bell
Seconded: Deputy Mayor Garden

1. THAT a submission is prepared in responding to the 2022 Local Government Representation Review Preliminary Report by the second ordinary council meeting in October 2022.
2. THAT the Council invite the Local Government Representation Committee to present to Council on the 2022 Local Government Representation Review Preliminary Report at the second ordinary council meeting in September 2022 or an October 2022 meeting.

CARRIED 10/513 – 6/09/2022

18 NEXT ORDINARY COUNCIL MEETING

Moved: Councillor Eveleigh
Seconded: Councillor Fraser

THAT the next Ordinary Meeting of Council be held on Tuesday, 20 September 2022 at 5:30pm at , Civic Plaza, 1 Chung Wah Terrace, Palmerston.

CARRIED 10/514 – 6/09/2022

Initials: _____



A Place for People

COUNCIL AGENDA Attachment 24.1.1

COUNCIL MINUTES

19 CLOSURE OF MEETING TO PUBLIC

Moved: Councillor Fraser
Seconded: Deputy Mayor Garden

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 10/515 – 6/09/2022

20 ADJOURNMENT OF MEETING AND MEDIA LIAISON

Moved: Deputy Mayor Garden
Seconded: Councillor Giesecke

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

CARRIED 10/516 – 6/09/2022

The meeting adjourned at 5.57pm.

The Chair declared the meeting closed at 7.39pm.

Chair

Print Name

Date

Initials: