

AGENDA

2nd Ordinary Council Meeting

Tuesday 18 October 2022

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

COVID-19 Statement of Commitment

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

- Physical distancing measures
- Health and hygiene principles

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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A Place for People

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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 4 October 2022 pages 10854 to 10861 be confirmed.
 - 6.2 Business Arising from Previous Meeting
- 7 MAYORAL REPORT
- 8 DEPUTATIONS AND PRESENTATIONS
- 9 PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)
- 10 CONFIDENTIAL ITEMS
 - 10.1 Moving Confidential Items into Open
 - 10.2 Moving Open Items into Confidential
 - 10.3 Confidential Items

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	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.
23.2	External Presentation	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	Review of Confidential Matters	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(c)(iv) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person.
25.1.2	Rate Concession Assessment	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. 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.
26.2.1	Review of Confidential Matters	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(c)(iv) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person.

11 PETITIONS

12 NOTICES OF MOTION

12.1 Community Environmental Initiatives

THAT a report to be prepared for the 1st Ordinary Meeting in February 2023, outlining current City of Palmerston programs and events that promote Environmental Sustainability particularly in relation to greening and cooling our city, and identifying potential opportunities to assist in developing and promoting these initiatives in alignment with relevant local sustainability strategies.

COUNCIL MEETING DATE: 18 October 2022

TOPIC: Community Environmental Initiatives

BACKGROUND:

City of Palmerston's Community Plan established the following elements central to our vision of "A Place for People":

- Palmerston is a welcoming vibrant family city that fosters diversity and unity
- In Palmerston, everyone belongs.
- In Palmerston, everyone is safe.

Community Plan Outcome 5 - Palmerston is an environmentally friendly, liveable city that promotes renewable practices and sustainability. Green spaces invite and encourage our community to connect outdoors – this is good for health and wellbeing and also allows us celebrate our unique climate.

Community Plan Objective 5.2 - Palmerston is a cool, shaded, green city. Council develops and implements greening and cooling initiatives – tree planting, shade structures and the freedom for citizens to take initiative and green up their verges and neighbourhoods.

The City of Palmerston strives to be environmentally friendly and improve the amenity of our community through investing in and promoting green space and community-led gardening initiatives. The City of Palmerston currently supports organisations such as Harvest Corner at the Gray Community Hall to develop community gardens and activities that support environmental sustainability. In addition, Council has adopted an Edible Pocket Garden Policy which encourages residents to plant and maintain small gardens of edible plants in approved Council parks. This initiative was intended to encourage investment in public spaces by the community and would also promote greening and sustainability initiatives by Council.

Other initiatives Council has undertaken include native tree giveaways for the community at events and at the Palmerston Markets, the verge assistance program and home composting rebate, as well as the availability of Environmental Initiatives grants through the Community Benefit Scheme. It is important to continue to explore and expand on existing programs to ensure that Council is meeting the community's expectations in relation to the Community Plan Outcomes.

OBJECTIVE:

City of Palmerston has an opportunity to build on existing environmental and community-led gardening initiatives to further promote a focus on the environment. Council can assist the community in developing such initiatives through connecting partners and services, and trialling proposed activities at Council events, programs and/or facilities. One such initiative is to explore the possibility of introducing a Community Plant Exchange, which are increasing in popularity in communities across Australia, example as follows:



The notice of motion is for a report to be prepared for the 1st Ordinary Meeting in February 2023, outlining current City of Palmerston programs and events that promote Environmental Sustainability particularly in relation to greening and cooling our city, and identify potential opportunities to assist in developing and promoting these initiatives in alignment with relevant local sustainability strategies.

NOTICE OF MOTION:

THAT a report to be prepared for the 1st Ordinary Meeting in February 2023, outlining current City of Palmerston programs and events that promote Environmental Sustainability particularly in relation to greening and cooling our city, and identify potential opportunities to assist in developing and promoting these initiatives in alignment with relevant local sustainability strategies.

D.Eveleigh (submitted electronically)

Signature

Councillor Danielle Eveleigh

Print Name

18 October 2022

Date

NOTE: NOTICES OF MOTION MUST BE RECEIVED BY THE CHIEF EXECUTIVE OFFICER 5 CLEAR DAYS PRIOR TO THE MEETING AT WHICH THE MOTION IS TO BE MOVED.

For office use only

11 October 2022

Date Received

18 October 2022

Agenda meeting to be include



A Place for People

COUNCIL AGENDA

13 OFFICER REPORTS

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.1.1
REPORT TITLE:	Financial Reserve Policy Review
MEETING DATE:	Tuesday 18 October 2022
AUTHOR:	Finance Manager, Gayu Sivaraj
APPROVER:	Director Finance and Governance, Wati Kerta

COMMUNITY PLAN

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

PURPOSE

This Report seeks Council endorsement of the amended Policy *FIN19 – Financial Reserve*.

KEY MESSAGES

- *FIN19 Financial Reserve* policy was due for review on 5 August 2022.
- The policy outlines the financial management of City of Palmerston's cash reserves, through consistent identification, administration, and usage of these reserves.
- This report provides an overview of the administrative changes made to the policy.
- The policy requires further research for potential changes, and it is recommended a workshop is held to go through the research findings with the Council.
- This report recommends a Council Workshop is held on the first week of March 2023.

RECOMMENDATION

1. THAT Report entitled Financial Reserve Policy Review be received and noted.
2. THAT Council adopt the amended FIN19 Financial Reserves Policy as per **Attachment 13.1.1.3** to this report.
3. THAT Council approve a Financial Reserves Workshop to be held in the first week of March 2023.

BACKGROUND

At the First Ordinary Council Meeting on 6 August 2019, Council adopted the *FIN19 Financial Reserves Policy* that outlines the financial management of City of Palmerston's cash reserves, through consistent identification, administration and usage of these reserves.

At the 1st Ordinary Council Meeting on 6 August 2019, Council made the following decisions:

1. *THAT Report Number 9/0279 entitled Council Policy Review – FIN 19 Financial Reserve be received and noted.*
2. *THAT Council rescind Council Policy FIN9 – Financial Reserve as Attachment B to Report Number 9/0279 entitled Review of Policy FIN19 – Financial Reserve.*
3. *THAT Council adopt Council Policy FIN19 – Financial Reserve as Attachment C to Report Number 9/0279 entitled Review of Policy FIN19 – Financial Reserve.*

4. THAT Council adopt the reserve movements as contained within the body of the report and Attachment A to Report Number 9/0279 entitled Review of Policy FIN19 – Financial Reserve.

CARRIED 6/8/2019 9/0759

It is considered good governance for Council to review policies at least once during the Council's term to ensure they are consistent, compliant and reflect the Council's interest. *FIN19 Financial Reserves Policy* was due for review on 5th August 2022. A few administrative changes have been made that do not change the context of the policy and are discussed in this report. This report recommends a further review on financial reserves and a workshop is held to walk through the research findings with the Council.

DISCUSSION

FIN19 Financial Reserve Policy was adopted by Council on 6 August 2019 and was due for review on 5 August 2022. The purpose of this policy is to ensure sustainable and responsible financial management of City of Palmerston's cash reserves.

During the initial review, minor administrative changes have been made to include reference to the Local Government Act 2019 and updating the definition of unexpended grants reserve in line with accounting standards.

Current	Proposed changes
Surplus funds of the waste service charge under <u>Section 157 Local Government Act</u> are to be transferred to the Waste Management Reserve.	Surplus funds of the waste service charge under <u>Section 239 Local Government Act 2019</u> are to be transferred to the Waste Management Reserve.
Unexpended Grants and Contributions This reserve holds the balance of unexpended grants and contributions received from external contributors. The funds are held in this reserve until expensed in line with the funding conditions. External restrictions apply in line with the individual funding agreements.	Unexpended Grants and Contributions The unexpended grants reserve holds unspent grants and contributions received that will be applied to a future project or financial year that do not meet the requirements of the conditions under <u>AASB 1058</u> but retain enforceable 'non sufficiently specific performance obligations' (in accordance with AASB 1058).

The policy as per **Attachment 13.1.1.3** has been updated in line with the CEO's delegation to make non substantive administrative changes to the policy.

The policy requires further research for potential changes, and it is recommended a workshop is held in March 2023 to discuss the research finding and discuss any proposed changes to the policy.

CONSULTATION PROCESS

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

- Executive Leadership Team

POLICY IMPLICATIONS

If adopted, the proposed policy as presented at **Attachment 13.1.1.3** will become the new *FIN19 Financial Reserves Policy* of Council.

BUDGET AND RESOURCE IMPLICATIONS

The 2022/23 budget has been prepared in accordance with the current *FIN 19 Financial Reserves Policy*.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

A Council policy will remain in place unless reviewed or amended by Council direction. Policies are developed when required by legislation, where there is either complying or lack of clarification, to review strategic objectives or community needs. Policies should not simply re-state legislative requirements but add clarity or direction as required.

This Report addresses the following City of Palmerston Strategic Risks:

- 4 Fails to effectively design and implement contemporary governance practices
Context: Strong foundations to hold the City and Administration to account.

The Local Government (General) Regulations 2021 stipulates Council resolution is required for transfer to or from Council Reserves and for changes in purpose of a Council Reserve.

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. FI N 19 - Financial Reserve Policy 06082019 [13.1.1.1 - 4 pages]
2. FI N 19 Financial Reserve Policy with tracked changes [13.1.1.2 - 4 pages]
3. FI N 19 Financial Reserves Policy October 2022 [13.1.1.3 - 4 pages]

FIN19

Name:	Financial Reserve		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Executive Manager Finance		
Approval Date:	6/08/2019	Next Review Date:	5/08/2022
Records Number:	387910	Decision Number:	9/0759

1 PURPOSE

To ensure sustainable and responsible financial management of City of Palmerston's cash reserves, through consistent identification, administration and usage of these reserves.

2 PRINCIPLES

City of Palmerston is committed to the responsible use and allocation of public funds with consideration of long-term financial sustainability and responsible asset management.

3 DEFINITIONS

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

Term	Definition
Financial Reserves	The term includes Asset Revaluation Reserves under Australian Accounting Standards and cash backed reserves as described in this policy.
Asset Revaluation Reserves	Are reserves required by the Australian Accounting Standards for the movement in fair value of assets. These are not cash backed reserves.
Internally Restricted Reserves	Are reserves established by Council to ensure that sufficient funds are available when required for a specific purpose. These reserves are cash backed.
Externally Restricted Reserves	Are reserves that are subject to external restrictions in their purpose. These reserves are cash backed.
Internal Borrowing	The transfer of reserve funds from one reserve to another, as an alternative to external borrowing, to be repaid at a future date as determined by council.

4 POLICY STATEMENT

4.1 Classification of Financial Reserves

4.1.1 Asset Revaluation Reserves

This reserve is established under the requirements of the Australian Accounting Standards. It reflects the increments or decrements of fixed asset values due to asset revaluations.

4.1.2 Externally Restricted Reserves

The following criteria apply to externally restricted reserves:

- The reserve is subject to legal requirements that govern the use of the funds; or
- 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 exist.

FIN19

The following Council reserve is an externally restricted reserve:

Unexpended Grants and Contributions	This reserve holds the balance of unexpended grants and contributions received from external contributors. The funds are held in this reserve until expensed in line with the funding conditions. External restrictions apply in line with the individual funding agreements.
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4.1.3 Internally Restricted Reserves

The following criteria apply to internally restricted reserves:

- The reserve is not subject to legal requirements governing the use of the funds or;
- 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.

The following Council reserves are internally restricted reserves:

Asset Renewal Reserve	The reserve holds funding for renewal, replacement or upgrading of existing assets, including infrastructure, property and fleet. Specific renewals must be identified, and funds are to be allocated to those.
Election Expense Reserve	This reserve will hold funds for any upcoming Council election, or to help fund a by-election.
Major Initiatives Reserve	This reserve will fund major initiatives for the future development of the City of Palmerston in line with identified major capital works, the Municipal Plan and the Long-Term Financial Plan. Specific initiatives must be identified, and funds are to be allocated to those.
Unexpended Capital Works Reserve	This reserve holds the balance of unexpended capital works funds that are requested to be carried forward to the following financial year.
Developer Contribution Reserve	This reserve holds the balance of unexpended funds in lieu of construction received by developers.
Disaster Recovery Reserve	This reserve will fund expenses incurred due to storms, cyclones, floods or any other natural disaster. The fund will enable City of Palmerston to recover from these disasters and return to normal operations.
Waste Management Reserve	This reserve holds funds for the direct and indirect expenditures for the rehabilitation of the Archer landfill and for development of the Archer transfer station to accommodate expected future requirements.

FIN19

4.1.4 Working Capital Reserve

The following criteria of this reserve is:

- This reserve is not subject to any legal obligations and;
- The funds in this reserve are not currently allocated to a specific purpose.

Working Capital Reserve	This reserve holds funds that have not been allocated to a specific purpose.
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4.2 Establishment of Financial Reserves

Asset Revaluation Reserves	Establishment of reserves follows the Australian Accounting Standards.
Externally Restricted Reserves	A reserve will be established for any value if there is a legal requirement or a requirement under the Australian Accounting Standards.
Internally Restricted Reserves	An establishment of a new reserve must be authorised by Council and shall not be established for an amount less than \$100,000.

4.3 Transfer of Funds In/ Out of Financial Reserves

Asset Revaluation Reserves	Transfer of funds will follow the Australian Accounting Standards.
Externally Restricted Reserves	Transfer of funds are restricted to the terms and conditions of individual funding agreements. All transfers must be authorised by Council resolution.
Internally Restricted Reserves	Transfer of funds are restricted by the internal purpose of the reserve. All transfers must be authorised by Council resolution.
Working Capital Reserve	Transfer of funds will occur at the end of the financial year or during budget review processes if excess funds exist or funds are required. All transfers must be authorised by Council resolution.

Appropriate records and sufficient detail must accompany any reserve transfer.

All transfers of reserves shall be assessed during the preparation of the annual budget and the annual financial statements. Budgeted reserve movements will also be reviewed during the budget review process.

If any unexpected money is received during the financial year, it will be allocated to the Working Capital Reserve or to a specific purpose reserve via Council Resolution.

The total of all reserves shall not exceed current assets less current liabilities held by Council. Required adjustments at the end of the financial year will be made against the Working Capital Reserve, however any operational surplus funds shall be utilised to secure minimum balances on reserves in the first instance.

FIN19

The following internal fund transfers shall not require Council resolution:

Surplus funds of the waste service charge under Section 157 *Local Government Act* are to be transferred to the Waste Management Reserve. Surpluses are calculated as income from waste charges less waste management related expenditure.

Externally restricted reserves as the funds must be expended for the purpose that they were received.

4.4 Balances for Financial Reserves

Reserve balances at the end of a financial year shall be:

Disaster Recovery Reserve	This reserve shall be maintained at or near \$500,000. External funds received after the event for the purpose of disaster recovery shall be used to maintain the reserve on this level of funds.
Election Expense Reserve	This reserve shall be increased annually over the Council term. This reserve should not exceed \$150,000

4.5 Internal Borrowing from Reserves

Any internal borrowings must be authorised by Council and require disclosure in Council's Municipal Plan and are to be repaid at a future date as determined by Council.

4.6 Reporting on Finance Reserves

In line with the *Local Government (Accounting) Regulations*, Council is required to disclose all reserves set aside for a specific purpose in its annual financial statements.

In addition, these reserves are reported on as follows:

- A detailed statement with expected movements as part of the annual budget.
- A detailed statement with expected performance compared to current approved annual budget as part of the budget review reports.
- A statement of approved budgeted balances as part of the monthly finance report.

5 ASSOCIATED DOCUMENTS

- 5.1 City of Palmerston Municipal Plan
- 5.2 City of Palmerston Long-term Financial Plan

6 REFERENCES AND RELATED LEGISLATION

- 6.1 *Local Government (Accounting) Regulations*
- 6.2 Australian Accounting Standards



POLICY

FIN19

Name:	Financial Reserve		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Executive Manager Finance Director Finance and Governance		
Approval Date:	6/08/2019	Next Review Date:	5/08/20225/08/2022
Records Number:		Decision Number:	9/0759

1 PURPOSE

To ensure sustainable and responsible financial management of City of Palmerston's cash reserves, through consistent identification, administration and usage of these reserves.

2 PRINCIPLES

City of Palmerston is committed to the responsible use and allocation of public funds with consideration of long-term financial sustainability and responsible asset management.

3 DEFINITIONS

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

Term	Definition
Financial Reserves	The term includes Asset Revaluation Reserves under Australian Accounting Standards and cash backed reserves as described in this policy.
Asset Revaluation Reserves	Are reserves required by the Australian Accounting Standards for the movement in fair value of assets. These are not cash backed reserves.
Internally Restricted Reserves	Are reserves established by Council to ensure that sufficient funds are available when required for a specific purpose. These reserves are cash backed.
Externally Restricted Reserves	Are reserves that are subject to external restrictions in their purpose. These reserves are cash backed.
Internal Borrowing	The transfer of reserve funds from one reserve to another, as an alternative to external borrowing, to be repaid at a future date as determined by council.

4 POLICY STATEMENT

4.1 Classification of Financial Reserves

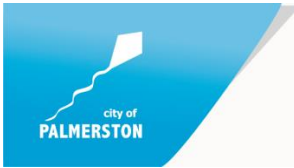
4.1.1 Asset Revaluation Reserves

This reserve is established under the requirements of the Australian Accounting Standards. It reflects the increments or decrements of fixed asset values due to asset revaluations.

4.1.2 Externally Restricted Reserves

The following criteria apply to externally restricted reserves:

- The reserve is subject to legal requirements that govern the use of the funds; or
- 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 exist.



POLICY

FIN19

The following Council reserve is an externally restricted reserve:

Unexpended Grants and Contributions	The unexpended grants reserve holds unspent grants and contributions received that will be applied to a future project or financial year that do not meet the requirements of the conditions under AASB 1058 but retain enforceable 'non sufficiently specific performance obligations' (in accordance with AASB 1058). This reserve holds the balance of unexpended grants and contributions received from external contributors. The funds are held in this reserve until expended in line with the funding conditions. External restrictions apply in line with the individual funding agreements.
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4.1.3 Internally Restricted Reserves

The following criteria apply to internally restricted reserves:

- The reserve is not subject to legal requirements governing the use of the funds or;
- 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.

The following Council reserves are internally restricted reserves:

Asset Renewal Reserve	The reserve holds funding for renewal, replacement or upgrading of existing assets, including infrastructure, property and fleet. Specific renewals must be identified, and funds are to be allocated to those.
Election Expense Reserve	This reserve will hold funds for any upcoming Council election, or to help fund a by-election.
Major Initiatives Reserve	This reserve will fund major initiatives for the future development of the City of Palmerston in line with identified major capital works, the Municipal Plan and the Long-Term Financial Plan. Specific initiatives must be identified, and funds are to be allocated to those.
Unexpended Capital Works Reserve	This reserve holds the balance of unexpended capital works funds that are requested to be carried forward to the following financial year.
Developer Contribution Reserve	This reserve holds the balance of unexpended funds in lieu of construction received by developers.
Disaster Recovery Reserve	This reserve will fund expenses incurred due to storms, cyclones, floods or any other natural disaster. The fund will enable City of Palmerston to recover from these disasters and return to normal operations.
Waste Management Reserve	This reserve holds funds for the direct and indirect expenditures for the rehabilitation of the Archer landfill and for development of the Archer transfer



POLICY

FIN19

	station to accommodate expected future requirements.
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4.1.4 Working Capital Reserve

The following criteria of this reserve is:

- This reserve is not subject to any legal obligations and;
- The funds in this reserve are not currently allocated to a specific purpose.

Working Capital Reserve	This reserve holds funds that have not been allocated to a specific purpose.
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4.2 Establishment of Financial Reserves

Asset Revaluation Reserves	Establishment of reserves follows the Australian Accounting Standards.
Externally Restricted Reserves	A reserve will be established for any value if there is a legal requirement or a requirement under the Australian Accounting Standards.
Internally Restricted Reserves	An establishment of a new reserve must be authorised by Council and shall not be established for an amount less than \$100,000.

4.3 Transfer of Funds In/ Out of Financial Reserves

Asset Revaluation Reserves	Transfer of funds will follow the Australian Accounting Standards.
Externally Restricted Reserves	Transfer of funds are restricted to the terms and conditions of individual funding agreements. All transfers must be authorised by Council resolution.
Internally Restricted Reserves	Transfer of funds are restricted by the internal purpose of the reserve. All transfers must be authorised by Council resolution.
Working Capital Reserve	Transfer of funds will occur at the end of the financial year or during budget review processes if excess funds exist or funds are required. All transfers must be authorised by Council resolution.

Appropriate records and sufficient detail must accompany any reserve transfer.

All transfers of reserves shall be assessed during the preparation of the annual budget and the annual financial statements. Budgeted reserve movements will also be reviewed during the budget review process.

If any unexpected money is received during the financial year, it will be allocated to the Working Capital Reserve or to a specific purpose reserve via Council Resolution.



POLICY

FIN19

The total of all reserves shall not exceed current assets less current liabilities held by Council. Required adjustments at the end of the financial year will be made against the Working Capital Reserve, however any operational surplus funds shall be utilised to secure minimum balances on reserves in the first instance.

The following internal fund transfers shall not require Council resolution:

Surplus funds of the waste service charge under Section [157-239 Local Government Act 2019](#) are to be transferred to the Waste Management Reserve. Surpluses are calculated as income from waste charges less waste management related expenditure.

Externally restricted reserves as the funds must be expended for the purpose that they were received.

4.4 Balances for Financial Reserves

Reserve balances at the end of a financial year shall be:

Disaster Recovery Reserve	This reserve shall be maintained at or near \$500,000. External funds received after the event for the purpose of disaster recovery shall be used to maintain the reserve on this level of funds.
Election Expense Reserve	This reserve shall be increased annually over the Council term. This reserve should not exceed \$150,000

4.5 Internal Borrowing from Reserves

Any internal borrowings must be authorised by Council and require disclosure in Council's Municipal Plan and are to be repaid at a future date as determined by Council.

4.6 Reporting on Finance Reserves

In line with the *Local Government (Accounting) Regulations*, Council is required to disclose all reserves set aside for a specific purpose in its annual financial statements.

In addition, these reserves are reported on as follows:

- A detailed statement with expected movements as part of the annual budget.
- A detailed statement with expected performance compared to current approved annual budget as part of the budget review reports.
- A statement of approved budgeted balances as part of the monthly finance report.

5 ASSOCIATED DOCUMENTS

- 5.1 City of Palmerston Municipal Plan
- 5.2 City of Palmerston Long-term Financial Plan

6 REFERENCES AND RELATED LEGISLATION

- 6.1 *Local Government (Accounting) Regulations*
- 6.2 Australian Accounting Standards



POLICY

FIN19

Name:	Financial Reserve		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Director Finance and Governance		
Approval Date:		Next Review Date:	5/08/2024
Records Number:		Decision Number:	[Policy Code]

1 PURPOSE

To ensure sustainable and responsible financial management of City of Palmerston's cash reserves, through consistent identification, administration and usage of these reserves.

2 PRINCIPLES

City of Palmerston is committed to the responsible use and allocation of public funds with consideration of long-term financial sustainability and responsible asset management.

3 DEFINITIONS

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

Term	Definition
Financial Reserves	The term includes Asset Revaluation Reserves under Australian Accounting Standards and cash backed reserves as described in this policy.
Asset Revaluation Reserves	Are reserves required by the Australian Accounting Standards for the movement in fair value of assets. These are not cash backed reserves.
Internally Restricted Reserves	Are reserves established by Council to ensure that sufficient funds are available when required for a specific purpose. These reserves are cash backed.
Externally Restricted Reserves	Are reserves that are subject to external restrictions in their purpose. These reserves are cash backed.
Internal Borrowing	The transfer of reserve funds from one reserve to another, as an alternative to external borrowing, to be repaid at a future date as determined by council.

4 POLICY STATEMENT

4.1 Classification of Financial Reserves

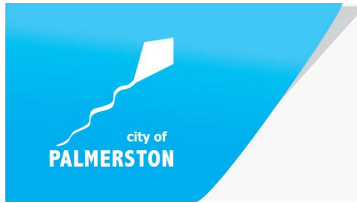
4.1.1 Asset Revaluation Reserves

This reserve is established under the requirements of the Australian Accounting Standards. It reflects the increments or decrements of fixed asset values due to asset revaluations.

4.1.2 Externally Restricted Reserves

The following criteria apply to externally restricted reserves:

- The reserve is subject to legal requirements that govern the use of the funds; or
- 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 exist.



POLICY

FIN19

The following Council reserve is an externally restricted reserve:

Unexpended Grants and Contributions	The unexpended grants reserve holds unspent grants and contributions received that will be applied to a future project or financial year that do not meet the requirements of the conditions under AASB 1058 but retain enforceable 'non sufficiently specific performance obligations' (in accordance with AASB 1058).
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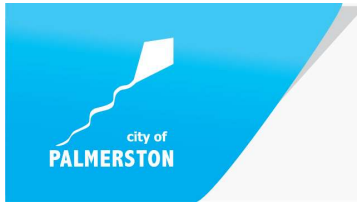
4.1.3 Internally Restricted Reserves

The following criteria apply to internally restricted reserves:

- The reserve is not subject to legal requirements governing the use of the funds or;
- 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.

The following Council reserves are internally restricted reserves:

Asset Renewal Reserve	The reserve holds funding for renewal, replacement or upgrading of existing assets, including infrastructure, property and fleet. Specific renewals must be identified, and funds are to be allocated to those.
Election Expense Reserve	This reserve will hold funds for any upcoming Council election, or to help fund a by-election.
Major Initiatives Reserve	This reserve will fund major initiatives for the future development of the City of Palmerston in line with identified major capital works, the Municipal Plan and the Long-Term Financial Plan. Specific initiatives must be identified, and funds are to be allocated to those.
Unexpended Capital Works Reserve	This reserve holds the balance of unexpended capital works funds that are requested to be carried forward to the following financial year.
Developer Contribution Reserve	This reserve holds the balance of unexpended funds in lieu of construction received by developers.
Disaster Recovery Reserve	This reserve will fund expenses incurred due to storms, cyclones, floods or any other natural disaster. The fund will enable City of Palmerston to recover from these disasters and return to normal operations.
Waste Management Reserve	This reserve holds funds for the direct and indirect expenditures for the rehabilitation of the Archer landfill and for development of the Archer transfer station to accommodate expected future requirements.



POLICY

FIN19

4.1.4 Working Capital Reserve

The following criteria of this reserve is:

- This reserve is not subject to any legal obligations and;
- The funds in this reserve are not currently allocated to a specific purpose.

Working Capital Reserve	This reserve holds funds that have not been allocated to a specific purpose.
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4.2 Establishment of Financial Reserves

Asset Revaluation Reserves	Establishment of reserves follows the Australian Accounting Standards.
Externally Restricted Reserves	A reserve will be established for any value if there is a legal requirement or a requirement under the Australian Accounting Standards.
Internally Restricted Reserves	An establishment of a new reserve must be authorised by Council and shall not be established for an amount less than \$100,000.

4.3 Transfer of Funds In/ Out of Financial Reserves

Asset Revaluation Reserves	Transfer of funds will follow the Australian Accounting Standards.
Externally Restricted Reserves	Transfer of funds are restricted to the terms and conditions of individual funding agreements. All transfers must be authorised by Council resolution.
Internally Restricted Reserves	Transfer of funds are restricted by the internal purpose of the reserve. All transfers must be authorised by Council resolution.
Working Capital Reserve	Transfer of funds will occur at the end of the financial year or during budget review processes if excess funds exist or funds are required. All transfers must be authorised by Council resolution.

Appropriate records and sufficient detail must accompany any reserve transfer.

All transfers of reserves shall be assessed during the preparation of the annual budget and the annual financial statements. Budgeted reserve movements will also be reviewed during the budget review process.

If any unexpected money is received during the financial year, it will be allocated to the Working Capital Reserve or to a specific purpose reserve via Council Resolution.

The total of all reserves shall not exceed current assets less current liabilities held by Council. Required adjustments at the end of the financial year will be made against the Working Capital Reserve, however any operational surplus funds shall be utilised to secure minimum balances on reserves in the first instance.



POLICY

FIN19

The following internal fund transfers shall not require Council resolution:

Surplus funds of the waste service charge under Section 239 Local Government Act 2019 are to be transferred to the Waste Management Reserve. Surpluses are calculated as income from waste charges less waste management related expenditure.

Externally restricted reserves as the funds must be expended for the purpose that they were received.

4.4 Balances for Financial Reserves

Reserve balances at the end of a financial year shall be:

Disaster Recovery Reserve	This reserve shall be maintained at or near \$500,000. External funds received after the event for the purpose of disaster recovery shall be used to maintain the reserve on this level of funds.
Election Expense Reserve	This reserve shall be increased annually over the Council term. This reserve should not exceed \$150,000

4.5 Internal Borrowing from Reserves

Any internal borrowings must be authorised by Council and require disclosure in Council's Municipal Plan and are to be repaid at a future date as determined by Council.

4.6 Reporting on Finance Reserves

In line with the *Local Government (Accounting) Regulations*, Council is required to disclose all reserves set aside for a specific purpose in its annual financial statements.

In addition, these reserves are reported on as follows:

- A detailed statement with expected movements as part of the annual budget.
- A detailed statement with expected performance compared to current approved annual budget as part of the budget review reports.
- A statement of approved budgeted balances as part of the monthly finance report.

5 ASSOCIATED DOCUMENTS

- 5.1 City of Palmerston Municipal Plan
- 5.2 City of Palmerston Long-term Financial Plan

6 REFERENCES AND RELATED LEGISLATION

- 6.1 *Local Government (Accounting) Regulations*
- 6.2 Australian Accounting Standards

COUNCIL REPORT

1st Ordinary Council Meeting

AGENDA ITEM:	13.1.2
REPORT TITLE:	Appointment of Deputy Mayor November 2022 to June 2023
MEETING DATE:	Tuesday 18 October 2022
AUTHOR:	Executive Assistant to CEO, Chloe Hayes
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 to appoint a Deputy Mayor for a period of 207 days from 12 November 2022 to 6 June 2023 inclusive.

KEY MESSAGES

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

RECOMMENDATION

1. THAT Report entitled Appointment of Deputy Mayor November 2022 to June 2023 be received and noted.
2. THAT Council appoint Councillor ____ as Deputy Mayor for a period of 207 days in accordance with Council Policy, Appointment of Deputy Mayor, commencing 12 November 2022 to 6 June 2023 (inclusive).

BACKGROUND

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

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

At the Ordinary Council Meeting of 5 April 2022, Council resolved to appoint Councillor Garden as the Deputy Mayor commencing 18 April 2022 to 11 November 2022 (inclusive). This period is now nearing completion.

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

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

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

DISCUSSION

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

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

Council now needs to appoint a Councillor as Deputy Mayor for the period 12 November 2022 to 6 June 2023 (inclusive).

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

CONSULTATION PROCESS

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

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

POLICY IMPLICATIONS

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

BUDGET AND RESOURCE IMPLICATIONS

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

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This Report addresses the following City of Palmerston Strategic Risks:

- 4 Fails to effectively design and implement contemporary governance practices
Context: Strong foundations to hold the City and Administration to account.

The appointment of a Deputy Mayor is required by the *Local Government Act 2019* section 61(3).

The appointment will come into effect 12 November 2022.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this Report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

Nil

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM: 13.1.3
REPORT TITLE: Social Media Policy Adjustment
MEETING DATE: Tuesday 18 October 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 to adjust the amended Social Media Policy Clause 4.1.3 as adopted at the Second Ordinary Meeting held on 21 September 2022.

KEY MESSAGES

- The amendment to clause 4.1.3 presents operational challenges unknown at the time the policy was adopted.
- The version of Facebook that Council uses does not allow one simple function to 'turn off or pend comments' for all posts after hours.
- Disabling comments on all posts out of hours removes the ability for the community to have a say during times when they are most likely to have the time to engage.
- Council has automated moderation parameters set which cover profanity and spam comments.
- Council will regularly monitor comments and record findings to inform any required changes.

RECOMMENDATION

1. THAT Report entitled Social Media Policy Adjustment be received and noted.
2. THAT Council approve the adoption of amended City of Palmerston Social Media Policy to take effect from Wednesday 19 October 2022, being Attachment 13.1.3 to Report entitled Social Media Policy Adjustment.

BACKGROUND

Council recently adopted City of Palmerston's first Social Media Policy which provides staff, community, and Elected Members with guiding principles as to appropriate use of each platform. **Attachment 13.1.3.1.**

Upon adoption by Council, an amendment to clause 4.1.3 was requested to read 'that the comments be excluded and pending outside of those hours', as below.

13.1.2 Social Media Policy

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 with the following amendments:*
 - *Removal of the sentence 'Council's Social Media platform includes; Facebook and instagram owned by Meta, and LinkedIn' from the Definitions section in the Policy and;*
 - *Removal of Clause 4.2.4 noting administrative re-numbering*
 - *That clause 4.1.3 be amended to read 'that the comments be excluded and pending outside of those hours'*

CARRIED 10/529 – 20/09/2022

This Report seeks Council approval to adjust the amended Social Media Policy Clause 4.1.3, as adopted at the Second Ordinary Meeting held on 21 September 2022 being **Attachment 13.1.3.3** to report entitled Social Media Policy Adjustment.

DISCUSSION

Whilst the intention of the clause was to alleviate offensive comments from being posted on Council social platforms after hours when not monitored, as well as to prevent staff from having to monitor and moderate comments outside business hours, this decision presents operational challenges. Unfortunately, the Meta platform doesn't offer one action to 'turn off comments' or 'pend comments' for all posts after hours, which means a staff member will be required to log on every day at 7:30am and 5:30pm and manually change the settings for every post created.

Council has moderation settings in place which eliminate the possibility of profanities being posted on their platforms that prevent comments from a profile that doesn't have any friends or followers. Meta promotes a function whereby Council can input up to 1000 'trigger' words, phrases or emojis that will 'block' a comment instantly, meaning that the risk of inappropriate comments is reduced.

If Council does limit posts for any reason, Council will comment advising for example;

Comments have been restricted on this post. You can contact council via email at Palmerston@palmerston.nt.gov.au.

Research into other Councils' social media platforms has shown the majority have similar engagement rates as City of Palmerston and have not changed comment status. There is one Council that turned off comments for the hours their platforms are unable to be thoroughly monitored, and a rule to permanently turn off comments after 48 hours. Feedback on their socials page suggests the community is not happy with the decision.

The proposed change in wording to the Social Media Policy, being **Attachment 13.1.3.2** will provide greater flexibility in terms of how it manages moderation and responding to comments. Comments and required moderation will continue to be monitored to inform any required changes moving forward.

CONSULTATION PROCESS

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

- Executive Manager, People and Culture
- Communications Officer

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

- Marketing Consultant, Clickstarter
- City of Darwin, Executive Manager Marketing, Communications and Engagement
- City of Adelaide, Team Leader, Marketing and Communications

POLICY IMPLICATIONS

This amendment impacts the City of Palmerston Social Media Policy.

BUDGET AND RESOURCE IMPLICATIONS

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

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

Community sentiment may decline if Council restricts the ability for residents to have their say via Councils social platforms.

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.

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. 20220909 Social Media Policy [13.1.3.1 - 3 pages]
2. 20220909 Social Media Policy Tracked Change [13.1.3.2 - 3 pages]
3. 20220909 Social Media Policy Amended [13.1.3.3 - 3 pages]



POLICY

Name:	Social Media		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Communications Manager		
Adopted Date:	20/09/2022	Next Review Date:	20/09/2024
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 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, and the comments may be excluded and pending outside of those hours.
- 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 or comments that are knowingly false or mischievous, including potential spam which will be decided on by Council
 - 4.2.5. Council reserves the right to delete posts that are repeated throughout the thread that Council has already addressed numerous times
 - 4.2.6. Council reserves the right to delete posts that are in breach of privacy, defamation, trade practices and copyright acts.
 - 4.2.7. Council reserves the right to delete posts that have no relevance to the original post
 - 4.2.8. 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.
 - 4.2.9. Council does not administer or monitor other Palmerston Community Social pages and will not take responsibility for any comments made on them.
 - 4.2.10. 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**
 - 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



POLICY

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



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:	

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POLICY

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:	13.1.4
REPORT TITLE:	Council Policy Grants, Donations and Sponsorships Amendment
MEETING DATE:	Tuesday 18 October 2022
AUTHOR:	Community Services Manager, Melanie Tighe
APPROVER:	General Manager of Community and Culture, Anna Ingram

COMMUNITY PLAN

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

PURPOSE

This Report seeks Council approval of the amended Council Policy Grants, Donations and Sponsorships.

KEY MESSAGES

- At the 2nd Ordinary Council meeting of 20 September 2022, Council approved the amended Council Policy Grants, Donations and Sponsorships, including the recommendation to remove the Scholarship category.
- Due to a staff administrative error, the incorrect base Policy was tabled for amendment, being an old version of the Policy and not the most recent version adopted by Council. Officers picked up their error following the Council meeting.
- As a result of the staff administrative error, it is being recommended that the Council Policy Grants, Donations and Sponsorships be further amended to include administrative changes to align it to the previous correct Policy. The amended Policy reflects Council's decision at the meeting of 20 September 2022 to remove the Scholarship category.
- Officers recommend that Council approve the amended Council Policy Grants, Donations and Sponsorships to include these changes. This will supersede all previous versions.

RECOMMENDATION

1. THAT Report entitled Council Policy Grants, Donations and Sponsorships Amendment be received and noted.
2. THAT Council approve the amended Council Policy Grants, Donations and Sponsorships, being **Attachment 13.1.4.3** to report entitled Council Policy Grants, Donations and Sponsorships Amendment.

BACKGROUND

A review of the Policy was undertaken by City of Palmerston, with a recommendation by officers to remove the Scholarship category due to limited benefit to the Palmerston community.

At the 2nd Ordinary Council Meeting of 20 September 2022 Council made the following decisions:

13.1.3 Community Benefit Scheme Scholarship Review

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.*

CARRIED 10/530 – 20/09/2022

DISCUSSION

At the 2nd Ordinary Council meeting of 20 September 2022, Council approved the amended Council Policy Grants, Donations and Sponsorships, with the only change identified by staff as the recommendation to remove the Scholarship category being **Attachment 13.1.4.1**.

Due to a staff administrative error, the incorrect base Policy was tabled for amendment, being an old version of the Policy and not the most recent version adopted by Council. Officers picked up their administrative error following the Council meeting and are reviewing internal processes for version control to ensure this error does not occur in future.

As a result of the staff administrative error, it is being recommended that the Council Policy Grants, Donations and Sponsorships be further amended to include administrative changes to align it to the previous correct Policy. The amended Policy reflects Council's decision at the meeting of 20 September 2022 to remove the Scholarship category, see **Attachment 13.1.4.2**.

Officers recommend that Council approve the amended Council Policy Grants, Donations and Sponsorships to include these changes, being **Attachment 13.1.4.3** to report entitled Council Policy Grants, Donations and Sponsorships Amendment. This will supersede all previous versions.

CONSULTATION PROCESS

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

POLICY IMPLICATIONS

The amended Council Policy Grant, Donations and Sponsorships, being **Attachment 13.1.4.3** will supersede all previous versions.

BUDGET AND RESOURCE IMPLICATIONS

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

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

The risk in not approving the amended Council Policy Grants, Donations and Sponsorships is that City of Palmerston fails to secure trust of the community when an error has been identified. The community should feel confident that staff own identified mistakes and rectify them as soon as practicable, whilst putting in place measures to ensure they are not repeated.

There is also the risk of a perceived adverse impact on any applicants putting in a submission for funding with an incorrect Policy in place. However, there were no applications received that were adversely affected. Had Council received any applications in this time, they could have been recommended to Council on a case-by-case basis to mitigate this risk.

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.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

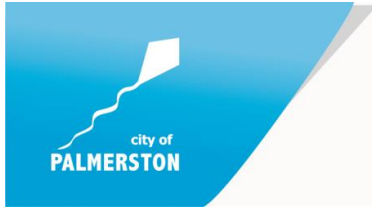
There are no environment sustainability implications for this Report.

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 and Sponsorships Policy endorsed 20 Sept 2022 [**13.1.4.1** - 4 pages]
2. 20221018 FIN18 Grants Donations and Sponsorships Track Changes October 2022 (1) [**13.1.4.2** - 5 pages]
3. 20221018 FIN18 Grants Donations and Sponsorships FINAL October 2022 [**13.1.4.3** - 4 pages]



POLICY

FIN18

Name:	Grants, Donations and Sponsorships		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Director Lifestyle and Community		
Approval Date:	21/09/2022	Next Review Date:	11/11/2023
Records Number:	513663	Council Decision:	10/530

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, 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.
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.
 - 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 the purpose of Palmerston, Northern Territory or Australian representation.



POLICY

FIN18

- 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 Representation Support

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.

- 4.4.1 Funding will be from the Community Benefits Scheme allocation.
- 4.4.2 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.
- 4.4.3 Individuals may apply for \$250 to assist their representation.
- 4.4.4 Teams may apply for \$750 to assist their representation.
- 4.4.5 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.
- 4.4.6 Application for representation funding will be via Grants/Donation Application, where the applicant meets eligibility.
- 4.4.7 Representation eligibility criteria:
 - 4.4.7.1 Individuals must be Palmerston residents; or
 - 4.4.7.2 Teams must be Palmerston-based.
- 4.4.8 Supporting documentation must include evidence of competition/activity/event participation.

4.5 Special Projects

Council may elect to offer and promote Special Projects Expressions of Interest to encourage applications for financial support for various initiatives.

- 4.5.1 These may be short-term or long-term projects and will be offered as determined by Council Decision, including maximum value of and length of time of offer.
- 4.5.2 Funding for Special Projects will be from the Community Benefits Scheme.
- 4.5.3 Application for these Special Projects will be via Expression of Interest, where the applicant meets eligibility as specified per Special Project criteria.
- 4.5.4 Special Project criteria may differ from 4.2 in that:
 - 4.5.4.1 Successful funding through the Community Benefit Scheme does not preclude successful Special Projects funding.
 - 4.5.4.2 Expressions of Interest may be accepted from businesses and individuals if there is clear community benefit.

4.6 Annual School Awards

4.6.1 Council will provide the sum of \$100 annually to all schools within the municipality for the purpose of a "City of Palmerston Community Service Award", to be awarded at the time and under the criteria deemed fit by the recipient school. Schools will be invited in July to apply for the funding by submitting details requested. Only schools responding to invitations as requested will be awarded funding.



POLICY

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4.7 Where Criteria are not met

Where a request for a Grant, Donation, 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.

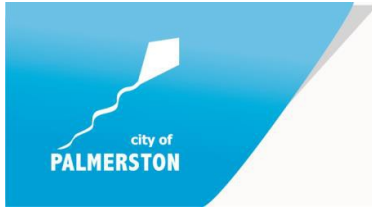
4.8 Responsibilities of the Chief Executive Officer

- 4.8.1 All requests under \$2,000 are at the discretion of the Chief Executive Officer,
- 4.8.2 Requests in excess of \$2,000 are to be referred by the Chief Executive Officer to Council with a recommendation.
- 4.8.3 The Chief Executive Officer is required to maintain a register of all grants, donations, and sponsorships made under delegation.
- 4.8.4 Where a request for a Grant, Donation 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

FIN18

Name:	Grants, Donations and Sponsorships		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	<u>Director Lifestyle and Community General Manager Community and Culture</u>		
Approval Date:	<u>21/09/2022</u>	Next Review Date:	11/11/2023
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1 PURPOSE

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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.
<u>Representation</u>	<u>The action of speaking, competing or acting on behalf of Palmerston, Northern Territory or Australia as part of a team, a community group or as an individual in a sporting or other challenge where the nominated individual is based in Palmerston. Representation Support is a form of Donation.</u>

4 POLICY STATEMENT

4.1 Criteria for all categories of Grants, Donations and Sponsorships from Council

- 4.1.1 ~~All requests for~~ grants, donations and sponsorships must benefit the Palmerston Community, and ~~must identify how the applications must identify how the~~ proposed activity/event/item relates to one or more of the objectives within the City of Palmerston Community Plan ~~he goals and strategies in the Municipal Plan.~~



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- 4.1.2 Each ~~request application~~ must include a completed Community Benefit Scheme Application Form ~~of the appropriate Category~~.
- 4.1.3 Community groups, incorporations and not for profit organisations are eligible to apply for grants, donations and sponsorships.
- 4.1.4 ~~Requests Applications~~ by commercial entities will not be considered except ~~for as outlined in Clause 4.6.1 of this Policy or in the circumstance of the incidence of an~~ Expression of Interest for Special Projects in Palmerston.
- 4.1.5 ~~Requests Applications~~ by individuals will not be considered except 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~~ 4.1.7 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 ~~request application~~ which details the project, event, or material need, ~~and drawing links between the benefit of the project and the City of Palmerston Community Plan,~~ 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 ~~If the grant application is for funds greater than \$10,000, then the organisation is to provide its most recent audited financials.~~
 - 4.2.3.5 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.



POLICY

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- 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.

4.4 Representation Support

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

- 4.4.1 Funding will be from the Community Benefits Scheme allocation and considered a donation.
- 4.4.2 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.~~
- 4.4.3 Individuals may ~~request~~ apply for \$250 to assist their representation. ~~All team members may request individually however, where an individual is successful, that individual is ineligible to receive additional funding as part of a team application.~~
- 4.4.4 Teams may ~~request \$250 per competing team member, up to the total value of \$2,000 apply for \$750~~ to assist ~~team~~ their representation. A list of competing team members is to be included with the team application. . Where a team application is successful, a member of that team is ineligible to also apply as an individual.
- 4.4.5 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.
- 4.4.6 Requests must be submitted prior to the event and dates of travel. Retrospective applications will not be eligible.
- 4.4.7 Requests for ~~Application for~~ representation funding will be via Grants/Donation Application, where the applicant meets eligibility.
- 4.4.8 Representation eligibility criteria:
 - 4.4.8.1 Individuals must be Palmerston residents; or
 - 4.4.8.2 Teams must be Palmerston-based.
- 4.4.9 Supporting documentation must include evidence of competition/activity/event participation.

4.5 Environmental Initiatives

Subject to the conditions provided for in 4.1 and 4.2 of this policy, Council will support environmental initiatives up to a cumulative total of \$20,000 per annum, where there is a demonstrated improvement that can be achieved in the environment as a result of the project/initiative.

These initiatives may include, but are not limited to:

- Waste reduction strategies (reducing non-recyclables or single use containers)



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- Water or energy efficiency opportunities
- Rehabilitation of the environment (native planting / litter collection)

4.5.1 Exclusive to the requirements provided for in 4.1, grant funding will be available to commercial entities per environmental project/initiative, per year, subject to 50% to the cost of the project being matched by the applicant.

4.5.2 Written justification for the initiative must be provided, detailing the environmental benefit which will be delivered as a result of the project, and aligned with the outcomes of the City of Palmerston Community Plan.

4.6 Graffiti Removal

Council will support initiatives for graffiti removal with grant funding. This grant funding is exclusive of the conditions provided under 4.1 and 4.2 of this policy. Funding will be granted subject to the following conditions:

4.6.1 This grant funding will be restricted to an amount of \$500 per request and is accessible by community groups only.

4.6.2 The Graffiti Removal Grant Form has been submitted and includes supporting evidence as detailed in the form. This includes providing evidence of owner's consent to undertake the graffiti removal from a proposed location.

4.6.3 The funds must be acquitted, and evidence of the graffiti removal provided to Council upon completion of the project.

4.75 Special Projects

Council may elect to offer and promote Special Projects Expressions of Interest to encourage request applications for financial support for various initiatives.

4.75.1 These may be short-term or long-term projects and will be offered as determined by Council Decision, including maximum value of and length of time of offer.

4.75.2 Funding for Special Projects will be from the Community Benefits Scheme.

4.75.3 -Application for these Special Projects will be via Expression of Interest, where the applicant meets eligibility as specified per Special Project criteria.

4.75.4 -Special Project criteria may differ from 4.2 in that:

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4.86 Annual School Awards

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4.7—Where Criteria are not met

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4.98 Responsibilities of the Chief Executive Officer

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POLICY

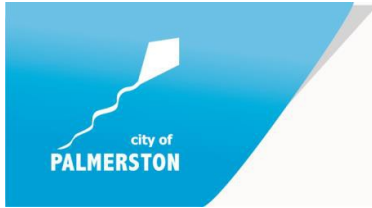
FIN18

- 4.98.2 Requests in excess of \$2,000 are to be referred by the Chief Executive Officer to Council with a recommendation.
- 4.98.3 The Chief Executive Officer is required to maintain a register of all grants, donations, and sponsorships made under delegation.
- 4.98.4 Where a request for a Grant, Donation 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.
- 4.9.5 A report detailing decisions made regarding Community Benefit Scheme funding requests will be tabled in full Council meeting each month.

5 ASSOCIATED DOCUMENTS

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

6 REFERENCES AND RELATED LEGISLATION



POLICY

FIN18

Name:	Grants, Donations and Sponsorships		
Type:	Council Policy		
Owner:	Chief Executive Officer		
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- 4.1.2 Each request must include a completed Community Benefit Scheme Application Form of the appropriate Category.
- 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 Requests by commercial entities will not be considered except for as outlined in Clause 4.6.1 of this Policy or in the circumstance of an Expression of Interest for Special Projects in Palmerston.
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 - 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 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 request-which details the project, event, or material need, and drawing links between the benefit of the project and the City of Palmerston Community Plan, written by someone within the organisation holding an elected office, must be submitted along with the completed Community Benefit Scheme Application Form.
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 - 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 If the grant application is for funds greater than \$10,000, then the organisation is to provide its most recent audited financials.
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4.4 Representation Support

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

- 4.4.1 Funding will be from the Community Benefits Scheme allocation and considered a donation.
- 4.4.2 Pre-determined amounts of support will be available for Individuals and Teams:
- 4.4.3 Individuals may request \$250 to assist their representation. All team members may request individually however, where an individual is successful, that individual is ineligible to receive additional funding as part of a team application.
- 4.4.4 Teams may request \$250 per competing team member, up to the total value of \$2,000 to assist team representation. A list of competing team members is to be included with the team application. Where a team application is successful a member of that team is ineligible to also apply as an individual.
- 4.4.5 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.
- 4.4.6 Requests must be submitted prior to the event and dates of travel. Retrospective applications will not be eligible.
- 4.4.7 Requests for representation funding will be via Application, where the applicant meets eligibility.
- 4.4.8 Representation eligibility criteria:
 - 4.4.8.1 Individuals must be Palmerston residents; or
 - 4.4.8.2 Teams must be Palmerston-based.
- 4.4.9 Supporting documentation must include evidence of competition/activity/event participation.

4.5 Environmental Initiatives

Subject to the conditions provided for in 4.1 and 4.2 of this policy, Council will support environmental initiatives up to a cumulative total of \$20,000 per annum, where there is a demonstrated improvement that can be achieved in the environment as a result of the project/initiative.

These initiatives may include, but are not limited to:

- Waste reduction strategies (reducing non-recyclables or single use containers)
 - Water or energy efficiency opportunities
 - Rehabilitation of the environment (native planting / litter collection)
- 4.5.1 Exclusive to the requirements provided for in 4.1, grant funding will be available to commercial entities per environmental project/initiative, per year, subject to 50% to the cost of the project being matched by the applicant.
 - 4.5.2 Written justification for the initiative must be provided, detailing the environmental benefit which will be delivered as a result of the project, and aligned with the outcomes of the City of Palmerston Community Plan.

4.6 Graffiti Removal

Council will support initiatives for graffiti removal with grant funding. This grant funding is exclusive of the conditions provided under 4.1 and 4.2 of this policy. Funding will be granted subject to the following conditions:



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- 4.6.1 This grant funding will be restricted to an amount of \$500 per request and is accessible by community groups only.
- 4.6.2 The Graffiti Removal Grant Form has been submitted and includes supporting evidence as detailed in the form. This includes providing evidence of owner's consent to undertake the graffiti removal from a proposed location.
- 4.6.3 The funds must be acquitted, and evidence of the graffiti removal provided to Council upon completion of the project.

4.7 Special Projects

Council may elect to offer and promote Special Projects Expressions of Interest to encourage requests for financial support for various initiatives.

- 4.7.1 These may be short-term or long-term projects and will be offered as determined by Council Decision, including maximum value of and length of time of offer.
- 4.7.2 Funding for Special Projects will be from the Community Benefits Scheme.
- 4.7.3 Application for these Special Projects will be via Expression of Interest, where the applicant meets eligibility as specified per Special Project criteria.
- 4.7.4 Special Project criteria may differ from 4.2 in that:
 - 4.7.4.1 Successful funding through the Community Benefit Scheme does not preclude successful Special Projects funding.
 - 4.7.4.2 Expressions of Interest may be accepted from businesses and individuals if there is clear community benefit.

4.8 Annual School Awards

Council will provide the sum of \$100 annually to all schools within the municipality for the purpose of a "City of Palmerston Community Service Award", to be awarded at the time and under the criteria deemed fit by the recipient school. Schools will be invited in July to apply for the funding by submitting details requested. Only schools responding to invitations as requested will be awarded funding.

4.9 Responsibilities of the Chief Executive Officer

- 4.9.1 All requests under \$2,000 are at the discretion of the Chief Executive Officer.
- 4.9.2 Requests in excess of \$2,000 are to be referred by the Chief Executive Officer to Council with a recommendation.
- 4.9.3 The Chief Executive Officer is required to maintain a register of all grants, donations and sponsorships made under delegation.
- 4.9.4 Where a request for a Grant, Donation 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.
- 4.9.5 A report detailing decisions made regarding Community Benefit Scheme funding requests will be tabled in full Council meeting each month.

5 ASSOCIATED DOCUMENTS

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

6 REFERENCES AND RELATED LEGISLATION

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.1.5
REPORT TITLE:	Local Government Representation Review 2022
MEETING DATE:	Tuesday 18 October 2022
AUTHOR:	Chief Executive Officer, Luccio Cercarelli
APPROVER:	Chief Executive Officer, Luccio Cercarelli

COMMUNITY PLAN

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

PURPOSE

The purpose of this Report is to update Council on the Local Government Representation Review 2022 and to seek direction regarding a further submission for the City of Palmerston.

KEY MESSAGES

- The *Local Government Act 2019* established an independent Local Government Representation Committee (Committee) to consider various matter via a Local Government Representation Review (LGRR).
- The 2022 Local Government Review is the first being conducted under The *Local Government Act 2019*.
- The Committee can only make determinations relating to ward boundaries, number of Elected Members for each ward and the introduction or removal of wards.
- The Committee had identified that for City of Palmerston an area of focus is possibly introduction of wards.
- The Committee can make recommendations to the Minister for Local Government on external boundaries, incorporated areas, and total number of Elected Members.
- The review was announced on the 28 March 2022 with initial submissions required by 31 May 2022.
- City of Palmerston made a submission on 9 June 2022.
- The Committee released a Local Government Representation Review Preliminary Report (2022), (the Report) on 31 August 2022 for further public consultation concluding on the 4 November 2022.
- The Report identifies a four-ward structure be implemented in the City of Palmerston with two possible scenarios proposed, one of which increases the number of members by one.
- The Report nor the Committee have directly responded to Council's extensive submissions.
- The Committee representatives attended the Ordinary Council meeting on 20 September 2022 to present on the Report release for consultation and discuss views of Council.
- That during the presentation to Council, it appeared that despite the release of the Report for further feedback that the Committee representative implied that the recommendations would not change. However, the release states "*The committee is seeking your feedback to help understanding local issues and inform the outcome of the review.*"
- This report presents a draft submission strongly objecting to the introduction of the wards, for consideration by the Council and seeks direction.

RECOMMENDATION

1. THAT Report entitled Local Government Representation Review 2022 be received and noted.
2. THAT Council endorse **Attachment 13.1.5.1**, as its submission to the 2022 Local Government Review, Preliminary Report, strongly objecting to the introduction of wards with the Municipality of Palmerston and raising concerns about the potential presence of apprehension of bias.
3. That the Mayor writes to the Chief Minister and the Minister of Local Government expressing its concerns regarding the potential presence of apprehension of bias by a 2022 Local Government Review Committee member.

BACKGROUND

As of 1 July 2021, the *Local Government Act 2019 (the Act)* came into effect.

The *Act* has established an Independent Local Government Committee (the Committee) that has the power to make determinations for all 17 Local Government Councils in the Northern Territory (NT) about matters relating to the internal boundaries of Council areas including:

- Ward boundaries.
- The number of Elected Members for each ward (which must add up to the total number of members for the Council area that was in place before the determination).
- The introduction or removal of wards in council areas.

Prior to *the Act*, Council has conducted their own representation reviews and made recommendations to the Minister for Local Government directly. The Minister then made determinations.

City of Palmerston (CoP) has made the following recent submission to the Minister for Local Government as part of reviews:

Submission Year	Review Request	Decision
2014	<ul style="list-style-type: none"> • The Elected Council comprise the Mayor and eight (8) Elected Members. • The title of Elected Members be "Councillor"; • The Council area is not divided into wards (i.e. the then existing "no wards" structure be retained); • The Council name be retained; and • To pursue future changes to the municipal boundaries (as outlines in a previous request to the Minister for Local Government and Regions dated 8 November 2013). 	<ul style="list-style-type: none"> • An increase in the number of Elected Members from six to seven (excluding the Mayor) had been approved (rather than the request for 8 members); • The title of Alderman/Councillor could be changed at any time; • The request for "boundary extensions" had not been approved; and • A further request for boundary changes (including the possible incorporation of Berrimah Farm (Northcrest development), can be submitted at any time.

2019	Investigation of incorporated land being Northcrest, Tivendale, Wishart and Kirkland Drive	2022 Boundary change accepted excluding Northcrest
2020	<ul style="list-style-type: none"> Feedback received from Elected Members is that there are currently enough Elected Members (seven Councillors and One Mayor); No further consideration of ward structures is proposed at this time. Based on the previous advice from the Minister, if Council chooses to change the term, this change can be implemented at any time. 	These decisions were accepted from the Minister, who had advised that the review is now complete, with no further consultation or actions required.

In 2021, Council elected to change the title of its Ordinary Members from Alderman to Councillor.

The Committee and process is similar to processes used to determine boundaries of Legislative Assembly electorates in the NT.

The 2022 Local Government Representative Review commenced on 28 March 2022 with submissions required by 31 May 2022. Council has received an extension for submission no later than Friday 10 June 2022.

This is the first review conducted under *the Act*.

At its Ordinary Meeting on 17 May 2022, representative of the LGRR attended Council and presented on the mater.

At its Ordinary Meeting on the 7 June 2022, Council endorsed a submission expressing its views and concerns and objecting to the introduction of wards, **Attachment 13.1.5.2**.

This Report updates Council on the review and seeks Council direction regarding any submission.

DISCUSSION

The Local Government Representation reviews website (<https://ntec.nt.gov.au/Electoral-divisions/2022-local-government-representation-reviews>) states "The aim of the representation reviews is to ensure that all voters in a local government area are fairly represented."

On 31 August 2022, the Local Government Representation Committee released a Preliminary Report being **Attachment 13.1.5.3**.

The Report identifies a four-ward structure be implemented in the City of Palmerston with two possible scenarios proposed, one of which increases the number of members by one.

The Committee representatives attended the Ordinary Council Meeting on 20 September 2022 to present on the Report released for further consultation and discuss views of Council.

During the presentation there appeared to be a clear indication received by the Council that it should make a further submission however this was unlikely to affect the outcome identified within the report.

Council expressed a view of potential apprehension of bias and should this view remain it may be prudent to raise this with the Committee as part of any further submission.

An apprehension of bias will arise if courts find a fair-minded and reasonably informed observer might consider that a decision-maker might not approach their task with a sufficient level of impartiality.

A draft submission on the Report has been provided as **Attachment 13.1.5.1** for Council review and consideration.

The draft new submission restates and adds to the previous submission strongly objecting to the introduction of wards with the Palmerston Municipality for reasons as follows:

- Council considers the current undivided (no wards) system as providing its community with fair representation.
- The no wards in Councils views in Palmerston expresses decisions we made in the interest of the entire community in accordance with the Local Government Act.
- As a result of the geographical and demographic makeup of Palmerston introduction of wards are not considered to provide an advantage.
- The Palmerston Community have not expressed dissatisfaction with the no wards system.
- Wards may not result in best representation for the community including diversity.
- The wards assumes that all voters in Palmerston elect the Council to represent them not just a select number with a ward.
- The wards proposed result in segregation of our community and does not truly provide for best representation.
- Council does not support the view that wards result better voter turnout or less informal votes.

CONSULTATION PROCESS

Consultation for the LGRR is being undertaken by the Committee.

Submissions on the Preliminary Report are required by 24 November to the Committee.

POLICY IMPLICATIONS

There are no policy implications for this Report.

BUDGET AND RESOURCE IMPLICATIONS

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

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This Report addresses the following City of Palmerston Strategic Risks:

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

The Committee has the authority to make decisions relating to the following matters despite Council's submission:

- Ward Boundaries
- The number of elected members for each ward (which must still add up to the total number of members for that Council area)
- The introduction or removal of wards in a Council Area.

The committee may determine in accordance with section 28 of the Act the ward structure of local government areas. Before making a determination, the committee must undertake the following requirements:

- invite written submissions from councils and the public no later than 10 months after the election day for a general election.
- allow at least 60 days after the invitation to receive submissions
- consider received submissions
- publish a preliminary report on its website of its determinations
- invite written submissions from councils and the public on the preliminary report
- allow at least 60 days after the invitation to receive submissions
- consider received submissions
- publish a final report on its website.

In compliance with section 30(c) (ii) of the Act, the committee's initial report must be published along with maps showing the boundaries and representation of the first proposed reviews.

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. 20221008 LETTER NTEC representation review MAYORS LETTER (1) [13.1.5.1 - 13 pages]
2. L G- Representation- Reviews- Preliminary- Report [13.1.5.2 - 52 pages]
3. 20220602 - Local Government Representation Review Submission - City of Palmerston [13.1.5.3 - 4 pages]



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13 October 2022

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Dear Sir/Madam

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2022 Local Government Representation Review – City of Palmerston

PO Box 1
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The City of Palmerston has considered the 2022 Local Government Representation Review (LGRR) Preliminary Report in context of the Palmerston Municipality and makes the following submission.

ABN 42 050 176 900

palmerston.nt.gov.au

The City of Palmerston strongly objects to the introduction of wards within Palmerston. It considers wards will reduce diversity, representation, voter choice, and is not a solution to the problem of informal voting. The proposed wards do not fairly distribute councillor representation of the community but do introduce inequitable distribution of the functions of councillors.

Adjacent municipalities with wards are not experiencing improved outcomes and the committee assumptions that wards improve representation, good governance and leadership are fundamentally flawed. There has been no strong community drive for change to a ward system.

It is our understanding that LGRR is to consider how to provide the best community representation at the Local Government level in the Northern Territory. We further understand from the LGRR documents that the aim of the representation reviews is to ensure that all voters in the Local Council area are fairly represented. The preliminary report does not indicate that Palmerston voters are being unfairly represented currently, and this has not been indicated



OFFICE OF THE MAYOR

from community submissions to date. A change from the current no ward structure suggests that the committee believes Palmerston electors are unfairly represented, which has no basis in fact, only the opinion of committee members.

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The *Local Government Act (2019)* Section 24 states:

24 Objectives of council

A council has the following objectives:

- (a) to provide open, responsive and accountable government at the local level;*
- (b) to be responsive to the needs, interests and aspirations of individuals and groups within its area;*
- (c) to cooperate with Territory and national governments in the delivery of services for the benefit of its area;*
- (d) to seek to ensure a proper emphasis on environmentally sustainable development within its area and a proper balance between economic, social, environmental and cultural considerations;*
- (e) to place a high value on the importance of service to the council's constituency;*
- (f) to seek to ensure that council resources are used fairly, effectively and efficiently;*
- (g) to seek to provide services, facilities and programs that are appropriate to the needs of its area and to ensure equitable access to its services, facilities and programs;*
- (h) generally to act at all times in the best interests of the community as a whole.*

Council notes that the committee have failed to provide a response or the evidence that we requested in our first submission. We attach our first submission for completion and with the expectation that a response will be provided to both submissions before a decision is made.



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Wards

Council strongly supports that Palmerston remains undivided (no wards) for the following reasons.

- **Wards promote division amongst the chamber.** Wards inevitably lead to councillors focusing only on their ward because this is where their votes come from at election time. Instead of focusing on the municipality as a whole, ward councillors will inevitably focus only on their council. It is also likely that councillors will form blocks or make deals in order to secure votes for ward-related decisions, rather than focus on the community as a whole. This is contrary to the objects of the act
- **Wards do not promote the objects of s 24 of the *Local Government Act 2019*.**
 - Groups within Palmerston are not based within wards but are distributed throughout the community based on other factors such as cultural and hereditary identity, sporting, social and recreational association.
 - Wards detract from a proper balance between economic, social, environmental and cultural considerations, with ward councillors arguing for resources to be spent in their own ward area rather than where they are required for the community as a whole.
- **One single electorate is appropriate for the Palmerston community.** The Council considers the existing structure of not having wards for the municipality of Palmerston is appropriate for our community and ensures delivery on the above principles for the Community of Palmerston as a whole, instead of members being focused on their own ward. The current system of no wards means that every elected member is answerable to everyone in the community for the delivery of council services and we all work collectively in this task, not as individuals or based on dividing lines or alliances.
- **The Palmerston Community has not indicated a preference for wards.** Council is unaware of a desire by the Palmerston Community to transition to a ward structure and is not aware of any dissatisfaction with the current system.



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Council's 2021 Community Satisfaction Survey indicated the highest community satisfaction since 2012, and introduction of wards was not identified by the community at this time. This supports the reasoning that the current structure of no wards is providing the community with best representation.

- **The Good Governance of a Council.** It is disingenuous of the committee to assert that good governance is a result of a ward structure. This is plainly incorrect. The distinction between poor and good performance of Council can only be attributed to the quality of representation, good governance and leadership of its members and senior executives. It cannot be attributed to whether the Council has wards or not. Palmerston has always been undivided, but has experienced a wide range of both poor and quality leadership, based on the people elected, not based on the mere fact that wards exist. The current council represents a diverse range of the community, and all members have significant professional backgrounds and experience in community and professional boards. Their election to council is a result of being known by their community of interests from across Palmerston, not because they are well-known within one neighbourhood.
- Both the 9th and 10th City of Palmerston Councils have had very good governance over council's affairs. This can be attributed to greater interest of the community in local government issues and passionate individuals nominating for election, not whether there are or are not wards.

Council believes that improvements on representative diversity can be achieved through greater education and communication to encourage people to nominate who reflect the diversity of our community, and also through better recognition of the role of councils and their work and value to the community.

Fair Representation and communities of interest



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In relation to the community being fairly represented, a ward system does not allow the community to select a council that truly represents them but limits the options that the community has for selecting representation from within their community of interest.

- **Wards do not promote diversity.** Council does not support the view that wards will result in greater diversity of backgrounds, skills, experience and opinions among elected members. A good example of this, is Palmerston seniors, who live throughout the municipality, not in a single suburb or proposed ward area, and who would not be able to select a senior if there are no representative candidates in their ward. Additionally, wards also limit representative candidates from gaining sufficient votes, as their votes are restricted to one ward instead of from across the municipality. Effectively, wards dilute the voter base for communities of interest that are spread throughout the municipality, rather than all residing within one ward, and would result in a less diverse chamber.
- It is a contradiction to state that wards are to be delineated based on communities of interest, social, regional, or other homogenising factors but candidates do not need to reside within the ward.
- Wards may lead to forum shopping based on greater chance of success rather than a genuine community interest.
- Forcing electors into selecting only 2 candidates at election and simultaneously forcing another 6 candidates onto them, for whom they have no say in whether they are representative of the elector, is not a fair representation of the community's interests.
- The current system without wards, allows for Palmerston communities of interest to select their representative from wherever they live in Palmerston rather than diluting their chances of success.
- Restricted selection of representation from wards does not represents the interests of the community as a whole where, as required by the *Local Government Act 2019*.



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- Council does not support the view that Elected Members of wards are more likely to be known by their ward constituents. While this point of view may be valid in regional local government areas, where there are distinct towns, communities, language groups and limited interaction because of travel times and distances, this point of view is not warranted within a relatively compact and homogenous community such as Palmerston.
- As stated above, Palmerston's communities of interest are dispersed throughout the municipality, not located exclusively within a handful of suburbs.
- It is the responsibility of all candidates to make themselves known to their constituents. Door knocking and letterbox dropping are no longer the only methods of campaigning, as acknowledged by the AEC in 2013, that Social Media campaigns demonstrate new opportunities and increased access to voters with lower cost compared to traditional media.¹ Council is not aware of any evidence that there is a differential of being 'known' between a ward, or no ward, structure.

Unintentional Informal Votes

The committee assert that a reduction in candidates in each ward will reduce unintentionally informal votes.

- **Elector's inability to sequentially number ballots.** The committee asserts that elector's inability to sequentially number ballot boxes is a valid reason for introducing wards. The Council finds this comment offensive as it suggests that Palmerston electors are illiterate.
- The view that having wards is less confusing or less burdensome for voters is not supported as Council considers the Palmerston community able to make their own informed decisions. Again, there is not any known evidence supporting this view.
- **Reduction of unintentionally informal votes.** The committee asserts that wards will reduce the number of unintentionally informal votes. The Council believes

¹ [Electoral Engagement using Social Media - Australian Electoral Commission \(aec.gov.au\)](https://aec.gov.au)



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that the committee has conflated non-sequential numbering with all unintentionally invalid ballots, such as ballots with only a number '1' or ballots with partial sequential numbering.

- Unintentional informal voting due to the number of candidates should only be attributed to non-sequential ballots.
- The placing of a 1 or incomplete numbering is a result of inadequate voter education or confusion between optional preferential voting at some elections and full preferential voting required at local government elections.
- Not all non-sequential numbering can be attributed to the elector losing track of sequential numbering. Some non-sequential numbering is also attributed to voters being unable to discern a difference in their lower ranked options and may number several candidates with the same number indicating no preference of one over the other. In this instance there are intentionally non-sequential ballots.
- A 2016 House of Representatives Report indicated that just 15% of all informal voting was due to non-sequential numbering. The remaining 85% were informal because of incomplete numbering (25%), completely blank (25%), scribbles, slogans, or protest votes (20%), crosses and ticks (8%) and illegible numbering (7%)².
- The high proportion of informal votes due to incomplete numbering indicate confusion with optional preferential voting, while other informal votes indicate dis-satisfaction in having to vote at all.
- If the committee considers that unintentionally informal votes require addressing, the committee should consider education in the first instance to ensure that voters understand the importance of full preferential voting, instead of focusing on a small proportion of unintentional informal votes.
- A far significant issue for the electoral commission to address is the underwhelming voter turnout of 60-70% at local government elections, which represents a much more substantial issue in democratic process, instead of

² Analysis of Informal Voting, 2016 House of Representatives Elections - AEC



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focusing on a very small proportion of unintentionally informal votes as the basis for moving to a ward system.

- Improvements to voter turnout has not been demonstrated at the recent City of Darwin, Waters ward by-election with voter turnout being less than 50%. This figure is a strong indicator that wards do not promote better democratic process but does indicate that wards may encourage poor voter participation.

Less candidates per ward

The committee asserts that that there will be less candidates in a ward system is not considered valid.

- While it may be true that there will be less candidates per ward, there is risk that there could be large differences in candidate numbers across different wards, resulting in some desirable wards being very competitive, and others potentially not having sufficient numbers to contest the ballot or fill vacancies, resulting in supplementary elections.
- Wards with uncontested seats are likely to have a poorer outcome for the community while wards that are hotly contested are likely to see highly suitable candidates not elected, remembering that the ultimate goal is for representation of the entire local government area, not just the ward.
- The Committee Report also refers specifically to the number of candidates in the 2021 Local Government Election stating that the number was 14 therefore leading to voter confusion and potential informal votes. The Committee should not simply rely on one election prior to this election as their choice of cherry-picking data. The 2012 City of Palmerston elections had just one more candidate than the number of vacancies.
- Such a scenario would inevitably lead to uncontested election in some wards with other wards having insufficient candidates to fill vacancies.
- Although this may be easier for the electoral commission in not holding an election, it does little for democratic process in allowing the community to select the best candidates as a whole from their community of interest.



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Costs of By-Elections

Council does acknowledge that with wards, a by-election would be less expensive.

- However, the higher chance of uncontested elections, due to wards with insufficient candidates to fill the available vacancies, would also result by-election or supplementary election costs to fill vacancies, and potentially see unsuitable candidates elected.
- Council considers the right for all voters within the community to elect its representatives, outweighs the potential costs of a by-election or supplementary election.
- Council is responsible for ensuring it manages its budget and is responsible to its community for its decisions.
- Again, Council would like to see evidence of the number of supplementary and by-elections as a result of insufficient nominations and resignations, compared between Councils with wards and councils without wards.

Council concedes that for some local government areas, representation in wards is appropriate to support regional distinctions, such as distinct towns, communities, language and cultural groups, travel time, distances, scale and size, and communications. These factors do not apply in Palmerston where the community is not geographically separated, travels times are less than 15 minutes from boundary to boundary, and the population is relatively homogenous.

Council is of the view that lack of engagement of voters requires improvement in education, communication and understanding of the importance that Local Government plays to the community, and therefore the importance to vote or nominate. A change to the way voting occurs may in fact lead to greater confusion of representation when the community is used to the current structure.



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There is a need to deal with the informal voting and poor turnout problem within Northern Territory Local Government elections, but the problem can't be fixed through ward structure changes as has been evidenced by the fact that this occurs at the same and in some cases higher rates within urban NT Councils containing wards.

The Committees assumptions are not supported by evidence in actual practice within the NT. The Committee and NT Electoral Commission should review voting methodology and consider changes that may reduce informal votes, such as optional preferential voting which would enable the ballots with incomplete numbering to be valid ballots and counted.

Quality of candidacy

While the Committee seeks to reduce unintentionally informal votes, it has overlooked the issue of quality of candidates and principals of democracy. Introducing a ward system and limiting the choice of all electors to only a select few who choose their ward does not necessarily mean that the best or preferred candidates from across the municipal will be selected. Electors' choice of those to represent their community is limited to only their ward, not the entire municipality reducing their democratic say. Candidates of much higher quality will miss out and those with less skill or nefarious intentions are likely to be elected in wards with fewer candidates.

Number of elected representatives

Council currently has eight Elected Members, and the Council considers that at this point in time that this number is adequate. However, as the city grows a future review of total numbers of Elected Members would be considered appropriate.



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Proposed scenarios

Council considers that both proposed scenarios are not appropriate for Palmerston and would result in negative consequences for the representation of Palmerston.

- The proposed wards are inequitably distributed. The proposal to include all of Palmerston's industrial estate, including the newly acquired areas into a ward with 1 or 2 representatives is not workable. Although businesses have no voting rights, they are entitled to representation and support from council. The council considers the proper development of its industrial estate as being of strategic importance and should not be a priority for all council members, not divided on ward lines.
- The proposed wards are distributed discriminatorily. A single ward focused on the older suburbs of Palmerston is discriminatory and isolates this part of the community. Such a ward undermines the work that the council has done to promote an inclusive society where everyone belongs. Council acknowledges that there are areas of significant social issues in some suburbs, however, a change towards means that the burden of load in working with the community will be unfairly left to ward councillors. Currently, all City of Palmerston elected members works collectively towards addressing social issues within the community.

Other issues

Council wishes to raise with the Committee and in particular the chair its concerns about the genuine nature of seeking feedback from stakeholders and taking an impartial view of submissions made.

The Committee has stated it *"is seeking your feedback to help understanding local issues and inform the final outcome of the review."* (Email dated 4 October 2022).



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Following a presentation by Committee members to Council on the 4 October 2022, Council is concerned that there exists a potential for apprehension of bias being that find a fair-minded and reasonably informed observer might consider that a decision-maker has not approach their task with a sufficient level of impartiality or has a closed mind or prejudice to the task and issue at hand.

Several comments were made indicating strongly that committee members have a closed mind to the issue of whether wards are appropriate for Palmerston, with a stated bias for wards but failure to consider that having no wards is a perfectly valid alternative. The committee stated as fact that dividing Palmerston into wards was exceedingly difficult but could not provide a response to the council when challenged that the imposition of wards is not a practical consideration for this community. Council suggests that this difficulty in defining wards lends itself to the fact that no wards are appropriate for Palmerston.

The result of numerous comments made at the meeting indicated to Council that genuine engagement and an impartial view and approach has not been taken in the committees approach and engagement with the Council and the Palmerston Community.

Council is democratically elected to represent their community on local issues and in this case, we have expressed views on behalf of our local community to you which appear to have been disregarded. It is evident from the lack of community responses seeking a change to wards that it is not driven from the community. The Committee should not take the lack of community submissions as consent to your proposal. The Council argues that you should give more value to the submissions received. Change for the sake of change is not a good basis for decision making nor does the Report provide compelling evidence to justify the change.



OFFICE OF THE MAYOR

As such, the City of Palmerston Council strongly objects to the introduction of wards within the Palmerston municipality and recommends that the Committee withdraw its recommendations regarding wards in Palmerston.

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Should you have any queries or concerns please contact me on mayor@palmerston.nt.gov.au or (08) 8935 9969.

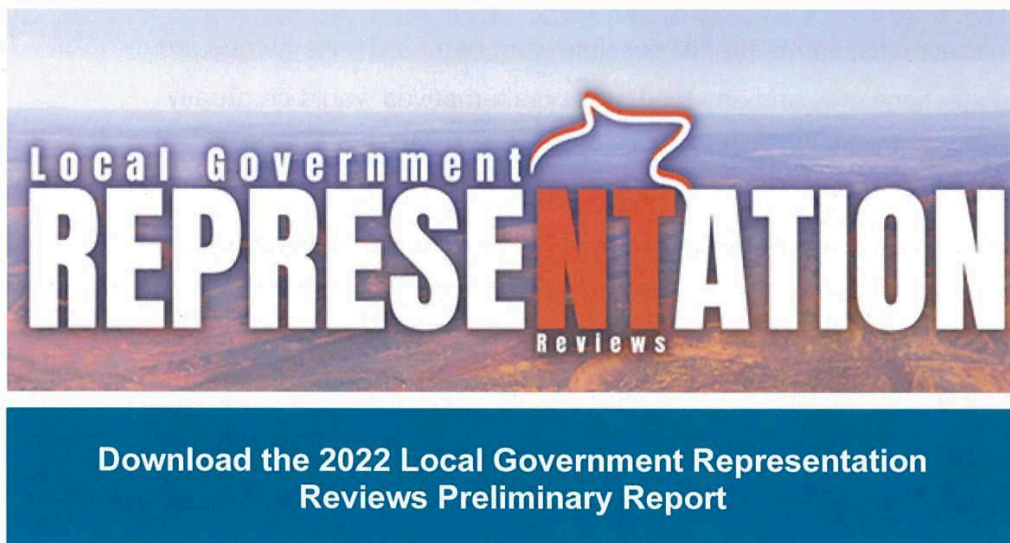
Yours sincerely

Athina Pascoe-Bell
Mayor

Chloe Hayes

From: Local Government Representation Committee <secretariat.NTEC@nt.gov.au>
Sent: Wednesday, 31 August 2022 2:49 PM
To: Luccio Cercarelli
Subject: Representation reviews - Preliminary report released

[View this email in your browser](#)



Local Government Representation Reviews Preliminary report and submissions

Submissions are invited from councils and the public following the release of a preliminary report and proposed boundary maps for the 17 local government areas in the Northern Territory.

The Local Government Representation Committee (the committee) released [the preliminary report](#) today following a two-month consultation period.

The report proposes the following changes:

- A 4 ward structure be implemented in the City of Palmerston. There are two scenarios for people to consider in the report

- The number of members in Akityarre ward in the Central Desert Regional Council be reduced from 2 to 1

While the report is not proposing to implement wards in the Alice Springs Town Council area, a prospective scenario has been included so that interested people and organisations may provide feedback. This feedback would be reviewed by a future committee when considering the implementation of wards in Alice Springs.

The report lists a number of possible ward names. These names are suggestions only and any feedback on alternatives would be greatly appreciated.

Submissions on the preliminary report are due by 4 November 2022.

Information about [how to make a submission](#) can be found on the reviews website.

To learn more about the representation reviews, visit the [reviews website](#) or contact the committee at Secretariat.NTEC@nt.gov.au.

The reviews are being undertaken in accordance with part 3.2 of the [Local Government Act 2019](#), which requires an independent local government representation committee to review local government boundaries not more than 10 months after election day for a general election.

The reviews process is expected to be completed by the end of the year.



COUNCIL AGENDA Attachment 13.1.5.2

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Our address is:

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Darwin, NT 0800
Australia

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Chloe Hayes

From: Local Government Representation Committee <secretariat.NTEC@nt.gov.au>
Sent: Tuesday, 4 October 2022 8:37 AM
To: Luccio Cercarelli
Subject: 🗣️ Have your say – Are you fairly represented in your local government area?

[View this email in your browser](#)



The Northern Territory Local Government Representation Reviews are now underway. The reviews aim is to ensure that all voters in local government areas are fairly represented.

The reviews has included the release of a [Preliminary Report](#) which proposes the following:

- All previously established ward boundaries and ward names remain unchanged
- A four ward structure be implemented in the City of Palmerston with two possible scenarios proposed, one of which increases the number of members by one.
- Not to introduce wards in Alice Springs but includes a scenario to seek feedback should wards be introduced in the future
- The number of members representing Central Desert Regional Council's Akityarre ward be reduced from two to one.

The committee is seeking feedback on possible wards names listed in the report and seeking alternative names.

What are wards?

Wards are segments of a council area that are represented by one or more council members elected by the community.

To view the pros and cons on the introduction of wards, including more information about the review go to our Have Your Say [webpage](#).

How do I submit feedback?

The committee is seeking your feedback to help understanding local issues and inform the final outcome of the review.

To submit your feedback or for more information go to our Have Your Say [webpage](#).

Submissions close 4 November 2022.



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Local Government
REPRESENTATION
Reviews
Preliminary report

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Local Government **REPRESENTATION** Reviews

2022 Local Government Representation Reviews Preliminary report

The 2022 Local Government Representation Committee (the committee) has undertaken the first proposed reviews of representation in the Territory's local government councils in accordance with Part 3.2 of the [Local Government Act 2019](#) (the Act).

The committee may determine in accordance with section 28 of the Act the ward structure of local government areas. Before making a determination, the committee must undertake the following requirements:

- invite written submissions from councils and the public no later than 10 months after the election day for a general election.
- allow at least 60 days after the invitation to receive submissions
- consider received submissions
- publish a preliminary report on its website of its determinations
- invite written submissions from councils and the public on the preliminary report
- allow at least 60 days after the invitation to receive submissions
- consider received submissions
- publish a final report on its website.

In compliance with section 30(c) (ii) of the Act, the committee's initial report must be published along with maps showing the boundaries and representation of the first proposed reviews.

The committee now invites written submissions on this preliminary report. Submissions must be made by close of business on 4 November 2022. Details on how to lodge a submission are provided at section 6 of this report.



Sean Holden
Chairperson
31 August 2022
2022 Local Government Representation Committee
Northern Territory

2022 Local Government Representation Reviews
Preliminary report

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Glossary

ABS	Australian Bureau of Statistics: the federal agency responsible for the collection, collation and dissemination of statistics relating to the Australian community, including population data.
AEC	Australian Electoral Commission: the federal agency responsible for maintaining the electoral roll in the Northern Territory.
ASSESSMENT CRITERIA	To satisfy the object of the reviews, the representation committee must have regard to the following principles as detailed in section 31 of the <i>Local Government Act 2019</i> : (a) community of interests in the local government area including economic, social and regional interests; (b) types of communication and travel in the local government area with special reference to issues arising out of remoteness or distance; (c) the trend of population changes in the local government area; (d) the density of population in the local government area; (e) the physical features of the local government area.
BOUNDARIES	Borders defining the area of a ward or local government council.
BY-ELECTION	An election to fill one or more casual vacancies on council. This is typically due to resignation.
CEO	Chief Executive Officer.
CHAIRPERSON	CEO of the prescribed corporation, the Local Government Association of the NT.
CONSULTATION PERIOD	A period of time in which persons and organisations can provide submissions (suggestions, comments and objections) to the representation committee.
CLOSING DATE	The final day on which submissions can be made to the representation committee.
COMMENTS	The representation committee invites comments from the public and organisations on representation suggestions.
COMMISSION	Northern Territory Electoral Commission (NTEC).
COMMISSIONER	Electoral Commissioner.
CONTESTED ELECTION	The number of candidates who nominated was greater than the number of vacancies. In this scenario, an election must go to ballot.
ELECTORAL BOUNDARIES	See boundaries.
ENROLMENT THRESHOLD	The number of electors each ward or council area should have. This is a concept that is legislated for Legislative Assembly redistributions, but not in LG reviews.
FAILED ELECTION	The number of candidates who nominated was less than the number of vacancies. In this scenario an election is deferred until a later date. An election may fail in full or in part depending on the number of vacancies and number of candidates.
FINAL REPORT	The representation committee is responsible for reviewing objections to the first proposed representation and making a final determination in the form of a final report, to be presented to the Minister for Local Government.

2022 Local Government Representation Reviews

Preliminary report

GLOSSARY

GENERAL ELECTION	Territory wide elections held every 4 years.
INFORMATION GUIDE	A document prepared by the committee defining the purpose, processes and timeframes of the reviews.
JOINT ROLL	The electoral roll or list of electors eligible to vote for Commonwealth and NT parliamentary and local government elections, maintained under a formal arrangement between the Governor-General and the Administrator.
LGANT	Local Government Association of the Northern Territory.
LOCAL GOVERNMENT	The government of a specific local area constituting a subdivision of the Territory.
<i>LOCAL GOVERNMENT ACT 2019</i>	The <i>Local Government Act 2019</i> provides the legislative framework by which representation reviews must be carried out.
LOCAL GOVERNMENT REPRESENTATION COMMITTEE (THE COMMITTEE)	The Local Government Representation Committee (the committee) consists of the Electoral Commissioner (a), the Surveyor-General (b), and the CEO of the prescribed corporation (c), who shall act as the Chairperson as prescribed under section 27 of the <i>Local Government Act 2019</i> . The powers of the committee are detailed in section 28 of the Act.
LOCAL GOVERNMENT REPRESENTATION REVIEWS (THE REVIEWS)	Representation reviews conducted for all 17 of the Northern Territory's local government councils in accordance with Part 3.2, Chapter 3 <i>Local Government Act 2019</i>.
LOCALITY	An area, generally a suburb, as defined by a boundary.
THE MINISTER	The Minister for Local Government.
MUNICIPAL COUNCILS	Local government councils in urban and regional areas of the NT.
NT	Northern Territory.
NTEC	Northern Territory Electoral Commission.
PRELIMINARY REPORT	The committee considers public suggestions and comments and prepares the first proposed representation reviews of the Territory's local government councils.
PRESCRIBED CORPORATION	The prescribed corporation for these reviews is LGANT.
REGIONAL COUNCILS	Local government councils in remote areas of the NT.
REPRESENTATION	The structure and number of elected council members for a council area or ward.
REVIEWS PROCESS	Any action taken under Part 3.2, Chapter 3 of the <i>Local Government Act 2019</i> .
SA1s	Statistical Areas Level 1 – the smallest area for which a wide range of census data is released, with an average population of about 400.

2022 Local Government Representation Reviews
Preliminary report

GLOSSARY

SUBMISSION	For the purpose of this preliminary report, submission refers to inviting of written submissions from council and the public as detailed in section 30 of the <i>Local Government Act 2019</i> . Following commencement of the reviews process, submissions are invited from the public, councils, and any other interested party. These are considered by the committee and made available for public inspection on the website.
SUPPLEMENTARY ELECTION	Consequent to a failed election.
UNCONTESTED ELECTION	Where the number of candidates who nominated was equal to the number of vacancies. Candidates in this scenario are automatically elected to the position.
WARDS	Segments of a council area defined by a boundary, represented by 1 or more members elected to council.

2022 Local Government Representation Reviews

Preliminary report

I. BACKGROUND

1.1 What are representation reviews?

As prescribed by the *Local Government Act 2019* (the Act), reviews of representation must be conducted after every local government general election. The Local Government Representation Reviews (the reviews) assess electoral boundaries and structures to ensure that electors are being represented fairly. Specifically, these reviews will assess ward boundaries and the number of elected members representing each ward and council.

Determinations resulting from the reviews will take effect at the 2025 local government general elections and will impact where electors will vote and the number of candidates that will represent them on council.

1.2 Legislative base

The requirements for conducting reviews for the 17 local government councils in the Northern Territory is contained within:

- The [Local Government Act 2019](#) (the Act) Parts 3.1 and 3.2.

These are the first reviews since the introduction of the Local Government Representation Committee (the committee) under Part 3.2 of the Act. Prior to this reviews were conducted by each local government council in accordance with provisions of the [Local Government \(Electoral\) Regulations](#). The [2017 NT Council Elections Report](#) recommended that any changes to local government ward boundaries be determined by an independent process similar to that used for NT Legislative Assembly redistributions.

Sections 28, 29 and 30 of the Act outlines the powers, objectives and procedures of the representation committee.

1.3 Overview of process and timetable

The Act outlines the requisite sequence of events and timeframes for the representation reviews process.

The committee must:

- invite suggestions relating to the reviews no more than 10 months after the election day for a general election
- allow at least 60 days after the invitation to receive submissions
- consider the submissions
- publish a preliminary report detailing its determination or alternate determinations
- invite written submissions from the council and public on the preliminary report
- allow at least 60 days after the invitation to receive submissions
- consider the submissions
- publish a final report with its determination on its website
- provide a copy of the final report to the Minister for Local Government at least 18 months before the next periodic general election for the council.

After receiving a copy of the final report, the minister must, by *Gazette* notice, notify the making of the determination.

The determination takes effect from:

- if a general election for the council takes place 12 months or more after date of the determination – that election; or
- otherwise – the next periodic general election.

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The last general elections were held on 28 August 2021, allowing the committee to invite submissions no later than June 2022.

The committee commenced the reviews on 28 March 2022 by emailing the [information guide](#) to all NT local government councils, media and other relevant stakeholders. The guide contained information about the reviews, access to resources and details on how to make a submission.

The notice provided 64 days for the lodgement of submissions, with a closing date of Tuesday 31 May 2022.

The full timetable for the 2022 representation reviews is shown at Appendix A.

1.4 The Representation Committee

Pursuant to Section 27 of the Act, the representation committee consists of the following members:

- (a) the Electoral Commissioner, Mr Iain Loganathan
- (b) the Surveyor-General, Mr Robert Sarib
- (c) the CEO of the prescribed corporation, who will also be the Chairperson of the committee.

The prescribed corporation for the 2022 Local Government Representation Reviews is the Local Government Association of the Northern Territory (LGANT), Mr Sean Holden is the CEO of LGANT and Chairperson of the representation committee.

1.5 Assessment criteria for committee to use in determinations

In making determinations, the committee must consider the following matters as detailed in section 31 of the Act:

- (a) community of interests in the local government area including economic, social and regional interests
- (b) types of communication and travel in the local government area with special reference to issues arising out of remoteness or distance
- (c) the trend of population changes in the local government area
- (d) the density of population in the local government area
- (e) the physical features of the local government area.

1.6 Assessment criteria in relation to division of wards

When choosing to introduce or change a ward structure, the committee must consider the desirability as detailed in section 32(2) of the Act:

- (a) the number of electors for each ward being as near to equal as practicable at the next general election; and
- (b) keeping the area of each ward containing rural and remote areas as small as practicable; and
- (c) keeping the demographic and geographic nature of each ward as uniform as practicable; and
- (d) including an identifiable community wholly within one ward if practicable.

In addition to the legislated criteria, the committee will consider the following factors:

- cultural
- historical
- geographic size
- number of electors in the LGA
- the ratio of electors to ordinary council members.

2022 Local Government Representation Reviews

Preliminary report

2. COMMUNITY CONSIDERATIONS, PUBLIC SUBMISSIONS AND COMMENTS

2.1 Community considerations

The committee identified more than 300 stakeholders, including councils, media representatives and Aboriginal organisations. Appendix B provides the list of stakeholders as of 1 July 2022.

Stakeholders were informed of key stages of the reviews and provided with resources to assist their participation (Table 1 refers). The main information source was the Local Government Representation Reviews [website](#)¹, hosted on the NT Electoral Commission site.

The website includes the following information:

- information guide
- preliminary report
- maps of current external and ward boundaries for all local government areas
- maps of proposed and prospective external and ward boundaries for local government areas
- online application to subscribe to the representation reviews newsletters
- information on how to draft a submission
- a portal for providing submissions about the reviews
- submissions received

In addition to the newsletter communications and website, a social media campaign was launched to raise awareness of the reviews.

Table 1: Representation reviews newsletters

Newsletter number	Date	Newsletter content
1	28 March 2022	Submission period opening Notification of the commencement of the 2022 Local Government Representation Reviews and invitation to participate by providing a submission. Included: <ul style="list-style-type: none"> - link to the reviews website - contact information for the committee - link to the information guide.
2	17 May 2022	Submissions closing soon Notification of the pending closure of the first submission period. Included: <ul style="list-style-type: none"> - link to the submission portal on the reviews website - contact information for the committee - link to the information guide.
3	3 June 2022	Submissions published Notification that submissions that had been received had been published to the reviews website. Included: <ul style="list-style-type: none"> - link to the published submissions on the reviews website - contact information for the committee - link to the information guide.

¹ <https://ntec.nt.gov.au/Electoral-divisions/2022-local-government-representation-reviews>

2022 Local Government Representation Reviews

Preliminary report

Newsletter number	Date	Newsletter content
4	31 August 2022	<p>Preliminary report published</p> <p>Notification that proposed changes to representation had been published to the reviews website.</p> <p>Included:</p> <ul style="list-style-type: none"> - link to the published proposal - link to the reviews website - contact details of the representation committee.

The committee engaged with stakeholders directly through meetings sharing information about the representation reviews. Table 2 provides an overview of meetings held with stakeholder groups.

Table 2: Consultations with stakeholders

Date	Participating parties	Summary of discussions
1 April 2022	Department of the Chief Minister and Cabinet	Impact of the incorporation of the Cox-Daly and Marrakai-Douglas Daly areas in the reviews.
21 April 2022	Alice Springs Town Council	The committee provided further details regarding the reviews and the opportunity for council to ask questions and express concerns.
17 May 2022	City of Palmerston	The committee provided further details regarding the reviews and the opportunity for council to ask questions and express concerns.

2.2 Submissions received

At the closing date for submissions, Tuesday 31 May 2022, a total of 4 submissions were received. A further 2 submissions were accepted after the close of the consultation period. The following councils provided a submission to the committee:

- Alice Springs Town Council
- Central Desert Regional Council
- Litchfield Council
- MacDonnell Regional Council
- Palmerston (City of)
- West Daly Regional Council.

2.3 Publication and notification of submissions

All submissions received prior to 31 May were published on the reviews website on Wednesday 1 June 2022. Shortly afterwards, persons and organisations on the committee's mailing list were notified when submissions were available for review on the website.

Late submissions were published as soon as practicable after being received.

3. ISSUES AND CONSIDERATIONS

3.1 Introduction

While the Act provides details on the assessment process for the reviews, it also allows for the committee to develop its own procedures as detailed in section 29. To inform its decision making the committee engaged with critical stakeholder organisations with access to key data.

Enrolment statistics

In accordance with the Commonwealth–Northern Territory Joint Roll Arrangement, the Australian Electoral Commission (AEC) is responsible for processing enrolments, maintaining the Northern Territory electoral roll and supplying roll data.

Enrolment statistics by local government area and ward as at 14 March 2022 were made publicly available on the website on 28 March 2022 and in the information guide. Enrolment statistics as at 31 May 2022 were used to prepare this report and are available in Appendix C.

Community demographics

Population and demographic data is collected by the Australian Bureau of Statistics (ABS) in the form of a census conducted every 5 years. This data assists in satisfying some of the assessment criteria. The last census was conducted in 10 August 2021. However, much of the information relevant to the reviews was not available at the commencement of the reviews. As a result the committee utilised data from the 2016 census initially, acknowledging likely changes. This data was substituted when the 2021 census general community profiles became available.

Mapping systems

MapInfo, a desktop geographic information system used for mapping the 2019 Legislative Assembly redistribution, was acquired. Spatial layers to assist with the modelling process (NT localities, Aboriginal communities, roads, cadastral and local government boundaries) were obtained through the Department of Infrastructure, Planning and Logistics (DIPL). Elector numbers by SA1 boundaries were provided by the AEC and used to model local government councils and wards. The Victorian Electoral Commission (VEC) allowed the committee to use Boundary Maker, an application designed by the VEC to be used in conjunction with MapInfo to facilitate the process of modelling.

[Current maps](#) of local government areas and wards are available on the NTEC website.

[Maps](#) showing the first proposed and prospective changes were produced by DIPL and can be viewed by visiting the reviews website.

Community of interest

Beyond the physical and technical aspects of the representation reviews is the concept of 'community of interest', which is complex and challenging to define. Numerous references were used to guide the committee in regards to community of interest considerations including:

- road configurations and consequent linkages
- commonality of service providers
- locality (suburb) boundaries
- indicators of social diversity: for example, language usage and boundaries that represent cultural divides such as Aboriginal land councils
- appreciation of where people do their shopping, send their children to school and undertake recreation activities.

2022 Local Government Representation Reviews

Preliminary report

3.2 Previous representation reviews

These are the first reviews undertaken by the representation committee established under the *Local Government Act 2019* which came into force on 1 July 2021. Prior to this representation and ward boundaries were determined under the provisions of the previous *Local Government Act 2008*. Under the former legislation councils conducted their own reviews and made recommendations about changes to the Minister for Local Government. The minister would consider the recommendations before making a determination. Changes to representation could also be made via recommendations from the relevant government department.

Changes prior to the 2021 Local Government Elections were gazetted in December 2020 and resulted in changes to 3 councils.

Table 3: Previous changes to representation

Council	Representation or ward boundary change
City of Darwin	<ul style="list-style-type: none"> The suburb of Wagaman moved from Richardson ward to Waters ward. The suburb of The Narrows moved from Waters ward to Lyons ward. The suburb of Fannie Bay moved from Lyons ward to Chan ward.
Litchfield Council	<ul style="list-style-type: none"> East ward was abolished resulting in the number of wards for Litchfield Council reducing from 4 to 3. There were resulting boundary changes to the remaining Central, North and South wards. There were adjustments to the representation numbers so that each of the 3 remaining wards has 2 elected members.
West Arnhem Regional Council	<ul style="list-style-type: none"> Barrah ward was abolished and replaced with 2 new wards (Minjilang and Waruwi). Creation of Minjilang ward which covers all of Croker Island only. Creation of Waruwi ward which covers the remaining parts of the former Barrah ward, (i.e. excluding Minjilang ward/Croker Island). The new wards are each represented by one elected member.

3.3 Consideration of submissions and comments

Submissions

The committee for the 2022 representation reviews received 6 submissions, all from 6 local government councils.

Table4: Summary of submissions received

Submitted by	Local government area	Suggestions
Alice Springs Town Council	Alice Springs	<ul style="list-style-type: none"> The introduction of a ward structure would not be beneficial to Alice Springs
Central Desert Regional Council	Central Desert	<ul style="list-style-type: none"> Number of council representatives for Akityarre ward should not be changed
Litchfield Council	Litchfield	<ul style="list-style-type: none"> The areas of Holtze and Kowandi should remain a part of Litchfield Council
MacDonnell Regional Council	MacDonnell	<ul style="list-style-type: none"> No changes are necessary at this time
City of Palmerston	Palmerston	<ul style="list-style-type: none"> The introduction of a ward structure would not be beneficial to Palmerston
West Daly Regional Council	West Daly	<ul style="list-style-type: none"> Increase the number of council representatives

[All submissions](#) can be viewed and downloaded from the reviews website.

2022 Local Government Representation Reviews

Preliminary report

3.4 Methodology applied by the committee

The committee is required to satisfy the procedures, considerations and assessment criteria specified in the Act.

The committee's primary objective was to establish fair representation within individual councils and as much as practicable, across all councils. More specifically, to ensure that all voters in a local government area are fairly represented.

The legislation does not specify an enrolment threshold for wards. Nor does it contain a ratio of electors to members. This allows the committee the flexibility to consider the circumstances of councils individually.

It would be unfair and unreasonable to use the same enrolment threshold for all councils in the Territory. However, the committee held the opinion that where similar circumstances exist it may be appropriate to apply a similar approach with respect to the creation of wards.

While dividing enrolment between wards was a consideration, this in itself does not guarantee fair representation. Consequently, the committee determined that other factors such as geographic size of a council or ward, population density, demographics, remoteness, infrastructure etc. should also be considered.

In relation to the introduction of wards, the committee formed the view that although the advantages of wards outweighed the disadvantages, local opinions and circumstances need to be considered when determining whether wards were appropriate. The committee took this position as wards ensure that different geographic areas are represented on council. Wards also make it more practical to represent a smaller geographic area and they reduce the cost of by-elections. When considering wards, the committee applied the assessment criteria identified in section 1.5 and 1.6.

When reviewing the number of members allocated to a council, the committee agreed that there should be no less than 5, irrespective of geographic size or population. This allows a quorum to be maintained if a member is unable to attend meetings or resigns. If the committee considers altering the number of members in a council or reallocating the number of members in each ward, the assessment criteria identified in sections 1.5 and 1.6 informed their decisions.

Regional, shire and community government councils

All 9 regional councils have wards that have been determined on geographic, cultural and historical reasons. Given the large area these councils cover the committee determined that ward structures are appropriate.

The impact of redefining ward boundaries in remote areas can be far reaching and contentious. A proposal of this nature would require extensive consultation with councils and impacted communities.

Of the 3 remaining shire and community government councils only one has wards. These councils are among the smallest in the NT, both geographically and in terms of population and enrolment.

Unless submissions are received regarding ward boundaries or a significant disparity in representation exists, the committee did not consider introducing wards or altering or abolishing existing ward structures.

Municipal councils

There are 2 municipal councils in the NT that have an existing ward structure. The committee assessed whether the ward boundaries in these areas should be redefined based on the assessment criteria.

The committee did not consider abolishing existing ward structures or reducing the number of wards unless a significant disparity in representation exists.

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There are 3 municipal councils in the NT that do not have an existing ward structure.

The committee found it difficult to develop an enrolment threshold that could be applied to all geographic locations where wards could be adopted. A concept was developed that wards should be considered for municipal council areas which are urban or closely settled, have an indicative growing population with the potential to reach an enrolment threshold approaching 18,000.

This threshold was not prescribed in legislation but formulated by the committee. It was calculated on the notion that if wards are to be adopted there should be a minimum of 3. Assuming each ward where practicable will have an equal number of electors, this would mean an average of 6,000 electors per ward. Every municipal council in the NT has no fewer than 6 members. Assuming that members and electors would be distributed evenly, this would mean an average of approximately 3,000 electors per member.

4. THE FIRST PROPOSED REVIEWS

The purpose of the preliminary report is to provide councils and the public the opportunity to assess and comment on scenarios produced by the committee before they are finalised. Any proposals detailed below may be changed before the committee produces its final report. All determinations, recommendations and suggestions will be disclosed in full as part of that report, scheduled to be published at the end of this year.

Section 28 of the Act establishes that the committee may determine:

- (1) (a) if a local government area is divided into wards:
 - (i) that the local government area remain divided into the same wards or be divided into different wards; or
 - (ii) that the local government area should not be divided into wards; or
- (b) if a local government area is not divided into wards:
 - (i) that the local government area may remain that way; or
 - (ii) that the local government area should be divided into wards.
- (2) If the committee makes a determination that a local government area be divided into wards or different wards, the committee must also determine:
 - (a) the number of wards for a local government area; and
 - (b) the boundaries of the wards for the local government area; and
 - (c) the number of ordinary members for each ward.
- (3) However, the determination under subsection (2)(c) must provide for the same total number of positions for ordinary members for the area that was in place before the determination.

The minister must give effect to determinations made by the committee (s30(4)).

While the committee may make determinations in regard to wards, other matters related to representation can only be proposed as a recommendation to the minister (s28(4)). The minister is obligated to give effect to determinations made by the committee, but exercises discretion to any recommendations.

Some of the following paragraphs will make reference to areas of focus that were identified in the information guide produced by the committee. These areas of focus were a starting point for discussions among committee members and with councils, but did represent a statement of intent.

Matters considered by the committee

The committee determined that enrolment data would be requested on the following dates:

- 28 March 2022 to provide sufficient data to begin mapping scenarios
- 31 May 2022 to provide updated figures before making decisions on any scenarios.

Attention was given to a number of potential boundary configurations, for example suburb boundaries. Wherever possible, the committee attempted to keep whole suburbs within the same ward. Major arterial roads and area demographics were also factors in determining proposed ward boundaries.

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4.1 Proposals for regional, shire and community government councils
Barkly Regional Council

Table 5: Enrolment in Barkly Regional Council

Ward	Electors (as at 31 May 2022)	Council members	Electors per member
Alpurrurulam	185	1	185
Alyawarr	1,545	4	386
Kuwarrangu	475	2	238
Patta	1,881	5	376
TOTAL / AVERAGE	4,086	12	341

Barkly Regional Council has one directly elected mayor and 12 ordinary members.

A [map](#) of this council's current ward boundaries is available on the NTEC website.

Enrolment in Barkly has decreased by 4.5% since the 2017 NT Council Elections. As at 31 May 2022 there are 4,086 enrolled electors. The council has a ratio of one member for every 341 electors.

Regional councils such as Barkly typically have a small population over a large geographic area. According to 2021 ABS census data the population in this council area has decreased by 5.1% since 2016 to 6,316 people. Barkly covers 322,710 square kms, meaning there are 0.02 persons per square km.

With such a large and remote area comes the challenge of maintaining lines of communication between electors and council. The committee determined that 12 members is appropriate given the breadth and diversity of the communities in this region.

A disparity exists in enrolment between wards in this council area. The difference between the smallest ward (Alpurrurulam) and the largest (Patta) is 1,696 electors. This is significant for a regional council. However, this imbalance is counteracted by the distribution of members. A more even distribution develops when calculating electors per member. Additionally, to move the boundaries for these wards may separate communities that have established relationships. In the case of Kuwarrangu, expanding this ward's boundaries to include more enrolments would make it very large. This would have an impact on the members' capacity to serve and effectively engage with the electorate.

The committee is not proposing any changes to representation in Barkly Regional Council.

Belyuen Community Government Council

Table 6: Enrolment in Belyuen Community Government Council

Council	Electors (as at 31 May 2022)	Council members	Electors per member
Belyuen	155	5	31

A [map](#) of this council's current boundaries is available on the NTEC website.

The information guide identified the *'high number of representatives given the small population'* as an area of focus.

Enrolment in Belyuen has increased by 4.7% since the 2017 NT Council Elections. As at 31 May 2022 there are 155 enrolled electors. The council has a ratio of one member for every 31 electors.

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Community government councils such as Belyuen typically have a small population over a small geographic area. According to 2021 ABS census data the population in this council area has decreased by 9.1% since 2016 to 149 people. The data indicates that the population has decreased and this has not been reflected in enrolment. Belyuen covers 41 square kms meaning there are 3.6 persons per square km.

The enrolment growth rate and population density in Belyuen is greater than regional councils. However, the number of electors and the geographic size is significantly less.

While there is an argument that the ratio of electors per member may be too low the committee has determined that 5 members is the minimum, irrespective of physical size and enrolment numbers. A council of at least 5 members allows a quorum to be maintained if a member is unable to attend or resigns.

The committee is not proposing any changes to representation in Belyuen Community Government Council.

Central Desert Regional Council

Table 7: Enrolment in Central Desert Regional Council

Ward	Electors (as at 31 May 2022)	Council members	Electors per member
Akityarre	263	2	132
Anmatjere	984	4	246
Northern Tanami	373	2	187
Southern Tanami	867	4	217
TOTAL / AVERAGE	2,487	12	207

Central Desert Regional Council has 12 ordinary members, one of whom is also the president.

A [map](#) of this council's current ward boundaries is available on the NTEC website.

The following area of focus was identified for this council in the information guide;

Representatives in Akityarre ward – are there too many representatives for the population and the number of electors?

Central Desert Regional Council provided a submission to the committee, which stated that the number of representatives for Akityarre ward should not be changed, and cited the following points in support of their argument:

- current number of electors to members is reflective of the standard in other regional councils
- 2 members ensures a broader representation of views and communities
- provides greater security of representation in the instance where 1 member is unavailable
- provides adequate communication between electors and council
- allows for growth in elector numbers.

Central Desert Regional Council's [submission](#) is available on the reviews website.

Enrolment in Central Desert has decreased by 7.6% since the 2017 NT Council Elections. The current figure stands at 2,487. The council has a ratio of one member for every 207 electors.

Regional councils such as Central Desert typically have a small population over a large geographic area. According to 2021 ABS census data the population in this council area has decreased by 2.3% since 2016 to 3,591 people. Central Desert covers 281,338 square kms, meaning there are 0.01 persons per square km.

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Such a large area and low density creates challenges for members to reach and communicate with the electorate. This could be justification for a greater number of members for the council as a whole, despite such a small enrolment. Historically Akityarre ward has had a number of failed elections at a cost to the council.

Table 8: All elections for Akityarre ward since 2008

Date	Election type	Result type	Vacancies	Candidates
2008	General election	Contested	2	4
26 February 2011	By-election	Failed	1	0
13 April 2011	Supplementary election	Uncontested	1	1
24 March 2012	General election	Uncontested	2	2
10 March 2016	By-election	Uncontested	1	1
26 August 2017	General election	Uncontested	2	2
19 September 2019	By-election	Failed	1	0
31 March 2020	Supplementary election	Failed	1	0
5 November 2020	Supplementary election	Uncontested	1	1
28 August 2021	General election	Failed	2	1
5 March 2022	Supplementary election	Uncontested	1	1

There have been 11 elections in Akityarre ward since 2008. Of these, 3 were by-elections and 4 were supplementary elections. While uncontested elections are not uncommon for regional council elections, there have been 4 failed elections in Akityarre ward since 2008, 3 of which have occurred in the last 3 years. This highlights the ongoing difficulty in attracting nominations.

Expanding ward boundaries to increase enrolment in Akityarre would increase its geographic size. This makes it more challenging for council members to communicate with the electorate. Changing the existing ward boundaries may result in separating communities with established relationships.

In remote councils populated largely by Aboriginal Territorians there is an added level of complexity arising from various cultural differences and connections. Akityarre ward has one major community (Harts Range), with electors not as widely dispersed as other wards.

Consequently the committee is proposing that ward boundaries in Central Desert remain unchanged but the number of members in Akityarre ward be reduced from 2 to one.

Coomalie Community Government Council

Ward	Electors (as at 31 May 2022)	Council members	Electors per member
Adelaide River	228	2	114
Batchelor Township	184	2	92
Coomalie Rural	243	2	122
TOTAL / AVERAGE	655	6	109

Coomalie Community Government Council has 6 ordinary members, one of whom is also the mayor.

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A [map](#) of this council's current ward boundaries is available on the NTEC website.

The information guide identified there is a '*high number of members given the small population*' as an area of focus for Coomalie Community Government Council.

Enrolment in the Coomalie has increased by 4.1% since the 2017 NT Council Elections. As at 31 May 2022 there are 655 enrolled electors. The council has a ratio of one member for every 109 electors.

Community councils such as Coomalie typically have a small number of electors over a small geographic area. According to 2021 ABS census data the population in this council area has decreased by 3.3% since 2016 to 1,276. Coomalie covers 2,056 square kms, meaning there are 0.6 persons per square km.

The number of electors and ratio of electors to members is low in comparison to regional councils. The committee does not support a reduction to the number of council members as the current number maintains a quorum if a member is unable to attend meetings or resigns.

The committee is not proposing any changes to representation in Coomalie Community Government Council.

East Arnhem Regional Council

Table 10: Enrolment in East Arnhem Regional Council

Ward	Electors (as at 31 May 2022)	Council members	Electors per member
Anindilyakwa	890	2	445
Birr Rawarrang	670	2	335
Gumurr Gattjirrk	763	2	382
Gumurr Marthakal	1,599	3	533
Gumurr Miwatj	1,481	3	494
Gumurr Miyarrka	853	2	427
TOTAL / AVERAGE	6,256	14	447

East Arnhem Regional Council has 14 ordinary members, one of whom is also the president.

A [map](#) of this council's current ward boundaries is available on the NTEC website.

The information guide identified the following as an area of focus for East Arnhem Regional Council:

'Progress towards creation of separate Anindilyakwa regional council already begun – how will this impact remaining wards?'

Enrolment in East Arnhem has increased by 5.9% since the 2017 NT Council Elections. As at 31 May 2022 there are 6,256 enrolled electors. The council has a ratio of one member for every 447 electors.

Regional councils such as East Arnhem typically have a small population over a large geographic area. According to 2021 ABS census data the population in this council area has decreased by 2.7% since 2016 to 8,778 people. East Arnhem covers 33,310 square kms, meaning there are 0.3 persons per square km.

Despite the number of members being higher than other regional councils the committee believes it is appropriate, particularly considering the large geographic area, low population density and the councillor to elector ratio.

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It is noted that the proposal to make Anindilyakwa ward a separate regional council is still under consideration.

The committee is not proposing any changes to representation in East Arnhem Regional Council.

MacDonnell Regional Council

Table 11: Enrolment in MacDonnell Regional Council

Ward	Electors (as at 31 May 2022)	Council members	Electors per member
Iyarrka	788	2	394
Ljirapinta	643	3	214
Luritja Pintubi	1,041	3	347
Rodinga	1,097	4	274
TOTAL / AVERAGE	3,569	12	297

MacDonnell Regional Council has 12 ordinary members, one of whom is the president.

A [map](#) of this council's current ward boundaries is available on the NTEC website.

MacDonnell Regional Council provided a [submission](#) that is available on the reviews website stating that no changes to representation were necessary.

Enrolment in MacDonnell has decreased by 2.3% since the 2017 NT Council Elections. As at 31 May 2022 there are 3,569 enrolled electors. The council has a ratio of one member for every 297 electors.

Regional councils such as MacDonnell typically have a small population over a large geographic area. According to 2021 ABS census data the population in this council area has decreased by 4.7% since 2016 to 5,748 people. MacDonnell council covers 268,339 square kms, meaning there are 0.02 persons per square km.

Rodinga is the largest ward, both in terms of geographic size and enrolments. Such a large area presents a challenge to elected members in maintaining lines of communication and a presence across the ward. One solution might be to change the ward boundaries to make them smaller but this may divide communities with established relationships. In addition, Rodinga has a higher number of members than other wards assisting in servicing a large geographic area. Furthermore, the committee did not receive any submissions suggesting that the ward boundaries in this council should be changed.

The committee is not proposing any changes to representation in MacDonnell Regional Council.

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Roper Gulf Regional Council

Table 12: Enrolment in Roper Gulf Regional Council

Ward	Electors (as at 31 May 2022)	Council members	Electors per member
Never Never	849	3	283
Numbulwar Numburindi	489	2	245
Nyirranggulung	925	3	308
South West Gulf	948	3	316
Yugul Mangi	766	2	383
TOTAL / AVERAGE	3,977	13	306

Roper Gulf Regional Council has 13 ordinary members, one of whom is also the mayor.

A [map](#) of this council's current ward boundaries is available on the NTEC website.

The information guide identified the following as an area of focus for Roper Gulf Regional Council:

Jodetluk community is located within boundary of Katherine Town Council but representation is via Roper Gulf Regional Council.

Currently Jodetluk occupies an island of land within the Katherine Town Council boundary but its representation is via the Nyirranggulung ward of Roper Gulf Regional Council. If this were to be changed, it would mean either:

- incorporating Jodetluk as part of Katherine Town Council, rather than Roper Gulf; or
- moving a section of the Katherine Town Council boundary south so Jodetluk is sitting outside Katherine's local government area.

Electors in Jodetluk have a cultural connection with the country and communities in Roper Gulf. Making Jodetluk part of Katherine Town Council would mean disconnecting them from the council best placed to represent them. Moving the boundaries so that Jodetluk sits outside Katherine Town Council means roads and tourism infrastructure for Katherine Gorge would be within Roper Gulf. There were no submissions received regarding Jodetluk and the committee is proposing that representation for Jodetluk remain unchanged.

Enrolment in Roper Gulf has increased by 1% since the 2017 NT Council Elections. As at 31 May 2022 there are 3,977 electors. The council has a ratio of one member for every 306 electors.

Regional councils such as Roper Gulf typically have a small population over a large geographic area. According to 2021 ABS census data the population in this council area has decreased by 0.3% since 2016 to 6,486 people. Roper Gulf covers 185,214 square kms, meaning there are 0.04 persons per square km. Such a large area and low density presents a significant challenge to members of this council in communicating with the electorate. One solution is to increase the number of members for this council, however Roper Gulf has 13 members already.

The committee is not proposing any changes to representation in Roper Gulf Regional Council.

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Tiwi Islands Regional Council

Table 13: Enrolment in Tiwi Islands Regional Council

Ward	Electors (as at 31 May 2022)	Council members	Electors per member
Bathurst	1,106	6	184
Milikapiti	319	3	106
Pirlangimpi	253	3	84
TOTAL / AVERAGE	1,678	12	140

Tiwi Islands Regional Council has 12 ordinary members, one of whom is the mayor.

A [map](#) of this council's current ward boundaries is available on the NTEC website.

Enrolment in Tiwi Islands has increased by 3.2% since the 2017 NT Council Elections. As at 31 May 2022 there are 1,678 enrolled electors. The council has a ratio of one member for every 140 electors.

Regional councils such as Tiwi Islands typically have a small population over a large geographic area. According to 2021 ABS census data, the population in this council area has decreased by 4.3% since 2016 to 2,348 people. Tiwi Islands covers 7,483 square kms, meaning there are 0.3 persons per square km.

Pirlangimpi ward has 3 members with a ratio of 84 electors per member. Milikapiti ward has 3 members with a ratio of 106 electors per member. In comparison to other regional council wards these ratios may seem low but are appropriate given the geography, history and cultural connections.

The committee is not proposing any changes to representation in Tiwi Islands Regional Council.

Victoria Daly Regional Council

Table 14: Enrolment in Victoria Daly Regional Council

Ward	Electors (as at 31 May 2022)	Council members	Electors per member
Daguragu	434	1	434
Milngin	382	1	382
Pine Creek	224	1	224
Timber Creek	414	1	414
Walangeri	304	1	304
TOTAL / AVERAGE	1,758	5	352

Victoria Daly Regional Council has 5 ordinary members, one of whom is the mayor.

A [map](#) of this council's current ward boundaries is available on the NTEC website.

Enrolment in Victoria Daly has increased by 2.1% since the 2017 NT Council Elections and as at 31 May 2022 there are 1,758 enrolled electors. The council has a ratio of one member for every 352 electors.

Regional councils such as Victoria Daly typically have a small population over a large geographic area. According to 2021 ABS census data the population in this council area has increased by 0.2% since 2016 to 2,815 people. Victoria Daly covers 153,287 square kms, meaning there are 0.3 persons per square km. Enrolment is fairly distributed across the 5 wards.

The committee is not proposing any changes to representation in Victoria Daly Regional Council.

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Wagait Shire Council

Table 15: Enrolment in Wagait Shire Council

Electors (as at 31 May 2022)	Council members	Electors per member
314	5	63

A [map](#) of this council's current ward boundaries is available on the NTEC website.

Enrolment in Wagait Shire Council has decreased by 0.9% since the 2017 NT Council Elections. As at 31 May 2022 there are 314 enrolled electors. The council has a ratio of one member for every 63 electors.

According to 2021 ABS census data the population in this council area has decreased by 8.6% since 2016 to 423 people. Wagait covers 5.7 square kms, meaning there are 74 persons per square km.

The committee is not proposing any changes to representation in Wagait Shire Council.

West Arnhem Regional Council

Table 16: Enrolment in West Arnhem Regional Council

Ward	Electors (as at 31 May 2022)	Council members	Electors per member
Gunbalanya	847	3	282
Kakadu	530	3	177
Maningrida	1,776	4	444
Minjilang	164	1	164
Waruwi	292	1	292
TOTAL / AVERAGE	3,609	12	301

West Arnhem Regional Council has 12 ordinary members, one of whom is also the mayor.

A [map](#) of this council's current ward boundaries is available on the NTEC website.

Enrolment in West Arnhem has decreased by 2.1% since the 2017 NT Council Elections. As at 31 May 2022 there are 3,609 enrolled electors. The council has a ratio of one member for every 301 electors.

Regional councils such as West Arnhem typically have a small number of electors over a large geographic area. According to 2021 ABS census data the population in this council has increased by 1.5% since 2016 to 6,281. West Arnhem covers 49,675 square kms, meaning there are 0.3 persons per square km.

There is a disparity between the largest and smallest wards in this council. Maningrida has 1,776 electors, compared to Minjilang with just 164 electors. However, Minjilang is an island off the coast while the remaining wards are part of the mainland.

The committee is not proposing any changes to representation in West Arnhem Regional Council.

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West Daly Regional Council

Table 17: Enrolment in West Daly Regional Council

Ward	Electors (as at 31 May 2022)	Council members	Electors per member
Nganmarriyanga	220	1	220
Thamarrurr / Pindi Pindi	1,689	4	422
Tyemirri	102	1	102
TOTAL / AVERAGE	2,011	6	335

West Daly Regional Council has 6 ordinary members, one of whom is the mayor.

A [map](#) of this council's current ward boundaries is available on the NTEC website.

The following areas of focus were identified for West Daly Regional Council in the information guide;

Tyemirri ward has small enrolment numbers

Emu point homeland has links with Peppimenarti community, but they are in different wards.

West Daly Regional Council provided a submission arguing that the total number of representatives should be increased and stated the following in support:

- the population in West Daly has been increasing and is expected to continue this trend
- workloads would be reduced, improving performance and outcomes for the community
- allow for greater diversity of perspectives and family groups represented on council
- increasing representation to an odd number of members would prevent stale mates
- provides greater opportunities to electors for training and development
- it would be easier for electors to locate and speak to a member of council
- communities in West Daly are diverse and widely spread
- telecommunications and internet are not a reliable or widely accessible means of communicating with electors, meaning members must rely on face-to-face engagement. This is difficult to accomplish over such an expansive area, particularly when roads and travel are also unreliable.

West Daly Regional Council's [submission](#) is available on the reviews website.

Enrolment in West Daly has increased by 12% since the 2017 NT Council Elections. As at 31 May 2022 there are 2,011 enrolled electors. The council has a ratio of one member for every 335 electors.

Regional councils such as West Daly typically have a small population over a large geographic area. According to 2021 ABS census data the population in this council area has decreased by 6.1% since 2016 to 2,973 people. West Daly covers 14,070 square kms, meaning there are 0.2 persons per square km.

While West Daly's growth is higher than all other regional councils its elector representation ratio is similar to the standard. The council did not specify in their submission how many additional members they wanted or which wards those additional members should be allocated to. The committee considered the possibility of recommending an additional member for the Thamarrurr / Pindi Pindi ward, but came to the conclusion that the current number of members is proportionate to the number of electors and the geographic size of the council.

In addition, the historic performance of elections in this council area demonstrates there may be some difficulty in attracting nominations for another vacancy.

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Table 18: Elections for West Daly Regional Council since 2014

Date	Election type	Ward	Result type	Vacancies	Candidates
4 December 2014	By-election	Nganmarriyanga	Uncontested	1	1
25 February 2016	By-election	Thamarrurr / pindi Pindi	Contested	1	3
26 August 2017	General election	Nganmarriyanga	Contested	1	2
		Thamarrurr / pindi Pindi	Contested	4	7
		Tyemirri	Uncontested	1	1
23 November 2017	By-election	Thamarrurr / Pindi Pindi	Uncontested	1	1
28 August 2021	General election	Nganmarriyanga	Failed	1	0
		Thamarrurr / Pindi Pindi	Contested	4	6
		Tyemirri	Uncontested	1	1
5 March 2022	Supplementary	Nganmarriyanga	Uncontested	1	1

Since its formation in 2014, West Daly has had 6 elections, 4 of which were either supplementary or by-elections. A total of 5 elections were uncontested and one failed.

The committee considered the possibility of expanding the boundaries of Tyemirri ward, which is geographically quite small, to include the community of Emu Point. This would increase the number of electors in Tyemirri to 171 and reduce the number of electors in Thamarrurr / Pindi Pindi to 1,620. However, given the fact there were no submissions received on this matter changing the boundaries was deemed unnecessary.

The committee is not proposing any changes to representation in West Daly Regional Council.

4.2 Proposals for municipal councils

Alice Springs Town Council

Table 19: Enrolment in Alice Springs Town Council

Electors (as at 31 May 2022)	Council members	Electors per member
15,958	8	1,995

Alice Springs Town Council has one directly elected mayor and 8 ordinary members.

A [map](#) of this council's current boundaries is available on the NTEC website.

The information guide identified the '*possible introduction of wards*' as an area of focus for this council.

Alice Springs Town Council provided a submission stating a ward structure would not be beneficial and cited the following points to support their argument:

- the current population is closely knit and there is no perceived division of communities or interests
- the area of the council is not large or widely spread
- lack of wards promotes a council-wide focus on community issues
- electors have a wider choice of candidates to approach with queries or concerns
- electors have the opportunity to express a preference for every council member.

Alice Springs Town Council's [submission](#) is available on the reviews website.

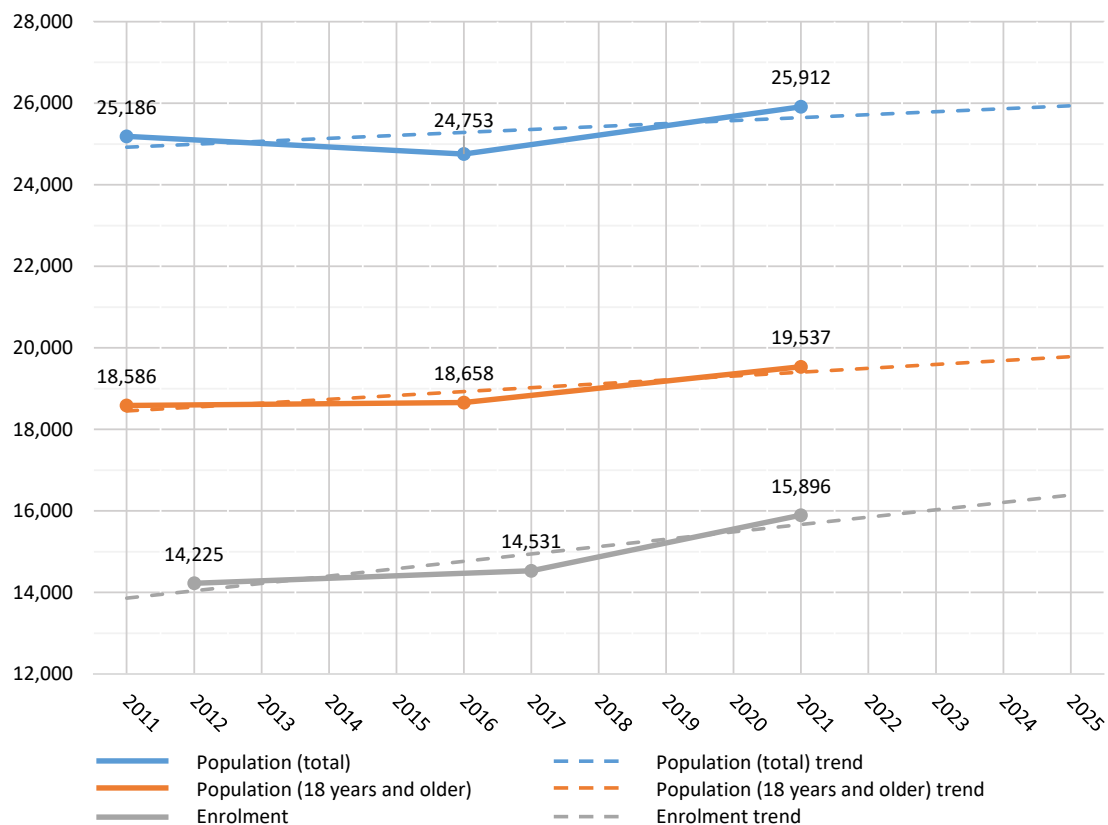
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Enrolment in Alice Springs has increased by 9.8% since the 2017 NT Council Elections. As at 31 May 2022 there are 15,958 enrolled electors. The council has a ratio of one member for every 1,995 electors.

Graph 1 shows enrolment figures in Alice Springs at the last 3 local government general elections, and population data from the last 3 censuses.

Graph 1: Enrolment and population in Alice Springs Town Council



Municipal councils such as Alice Springs typically have a large population over a small geographic area. According to 2021 ABS census data the population in this council area has increased by 4.7% since 2016 to 25,912 people. Alice Springs covers 328 square kms, meaning there are 79 persons per square km.

The committee considered various scenarios to implement wards in Alice Springs but determined not to propose the introduction of wards noting that enrolment is currently below the threshold of 18,000.

With enrolment likely to increase to be close to the threshold before the next review the committee decided to include a scenario for Alice Springs to be broken into 3 wards to seek feedback on its appropriateness for the future.

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The table below shows a possible scenario if Alice Springs Town Council was divided into wards.

Table 20: Electors per ward, Alice Springs prospective scenario

Ward	Members	Suburbs and town camps	Enrolment 31/05/2022	Electors per councillor
Ward 1	3	Alice Springs Antheik Ewlpaye Aper-Alwerrkge Braitling Ciccione (partial) East Side Ewyenper Atwatye Hoppy's Camp Ilperle-Tyathe Ilpeye-Ilpeye Irklancha Atwacha Irlpme Itwiethwenge Kunoth Mt Nancy Sadadeen Stuart Undoolya	6,251	2,083.7
Ward 2	4	Akngwertnarre Araluen Ciccione (partial) Desert Springs Flynn Gillen Larapinta Larapinta Valley Mpwetyerre Mt Johns Nyewente The Gap	8,190	2,047.5
Ward 3	1	Anthepe Arumbera Connellan Ilparpa Ilyiperenye Inarlange Karnte Kilgariff New Ilparpa Ross White Gums	1,517	1,517
TOTAL	8		15,958	1,994.75

A [map](#) of this prospective scenario is available on the reviews website.

The scenario proposes the introduction of wards based on enrolment and demographics distributed as evenly as practicable. The scenario attempts to keep suburbs and town camps in close proximity in the same ward. Major arterial roads and Mount Gillen were used as ward boundaries. While there is a disparity in enrolment figures between wards, this is mitigated by the distribution of members. The electors per councillor ratio is slightly above 2,000 with the exception of ward 3 where it is 1,500. The challenge with this ward is that expanding its boundaries to include additional electors would make it disproportionately larger than the other 2 wards.

The committee is not proposing any changes to representation in Alice Springs Town Council. In consideration of the assessment criteria a prospective scenario has been developed showing possible ward boundaries with the intention of seeking feedback to inform future reviews.

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Darwin (City of)

Table 21: Enrolment in the City of Darwin

Ward	Electors (as at 31 May 2022)	Council members	Electors per member
Chan	12,654	3	4,218
Lyons	13,318	3	4,439
Richardson	12,724	3	4,241
Waters	13,057	3	4,352
TOTAL / AVERAGE	51,753	12	4,313

The City of Darwin has one directly elected mayor and 12 ordinary members.

A [map](#) of this council's current ward boundaries is available on the NTEC website.

Enrolment in the City of Darwin has increased by 4% since the 2017 NT Council Elections. As at 31 May 2022 there are 51,753 enrolled electors. The council has a ratio of one member for every 4,313 electors.

Municipal councils such as Darwin typically have a large population over a small geographic area. According to 2021 ABS census data the population in this council area has increased by 2.2% since 2016 to 80,530 people. Darwin covers 111 square kms, meaning there are 724 persons per square km.

Darwin has the largest enrolment, population density and ratio of electors to council members of any council in the NT. This in itself does not create an argument to increase the number of elected members, as the council already has 13. No submissions were received advocating for additional members and to do so may impact the cohesion and functionality of the council.

The committee is not proposing any changes to representation in the City of Darwin.

Katherine Town Council

Table 22: Enrolment in Katherine Town Council

Electors (as at 31 May 2022)	Council members	Electors per member
6,460	6	1,077

Katherine Town Council has one directly elected mayor and 6 ordinary members.

A [map](#) of this council's current ward boundaries is available on the NTEC website.

The information guide identified the 'possible introduction of wards' as an area of focus for this council.

Enrolment in Katherine has increased by 14% since the 2017 NT Council Elections. As at 31 May 2022 there are 6,460 enrolled electors. The council has a ratio of one member for every 1,077 electors.

Municipal councils such as Katherine typically have a large population over a small geographic area. According to 2021 ABS census data the population in this council area has decreased by 0.8% since 2016 to 9,643 people. Katherine covers 7,417 square kms, meaning there are 1.3 persons per square km. Katherine is geographically larger than any other municipal council in the NT.

Although Katherine's population and enrolment is projected to continue increasing, its total population does not currently justify implementing wards.

The committee is not proposing any changes to representation in Katherine Town Council.

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Litchfield Town Council

Table 23: Enrolment in Litchfield Council

Ward	Electors (as at 31 May 2022)	Council members	Electors per member
Central	4,417	2	2,209
North	4,139	2	2,070
South	4,325	2	2,163
TOTAL / AVERAGE	12,881	6	2,147

Litchfield Council has one directly elected mayor and 6 ordinary members.

A [map](#) of this council's current ward boundaries is available on the NTEC website.

Litchfield Council provided a submission arguing that the areas of Holtze and Kowandi should remain a part of the council area.

Litchfield Council's [submission](#) is available on the reviews website.

Enrolment in Litchfield has increased by 4.9% since the 2017 NT Council Elections. As at 31 May 2022 there are 12,881 enrolled electors. The council has a ratio of one member for every 2,147 electors.

Municipal councils such as Litchfield typically have a large population over a small geographic area. According to 2021 ABS census data the population in this council area has decreased by 10% since 2016 to 21,411 people. Litchfield covers 2,903 square kms, meaning there are 7.4 persons per square km.

The committee is not proposing any changes to representation in Litchfield Council.

Palmerston (City of)

Table 24: Enrolment in the City of Palmerston

Council	Electors (as at 31 May 2022)	Council members	Electors per member
Palmerston	24,145	7	3,449

The City of Palmerston has one directly elected mayor and 7 ordinary members.

A [map](#) of this council's current boundaries is available on the NTEC website.

Prior to the commencement of these reviews, the City of Palmerston's external boundaries were expanded to include previously unincorporated land. These newly incorporated areas include Elrundie and Tivendale, as well as parts of East Arm, Wishart and Berrimah. These new boundaries come into effect on 1 July 2023. As such the committee has used these boundaries in considering representation in Palmerston.

The information guide identified *the 'possible introduction of wards'* as an area of focus for the City of Palmerston.

The City of Palmerston provided a submission that did not support the introduction of wards making the following points:

- the current structure (no wards) is functional
- there has been no feedback from the community that wards are desirable
- there has been no feedback from the community that current representation is not fair
- electors' options for representation would be limited to the candidates in their ward
- electors are not divided by distance or cultural distinctions which warrant the introduction of wards
- candidates would be no more likely to be known by their electors

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- campaigning would not be made easier, cheaper or more efficient
- Palmerston's communities of interest are spread across the whole council area, not concentrated in specific areas
- electors would be no better served or informed
- wards could lead to greater competition and number of candidates in certain wards
- wards could lead to uncontested elections, which creates the potential for poorer representation
- wards could cause failed elections which would require supplementary elections
- voter participation would not necessarily increase
- ballot informality would not necessarily improve
- diversity of candidates and representation would not necessarily improve
- local representation is negated as candidates don't have to reside in a ward to nominate.

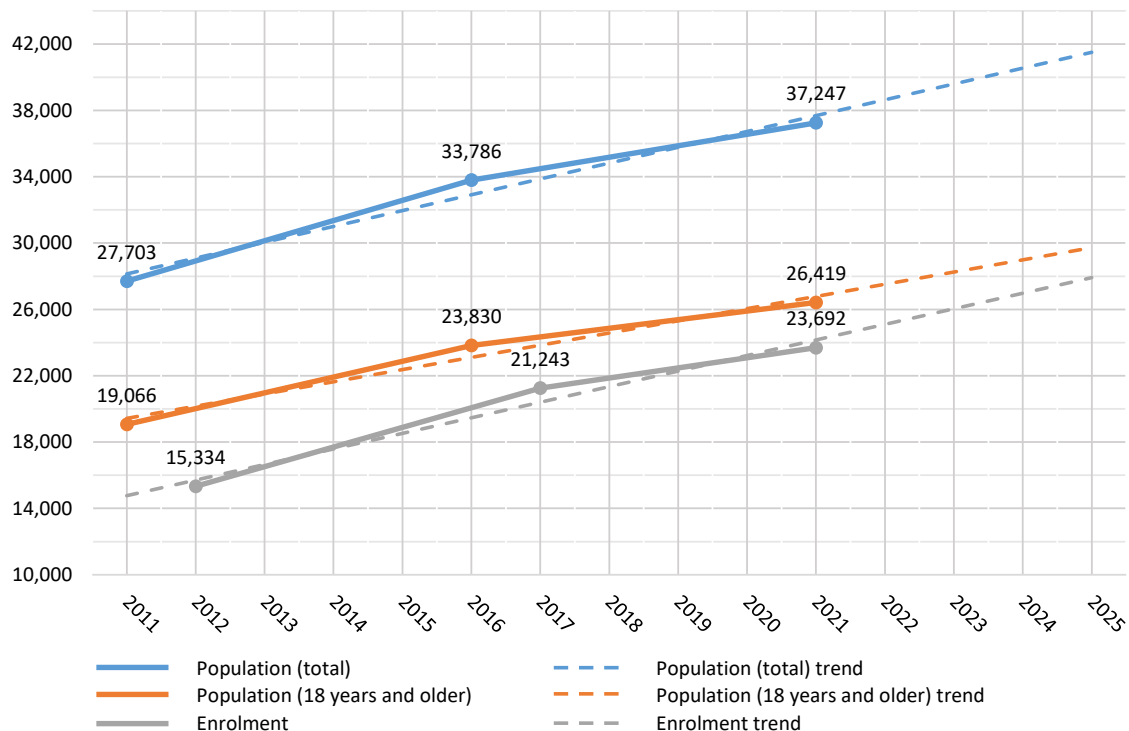
The City of Palmerston's [submission](#) is available on the reviews website.

The number of enrolled electors in Palmerston has increased by 14% since the 2017 NT Council Elections to 24,145. The council has a ratio of one member for every 3,449 electors. Palmerston has the second largest enrolment of any council in the NT, well above the threshold of 18,000 where the committee would consider wards.

Municipal councils such as Palmerston typically have a large population over a small geographic area. According to 2021 ABS census data the population in this council area has increased by 10% since 2016 to 37,247 people. This is the highest population growth rate of any council area in the NT. It should be noted that the ABS data does not include population figures for the newly incorporated areas, meaning the population of Palmerston is likely to be greater than 37,247. Not including newly incorporated areas, Palmerston covers 58 square kms, meaning there are approximately 646 persons per square km.

The graph below captures population figures from the last 3 ABS census surveys and the last 3 general elections for the City of Palmerston.

Graph 2: Population and enrolment trends in the City of Palmerston



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Palmerston's enrolment has been steadily growing. A linear projection puts enrolment at the 2025 local government general elections at approximately 28,000.

A ward structure allows electors to select candidates that represent them at a more localised level. It would also reduce the number of electors required to vote and the cost of by-elections.

In the 2021 Local Government Elections there were 14 candidates for councillor. Of the 15,248 votes cast for councillor 1,324 were informal (8.7%). Of these informal votes 41% were deemed unintentionally informal. This meant electors attempted to cast a formal vote but made an error, such as not sequentially ordering the candidates on the ballot paper. The mayoral ballot paper by comparison had 3 candidates and an informality rate of 5% with only 17% deemed unintentional.

The introduction of wards is likely to reduce the number of candidates on each ballot paper and the unintentional informal voting rate.

The approach to the introduction of wards is that there be a minimum of 3, with geography and demographics determining boundaries. The proposed scenario to introduce wards keeps suburbs whole and uses major arterial roads as the ward boundaries.

Scenarios mapped for 3 wards made it difficult to keep elector numbers proportionate. Palmerston, as is true with other urban councils, has concentrated areas with dense population and large expanses with little to no population. The options to have 4 wards allowed for a more equitable and proportionate distribution of electors.

The committee opted to present 2 scenarios of 4 wards.

City of Palmerston proposed scenario 1

Scenario 1 has Ward 1 covering the largest geographic area with enrolment primarily in the suburbs of Driver and Durack. Ward 2 has the neighbouring suburbs on one side of Chung Wah Terrace. Ward 3 has the established suburbs of Palmerston. Ward 4 has the newer suburbs at the southern end of Palmerston.

This scenario has a proportionate distribution of electors with the exception of Ward 1 that has a lower number of electors but only one member.

Table 25: Electors per ward, City of Palmerston proposed scenario 1

Ward	Members	Suburbs	Enrolment 31/05/2022	Electors per councillor
Ward 1	1	Archer Berrimah (partial) Driver Durack East Arm (partial) Elrundie Marlow Lagoon Mitchell Palmerston City Pinelands Tivendale Wishart Yarrawonga	4,989	4,989
Ward 2	2	Bakewell Farrar Gunn Johnston Palmerston Indigenous Village	6,140	3,070
Ward 3	2	Gray Moulden Woodroffe	6,730	3,365
Ward 4	2	Bellamack Rosebery Zuccoli	6,286	3,143

A [map](#) of this proposed scenario is available on the reviews website.

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City of Palmerston proposed scenario 2

Scenario 2 is similar to scenario 1 with the following differences:

- the suburbs of Driver and Palmerston City are in Ward 3
- Ward 3 has 3 council members
- the total number of council members has increased from 7 to 8.

Scenario 2 provides a more proportional distribution of electors with approximately 3,000 electors per elected member.

It should be noted that while the committee can recommend changes to the total number of elected members, the final determination is at the discretion of the minister.

Table 26: Electors per ward, City of Palmerston proposed scenario 2

Structure	Members	Suburbs	Enrolment 31/05/2022	Electors per councillor
Ward 1	1	Archer Berrimah (partial) Durack East Arm (partial) Elrundie Marlow Lagoon Mitchell Pinelands Tivendale Wishart Yarrawonga	3,011	3,011
Ward 2	2	Bakewell Farrar Gunn Johnston Palmerston Indigenous Village	6,140	3,070
Ward 3	3	Driver Gray Moulden Palmerston City Woodroffe	8,708	2,902.
Ward 4	2	Bellamack Rosebery Zuccoli	6,286	3,143

A [map](#) of this proposed scenario is available on the website.

4.3 Other boundary changes

In addition to the changes proposed above, the committee is considering minor changes to ward boundaries in a number of local government areas. The intention of these alterations is to amend minor inconsistencies and mapping errors. The guiding principle is that any changes must not affect which locality, ward or local government area any elector belongs to.

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5. WARD NAMES

5.1 Naming conventions

In addition to proposing ward boundaries, the committee may make recommendations regarding ward names (s28(4)(a)).

As the Act does not establish conventions, requirements or guidelines in regard to ward names, the committee adopted similar conventions used in Legislative Assembly redistributions.

Table 27: Appropriate and inappropriate ward name criteria

Appropriate criteria	Inappropriate criteria
<ul style="list-style-type: none"> Deceased persons who have rendered outstanding service to the community (commemorative names) Native flora Native fauna Aboriginal names for places / flora / fauna 	<ul style="list-style-type: none"> Living persons Geographical landmarks Names of existing suburbs, places and wards

5.2 Suggested ward names

The committee encourages councils and the public to nominate ward names, especially for the City of Palmerston where the introduction of wards has been proposed. No suggestions as yet have been received from stakeholders. The committee conducted its own research and consulted with the Place Names Committee.

The names listed in table 29 are merely suggestions and councils and relevant stakeholders are encouraged to submit alternatives.

Table 28: Suggested ward names

Suggested commemorative ward name	Notes and reasoning
ALNGINDABU	Alngindabu (later Lucy McGinness) was an Aboriginal elder born in Chapana, near the Finniss River. Alngindabu belonged to the Kungarakany language group. Her husband, Stephen McGinness, was a ganger on the North Australia Railway stationed at the 34 Mile. The couple later established a tin ore mine in Litchfield, the Lucy Mine, and the McGinness home.
BARACCHI	Pietro Paolo Giovanni Ernesto Baracchi born 1851, Italy, was an astronomer and engineer. On a scientific expedition to Darwin from 1882 to 1883, Pietro helped establish the true longitude of Port Darwin. A monument marking this survey point stands in Liberty Square next to Parliament house. The mark is integral to the history of surveying in Darwin and serves as an important reference point to this day.
BARNESON	Captain James Barneson was in command of the ship Moonta which was chartered to take the Surveyor-General George Goyder and party to Port Darwin. The Moonta arrived at Port Darwin on 5 February 1869 and remained while the Town of Palmerston (now Darwin) was surveyed.
BOUBARIS	Matthew Boubaris was 11 years old when he emigrated from Chios, Greece to Australia with his family in 1956. Shortly after arriving in Darwin in 1958 Matthew formed a lifelong affiliation with the Hellenic Athletic Club and the wider soccer, football and Greek communities. Matthew is credited with helping to found the Alawa Soccer Club and in 2005 was honored with the Fédération Internationale de Football Association (FIFA) Recognition Award.

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Suggested commemorative ward name	Notes and reasoning
CALDWELL	Clive Robertson Caldwell DSO, DFC & Bar (1911 – 1994) was a pilot of outstanding skill and service who participated in multiple missions during WWII. Clive has been recognized as a leading Australian air ace of WWII. He is officially credited with shooting down more than 27 enemy aircraft in over 300 operational sorties, including an ace in a day. Clive was posted in Darwin for a time, defending the NT from enemy Japanese planes. His last aerial victory took place over the Arafura Sea in 1943.
CLAPÉ	Richard James (Jim) Clapé was born in Perth, WA in 1909. Jim, his wife Maria and their two children lived on Woods street for a time during WWII. The family returned to Darwin in 1946 and took up residence in Smith street, then later in Nightcliff. Jim worked as a resident inspector for the Commercial Union and later as a claims superintendent for the War Damage Commission before becoming a charter member of the Rotary Club of Darwin.
DUNHAM	Richard Dunham emigrated from England to Australia in 1961 at the age of 19 to study engineering and surveying at Sydney Technical College. In 1984 he and his family settled in Darwin. Richard served the Litchfield Council as a works manager from 1984 to 2008. On retiring he was presented with a plaque from the Shire President, councilors and shire staff in appreciation of his valued contribution to the council.
KARAOLIAS	Andreas (Andrew) Karaolias emigrated from Kythrea, Cyprus to Darwin in 1961. Like many others Andrew was tempted by the promise of opportunity Australia offered. Over the course of his career Andrew helped to construct homes, businesses and government institutions across the Darwin area including housing commissions in Rapid Creek and Millner, the Nightcliff shopping centre and the old Supreme Court building. Andrew was also an active member of the Greek Cypriot community, even after retirement.
MADEN	Brian Maden emigrated from England to Australia in 1960 before arriving in Darwin in 1967 on a two year posting with the Post Master General. Brian helped build Radio Australia on Cox Peninsula. His work took him to islands and communities across the NT. At the end of his posting Brian decided to settle in Darwin permanently. He and the family lived in Rapid Creek initially, then in Humpty Doo after Cyclone Tracy. In 1980 he transferred to the Department of Defence as a lines supervisor for the Navy at Middle Point Transmitting Station where he remained until his retirement in 1996. Brian served as a volunteer in his community and petitioned for a high school and ambulance service in the rural area.
MCLEOD	Cissy McLeod born in Borroloola in 1896. Her father Arthur was a store owner and Justice of the Peace. Many details about her mother, known only as 'Polly', have been lost. At the age of 6, Cissy was adopted by Captain Fredrick Mugg and Sarah Mugg and moved to Darwin in 1902. At 16 years of age, Cissy saved Sarah from drowning after she fell from the jetty one night. Cissy later became the first Aboriginal woman to receive the Bronze Medal of the Royal Humane Society of Australasia for her selfless act of courage.
MCPHEE	Hunter Wallace McPhee was born in NSW in 1924. Hunter served in the First Light Horse Brigade during WWI then in the RAAF during WWII before joining the guards unit in Darwin in 1943. After the war was over, he returned to Darwin to marry his wife Mary and settled in Fannie Bay where they raised 4 children. Hunter found employment with his friend and comrade Pat Delaney in a corrugated iron hut in what is now Winnellie. The business was originally a taxi service before becoming a delicatessen and newsagency. Hunter remained a fixture of the business for over 40 years. He was also heavily involved in the Darwin sporting community.

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Suggested commemorative ward name	Notes and reasoning
MOCATTA	Lawrence Mocatta was born in Queensland in 1923. Lawrence enlisted for service in the Australian Imperial Army in 1941 at the age of 17 and served on many vessels based in London with active service in the Middle East. In 1946 after being discharged, Lawrence undertook and completed a Bachelor of Medicine and a Batchelor of Surgery at the University of Sydney. After graduating in 1953, Dr Mocatta moved to Katherine to work locally as well as with the Royal Flying Doctor Service. He later worked at the Darwin Hospital before establishing his own private practice on Cavenagh Street. Dr Mocatta worked as the Territory Health Officer, administering to the nuns and patients at the East Arm Leprosarium and the local Indigenous missions. In April 1967, while sailing his boat, "The Beagle" from Brisbane to Darwin, Dr Mocatta and five crew members were caught in a cyclone and perished.
MOORADOOP	Mooradoop, otherwise known as Kathy Mills, was an Aboriginal leader and activist born in the NT who lived in Palmerston for a substantial part of her life. She and her family have been strong advocates for the rights and welfare of Aboriginal people. Among her many achievements and awards, Ms Mills is credited with co-founding the Danila Dilba Health Service, being the first woman elected to the Northern Land Council and was named NAIDOC person of the year in 1986.
MOTLOP	Edward (Chico) Motlop was born on Thursday Island in the Torres Strait in 1933. After spending his early years in the Torres Strait and later Queensland, Chico arrived in Darwin in 1955. It was here he met and married his wife, Larrakia woman Lorna Raye Johns. Chico was a keen and accomplished footballer. Among his achievements are two premierships (1963 and 1964) and the Drysdale Medal for player of the year. After retiring from the field, Chico took up a career coaching junior and first grade teams. His children and grandchildren carried on his legacy, becoming noted sportspeople in their own right. The NT Rugby League pay annual tribute to Chico with the 'Chico Motlop Shield'.
PANGQUEE	After saving his mother from the jaws of a salt water crocodile in 1990, Peter Pangquee (Jnr) was awarded an Australian Bravery Medal and became a local icon. Peter has served his community in many roles over the course of his professional career, most recently as a council member of the City of Darwin.
PARER	Lieutenant Raymond John Paul (Ray) Parer was born in Melbourne in 1894. After completing his training as a pilot in 1918 Ray was twice recommended for the Air Force Cross. In 1920 Ray and fellow pilot Lieutenant John Cowe McIntosh undertook to complete the 1919 Great Air Race flight from England to Australia. By the time the pair commenced the flight the £10,000 prize money had been claimed by brothers (Sir) Ross and (Sir) Keith Macpherson Smith who had arrived in just 28 days. On 2 August 1920, after a protracted 206 day journey filled with tales of misadventure and near disaster, Parer and McIntosh finally arrived in Darwin. Ray's story occupies an incredible chapter in aviation history in Australia and abroad.
PASPALIS	Michael Theodosios Paspalis was born on the Greek island of Kastellorizo in 1911. To escape the hardships of WWI his family immigrated to Australia in 1917. Shortly after his father's death and at 15 years old Michael left school and his family in Port Hedland to find employment in Darwin in order to support his mother and siblings. Michael found employment as a butcher, delivery driver and taxi driver. After marrying his wife Chryssanthi (Chrissie) Kailis in 1935, the couple established multiple hospitality and food business ventures, including numerous retail buildings in Smith street, the Star Theatre, the RSL premises, the Fannie Bay Hotel, the Parap Theatre and the Coconut Grove drive-in theatre. Michael and Chrissie were also generous philanthropists, donating to multiple organisations in the Darwin area.
PITCHENEDER	Originally born in WA in 1916, Norma Catherine (Billie) Pitcheneder settled in Darwin in 1948 where she established her own catering business servicing tuckshops in schools around Darwin. Better known as Auntie Billie, she contributed to her community through fundraising and charity activities for almost 30 years. Among the organisations Auntie Billie supported was the Country Women's Association , Red Cross, Lions Club, RSL, Salvation Army and Girl Guides, to name just a few. In addition to being named Citizen of the Year in 1980, Auntie Billie has received multiple honours from many charitable institutions.

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Suggested commemorative ward name	Notes and reasoning
RIOLI	Maurice Rioli (Snr) and Willie Rioli (Snr) were respected and much loved leaders in the Tiwi Islands and Australian Football. Both boasted an impressive sporting career and contributions to Australian rules football in the NT and Australia.
SAVVAS	Kyriaco Savvas first arrived in Darwin in 1949. Not long afterwards Kyriaco opened his own footwear business in Smith street and then another in the Nightcliff Shopping Village in 1964. Savvas K Footwear still trades today and is run by his sons. Kyriaco was one of the founding members of the Cypriot Community of the NT, helping to establish the first food and wine festival in 1974, a popular event that is held annually to this day.
THOMAS	Ronald Arthur Thomas was born in WA in 1927. After accepting the role of the NT's Deputy Commissioner for Taxation in 1969, he and his family relocated to Darwin. Ronald and his family survived the devastation of Cyclone Tracy in 1974. The family lived in a caravan in the back yard of their Rapid Creek home while it was rebuilt. In 1978 he was appointed the Territory's first Commissioner of Taxes, a position he held until his retirement in 1986. Ronald was credited with the first million dollars earned by the NT Tax Office. He was a keen fisherman, a member of Darwin's Trailer Boat Club, Darwin Aviation Club and PINTS Club. Ronald was recognised for his personal and professional contributions to the community and Northern Territory.
WARREN	David Ronald de Mey Warren was a scientist and inventor born on Groote Eylandt in 1925. Notable among his achievements was the invention of the in-flight data and cockpit voice recording device widely known as the ' black box '. This was revolutionary in the investigation of aeronautical deaths and accidents.
WILLIAMS	Born Ampulatumirri on Melville Island in approximately 1934, Freda Williams is a member of the Stolen Generation. Freda was removed from her family at the estimated aged of 4. In 1942 while playing outside she and the other habitants of Garden Point Mission on Melville Island came under attack from enemy Japanese planes. The mission was evacuated to Alice Springs, before boarding a train to Melbourne. The nuns and children were then relocated to Port Augusta SA where they remained until the end of the war. After returning to the NT, Freda met and married her husband, Ralton Williams, and settled in Darwin. In 2011 Freda was invited to meet the President of the United States, Barack Obama, as one of 3 civilian survivors of the Japanese Bombing of Darwin.

5.3 Continued use of established ward names

Given that no objections or suggestions were made regarding established ward names, the committee did not deem it necessary to change any.

6. PUBLICATION OF FIRST PROPOSED REVIEWS

6.1 Publication

The preliminary report detailing proposed changes to representation (this report) was released on 31 August on the reviews website and via a newsletter emailed to stakeholders on the mailing list.

[Maps](#) of the proposed scenarios were also published as part of the report and made available on the website.

6.2 Key proposals

The committee proposes that:

- All previously established ward boundaries and ward names remain unchanged
- A 4 ward structure be implemented in the City of Palmerston
- The number of members representing Central Desert Regional Council's Akityarre ward be reduced from 2 to one.

6.3 Objection period and lodgement arrangements

The opening of a secondary public consultation period coincides with the release of this proposal. This consultation provides the opportunity to submit comments on this report and proposed scenarios. While direct invitations have been sent to persons and organisations on the committee's mailing list, all Territorians are encouraged to participate by making a submission on the reviews website.

The final date for the receipt of submissions is close of business on 4 November 2022.

Submissions can be lodged by the following means:

Electronic submission via the website

- ❖ 2022 Local Government Representation Reviews : [Make a submission](#)²

Electronic submission by email

- ❖ secretariat.ntec@nt.gov.au

Personal delivery (hard copy)

- ❖ Level 3, TCG Centre | 80 Mitchell Street | Darwin NT 0800 - Phone: 08 8999 5000

Post (hard copy)

- ❖ GPO Box 2419 | Darwin NT 0801

Address submissions to: *The Representation Committee, c/o the NT Electoral Commission*

NOTE: All suggestions are made available for public inspection on the [NTEC website](#)³.

6.4 Consideration of objections

The representation committee must give proper consideration to all submissions made under subsection 30(1)(e)(i) of the Act before preparing a final report.

² <https://ntec.nt.gov.au/Electoral-divisions/2022-local-government-representation-reviews/submissions>

³ <https://ntec.nt.gov.au/Electoral-divisions/2022-local-government-representation-reviews/submissions-received>

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APPENDIX A

Reviews timetable

Please note these timeframes are approximate and subject to change.

Event	Date	Electoral Act
First consultation period		
Invite initial submissions from councils and the public	Monday 28 March 2022	s30(1)(a)
Last day to receive initial submissions	Tuesday 31 May 2022	s30(1)(b)
Committee determination period		
Submissions received are considered by the committee	mid-June 2022	s30(1)(c)(i)
Publish the preliminary report detailing proposed changes to representation	Wednesday 31 August 2022	s30(1)(c)(ii)
Second consultation period		
Invite submissions from councils and the public regarding the proposals put forward in the preliminary report	Wednesday 31 August 2022	s30(1)(c)(iii)
Last day to receive submissions	Friday 4 November 2022	s30(1)(d)
Committee determination period		
Submissions received are considered by the committee	September to November 2022	s30(1)(e)(i)
Committee may meet with councils or hold public hearings to gather more information about the submissions received	September to November 2022	s30(2)
Final report published and provided to the Minister for Local Government	Late November 2022	s30(1)(e)(ii)
Determinations take effect		
The minister to notify any changes by <i>Gazette</i> notice	December 2022	s30(4)
Determinations to take effect at the next periodic general elections	2025	s30(5)(b)

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APPENDIX B

Reviews mailing list

The following is a summary of the committee's mailing list as at 1 July, and does not include persons and organisations who unsubscribed during the reviews.

Recipients	Grouping/category	No. of recipients
Alice Springs Town Council Barkly Regional Council Belyuen Community Government Council Central Desert Regional Council Coomalie Community Government Council City of Darwin East Arnhem Regional Council Katherine Town Council Litchfield Council MacDonnell Regional Council City of Palmerston Roper Gulf Regional Council Tiwi Islands Regional Council Victoria Daly Regional Council Wagait Shire Council West Arnhem Regional Council West Daly Regional Council	Local government council member or CEO	107
Arafura Araluen Arnhem Barkly Blain Braitling Brennan Casuarina Daly Drysedale Fannie Bay Fong Lim Goyder Gwoja Johnston Karama Katherine Mulka Namatjira Nelson Nightcliff Port Darwin Sanderson Spillet Wanguri	Legislative Assembly members and electorate offices	50
ABC Darwin Alice Springs community radio 8HA Alice Advocate Australian Associated Press Central Australian Aboriginal Media Association Fairfax Media First Nations Radio Free TV Gove FM Hot 100 fm	Media	85

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Recipients	Grouping/category	No. of recipients
Imparja Larrakia TV Mix 1049 Music NT National Indigenous Times News.com.au Nine News NT Independent NT News Off the Leash SBS Sky News Tennant and District Times Territory FM The Australian The Saturday Paper The Sun, Darwin, Palmerston, Litchfield Top End Aboriginal Bush Broadcasting Association		
Anindilyakwa Land Council Arnhem Land Progress Association – ALPA Bawinanga Aboriginal Corporation Central Land Council Gumatj Corporation The Gundjeimhi Aboriginal Corporation Ironbark Aboriginal Corporation Jawoyn Association Julalikari Council Larrakia Nation Laynhapuy Homelands Association Mabunji Aboriginal Resource Association Marthakal Homeland Resource Centre Nhulunbuy Corporation Northern Land Council Rirratjingu Aboriginal Corporation Tangentyere Council Tiwi Land Council Yugul Mangi Development Aboriginal Corporation	Aboriginal organisations	21
Australian Electoral Commission Animal Justice Party Chamber of Commerce Country Liberal Party of the NT Department of Chief Minister & Cabinet Department of Health DIPL ICT Industry Association of the NT Industry Capability Network NT LGANT Minister for Local Government Northern Territory Seafood Council NT Cattlemen's Association NT Farmers NTEC OCPE Southport Progress Association	Other organisations or agencies	32
Individuals who requested to be added to the mailing list	Other individuals	8

APPENDIX C

Current representation and committee proposals

The following table documents current representation across all local government councils in the NT, as well as enrolment figures as at 31 May 2022 and determinations by the committee.

Council	Ward	Members	Enrolment 31/05/2022	Electors per councillor	Committee's determination
Alice Springs	Mayor	1	15,958		The committee has suggested a 3 ward scenario that could be implemented in future reviews if / when enrolment in Alice Springs reaches 18,000.
	Councillor	8	15,958	1,995	
Barkly	Mayor	1	4,086		No action necessary at this time.
	Alpururulam ward	1	185	185	
	Alyawarr ward	4	1,545	386	
	Kuwarnangu ward	2	475	238	
	Patta ward	5	1,881	376	
	<i>Total / Average (not including Mayor)</i>	12	4,086	341	
Belyuen	Belyuen	5	155	31	No action necessary at this time.
Central Desert	Akityarre ward	2	263	132	Recommend that the number of members for Akityarre ward be reduced from 2 to one.
	Anmatjere ward	4	984	246	
	Northern Tanami ward	2	373	187	
	Southern Tanami ward	4	867	217	
	<i>Total / Average</i>	12	2,487	207	

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Council	Ward	Members	Enrolment 31/05/2022	Electors per councillor	Committee's determination
Coomalie	Adelaide River ward	2	228	114	No action necessary at this time.
	Batchelor Township ward	2	184	92	
	Coomalie Rural ward	2	243	122	
	<i>Total / Average</i>	6	655	109	
Darwin	Lord mayor	1	51,753		No action necessary at this time.
	Chan ward	3	12,654	4,218	
	Lyons ward	3	13,318	4,439	
	Richardson ward	3	12,724	4,241	
	Waters ward	3	13,057	4,352	
	<i>Total / Average (not including Mayor)</i>	12	51,753	4,313	
East Arnhem	Anindilyakwa ward	2	890	445	No action necessary at this time.
	Birr Rawarrang ward	2	670	335	
	Gumurr Gattjirrk ward	2	763	382	
	Gumurr Marthakal ward	3	1,599	533	
	Gumurr Miwatj ward	3	1,481	494	
	Gumurr Miyarrka ward	2	853	427	
	<i>Total / Average</i>	14	6,256	447	
Katherine	Mayor	1	6,460		No action necessary at this time. This may be reconsidered in future reviews if enrolment in Katherine increases.
	Councillor	6	6,460	1,077	

2022 Local Government Representation Reviews

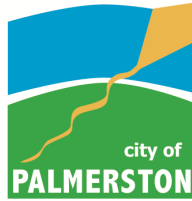
Preliminary report

Council	Ward	Members	Enrolment 31/05/2022	Electors per councillor	Committee's determination
Litchfield	Mayor	1	12,881		No action necessary at this time.
	Central ward	2	4,417	2,209	
	North ward	2	4,139	2,070	
	South ward	2	4,325	2,163	
	Total / Average (not including Mayor)	6	12,881	2,147	
MacDonnell	Iyarrka ward	2	788	394	No action necessary at this time.
	Ljirapinta ward	3	643	214	
	Luritja Pintubi ward	3	1,041	347	
	Rodinga ward	4	1,097	274	
	Total / Average	12	3,569	297	
Palmerston	Mayor	1	24,145		The committee has proposed 2 scenarios for 4 wards.
	Councillor	7	24,145	3,449	
Roper Gulf	Never Never ward	3	849	283	No action necessary at this time.
	Numbulwar Numburindi ward	2	489	245	
	Nyirranggulung ward	3	925	308	
	South West Gulf ward	3	948	316	
	Yugul Mangi ward	2	766	383	
	Total / Average	13	3,977	306	

2022 Local Government Representation Reviews

Preliminary report

Council	Ward	Members	Enrolment 31/05/2022	Electors per councillor	Committee's determination
Tiwi Islands	Bathurst Island	6	1,106	184	No action necessary at this time.
	Milikapiti ward	3	319	106	
	Pirlangimpi ward	3	253	84	
	Total / Average	12	1,678	140	
Victoria Daly	Daguragu ward	1	434	434	No action necessary at this time.
	Milingin ward	1	382	382	
	Pine Creek ward	1	224	224	
	Timber Creek ward	1	414	414	
	Walangeri ward	1	304	304	
	Total / Average	5	1,758	352	
Wagait	Councillor	5	314	63	No action necessary at this time.
West Arnhem	Gunbalanya ward	3	847	282	No action necessary at this time.
	Kakadu ward	3	530	177	
	Maningrida ward	4	1,776	444	
	Minjilang ward	1	164	164	
	Warruwi ward	1	292	292	
	Total / Average	12	3,609	301	
West Daly	Nganmarriyanga ward	1	220	220	No action necessary at this time.
	Thamarrurr / Pindi Pindi ward	4	1,689	422	
	Tyemirri ward	1	102	102	
	Total / Average	6	2,011	335	
TOTAL / AVERAGE across all council areas		153	141,752	927	



OFFICE OF THE MAYOR

ID: 503025 - APB:lc

8 June 2022

Email: secretariat.ntec@nt.gov.au

Dear Sir/Madam

2022 Local Government Representation Review – City of Palmerston

The City of Palmerston has considered the 2022 Local Government Representation Review (LGRR) in context of the Palmerston Municipality and makes the following submission.

It is our understanding that LGRR is to consider how to provide the best community representation at the Local Government level in the Northern Territory. We further understand from the LGRR documents that the aim of the representation reviews is to ensure that all voters in the Local Council area are fairly represented.

In addition, the *Local Government Act (2019) Section 24(h)* states:

24. A council has the following objectives:
(h) generally, to act at all times in the best interest of the community as a whole.

Wards

The Council considers the existing structure of not having wards for the municipality of Palmerston is appropriate for our community and ensures delivery on the above principles for the Community of Palmerston as a whole.

Council strongly supports that Palmerston remains undivided (no wards) for reasons identified within LGRR information and related documents, and the following.

Council is unaware of a desire by the Palmerston Community to transition to a ward structure and is not aware of any dissatisfaction with the current system. Council's 2021 Community satisfaction survey indicated the highest community satisfaction since 2012, and introduction of wards was not identified by the community at this time. This supports the reasoning that the current structure of no wards is providing the community with best representation. The distinction between previous poor performance and the current performance of Council cannot be attributed to whether the Council has wards or not, as it has always been undivided, but recent community satisfaction can be attributed to a higher quality of representation.

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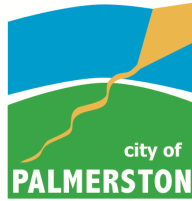
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OFFICE OF THE MAYOR

In relation to the community being fairly represented, a ward system does not allow the community to select a council that truly represents them but limits the options that the community has for selecting representation from within their community of interest. A good example of this, is Palmerston seniors, who live throughout the municipality and who would not be able to select a senior if there are no representative candidates in their ward. Additionally, wards also limit representative candidates from gaining sufficient votes, as their votes are restricted to one ward instead of from across the municipality. Effectively, wards dilute the voter base for communities of interest that are spread throughout the municipality, rather than all residing within one ward.

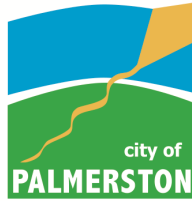
The current system without wards, allows for Palmerston communities of interest to select their representative from wherever they live in Palmerston rather than diluting their chances of success. Restricted selection of representation from wards does not represent the interests of the community as a whole where, as required by the *Local Government Act 2019*.

However, Council concedes that for some local government areas, representation in wards is appropriate to support regional distinctions, such as distinct towns, communities, language and cultural groups, travel time, distances, and communications. These factors do not apply in Palmerston where the community is not geographically separated, travel times are less than 15 minutes from boundary to boundary, and the population is relatively homogenous.

Council does not support the view that Elected Members of wards are more likely to be known by their constituents. While this point of view may be valid in regional local government areas, where there are distinct towns, communities, language groups and limited interaction because of travel times and distances, this point of view is not warranted within a relatively compact and homogenous community such as Palmerston. As stated above, Palmerston's communities of interest are dispersed throughout the municipality, not located exclusively within a handful of suburbs. It is the responsibility of all candidates to make themselves known to their constituents. Door knocking and letterbox dropping are no longer the only methods of campaigning, as acknowledged by the AEC in 2013, that Social Media campaigns demonstrate new opportunities and increased access to voters with lower cost compared to traditional media.¹ Council is not aware of any evidence that there is a differential of being 'known' between a ward, or no ward, structure.

The view that not having wards is less confusing or less burdensome for voters is not supported as Council considers the Palmerston community able to make its own informed decisions. Again, there is not any known evidence supporting this view.

¹ [Electoral Engagement using Social Media - Australian Electoral Commission \(aec.gov.au\)](https://www.aec.gov.au/electoral-engagement-using-social-media)



OFFICE OF THE MAYOR

Furthermore, commentary that there will be less candidates in a ward system is not considered valid. In fact, there is risk that there could be large differences in candidate numbers across different wards, resulting in some wards being very competitive, and others potentially not having sufficient numbers to contest the ballot or fill vacancies, resulting in supplementary elections. Wards with uncontested seats are likely to have a poorer outcome for the community while wards that are hotly contested are likely to see highly suitable candidates not elected, remembering that the ultimate goal is for representation of the entire local government area, not just the ward.

Council does acknowledge that with wards, a by-election would be less expensive. However, the higher chance of uncontested elections, due to wards with insufficient candidates to fill the available vacancies, would also result by-election or supplementary election costs to fill vacancies. Council considers the right for all voters within the community to elect its representatives, outweighs the potential costs of a by-election or supplementary election. Council is responsible for ensuring it manages its budget and is responsible to its community for its decisions. Again, Council would like to see evidence of the number of supplementary and by-elections as a result of insufficient nominations and resignations, compared between Councils with wards and councils without wards.

In relation to potential improved voter turnout and less informal votes, Council does not consider that there is sufficient data to make an evidence-based decision to introduce wards on this basis. Council is of the view that lack of engagement of voters requires improvement in education, communication and understanding of the importance that Local Government plays to the community, and therefore the importance to vote. A change to the way voting occurs may in fact lead to greater confusion of representation when the community is used to the current structure.

Council does not support the view that wards will result in greater diversity of backgrounds, skills, experience and opinions among elected members. It is a contradiction to state that wards are to be delineated based on communities of interest, social, regional, or other homogenising factors but candidates do not need to reside within the ward. Wards may lead to forum shopping based on greater chance of success rather than a genuine community interest.

Both the 9th and 10th City of Palmerston Councils have had very good representative diversity with gender balance, and a spread of ages, professional and cultural backgrounds. As indicated above, with reference to seniors, wards may result in reducing diversity instead of increasing diversity. Improvements on representative diversity can be achieved through greater education and communication to encourage people to nominate who reflect the diversity of our Community.

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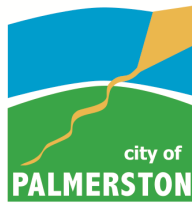
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Council cannot identify a defensible reason for the introduction of wards within the Palmerston municipality, nor is there a desire by the community for wards, or any indication of dissatisfaction with the no wards system or fair representation.

As such, the City of Palmerston Council **strongly objects** to the introduction of wards within the Palmerston municipality.

External boundaries

Whilst the matter of wards is a decision of the LGRR Committee, Council understands that the Committee can also make recommendations about a number of matters. Although the committee has indicated that they will not be considering recommendations on the external boundaries of Councils, Council makes the following comments regarding some of these for your information and consideration.

City of Palmerston has expressed a desire to the Northern Territory Government to amend its boundaries to include the development of Northcrest. The recent amendment of boundaries, following Council's request, included all areas identified, with the exception of Northcrest. The Council accepts the decision at this time but wishes to reinforce that it still holds the position that Northcrest should be incorporated into Palmerston.

Number of elected representatives

Council currently has eight Elected Members, and the Council considers that at this point in time that this number is adequate. However, as the city grows a future review of total numbers of Elected Members would be considered appropriate.

We thank you for the opportunity to submit our views and look forward to Stage Two consultation on the draft findings of the Committee.

Should you have any queries or concerns please contact me on mayor@palmerston.nt.gov.au or (08) 8935 9969.

Yours sincerely

Athina Pascoe-Bell
Mayor

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COUNCIL REPORT

AGENDA ITEM:	13.1.6
REPORT TITLE:	End of Financial Year 2021/22 Reserve Allocation
MEETING DATE:	Tuesday, 18 October 2022
AUTHOR:	Finance Manager, Gayu Sivaraj
APPROVER:	Director Finance and Governance, Wati Kerta

COMMUNITY PLAN

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

PURPOSE

This Report seeks Council approval to allocate unspent funds from the 2021/22 budget to Council's reserves.

KEY MESSAGES

- The Annual Financial Statements are nearing completion and the final reserve movements have been calculated.
- The reserve movements have been determined by calculating the net operating surplus after taking into consideration Council Decisions, such as repayment of borrowings from reserves.
- *FIN19 Financial Reserves* policy states that the total of all reserves shall not exceed the current assets less current liabilities held by Council.
- Anticipated reserve balance after the third budget review of 2021/22 was \$13.1 million. Actual reserve balance at year-end is \$18.9 million, representing an increase of \$5.8 million.
- The increase of year end reserves is mainly attributed to the deferral of the Capital Projects from 2021/22 to 2022/23 financial year, of which the Council contribution was \$5.4 million.
- The draft financial statements for 2021/22, arrives at a comprehensive income of \$1.5 million. It has been identified that this has resulted from higher than anticipated rates income from new property development, interest from investments, federal assistance grants and operational savings across the Council.
- After taking into consideration non-cash income and expenditure and capital expenditure, and budget variances, the budget savings is \$2.1 million, which includes the \$1.5 million net operating surplus.
- This is largely made up of, \$779K early federal assistance grants, \$670K surplus in waste management activities and further operational surplus of \$710K across operations.
- This report provides the distribution of the surplus to the appropriate reserves in accordance with the Policy

RECOMMENDATION

1. THAT Report entitled End of Financial Year 2021/22 Reserve Allocation be received and noted.
2. THAT Council adopts the end of financial year reserve movements for 2021/22 of:
Transfers to Reserve:
 - \$670,942 transfer to the Waste Management Reserve.
 - \$42,872 transfer to the Developer Contribution (FILOC) Reserve.
 - \$779,817 transfer to the Unexpended Grants Reserve.

- \$50,000 transfer to the Election Reserve.
- \$100,000 transfer to the Working Capital Reserve.
- \$ 518,942, or balance of surplus as calculated, transfer to the Major Initiative Reserve

BACKGROUND

Section 11 of the *Local Government (General Regulations)* provides Council during the development of the annual Budget, and at each budget review throughout the year, the ability to allocate and draw funds to and from reserves to fund priorities, or to quarantine the cash for future use. Transfers to and from reserves are subject to a Council Resolution. Further to this Council Policy *Fin 19 - Financial Reserves Policy* states that transfers of reserves shall be assessed during the preparation of the annual budget and the annual financial statements.

The Policy allows for the net operational surplus identified at the end of the financial year to be transferred to the working capital reserve or to a specific purpose reserve, to be utilised against future projects.

Surplus funds of the waste service charge under Section 157 *Local Government Act* are to be transferred to the Waste Management Reserve. Surpluses are calculated as income from waste charges less waste management related expenditure.

The Policy requires that these reserves are backed by cash, that is, that the reserves must be committed by the funds which are available to Council, in the form of cash and cash equivalents.

The Policy requires that the total of all reserves shall not exceed Council's net working capital. Council's calculation of the net working capital, provides an indicator of whether the reserves are sufficiently backed by cash.

This report provides details of the calculate surpluses for 2021/22 and the recommended allocation to reserves.

DISCUSSION

The 2021/22 end of financial year reserves allocation, can only occur once the preparation of 2021/22 Financial Statements has occurred, taking into account accruals and other year-end transactions.

In line with the Policy, and to ensure that all financial reserve balances are available in cash or cash equivalents, Council calculates the value of working capital at the end of the financial year. For this purpose, Council subtracts the current liabilities (debt to be paid within the next 12 months) and the existing restricted financial reserves from the cash and cash equivalents and current debts owed to Council. The calculated working capital shows the amount that Council has available for future cost beyond the amounts restricted in financial reserves.

The actual net working capital for 2021/22 is at \$20.45 million and is detailed in the table below.

Table 1: Net Working Capital 30 June 2022

	Actual 30 June 2022 \$	Budget 30 June 2022 \$	Variance \$
Current Assets			
Cash at Bank	10,898,000	4,000,000	6,898,000
Short Term Deposits	9,009,000		9,009,000
Trade Receivables	2,937,159	2,154,000	783,159
Investments	18,513,000	12,674,000	5,839,000
Total Current Assets	41,357,159	18,828,000	22,529,159
Less:			
Current Liabilities			
Trade Payables and Other	(19,268,000)	(4,414,000)	14,854,000
Borrowings	(241,000)	(241,000)	-
Provisions	(1,400,000)	(1,419,000)	-19,000
Total Current Liabilities	(20,909,000)	(6,074,000)	14,835,000
Net Working Capital	\$20,448,159	\$12,754,000	7,694,159

The net working capital is \$7.7M greater than budget expectations due to the deferral of expenditure of major capital projects, as presented to Council in July 2022.

The currents assets is \$22.5 million higher than anticipated, largely due to increase in cash due to deferral of expenditure of major capital projects increase in grants received by Council such as SWELL project, and budget savings.

This is offset by the current liability, which is \$14.9 million higher than anticipated due to unspent grants is sitting in the grant liability under the category, Trades Payable and other

Operational Surplus

The table below identifies the 2021/22-year end results

Table 2: Net Operating Surplus

	Revised Budget 2021/22	As At 30 June 2022	Variance
Net Operating Surplus*	\$3,479,932	\$5,707,394	\$2,227,462
Add: Capital Income (after noncash adjustments**)	\$5,602,785	\$5,642,082	\$39,297
Less: Capital Expenditure (after noncash adjustments)	(\$9,480,407)	(\$9,231,114)	(\$249,293)
Net Surplus/(Deficit) after Capital	(\$397,690)	\$2,118,362	\$2,516,052
Less: Repayment of Borrowings	(\$234,634)	(\$240,950)	(\$6,316)
Less: Refund of Developer Deposit from FILOC Reserve		(\$347,264)	(\$347,264)
Net Operating Surplus/(Deficit)	(\$632,324)	\$1,530,149	\$2,162,473

*Operating income less operating expenditure and non-cash adjustments

**Non-cash adjustments include depreciation expense, gifted assets income and revaluations.

Part of the net operating surplus is a result of additional \$1 million more income than anticipated due to:

- higher than expected income due to additional rates from Zuccoli and Rosebery subdivisions,
- higher than anticipated planning and development fees from subdivisions,
- early payment of the 2022/23 Federal Assistance Grants, and
- higher than anticipated interest revenue from investments.

There was also cash savings of around \$1 million across capital and operational expenses, and a large proportion of this relates to waste management.

The Financial Reserve Policy allows for the net operational surplus identified at the end of the financial year to be transferred to the working capital reserve, or to a specific purpose reserve to be utilised against future projects.

The net \$2.1 million variance requires distribution to the appropriate reserves in accordance with the Policy. The following movements are recommended for the reserve allocation.

- \$670,942 transferred to the Waste Reserve as the savings and additional income relating to waste must be returned to this reserve.
- \$42,872 transferred to the Developer Contribution (FILOC) reserve as the surplus available is related to this reserve and activities.
- \$779,817 transferred to the Unexpended Grants Reserve as it relates to unspent grants.
- \$50,000 transferred to Election Reserve to enable the reserve allocation for future election costs as required by the Policy.
- \$100,000 transferred to the Working Capital Reserve.
- \$518,942, or the balance of the surplus, transferred to the Major Initiative Reserve to contribute to major capital projects, such as further stages of SWELL (container café, entry improvements), Driver Community Centre Upgrade, Zuccoli Community Hub and/or other projects as identified as major projects by Council (and subject to approved use of the funds by Council).

The recommended movement of operational surplus and other adjustments to the financial reserves during the year will result the total financial reserve balance to be \$20.38M (See Table 3). As the total working capital is \$20.45M, refer Table 1, and this exceeds the total financial reserves balance of \$70K, it is therefore compliant with Policy and no further adjustments are recommended.

Reserve Balances

The anticipated reserve balance after the third budget review of 2021/22 was \$13.5 million. Actual reserve balance at year-end is \$20.4 million. The increase of \$6.9M, other than the surplus, is predominantly due to unexpended capital works (\$5.4M) rolled over to 2022/23 financial year, as per Council Decision 10/446. The capital works rollover will be included in the first budget review in 2022/23.

Table 3: Financial Reserves Movements

Financial Reserve	EOY Balance 30/6/2021 \$	EOY Balance prior to EOY transfer 30/6/2022 \$	Proposed Transfers To / (from) \$	Proposed EOY Balance 30/6/2022 \$
Unexpended Grants Reserve	212,9556	-	779,817	779,817
Election Expenses Reserve	150,000	-	50,000	50,000
Disaster Recovery Reserve	500,000	500,000.00	-	500,000
Unexpended Capital Works Reserve	4,589,9199	5,414,853	-	5,414,853
Developer Funds In Lieu Of Construction	2,060,939	2,060,939	42,773	2,103,712
Waste Management Reserve	3,143,682	2,252,957	670,942	2,923,899
Major Initiatives Reserve	614,949	795,923	518,942	1,314,865
Working Capital Reserve	7,580,914	7,196,361	100,000	7,296,362
Total Reserve Funds	\$18,853,360	\$18,221,035	\$2,162,474	\$20,383,509

All reserve movements are compliant with *FIN19 Financial Reserves* policy. The total reserve balance of \$20.4M will form the opening balance as of 1 July 2022.

CONSULTATION PROCESS

The following staff were consulted in preparing this report:

- Executive Leadership Team.

POLICY IMPLICATIONS

All reserve movements require a decision of Council as per *FIN19 Financial Reserves* policy.

BUDGET AND RESOURCE IMPLICATIONS

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

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This report addresses the following City of Palmerston Strategic Risks:

- 2 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

Nil

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.1
REPORT TITLE:	Community Benefit Scheme - Update September 2022
MEETING DATE:	Tuesday 18 October 2022
AUTHOR:	Community Facilities Officer, Rachel Fosdick
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 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 budget of \$230,000 for grants, donations, sponsorships, and scholarships in 2022/23. The Environmental Initiative Grant budget is \$20,000.
- \$48,650 has been expended in the Community Benefit Scheme 2022/23 budget and \$40,000 committed in this financial year for on-going sponsorship, leaving \$141,350 available for future projects and events.
- No submissions have been received for the Environmental Initiative Grant, with \$20,000 remaining to be expended.
- To date, City of Palmerston has received 61 Representation Support applications, with 24 applications being received since the last reporting period.
- Photos were received from recent successful Individual Representation Support applicants Rhys Trembath at the Victorian Junior Open Golf Tournament, and Milena and Warrick Drew at the Australian Jui Jitsu Championships.
- Lit Larvae, under the auspice of Darwin Community Arts, were successful in receiving a grant to assist with creative workshops in Palmerston to for Queer, Trans, Intersex, Gender Diverse or questioning people aged 14-20 years old.

RECOMMENDATION

THAT Report entitled Community Benefit Scheme - Update September 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, 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 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, \$141,350 remains available in CBS funding for future projects and events that benefit the Palmerston community in this financial year.

This Report Community Benefit Scheme - Update September 2022 provides Council with a summary of the Community Benefit Scheme 2022/23 applications to date highlighting requests received since the August 2022 update.

DISCUSSION

To date, City of Palmerston has received 61 Representation Support applications, with 24 applications being received since the last reporting period.

Four applications were received to attend the Murri Cup for Rugby League in Brisbane Queensland. A blockbuster six-day rugby league format from 27 September to 2 October 2022.

Three applicants were successful in receiving funding to attend Lawn Bowls events on the Gold Coast, Queensland.

Four applicants attended the North Queensland State Athletics Championships in Townsville Queensland. Two junior applicants and a Masters' representative.

Five Palmerston residents received funding to attend the Youth Touch Football Championships at the Sunshine Coast, Queensland.

Three athletes have been selected to represent the Northern Territory at the Special Olympics Basketball tournament in Launceston, Tasmania. From 17-21 October 2022, nearly 1,000 athletes with intellectual disabilities will converge on Launceston, Tasmania for the 2022 Special Olympics Australia.

Two young people were successful in receiving IRS funding to attend the under 13 State Hockey Championships in Hobart, Tasmania.

Other applicants attended the Australian National Badminton Tournament, the Australian Hardcourt Tennis tournament, and the National Gymnastics Championships.

Rhys Trembath was successful in receiving CBS IRS funding in the 2022/23 financial year. Rhys attended the Victorian Junior Open Golf tournament in Barwon Heads, Victoria in September 2022.



Rhys Trembath - Victorian Junior Open Golf

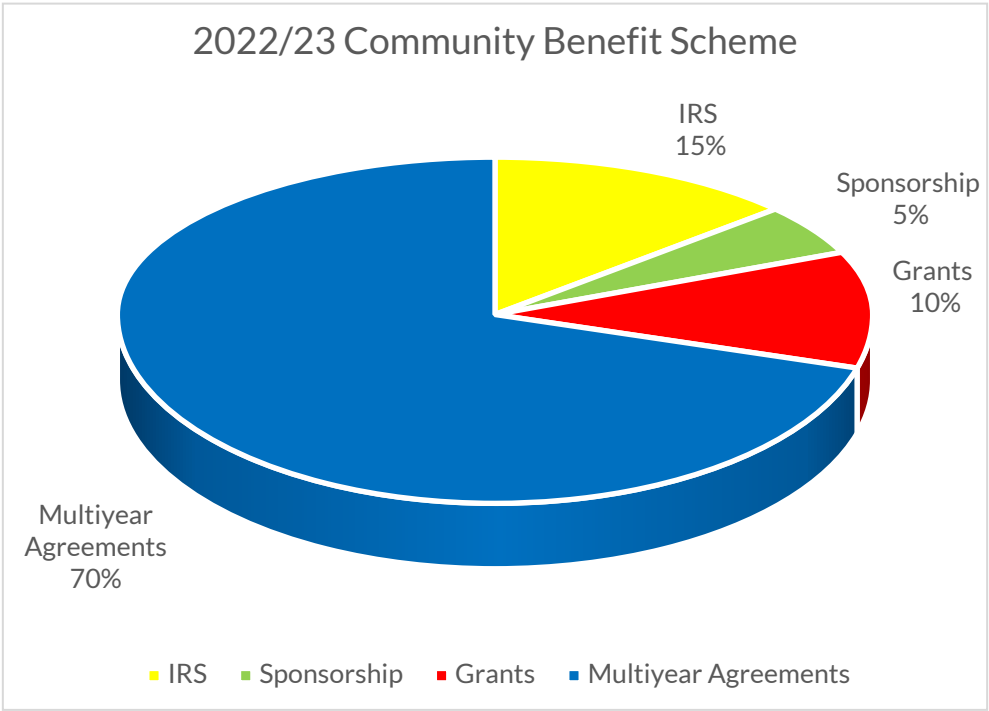
Milena and Warrick Drew were recipients of CBS funding to attend the Australian Jui Jitsu Championships in Melbourne Victoria. Milena was successful in achieving a Silver Medal.



Milena and Warrick Drew at the Australian Jui Jitsu Championships

Lit Larvae, under the auspice of Darwin Community Arts, were successful in receiving a \$1000 grant to assist with creative workshops in Palmerston for Queer, Trans, Intersex, Gender Diverse or questioning people aged 14-20 years old, from September to December 2022. The program will provide mentorship from local arts practitioners offering skills development in costuming, installation, performance, and visual arts. The project aims to increase community access and participation in arts and culture and provide a space where LGBTIQA+ youth can hang out and make new friends, and peer-networks. There will be an initial ‘come and try’ session followed by an intensive workshop day at Durack Community Arts Centre and a pop-up session at the Palmerston Recreation Centre.

CBS successful applicant funding to date in the 2022/23 financial year is comprised of five multiyear agreements which total \$70,000 and encompass 70% of the total budget. IRS applications comprise 15% of the total with grants being 10% and sponsorship comprising the remaining 10%.



Community Benefit Scheme 2022/23 by Category

CONSULTATION PROCESS

Staff promoted CBS through the Gray Goss publication distributed to Palmerston residents both digitally and hard copy. A social media post was published on the City of Palmerston Facebook page on 26 September 2022, highlighting recent recipients of CBS funding

The City of Palmerston website has been updated to include a Frequently Asked Questions section and to include more information relating to previous grant recipients.

Staff are currently developing a poster for recipients to display on receipt of funding.

FAQs

- + I have applied for funding before. Can I apply again?
- + When do I have to submit my application by?
- + What is the maximum amount I can apply for?
- + How will I know if my application for funding has been approved and how long does it take?
- + Do I need to provide an acquittal?

Frequently asked Questions

Previous Grant Recipients

Council has provided funding support for a number of successfully eligible initiatives through the Community Benefit Scheme.

See a list of successful 2022/2023 grant recipients [here](#).



City of Palmerston Website

POLICY IMPLICATIONS

Council Policy FIN 18 *Grants, Donations, 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.

\$48,650 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. \$141,350 remains in the Community Benefit Scheme 2022/23 budget for future projects and events, as per **Attachment 13.2.1.1**.

The EIG budget for the 2022/23 fiscal year under CBS is \$20,000. Currently we have received no submissions. 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. Community Benefit Scheme - September 2022 Update [13.2.1.1 - 6 pages]

#	Date	Activity	Amount Requested	Amount Committed	Amount Spent	Balance
1	29 June 2022	Aust Secondary Schools - Rugby League	250.00	0.00	250.00	
2	30 June 2022	NT Links Netball	150.00	0.00	0.00	
3	23 June 2022	NT Links Netball	150.00	0.00	150.00	
4	1 July 2022	u16s Aust Junior Championships - Basketball	250.00	0.00	250.00	
5	1 July 2022	Aust Secondary Schools - Rugby League	250.00	0.00	250.00	
6	1 July 2022	Showcase National Dance Championships	250.00	0.00	250.00	
7	1 July 2022	Southern States Tournament - Rugby	250.00	0.00	250.00	
8	1 July 2022	Southern States Tournament - Rugby	250.00	0.00	250.00	
9	1 July 2022	Southern States Tournament - Rugby	250.00	0.00	250.00	
10	1 July 2022	u15s Aust Team Championships - Tennis	250.00	0.00	250.00	
11	6 July 2022	Southern States Tournament - Rugby	250.00	0.00	250.00	
12	13 July 2022	u17s Titans Rugby League	250.00	0.00	250.00	
13	14 July 2022	Youth Touch Football Championships	250.00	0.00	250.00	
14	15 July 2022	AJJC - Aust National Championships - Jiu Jitsu	250.00	0.00	250.00	
15	15 July 2022	AJJC - Aust National Championships - Jiu Jitsu	250.00	0.00	250.00	
16	15 July 2022	AJJC - Aust National Championships - Jiu Jitsu	250.00	0.00	250.00	

17	15 July 2022	AJJC - Aust National Championships - Jiu Jitsu	250.00	0.00	250.00	
18	15 July 2022	Youth Touch Football Championships	250.00	0.00	250.00	
19	20 July 2022	u12 Top End Region - AFL	250.00	0.00	250.00	
20	29 July 2022	Youth Touch Football Championships	250.00	0.00	250.00	
21	4 August 2022	Youth Touch Football Championships	250.00	0.00	250.00	
22	5 August 2022	u14s Aust Junior Championships - Basketball	250.00	0.00	250.00	
23	5 August 2022	Youth Touch Football Championships	250.00	0.00	250.00	
24	8 August 2022	Youth Touch Football Championships	250.00	0.00	250.00	
25	8 August 2022	Premier Invitational Football	250.00	0.00	250.00	
26	8 August 2022	Youth Touch Football Championships	250.00	0.00	250.00	
27	9 August 2022	u14s Aust Junior Championships - Basketball	250.00	0.00	250.00	
28	9 August 2022	Premier Invitational Football	250.00	0.00	250.00	
29	10 August 2022	Premier Invitational Football	250.00	0.00	250.00	
30	12 August 2022	Youth Touch Football Championships	250.00	0.00	250.00	
31	15 August 2022	Premier Invitational Football	250.00	0.00	250.00	
32	22 August 2022	u14s Aust Junior Championships - Basketball	250.00	0.00	250.00	
33	25 August 2022	Showcase National Dance Championships	250.00	0.00	250.00	
34	25 August 2022	Premier Invitational Football	250.00	0.00	250.00	
35	26 August 2022	Youth Touch Football Championships	250.00	0.00	250.00	
36	22 August 2022	Murri Rugby League Cup	250.00	0.00	250.00	
37	22 August 2022	Murri Rugby League Cup	250.00	0.00	250.00	
38	1 September 2022	Murri Rugby League Cup	250.00	0.00	250.00	

COUNCIL AGENDA

Attachment 13.2.1.1

39	1 September 2022	Murri Rugby League Cup	250.00	0.00	250.00	
40	1 September 2022	Over 60s Lawn Bowls State Titles	250.00	0.00	250.00	
41	1 September 2022	Over 60s Lawn Bowls State Titles	250.00	0.00	250.00	
42	1 September 2022	NQ Athletics Championships	250.00	0.00	250.00	
43	1 September 2022	NQ Athletics Championships	250.00	0.00	250.00	
44	1 September 2022	NQ Athletics Championships	250.00	0.00	250.00	
45	5 September 2022	NQ Athletics Championships	250.00	0.00	250.00	
46	5 September 2022	Premier Invitational Football	250.00	0.00	250.00	
47	10 September 2022	Golf	250.00	0.00	250.00	
48	10 September 2022	Hardcourt Tennis	250.00	0.00	250.00	
49	10 September 2022	u13 Hockey NT	250.00	0.00	250.00	
50	12 September 2022	u13 Hockey NT	250.00	0.00	250.00	
51	20 September 2022	Youth Touch Football Championships	250.00	0.00	250.00	
52	20 September 2022	Youth Touch Football Championships	250.00	0.00	250.00	
53	20 September 2022	Youth Touch Football Championships	250.00	0.00	250.00	
55	20 September 2022	Youth Touch Football Championships	250.00	0.00	250.00	
56	20 September 2022	Youth Touch Football Championships	250.00	0.00	250.00	
57	20 September 2022	National Gymnastics Championships	250.00	0.00	250.00	
58	20 September 2022	Australian National Badminton Tournament	250.00	0.00	250.00	
59	20 September 2022	Australian Bowls Championship	250.00	0.00	250.00	
60	21 September 2022	Special Olympics Basketball	250.00	0.00	250.00	
61	21 September 2022	Special Olympics Basketball	250.00	0.00	250.00	
62	21 September 2022	Special Olympics Basketball	250.00	0.00	250.00	
			15,050.00	0.00	14,900.00	

	Team Representation Support					
	Date	Activity	Amount Requested	Amount Committed	Amount Spent	Balance
	21 September 2022	Special Olympics Swimming	1,000.00	0.00		
	Total Year to Date (YTD)		1,000.00	0.00	0.00	
	Sponsorships					
	Date	Activity	Amount Requested	Amount Committed	Amount Spent	Balance
1	1 July 2022	Palmerston Mayor's Cup	2,750.00	0.00	2,750.00	
2	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					
1	1 July 2022	Walk to Remember	2,000.00	0.00	2,000.00	
2	1 July 2022	Morbid Curiosity	2,000.00	0.00	2,000.00	
3	17 July 2022	Lit Larvae	2,000.00	0.00	1,000.00	
4	3 August 2022	ATSI Children's Day	2,000.00	0.00	2,000.00	
5	3 August 2022	Membership	2,000.00	0.00	2,000.00	
6	4 August 2022	Books For Children	2,000.00	0.00	0.00	not approved
7	13 September 2022	Cinema Day	2,000.00	0.00	0.00	withdrawn
8	14 September 2022	African Cup	2,000.00	0.00	0.00	
	Total Year to Date (YTD)		16,000.00	0.00	9,000.00	
	Date	Activity	Amount Requested	Amount Committed	Amount Spent	Balance

	Scholarships					
1	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
		All abilities come and try sessions May 22, May 23, May 24	20,000.00	10,000.00	0.00	
		Junior Rep Program May 22, May 23, May 24	10,000.00	0.00	10,000.00	
		Palmerston & Rural Seniors Fortnight x 3 years 1 January 2022 - 31 December 2024	20,000.00	20,000.00	0.00	
		Tiwi Fishing Program x 3 years 1 July 20, 1 July 21, 1 July 22	10,000.00	10,000.00	0.00	
		Participation program	10,000.00	0.00	10,000.00	
	Committed		70,000.00	40,000.00	20,000.00	

COUNCIL AGENDA Attachment 13.2.1.1

	Annual School Awards					
	TOTALS					
	Date	Activity	Amount Requested	Amount Committed	Amount Spent	Balance
			0.00	0.00	0.00	
	Total Year to Date (YTD)		115,800.00	40,000.00	48,650.00	
		230000		40,000.00	48,650.00	141,350.00
	Environmental Initiatives Grants					
	Date	Activity	Amount Requested	Amount Committed	Amount Spent	Balance
	12 July 2022	Darwin Harbour Clean Up	5,000.00	0.00	0.00	Withdrawn
	Total Year to Date (YTD)		5,000.00	0.00	0.00	
		20,000	5,000.00	0.00	0.00	20,000.00

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.2
REPORT TITLE:	Community and Culture Quarterly Report July to September 2022
MEETING DATE:	Tuesday 18 October 2022
AUTHOR:	EA to General Manager Community Culture, Tree Gillam
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 provides Council with the key activities undertaken by the Community and Culture department in the July to September 2022 quarter.

KEY MESSAGES

The Community and Culture Directorate provides a quarterly report of its activities, some highlights include:

- City of Palmerston delivered the third Palmerston Youth Festival with approximately 7,000 people attending a week of events.
- City of Palmerston supported NAIDOC Week events including the annual march and flag raising in the City Centre.
- City of Palmerston has been nominated for the 2022, Australian Pet Welfare Foundation Award.
- City of Palmerston hosted a special AUSLAN Storytime to celebrate National Week of Deaf People.
- September school holidays kicked off with a bang in the library, with Hyper the Clown Magic Show, entertaining an audience of 120 people, squeezed into the library's children area.
- A Citizenship Ceremony was held on 17 September 2022 to celebrate Citizenship Day, Council welcomed 34 new Australians into our diverse and multicultural community.

RECOMMENDATION

THAT Report entitled Community and Culture Quarterly Report July to September 2022 be received and noted.

BACKGROUND

The Directorate of Lifestyle and Community provides a quarterly update to Council on key activities undertaken during the previous quarter. The Directorate comprises of Community, Library and Regulatory Services.

This report provides Council with the key activities undertaken in the quarter July to September by the Community and Culture Directorate detailed in Attachment **13.2.2.1**.

DISCUSSION

Activities completed during July to September 2022 are detailed in **Attachment 13.2.2.1** with some highlights identified below:

Palmerston Youth Festival

City of Palmerston delivered the third Palmerston Youth Festival over seven days between 10-16 July 2022. Approximately 7,000 people participated in or attended events across the week, an increase in attendance of 2000 since 2019.

The program involved two major events and five smaller events that were delivered in partnership with various community organisations and groups. The festival also included eight competitions with 60 young people sharing in the overall prize pool and concluded with over a thousand people watching the first ever drone display in the Northern Territory.



NAIDOC Week

Over 150 individuals celebrated NAIDOC week with a march through the Palmerston CBD. City of Palmerston are proud to support the Palmerston NAIDOC Committee and Larrakia Nation to deliver this annual event with a Flag Raising Ceremony and BBQ afterwards. Council supported this event by arranging and funding the road closure, public signage, furniture, and shade in addition to arranging the raising of the flags with the Palmerston RSL.



Companion Animal Rescue Awards, Local Government Finalist

City of Palmerston has been nominated and are finalists for the 2022, Australian Pet Welfare Foundation Award for Councils. The nomination relates to the \$10.00 desexing initiative which was rolled out from December 2021- April 2022.

The nomination shows recognition of the great success of a program that is vital for the welfare of animals and supports positive pet ownership solutions for our Palmerston community.

National Week of Deaf People Storytime

The National Week of Deaf People (NWDP) is a week-long national celebration of Deaf individuals and the Australian Deaf community. It includes celebrating the International Week of Deaf People (IWDP) and International Day of Sign Languages (IDSL) which are initiatives of the World Federation of the Deaf (WFD).

To recognise this significant week, the City of Palmerston Library hosted a special Storytime in AUSLAN, with special guest Tiffany Brown. The crowd of 85 people thoroughly enjoyed the session with several people approaching Tiffany afterwards to learn more about AUSLAN and interpreting.



Tiffany Brown interpreting at the National Week of Deaf People Storytime

September/October School Holiday Program at Palmerston Library

The school holidays kicked off with a bang! with Hyper the Clown entertaining an audience of 120 people squeezed into the children's area to watch a fantastic magic show. Danielle Aquilina hosted drama workshops and Sachi facilitated origami and beading sessions. Week one was capped off with a big all family Storytime hosted by library staff.



Hyper the Clown entertaining 120 eager magic fans.

Citizenship Ceremony – Citizenship Day 2002

Australian Citizenship Day was held on 17 September at Council Chambers, welcoming new Australians into our diverse and multicultural community. 34 conferees from Nigeria, Timor-Leste, India, Greece, United Kingdom, Philippines Indonesia, Myanmar, Vietnam, Belgium, Sri Lanka, Nepal, Pakistan and

Canada made their pledge to becoming Australian Citizens which was administered by Deputy Mayor Amber Garden.

The Honorable Natasha Fyles, Chief Minister of Northern Territory assisted in handing out the certificates and gift bags. Kim Koole entertained guests before and during the ceremony.



The Honorable Natasha Fyles, Chief Minister of Northern Territory and Myint Myint Lwin

CONSULTATION PROCESS

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

- Community Services
- Library Services
- Regulatory Services

POLICY IMPLICATIONS

There are no policy implications for this Report.

BUDGET AND RESOURCE IMPLICATIONS

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

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS.

This Report addresses the following City of Palmerston Strategic Risks:

- 1 Fails to be trusted as a Council
Context: Achieving credibility & trust with majority of those within and external to the City.
- 4 Fails to effectively design and implement contemporary governance practices
Context: Strong foundations to hold the City and Administration to account.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this Report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

1. Community and Culture Quarterly Report July to September 2022 [**13.2.2.1** - 24 pages]



COMMUNITY AND CULTURE QUARTERLY REPORT/JULY TO SEPTEMBER 2022

1. Family and Community

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

1.1 We focus on families.

June/July School Holiday Program at Palmerston Library



The June/July School Holiday Program was a great success, with 312 children and young people taking part in 15 activities over three weeks, including movie screenings of Clifford the Big Red Dog, Bark Painting with Dale Austin for NAIDOC week, a session with the Amazing Drumming Monkeys and a live crocodile in the Library with Crocodile Kade. Kids and parents alike were happy with all the exciting and varied activities on offer over the holiday period.

This school holidays also trialled activities for older youth - 12+, with Frankendoll art sessions and an interactive co-op VR session with teens teaming up on a dragon fighting adventure.

Frankendoll- Raptor Cowgirl by Lilly, 12.

Book Week

Held annually in August, Book Week celebrates Australian children's book authors and illustrators. To help celebrate Book Week this year, Amy Hetherington read a story and lead a costume parade for Storytime. Over 60 people joined us for lots of fun, dancing, and laughter.



Amy Hetherington hosting Storytime for Book Week

September/October School Holiday Program at Palmerston Library



The school holidays kicked off with a bang! with Hyper the Clown entertaining an audience of 120 people squeezed into the children's area to watch a fantastic magic show. Danielle Aquilina hosted drama workshops and Sachi facilitated origami and beading sessions. Week one was capped off with a big all family Storytime hosted by library staff.

Hyper the Clown



COMMUNITY AND CULTURE QUARTERLY REPORT/JULY TO SEPTEMBER 2022

Local Author Visits

Local author Michelle Coleman stopped by Palmerston Library in July, to read her newest book "Zoom the Busy Dragonfly" at Storytime. 56 people attended and enjoyed celebrating local talent.

August saw local author Peter Summersby launching his second book at Palmerston Library, with a book signing in the community room. Peter generously donated a copy of the book to the Library, and it is now in circulation.

1.2 The well-being of our community is a focus for all of our work.

City of Palmerston welcomed new user groups at the Palmerston Recreation Centre with a NDIS drop-in program for service providers, the Gujarati Culture Association Dance Group, the White Eagle Indigenous Corporation and a Drive Safe Education class.

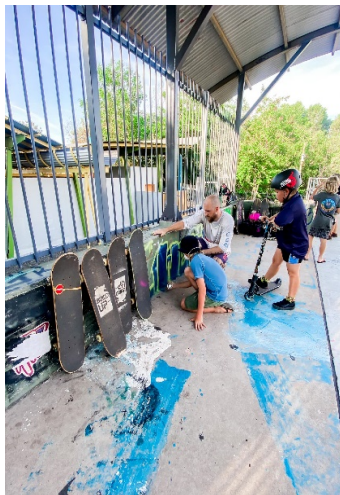
Come Walk With Me

Come Walk With Me, a local not for profit organisation received Community Benefit Scheme funding, and hosted their annual Come Walk With Me Walk at the Palmerston Recreation Centre.

Come Walk With Me NT is an event held in Palmerston each year to mark World Suicide Prevention Day. The walk is used as an awareness raising event that assists with ending the stigma of suicide, remembering loved ones and working for change in attitudes with greater education in schools and support to bereaved families.

Usually held in Goyder Square, the group utilised the free venue hire initiative to move indoors this year enabling a more comfortable experience for stall holders and participants.

Late Skates



Late Skates was funded by Palmerston Youth Activities Grant from Northern Territory Government.

The partnership was formed to support Build Up Skateboarding to run a pilot program in Palmerston to gauge interest in the program. Based on this success, Late Skates has now been funded to run two programs over 2022 and 2023

The City of Palmerston partnered with Build Up Skateboarding to facilitate a 12-week program of free workshops at Palmerston Skate Park.

These workshops were targeted at young people aged 10-17. The workshops provided a safe space for young people to participate in positive risk-taking activities whilst supporting their wellbeing.

Youth Participation in Late Skates

Brekkie in the Park

This quarter two Brekkie in the Parks were held, in August and September. They continue to be a great success with over 150 community members attending Hobart Park, Johnston in August and 180 on September in Flinders Park, Durack.



COMMUNITY AND CULTURE QUARTERLY REPORT/JULY TO SEPTEMBER 2022

In August Palmerston Returned Service League provided free bacon and egg breakfast with a yoghurt cereal and fruit option with Palmerston and Rural Basketball Association providing the September brekkie.

Activities at these events were face painting and animal encounters.

In August City of Palmerston offered free trees to Palmerston residents and gave advice on establishing gardens. At the September Brekkie free dog registrations were provided to new Palmerston residents.



From left to right: Palmerston RSL, City of Palmerston Tree Giveaway

Get Active

Get Active commenced again in August with a variety of classes being offered to Palmerston residents and visitors of all ages and abilities, free of charge.

Get Active classes have been deliberately scheduled to be held in or near council facilities to activate our spaces and promote the Council facilities that are available to be hired by the community.



From left to right Lumbini with Georgie, Boxercise with Jacinta

Palmerston Pool Party

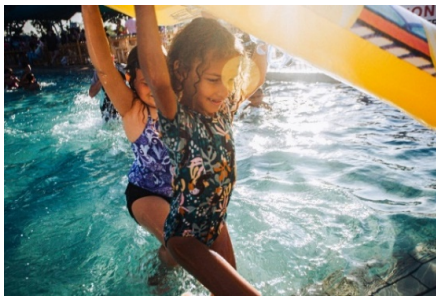
Over 500 people packed the Palmerston Swimming and Fitness Centre to farewell this beloved community facility one last time at the SWELL Pool Party celebration, before the commencement of the new construction.



COMMUNITY AND CULTURE QUARTERLY REPORT/JULY TO SEPTEMBER 2022

Palmerston locals enjoyed activities at the party including, face painting, an opportunity to meet a 'real' mermaid, basketball on the temporary basketball court, inflatable water obstacle course, food vans, free ice cream and a fire show performed by Tip Top Circus.

The event culminated in a spectacular firework display, with children going home with glow sticks and big smiles on their faces



Children enjoying in the pool at the SWELL Pool Party



Moulden Park Primary School Nutrition Expo



Moulden Park Primary School hosted a Nutrition Expo for students and their families. Community organisations supported the school in educating children on healthy eating habits, personal hygiene, and exercise.

Staff and attendees enjoying the Expo

City of Palmerston attended the event to support the school in promoting this important message and to also distribute information about the Get Active program.



Moulden School Students

City of Palmerston Stall





COMMUNITY AND CULTURE QUARTERLY REPORT/JULY TO SEPTEMBER 2022

Students had the opportunity to use Council's smoothie bike to create their own smoothies with the ingredients supplied. There were also guessing games and some free giveaways for children to enjoy.

Palmerston Seniors Day

Palmerston Seniors Day was celebrated at the Palmerston Recreation Centre. The Mayor welcomed over 120 seniors who participated in activities on the day. Mary Williams performed a Welcome to Country and Minister Lauren Moss was in attendance.

The day was a great opportunity for over 50's to connect socially outside their usual circles, engage in new and unique experiences which promote diversity including an Ochre art workshop, Native plants information session, Come and Try Street Art, Police and drug detection dog information session, Drag Queen Bingo and a free roast buffet lunch with tea, coffee, and cake.



Seniors Expo 2022 – Street Art, Native Plant Information Session and Drag Queen Bingo



Early Learning Centre Incursions

City of Palmerston Library visited ten early learning centres over Term Three and brought Storytime fun and madness to 212 kids. Council received great feedback from Scallywags saying that the kids had had a wonderful time and that they couldn't wait for a visit again in Term Four.

National Week of Deaf People Storytime

The National Week of Deaf People (NWDP) is a week-long national celebration of Deaf individuals and the Australian Deaf community. It includes celebrating the International Week of Deaf People (IWDP) and International Day of Sign Languages (IDSL) which are initiatives of the World Federation of the Deaf (WFD).



COMMUNITY AND CULTURE QUARTERLY REPORT/JULY TO SEPTEMBER 2022

To recognise this significant week, the City of Palmerston Library hosted a special Storytime in AUSLAN, with special guest Tiffany Brown.



The crowd of 85 people thoroughly enjoyed the session with several people approaching Tiffany afterwards to learn more about AUSLAN and interpreting.

Tiffany Brown at the National Week of Deaf People Storytime

Young Writers Festival



The Palmerston Recreation Centre hosted the Palmerston Young Writers Festival with over 300 young people in attendance from local primary schools. The whole day event offered young people the opportunity to participate in a range of workshops with local authors and artists. The theme for this year's event was "Let Your Light Shine" and was open to all students who reside or attend school in Palmerston.

Artists included local poet Jane Bradshaw, song writer Young Milla, illustrators Sandra Kendall and Paul Seden and local authors Johanna Bell and Leonie Norrington. City of Palmerston supported the event

through free venue hire and additionally supported the young writers using Smart TVs and technology to enable workshops via Zoom.

Territory Day



Territory Day was a free event open to all at the end of July and was once again held at the Palmerston Raiders Rugby Club grounds.

Families enjoyed the chance to participate in the lovely weather and meet new people thanks to the event's accessibility and great location. While the children made new friends in the Stadium's unfenced open space, the Eclipse band kept everyone entertained with their musical beats. Everyone participated in the countdown to the spectacular fireworks display, which was the evening's climax. The event attracted about 1200 community members.

Fiesta on Frances

With the focus on celebrating our vibrant and multicultural community, City of Palmerston organised the second in the series of "On Frances" event with a Mexican/Latin theme. Two Mexican food trucks tantalized the taste buds with Palmerston RSL running the bar.



COMMUNITY AND CULTURE QUARTERLY REPORT/JULY TO SEPTEMBER 2022

The Bailamos dance crew performed various Latin dances and then encouraged the audience to participate in dance lessons. Live music from the Jigsaw Collective, kept the energy level high throughout the night. 650 people attended the event



Bailamos Dance Crew and local community members at the Fiesta on Frances

Flicnics



Every Saturday evening from July until September, families gathered between Sanctuary Lakes and Joan Fejo Park to enjoy a free outdoor movie under the stars. A total of 550 people attended the six screenings between July to September. A variety of movies including Pokémon Detective Pikachu, Ghostbusters, Jurassic Park and Free Guy were screened which catered to the diverse community of Palmerston.

Live at the Lake



Over the last three months more than three hundred people came along to enjoy a Live at the Lake evening session at Sanctuary Lakes. In July, Melanie Gray and Andy Toombs were the entertainers and in August it was local band Two Left Feet. The final Live at the Lake for 2022 dry season had Scott Murphy performing for over 2 hours. Community members enjoying Live at the Lake included young families, children and members of our senior community, bringing along their chairs and picnic blankets to enjoy the live performances.



Scott Murphy, Melanie Gray and Andy Toombs performing at Live at the Lake



COMMUNITY AND CULTURE

QUARTERLY REPORT/JULY TO SEPTEMBER 2022

2. Vibrant Economy

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

2.1 Improve Palmerston's image.

Dog Registration

This year's registration rollover was completed seamlessly, meaning that the total number of 6876 registration reminder notices were provided during the second week of August. Of the renewals, City of Palmerston currently holds a total number of 2989 dogs registered within Palmerston. In comparison with the same timeframe from the previous year there has been a 6% increase in registrations.

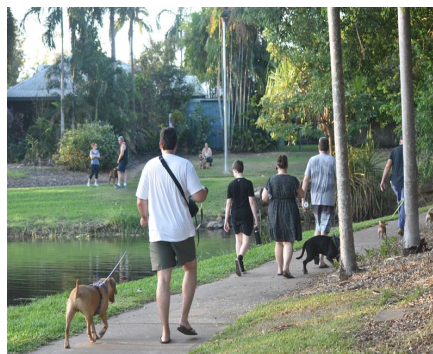
Winners of the early bird dog registration competition



During October, Council has scheduled a secondary reminder notice to be provided to the 2975 pending registrations. Further initiatives include attendance and offering of free registration for new animals at the Darwin show, Brekkie in the Park events and to community dog walking groups.

Community Dog Walking

During the current quarter seven dog walks occurred, the dog walking routes have included Woodroffe, Zuccoli, Driver, Johnston, Gunn, Rosebery, and Durack with a total attendance of 29 people and 21 dogs, with an average attendance of five people per walk.



Community Dog Walk in Durack and Gunn

Recent community engagement emphasis has been provided through advertise the dog walks at community events and Brekkie in the Park.



COMMUNITY AND CULTURE QUARTERLY REPORT/JULY TO SEPTEMBER 2022

2.2 Palmerston's economic future is bright.

Work Experience Students at Palmerston Library

In September, Palmerston Library hosted two work experience students. The students learned about all areas of library service delivery, from Storytime and programs, assisting visitors, to the life cycle of library books. Both students said that they were surprised by the diversity of work undertaken by the library.

Companion Animal Rescue Awards, Local Government Finalist



Big congrats to our pawsome #PIARescueAwards2022 Finalists for the Australian Pet Welfare Foundation Award for Councils award category!
Goulburn Mulwaree Council
City of Cockburn
City of Palmerston

Thank you to Australian Pet Welfare Foundation for supporting this award category.



City of Palmerston has been nominated and are finalists for the 2022, Australian Pet Welfare Foundation Award for Council. The nomination relates to the \$10.00 desexing initiative which was rolled out from December 2021 to April 2022.

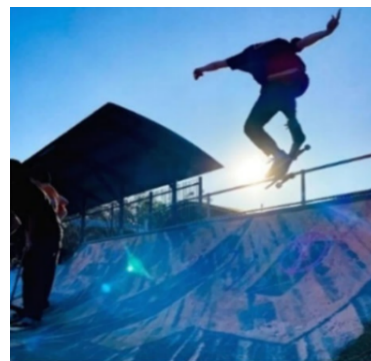
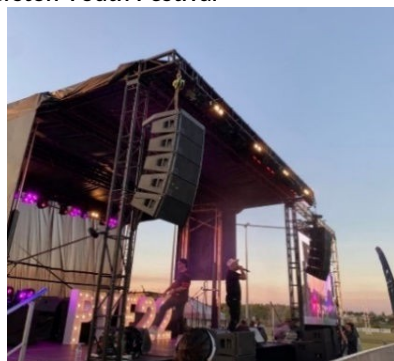
The nomination shows recognition of the great success of a program that is vital for the welfare of animals and supports positive pet ownership solutions for our Palmerston community.

Social Media Announcement of Australian Pet Welfare Award for Councils.

3. Cultural Diversity

In Palmerston we celebrate our cultures in a way that values our diversity.

Palmerston Youth Festival



Suburban Sounds and Lates Skates Best Trick Comp



COMMUNITY AND CULTURE QUARTERLY REPORT/JULY TO SEPTEMBER 2022

City of Palmerston delivered the third Palmerston Youth Festival over seven days between 10-16 July 2022 with an investment of \$300,000 from the Northern Territory Government and the City of Palmerston contributing \$50,000 towards the festival. \$25,000 was offered in prize money.

Youth under 25 represent 39% of the Palmerston Community and approximately 7,000 young people participated in or attended events across the week, an increase in attendance of 2000 since 2019.

The program involved two major events and five smaller events that were delivered in partnership with various community organisations and groups.

The festival also included eight competitions with 60 young people sharing in the overall prize pool and concluded with over a thousand people watching the first ever drone display in the Northern Territory.



Art Jam and SportsFest

Festival highlights included:

- Events and activities were designed to be free, accessible, inclusive and to cater to a broad range of interests including culture, music, sports, arts, hobbies, and technology.
- Delivery of the Festival included partnerships between City of Palmerston and several community groups and organisations.
- Over 1000 people viewed the first ever drone show in the Top End. This show is available to [view here](#).



Culture Connect and Geekfest Top End



COMMUNITY AND CULTURE QUARTERLY REPORT/JULY TO SEPTEMBER 2022

NAIDOC Week 2022 - Sunday 3 July 2022



Over 150 individuals celebrated NAIDOC week with a march through the Palmerston CBD. City of Palmerston are proud to support the Palmerston NAIDOC Committee and Larrakia Nation to deliver this annual event with a Flag Raising Ceremony and BBQ afterwards. Council supported this event by arranging and funding the road closure, public signage, furniture, and shade in addition to arranging the raising of the flags with the Palmerston RSL.



NAIDOC March and Celebration

NAIDOC Week at Palmerston Library

NAIDOC week was celebrated in the library with three activities as part of the School Holiday Program. The activities were Bark Painting with Dale Austin, Craft with Denise Quoll and Storytime with local author Shinai Bright. The activities had 87 children and their families attend.

NAIDOC Mural Palmerston



City of Palmerston supported the creation of a mural to celebrate NAIDOC week. Local artist Willie Hewitt has created the beautiful mural on the back half court at the Palmerston Recreation Centre. It incorporated the NAIDOC 2022 theme, Get Up, Stand Up, Show Up.

William Hewitt (Jnr) Proud descendant of clans/tribes - Wadjigan, Karrajarrri, Bard, Yawuru. Local born and raised on Larrakia Country.

Mural Story: Country Connect Vibrations – Our Land is sacred, and we share our country with open waters, The yellow assorted circles/oval like shapes are outside surrounding countries and Islands. The linking crosshatch pattern and footprints connecting to one another are the great migration travel paths. The two handprints represent our Indigenous



COMMUNITY AND CULTURE QUARTERLY REPORT/JULY TO SEPTEMBER 2022

relationship we share together Aboriginal and Torres Strait Islander (ATSI). The assorted coloured dots and crosshatch with lines interprets different clans/tribes and homelands/communities of our First Nation People. Lastly the dragon fly's bring new life to our season which tell us that the wet season has moved on and the dry season feels are coming fast.

Art Jam

City of Palmerston launched Art Jam at the Durack Community Arts Centre, a program for emerging creatives 15 to 25 years old.



Emerging Creatives at Art Jam

The aim of the program was to utilise a purpose-built space to bring creatives together to socialise and get creative and giving an opportunity to collaborate or work independently. City of Palmerston received feedback that older creatives also wanted a space to meet up in. Art Jam has now opened to anyone over the age of 15. The new program will include a free workshop on the first Monday of each month hosted by two Palmerston artists Sarah Taylor and Polly Johnstone. This program will help to build a creative scene in Palmerston.

One of the younger participants shared a [TikTok video](#) explaining third places and said that City of Palmerston's efforts to build relationships with youth supported the development of third places in the community.

"Nathan Allebach on TikTok

This tiktok kinda explained and reminded me of yo palmys and your efforts to create third places and how even if you create pop up workshops or events it's the association you've created with Palmerston youth on having spaces for kids and young adults to start recreating thirdspaces that died out for older generations.

Stakeholder Partnerships



City of Palmerston staff engaging with the local dog community

During the last week of July, Council visited Maningrida as a learning opportunity to support animal management strategies with Animal Management in Rural and Remote Indigenous Communities (AMRRIC).

The week-long program provided engagement within community elders completing a companion animal census on total number of animals and supported veterinary services including parasite treatment and education on the recent tick-borne disease ehrlichiosis.

The statistics captured will assist to evolve and continue the supported companion animal veterinary services at Maningrida.



COMMUNITY AND CULTURE QUARTERLY REPORT/JULY TO SEPTEMBER 2022

Recreation Centre User Groups

The Recreation Centre hosted the Filipino Association who held a six-hour sports carnival of basketball, table tennis and badminton. The event was well attended and planning for a similar event later in 2022 is underway.



Filipino Sports Carnival

The NT Sports Academy ran a Foundation Program at the Palmerston Recreation Centre in July 2022. This was to encourage children to engage in physical development sessions in preparation for undertaking their chosen sport. The sessions were well attended and were very appreciated by young people who are not involved in the “bigger” sports offered in Palmerston.

Aboriginal & Torres Strait Islander Flags installed in Council Chambers



City of Palmerston engaged the Palmerston Men's Shed to build and install four new flagpole holders. Council is committed to taking steps to demonstrate its recognition of First Nations people and commitment towards reconciliation. Flying the Aboriginal and Torres Strait Islander flags in Council Chambers alongside the Australian and Northern Territory flags is a visible symbol of respect and commitment towards reconciliation.



The third principle of City of Palmerston's Inclusive, Diverse and Accessible Policy Framework (IDA), is

“visible”. Page 25 of the IDA states its commitment to “increase public art and other visible symbols such as flags and signs that celebrate Palmerston's rich cultural heritage.”

3.1 Recognise and support diversity through our partnerships and leadership.

Palmerston Senior College – Special Education Department Visit

Palmerston Senior College sent along 17 students to visit the City of Palmerston at the Palmerston Recreation Centre. The team talked to the students about their individual roles within Council, and provided activities such as art, basketball and table tennis to encourage health, wellbeing and social connection.

Aboriginal and Torres Strait Islander Children's Day

National Aboriginal and Torres Strait Islander Children's Day celebration was held on



COMMUNITY AND CULTURE QUARTERLY REPORT/JULY TO SEPTEMBER 2022

Thursday 4 August in Tiverton Park, Moulden with over 200 community members attending. The event was arranged by Palmerston Child and Family Centre and Kentish.

City of Palmerston attended the event to engage with community members and community



groups. Activities provided by the team included bark painting and sensory activities.



The event enabled staff to share upcoming events such as the Palmerston Pool Party, SWELL, and National Children's Week.

The event was supported with funding from the Council's Community Benefit Scheme.

Citizenship Ceremony – Citizenship Day 2002

Australian Citizenship Day was held on 17 September at Council Chambers, welcoming new Australians into our diverse and multicultural community. 34 conferees from Nigeria, Timor-Leste, India, Greece, United Kingdom, Philippines Indonesia, Myanmar, Vietnam, Belgium, Sri Lanka, Nepal, Pakistan and Canada made their pledge to becoming Australian Citizens which was hosted by Deputy Mayor Amber Garden.

The Honorable Natasha Fyles, Chief Minister of Northern Territory assisted in handing out the certificates and gift bags. Kim Koole entertained guests before and during the ceremony.



**The Honorable Natasha Fyles, Chief Minister of Northern Territory
Myint Myint Lwin AND Deputy Mayor Amber Garden,**

4. Future Focus

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

4.1 We support and foster innovation.

Total Received Customer Requests- Regulatory Services

Council has received a total of 618 Customer Requests over the current quarter, on average, this provides a minimal allocation of 7 customer requests per day. Consistent with previous reporting quarters, customer requests of Dog at Large continue to make up a large proportion of customer



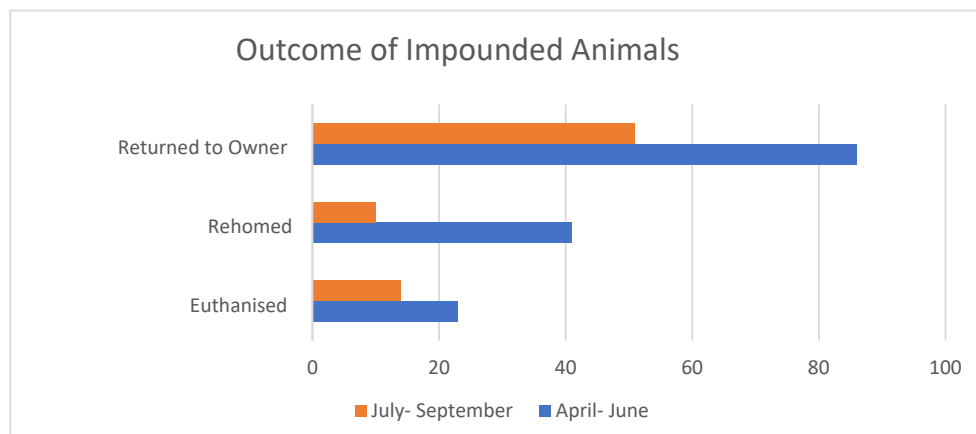
COMMUNITY AND CULTURE QUARTERLY REPORT/JULY TO SEPTEMBER 2022

requests received by Council. Over the first quarter, it can also be noted that registration, nuisance barking, dog attacks, abandoned vehicles and parking have also made up a significant amount of the total customer requests received (5-7%).

Pound Management

During the current quarter, a total of 75 dogs have been impounded, in comparison to the previous quarter with a total of 150. The below statistics provide a comparison summary of the outcome of impounded animals over the past two reporting periods. Over the current reporting period, 68% of the impounded animals have been returned to their owners, 19% euthanised and a further 13% have been rehomed through Northern Territory rehoming agencies.

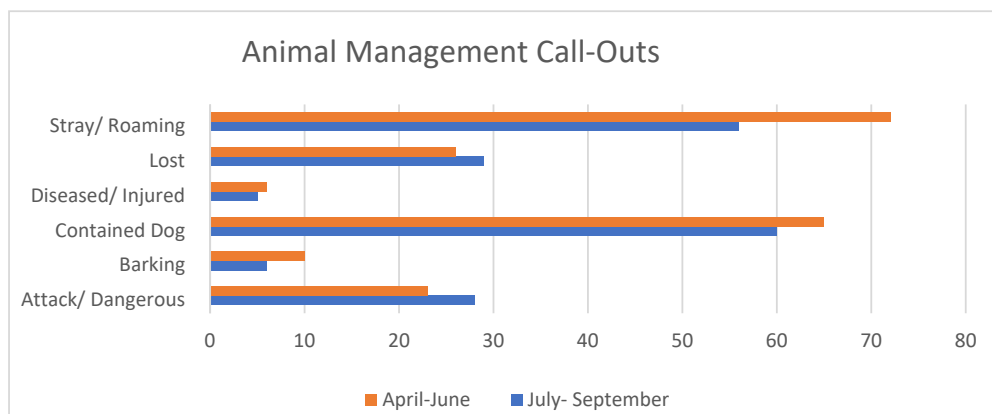
The quarterly pound management statistics also show an average length of stay of 4 days within impound over the current quarter, compared to an average length of stay of 6 days for the previous quarter.



Animal Related Infringements

During the quarter there were a total of 142 infringements provided for animal related offences. Dog at Large remains the primary offence making up 65% of the total infringement issues, followed up Unregistered Dogs at 20%, % being Dog Attack on Person or Animal, and the remainder made up of Unlicensed and Dog Menace Person or Animal.

There were 33 dog attacks this quarter with 15 cases remaining open.





COMMUNITY AND CULTURE

QUARTERLY REPORT/JULY TO SEPTEMBER 2022

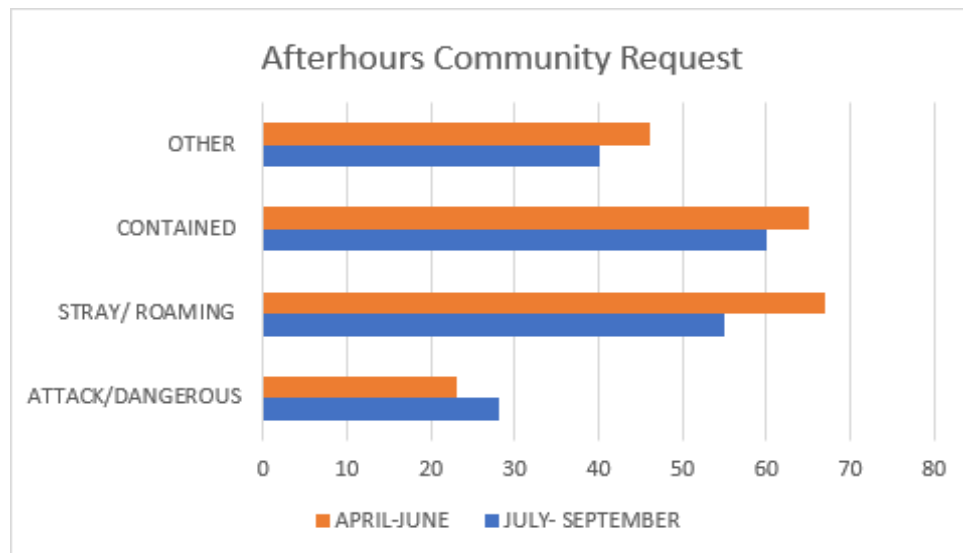
Parking and Traffic and Vehicle Offences

216 parking infringements were issued over the current quarter. The highest number of infringements totalling 80% was issued for fail to display or display a valid display ticket. A communication campaign is underway advising people that whilst parking is free, they are still required to display a ticket and only remain in that parking zone for the allocated time.

Afterhours Callouts

The total animal management afterhours calls within the fourth reporting quarter provides 184, showing a 10% decrease on the total call received from the previous reporting quarter.

The below table provides a comparative break town of the total call received for each animal management category, with dog attack and dangerous dogs being the higher call total for this reporting period.



4.2 Infrastructure is fit for purpose.

Durack Community Art Centre

Durack Community Art Centre has welcomed the return of the City of Palmerston Art Jam project and the YMCA Back2School program. The NT Art Educators have also utilised the centre to facilitate professional development workshops.

Durack Community Arts Centre: Art Room Bookings July to September 2022

	Bookings	Hours	Attendees	Revenue	CoP Usage	In Kind Support	Total
July	18	95	206	\$0.00	\$660.00	\$1,240.00	\$1,900.00
August	29	112.5	390	\$0.00	\$50.00	\$2,200.00	\$2,250.00
Sep	28	147.5	492	\$0.00	\$0.00	\$2,730.00	\$2,730.00
Total	75	355	1088	\$0.00	\$710.00	\$6,170.00	\$6,880.00



COMMUNITY AND CULTURE

QUARTERLY REPORT/JULY TO SEPTEMBER 2022

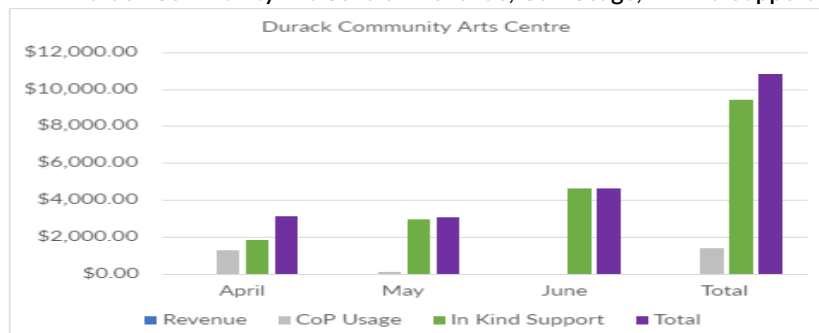
Durack Community Arts Centre: Creative Space Bookings July to September 2022

	Bookings	Hours	Attendees	Revenue	CoP Usage	In Kind Support	Total
July	13	60.5	181	\$0.00	\$630.00	\$580.00	\$1,210.00
August	20	122	343	\$0.00	\$50.00	\$760.00	\$810.00
Sep	17	94.5	385	\$0.00	\$0.00	\$1,890.00	\$1,890.00
Total	50	277	909	\$0.00	\$680.00	\$3,230.00	\$3,910.00

Durack Community Arts Centre: Total Bookings July to September 2022

	Bookings	Hours	Attendees	Revenue	CoP Usage	In Kind Support	Total
April	31	155.5	387	\$0.00	\$1,290.00	\$1,820.00	\$3,110.00
May	49	234.5	733	\$0.00	\$100.00	\$2,960.00	\$3,060.00
June	45	242	877	\$0.00	\$0.00	\$4,620.00	\$4,620.00
Total	125	632	1997	\$0.00	\$1,390.00	\$9,400.00	\$10,790.00

Durack Community Art Centre - Revenue, CoP Usage, In Kind Support



Palmerston Recreation Centre

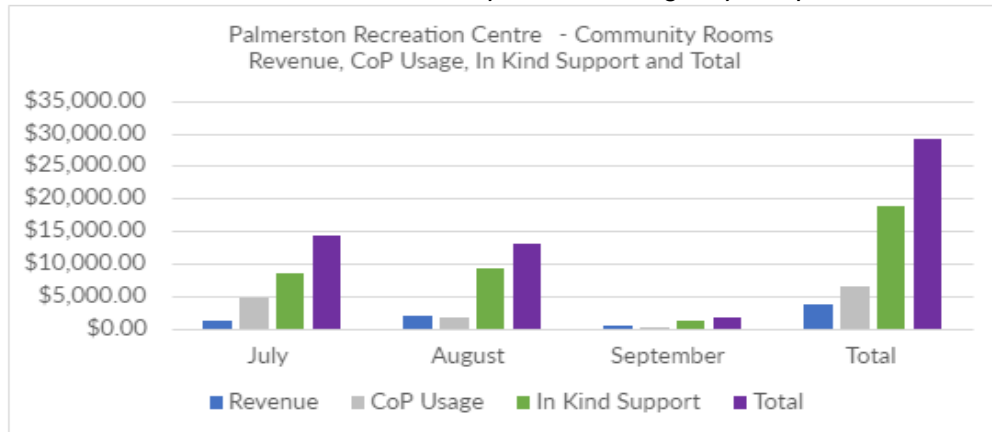
Palmerston Recreation Centre Community Rooms

	Bookings	Hours	Attendees	Revenue	CoP Usage	In Kind Support	Total
July	178	573	16301	\$1,300.00	\$4,680.00	\$8,405.00	\$14,385.00
August	201	488.5	4216	\$2,000.00	\$1,785.00	\$9,170.00	\$12,955.00
Sep	27	64	488	\$310.00	\$85.00	\$1,285.00	\$1,680.00
Total	406	1125.5	21005	\$3,610.00	\$6,550.00	\$18,860.00	\$29,020.00



COMMUNITY AND CULTURE QUARTERLY REPORT/JULY TO SEPTEMBER 2022

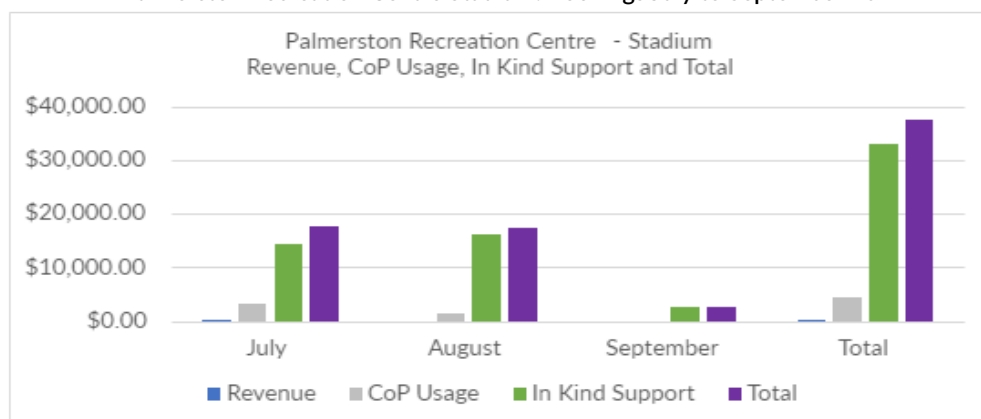
Palmerston Recreation Centre Community Rooms: Bookings July to September 2022



Palmerston Recreation Centre Stadium

	Bookings	Hours	Attendees	Revenue	CoP Usage	In Kind Support	Total
July	225	586	19259	\$90.00	\$3,150.00	\$14,385.00	\$17,625.00
August	257	583	14301	\$0.00	\$1,320.00	\$16,140.00	\$17,460.00
Sep	34	85	1096	\$0.00	\$0.00	\$2,550.00	\$2,550.00
Total	516	1254	34656	\$90.00	\$4,470.00	\$33,075.00	\$37,635.00

Palmerston Recreation Centre Stadium: Bookings July to September 2022



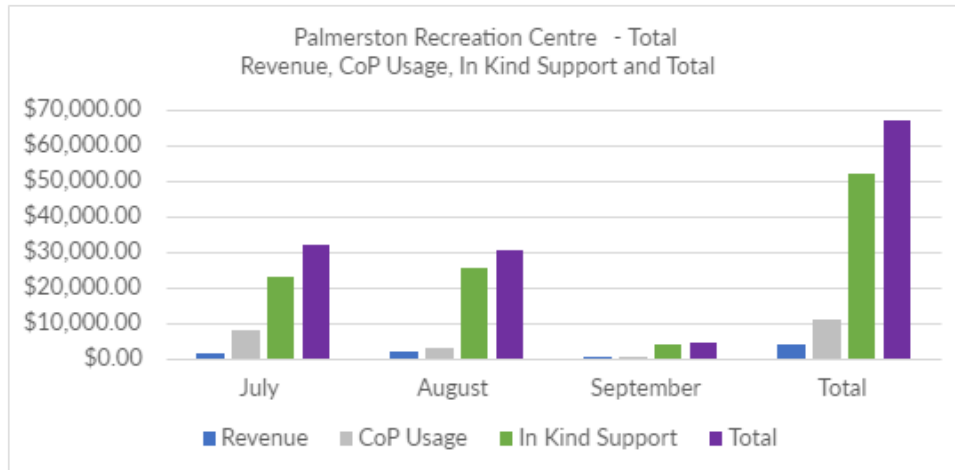
Palmerston Recreation Centre Total

	Bookings	Hours	Attendees	Revenue	CoP Usage	In Kind Support	Total
July	403	1159	35560	\$1,390.00	\$7,830.00	\$22,790.00	\$32,010.00
August	458	1071.5	18517	\$2,000.00	\$3,105.00	\$25,310.00	\$30,415.00
Sep	61	149	1584	\$310.00	\$85.00	\$3,835.00	\$4,230.00
Total	922	2379.5	55661	\$3,700.00	\$11,020.00	\$51,935.00	\$66,655.00



COMMUNITY AND CULTURE QUARTERLY REPORT/JULY TO SEPTEMBER 2022

Palmerston Recreation Centre Total Bookings July to September 2022



Palmerston Library
Palmerston Library Access Statistics

	July 2022	August 2022	September 2022	Totals
Library visits	10,731	12,470	13,679	36,880
Library items borrowed	9,153	8,663	8,819	26,635
Hours on Public PCs	1,170	1,371	1,304	3,845
Attendance at library programs	916	966	1,124	3,006
Library programs delivered	29	36	36	101

Palmerston Library Program Statistics

Program	Sessions	Attendance
Incursions	9	241
Nurserytime	11	623
Storytime	19	840
Gadgets and Games	15	217
Geek Squad	11	172
Get Tech Savvy	13	17
Code Club	8	141
School Holiday	15	755
Total	101	3,006

Palmerston Library: Community Room Bookings Statistics July to September 2022

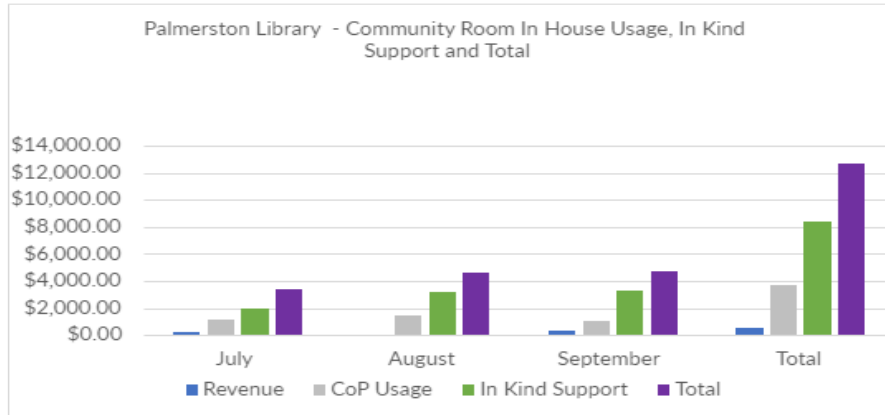
	Bookings	Hours	Attendees	Revenue	CoP Usage	In Kind Support	Total
July	61	164	4965	\$200.00	\$1,180.00	\$2,000.00	\$3,380.00
August	87	230	1581	\$0.00	\$1,440.00	\$3,160.00	\$4,600.00
Sep	87	227	1599	\$360.00	\$1,090.00	\$3,270.00	\$4,720.00
Total	235	621	8145	\$560.00	\$3,710.00	\$8,430.00	\$12,700.00



COMMUNITY AND CULTURE

QUARTERLY REPORT/JULY TO SEPTEMBER 2022

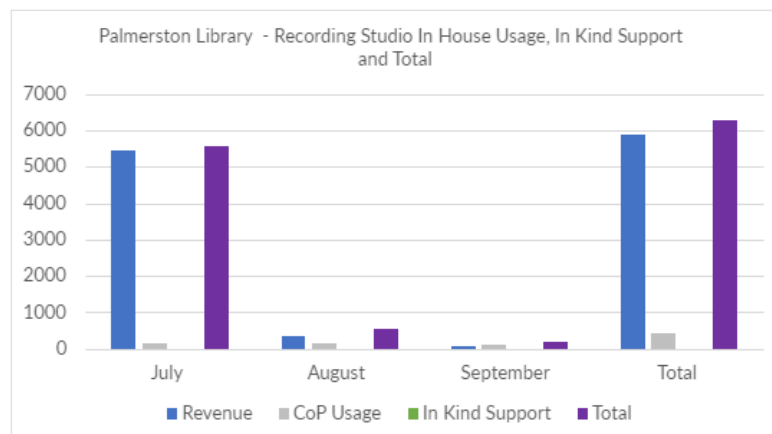
Palmerston Library: Community Room Bookings Statistics July to September 2022



Palmerston Library: Recording Studio Bookings Statistics July to September 2022

	Bookings	Hours	Attendees	Revenue	CoP Usage	In Kind Support	Total
July	25	149	185	\$5,430.00	\$140.00	\$0.00	\$5,570.00
August	16	40.5	84	\$360.00	\$165.00	\$0.00	\$525.00
Sep	9	21.5	35	\$80.00	\$115.00	\$0.00	\$195.00
Total	50	211	304	\$5,870.00	\$420.00	\$0.00	\$6,290.00

Palmerston Library: Recording Studio Bookings Statistics July to September 2022



Gray Community Hall

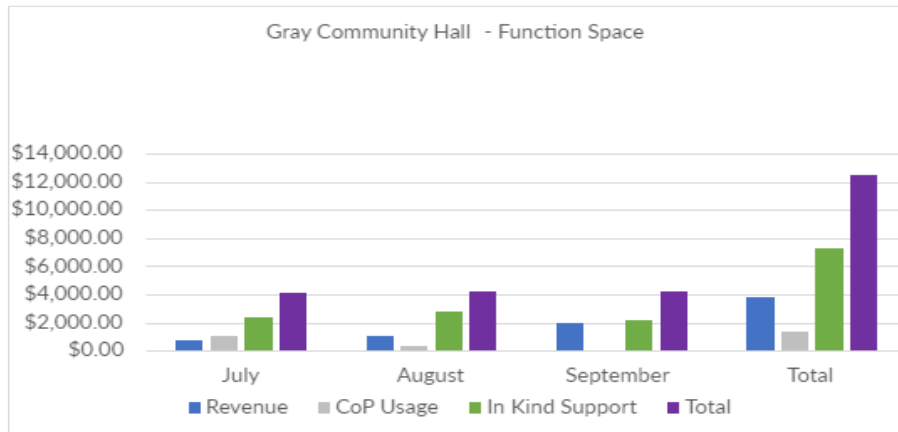
Gray Community Hall: Function Room Bookings Statistics July to September 2022

	Bookings	Hours	Attendees	Revenue	CoP Usage	In Kind Support	Total
July	44	180	5287	\$720.00	\$990.00	\$2,370.00	\$4,080.00
August	57	180	1411	\$1,080.00	\$370.00	\$2,740.00	\$4,190.00
Sep	45	143	1181	\$2,010.00	\$0.00	\$2,190.00	\$4,200.00
Total	146	503	7879	\$3,810.00	\$1,360.00	\$7,300.00	\$12,470.00



COMMUNITY AND CULTURE QUARTERLY REPORT/JULY TO SEPTEMBER 2022

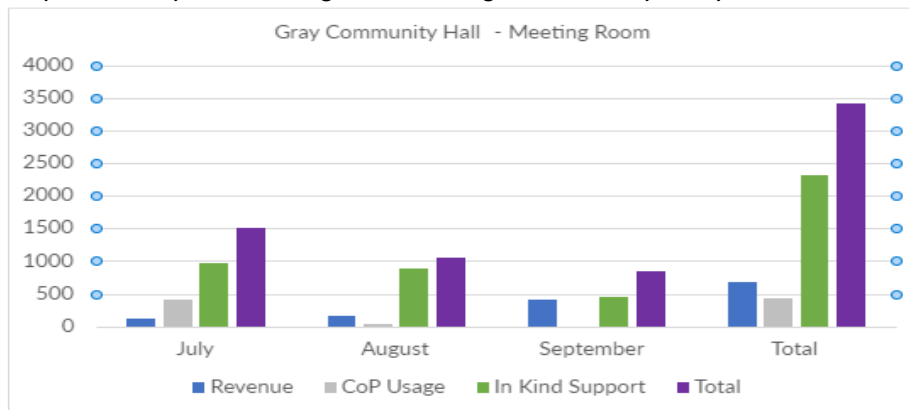
Gray Community Hall – Function Space – Revenue, CoP Usage, In kind Support



Gray Community Hall: Meeting Room Bookings Statistics July to September 2022

	Bookings	Hours	Attendees	Revenue	CoP Usage	In Kind Support	Total
July	25	141	4879	\$120.00	\$405.00	\$975.00	\$1,500.00
August	24	108	748	\$150.00	\$30.00	\$880.00	\$1,060.00
Sep	16	76	512	\$400.00	\$0.00	\$450.00	\$850.00
Total	65	325	6139	\$670.00	\$435.00	\$2,305.00	\$3,410.00

Gray Community Hall: Meeting Room Bookings Statistics July to September 2022



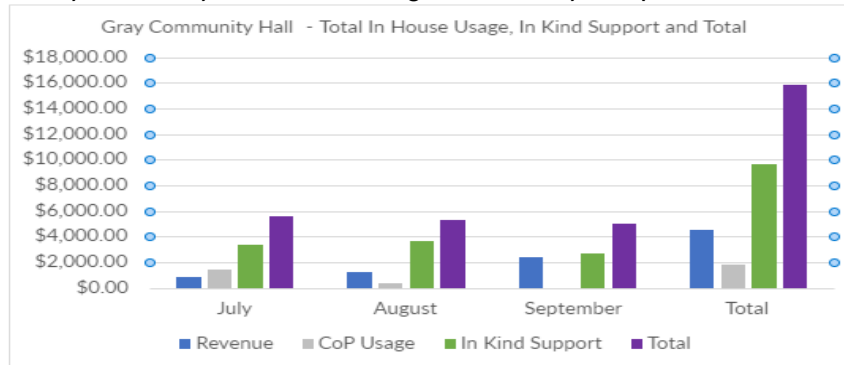
Gray Community Hall: Total Bookings Statistics July to September 2022

Total	Bookings	Hours	Attendees	Revenue	CoP Usage	In Kind Support	Total
July	69	321	10166	\$840.00	\$1,395.00	\$3,345.00	\$5,580.00
August	81	288	2159	\$1,230.00	\$400.00	\$3,620.00	\$5,250.00
Sept	61	219	1693	\$2,410.00	\$0.00	\$2,640.00	\$5,050.00
Total	211	828	14018	\$4,480.00	\$1,795.00	\$9,605.00	\$15,880.00



COMMUNITY AND CULTURE QUARTERLY REPORT/JULY TO SEPTEMBER 2022

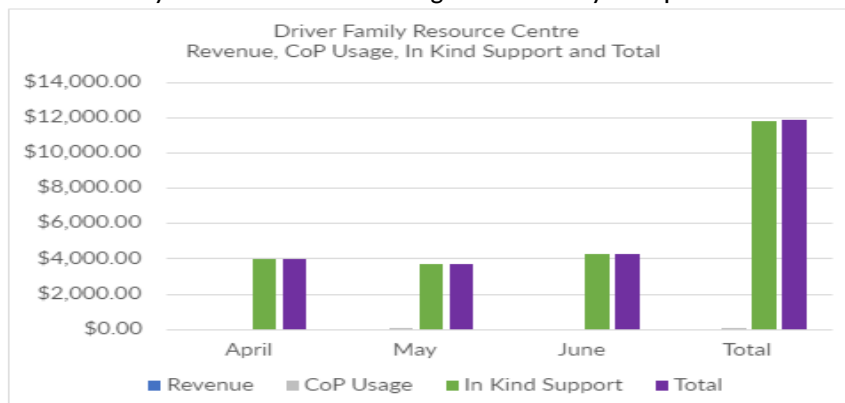
Gray Community Hall: Total Bookings Statistics July to September 2022



Driver Family Resource Centre Bookings Statistics July to September 2022

Driver	Bookings	Hours	Attendees	Revenue	CoP Usage	In Kind Support	Total
July	46	197	735	\$0.00	\$0.00	\$3,940.00	\$3,940.00
August	47	183	717	\$0.00	\$20.00	\$3,640.00	\$3,660.00
Sep	52	211	825	\$0.00	\$0.00	\$4,220.00	\$4,220.00
Total	145	591	2277	\$0.00	\$20.00	\$11,800.00	\$11,820.00

Driver Family Resource Centre Bookings Statistics July to September 2022



5. Environmental Sustainability

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

5.1 Reduce our footprint on the environment.

Reboot Your Loot

Reboot Your Loot is a car boot sale which aims to encourage people to reuse and recycle pre-loved goods. This was the second Reboot for the year and 45 stallholders were hosted on the day.



COMMUNITY AND CULTURE QUARTERLY REPORT/JULY TO SEPTEMBER 2022

Palmerston Lions Club assisted with carparking and running an egg and bacon sandwich stall. We also had several testimonials on the day regarding the great organisation including clear instructions for parking and setting up.

6. Governance

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

6.3 Healthy working partnerships.

PARYS (Palmerston and Rural Youth Services)

PARYS is a committed network of workers representing organisations who provide services and programs to youth and their families. Two meetings were held during the quarter on 26 July and 6 September with over 40 attendees.

Members shared sector updates and use the meeting to network and create connections.

Palmerston Kids Network (PKN)

Palmerston Kids Network meeting held on the 15 August, welcomed guest speaker Meron Looney from NAPCAN to discuss mandatory reporting obligations within the Northern Territory. Meron was also able to share information about National Child Protection week with the network members which was held the week beginning 4 September.



Youth Media Team

The Youth Media team meet on a fortnightly basis in the Palmerston Recreation Centre. In the last quarter the teams major project was to create a radio advertisement to promote the YoPalmy social platforms. The team worked with Danielle Aquilina to develop and create the advert together with the Geeksquad in the new Gulwa Recording Studio. Hot 100 team supported the booking of the airtime. The advert is currently running on Hot 100 for two weeks then will be turned into a videoclip utilising images from Palmerston Youth Events. to be shared across the Youth Social Media platforms.

Palmerston Indigenous Network (PIN)

City of Palmerston continues to attend monthly PIN Meetings and has attended three PIN meetings this quarter. PIN is an opportunity to connect with First Nations individuals and organisations to identify service gaps, areas of concerns and how Council can provide support from an asset-based approach. It is also an opportunity to promote and raise awareness about relevant City of Palmerston initiatives.

Light Up Palmerston

Twelve Light Up Palmerston applications were approved for the quarter, including the weekly inclusion of the Larrakia Protocols during the Friday night Palmerston Markets.

Applications were received from organisations such as World Suicide Awareness week, RUOK Day, International Overdose Awareness Day, Bravehearts, National Stroke Week and Department of Foreign Affairs and Trade to acknowledge the 75th Anniversary of Independence.



COMMUNITY AND CULTURE QUARTERLY REPORT/JULY TO SEPTEMBER 2022



The Palmerston Water Tower and Palmerston Recreation Centre were lit red, white and blue to acknowledge the passing of Her Majesty, Queen Elizabeth II for the designated mourning period.

Light Up Palmerston Applications		July to September Quarter	
July			
	Territory Day	1 July 2022	Orange
	Larrakia Protocols	8 July 2022	Ochre
	Geekfest	15-18 July 2022	Purple
	Larrakia Protocols	22 July 2022	Ochre
	International Non-Binary Peoples Day	14 July 2022	Purple and Yellow
	Larrakia Protocols	29 July 2022	Ochre
Aug			
	Larrakia Protocols	5 August 2022	Ochre
	National EOS Awareness Week	7 -11 August 2022	Pink and Purple
	National Stroke Week	11 August 2022	Green
	Larrakia Protocols	12 August 2022	Ochre
	National Stroke Week	13 - 14 August 2022	Green
	India's 75th Anniversary of Independence	15 August 2022	Tri colour Indian flag
	Larrakia Protocols	19 August 2022	Ochre
	Larrakia Protocols	26 August 2022	Ochre
	International Overdose Awareness Day	31 August 2022	Purple
Sept			
	Larrakia Protocols	2 September 2022	Ochre
	World Suicide Awareness	4-7 September 2022	Purple and Teal
	RU OK Day	8 September 2022	Yellow
	Larrakia Protocols	9 September 2022	Ochre
	World Suicide Awareness	10 - 11 Sept 2022	Purple and Teal
	World Sepsis Day	13 September 2022	Orange
	Larrakia Protocols	16 September 2022	Ochre
	Larrakia Protocols	23 September 2022	Ochre
	Global ITP Awareness Week	26-30 September 2022	Purple

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.3
REPORT TITLE:	Major Capital Projects October 2022 Update
MEETING DATE:	Tuesday 18 October 2022
AUTHOR:	Executive Manager Projects and Infrastructure Services, Karl Hell
APPROVER:	General Manager of Infrastructure, Nadine Nilon

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 update Council on major capital projects currently underway.

KEY MESSAGES

- Council has a number of capital projects underway that are greater than \$1 million in value.
- Due to the scale of the projects, this report provides an update to the status of major projects with a value of over \$1 million.
- The following projects have updates included as attachments to this report;
 - SWELL Construction
 - Zuccoli Community Hub - Dog Park
 - Fiber Sense
- Planning for major projects additional to the those listed are also included within this report with updates.
- Council has been successful in its grant application for the NT Recycling Modernisation Fund for a cardboard compactor at the Archer Waste Management Facility.
- Capital projects occurring with a value less than \$1 million are updated within the Infrastructure Directorate quarterly reports, and relevant financial reporting.

RECOMMENDATION

THAT Report entitled Major Capital Projects October 2022 Update be received and noted.

BACKGROUND

Council has a Capital Works Program worth over \$27 million this financial year. This includes a broad range of asset renewal programs along with major capital projects.

Capital projects are any project where a Council asset is built or renewed. This can include new assets, such as a new shade over a playground, or replacement (also referred to as renewal) of assets such as road resurfacing. Typically, Council's capital programs and projects are reported through specific project communications and with updates within quarterly and financial reports.

As there are a number of major projects underway, with values of over \$1 million each, an update report will be prepared to provide Council with regular updates on these significant projects.

This monthly update report will also incorporate relevant information of the status of upcoming major capital projects that are in the planning stages.

DISCUSSION

Updates on the following major capital projects currently under construction are included as attachments to this report;

- SWELL Construction **Attachment 13.2.3.1**
- Zuccoli Community Hub – Dog Park **Attachment 13.2.3.2**
- Fibre Sense **Attachment 13.2.3.3**

Council is also progressing the planning for future, proposed major capital works, as summarised below.

Driver Community Centre

The Driver Resource Centre has reached the end of its functional life. Council has allocated \$150,000 to commence the design of the replacement of the current building with a new community centre that meets the current and future needs of the Driver and Palmerston Community. The estimated cost of the construction project is in the order of \$1.5-\$2 million.

The procurement process for the needs assessment and preliminary design of the centre is underway, with the design project scheduled to commence within the next month. It is anticipated that a tender process for the building works, subject to funding, would be able to commence within the 2023/24 financial year.

Zuccoli Community Hub – Future Stages

The Masterplan for the site has been completed, and the construction of the first stage of works with the Dog Park is underway as reported at **Attachment 13.2.3.2**. The Masterplan can be found here; <https://palmerston.nt.gov.au/operations/major-projects/zuccoli-and-surrounds-community-hub-construction>. In total, the delivery of the Zuccoli Community Hub is anticipated to cost in the order of \$20 million.

This year, Council has allocated \$500,000 for the construction of a pump track within the Zuccoli Community Hub, and has identified funding for the Community Centre and Library facilities subject to grant funding. Procurement for the design components of these elements will occur by December 2022, enabling the design to be completed early 2023, with the pump track being a priority for construction to occur in the 2023 dry season.

Archer Waste Management Facility Upgrade

The Archer Waste Management Facility upgrade includes the design and construction of a new appealing recycling area and re-development of the tip face to build a safer and more functional general waste disposal push pit. Allocated funding is \$1.1 million (including \$400,000 NTG grant funding). An additional \$500,000 has been allocated this financial year to construct a roof structure over the upgraded area(s).

Works completed to date include Preliminary Concept Design and Engineering Survey. Geotechnical investigations, service location survey and detailed design are in progress which will inform a tender for construction in the 2023 dry season. It is noted that the project is complex due to the requirement to continue waste transfer operations while the construction occurs.

Council was also successful in the grant application for the NT Recycling Modernisation Fund for 50/50 funding for a cardboard compactor at the facility at a total value of \$200,000. This will be incorporated into the final design.

CONSULTATION PROCESS

Consultation with the community and stakeholders is occurring as relevant to each project.

POLICY IMPLICATIONS

There are no policy implications for this Report.

BUDGET AND RESOURCE IMPLICATIONS

The projects are being delivered within the 2022-23 Capital Works Program. Individual budget updates are included with the current project summaries.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

There is a risk that failure to deliver on these projects in the time specified may result in community dissatisfaction. At this stage of the projects no delays have been identified. Council will receive regular reports in progress of constructions and timeframes as will the community and relevant stakeholders.

Within the current market for design, construction and project support resources, there are risks of increasing costs and delays. These are being managed within each individual project as required. Overall, there are resourcing constraints relating to deliver multiple significant projects at one time and processes are underway to recruit and engage relevant project managers and support.

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.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

The benefits of these projects are numerous, including enhancing the amenity of the local area; providing greater health and lifestyle choices; increasing social diversion and youth engagement, local employment opportunities; and reducing the effects of heat and climate.

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. Attachment A [13.2.3.1 - 2 pages]
2. Attachment B [13.2.3.2 - 3 pages]
3. Attachment C [13.2.3.3 - 2 pages]



A Place for People

SWELL CONSTRUCTION

OCTOBER 2022 UPDATE

Project Overview

Summary: Redevelopment of the swimming pool facility at the Swimming, Wellness, Events, Leisure and Lifestyle (SWELL) precinct, with a new 50m pool, heated program pool, aquatic play structure, events area, and upgraded amenities.

Website Link: <https://palmerston.nt.gov.au/operations/major-projects/swell-construction>

Construction Budget: \$19.4 million

Funding Source(s):

- City of Palmerston - \$6.9 million
- Australian Government - \$5 million (Building Better Regions Fund)
- Northern Territory Government - \$7.5 million (grant)

Completion Date: November 2023

Contractor: Jaytex Construction Pty Ltd

Status Update

Percentage Complete: 10%

Actual Costs to Date (claims processed): Nil

Approved Cost Variations: Nil

Works to Date Summary:

In July 2022 the contract was awarded to Local NT company Jaytex Construction, with Minister Lawler, Federal Member Solomon, Mr. Luke Gosling, Mayor Athina Pascoe – Bell, and Neil Daffen (Jaytex) in attendance at the project launch event (pictured below). Palmerston Pool closed to the public on 20 August 2022.

Construction works commenced 22 August 2022. The Gym and Youth Centre are remaining operational during construction. Project works in progress and / or completed to date:

- Segregation of the Youth Centre, kiosk and Gym from the construction site so to maintain their operations
- Tree removal/site clearing works
- Draining of the pools
- Demolition and removal of the pump house plantroom, leisure pool and shade structures
- Decommissioning and removal of redundant underground services
- Removal of waste material from site
- Underground service installation
- Earth works, site leveling and building pad construction



A Place for People

SWELL CONSTRUCTION

OCTOBER 2022 UPDATE



Adventure Play Area Building Pad

Upcoming Works:

- Demolition works continuing
- Decommission and removal of redundant underground services
- Removal of waste material from site
- Installation of underground services
- Earth works, site leveling and building pad construction



A Place for People

ZUCCOLI COMMUNITY HUB – DOG PARK

OCTOBER 2022 UPDATE

Project Overview

Summary: Construction of a dog park with two fenced dog play areas as the first stage of the Zuccoli Community Hub. Features include dog play areas with water play, public toilet and temporary car parking.

Website Link: <https://palmerston.nt.gov.au/operations/major-projects/zuccoli-and-surrounds-community-hub-construction>

Construction Budget: \$1.29 million (excluding GST)

Funding Source(s):

- City of Palmerston - \$890,000
- Australian Government - \$150,000 (Local Roads and Community Infrastructure Fund, Phase 2)
- Northern Territory Government - \$250,000 (grant for the public toilet)

Completion Date: March 2023 (soft opening by December 2022)

Contractor: Sterling NT

Status Update

Percentage Complete: 64%

Actual Costs to Date (claims processed): \$835,597.59

Approved Cost Variations: \$12,287.92 – 0.95% of total contract

Works to Date Summary:

The project was launched in June 2022 with Minister Lawler, Member for Lingiari Marion Scrymgour, Mayor Athina Pascoe-Bell and Deputy Mayor Amber Garden in attendance.



Construction is well underway with several elements having been completed and others being constructed concurrently.

Since the commencement of construction in June 2022, the following site works have commenced and / or been completed:



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ZUCCOLI COMMUNITY HUB – DOG PARK

OCTOBER 2022 UPDATE

- Site clearing
- Civil and earth works
- Installation of water main
- Fence installation has commenced
- Construction of concrete paving, light poles, shade structures, water play areas and car park.



Site: Kerbing, paths, fencing, shade structure



Site: Kerbing, paths, fencing, shade structure and light poles



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ZUCCOLI COMMUNITY HUB – DOG PARK

OCTOBER 2022 UPDATE



Water Main installed



Concrete Paving, light poles and shade structures

Upcoming Works:

Over the coming months it is anticipated the following will occur:

- Completion of concrete works, paths, slabs
- Completion of shade structures and hydraulic works
- Park lighting and electrical works
- Water play areas
- Landscaping and fencing
- Water play equipment installation
- Carpark
- Handover of dog play areas
- Exeloo installation
- Project Completion

The project timeframes anticipate the completion of the dog play areas by the end of November 2022, for a December opening.

Due to supply timeframes the Exeloo installation anticipated completion date is March 2023.

FIBERSENSE

OCTOBER 2022 UPDATE



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Project Overview

Summary: A total of 60km of fiber optic cable will be laid throughout Palmerston CBD and Tiger Brennan Drive to detect vibrations in real time to understand and capture vehicular and pedestrian movements.

Website Link: <https://palmerston.nt.gov.au/operations/major-projects/fibersense-technology>

Construction Budget: \$2 million (including 5 years of data services)

Funding Source(s):

- City of Palmerston – \$500,000
- Northern Territory Government - \$1.5 million (grant)

Completion Date: November 2022

Contractor: FiberSense Pty Ltd

Status Update

Percentage Complete: 80%

Actual Costs to Date (claims processed): \$1,096,640.60

Approved Cost Variations: Nil

Works to Date Summary:

As of end of September 2022, FiberSense has installed a total of 34 km of pico-trenched fiber. With this, fiber cable installation on City of Palmerston roads have been completed, excluding the Civic Plaza Car Park which will be done next year. The installation is currently underway on the last of NTG roads, which is predominantly Tiger Brennan Drive.

This section has been postponed as the contractors are awaiting advanced hardware that have upgraded sensing capability. FiberSense is currently working on the software side of the project which includes fine tuning detection and calibration of the vibration signals. City of Palmerston and Northern Territory Government (NTG) are working closely with FiberSense to have the user interface and reporting developed.

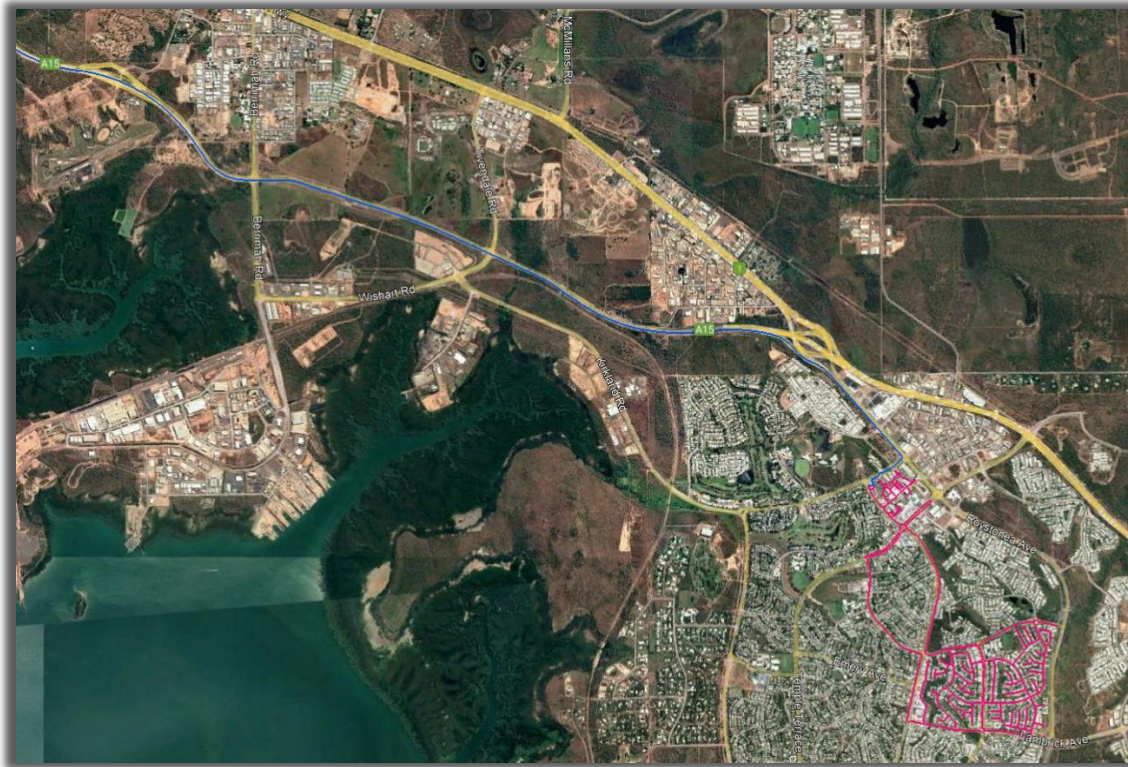


Figure 1 Current Installation Status. NTG Road (Blue) and CoP Road (Pink)

Upcoming Works:

The following works are underway for the coming months:

- Fiber cable installation on NTG Roads – To be completed by October 2022
- Software Development (Optical Setup, Digital Geotag, Commission Processing Chain and Detector Setup, Portal (GUI) Set up) – To be completed (first stage) by October 2022
- Project Launch – November 2022

COUNCIL REPORT

1st Ordinary Council Meeting

AGENDA ITEM:	13.2.4
REPORT TITLE:	Finance and Governance July to September 2022 Quarterly Report
MEETING DATE:	Tuesday 18 October 2022
AUTHOR:	Executive Assistant to Director Finance and Governance, Kristy Joyce
APPROVER:	Director Finance and Governance, Wati Kerta

COMMUNITY PLAN

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

PURPOSE

This Report summaries the key activities undertaken by the Finance and Governance Directorate during the July to September 2022 quarter.

KEY MESSAGES

- The July to September 2022 quarter recorded an additional 213 ratepayers registered to receive electronic notices. The total number of ratepayers now receiving rates notices digitally is 3194, which reflects 22.3% of rates notices.
- 240 additional properties were added to our portfolio. 239 of those were due to the boundary expansion, and 1 property added following the subdivision of a residential lot containing two townhouses in Rosebery. This brings the total number of rateable properties to 15,057.
- During the quarter, \$12,677,219 was paid to vendors, of which \$11,084,137 was paid to local suppliers (80%).
- KPMG have commenced the audit for 2021 – 2022 and continue to work on the data. Two members of their staff were present at Civic Plaza for two weeks and are now finishing the audit at their own offices.
- The Community Survey was conducted a report will be provided to Council in the near future.

RECOMMENDATION

THAT Report entitled Finance and Governance July to September 2022 Quarterly Report be received and noted.

BACKGROUND

Council is provided with a report on key activities undertaken by the Finance and Governance Directorate on a quarterly basis that aligns with the relevant Community Plan Outcomes.

DISCUSSION

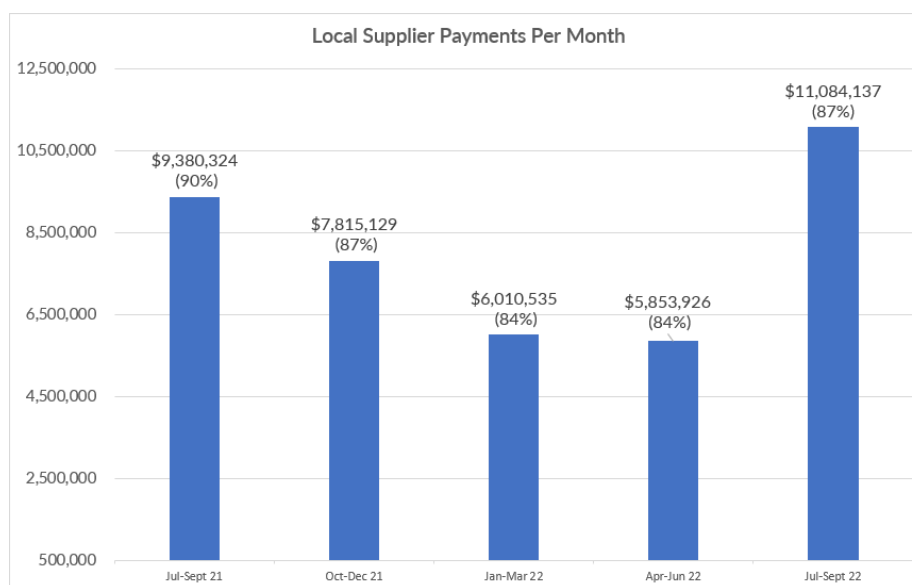
The quarterly update includes activities relating to the following Community Plan Outcomes:

Community Plan Outcome 2: Vibrant Economy – Palmerston is a destination city for employment, it is a place where businesses are encouraged to set up and grow.

Accounts Payable

\$11 million has been paid to local suppliers between the period 1 July 2022 to 30 September 2022. This total makes up 80% of all creditor payments over the same period which amounted to \$12.6 million.

\$334,800 has been paid to vendors between the period 1 July 2022 to 30 September 2022 for the My Palmerston initiative, bringing the total to \$412,695 that has been paid out to Creditors from the start of the program to the time of writing this report.



Community Plan Outcome 5: Environmental Sustainability - Palmerston in an environmentally friendly, liveable city that promotes renewable practices and sustainability.

Rates

- The July to September 2022 quarter recorded an additional 213 ratepayers registered to receive electronic notices. The total number of ratepayers now receiving rates notices digitally is 3194, which reflects 22.3% of rates notices, up from 20.82% last quarter.
- 239 properties from the boundary expansion were added. 1 property added following the subdivision of a residential lot containing two townhouses in Rosebery.
- Approximately 42 properties are expected to be added from the latest stage of Zuccoli subdivision in the next quarter

Community Plan Outcome 6: Governance - Council is trusted by the community and invest in things that the public value.

Procurement / Tenders

- 21 Request for Quotations have been completed in this quarter,

Freedom of Information

- There have been three Freedom of Information requests received in the quarter. All three of these are still in process due to the complexity of the information, and two of these with ongoing investigations still in process.

External Audit

- The external audit for 2021/2022 with KPMG is at its final stages and works are underway for the audited financial statements to be presented at the Risk Management and Audit Committee Meeting on 25 Oct 2022. Once endorsed the audited financial statements will be presented the Council to be adopted by the First Ordinary Council Meeting of November 2022.

CONSULTATION PROCESS

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

- Finance and Governance Staff

POLICY IMPLICATIONS

There were updates to the following policies:

- Procurement Policy

There are no further policy implications relating to this Report.

BUDGET AND RESOURCE IMPLICATIONS

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

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

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

This Report addresses the following City of Palmerston Strategic Risks:

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

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this Report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

Nil

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.5
REPORT TITLE:	Edible Pocket Gardens Policy
MEETING DATE:	Tuesday 18 October 2022
AUTHOR:	Community Services Manager, Melanie Tighe
APPROVER:	General Manager of 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 reviews Council Policy Edible Pocket Gardens with no changes being recommended to the Policy.

KEY MESSAGES

- Cyclic review of Council Policies ensures transparent and good governance practices, aligning with the *Local Government Act 2019*.
- A review has been undertaken of Council Policy Edible Pocket Gardens which encourages the community to nominate a small section of a Palmerston park and plant edible plants.
- There has been limited uptake from the community for the Edible Pocket Garden initiative with no complete applications received to date.
- Along with the introduction of Edible Pocket Gardens in 2018, Council have introduced several greening and sustainability initiatives in line with the Community Plan.
- Officers will endeavour to increase community awareness of the Edible Pocket Gardens initiative via improved social media campaigns, advertising and community development engagement.
- Officers are reviewing and will update the Edible Pocket Garden Guidelines to ensure they are user friendly and easy to understand for the community.
- The Edible Pocket Garden initiative continues to be relevant to our Community Plan objectives and there are no changes being recommended to the Policy other than minor administrative changes that are within the delegation of the Chief Executive Officer as per **Attachment 13.2.5.2**.

RECOMMENDATION

THAT Report entitled Edible Pocket Gardens Policy be received and noted.

BACKGROUND

After a 21-day consultation in 2018 Council adopted the current Edible Pocket Garden Policy **Attachment 13.2.5.1** at its 2nd Ordinary Council Meeting held on 18 September 2018.

13.2.6 Edible Pocket Gardens – Consultation Review

1. THAT Report Number 9/0082 entitled Edible Pocket Gardens – Consultation Review be received and noted.
2. THAT Council approve City of Palmerston Policy COMM04 Edible Pocket Gardens being Attachment A to Report Number 9/0082 entitled Edible Pocket Gardens – Consultation Review.

CARRIED 9/0277 – 18/09/2018

Community Consultation on the draft policy was released online through Council's website and promoted through local media outlets and Facebook from 14 August to 4 September 2018.

The intention of the Policy is to create greater sense of community through sharing of produce, encouraging healthier, active lifestyles and creating an initiative that is completely led by the community and has very minimal involvement from the Council. This policy encourages the community to get involved in environmental sustainability and increasing green spaces throughout Palmerston.

DISCUSSION

The City of Palmerston Community Plan prioritises Environmental Sustainability as an outcome and Objective 5.2 'Palmerston is a cool, shaded, green city', clearly identifies strategies to engage our community in implementing greening and cooling initiatives.

The Edible Pocket Garden was introduced in 2018 by City of Palmerston to encourage residents to plant and maintain small gardens of edible plants in approved Council parks. This initiative was intended to encourage investment in public spaces by the community and would also promote greening and sustainability initiatives by Council. It is currently advertised on City of Palmerston's website. (<https://palmerston.nt.gov.au/community/participation/community-gardens/edible-pocket-gardens>)

Initially there were several City of Palmerston social media posts about the program however the Edible Pocket Garden initiative has not been recently promoted. There has been limited demand for this initiative received from the community to date. City of Palmerston has not received a completed Edible Pocket Garden application since its inception in 2018.

City of Palmerston have been supportive of two small plantings which appeared at Strawbridge and Lindsay Park in Moulden, containing lemongrass, banana, and cassava. To support this initiative and encourage the community to manage and maintain these, officers installed a tap and planted tropical fruit trees in the same area.

Council have introduced other supportive environmentally sustainable measures to green Palmerston including:

- Planting trees on request from property owner as part of annual revegetation program. (<https://palmerston.nt.gov.au/operations/streets-and-roads/trees>)
- Introduction of Preserving Our Urban Forest Policy
- Annual verge assistance program which provides topsoil and grass seeds to residents for free to encourage verge beautification.
- Native tree giveaways at Council events and the Palmerston Markets.
- Home Composting Rebate initiative provides eligible Palmerston residents a rebate off the purchase of eligible composting equipment. (<https://palmerston.nt.gov.au/homecomposting>)

- Community Benefit Scheme - Environmental Initiatives which support renewable and sustainable projects.

Officers recommend continuing Edible Pocket Gardens and commits to increasing community awareness and engagement of the initiative via:

- City of Palmerston social media campaign
- Promotion of the program at events such as Brekkie in the Park, Lake Information Sessions
- Greater community engagement with facility visitors
- Promotion via local environmental and Landcare organisations

Officers are also reviewing the Edible Pocket Garden Guidelines, which advise residents of the commitments to ongoing maintenance including watering, personal liability for injury, approved planting types and planting areas, to ensure they continue to be relevant and are not prohibitive. The Guidelines will also be updated to ensure they are simple to understand, easy to access and widely promoted to receive greater community attention and engagement with the Edible Pocket Garden initiative.

This Policy has been reviewed in accordance with the *Local Government Act 2019* and no changes are being recommended to the Policy other than minor administrative changes which are within the delegation of the CEO as per **Attachment 13.2.5.2**.

CONSULTATION PROCESS

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

- City Sustainability Manager supplied information regarding CoP Sustainability Strategy and context of Edible Pocket Gardens.
- Open Spaces Team Lead provided detailed information about current open space/greening strategies, challenges and successes, and suggestions for greater community engagement regarding the edible Pocket Garden initiative.
- Communications Manager provided information regarding previous social media/website engagement by community with Edible Pocket Garden content and has suggested ideas for future promotion.

As there are no recommended changes to the Policy further community consultation is not recommended at this time.

POLICY IMPLICATIONS

Review dates of the Policy have been amended.

BUDGET AND RESOURCE IMPLICATIONS

The resources required to increase community awareness of this initiative via City of Palmerston social media and community engagement will be incorporated into existing operational funding.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

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

Should City of Palmerston not regularly review policies and procedures as per legislative requirements there is a risk of losing the trust of the community.

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.

4 Fails to effectively design and implement contemporary governance practices

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

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

Council have committed to implementing strategies that achieve the objectives of the Community Plan. Failure to implement policies that address Environmental Sustainability could be perceived negatively by the community.

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. Council Policy Edible Pocket Gardens Original [13.2.5.1 - 2 pages]
2. Council Policy Edible Pocket Gardens Track Changes [13.2.5.2 - 2 pages]
3. Council Policy Edible Pocket Gardens Final [13.2.5.3 - 2 pages]

POLICY

COMM004

Name:	Edible Pocket Gardens		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Director Lifestyle and Community		
Approval Date:	18/09/2018	Next Review Date:	18/09/2022
Records Number:	366496	Council Decision:	9/0277

1 PURPOSE

To promote greening and sustainability initiatives throughout Palmerston by allowing residents to grow edible plants in sections of their local parks.

2 PRINCIPLES

Edible Pocket Gardens are a great way of creating a sense of community and a sense of space within a community. Edible Pocket Gardens are a free-range style of garden where residents can nominate to use a small section of their local park or reserve to plant edible plants. These plants are to be tended to by the resident or interested parties and Council must approve any works before they commence. The produce from the garden is accessible by the whole community and is not owned by the resident/group who tends to it. City of Palmerston reserves the right to make changes to the space at any time.

3 DEFINITIONS

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

Term	Definition
Edible pocket garden	A green space on Council owned land, managed by member/s of the local community, that is used to grow edible species of plants for consumption by the general public.
The City	Refers to the City of Palmerston.

4 POLICY STATEMENT

4.1 Conditions

The City of Palmerston will support the growing of appropriate edible plants on Council land and reserves if the following conditions are met:

- 4.1.1 A location is identified by residents and approved by City of Palmers.
- 4.1.2 Approval is gained before any edible pocket garden work is commenced.
- 4.1.3 The edible plants must not interfere with or change normal operation or function of the park space.
- 4.1.4 The site is prepared and maintained by the community members involved, to the satisfaction of the City of Palmerston.
- 4.1.5 If the edible plants within the park are considered to pose a safety risk or aren't being maintained to a suitable standard, the City can request that work is undertaken by the responsible party to bring it up to the standard required. If this fails to occur, the City can remove the garden.
- 4.1.6 Residents are required to meet the Edible Pocket Gardens Guidelines, which may be modified from time to time.



POLICY

COMM004

5 ASSOCIATED DOCUMENTS

5.1 City of Palmerston Edible Pocket Garden Guidelines

6 REFERENCES AND RELATED LEGISLATION

POLICY

COMM004

Name:	Edible Pocket Gardens		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Director Lifestyle and Community General Manager Community and Culture		
Approval Date:	18/09/2018 18/10/2022	Next Review Date:	18/09/2023 18/10/2026
Records Number:	366496	Council Decision:	9/0277

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POLICY

~~COMM004~~

- 4.1.6 Residents are required to meet the Edible Pocket Gardens Guidelines, which may be modified from time to time.

5 ASSOCIATED DOCUMENTS

- 5.1 City of Palmerston Edible Pocket Garden Guidelines

6 REFERENCES AND RELATED LEGISLATION



POLICY

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

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- 4.1.6 Residents are required to meet the Edible Pocket Gardens Guidelines, which may be modified from time to time.



POLICY

5 ASSOCIATED DOCUMENTS

- 5.1 City of Palmerston Edible Pocket Garden Guidelines

6 REFERENCES AND RELATED LEGISLATION

14 INFORMATION AND CORRESPONDENCE

14.1 Information

14.2 Correspondence

14.2.1 Palmerston Youth Festival Funding 2024-2026

THAT correspondence received from Chief Minister Natasha Fyles dated 12 October 2022 entitled Palmerston Youth Festival Funding 2024-2026 be received and noted.



CHIEF MINISTER

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

GPO Box 3146
Darwin NT 0801
Telephone: 08 8936 5500
Facsimile: 08 8936 5576

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

Dear Mayor *Athina*

I understand that members from the Palmerston Office of my Department met with your Executive team last week to discuss future funding for the very successful Palmerston Youth Festival.

I am delighted to confirm that a further three years of funding is approved in the budget to support this important youth-focussed program of events, with \$300 000 per year allocated for 2024 - 2026.

It is a priority of my Government to support strong and resilient communities. The suite of events on offer at the Palmerston Youth Festival not only offer safe and inclusive activities for young people, but encourage youth to engage and participate in community events and build a strong sense of community pride.

I congratulate City of Palmerston for the success of previous Youth Festivals and look forward to the future festivals.

Kind regards

Natasha

NATASHA FYLES

12 OCT 2022



A Place for People

15 REPORT OF DELEGATES

16 QUESTIONS BY MEMBERS

17 GENERAL BUSINESS

18 NEXT ORDINARY COUNCIL MEETING

THAT the next Ordinary Meeting of Council be held on Tuesday, 1 November 2022 at 5:30pm at the Durack Community Hall, Durack Heights, 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 4 October 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 4 October 2022 at 5:30pm.

PRESENT

ELECTED MEMBERS

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

STAFF

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

GALLERY

Four members of staff

Initials: _____



A Place for People

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 5.31pm.

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies

Nil

3.2 Leave of Absence Previously Granted

Nil

3.3 Leave of Absence Request

Nil

4 REQUEST FOR AUDIO/AUDIOVISUAL CONFERENCING

Moved: Deputy Mayor Garden

Seconded: Councillor Henderson

THAT Council approve the request for Audio/Audiovisual Conferencing received from Councillor Hale who will be physically prevented from attending a meeting due to ill health.

CARRIED 10/540 – 4/10/2022

5 DECLARATION OF INTEREST

5.1 Elected Members

Moved: Councillor Morrison

Seconded: Councillor Eveleigh

1. THAT the Declaration of Interest received from Councillor Eveleigh for Item 25.1.1 be received and noted.
2. THAT the Declaration of Interest received from Mayor Pascoe-Bell for Items 6.1 and 6.2 be received and noted.

CARRIED 10/541 – 4/10/2022

5.2 Staff

Nil

Initials: _____



COUNCIL MINUTES

6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

Mayor Pascoe-Bell declared a conflict of interest and left the meeting at 5.33pm.

Deputy Mayor Garden took place of the chair.

Moved: Councillor Fraser
Seconded: Councillor Henderson

THAT the Minutes of the Council Meeting held on 20 September 2022 pages 10842 to 10850 be confirmed.

CARRIED 10/542 – 4/10/2022

6.2 Business Arising from Previous Meeting

Nil

Mayor Pascoe-Bell returned to the meeting at 5.34pm and resumed place of the chair.

7 MAYORAL REPORT

Moved: Mayor Pascoe-Bell
Seconded: Deputy Mayor Garden

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

CARRIED 10/543 – 4/10/2022

8 DEPUTATIONS AND PRESENTATIONS

Nil

9 PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)

Moved: Councillor Fraser
Seconded: Councillor Morrison

THAT the following public question from Mr Trevor Jenkins from the suburb of Driver and responses as tabled regarding antisocial behaviour be received and noted.

Question: people who are living permanently literally at the palmerston bus stop and nobody trespassing them or moving them on also the area outside on roystonea ave where people drink regularly and violence aggression that spills out to carpark etc entering busstop as well as the people literally living sleeping near centlink argue town near kentucky fire as in park in front of library what has been being done about this god bless.

Response: Council works closely with Policy, Larrakia Nation, Businesses, Northern Territory Government agencies and not for profit organisations to ensure the safety of the community within the city centre. The bus depot is the jurisdiction of NT Government and complaints can be submitted to them directly via the DIPL feedback page <https://dipl.nt.gov.au/feedback> ,

Initials: _____

COUNCIL MINUTES

criminal activity should be reported directly to the Police or Larrakia Nation via the ASB app <https://apppage.net/preview/au.com.sra.antasb>.

CARRIED 10/544 – 4/10/2022

10 CONFIDENTIAL ITEMS

10.1 Moving Confidential Items into Open

10.1.1 Presentation by Minister Chansey Paech MLA, Minister for Local Government

Moved: Deputy Mayor Garden
Seconded: Councillor Morrison

1. THAT the confidential presentation by Minister Chansey Paech MLA, Minister for Local Government be received and noted.
2. THAT this decision be moved to the open section of 4 October 2022 Council Meeting.

CARRIED 10/557 – 4/10/2022

10.1.2 General Business

Moved: Councillor Hale
Seconded: Councillor Fraser

1. THAT General Business Item 28 is considered 'confidential' pursuant to 99(2) and 293(1) of the Local Government Act 2019 and section 51(1) of the Local Government (General) Regulations 2021 as the matter comprises the 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;
2. THAT a report be prepared regarding superannuation payments for Elected Members with consideration of but not limited to legal, tax and financial factors no later than the second ordinary council meeting in February 2023.
3. THAT this decision be moved to the open section of 4 October 2022 Council Meeting.

CARRIED 10/559 – 4/10/2022

10.2 Moving Open Items into Confidential

Nil

10.3 Confidential Items

Moved: Deputy Mayor Garden
Seconded: Councillor Henderson

Initials: _____

COUNCIL MINUTES

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	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	Rate Concession Assessment	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.

CARRIED 10/545 – 4/10/2022

11 PETITIONS

Nil

12 NOTICES OF MOTION

Nil

13 OFFICER REPORTS

13.1 Action Reports

13.1.1 Procurement Policy Review

Moved: Councillor Eveleigh
Seconded: Deputy Mayor Garden

1. THAT Report entitled Procurement Policy Review be received and noted.
2. THAT Council endorse the amended Procurement Policy to take effect from Wednesday 5 October 2022, being Attachment 13.1.1.3 to report entitled Procurement Policy Review with the amendment that the Policy include that Council may procure under a contract

Initials: _____

COUNCIL MINUTES

that is facilitated by a procurement entity established under Section 39(2) of the *Local Government Act (NT) 2019*.

CARRIED 10/546 – 4/10/2022

13.1.2 Palmerston Creative Industries Plan 2022 - 2027

Moved: Councillor Eveleigh
Seconded: Councillor Morrison

1. THAT Report entitled Palmerston Creative Industries Plan 2022 - 2027 be received and noted.
2. THAT Council endorses public consultation for a period of 30 days on the draft City of Palmerston Creative Industries Plan 2022 - 2027 as presented as **Attachment 13.1.2.1** to Report entitled Palmerston Creative Industries Plan 2022 - 2027 with the following administrative amendment; removal of references to the Palmerston City Centre Master Plan 2015, formatting and creative feel.
3. THAT a final version of the plan with incorporated feedback from the community consultation be presented to Council for adoption at the Second Ordinary meeting in February 2023.

CARRIED 10/547 – 4/10/2022

13.2 Receive and Note Reports

13.2.1 Street Art Projects

Moved: Councillor Eveleigh
Seconded: Councillor Morrison

THAT Report entitled Street Art Projects be received and noted.

CARRIED 10/548 – 4/10/2022

13.2.2 Infrastructure Quarterly Report - July - September 2022

Moved: Councillor Fraser
Seconded: Deputy Mayor Garden

THAT Report entitled Infrastructure Quarterly Report - July - September 2022 be received and noted.

CARRIED 10/549 – 4/10/2022

14 INFORMATION AND CORRESPONDENCE

14.1 Information

Nil

Initials: _____

COUNCIL MINUTES

14.2 Correspondence

14.2.1 Correspondence from Minister for Northern Australia, The Hon Madeleine King MP

Moved: Councillor Eveleigh
Seconded: Councillor Fraser

THAT correspondence dated 12 September 2022 regarding appointment as Minister for Northern Australia be received and noted.

CARRIED 10/550 – 4/10/2022

15 REPORT OF DELEGATES

15.1 Tourism Top End

Moved: Councillor Fraser
Seconded: Councillor Henderson

THAT the verbal report received by Councillor Morrison regarding Tourism Top End be received and noted.

CARRIED 10/551 – 4/10/2022

16 QUESTIONS BY MEMBERS

Moved: Councillor Henderson
Seconded: Councillor Fraser

THAT the question asked by Councillor Henderson regarding Fiber Sense, and the response provided by the Chief Executive Officer be received and noted.

CARRIED 10/552 – 4/10/2022

17 GENERAL BUSINESS

17.1 Domestic Tyre disposal within Palmerston

Moved: Councillor Henderson
Seconded: Councillor Fraser

THAT a report be prepared into the feasibility and viability of domestic quantities of tyres disposal/collection occurring within Palmerston by the Second Ordinary Council Meeting in March 2023.

CARRIED 10/553 – 4/10/2022

Initials: _____

COUNCIL MINUTES

18 NEXT ORDINARY COUNCIL MEETING

Moved: Councillor Fraser
Seconded: Deputy Mayor Garden

THAT the next Ordinary Meeting of Council be held on Tuesday, 18 October 2022 at 5:30pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

CARRIED 10/554 – 4/10/2022

19 CLOSURE OF MEETING TO PUBLIC

Moved: Councillor Fraser
Seconded: Councillor Henderson

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 10/555 – 4/10/2022

20 ADJOURNMENT OF MEETING AND MEDIA LIAISON

Nil

The Chair declared the meeting closed at 7.27pm.

Chair

Print Name

Date

Initials:

MINUTES ORDINARY COUNCIL MEETING - 4 OCTOBER 2022

10861