

# AGENDA

## 1st Ordinary Council Meeting

### Tuesday 7 March 2023

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.

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



**AMELIA VELLAR**  
ACTING CHIEF EXECUTIVE OFFICER

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*A Place for People*

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

THAT the Minutes of the Council Meeting held on 21 February 2023 pages 10953 to 10960 be confirmed.
  - 6.2 Business Arising from Previous Meeting

## 7 MAYORAL REPORT

# MAYORAL REPORT

1st Ordinary Council Meeting

<b>AGENDA ITEM:</b>	7.1
<b>REPORT TITLE:</b>	Mayoral Update Report - February 2023
<b>MEETING DATE:</b>	Tuesday 7 March 2023
<b>AUTHOR:</b>	Mayor, Athina Pascoe-Bell

### COMMUNITY PLAN

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

### PURPOSE

This report provides Council with a summary of recent activities of the Mayor, on behalf of Council.

### KEY MESSAGES

In February 2023, the Mayoral activities included:

- Community Events attended on the behalf of Council
- Meeting with concerned residents
- Meetings with Ministers, MLA's and Government Agencies
- Media interview with NT Broadcasters (Mix 104.9)

### RECOMMENDATION

THAT Report entitled Mayoral Update Report - February 2023 be received and noted.

### DISCUSSION

Attended the below Community events on behalf of Council during the month of February:

- USS Peary Memorial
- City of Darwin's 81st Bombing of Darwin Commemorative Service at the Darwin Cenotaph
- 81<sup>st</sup> Anniversary Bombing of Darwin Reception
- Adelaide River Bombing of Darwin Commemoration
- Attended the First Sitting of Parliament for 2023

#### Meetings with Ministers, ML's and Government Agencies:

- Honourable Chief Minister Natasha Fyles
- Minister Eva Lawler, Member for Drysdale
- Marie-Clare Boothby, Member for Brennan

#### Bombing of Darwin Memorial Day

On February 19 each year, we commemorate the Anniversary of the Bombing of Darwin. This day marks the first of 64 air raids on the Top End of Australia. I attended four events in commemoration: USS Peary Memorial, 81<sup>st</sup> Anniversary Bombing of Darwin Reception, 81<sup>st</sup> Anniversary of the Bombing of Darwin and the Adelaide River Bombing of Darwin commemoration. Lord Mayor Kon Vatskalis asked that the commemoration be a national event given that it was the first time Australia was bombed in its history, and it has been good to recognise that the area around Adelaide River was also subject to air raids during the second world war.



Adelaide River Commemoration Service

L-R: President Sharon Beswick, Mayor Elisabeth Clark, Mayor Doug Barden, Mayor Athina Pascoe-Bell, Chief Minister Natasha Fyles, Councillor Amye Un.



Opening of Parliament 14 February 2023

L-R: Marie-Claire Boothby MLA, Jo Hersey MLA, Lord Mayor Kon Vatskalis, Mayor Athina Pascoe-Bell, Mayor Doug Barden, Steve Edgington MLA.

First Ordinary Council Meeting of February 2023

On 07 February Council held its first Ordinary Meeting for February 2023. The Council Meeting was chaired by Deputy Mayor Morrison and preceded with a traditional Chinese Lion Dance performed by Darwin Chung Wah Society to bless Council Chambers. Elected Members, staff, and members of the public in attendance fed the two lions lucky red envelopes containing cash to ensure good luck, joy, fortune, and happiness for the year ahead.



Blessing of Council Chambers by Darwin Chung Wah Society 7 February 2023

L-R: Councillor Sarah Henderson, Councillor Amber Garden, Councillor Danielle Eveleigh, Councillor Damian Hale, Deputy Mayor Lucy Henderson, Councillor Mark Fraser, Darwin Chong Wah Society member.

**POLICY IMPLICATIONS**

There are no policy implications for this report.

**BUDGET AND RESOURCE IMPLICATIONS**

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

**RISK, LEGAL AND LEGISLATIVE IMPLICATIONS**

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

**ATTACHMENTS**

Nil

- 8 DEPUTATIONS AND PRESENTATIONS
- 9 PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)
- 10 CONFIDENTIAL ITEMS

10.1 Moving Confidential Items into Open

10.2 Moving Open Items into Confidential

10.3 Confidential Items

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

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

- 11 PETITIONS
- 12 NOTICES OF MOTION
- 13 OFFICER REPORTS



# COUNCIL REPORT

### 1st Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.1.1
<b>REPORT TITLE:</b>	Australian Local Government Association National General Assembly 2023
<b>MEETING DATE:</b>	Tuesday 7 March 2023
<b>AUTHOR:</b>	Executive Assistant to CEO, Kate Roberts
<b>APPROVER:</b>	Acting Chief Executive Officer, Amelia Vellar

### COMMUNITY PLAN

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

### PURPOSE

This Report seeks Council's endorsement for City of Palmerston representation at the Australian Local Government Association's (ALGA) National General Assembly (NGA) on 13 to 16 June 2023 and seeks endorsement of the Mayor or her representative's attendance.

### KEY MESSAGES

- ALGA considers the NGA to be Australia's largest and most influential gathering of Local Government Elected Members, Chairs and Officials.
- The theme of the 2023 NGA will be "Our Communities, Our Future"
- A copy of the business papers will be made available to Elected Members once circulated by ALGA.
- Council has previously attended the NGA as it is considered significant to Local Government and provides a unique networking opportunity.
- City of Palmerston will be unable to submit motions or vote at the NGA.
- Elected Members are encouraged to attend the assembly given the unique opportunity of the largest local government gathering for networking, advocacy and exchanging of ideas.

### RECOMMENDATION

1. THAT Report entitled Australian Local Government Association National General Assembly 2023 be received and noted.
2. THAT Council endorse Mayor Pascoe-Bell or her representative, attendance to the 2023 Australian Local Government Association National General Assembly in Canberra being held 13 to 15 June.

### BACKGROUND

The ALGA NGA is Australia's largest and most influential gathering of Local Government Elected Members, Chairs and Officials attracting more than 800 representatives from councils across the states and territories.

The event is held in Canberra annually and in previous years, the Mayor and Chief Executive Officer have attended the event to represent the City of Palmerston. Representation has provided Council with an



opportunity to network with Federal Government and keep abreast of current and contemporary local government issues.

In 2022 NGA was held in Canberra on 19 to 22 June. The theme of the 2022 NGA was “Partners in Progress”, and the event was attended by more than 1,000 local government leaders from around Australia. City of Palmerston did not attend the 2022 event however have attended in previous years.

### **DISCUSSION**

The 2023 NGA incorporating the Regional Cooperation and Development Forum will be held from 13 to 16 June 2023. This year’s NGA is expected to be the biggest yet and the program is being developed to feature a wide range of high profile and engaging speakers, leaders and presenters.

The theme for the 2023 NGA will be “Our Communities, Our Future”. ALGA are seeking ideas for new federal programs and policies that would support councils to build stronger communities in the future.

City of Palmerston have contacted ALGA in relation to the NGA to clarify some points around attendance, motions, and voting. ALGA have advised that City of Palmerston are able to attend the NGA, however, would be unable to vote or to put up motions, due to no longer being a member of the Local Government Association Northern Territory (LGANT). The benefits of attending would be the networking opportunities, and to see current issues faced by local government, proposed policy and directions.

Elected Members are encouraged to attend given the large representation of Local Government’s State and Australian Government representatives, providing a unique opportunity to hear and share contemporary ideas and practices for networking, advocacy and exchanging of ideas. Council is not limited to the number of Elected Members that can attend.

Once motions have been received and collated by ALGA, Business Papers will be formulated and distributed approximately two weeks prior to the event. A copy of the business papers will be made available to Elected Members.

It is being recommended that the Mayor attend to represent the City of Palmerston, all Elected Members are welcome to attend should they wish.

### **CONSULTATION PROCESS**

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

### **POLICY IMPLICATIONS**

The Council Policy Elected Members Allowances and Expenses, identifies entitlements for Elected Member Travel.

As good practise and to ensure valuable professional development and networking opportunities are available to Elected Members, attendance to the annual ALGA NGA will be placed to Council for endorsement and available to all Elected Members who wish to attend.

### **BUDGET AND RESOURCE IMPLICATIONS**

The Mayor and any other Elected Member wishing to attend the NGA 2021 will be accompanied by the Chief Executive Officer and/or Deputy Chief Executive Officer.

To attend the conference in person the cost is estimated to be approximately \$5800 per person, which includes flexible flights, five nights' accommodation, early bird registration and incidentals.

Virtual attendance would incur the early bird registration of \$689.

### **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.

### **ENVIRONMENT SUSTAINABILITY IMPLICATIONS**

There are no environment sustainability implications for this Report.

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

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

### **ATTACHMENTS**

Nil

# COUNCIL REPORT

1st Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.1.2
<b>REPORT TITLE:</b>	Asia Pacific Cities Summit (APCS) and Mayors Forum 2023
<b>MEETING DATE:</b>	Tuesday 7 March 2023
<b>AUTHOR:</b>	Executive Assistant to CEO, Kate Roberts
<b>APPROVER:</b>	Acting Chief Executive Officer, Amelia Vellar

### COMMUNITY PLAN

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

### PURPOSE

This Report seeks Council's endorsement for City of Palmerston representation at the Asia Pacific Cities Summit (APCS) and Mayors Forum 2023 on 11 to 13 October 2023.

### KEY MESSAGES

- APCS considers its event to be the hallmark event for those at the forefront of cities drawing the largest and most diverse gathering of mayors in the Asia Pacific.
- The APCS considers the Summit to be the platform for connection and knowledge exchange for shaping cities of the future.
- The theme of the 2023 APCS is "Shaping Cities for our Future".
- The Mayor's Forum is an exclusive, invitation-only event.
- It is being recommended that the Mayor attend to represent the City of Palmerston.

### RECOMMENDATION

1. THAT Report entitled Asia Pacific Cities Summit (APCS) and Mayors Forum 2023 be received and noted.
2. THAT Council endorse Mayor Pascoe-Bell or her representative, attendance at the Asia Pacific Cities Summit (APCS) and Mayors Forum 2023 in Brisbane, being held 11 to 13 October 2023.

### BACKGROUND

The APCS and Mayors' Forum is the region's premier Summit that brings together one of the largest number of city leaders with the best and brightest in business. The APCS considers the Summit to be the platform for connection and knowledge exchange.

APCS is focused on bringing business, industry and cities together to enable them to build relationships and effectively contribute to the success and sustainability of cities into the future. APCS attracts city leaders and key influencers looking to engage with companies who can provide innovative urban solutions to cities.

Key features of the APCS program include:

- World leading speaking sessions

- Meet@APCS business program
- Mayors' Forum and Mayors' Accord
- APCS Market Square exhibition
- Young Professionals' Forum (YPs@APCS)
- Social and networking events

The APCS has been held 13 times across 6 cities, with 1484 delegates and 83 Mayors attending to date.

## **DISCUSSION**

Over three days, more than 1000 delegates will gather in Brisbane, including mayors, policy makers, business leaders, start-ups, young professionals, leading academics and industry professionals. The 2023 APCS will offer a global opportunity for city and business leaders alike.

The overall theme of the Summit will be "Shaping Cities for our Future" with three subthemes:

- Cities of connection - technology, data and the people
- Cities of sustainability - adapting to growth, inclusivity and wellbeing
- Cities of legacy - creating events of prosperity and longevity

The Mayors' Forum is an exclusive, invitation-only event and is an opportunity for Mayors and Deputy Mayors to create their own global network of influential peers and to learn about the latest trends, global best practice and opportunities in city management.

The City Leaders' Forum is an exclusive opportunity for senior public servants to come together, share strategies and insights with their peers and create powerful partnerships.

The 2023 APCS will feature a range of dynamic speakers and offers the opportunity for speakers to deliver a message to leaders of the broader Asia Pacific region and beyond with impact.

It is being recommended that the Mayor attend to represent the City of Palmerston, all Elected Members are welcome to attend should they wish.

## **CONSULTATION PROCESS**

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

## **POLICY IMPLICATIONS**

There are no policy implications for this Report.

## **BUDGET AND RESOURCE IMPLICATIONS**

The Mayor and any other Elected Members wishing to attend the APCS will be accompanied by the Chief Executive Officer and/or Deputy Chief Executive Officer.

To attend the conference in person the cost is estimated to be approximately \$4900 per person, which includes flexible flights, three nights' accommodation, early bird registration and incidentals.

## **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.

### **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. FAQs for Australian Mayors and Deputy Mayors [13.1.2.1 - 5 pages]



## 2023 ASIA PACIFIC CITIES SUMMIT & MAYORS' FORUM

Brisbane, Australia 11-13 October



## 2023 Asia Pacific Cities Summit (2023APCS) & Mayors' Forum

### Frequently Asked Questions for Australian Mayors and Deputy Mayors

## THE 2023APCS

### Where will the 2023APCS take place?

The main Summit program will take place at the [Brisbane Convention and Exhibition Centre](#) at South Bank. There will also be social events held at various venues across Brisbane, including Brisbane City Hall (Mayors' Forum).

## REGISTRATION

### How do I register?

Visit [apcsummit.org](http://apcsummit.org) to register. Full-time Mayors and Deputy Mayors receive early-bird registration of AUD\$1560 until 1 September 2023. Early-bird group registration offers are also available. Please see the below table for further details.

### 2023APCS registration package

	Early-bird (before 1 September)	Standard (before 30 September)	Late (from 1 October)
Full-time Mayor/Deputy Mayor/Governor	\$1,560	\$1,890	\$2,145
Full-time delegate	\$1,780	\$2,225	\$2,450
Young Professionals' Forum (YPs@APCS)	\$655		
Concession	\$1,090		
Full-time group registration (discount for five ore more delegates)	\$1,245 per delegate	\$1,670 per delegate	N/A

\*Registration fees are expressed and are payable in Australian Dollars (AUD) and include Australian Goods and Services tax (GST) of 10%.

\*Concession rates are available for full time students and concession card holders.

\*Group registrations must be processed in a single transaction and payment.  
Available for purchase in groups of five only.

### What does each Mayor's registration include?

- Opening ceremony and welcome reception
- Keynote, big picture and deep dive sessions

[apcsummit.org](http://apcsummit.org)



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### 2023 ASIA PACIFIC CITIES SUMMIT & MAYORS' FORUM

Brisbane, Australia 11-13 October



- Mayors' Forum (invitation-only event)
- Mayors and City Leaders' Networking Lunch (invitation-only event)
- Mayors, City Leaders and Young Professionals' Networking Event (invitation-only event)
- Travel between events on Wednesday 11 October (transport provided)
- Gala dinner
- Urban Walk
- Meet@APCS business meetings
- APCS Market Square Exhibition
- Meal breaks (Wednesday - Friday)
- Young Professionals' presentation
- Presentation and signing of the Mayors' Accord
- Announcement of the 2025APCS Host City
- Closing ceremony.

#### Who will attend the 2023APCS?

The previous APCS held in Brisbane in 2019 attracted more than 1400 delegates, representing 140 cities. Eighty-three Mayors and Deputy Mayors also attended the event. The combined population of registered cities was 405 million people.

APCS attracts the highest calibre of delegates from across the globe, including:

- city mayors, councillors and CEOs
- company and business CEOs, directors and managers and leaders
- peak body and government representatives
- government heads of local, state and federal departments
- policy makers in the urban agenda
- leaders in city tourism
- emerging leaders, researchers and change advocates
- innovators, influencers and trend setters.

#### What are the opportunities and benefits of being involved with this event?

The 2023APCS offers a wide range of opportunities and may provide benefits to the groups listed below.

- **Local government employees** – discuss common issues and challenges facing governments throughout the world and offer professional development experiences.
- **Chief Executive Officer or General Manager** – meet with other government leaders from the Asia Pacific region and exchange ideas, challenges and best practice. Participate in the City Leaders' Forum, a closed door, invitation only event for senior non-elected government officials.
- **Local chambers of commerce** – businesses who wish to promote their brand or product to civic and business leaders of the Asia Pacific region's important metropolises. Encourage local business leaders to participate in the Meet@APCS business program and strengthen their global presence through business introductions and networking events.

#### How can I promote these opportunities to local constituents?

Please contact the APCS Secretariat for promotional material, including images and text that can be inserted in local newsletters and communications by email at [APCS@brisbane.qld.gov.au](mailto:APCS@brisbane.qld.gov.au)

[apcsummit.org](http://apcsummit.org)



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## PROGRAM

### What topics will be covered during the 2023APCS?

The overarching theme of the Summit is 'Shaping Cities for our Future' with three sub-themes to be discussed in each half-day session:

- **Cities of Connection** – technology, data and the people.
- **Cities of Sustainability** – adapting to growth, inclusivity and wellbeing.
- **Cities of Legacy** – creating events for prosperity and longevity.

### Program outline

Please refer to the website for the most up to date program available [here](#).

### What is the Mayors' Forum and Accord?

The Mayors' Forum is an opportunity for elected government leaders to come together and share their insights, discuss trends and issues facing their cities and develop solutions to promote growth and prosperity in cities. Participants will develop their own global network of influential peers and learn the latest trends and opportunities in city management.

Key achievements, outcomes and strategic objectives of the Mayors' Forum are summarised in the Mayors' Accord, which is presented to all delegates on the final day of the Summit and is signed by all participants. In 2019, the Mayors attending the APCS represented jurisdictions with a population of almost 99 million people, allowing the Mayors' Accord to directly impact the lives of this significant population.

The Mayors' Forum is by invitation only and is open to Mayors, Deputy Mayors and Governors. Only one representative per city is permitted. The Mayors' Forum will be held on Wednesday 11 October 2023 at the Brisbane City Hall. Prior to the Mayors' Forum, a Mayors and City Leaders Lunch will be held.

### How do I choose which deep dive session I can attend?

After [registering](#), delegates can choose to attend any of the deep dive sessions they like as it is a walk-in format. All delegates will be notified about the range of interesting session topics closer to the event. Delegates are also encouraged to set up one-on-one meetings (Meet@APCS business meetings) using the app to maximise time and visit the exhibition area at APCS Market Square.

### How will I travel between events?

Delegates are required to make their way to and from the Brisbane Convention Centre on Thursday 12 and Friday 13 October. On Wednesday 11 October, transportation will be provided from Brisbane City Hall to the Brisbane Convention and Exhibition Centre.

### What is the dress code for the APCS?

The dress code for the 2023APCS, networking and social events is business attire. For the Urban Walk, the dress code is smart casual and comfortable walking attire is suggested. During October, the average temperature in Brisbane can vary from 16-26°C.

## ACCOMMODATION AND TRAVEL

### Will airport transfers be available?

Delegates will be required to make their own way from the airport to their accommodation. Visit the [Brisbane Airport website](#) for transport options.



[apcsummit.org](https://apcsummit.org)

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### What are the accommodation options?

A list of partner hotels will be provided to delegates and bookings will be able to be made with negotiated rates. Delegates are invited to make their own hotel bookings at the hotel of their choosing. Please refer to the accommodation tab of the website for further details.

### In what language will the Summit be conducted?

English is the official language of the APCS. Simultaneous translation headsets may be provided for keynote and plenary sessions, subject to language demand. The Mayors' Forum will be conducted in English only. An interpreter is permitted if required for the Forum. Delegates requiring interpreting for meetings are required to bring their own interpreter to the Summit.

## OPPORTUNITIES – SPEAKING

### Are speaking opportunities available?

Yes, the Call for Speakers will open in early April 2023, including the opportunity to showcase upcoming tender projects in your region at the [Major Project Announcement Briefings](#). To apply, delegates can submit their abstract through the official 2023APCS website by 14 July 2023. Successful applicants will be notified by mid August 2023 and will need to register for the 2023APCS by 1 September 2023.

#### Details required for a speaker submission will include:

- Personal details - e.g. full name, position and organisation
- City name
- 2023APCS program sub-theme which your abstract aligns with (from the three sub-themes)
- Title of the abstract
- Presenter name or names (if there are more than two people presenting together)
- Speaker biography
- Abstract summary of no more than 250 words.

### Major project Announcement briefings

These briefings are an opportunity to share major projects that will open for tender or private sector involvement within the next 12 months. Major project presenters at the previous APCS included Asian Development Bank, Invest Hong Kong and local governments including Blacktown, Brisbane, Townsville, Mackay and Sunshine Coast.

Those interested in presenting on major projects available for tender at the 2023APCS are encouraged to submit a proposal in line with the call for speaker timeline.

## OPPORTUNITIES – CITY PROMOTION

### What exhibitor options are available to promote our city to Summit attendees?

Exhibition booths are available in the Market Square in the Brisbane Convention and Exhibition Centre (main venue for the 2023APCS). Exhibitors can book a booth at Market Square through the official 2023APCS website. Further information is available [here](#)



## OPPORTUNITIES – MEETINGS AND NETWORKING

APCS has a strong reputation of facilitating connections with public and private sectors. Meet@APCS delivers introductions, networking and meeting opportunities via a suite of exclusive platforms:

- **The APCS App** – exclusively available to APCS participants. The APCS App is an interactive platform that allows delegates to build personal and business profiles, search and introduce themselves to other participants, request and confirm meetings and more. The App opens in advance of the Summit and remains open for two months post-event.
- **APCS Market Square** – a key feature of the Summit and provides display opportunities for businesses and city administrations, large and small. Anchored by the Brisbane Pavilion, an interactive space featuring meeting facilities, café and more, the Market Square is the prime location for meeting other delegates and exhibitors at APCS. All delegate refreshment breaks and lunches are served in the Market Square which is located immediately adjacent to Summit meeting rooms.
- **APCS Networking Events** – the Summit offers excellent networking opportunities at prominent social events. Principal amongst these include the Networking Reception on the opening day, and the APCS Gala Dinner. Further invitation-only events are held over the course of the Summit.

## OPPORTUNITIES – YOUNG PROFESSIONALS

### Are there any opportunities for young people at the 2023APCS?

The Young Professionals' Program (YPs@APCS) is designed for 18 to 30-year-olds who have experience in, and passion for one or more of the Summit program sub-themes. YP delegates will be presented with a series of urban challenges relating to the Summit program themes and will be tasked with finding solutions which are cost-neutral or revenue-positive to city administrators.

Outside of the immersive program of inspiring speakers and workshops, young professional delegates may also attend keynote and plenary sessions, social functions and exclusive networking events. More information about the Young Professionals' program, visit the [Young Professionals' Program page](https://www.apcsummit.org/young-professionals).

# COUNCIL REPORT

1st Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.1.3
<b>REPORT TITLE:</b>	Laneway Closure Request - Broadarrow Circuit Woodroffe
<b>MEETING DATE:</b>	Tuesday 7 March 2023
<b>AUTHOR:</b>	Civil Operations Team Leader, Nickolas Rakkas
<b>APPROVER:</b>	General Manager Infrastructure, Nadine Nilon

## COMMUNITY PLAN

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

## PURPOSE

This Report provides Council with information relating to a laneway closure request received for the Broadarrow Circuit Woodroffe laneway.

## KEY MESSAGES

- A laneway closure application was submitted to Council on 9 January 2023 for Broadarrow Circuit, Woodroffe between 29 and 31. The application included the required information and conformed to Section 4.2.1 of the Laneway Management Policy. Council has commenced the assessment process.
- The laneway doesn't current receive any type of closure treatment and is open 24 hours.
- Engagement with NT Police and the Department of Territory Families, Housing and Communities has commenced.
- It has been assessed that the Broadarrow Circuit laneway does not function as an overflow relief during severe rainfall events, and therefore conforms to Section 4.3.1(a) of the Policy.
- Average daily use of Broadarrow Circuit laneway is currently being evaluated and monitoring commenced 21 February 2023.
- Laneway Categorisation has been determined as Category A, receiving a score of 20.5.
- Underground services within Broadarrow Circuit laneway include City of Palmerston Low Voltage (LV) Street light cable and above ground light pole infrastructure.
- This report provides an overview of the process relating to the laneway closure request.

## RECOMMENDATION

1. THAT Report entitled Laneway Closure Request - Broadarrow Circuit Woodroffe be received and noted.
2. THAT Council notes the commencement of the laneway closure process for Broadarrow Circuit, Woodroffe, with a further report to be provided to Council by April 2023.

## BACKGROUND

This Report focusses on the laneway in Broadarrow Circuit, Woodroffe between the residential street numbers 29 and 31 Broadarrow. City of Palmerston received a Laneway Closure Application on 9 January 2023. The application included the required information and conformed to Section 4.2.1 of the Laneway Management Policy, 2020 (Policy) and Council investigations have commenced.



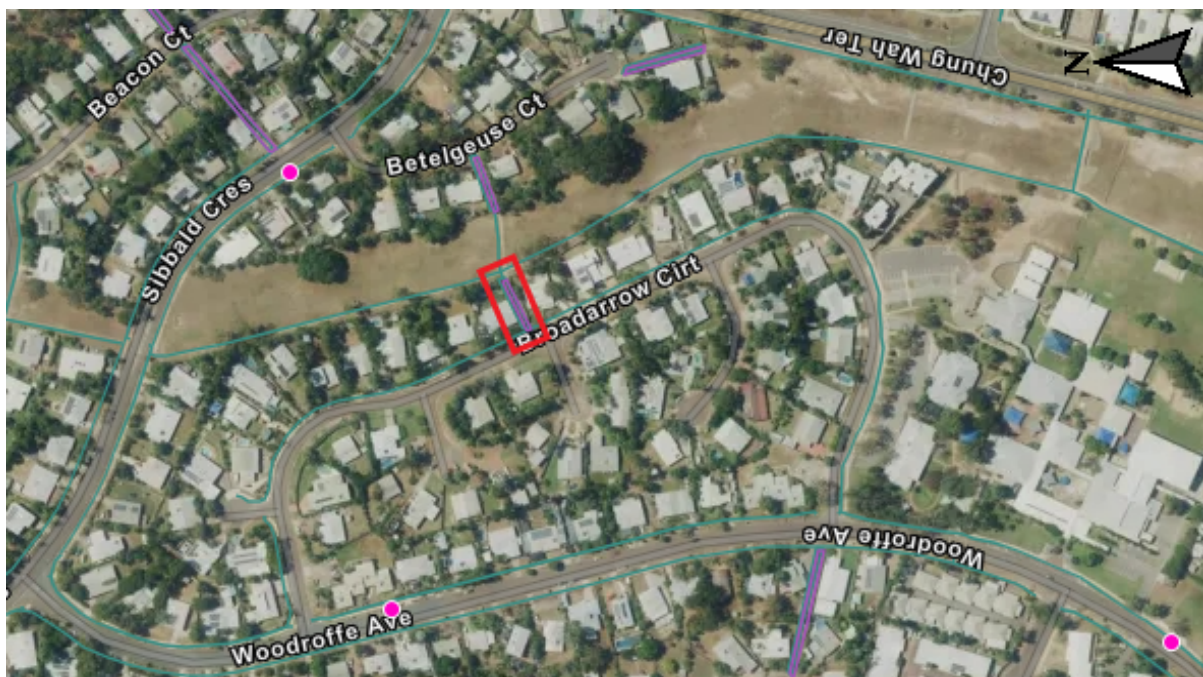
In line with the Policy, an evaluation to assess the community impacts of the proposed closure/timed closure of the laneway has commenced.

This Report provides an overview of the closure request for Broadarrow Circuit for Council's information. A future report will present all relevant information to enable a decision in accordance with the Policy.

### DISCUSSION

The Broadarrow Circuit laneway (laneway) in Woodroffe provides pedestrian connectivity from Broadarrow Circuit to Woodroffe Drain, between number 29 and 31 Broadarrow Circuit. This laneway serves as a throughfare to Woodroffe Primary School, Woodroffe Oval and Chung Wah Terrace to the south and connectivity to Sibbald Crescent to the north.

The images shown below show the laneway (outlined in red), local pathway network (in blue), three (3) bus stops in magenta and the two (2) properties abutting the laneway 29 (north) and 30 (south). Ground views of the laneway show current condition. Broadarrow laneway facilitates access to Woodroffe drain. The laneway currently has no closure treatment.



**Site plan illustrating the location of Broadarrow Circuit laneway.**





**Woodroffe Drain laneway end**



**Broadarrow Circuit laneway end**

## Laneway Closure Application

The application received on 9 January 2023 conforms to Section 4.2.1 of the Policy, providing required information and agreements.

In accordance with the Policy (4.2.2), the following information is collated once a closure application is received, for presentation to Council;

- a) NT Police Information – Request for information from the NT Police relating to the vicinity of the laneway covering the most recent quarterly reporting period.
- b) Immediate Vicinity Survey – Survey a minimum 20 properties within the immediate vicinity of the laneway.
- c) Laneway Usage – Install CCTV camera at one end of the laneway for a period of not less than three weeks to obtain laneway usage data.
- d) Agency Engagement – Request information from relevant government agencies and non-government organisations on local issues.
- e) Laneway Category – Calculate the Laneway Category using the approved methodology.
- f) Stormwater Function – Assess the laneway in respect of stormwater function.
- g) Underground Services – Obtain information on underground services within the laneway.

For a laneway to be considered for permanent closure, the Policy (Section 4.3) requires the following to be satisfied;

- a) The laneway does not provide an overland stormwater flow path; and
- b) The Laneway Category is rated a Low or Medium; and
- c) Agreement with abutting landowners ensures that the whole of the laneway will be disposed of through amalgamation with the abutting properties; and

- d) The abutting landowners have acknowledged and agreed to the contribution to the costs for the closure of the laneway and the payment for the portion of closed laneway (inclusive of easements where applicable) to the amalgamated with their property; and
- e) The laneway use is less than 30 movements per day.

The next section of this report provides an overview of the works currently being undertaken for Council to make an evidence-based decision, and the consideration for permanent closure. Night-time closure is also an option for Council in accordance with the Policy. This will be explored once the data has been collated and presented to Council.

### **NT Police Information**

Consultation has commenced with the NT Police.

### **Immediate Vicinity Survey**

An informal petition was submitted to Council as a part of the laneway closure application which included 23 signatures in support of night-time closure. A phone survey has been conducted to gain preliminary data. Further consultation will occur and be collated in a future report.

### **Laneway Usage**

The temporary installation of monitoring equipment to gather data on usage in the laneway is in progress. Monitoring commenced 21 February and will span for a minimum three weeks period.

### **Agency Engagement**

Consultation has commenced with the NT Department of Territory Families, Housing and Communities.

### **Laneway Category**

Laneway Categorisation has been determined as Category A receiving a score of 20.5 classing the laneway as essential.

The Laneway Category calculation that has occurred is designed to quantify the impact of closing the laneway with respect to pedestrians having to travel further to desired destinations (i.e. schools, bus stops, shops, parks, medical facilities etc.).

Laneway categories derived from the calculations are:

- Category A – Essential, score of 20+ - the Policy outlines that these laneways would not be closed given the extended distances residents and pedestrians would be required to travel to reach desired destinations.
- Category B – Less Essential, score of 10-19.9 - whilst allowed within the Policy for closure, these would require close consideration of reasons for closure given the increased distances residents and pedestrians would be required to travel to reach desired destinations.
- Category C – Non-Essential, score of 0-9.9 - would still require consideration for closure although the impact on residents or pedestrian distance travelled to desired destinations would be minimal.

### **Stormwater Function**

The laneway has been assessed using existing survey plans and ArcGIS data. It has been determined that the laneway does not form a part of stormwater network.

### Underground services

Underground services within the laneway include City of Palmerston Low Voltage (LV) Street light cable and above ground light pole infrastructure. Access to light pole infrastructure will need to be accessible for maintenance purposes. No other services were identified in the laneway.

Following the collation of the above information, a follow up report will be submitted to Council on completion of the laneway assessment process with a recommendation of no closure, night-time closure or full closure.

### CONSULTATION PROCESS

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

- General Manager of Infrastructure
- Civil Operations Team Leader
- Technical Officer

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

- Resident who has submitted the Laneway Closure request.
- Surrounding residents have been preliminary surveyed about closure preference.

Ongoing consultation with stakeholders, including NT Police, NTG and residents will occur throughout the process.

### POLICY IMPLICATIONS

This application and process being undertaken is in accordance with Council's Policy, Laneway Policy Guide and Laneway Policy Fact Sheet.

### BUDGET AND RESOURCE IMPLICATIONS

The cost of ongoing night-time closures and gate maintenance is in the order of \$6,000 per year. Installation of CCTV for the monitoring period is in the order of \$5,000.

The cost to undertake gate installation may be up to \$15,000.

The cost to undertake the permanent closure of the laneway may be up to \$16,000 and comprises public notices, survey, land titles and development costs, and removal of the constructed path.

The above costs are funded, and able to be funded, through current operations budgets.

As outlined within the Policy, the calculation of the cost of the laneway closure to property owners is based on the increase in the value of the land as a result of the transfer. Income from the sale of the land would depend on the outcome of this.

### RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

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.

The Policy outlines the purposes of preserving the network of laneways within the City and guiding decisions to ensure vital functions of laneways are taken into account when considering treatment options. Section 4.3 of the Policy outlines required criteria for permanent closure of a laneway. If a laneway treatment were to occur that does not conform to section 4.3 of the Policy, there is the risk that this may be considered not in line with the Policy and principles in which the Policy is based on.

### **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. Laneway Survey Broadarrow Circuit 20230202 [13.1.3.1 - 1 page]

# COUNCIL AGENDA

## Attachment 13.1.3.1

Address	Age profiles based on age ranges e.g. 12 years and under, 13 to 17 years, 18 and over	Length of time in residence	Experience of anti-social and criminal behaviour at that address during the past 6 months, and up to 12 months	Police reports, if any made by the residents	Decision (Neutral Permanent, Night-time or No Closure
11	Voice mail				
15 Broadarrow Circuit	75, 75	23	Yes	No	Night-time
16 Broadarrow Circuit, Woodroffe	15, 40,50	23	Yes	Yes	Permanent
17 Broadarrow Circuit	50,52	24	Yes	Yes	Night-time
18 Broadarrow Circuit, Woodroffe	50, 55, 74	25	Yes	Yes	Night-time
21 Broadarrow Circuit	Voicemail				
23 Broadarrow Circuit, Woodroffe	52,55	22	Yes	No	Night-time
24 Broadarrow Circuit, Woodroffe	74, 75,	22	Yes	No	Night-time
25 Broadarrow Circuit	24, 22	22	No	Yes	Neutral
29 Broadarrow Circuit, Woodroffe	No response				
33 Broadarrow Circuit, Woodroffe	52, 50	18	Yes	Yes	Night-time
35 Broadarrow Circuit, Woodroffe	Opted out				
37 Broadarrow Circuit	Opted out				
39 Broadarrow Circuit, Woodroffe	8, 12, 31, 41	14	Yes	Yes	Night-time
41 broadarrow Circuit, Woodroffe	52, 53	9	Yes	Yes	Permanent
43 broadarrow Circuit, Woodroffe	No response				
45 Broadarrow Circuit, Woodroffe	18+	8+ years	No	No	Neutral
2 Crucis court, Woodroffe	18 +	13 years	Yes	Yes	Night-time
3 Crucis court, Woodroffe	No response				
4 Crucis court, Woodroffe	Owner to speak with the agent				
5 Crucis court, Woodroffe	18+	11 months	Yes	No	Permanent
2 Centari Crt, Woodroffe	No repsonse				
3 Centari Crt, Woodroffe	18+	2.5 years	No	No	No-Closure
4 Centari Crt, Woodroffe	10, 12, 15, 42, 45	8	Yes	No	Night-time
5 Centari Crt, Woodroffe	18+	19 Years	No	Yes	Night-time
6 Centari Crt, Woodroffe	No response				
7 Centari Crt, Woodroffe	No repsonse				
9 Centari Crt,Woodroffe	18+	17 years	Yes	No	Permanent
2 Rigel Court	18+	31 years	Yes	No	Permanent
3 Rigel Court	18+	6 years	No	No	Night-time
4 Rigel Court	18+	12 years	Yes	Yes	Night time or Permanent
4 Crucis court, Woodroffe	18+	6 years	Yes	No	Permanent



# COUNCIL REPORT

1st Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.1.4
<b>REPORT TITLE:</b>	Adoption of the City of Palmerston Creative Industries Plan 2023 - 2027
<b>MEETING DATE:</b>	Tuesday 7 March 2023
<b>AUTHOR:</b>	Community Services Manager, Melanie Tighe
<b>APPROVER:</b>	General Manager of Community and Culture, Anna Ingram

## COMMUNITY PLAN

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

## PURPOSE

This Report seeks to update Council on the outcomes from the community consultation of the draft Creative Industries Plan 2022-2027 and seeks Council's adoption of the final version of the Creative Industries Plan 2023-2027.

## KEY MESSAGES

- The fostering and promotion of arts and culture within the community is identified as a measure of success in the Community Plan, Outcome 3 – Cultural Diversity.
- The City of Palmerston's current Arts Strategy 2016-2021 expired in July 2021 and Council endorsed the development of a draft Creative Industries Plan 2022-2027 (draft Plan) in April 2022.
- Extensive stakeholder consultation was undertaken with key stakeholders and community members to inform a draft Plan, which was presented to Council in October 2022.
- The draft Plan aligns with the outcomes of Council's Community Plan.
- Following on from Council's endorsement, the draft Plan was released for community feedback from 25 October – 24 November 2022 via City of Palmerston website, Facebook page and direct email to previous participants/stakeholder/networking groups.
- The draft Plan was amended to incorporate public feedback and better reflect the diversity of our community.
- Following adoption, an annual report will be presented to Council on the progress of actions towards the Measures set out in the draft Plan.

## RECOMMENDATION

1. THAT Report entitled Creative Industries Plan 2023-2027 be received and noted.
2. THAT Council adopts the City of Palmerston Creative Industries Plan 2023-2027 being **Attachment 13.1.4.1** to report entitled Adoption of the City of Palmerston Creative Industries Plan 2023 - 2027.
3. THAT Council write to all participants who provided feedback, thanking them for their participation and advising them of adoption of the Creative Industries Plan 2023-2027.

## BACKGROUND



The City of Palmerston's vision is "A Place for People", where arts and cultural activities are recognised as a valuable part of our vibrant and diverse community, contributing to a flourishing, innovative and cohesive city. Councils Community Plan outlines Cultural Diversity as a primary outcome with 'fostering and promotion of arts and culture within our community' as an agreed measure of success.

The purpose of developing a Creative Industries Plan is to replace the expired Arts Strategy 2016 – 2021 with a new framework for arts, culture, and the creative industries in our region for the next five years.

The draft Creative Industries Plan was developed through extensive consultation with a broad range of arts practitioners, arts organisations, and community members both from within and outside Palmerston, other Top End Councils, and Council staff. Participants in the consultation shared an excitement and enthusiasm about the arts and creative industries in Palmerston. Consultation methods were focus groups with 36 participants, phone interviews, an on-line community survey completed by 151 people, and face to face community consultation at Palmerston Friday Night markets.

The profile of people who chose to engage showed a depth and diversity of experience- age, gender, cultural background, arts experiences, and diversity of creative practices, reflected in the quality of the engagement. The responses indicated that Palmerston is culturally diverse, multicultural, young and family oriented. It has a First Nations history and welcomes a diversity of First Nations communities who live in Palmerston but also people who transit through on the way to Top End remote communities.

The draft Creative Industries Plan aligns with the following Plans/Policies:

- City of Palmerston Community Plan
- City of Palmerston Inclusive Diverse and Accessible Policy Framework 2021
- Northern Territory Government Creative Industries Strategy 2020-2024
- Northern Territory Government 10 Year Museums Master Plan (includes specific references to proposed arts outcomes for Palmerston).

At the 2<sup>nd</sup> Ordinary Council Meeting of 4 October 2022 Council made the following decisions:

### 13.1.2 Palmerston Creative Industries Plan 2022-2027

1. *THAT Report Number 10/547 entitled Palmerston Creative Industries Plan 2022 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 13.1.1.1** to report entitled Palmerston Creative Industries Plan 2022-2027 with the following administrative amendment: removal of the reference to Palmerston City Centre Management Plan 2015, formatting and creative feel.*
3. *THAT a final version of the plan with the 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***

This Report seeks to update Council on the outcomes from the community consultation for the draft Creative Industries Plan 2022-2027 and seeks Council's adoption of the final version of the Creative Industries Plan 2023-2027.

## DISCUSSION

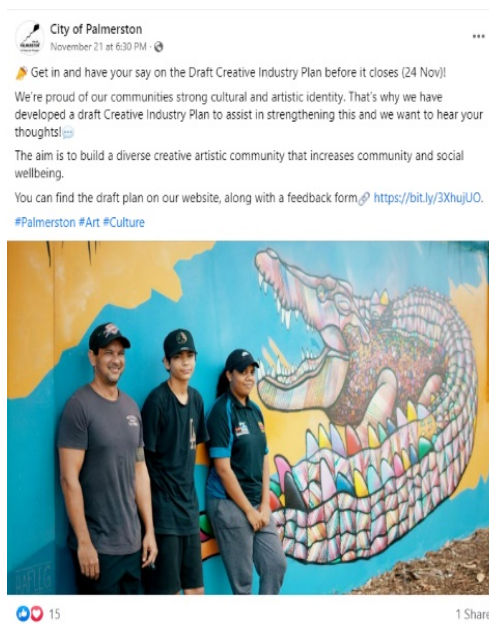
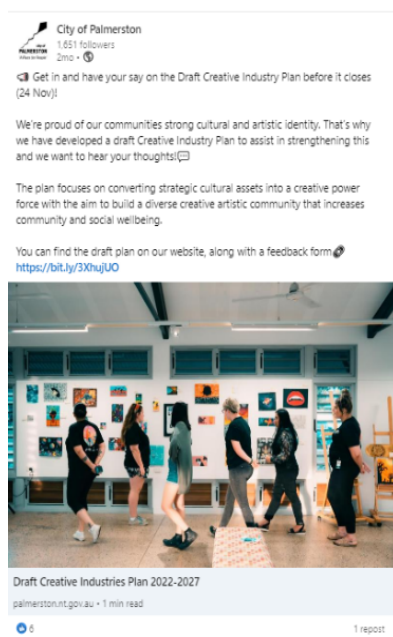
The Creative Industries Plan 2023 – 2027 will be a framework for arts, culture and the creative industries in the City of Palmerston for the next five years. It clearly articulates the objectives and measures that will guide Council in making timely decisions regarding financial and human resource investments for the development of all forms of arts, culture and heritage, as well as the broader cultural engagement and enrichment of community life.

The draft Creative Industries Plan (draft Plan) was presented to Council at the 2<sup>nd</sup> Ordinary Council Meeting of 4 October 2022. At this meeting Council endorsed public consultation of the draft Plan for a period of 30 days before presentation of a final version of the document to Council for adoption.

### Community Consultation

The draft Plan opened for community consultation from 25 October – 24 November 2022. Council promoted consultation of the draft Plan to participants of the initial consultation via direct email invitation and the consultants of the draft Plan also promoted to their local art and creative networks. It was also shared through Council networks such as Palmerston and Rural Youth Services Network (PARYS) and Council's Creative e-newsletter of approximately 300 addresses.

Two Facebook posts were posted on the CoP Facebook page on the 26 October and 21 November 2022, encouraging feedback from the Palmerston community on the draft Plan.



## Facebook Posts

### Electronic community feedback on draft Creative Industries Plan 2023 – 2027

Community Feedback/Comments	Management Response
Lack of performance/storage spaces in Palmerston	Revised Draft Plan includes development of a business case for a dedicated arts/performance facility

Unclear of target audience of the Plan	Draft Plan amended to include variety of community photos and more inclusive language to clearly demonstrate the draft Plan is intended for everyone in the community
Accessibility of document	Amended draft Plan to incorporate more inclusive, accessible, easy to read language
Creation of peak body for the arts in Palmerston	The Measures in the draft Plan outline a number of ways in which Council will collaborate with artists and arts organisations including providing opportunities to network and connect
Footnotes need to be repositioned, broken reference links	Minor administrative changes made to draft Plan to rectify typos, broken reference links etc
How will CoP continue to get to know their community further to continue to inform the development of this Plan?	<p>The draft Plan outlines the development of community oriented art programming which includes workshops and networking from which future feedback can be collected.</p> <p>Measures of the draft Plan includes partnering with a diverse range of stakeholders in the community, which also provides engagement opportunities for Council</p>

The draft Plan was made available to the community via an online survey on the 'Have Your Say' page on the City of Palmerston website and received nine electronic responses which have been summarised with officer's response outlined in the table below.

The title of the draft Plan was also amended to reflect the year the Plan is being adopted and will now be referred to as Creative Industries Plan 2023-2027.

This report presents the final updated Creative Industries Plan 2023-2027 with changes informed from consultation and it is recommended for adoption by Council. A supplementary Action Plan is being developed for implementation should the draft Plan be adopted, and an annual report will be presented to Council on the progress of actions and progress towards the Measures set out in the draft Plan.

## CONSULTATION PROCESS

The draft Plan opened for community consultation from 25 October – 24 November 2022. Council promoted consultation of the draft Plan to participants of the initial consultation via direct email invitation and the consultants of the draft Plan also promoted to their local art and creative networks, including the following:

- Darwin Community Arts
- Corrugated Iron youth Arts
- Artback NT
- Coomalie Shire
- Larrakia Nation
- Music NT
- Palmerston and Litchfield Seniors Association
- Palmerston Regional Business Association
- Defence Community Organisation
- Larrikin Interactive.

Facebook posts were posted on the CoP Facebook page on the 26 October and 21 November 2022, encouraging feedback from the Palmerston community on the draft Plan.

The consultation opportunity was also shared through Council networks such as Palmerston and Rural Youth Services Network (PARYS) and Council's Creative e-newsletter of approximately 300 addresses.

### **POLICY IMPLICATIONS**

The Creative Industries Plan 2023-2027 **Attachment 13.1.4.1** would supersede the expired City of Palmerston Arts Strategy 2016-2021.

### **BUDGET AND RESOURCE IMPLICATIONS**

The Creative Industries Plan 2023-2027 will assist the local Palmerston arts community to grow, which will bring added economic benefit to the Palmerston Community, as more arts-based activities are developed and run locally. It will also allow Palmerston to potentially attract more arts based external funding grants into these future projects.

While the Arts Strategy 2016 – 2021 has expired, City of Palmerston has continued to deliver several events and activities that meet the objectives and measures of the draft Plan. It is expected that officers will utilise existing capital and operational budget allocation to continue to further develop these activities. Future budgets may need to consider funding for other activities identified in the draft Plan, for example, a business case for the development of a performance/arts space within Palmerston.

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

The City of Palmerston's Art Strategy 2016-2021 has expired, and should Council not adopt an updated plan, there is a risk to Council's reputation if the Community perceives that it is not invested in further developing the Creative Arts in Palmerston.

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. Creative Industries Plan 2023 2027 FINAL [**13.1.4.1** - 20 pages]



# CREATIVE INDUSTRIES PLAN

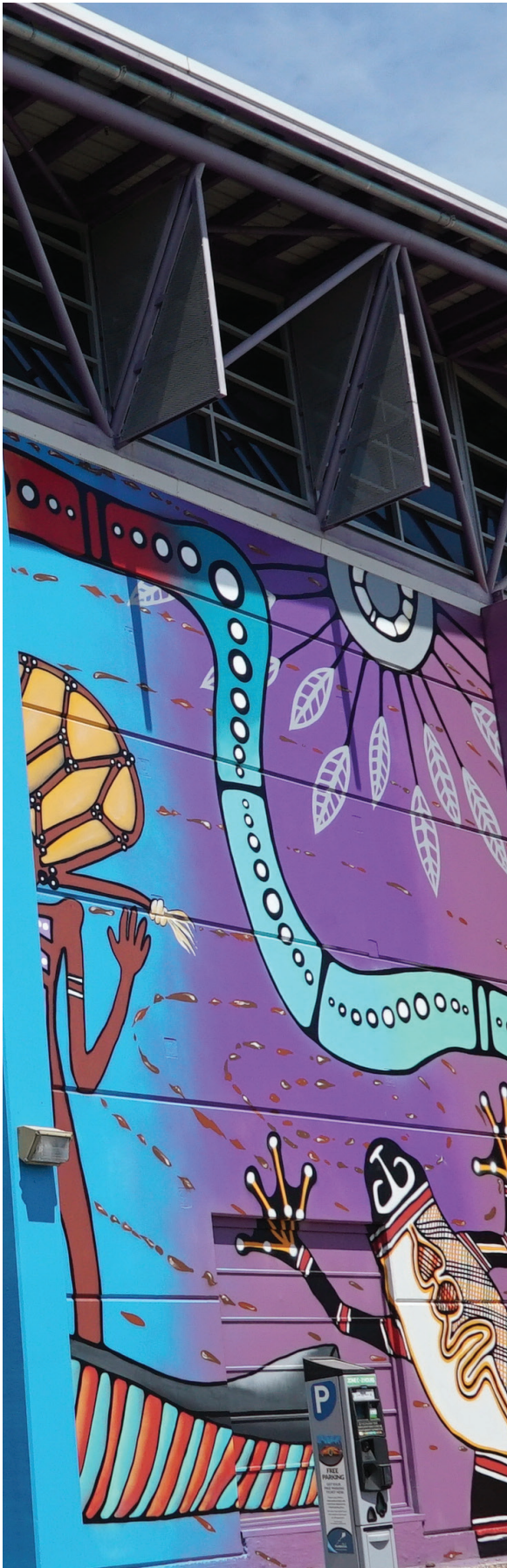
2023-2027











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### Acknowledgement of Country

'City of Palmerston acknowledges the Larrakia people as the Traditional Custodians of the Palmerston region. We pay our respects to the Elders past, present and future leaders and extend that respect to all Aboriginal and Torres Strait Islander people.'

Front cover image: Various art observers, Art Jam, Palmerston Youth Festival, 2022

Mural artwork: Artist, Trent Lee Wall Mural, Palmerston Recreation Centre, 2020





## Summary



The City of Palmerston Creative Industries Plan sets out Council's commitment to building on foundational strengths and growing sustainable creative industries in Palmerston. Palmerston has a strong and proud cultural and artistic identity with a number of tangible cultural assets. This Plan is anchored in an assets-based approach to developing the creative industries.

It focuses on converting strategic cultural assets into a creative force to build a thriving, diverse creative artistic community, fostering high levels of community and social well-being. A strategic cultural asset is an item, event, or activity that has a significant cultural meaning and is used to achieve a particular goal or outcome. It is a resource with a clear purpose, and it has the potential to bring about positive change in a community, organisation, or society.

The Plan is intended to strengthen the foundations of community engagement in the arts, skill building and development in the creative industries in order to grow opportunities for current and future artists, creatives and community audiences.

The *Creative Industries Plan* identifies five existing strategic cultural assets and future looking objectives. These strategic cultural assets are detailed below:



## Why the term Creative Industries?



Council has a vision to support and invest in Palmerston's diverse current and emerging creative community, recognising that cultural and creative practice is a powerful tool that can transform individual creativity into lasting social and commercial outcomes.<sup>1</sup>

Through this investment, Council seeks to empower the creative industries in the community, enabling them to reach their fullest potential and contribute to the success of Palmerston.

The Australian Bureau of Statistics (ABS) defines cultural industries more broadly than the traditional definition of 'arts and recreation', giving a better indicator of the extent of cultural activity in the economy.

ABS' definition of cultural industries includes 'zoos and parks, arts education, libraries, museums and galleries, publishing, broadcasting and internet production, film and television production, music production, live performance, as well as design, printing, photography, architecture, advertising, and independent artists, musicians and performers. It also includes cultural retail outlets like book shops, cinemas and record stores'<sup>2</sup>.

<sup>1</sup> Western Australian Government, Department of Local Government, Sport and Cultural Industries, 2022.

<sup>2</sup> Pennington and Eltham, 2021, p.9

Gulwa Recording Studio 2022



## What is the role of Council?



Council sees its role as:

- **Host:** Providing venues, places and opportunities for artistic, cultural and creative activity and enterprise to happen and prosper.
- **Connector:** Creating networks, creative clusters and brokering partnerships.
- **Partner:** Sharing and working with others to promote community participation in arts and culture.
- **Enabler:** Building a strong and creative community through community cultural development initiatives, research, advocacy, policy and sector development.

## Alignment to Council's Vision



The *Creative Industries Plan* aligns with the values of the City of Palmerston as outlined in the Council's Community Plan (2018), which is the Council's overarching strategic document. The Creative Industries Plan will assist Council to achieve its overall vision of being a '**Place for People**' through aligning with and reinforcing the Community Plan objectives:

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

Like the Community Plan, the *Creative Industries Plan* focuses on Palmerston's strengths, recognising the value of the natural environment, and seeing the economic opportunities embedded in creative industries with the arts acting as a catalyst for social and community transformation.



Gray Community Hall, 2022

## Plans & Policies



The Creative Industries Plan aligns with the following plans and policies:

### City of Palmerston:

Policy or Plan	Relevance to <i>Creative Industries Plan</i>
<i>Community Plan, 2018</i>	The Community Plan is Council's overarching strategic governing document which has six outcomes, with corresponding objectives for Council to achieve. One of the measures of success of Outcome 3 – Cultural Diversity and Outcome 4 – A Future Focus, is fostering and promoting arts and culture within our community.
<i>Inclusive Diverse and Accessible Policy Framework, 2021</i>	The IDA is an all of Council policy which reinforces the principles of: <ul style="list-style-type: none"> <li>• Visible</li> <li>• Collaboration</li> <li>• Embedded</li> <li>• Always Improving</li> </ul>
<i>Digital Strategy, 2021</i>	The Council's strategy states that: <i>Enabling social value through technology is critical for the future of Palmerston.</i>

### Northern Territory Government:

Policy or Plan	Relevance to <i>Creative Industries Plan</i>
<i>Palmerston Youth Action Plan 2022-2024</i>	The Plan identifies 9 goals across a broad range of areas which are relevant to the Creative Industries plan including participation in safe and engaging youth activities, employment, training and education and access to public spaces.
<i>Palmerston Local Economic Plan 2021-2031</i>	<p>The Palmerston Local Economic Plan is a collaboration between the Northern Territory Government and City of Palmerston. The Plan aligns with <i>Territory Economic Reconstruction Commission Report</i>, and recognises that economic health and prosperity is a vital pillar supporting a successful and prosperous community.</p> <p>One of the strategic intentions of the Local Economic Plan is to "Explore creative industry development opportunities in Palmerston". The Palmerston Local Economic Plan recognises emergent economic opportunities as tourism, technology and creative industry, with the significant size of the youth population, and diversity of culture in Palmerston as a potential catalyst for the development of creative industries in Palmerston.</p>



### Northern Territory Government:

Policy or Plan	Relevance to <i>Creative Industries Plan</i>
<i>Creative Industries Strategy NT (2020-2024)</i>	<p>The vision of the Territory's strategy is to enable connected, strong and vibrant creative industries, innovating, celebrating the NT distinctiveness, enhancing liveability, attracting visitors and growing the economy.</p> <p>The Northern Territory's creative industries strategy articulates 10 goals across themes of People, Places, Proximity, Policy, Pathways, supported by actions for each goal.</p>
<i>Museums 10 year Master Plan-Darwin and Palmerston</i>	<p>The Master Plan's term '<i>museum</i>' aligns with the International Council of Museums' definition and includes science, history, and art museums, art galleries, libraries, cultural centres, and keeping places.</p>
<i>Connected Communities: Vision for Northern Territory Public Libraries 2017-2023</i>	<p><i>Connected Communities</i> reports on the Territory's 32 public libraries including Palmerston's as vital and trusted resources for local communities, supporting:</p> <ul style="list-style-type: none"> <li>• literacy and education,</li> <li>• community building and</li> <li>• skills development.</li> </ul>
<i>Everyone Together Aboriginal Affairs Strategy 2019-2029</i>	<p>The <i>Everyone Together</i> strategy is designed to guide government and community to reshape ways of working with Aboriginal Territorians to support community aspirations and achieve better outcomes.</p> <p>Guiding principles are <i>Healing, Respect and Engagement</i>.</p> <p>The strategy details 10 focus areas, with the first two <i>Truth and Healing</i> and <i>Language and Culture</i> holding particular relevance for this Plan.</p>
<i>Operation Rebound Territory Economic Reconstruction 2020</i>	<p>The Northern Territory Government recognises the following key sectors for trade development in the Territory:</p> <ul style="list-style-type: none"> <li>• energy</li> <li>• minerals</li> <li>• tourism</li> <li>• agribusiness</li> <li>• international education and training</li> <li>• space</li> <li>• defence and defence support</li> <li>• creative industries</li> <li>• tropical health and research</li> </ul> <p>These sectors reflect the priorities in the Territory Economic Reconstruction Commission and the Operation Rebound strategies from 2020, building on the same sectors originally mapped in the 2017 Northern Territory Economic Development Framework.</p>

### Commonwealth Government:

<i>Creativity Connects Us (2020-2024) Australia Council-Corporate Plan 2019-2023</i>	<p>Strategic objectives of <i>Creativity Connects Us</i>:</p> <ul style="list-style-type: none"> <li>• Australians are transformed by arts and creativity</li> <li>• Our arts reflect us</li> <li>• First Nations arts and culture are cherished</li> <li>• Arts and creativity are thriving</li> <li>• Arts and creativity are valued</li> </ul>
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## What you told us



The *Creative Industries Plan* was developed through consultation held with a broad range of arts practitioners, arts organisations, community members, arts funding bodies, Top End Councils, and Council staff between May-July 2022. The key information heard was:

- Palmerston is culturally diverse, multicultural, young and family orientated.
- Palmerston has a First Nations history and now welcomes a diversity of First Nations communities from across the Top End. The artwork of Larrakia artists has high visibility throughout the city centre.
- There is an excitement about the arts and creative industries in Palmerston, with a recognition that Council is making things happen. An appetite for possibility was palpable and expressed with enthusiasm from people who live in Palmerston, and shared by artists and arts organisations from the greater Darwin area.
- There is acknowledgement of the Council's infrastructure investment to date and with a strong desire for the next investment phases: a purpose designed facility with flexible visual and performing arts studios and a dedicated flexible exhibition space, and over a longer time an indoor live performance venue.
- The most important action to support the arts and creative industries is work at a grassroots level to build up Palmerston's own artists and emerging artists amongst young people, First Nations peoples, multicultural communities, Palmerston's art organisations and Palmerston's audiences. Local voices are wanting to be heard, and people share an excitement to support and enable these voices and their stories, collectively expressing the unique character of Palmerston.
- When asked what would make Palmerston a destination city people said, 'we need to build up and strengthen what's here first and make this the thing people want to visit', strengthening the enablers to make that happen.

Art display, Jellyfish, Goyder Square, 2017



## Palmerston Creative Industries Snapshot



**Geekfest Top End** is the Northern Territory's biggest and longest-running Geek Convention. It is a unique all-ages event, held across three locations in the Palmerston City Centre: Goyder Square, the Palmerston Library and Recreation Centre. It features a range of free activities from Virtual Reality, PC, Console and Tabletop Gaming, Anime, Instagram photo booth, Medieval Land demonstrations, Cosplay and Esports Competition, Laser Tag, Artist Alley, Tech Expo and Kids Zone.



**Sew & Tell** is an initiative of a local Palmerston mum, Kristie and has been going for two years. It's a meet up at the Durack Community Arts Centre where mums at the Durack Community Arts Centre, bring in sewing projects, start something new and meet other mums and chat, while their children safely play. It's for mums and little people aged 0-5 and is a welcoming space to learn new sewing skills, make new friends and strengthen local bonds. The meet up brings people from the Greater Darwin area and rural areas to Palmerston. Outside Sew & Tell Kristie also runs fee-for-service sewing classes and textile art workshops.



**J-MILLA** is a young Mak Mak Marranunggu (Litchfield National Park traditional owners) hip hop artist from Palmerston and now based in Adelaide. He released his first album in 2018 and since then has had his music featured on Triple J. In 2020 he was selected for Tik Tok's on-line music festival for that year and in 2021 performed at the closing day Hip Hop event at the Adelaide Festival. His combined social media followers sit at 200K. His little brother Yung Milla has also recorded and released his own music and is growing in popularity.



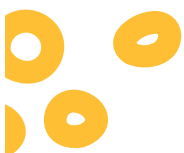
**Dylan Bennett** is the founder of Larrikin Interactive, a video game and education studio based in the NT and working closely with the City of Palmerston. In 2021, he worked with a group of youth in Palmerston to channel their enthusiasm for playing

video games into learning how to make them. After 8 weeks, the young people showcased 5 different games at Geekfest for others to play, showing off their knowledge of the coding language C#, 3D modelling and animation, music and sound effects, narrative and more. One of the boys has since begun their Certificate III in Design Fundamentals learning Game Design Foundations. Dylan says, 'The boys were engaged because they were given the tools to tell their stories and be creative in the creative medium they enjoyed the most.'

The diversity of skills required to make video games - music, 2D

and 3D art, narrative, coding and project management - means ample entry opportunities for a workforce to be involved, upskilled and then later apply skills in diverse creative industries.

With the NT Digital Pulse (Northern Territory Government, 2022) reporting an impossible local gap between the supply and demand of Information and Communications Technology professionals, video game skills offer an opportunity to remedy this gap.



## About Palmerston



Population  
**39,610**  
in 2021



17%  
of the NT  
Population



**Northern Territory**

Population  
**233,000**  
in 2021



**+1.5%**  
Population  
Growth Rate



29.1% under  
**17 years**



**11.3%**  
Aboriginal and Torres  
Strait Islander



Grew by  
**10.2%**  
between  
2016 & 2021



**+2%**  
Growth  
expected  
between  
2021 & 2026



**30**  
years  
median age



**20.2%**  
born outside  
Australia



**4%**  
Largest non-English  
speaking country of birth is  
**Philippines**



Art Workshop, Seniors Day 2022



## Strategic Cultural Assets and suggested Objectives and Measures of Creative Industries Plan



The Creative Industries Plan aligns with the City of Palmerston Community Plan, which sets the priorities for Council with the following six core outcomes:

- 1. Family and Community:** Palmerston is a safe and family friendly community where everyone belongs.
- 2. Vibrant Economy:** Palmerston is a destination city for employment, it is a place where businesses are encouraged to set up and to grow.
- 3. Cultural Diversity:** In Palmerston we celebrate our cultures in a way that values our diversity.
- 4. Future Focused:** Palmerston is an innovative city that sustains itself through the challenges of the future.
- 5. Environmental Sustainability:** Palmerston is an environmentally friendly, liveable city that promotes renewable practices and sustainability.
- 6. Governance:** Council is trusted by the community and invest in things that the public value.



### Places and Spaces

#### Community Plan

#### Outcome 4 A Future Focus

#### Outcome 5 Environmental Sustainability

Strategic Cultural Assets	Objective	Measures
Palmerston is home to a rich natural environment of green spaces, corridors, parkland, and water features.	Maximise the considerable existing green spaces, parklands, lakes and other natural features of Palmerston as venues for unique and unconventional arts events.	<ul style="list-style-type: none"> <li>Completion of database and on-line resource for CoP website which documents the Council facilities available for hire/access to creative industries initiatives.</li> <li>Increased delivery of art programming in suburbs.</li> </ul>
Council has invested in a solid foundation of infrastructure which meets broad community needs.	Build on the foundation of the Durack Community Arts Centre, Gray Hall and Gulwa Recording Studio to plan and establish a dedicated visual and performing artists studio facility.	<ul style="list-style-type: none"> <li>Development of business case for dedicated arts facility which includes hireable visual art wet studios, flexible performing arts studio spaces and dedicated flexible exhibition space.</li> </ul>
Palmerston features unconventional arts spaces providing unique opportunities for live events, filming and developing new audiences.	Build on the foundation of the dedicated visual and performing artists studio facility to develop a business case and invest in the construction of a 200/500 seat regional performing arts venue.	<ul style="list-style-type: none"> <li>Development of business case for dedicated 200/500 seat regional performing arts venue.</li> </ul>





### Progressive and Unique

Community Plan

Outcome 3 Cultural Diversity

Outcome 1 Family and Community

Strategic Cultural Assets	Objective	Measures
<p>Palmerston is different from Darwin, and from other parts of the Northern Territory.</p> <p>There is a palpable appetite to embrace, celebrate and grow the city's unique culture, identity, population, natural and built assets, with progressive brave and authentic voices.</p>	<p><i>Embrace, celebrate and support the distinguishing cultural and creative features of Palmerston as a point of difference and pride.</i></p>	<ul style="list-style-type: none"> <li>Increased awareness and recognition of Palmerston based Art Culture including, Theatre, Geek, Dance, Technology, Arts and Music.</li> <li>Community engagement to identify emerging creatives and community development to support existing creatives.</li> </ul>



### People

Community Plan

Outcome 1 Family and Community

Outcome 3 Cultural Diversity

Strategic Cultural Assets	Objective	Measures
<p>Palmerston is a place for people and a community full of creative voices of different ages and cultures.</p> <p>City of Palmerston Councillor's advocate strongly for creative developments and opportunities, and employ staff who understand how creativity can be embedded across all of Council.</p>	<p><i>Invest in the creative lives of children and young people and their support systems to enable them to become adult audiences, artists and creative contributors to Palmerston cultural life.</i></p> <p><i>Maximise access for our community to engage with and participate in a diverse range of arts and creative industries experiences and opportunities.</i></p> <p><i>Leverage off the palpable enthusiasm, excitement and energy surrounding the arts and cultural initiatives the Council has invested in to date.</i></p>	<ul style="list-style-type: none"> <li>Annual program of creative arts workshops for the community.</li> <li>Development of art partnerships with educational organisations.</li> <li>Artist residencies in community venues.</li> <li>Maintain regular programming of festival and accessible live events.</li> </ul>
	<p><i>To provide greater access to professional development and employment opportunities for artists living and working in Palmerston.</i></p>	<ul style="list-style-type: none"> <li>Annual program of artists skills and professional development workshops delivered for artists.</li> <li>Encourage engagement with Palmerston based artists.</li> <li>Council Community Benefit Scheme grants process encourage artist access and engagement.</li> </ul>
	<p><i>Invest in arts initiatives which raise the profile and increased understanding of First Nations artists living and working in Palmerston.</i></p>	<ul style="list-style-type: none"> <li>Partnership with First Nations artists or arts organisations in creative industries endeavour.</li> </ul>



### Partnerships

Community Plan

Outcome 3 Cultural Diversity  
Outcome 4 A Future Focus

Strategic Cultural Assets	Objective	Measures
<p>Skilled and professional networks are in place, with arts, community organisations and government agencies ready, willing and able to develop partnerships.</p> <p>Partnerships will maximise inclusion, foster pathways, and create progressive and ground-breaking arts experiences.</p>	<p>Work in partnership with established Northern Territory arts organisations and peak bodies, Top End Councils, Larrakia Nation and Northern Territory and Commonwealth Government agencies to maximise financial resourcing, access to skilled arts professionals and access to opportunities for Palmerston artists and audiences.</p>	<ul style="list-style-type: none"> <li>Greater collaboration with professional arts organisations or peak bodies in the production of developmental arts programming, training programs or new creative work.</li> <li>Partner with local community organisations such as seniors groups, people with disability, culturally and linguistically diverse (CALD) communities, to provide access to or actively produce and create new work.</li> </ul>



### Host, Connector, Partner, Enabler

Community Plan

Outcome 2 Vibrant Economy  
Outcome 3 Cultural Diversity

Strategic Cultural Assets	Objective	Measures
<p>Council has the capacity to provide skills and professional development pathways for its artists and audiences while delivering economic, social and cultural development outcomes.</p> <p>Council does this by partnering with established professional and amateur artists and arts organisations, fostering accessible arts and cultural events reflecting and celebrating the unique character of Palmerston.</p> <p>Council support economic growth through developing creative opportunities together with Palmerston local businesses increasing employment, investment and growth.</p>	<p>Council acts as enabler/facilitator to link existing artists, arts organisations, businesses, and community with Council opportunities and resources.</p> <p>Council partners with community and arts organisations to provide access to arts and cultural development opportunities for community members often excluded from arts activities.</p> <p>Ensure that Palmerston residents of all abilities can access and participate in all of Councils creative industries initiatives.</p>	<ul style="list-style-type: none"> <li>Develop online information/resources which details what support is available from Council for artists and arts organisations.</li> <li>Host regular opportunities for creatives, business and industry experts to network and connect.</li> <li>Deliver accessible, inclusive and relevant programming for all abilities within our community.</li> </ul>



## ***Creative Industries Plan 2023 – 2027 Implementation***

The implementation of the *Creative Industries Plan* will be a Council wide strategy. Ultimately this document will be delivered in partnership with the greater Palmerston community, artists, arts organisations from Palmerston and the Greater Darwin region.

Palmerston Water Tower Projection, 2022

## Appendix



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Artist William E Hewitt's, NAIDOC theme 'Get up Stand up Show up', Palmerston Recreation Centre, 2022  
Seniors practicing street art, Seniors Day, Palmerston Recreation Centre, 2022





# COUNCIL REPORT

1st Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.1.5
<b>REPORT TITLE:</b>	Rates Concession
<b>MEETING DATE:</b>	Tuesday 7 March 2023
<b>AUTHOR:</b>	Director Finance & Governance, Wati Kerta
<b>APPROVER:</b>	Acting Chief Executive Officer, Amelia Vellar

### COMMUNITY PLAN

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

### PURPOSE

This Report provides an overview of the rates concessions available to ratepayers affected by financial hardship under Section 247 of the *Local Government Act 2019*.

### KEY MESSAGES

- City of Palmerston currently administers rates concession in accordance with Section 247 of the *Local Government Act 2019* and the *Rates Concession Policy*.
- *Rates Concession Policy* was due for review on 30 June 2022.
- At the 2<sup>nd</sup> Council Meeting of 21 June 2022, Council approved and amended the due date from 30 June 2022 to 31 December 2022.
- As part of the review, it was recommended that a Council Workshop be held to discuss and explore the rates concessions that can be offered by City of Palmerston to its ratepayers.
- This report provides a summary of the overview of the rates concessions presented at the Council Workshop which includes an overview of the rates concession offered by selected Councils throughout the Northern Territory and across Australia
- The workshop provided Elected Members with the opportunity to provide feedback on the Rates Concessions Policy.
- It was discussed that Council's rate concessions program is sufficient in assisting those most in financial hardship and that Council's website should be amended to better promote the assistance that Council provides the community.
- Council officer's will look at the administration of the financial hardship applications to alleviate the burden of the process on the applicant, after the initial application.

### RECOMMENDATION

1. THAT Report entitled Rates Concession be received and noted.
2. THAT Council endorse that no significant changes will be made to the *Rates Concession Policy*, other than minor administrative changes that do not alter the intent of the policy within the CEO delegations.
3. THAT Council notes that the website will be amended to better promote the rate payment assistance options that Council provides the community.

4. THAT Council notes that a review of the administration of the financial hardship applications will be undertaken to alleviate the burden of the process on the applicant.

### BACKGROUND

During the review of the rating policy and the rate concessions policy, at the 2<sup>nd</sup> Council Meeting of 21 June 2022, Council raised questions over the type of concessions that are offered to ratepayers and if there are more concessions, we can take on board to assist our ratepayers. It was recommended that a workshop be held to discuss and explore the rates concessions and what other councils and states are providing for their ratepayers. A workshop was held on the 9 February 2022 as part of the 2023-24 Budget Development Workshops.

This report presents the findings of the research undertaken and outlines the discussion at the workshop. The report recommends that no significant changes will be made to the current Rates Concessions Policy, refer **Attachment 13.1.5.1**

The Council decisions that relate to this report are as follows:

At the 2<sup>nd</sup> Ordinary Meeting of 21 June 2022 Council made the following decision

- Rating Policy and Concession Policy* 10/406
2. THAT Council approve the FIN02 Rating Policy as presented as Attachment 13.1.6.1 to Report entitled Rating Policy and Concession Policy
  3. THAT Council approve a Rates Concession Workshop to be held in September 2022.

CARRIED 10/406 – 21/06/2022

At the 2<sup>nd</sup> Ordinary meeting of 15 February 2022 Council made the following decision:

- Council Policy Review Schedule* 10/201
2. THAT effective 16 February 2022 pursuant to Section 40 of the Local Government Act 2019 Council hereby delegates to the Chief Executive Officer the power to make non-substantive administrative changes to Council Policies, that does not change the context of a policy.

CARRIED 10/201 – 15/02/2022

### DISCUSSION

Section 247 of the *Local Government Act 2019* (the Act) provides for rates concession to alleviate financial hardship and for public benefit concessions, however this report focuses on concessions regarding financial hardships.

In relation to alleviating financial hardship, the focus of a rates concession policy should balance carefully the effects of financial hardship on individuals within the community, and the financial sustainability of the Council to be able to deliver services to the community.

In the City of Palmerston, there are 15,136 ratepayers. Thus far in the 2022-23 financial year there have been six rate payers with an approved financial hardship application with a further 16 more that have been submitted for consideration.

The form and level of concessions can have an impact on Council's financial position through reduced collection of rates revenue. The more concessions provided; the less funds available to deliver services to the community. This impact has the potential of an increase in rates to balance the shortfall in provision of concession or a service level having to be reduced.

To demonstrate that Council has provided a significant level of support for those facing financial hardship the report addresses the following:

- What does the Local Government Act NT 2019 allow?
- What are the other councils offering to its ratepayers?
- How does it compare to City of Palmerston?
- What is the best approach going forward for City of Palmerston?

## 1. What does the Local Government Act NT 2019 allow?

The relevant section of the legislation that relates to rates concession is Section 247 of the *Local Government Act 201*. It stipulates that a concession can be granted:

- as a waiver in whole, or for part of rates, or a component of rates.
- for the purpose of alleviating financial hardship.
- under the criteria of public benefit.

Council must adopt a rates concession policy by resolution, and this must be published on Council's website. A concession granted by council can be withdrawn if a ratepayer fails to comply with the conditions under which the concession is approved. For example, council may choose to withdraw a financial hardship concession, if a ratepayer does not meet their agreed payment arrangement.

The purpose of public benefit concessions is to encourage and promote development, cultural activities, community health and welfare, agriculture and recreation or amusement, as well as protect the environment and preserve buildings and places of historic significance. Financial hardship concessions are required to be applied for by the ratepayer and council must be satisfied that the person will suffer financial hardship if the concession is not granted.

A rate concession can also be granted in order to correct anomalies of the rating operating system. For example, where an assessment previously classified as 'commercial' under the NT Planning Scheme is re-zoned as residential, a significant increase in annual rates would be applicable. A council may choose to grant a concession to allow the ratepayer to retain the lesser annual rate amount payable for that rating year.

Additionally, Section 251 of the Act requires that any rate concession granted must not exceed the term of Council. The implication of this section of the Act, is that those ratepayers who are granted a rate concession, are required to re-apply for their concession to be carried into the new council term. This allows council to appropriately monitor the concessions granted to ensure that those who have in receipt of the concession remain eligible. However, it can become burdensome for those ratepayers applying for a concession closer to the end of the council term as it may require that they re-apply within a matter of months of their original application. Those applying for financial hardship concessions may feel that it is invasive to have to complete the process twice in a short space of time, where their circumstances remain unchanged.

## 2. Comparison of other Councils' approach to rate concessions

In researching the methods of rate concessions by other Councils throughout Australia, the most common approaches identified fell into the following categories:

- Payment arrangements
- Remission of interest
- Short term deferment of rates and charges
- Long term deferment of rates and charges
- Waiver of rate in whole, or in part

Each Council had its own views on the effectiveness and availability of the assistance provided and their policies were developed in addition to any state funded financial assistance programs. **Attachment 13.1.5.2** provides details on the different concessions provided by other Councils and a summary is found below of the different forms of assistance.

- All States and Territory Governments have a form of a concession for pensioners or people receiving certain benefits
- South Australian state government provide a cost-of-living concession of \$500 to low-income earners and pensioners which can be used towards rates.
- Town of Gawler has a payment arrangement form showing breakdown of weekly, fortnightly and monthly payment amounts to allow ratepayers to select their preferred method of payment.
- Ballarat provides the phone number for National Debt Helpline available on their website. They also mention on their website that eligible pensioners who live alone in their properties are entitled to a \$100 waiver provided for by Council.
- City of Playford have a frequently asked questions document available on their website which provides some general information for those ratepayers experiencing hardship. They also have availability for ratepayers to make their payments through Centrelink's Centrepay.
- During Covid 19, Shoalhaven City Council provided a once off credit of \$300 towards ratepayer's annual rates. This area was heavily affected by the 2019 bushfires. The interest rate was reduced to 1% during Covid, it has since reverted to 6%.

### 3. What does City of Palmerston currently offer?

City of Palmerston provides significant support to its rate payers, particularly those going through significant financial hardship. City of Palmerston currently offers:

- Referral to Financial Counsellor
- Payment arrangements – including remission of interest for ratepayers who maintain an approved payment arrangement.
- Deferment of payment for up to 3 months
- Applying NTG concessions to eligible ratepayers accounts
- Referral to Financial Counsellor  
Although it is not a requirement of the current policy, ratepayers who identify that they are experiencing hardship, are encouraged to engage with a financial counsellor. This service is offered by non-government organisation's like Catholic Care, who offer this service for free which ratepayers in financial hardship generally accept as it allows them the opportunity to access additional support. In addition to assistance with financial budgeting, the financial counsellors are able to provide emergency relief in the form of food vouchers and referrals to additional services, for ratepayers who are experiencing extreme hardship which the ratepayers would not get if they approached the Council directly.

It also provides a level of separation between the rates officers and the ratepayers which maintains privacy and dignity for those ratepayers who do not want to divulge their personal information. Debt recovery action is ceased on any property under a financial hardship application.

- Payment Arrangements

Payment arrangements are entered into to enable rates to be paid over smaller instalments, however all payment arrangements expire at the end of the financial year, regardless of the point of time at which they were applied for. While this arrangement enables a mechanism to assess a ratepayer's ever changing circumstances, this creates an influx of applications being processed in July through to September. Furthermore, direct debits are deducted at the request of the ratepayers, allowing flexibility for the ratepayer to choose the day that suits them.

Where a ratepayer has an approved financial hardship application, interest is retrospectively ceased from the date of application, through to the end of the current financial year.

- Payment deferment

The circumstances surrounding payment deferment usually relate to instances of total loss of income due to unforeseen circumstances such as injury, illness, domestic violence or unexpected unemployment.

- Northern Territory Government Concessions:

- Eligible pensioners are entitled to a rebate through NT Concessions Scheme. The concession of \$247.50 is applied to a ratepayer's account at the beginning of the financial year. Eligibility criteria requires that the residence must be the ratepayer's primary place of residence.
- Under the Northern Territory (NT) Seniors Recognition Scheme, eligible ratepayers are entitled to a \$500 prepaid card each financial year and can be used against any expenditure.

#### 4. What further steps could City of Palmerston implement?

Following the analysis of the approaches to financial hardship by the other Councils discussed in this report, and in consideration of Council's ratepayers, City of Palmerston could benefit from implementing the below strategies:

- Long Term Deferral (Maximum period – Council Term)

While City of Palmerston could benefit from implementing strategies to allow for long term deferment within our rates concession policies, the current Legislation does not permit it beyond Council Term. In Katherine they allow for long term deferment where payment is not required during that approved period, which ends at the end of the Council Term. In which the ratepayer is required to reapply for the deferment, however interest is still applied for the term of the deferment.

Councils in Western Australia (WA) are legislated not only by the *Local Government Act 1995* but also by the *Rates and Charges (Rebates and Deferrals) Act 1992*. This secondary legislation allows WA councils to grant long term deferment of rates, with the agreement that any accrued debt will be cleared when the property is sold. This is only available to eligible pensioners and requires that charges such as waste and pool levies are paid annually.

In discussions with one of the financial counsellors in the NT revealed that there are a small number of ratepayers who fall into the category of exceptional circumstances. These ratepayers are living below the poverty line, unable to work and have accrued significant debt with not just the Council, but often other entities and they are struggling to meet their basic needs. In these situations, it is very unlikely that the debt will be repaid within the lifetime of the ratepayer and selling the property would render them homeless. While deferment would benefit those ratepayers who are most in need of assistance, the decision to defer must be balanced with safeguards to protect council's long-term sustainability.

Under the current processes, these particular ratepayers would be required to submit an application every year. To alleviate them of the burden of this process, after the initial application, Council would



instead contact the effected ratepayer every year via phone and in writing to confirm whether their situation has not changed. This would only apply to ratepayers that have financial hardship under exceptional circumstances, this would need to be defined for further clarity. The following would also be considered:

- If they are not making any payments towards the debt, interest may be charged.
- If they enter into a payment arrangement, interest rates may be waived.
- In either case a statutory charge over the properties will be applied. If the ratepayer initiates the sale of the property, Council will have the ability to recoup the debt through the proceeds of this sale.
- Promote financial assistance more effectively through our website  
Ensure that the website is laid out more effectively to showcase how Council does provides assistance to those in financial hardship
- Promote access to NT Concessions Scheme  
It will be beneficial to encourage Financial Counsellors to promote access to the NT Concessions scheme to those eligible ratepayers and assist them with their application submissions.
- Promote Centrelink Centrepay option  
Similar to City of Playford, ratepayers who receive Service Australia (Centrelink) payments should be encouraged to use Centrepay which is a free bill paying service. City of Palmerston is a recognised basic card merchant with Centrelink and can promote this payment option on the website and rates notices. However, payments such child support tax deductions, government housing rent deductions takes precedence over Council rates.

### **Workshop Discussion**

It was discussed that Council's rate concessions program is sufficient in assisting those most in financial hardship and that Council's website should be amended to better promote the assistance that Council provides the community.

It was further discussed that Council would look at the administration of the financial hardship applications by 30 June 2023 to alleviate the burden of the process on the applicant, after the initial application .

### **CONSULTATION PROCESS**

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

- Senior Rates Officer
- Executive Leadership Team

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

- Shoalhaven City Council (NSW)
- Town of Gawler Council (SA)
- Katherine Town Council (NT)
- City of Swan (WA)
- Catholic Care NT

### **POLICY IMPLICATIONS**

Section 247 of the Act, provides for rates concession and requires council by resolution, adopt a policy for rate concessions and publish the policy on its website. This Policy provides a framework and guidance for applying rates concessions in line with the requirements of the Local Government Act Northern Territory to eligible ratepayers.

The discussion at the workshop enabled Council to have an informed discussion that no significant amendments will be made to the *Rates Concession Policy*.

### **BUDGET AND RESOURCE IMPLICATIONS**

To balance the budget, an increase in rates concession will require:

- Increase in rates – distribute the burden to other rate payers.
- Decrease free services for the Palmerston Community.
- Increase fees and charges across the board.
- Reduce resources and therefore reduce service delivery.

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

Section 247 of the *Local Government Act 2019* (the Act) provides for rates concession to alleviate financial hardship. In alleviating financial hardship the focus of a rates concession policy should balance carefully and consider the effects of financial hardship on individuals within the community, while balancing the financial sustainability of the Council to be able to deliver services to 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.

### **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. 20201019 - FI N 17 - Rate Concession Policy [13.1.5.1 - 3 pages]

FIN17

Name:	Rate Concession		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Director Organisational Services		
Approval Date:	06/10/2020	Next Review Date:	30/06/2022
Records Number:	429719	Council Decision:	9/1320

## 1 PURPOSE

This Policy provides a framework and guidance for applying rates concessions in line with the requirements of the *Local Government Act Northern Territory* to eligible ratepayers.

## 2 PRINCIPLES

The City of Palmerston is committed to providing a transparent, impartial, and consistent process of application and consideration for rate concessions and/ or remission of interest accrued on overdue rates.

## 3 DEFINITIONS

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

Term	Definition
The Act	The Local Government Act currently in force.
Rate concession	As defined by <i>Part 11.8</i> in the Act.
Waiver	A waiver removes the liability to pay and may be offered to include the whole or part of rates and/or legal charges.
Deferment	The action or fact of putting something off to a later time; postponement.
Suspend	To temporarily prevent from continuing or being in force or effect.
Financial Hardship	Financial hardship is where a ratepayer is found to be unable, because of illness, unemployment or other reasonable cause, to discharge their financial obligations towards the City of Palmerston.
Public Benefit Concessions	As defined by <i>Part 11.8</i> in the Act.
Natural Disaster	A natural event such as a flood, earthquake, or cyclone that causes great damage or loss of life
Public Health Emergency	A declared public health emergency

## 4 POLICY STATEMENT

### 4.1 Financial Hardship

- 4.1.1 The Chief Executive Officer may grant a rates concession upon application for the balance of a financial year for proven financial hardship.
- 4.1.2 Financial hardship arrangements and/or deferments may be accepted by Council staff to alleviate the pressures of sourcing independent financial counsellors. Any waiver is a one-off waiver for the balance of a financial year in response to circumstances presented at the time.
- 4.1.3 Financial hardship applications must be accompanied by a reasonable payment plan.

- 4.1.4 If the payment plan is not honoured, the hardship application becomes void and overdue interest and any legal charges will begin to be applied to the ratepayer's account.

#### **4.2 Public Benefit Concessions**

- 4.2.1 A rates concession may be granted if the CEO is satisfied that the concession will advance one or more of the purposes outlined in the Act.
- 4.2.2 Any application for a rate concession requires a written submission by the organisation explaining why the submission should be considered and how it satisfies the condition in 4.2.1.
- 4.2.3 Sporting and community organisations cannot apply for a rates concession on a property that caters for gambling or that holds a license related to gambling.
- 4.2.4 Sporting and community organisations must provide with their application a copy of their most recent audited financial statements and the constitution of the organisation. The constitution must clearly prohibit any member of the organisation making a private profit or gain, either from ongoing operations or as a result of distributions of assets if the organisation is wound up.
- 4.2.5 To be considered for a rates concession, sporting and recreation community groups must provide substantial community benefit by meeting at least two of the following criteria:
- a) The facility is regularly used for junior development.
  - b) The facility is regularly used by members of the public other than members of the organisation at no charge.
  - c) Where unrestricted/free access is not possible due to the type of facility, the organisation must provide 'pay as you play' type activities.
  - d) Where unrestricted or un-supervised access is not possible to the facility due to the type of facility, organisations must demonstrate other methods of encouraging community access through open days, come and try events etc.
- 4.2.6 Sport and recreation community groups are eligible for one of the following rates concessions:
- a) Category 1: Not for profit organisations that undertake sporting or recreational activities and that predominately rely on player fees, community support and/or grants regardless if they have a special liquor license for events or social purposes can apply for a rates concession that reduces their rates to the declared minimum rate for that zone under the NT Planning Scheme;
  - b) Category 2: Not for profit organisations that hold a liquor license and operate a commercial bar, that is open to the public regular hours irrespective of events held at the location, or that has a license to sell take away alcohol can apply for a 50% rates concession or a concession that reduces their rates to the declared minimum rate for their zone under the NT Planning Scheme, whichever result in a lower concession.

#### **4.3 Waiving of Charges, Interest or Legal Fees**

- 4.3.1 Any other waiver of charges, interest or legal fees, is to be submitted to the Chief Executive Officer in writing from the ratepayer or the ratepayer's agent, with reasons as to why the waiver should be considered.
- 4.3.2 Any waiver is a one-off waiver in response to circumstances presented at the time.

#### **4.4 Waiving of Interest and/or External Recovery Action**

- 4.4.1 In the event of a Natural Disaster or Public Health Emergency, Council or the Chief Executive Officer in the instance Emergency Delegation is in place, may elect to:





- a) Waive interest for a nominated period for ratepayers in line with suggested criteria.
- b) Defer external recovery action to a later date.
- 4.4.2 Hardship- arrangements and/or deferments may be accepted by Council staff to alleviate the pressures of sourcing independent financial counsellors. Any waiver is a one-off waiver for the balance of a financial year in response to circumstances presented at the time.
- 4.4.3 All above criteria are subject to management's discretion.

**5 ASSOCIATED DOCUMENTS**

- 5.1 City of Palmerston Declaration of Rates and Charges

**6 REFERENCES AND RELATED LEGISLATION**

- 6.1 *Local Government Act Northern Territory*

# COUNCIL REPORT

1st Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.1.6
<b>REPORT TITLE:</b>	Budget and Monthly Financial Reporting
<b>MEETING DATE:</b>	Tuesday 7 March 2023
<b>AUTHOR:</b>	Director Finance & Governance, Wati Kerta
<b>APPROVER:</b>	Acting Chief Executive Officer, Amelia Vellar

## COMMUNITY PLAN

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

## PURPOSE

This report provides Council with an overview of the monthly reporting and budget reporting requirements and compliance with relevant legislation, regulations and guidelines.

## KEY MESSAGES

- As the 2023-24 Budget Development Process is underway, this report provides an overview of the key reporting requirements.
- Section 201 of the Local Government Act 2019 (The Act), provides for the specific reporting requirements of Council's Annual Budget.
- Part 2 Division 7 of the Local Government (General) Regulations 2021 (General Regulations) requires Council to report actual income and expenditure against the most recently adopted budget and detail any material variances.
- This report provides Council with an overview of the minimum requirements required to comply with the Local Government Act 2019 (The Act), Local Government (General) Regulations 2021 (General Regulations) and demonstrates to Council how the Council monthly reports complies with the requirements.
- A new reporting requirement included the Quarterly Report on Planned Major Capital Works. This report contains the Planned Major Capital Works as at 28 February 2023 and ongoing will be reported monthly with the monthly financial reports.
- Additional reporting measures will be presented to assist the Council in understanding the position and performance of the City of Palmerston.
- A presentation was delivered at the workshop which gave Council the opportunity to discuss the current reports and deliberate on additional information that can be considered to enhance the financial information and reporting process.

## RECOMMENDATION

1. THAT Report entitled Budget and Monthly Financial Reporting be received and noted.
2. THAT Council notes that dashboard reporting will be implemented in the May 2023 monthly financial report, which will be reported in June second ordinary meeting. This is to incorporate traffic light indicators and ratios that assist Council in monitoring the financial performance of Council's operations.
3. THAT Council notes the Quarterly Report on Planned Major Capital Works as at 28 February 2023 at **Attachment 13.1.6.1**

## BACKGROUND

Section 201 of the *Local Government Act 2019* provides for the specific reporting requirements of Council's Annual Budget. As the 2023-24 Budget Development Process is underway, this report provides an overview of the key reporting requirements. The Guideline 5: Budgets prescribes the required form. It is important to understand these requirements as it helps to draw the line to the requirements of the monthly financial reporting.

In relation to monthly financial reporting Council are required to comply with Part 2 Division 7 of the General Regulations which outlines the key reporting requirements. Regulation 17(4) of the Regulations state that the report must be in the approved form. The CEO of the Department of the Chief Minister and Cabinet issued the Monthly Reporting Form to enable Councils to comply with the Regulations. Council adopted the new requirements in the July 2022 monthly report and has progressively modified the reports over the months to ensure full compliance with the Regulations and the Approved Forms.

## DISCUSSION

### Annual Budget

Key requirement of the Annual Budget is set out in Section 201(2) of the Act, which states that the Budget for a particular year must (for each financial year);

- a. outline:
  - i. the council's objectives for the relevant financial year
  - ii. the measures the council proposes to take, during the financial year, towards achieving those objectives and
  - iii. the indicators the council intends to use as a means of assessing it's efficiency in achieving it's objectives
- b. contain the projected statement of income and expenditure – differentiating between operating and capital expenditure
- c. list the council's fees for services and the estimates of revenue for each of those fees
- d. state the amount to be allocated to the development and maintenance of infrastructure
- e. state the amount the council proposes to raise by way or rates, and set out the rates structure
- f. include an assessment of the social and economic effects of it's rating policies
- g. state the allowances for members of the council and the amount budgeted to cover payment of those allowances
- h. separately provide for a budget for each local authority established by the council
- i. include any other information required by any guidelines that the Minister may make or as prescribed by regulation
- j. be in a form required by any guidelines that the Minister may make or as prescribed by regulation

The *Local Government (General) Regulations 2021* (General Regulations) – Regulation 8(1) states that a council's budget must:

- be on an accrual basis
- include a list of budget assumptions
- include a list of initiatives in the budget
- include a list of major capital works and projected costings.

### Monthly Reporting

The key monthly reporting requirements are contained in the Monthly Reporting Form and are as follows.

1. Comparison of Actual Performance against Budget
2. Capital Expenditure and Funding
3. Monthly Balance Sheet
4. Details of Cash and Investments Held
5. Statement of Trade Debtors
6. Statement on Trade Creditors
7. Statement on Australian Tax Office, Payroll and Insurance Obligations
8. Member and CEO Council Credit Card Transactions for the Month
9. Monthly Financial Report Certification
10. Quarterly Report on Planned Major Capital Works

The December Monthly report was provided at the workshop and Council was taken through the report to illustrate Council's compliance with the approved Monthly Reporting Form.

Council are largely complying with the minimum requirements, with some minor improvements to be adjusted. The includes the following:

- Council is reporting % variation whereas the approved template requires dollar value variance.
- Council includes the reporting of commitments, while this is an important management tool, it is not exactly a true and accurate reflection of actual expenditure at that point in time.
- The Quarterly Report on Planned Major Capital Works, refer No 10 above, should have been submitted at the time of the submission of December Report, however this was overlooked and is included in this report and will be reported monthly.

### Further Considerations

Council could consider including additional information that will assist better understanding of Council's financial performance and position in comparison to the adopted budget. The following are suggestions of additional information that could be included in the monthly reporting following:

1. Key KPIs to be reported on a monthly basis;
2. Quarterly trend analysis and benchmarking reporting;
3. Include more pictorial representations of items in the monthly financial reports and higher level of automation in generating the reports;

The reporting requirements of the Budget include the indicators council intends to use as a means of assessing it's efficiency in achieving it's objectives. The Council's Municipal Plan contains the following benchmarks. The following indicators will be considered for the inclusion in the monthly reporting to assess whether Council is achieving its objectives.

	Indicator	2022-2023 Budget	Benchmark
1	Operating Ratio-Council's ability to contain operating expenditure within operating revenue	12%	greater than 0%
2	Cash expenses cover ratio-number of months Council can continue paying for its immediate expenses without additional cash inflow	7.12	greater than 3 months
3	Current ratio-Council ability to meet debts payment	3.35	greater than 1.5
4	Own revenue-level of Council's fiscal flexibility	91%	greater than 60%<75%



5	Debt service cover ratio-availability of cash to service debt	6.66	greater than 2
6	Interest cover ratio-extent to which Council can service its interest	22.30	greater than 4
7	Asset sustainability ratio-extent to which Council is replacing its existing asset base	251%	between 89%-110%

In order to determine the key financial ratios to report on a regular basis, Council should consider the following:

1. Nature of risk to monitor
2. How regular the financial data is updated
3. Relevance of the ratio to the Councils operations
4. Validity of the data used

Based on the consideration, the following ratios are recommended to be included in the monthly financial report;

1. Operating Ratio-Council's ability to contain operating expenditure within operating revenue.
2. Cash expenses cover ratio-number of months Council can continue paying for its immediate expenses without additional cash inflow.
3. Current ratio-Council ability to meet debts payment.
4. Debt service cover ratio-availability of cash to service debt.

## CONSULTATION PROCESS

A similar report was presented at Council's 2023-24 Budget Development Workshop on 9 February 2022.

At the workshop there was a consensus that dashboard reporting be implemented, and staff will have it implemented by the May 2023 monthly report. The dashboard reporting will incorporate traffic lights and meaningful ratios that would better assist Council in monitoring the financial performance of the operations.

## 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

Council must adhere with to the requirements set out in accordance with the *Local Government Act 2019*, *Local Government (General) regulations 2021*, *Guideline 5 budgets templates and the Monthly Reporting Form*.

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. Qtrly Report of Planned Major Projects over \$150 K as at 28 February 2023 [13.1.6.1 - 1 page]

# COUNCIL AGENDA

## Attachment 13.1.6.1

### Quarterly Report on Planned Major Capital Works - As at 28 February 2023

Project Code	Class of Assets	Capital Project (>\$150,000 threshold)	Total Prior Year(s) Actuals \$	Revised Budget 2022	YTD Actuals \$	Total Actuals \$	Total Planned Budget ** \$	% Spent	Total Yet to Spend \$	Project Status	Expected Project Completion Date
			(A)		(B)	(C = A + B)	(D)		(E = D - C)		
PRJ10388	Buildings	SWELL - Construction	\$ -	\$ 19,104,077	\$ 2,591,292	\$ 2,591,292	\$ 19,104,077	14%	\$ 16,512,785	Commenced	November 2023
PRJ10133	Buildings	Zuccoli Community Hub - Community Buildings	\$ 113,062	\$ 3,783,333	\$ -	\$ 113,062	\$ 3,896,395	3%	\$ 3,783,333	In Planning	Future Financial Years
PRJ10272	IT	Fiber Sense	\$ 484,816	\$ 1,615,184	\$ 1,095,066	\$ 1,579,882	\$ 2,100,000	75%	\$ 520,118	Commenced	June 2023
PRJ10277	Buildings	Zuccoli Dog Park	\$ 324,055	\$ 1,014,524	\$ 880,741	\$ 1,204,796	\$ 1,338,579	90%	\$ 133,783	Commenced	April 2023
PRJ10310	Land Improvements	Archer Waste Management Facility Upgrade	\$ 125,257	\$ 974,743	\$ 131,634	\$ 256,891	\$ 1,100,000	23%	\$ 843,109	Commenced	Future Financial Years
PRJ10142	Buildings	Dog Pound	\$ 278,291	\$ 441,605	\$ 416,704	\$ 694,995	\$ 719,896	97%	\$ 24,901	Commenced	January 2023
PRJ10280	IT	IT - ERP Review	\$ -	\$ 600,000	\$ -	\$ -	\$ 600,000	0%	\$ 600,000	In Planning	June 2023
PRJ10380	Land Improvements	Zuccoli Community Hub Pump Park	\$ -	\$ 500,000	\$ 117,208	\$ 117,208	\$ 500,000	23%	\$ 382,792	In Planning	November 2023
PRJ10385	Buildings	Archer Waste Facility Shade Structure	\$ -	\$ 500,000	\$ -	\$ -	\$ 500,000	0%	\$ 500,000	In Planning	Future Financial Years
PRJ10276	Land Improvements	Ninja Warrior Playground	\$ -	\$ 379,647	\$ 118,600	\$ 118,600	\$ 379,647	31%	\$ 261,047	Tender	June 2023
PRJ10378	Buildings	SWELL Community Room Refurbishment	\$ -	\$ 330,000	\$ -	\$ -	\$ 330,000	0%	\$ 330,000	Design	June 2023
PRJ10132	Buildings	Aquatic Centre Renewal	\$ -	\$ 295,535	\$ 19,635	\$ 19,635	\$ 295,535	7%	\$ 275,900	Design	June 2023
PRJ10263	Fleet & Equipment	Weed Harvester	\$ 60,216	\$ 180,720	\$ 180,648	\$ 240,863	\$ 240,936	100%	\$ 73	Complete	July 2022
PRJ10303	Buildings	Water Aquifer Preservation Strategy	\$ -	\$ 200,000	\$ -	\$ -	\$ 200,000	0%	\$ 200,000	In Planning	June 2023
New	Pathways	New Pathways - Turnstone Park, Bakewell	\$ -	\$ 165,000	\$ 117,208	\$ 117,208	\$ 165,000	71%	\$ 47,792	Commenced	November 2023
PRJ10219	Land Improvements	Artwork - Sculpture	\$ -	\$ 156,601	\$ 21,000	\$ 21,000	\$ 156,601	13%	\$ 135,601	In Planning	June 2023
PRJ10057	Buildings	Driver Resource Centre Upgrade	\$ -	\$ 150,000	\$ -	\$ -	\$ 150,000	0%	\$ 150,000	Design	Future Financial Years
PRJ10379	Buildings	Library Bathroom Refurbishment	\$ -	\$ 150,000	\$ 3,367	\$ 3,367	\$ 150,000	2%	\$ 146,634	Design	June 2023
PRJ10384	Buildings	Durack Community Arts Centre A/C & Solar	\$ -	\$ 150,000	\$ 3,367	\$ 3,367	\$ 150,000	2%	\$ 146,634	Design	June 2023
			\$ 30,690,969	\$ 5,696,468	\$ 7,082,165	\$ 32,076,666	22%	\$ 24,994,501			

#### Notes

1. Revised budget for 2022 includes carry forwards where relevant
  2. Detail regarding projects to be completed in future financial years to be added in future reports
- \* Completion dates have been revised since last report

## COUNCIL REPORT

1st Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.2.1
<b>REPORT TITLE:</b>	Play Space Strategy Update
<b>MEETING DATE:</b>	Tuesday 7 March 2023
<b>AUTHOR:</b>	City Sustainability Manager, Peter Lander
<b>APPROVER:</b>	General Manager of Infrastructure, Nadine Nilon

### COMMUNITY PLAN

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

### PURPOSE

This Report provides Council with an update on progress of implementation of the Play Space Strategy including the associated capital project program and priorities for future capital expenditure.

### KEY MESSAGES

- Council adopted a Play Space Strategy for Palmerston in 2022, seeking to ensure a more robust and consistent approach to playground planning in the City's open space network.
- The Play Space Strategy shall guide Council's strategic direction, planning, consultation, decision making and investment in play spaces over the next 10 years.
- An audit of all local, major and regional playgrounds features and amenities against the Play Space Hierarchy was completed in September 2022.
- The Play Space Hierarchy Audit is being used to make informed decisions on play space improvements, including capital spend.
- The Play Space Strategy includes five Strategic Priority Areas, including corresponding strategic actions, to facilitate a strategic and planned approach to the development of playgrounds.
- An update of the 2022/2023 Play Space Capital Projects is provided within this report, which demonstrates application of the Play Space Hierarchy Audit and Strategic Priority Areas.

### RECOMMENDATION

THAT Report entitled Play Space Strategy Update be received and noted.

### BACKGROUND

In 2021 Council developed a Play Space Strategy for Palmerston, seeking to ensure a more robust and consistent approach to playground planning in the City's open space network. This work culminated in the release of the Play Space Strategy in early 2022.

At the 1<sup>st</sup> Ordinary Council Meeting of 1 February 2022 Council made the following decisions:

#### *13.1.3 Play Space Strategy Consultation Outcomes*



1. *THAT Report entitled Play Space Strategy Consultation Outcomes be received and noted.*
2. *THAT Council adopt the Palmerston Place Space Strategy as presented as Attachment 13.1.3.1 to Report entitled Play Space Strategy Consultation Outcomes.*

CARRIED 10/183 – 1/02/2023

The vision statement captures ambitions for City of Palmerston as below:

*City of Palmerston is committed to providing a network of play spaces that appeals to and enables all in our community to play, socialise and be active outdoors. Our quality play spaces will be welcoming, creative and accessible to all and contribute to the liveability of our city.*

The Strategy is intended to be relevant for the next 10 years and has now been in effect for 12 months. This Report provides Council with an update on progress on implementation of the Play Space Strategy including Capital Project Program and priorities for future capital expenditure.

### DISCUSSION

The Play Space Strategy nominates five Strategic Priority Areas and is supported by associated strategic actions to be progressively implemented over 10 years. These Strategic Priority Areas are:

1. Implement the play space planning framework.
2. Increase diversity and quality of play experiences and environments.
3. Increase Community involvement and information.
4. Improve connectivity and linkages.
5. Improve maintenance and resourcing.

Progress of the Strategic Priority Areas over the past 12 months are discussed below.

#### 1. Implement the play space planning framework.

Priority Area 1 looks at implementing the play space planning framework. This has involved an audit of all play spaces in Palmerston to assess how they relate to the Play Space Hierarchy; with the audit results used to plan and prioritise maintenance and capital spend to align with the Play Space Strategy.

The Play Space Hierarchy Audit of all local, major and regional playgrounds was completed in September 2022. This information has been used to inform the 2022/23 and future programs. Some focal areas emerging from the audit include:

- Identification of locations for replacement of sand with Softfall in play spaces to facilitate inclusion and all ability access.
- Identification of prioritisation of shade over play spaces.
- Provision of all ability paths to provide access to play spaces but also access within play spaces.
- Provision of potable water (including all abilities access).
- Provision of bike parking facilities generally across all major playgrounds.

Priority Area 1 also entails the use of the guiding principles and Play Space Hierarchy, alongside NT Design Guidelines, to guide the planning and development of new play spaces. This is currently occurring via engagement and consultation with developers in the planning and design phase of the development process.

### 2. Increase the diversity and quality of play experience and environments.

Priority Area 2 relates to increasing the diversity and quality of play experiences and environments. Broadly this priority entails for example, increasing nature-based play opportunities; assessing feasibility of water and wet season play facilities; provision of play opportunities for older children, teenagers and adults including active recreation and exercise equipment; incorporation of creative elements into the design of play spaces, improvement of play space landscape settings; and investment in play spaces in areas experiencing a high level of disadvantage to support community health and wellbeing.

Capital upgrades of Phyllis Uren and Tiverton Park in 2021 exemplify initiatives under Priority Area 2. For example, the upgrade of Phyllis Uren embraced priorities for increasing nature-based play opportunities, incorporation of creative elements into the design of play spaces and improvement of play space landscape settings. The upgrade of Tiverton Park embraced incorporation of creative elements into the design of play spaces such as the electronic interactive spider equipment, improvement of play space landscape settings; and investment in play spaces in areas experiencing a high level of disadvantage to support community health and wellbeing.

The development of a Ninja Obstacle Course at Hobart Park planned to be completed in 2023 also demonstrates the provision of play opportunities for older children, teenagers and adults including active recreation and exercise equipment.

The proposed half-court basketball court to be constructed in 2023 also supports the provision of play opportunities for older children, teenagers and adults including active recreation.

### 3. Increase community involvement and participation.

Priority Area 3 aims to increase community involvement and information. Strategic actions are broad and encompass community engagement and involvement in the location, design and planning of play spaces including the development of a process to guide both Council and developers to do this.

The proposed Half-Court Basketball Court is currently in a stakeholder consultation phase to inform the final decision on its location. It is currently identified that the regional parks without existing basketball court infrastructure are the most appropriate, being Sanctuary Lakes and Marlow Lagoon. The consultation occurring in March comprises engagement with known interested community members, Palmerston's youth action group, residents that have requested courts, and other relevant stakeholders. The consultation process will consider both identified locations and other locations raised by stakeholders. This information will then be presented to Council in April to determine the final location, prior to broader informing consultation with the community.

### 4. Improve connectivity and linkages.

Priority Area 4 is to improve connectivity and linkages. Strategic actions are to identify opportunities to improve connectivity between play spaces, surrounding neighbourhoods and other community infrastructure or activity centres.

Provision of all ability access to play spaces and open space in both the broader context but also within play spaces is important. The need for improved all ability access to and within play spaces was observed from the Play Space Hierarchy Audit and locations have been identified to commence improvements in the current and future capital programs.

The Tiverton Park playground upgrade include accessible equipment and materials, and the upgrade and installation of pathways around and to the park. This has improved accessibility for the playground and the overall connectivity for the community.

## 5. Improve maintenance and resourcing.

Priority Area 5 relates to improving maintenance and resourcing of play spaces. The focus is on ensuring the play spaces are inspected, maintained, and upgraded to deliver higher quality play spaces that are more sustainable and responsive to community needs and expectations.

Relevant major capital improvements that reflect the intent of Priority Area 5 include the installation of Exeloo toilet facilities for Joan Fejo Park and Marlow Lagoon Dog Park. In addition to the capital spend, Council's annual operational budget for the maintenance of playgrounds and park amenities is in the order of \$220,000 annually (this spend excludes mowing, landscaping and public litter collection service contracts).

### Play Space Capital Project Program 2022/2023

The Play Space Capital Project Program for the 2022/2023 financial year (summarised below) has been developed having regard to the Play Space Audit, Play Space Priority Areas (including strategic actions) and an appreciation of the views of community as informed by Customer Requests, as well as formal and informal community engagement and consultation.

Capital Program	Project	Allocated Funds (\$)	Grant Funding	Status
Park Infrastructure Renewal	Hobart Park Ninja Obstacle Course	379,647	NTG \$250k	Tender Awarded. Expected completion in June 2023.
Park Infrastructure Renewal	Sister Frederick Mangan (Wall Re-furbishment)	39,353	N/A	Completed, with defect repairs to occur
Park Infrastructure Renewal	Half-Court Basketball Court (community consultation to inform site selection)	110,000	N/A	Consultation underway to determine location. Works to occur mid 2023
Park infrastructure	Joan Fejo Water Bubbler	5,000	N/A	In progress. Expected completion in March 2023.
Accessible Play Equipment	Sister Frederick Mangan (new basket swing, rubber softfall and shade)	90,000	N/A	Planning underway. Expected completion in June 2023.
Accessible Play Equipment	Bike Racks (Joan Fejo & Bill Lewis Parks)	6,000	N/A	In progress. Expected completion in March 2023.
Accessible Play Equipment	Marlow Lagoon All Ability Swing Soft Fall	60,000	LRCI R3 (Aus Gov) \$60k	Drafting RFQ. Expected completion in June 2023.
Accessible Play Equipment	All Ability Access and Gates (Marlow Lagoon, Dillion, Tracy Parks & William Kirby Jones Park)	50,000	LRCI R3 (Aus Gov) \$60k	Commenced. Expected completion in June 2023.
Accessible Play Equipment	All Ability Play Equipment	40,000	LRCI R3 (Aus Gov) \$40k	Not commenced. Expected completion in June 2023.

Capital Program	Project	Allocated Funds (\$)	Grant Funding	Status
Shade Structure	Shade Structure (Marlow Lagoon All Ability Swing)	90,000	LRCI R3 (Aus Gov) \$90k	Drafting RFQ. Expected completion in June 2023.
Shade Structure	Shadforth Park	20,000	LRCI R3 (Aus Gov) \$20k	Drafting RFQ. Expected completion in June 2023.
Shade Structure	Dillion Park	40,000	LRCI R3 (Aus Gov) \$40k	Drafting RFQ. Expected completion in June 2023.

## Next Steps

For the 2023/2024 financial year the following initiatives are planned to progress implementation of the Play Space Strategy Priority Areas:

- Review of existing play space diversity and quality of play experiences and environments to inform future play space ideas as per the intent of Priority Area 2. Community consultation would be an inherent part of the process to both identify and prioritise such ideas including for example site selection, planning and design.
- Review and improve the information available to the community about play spaces in the City of Palmerston and promote the range of play opportunities available.
- Review of path access to play spaces to enhance accessibility, provide for connections to surrounding neighbourhoods and other open space areas.
- Review the process for play space inspections to improve safety and maintenance and deliver higher quality play spaces.

This also includes the capital project identification for 2023/2024 period, which will focus on the following;

- Progressive replacement of sand with Softfall in play spaces to facilitate inclusion and all ability access.
- Review path access networks to provide all ability access to play spaces but also within play spaces.
- Increase all ability play equipment generally across the play space network.
- Provision of potable water (including all abilities access).
- Improve shading of play spaces increasing activation and utilisation.
- Provision of bike parking facilities across all major playgrounds.
- Provision and improvement of park amenities in accordance with Play Space Hierarchy such as shade; bins, picnic and/or BBQ areas with shelter; and shaded seating.

Projects will be reported through relevant monthly reports to Council, with a further annual review of the Strategy activities to occur in early 2024.

## **CONSULTATION PROCESS**

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

- Open Space Lead.
- Community Services Manager.
- Environment Officer.



In preparing this Report, the views of community as informed by Customer Requests, formal and informal community engagement and consultation has also been broadly considered.

Community consultation is crucial to maintaining and improving Play Spaces aligned with community expectations and needs. The importance of community involvement and information is emphasised by Strategic Priority Area 3.

### **POLICY IMPLICATIONS**

This report has been prepared to provide an update on the progressive implementation of the Play Space Strategy. The Play Space Strategy shall guide Council's strategic direction, planning, consultation, decision making, investment and maintenance of play spaces over the next 10 years.

### **BUDGET AND RESOURCE IMPLICATIONS**

For the 2022/2023 financial year the Play Space Capital Budget is \$930,000 (including NT and Australian Grant funding contributions of \$550,000). Council is prioritising the progress and implementation of grant funded Capital Projects.

In addition to the capital spend, Council's annual operational budget for the maintenance of playgrounds and park amenities is in the order of \$220,000 annually (this spend excludes mowing, landscaping and public litter collection service contracts).

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

The Strategy is a high-level document that supports strategic approaches to future playground improvements. This will minimise risks of not meeting the needs of the community. Without the Strategy, there is a risk of reduced effectiveness in playground delivery.

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 Strategy does include sustainable development approaches when considering how Council can support maintenance activity of the playground network and their surrounds, as well as wider promotion of community access to outdoors and natural landscapes.

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

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

### **ATTACHMENTS**

Nil

**14 INFORMATION AND CORRESPONDENCE**

**14.1 Information**

**14.2 Correspondence**

**15 REPORT OF DELEGATES**

**16 QUESTIONS BY MEMBERS**

**17 GENERAL BUSINESS**

**18 NEXT ORDINARY COUNCIL MEETING**

THAT the next Ordinary Meeting of Council be held on Tuesday, 21 March 2023 at 5:30pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

**19 CLOSURE OF MEETING TO PUBLIC**

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

**20 ADJOURNMENT OF MEETING AND MEDIA LIAISON**



## MINUTES

### **2nd Ordinary Council Meeting Tuesday 21 February 2023**

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

Minutes of Council Meeting  
held in Council Chambers  
Civic Plaza, 1 Chung Wah Terrace, Palmerston  
on Tuesday 21 February 2023 at 5:30pm.

PRESENT

ELECTED MEMBERS

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

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, Jodi Holden  
Executive Assistant to CEO, Kate Roberts

GALLERY

4 members of staff

Initials:





A Place for People

COUNCIL

1 ACKNOWLEDGEMENT OF COUNTRY

*City of Palmerston acknowledges the Larrakia people as the Traditional Custodians of the Palmerston region. We pay our respects to the Elders past, present and future leaders and extend that respect to all Aboriginal and Torres Strait Islander people.*

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: Councillor Garden  
Seconded: Councillor Fraser

1. THAT Council notes that Deputy Mayor Morrison is attending via Audio/Audiovisual Conferencing who will be physically prevented from attending due to ill health and approval has been granted by the Chief Executive Officer in accordance with the City of Palmerston Audio/Audiovisual Conferencing policy.

2. THAT Council notes that Councillor Hale is attending via Audio/Audiovisual Conferencing due to being a greater distance than 100km from the appointed place of meeting.

3. THAT Council approve the request for Audio/Audiovisual Conferencing received from Deputy Mayor Morrison for the period 4 to 27 March 2023 who will be physically prevented from attending a meeting due to being a greater distance than 100km from the appointed place of meeting.

CARRIED 10/700 – 21/02/2023

5 DECLARATION OF INTEREST

5.1 Elected Members

Moved: Councillor Eveleigh  
Seconded: Councillor Giesecke

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

MINUTES ORDINARY COUNCIL MEETING – 21 FEBRUARY 2023

10954



A Place for People

COUNCIL

1. THAT the Declaration of Interest received from Mayor Pascoe-Bell for Item 13.1.4 be received and noted.

2. THAT the Declaration of Interest received from Councillor Eveleigh for Item 13.1.4 be received and noted.

CARRIED 10/701 – 21/02/2023

5.2 Staff

Nil

6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

Moved: Councillor Garden

Seconded: Councillor Fraser

THAT the Minutes of the Council Meeting held on 7 February 2023 pages 10936 to 10947 be confirmed.

CARRIED 10/702 – 21/02/2023

6.2 Business Arising from Previous Meeting

Nil

7 MAYORAL REPORT

Nil

8 DEPUTATIONS AND PRESENTATIONS

Nil

9 PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)

Nil

10 CONFIDENTIAL ITEMS

10.1 Moving Confidential Items into Open

Nil

10.2 Moving Open Items into Confidential

Nil

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

MINUTES ORDINARY COUNCIL MEETING – 21 FEBRUARY 2023

10955



#### 10.3 Confidential Items

Moved: Councillor Henderson  
Seconded: Councillor Giesecke

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

Item	Confidential Category	Confidential Clause
25.1.1	Legal Advice	<p>This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(c)(iv) of the <i>Local Government (General) Regulations 2021</i>, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person.</p> <p>This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(d) of the <i>Local Government (General) Regulations 2021</i>, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information subject to an obligation of confidentiality at law, or in equity</p>

CARRIED 10/703– 21/02/2023

#### 11 PETITIONS

Nil

#### 12 NOTICES OF MOTION

Nil

#### 13 OFFICER REPORTS

##### 13.1 Action Reports

##### 13.1.1 Three-Year Review of the Liquor Act 2019 Submission

Moved: Councillor Eveleigh  
Seconded: Deputy Mayor Morrison

1. THAT Report entitled Three-Year Review of the Liquor Act 2019 Submission be received and noted.

CARRIED 10/704 – 21/02/2023

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



A Place for People

COUNCIL

Moved: Councillor Eveleigh  
Seconded: Councillor Garden

2. THAT Council endorse the proposed draft submission document being **Attachment 13.1.1.2** to report entitled Three-Year Review of the Liquor Act 2019 Submission and approves the submission of a final version of the document to the Northern Territory Government's, Alcohol Policy Coordination Unit, with the following amendments
- Strengthen Council's objection in particular to the transfer of powers to the Council
  - Request Government consider buy back of alcohol licences
  - Amendment to legislation to prevent walk up purchases in drive throughs

CARRIED 10/705 – 21/02/2023

#### 13.1.2 Policy Review - Related Party Disclosure

Moved: Councillor Henderson  
Seconded: Councillor Giesecke

1. THAT Report entitled Policy Review - Related Party Disclosure be received and noted.
2. THAT Council Policy *Related Party Disclosure* as per **Attachment 13.1.2.3** of Report entitled Policy Review - Related Party Disclosure be adopted which includes the minor administrative changes that the Chief Executive Officer is authorised to approve.

CARRIED 10/706 – 21/02/2023

#### 13.1.3 Policy Review - Security Payments

Moved: Councillor Henderson  
Seconded: Deputy Mayor Morrison

1. THAT Report entitled Policy Review - Security Payments be received and noted.
2. THAT Council Policy *Security Payments* as per **Attachment 13.1.3.3** of Report entitled Policy Review - Security Payments be adopted which includes the minor administrative changes that the Chief Executive Officer is authorised to approve.

CARRIED 10/707 – 21/02/2023

*Mayor Pascoe-Bell and Councillor Eveleigh declared a conflict of interest and left the meeting at 5.57pm.*

*In the physical absence of the Deputy Mayor who was attending via Audio/Audiovisual conferencing, Councillor Garden took the Chair.*

#### 13.1.4 Community Benefit Scheme - Palmerston Magpies Football Club Sponsorship

Moved: Councillor Hale  
Seconded: Councillor Henderson

1. THAT Report entitled Community Benefit Scheme - Palmerston Magpies Football Club Sponsorship be received and noted.

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

MINUTES ORDINARY COUNCIL MEETING – 21 FEBRUARY 2023

10957



A Place for People

COUNCIL

2. THAT Council advises Palmerston Magpies Football Club that it does not support the Platinum Sponsorship request of \$20,000 per year, however, will become a Gold Level Sponsor being \$10,000 for three years 2023, 2024 and 2025, being **Attachment 13.1.4.1** to report entitled Community Benefit Scheme - Palmerston Magpies Football Club Sponsorship, to be funded from the Community Benefit Scheme.

CARRIED 10/708 – 21/02/2023

*Mayor Pascoe-Bell and Councillor Eveleigh returned to the meeting at 6.00pm.*

*Mayor Pascoe-Bell resumed place of the Chair.*

### 13.2 Receive and Note Reports

#### 13.2.1 Community Benefit Scheme Update - January 2023

Moved: Councillor Eveleigh  
Seconded: Councillor Garden

THAT Report entitled Community Benefit Scheme Update - January 2023 be received and noted.

CARRIED 10/709 – 21/02/2023

#### 13.2.2 Major Capital Projects February 2023 Update

Moved: Councillor Garden  
Seconded: Councillor Eveleigh

THAT Report entitled Major Capital Projects February 2023 Update be received and noted.

CARRIED 10/710 – 21/02/2023

#### 13.2.3 Finance Report for the Month of January 2023

Moved: Councillor Eveleigh  
Seconded: Councillor Henderson

THAT Report entitled Finance Report for the Month of January 2023 be received and noted.

CARRIED 10/711 – 21/02/2023

#### 13.2.4 Update to City of Palmerston's Community Environmental Initiatives

Moved: Councillor Eveleigh  
Seconded: Councillor Henderson

THAT Report entitled Update to City of Palmerston's Community Environmental Initiatives be received and noted.

CARRIED 10/712 – 21/02/2023

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

MINUTES ORDINARY COUNCIL MEETING – 21 FEBRUARY 2023

10958





13.2.5 Determination of Allowances for Members' of Local Councils

Moved: Councillor Fraser  
Seconded: Councillor Garden

1. THAT Report entitled Determination of Allowances for Members' of Local Councils be received and noted.

2. THAT Council write to Remuneration Tribunal providing feedback on their Determination of Allowances for Members' of Local Councils

CARRIED 10/713 – 21/02/2023

14 INFORMATION AND CORRESPONDENCE

14.1 Information

Nil

14.2 Correspondence

14.2.1 Guideline 7 - Procedural Fairness in Deciding Code of Conduct Complaints

Moved: Councillor Henderson  
Seconded: Deputy Mayor Morrison

THAT correspondence dated 8 December 2022 entitled Guideline 7 - Procedural Fairness in Deciding Code of Conduct Complaints be received and noted.

CARRIED 10/714 – 21/02/2023

15 REPORT OF DELEGATES

Nil

16 QUESTIONS BY MEMBERS

Nil

17 GENERAL BUSINESS

Nil

18 NEXT ORDINARY COUNCIL MEETING

Moved: Councillor Fraser  
Seconded: Councillor Garden

THAT the next Ordinary Meeting of Council be held on Tuesday, 7 March 2023 at 5:30pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

CARRIED 10/715 – 21/02/2023

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

MINUTES ORDINARY COUNCIL MEETING – 21 FEBRUARY 2023

10959



A Place for People

COUNCIL

19 CLOSURE OF MEETING TO PUBLIC

Moved: Councillor Fraser  
Seconded: Councillor Eveleigh

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

CARRIED 10/716 – 21/02/2023

20 ADJOURNMENT OF MEETING AND MEDIA LIAISON

Nil

The open section of the meeting closed at 6.25pm for the discussion of confidential matters.

The closed section of the meeting reopened at 6.25pm.

The Chair declared the meeting closed at 7.23pm.

Chair

Print Name

Date

Initials:

MINUTES ORDINARY COUNCIL MEETING – 21 FEBRUARY 2023

10960