

AGENDA

1st Ordinary Council Meeting

Tuesday 2 May 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 or at the Council Office located: Civic Plaza, 1 Chung Wah Terrace, Palmerston NT 0830.



LUCCIO CERCARELLI
CHIEF EXECUTIVE OFFICER

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AGENDA ORDINARY COUNCIL MEETING - 2 MAY 2023

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 18 April 2023 pages 11003 to 11012 be confirmed.
 - 6.2 Business Arising from Previous Meeting
- 7 MAYORAL REPORT

MAYORAL REPORT

1st Ordinary Council Meeting

AGENDA ITEM: 7.1
REPORT TITLE: Mayoral Update Report - April 2023
MEETING DATE: Tuesday 2 May 2023
AUTHOR: Mayor, Athina Pascoe-Bell

COMMUNITY PLAN

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

PURPOSE

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

KEY MESSAGES

- Community Events attended on the behalf of Council
- Citizenship Ceremony at Gray Community Hall
- Meetings with Ministers, MLA's and Government Agencies
- Media Interviews with NT News, ABC and NT Broadcasters

RECOMMENDATION

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

DISCUSSION

Attended the below Community events on behalf of Council during the month of April 2023.

- Citizenship Ceremony at Gray Community Hall
- Urban Jams at Palmerston Recreation Centre
- ANZAC Day Service Senior School Palmerston College
- ANZAC Day 2023 Service Memorial Park Palmerston
- Maluka Day Programs Open Day

Meetings with Ministers, MLA's and Government Agencies

- Minister Eva Lawler, Member for Drysdale
- Mark Turner MLA, Member for Blain
- AEDC Palmerston Discussion (Community Consultation)
- Palmerston DCA Meeting
- Assistant Commissioner Travis Wurst, NTPOL

Meetings with other industry groups and media

- Alex Bruce and Sarah Andrews, Hospitality NT
- Stuart Totham, Endeavour Group
- ABC Darwin
- Mix 104.9 and Hot 100

Citizenship Ceremony

I am delighted to have welcomed 28 new citizens from 11 countries at the Citizenship Ceremony held at Gray Community Hall on 20 April. One of Palmerston's greatest strengths lies in its multiculturalism and

our willingness as a community to welcome and accept different people from all around the world. Palmerston is the only Territory City to be an official Refugee Welcome Zone. Conferees were gifted a native plant, in the hope that like the plant they will put down roots, blossom and thrive within the Municipality of Palmerston.



Handing out Certificates of Australian Citizenships and mementos to Conferees.

L-R: Mayor Pascoe-Bell, Serena Dalton from Grass Roots Action Palmerston, and a new citizen.

City of Palmerston Community Benefit Scheme

Palmerston Cricket Club were another successful community benefit scheme application, Council provided \$5,000 sponsorship for the acquisition of a defibrillator and first aid courses. If you would like to apply for a community benefit scheme, please reach out to The Community Services Team, they are more than happy to assist you with the process. Ph 89359975 or email grants@palmerston.nt.gov.au.



Defibrillator purchased through City of Palmerston's Community Benefit Scheme. L-R Deputy Mayor Lucy Morrison, Palmerston Cricket Club Member and President and Mayor Pascoe-Bell.

A Place for People

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

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

COUNCIL REPORT

1st Ordinary Council Meeting

AGENDA ITEM:	13.1.1
REPORT TITLE:	Community Benefit Scheme - Sponsorship 50+ Club
MEETING DATE:	Tuesday 2 May 2023
AUTHOR:	Community Facilities Officer, Rachel Fosdick
APPROVER:	General Manager of Community and Culture, Anna Ingram

COMMUNITY PLAN

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

PURPOSE

This Report seeks Council approval of a Community Benefit Scheme Sponsorship application for \$3000 from local community organisation Palmerston 50+ Club.

KEY MESSAGES

- City of Palmerston has received a sponsorship application from Palmerston 50+ Club requesting \$3000, to host a three hour personal safety workshop focusing on safety for vulnerable seniors in Palmerston.
- Palmerston 50+ Club is a local community organisation providing social interactions for Palmerston seniors with a membership of over 70 community members.
- The club caters for and welcomes anyone over the age of 50.
- City of Palmerston provides funding through the Community Benefit Scheme (CBS) to eligible community groups and organisations.
- It is being recommended and the Council endorse the Community Benefit Scheme funding of \$3000 is granted to Palmerston 50+ Club to host a catered personal protection workshop.

RECOMMENDATION

1. THAT Report entitled Community Benefit Scheme - Sponsorship 50+ Club be received and noted.
2. THAT Council approves the sponsorship for \$3000 to the Palmerston 50+ Club for a personal protection workshop to be funded from the Community Benefit Scheme as detailed in the report entitled Community Benefit Scheme – Sponsorship – Palmerston 50+ Club.

BACKGROUND

The Palmerston 50+ Club (the Club) is a local not-for-profit community organisation who currently meet weekly at Gray Community Hall. They create a welcoming space which meets the social needs of Palmerston's senior citizens. They have a membership of over 70 community members.

Council officers met with representatives of the Club to discuss the opportunity of hosting a personal safety workshop in Palmerston to upskill senior residents in personal protection strategies. The Club is

now seeking sponsorship of \$3000 to facilitate a personal protection workshop focusing on safety for vulnerable seniors in Palmerston.

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

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

This Report requests Council to consider a Community Benefit Scheme Sponsorship application for \$3000 from local community organisation Palmerston 50+ Club.

DISCUSSION

The Club are seeking to take a proactive approach to increasing their knowledge of personal safety and situational awareness. They are proposing to host a personal protection strategy workshop at the Palmerston Recreation Centre provided by a local Palmerston business.

The three-hour workshop would include:

- education and practical strategies to increase a sense of safety in the home and community
- build a range of personal protective strategies and confidence in how to manage unsafe situations
- help participants under the importance of situational awareness
- teach simple and effective daily tips regarding home security
- discussion relating to the acknowledgment of complex and challenging social issues
- empowering individuals to take responsibility of their own safety
- conduct open conversations, scenarios and questions



Members of the Palmerston 50+ Club

The sponsorship application states the following:

Senior safety is of utmost importance. Seniors are a vulnerable population that is at a higher risk of accidents, abuse, and neglect. Many seniors also suffer from age-related illnesses, such as dementia, which can impact their cognitive and physical abilities. Therefore, it is essential that we prioritize senior safety to ensure that they are protected from harm and able to live independently for as long as possible. By independently for as long as

possible. By implementing safety measures such as personal protection, and creating safe living environments, we can help seniors maintain their health and well-being.

Additional, promoting senior safety can help to prevent social isolation and improve the quality of life for building strong, healthy communities.

Gatherings such as this workshop provide opportunities for social engagement and community involvement, which can enhance mental health and prevent social isolation.

The City of Palmerston (CoP) will be acknowledged via:

- CoP Logo on marketing materials.
- Invitation to the CoP Mayor to attend and open the workshop.
- Certificate of appreciation.
- Social media post regarding event and sponsorship.

Feedback from the workshop will be provided to the Palmerston Community Safety Advisory Committee for consideration.

It is being recommended that Council support a Community Benefit Scheme Sponsorship application for \$3000 from Palmerston 50+ Club for the costs of a 3-hour personal protection workshop. Funding is available in the 2022/2023 Community Benefit Scheme Budget.

CONSULTATION PROCESS

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

POLICY IMPLICATIONS

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

The application conforms to the *Grants, Donations and Sponsorships* policy and the Club have not received any other Community benefit scheme funding in the 2022-23 financial year.

BUDGET AND RESOURCE IMPLICATIONS

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

Should this application be approved there is available funding in the Community Benefit Scheme 2022/2023 budget. \$153,305 has been expended of the \$230,000 allocated 2022/23 budget, leaving \$76,695 available for future projects and events.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

There is a risk that this workshop will not proceed if funding support from Council is not received.

This application meets the following objectives within the City of Palmerston Community Plan:

Objective 1.1 Family and Community: Palmerston is a safe and family friendly community where everyone belongs.

Objective 1.2 Our volunteers are valued and supported for the important work they undertake for our 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.
- 2 Fails to be sustainable into the long term
Context: Optimising the financial, social and environmental sustainability of the City.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

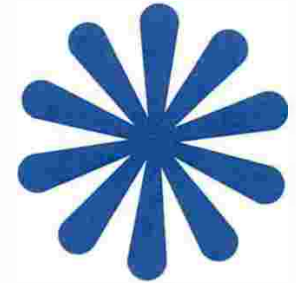
There are no environment sustainability implications for this report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

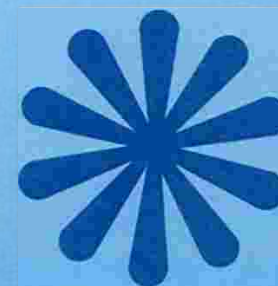
1. Community Benefit Scheme - Palmerston 50 Plus Club - sponsorship proposal [13.1.1.1 - 9 pages]



Palmerston 50 + Club Sponsorship

About Us:

The Palmerston 50+ Club is where you will find good company in a friendly environment and great fun is guaranteed.

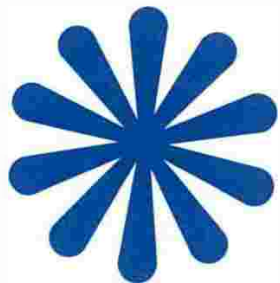


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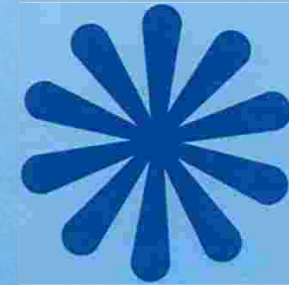
every Tuesday from 9.00am - 12.30pm.

Where: Gray Community Hall

Numerous activities such as scrabble, board games, card games, craft card making and any other suggestions are very welcome. The club also arranges guest speakers on occasions, outings and special events. Everyone over 50 very welcome.



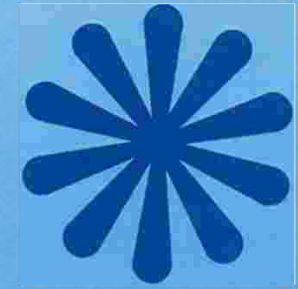
Event Sponsorship



Personal Protection Strategy Workshop

- 24 July 2023
- Palmerston Recreation Centre
- 3 hour workshop
- focusing on safety for vulnerable seniors in Palmerston





Sponsorship \$3000

City of Palmerston acknowledgement

- CoP Logo on marketing materials
- invitation to the CoP Mayor to attend and open the workshop
- Certificate of appreciation
- Social media post regarding event and sponsorship

\$2200 - Personal Protection
Strategies

\$700 - On The Menu Catering

\$100 - resources for Gray
Community Hall

Proposal

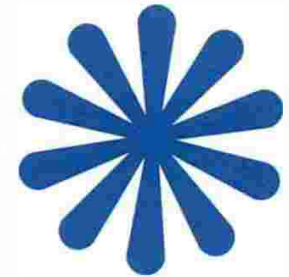
Focusing on a proactive approach on upskilling in situational awareness and personal protection strategies 50+ Club propose a Personal Protection Workshop in Palmerston.

The three hour workshop would include:

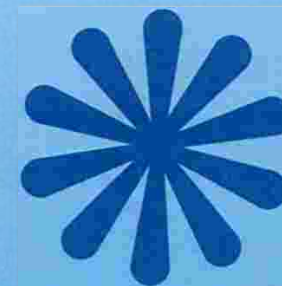
- education and practical strategies to increase a sense of safety in the home and community
- build a range of personal protective strategies and confidence in how to manage unsafe situations
- help participants understand the importance of situational awareness
- teach simple and effective daily tips regarding home security
- discussion relating to the acknowledgment of complex and challenging youth justice issues
- empowering individuals to take responsibility of their own safety
- conduct open conversations, scenarios and questions



- 24 July 2023
- Palmerston Recreation Centre
- 3 hour workshop
- focusing on safety for vulnerable seniors in Palmerston



Senior safety is of utmost importance. Seniors are a vulnerable population that is at a higher risk of accidents, abuse, and neglect. Many seniors also suffer from age-related illnesses, such as dementia, which can impact their cognitive and physical abilities. Therefore, it is essential that we prioritize senior safety to ensure that they are protected from harm and able to live independently for as long as possible. By implementing safety measures such as personal protection, and creating safe living environments, we can help seniors maintain their health and well-being.



Additionally, promoting senior safety can help to prevent social isolation and improve the quality of life for older adults, which is essential for building strong, healthy communities.

City of Palmerston Community Plan

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

Objective 1.2: Family and Community: Palmerston is a safe and family friendly community where everyone belongs.

- Our volunteers are valued and supported for the important work they undertake for our community.

Objective.4.1: We support and foster innovation

- We want to attract and retain businesses and not-for-profit agencies that use innovative approaches to social issues, service delivery, and product development.

Council sees significant value in expanding the understanding of the community about Council's work and tapping into the 'wisdom of the crowd' to consider complex challenges and issues we face.

Spending time with specific groups (older citizens, cultural groups, interest groups) to understand their needs as well as bringing them together so that they can understand each other better



COUNCIL REPORT

1st Ordinary Council Meeting

AGENDA ITEM:	13.1.2
REPORT TITLE:	Community Benefit Scheme - Sponsorship - RSPCA
MEETING DATE:	Tuesday 2 May 2023
AUTHOR:	Community Facilities Officer, Rachel Fosdick
APPROVER:	Deputy Chief Executive Officer, Amelia Vellar

COMMUNITY PLAN

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

PURPOSE

This Report seeks Council approval of a Community Benefit Scheme Sponsorship application from local community organisation RSPCA Darwin.

KEY MESSAGES

- RSPCA Darwin is a community-based charity providing animal care and protection services across the country.
- The RSPCA Million Paws Walk Darwin is an annual event organised to raise awareness about animal welfare and the services offered by the RSPCA.
- RSPCA Darwin is seeking funding to support the inaugural Million Paws Walk in Palmerston at Marlow Lagoon Recreational Area in 2023, 2024 and 2025 in addition to the Million Paws Walk Darwin.
- City of Palmerston has received a Sponsorship application from RSPCA Darwin requesting a multiyear agreement of \$10,000 per year from City of Palmerston as a Platinum Sponsor, representing a total value of \$30,000.
- Council's Policy Grants, Donations and Sponsorships requires all requests over \$2,000 to be referred by the Chief Executive Officer to Council with a recommendation.
- The CBS application intent meets Council's Community Plan Outcomes and promotes responsible pet ownership in Palmerston.
- City of Palmerston Regulatory Services team have attended the RSPCA Million Paws Walk Darwin to promote responsible pet ownership as there has not been a Palmerston event.
- Given the alignment with both animal management and supporting community events in Palmerston, officer's recommend Council support this application.
- At the time of writing this Report \$76,695 remains available in CBS funding for future projects and events that benefit Palmerston in this financial year.

RECOMMENDATION

1. THAT Report entitled Community Benefit Scheme - Sponsorship - RSPCA be received and noted.
2. THAT Council approves RSPCA Darwin Platinum Sponsorship request of \$10,000 per year for three years being 2023, 2024 and 2025, representing a total value of \$30,000, as per **Attachment 13.1.2.1** to report entitled Community Benefit Scheme - Sponsorship - RSPCA, to be funded from the Community Benefit Scheme.

BACKGROUND

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

CBS funding for organisations includes sponsorships, donations, and grants, with Representation Support also available to individuals.

City of Palmerston (CoP) has received a CBS application from the RSPCA Darwin for the Million Paws Walk at Marlow Lagoon Recreation Area, Palmerston for three years being \$10,000pa or \$30,000 over the period as per **Attachment 13.1.2.1**.

Council's Grants, Donations and Sponsorships Policy provides governance of the Community Benefit Scheme. Council's policy requires all requests over \$2,000 to be referred by the Chief Executive Officer to Council with a recommendation. At the time of writing this Report \$78,588 remains available in CBS funding for future projects and events that benefit Palmerston in this financial year.

RSPCA Darwin have submitted all required documentation for the CBS Sponsorship. They have not received funding from Council in the last financial year.

This Report seeks Council consideration of a Community Benefit Scheme Sponsorship application from RSPCA Darwin (RSPCA).

DISCUSSION

The RSPCA is an independent, community-based charity providing animal care and protection services across the country. The RSPCA Darwin mission is to improve animal welfare in the greater Darwin region through advocacy, shelter and rehoming services. They aim to prevent cruelty to animals by actively promoting their care and protection. RSPCA Darwin also aims to build community engagement and capability through offering volunteer programs that total over 7000 volunteer hours per year. RSPCA Darwin has a 93% success rate of rehoming or returning animals.

Even though Darwin based, RSPCA services Palmerston and CoP.

Council has received a CBS Sponsorship application from RSPCA Darwin requesting a multiyear agreement of \$10,000 per year from Council as a Platinum Sponsor, representing a total value of \$30,000 to host a new event, Million Paws Walk at Marlow Lagoon Recreation Area, Palmerston in 2023, 2024 and 2025. Details of a Platinum Sponsorship are listed below.

The RSPCA Million Paws Walk is an annual event held on 28 May 2023, organised to raise awareness about animal welfare and the services offered by the RSPCA. This event is an opportunity for people to come together and show their support for animal rights. It is held annually in Darwin and attracts over 500 participants from across the region. The Million Paw Walk in Palmerston will be in addition to the RSPCA Darwin event. The inaugural Palmerston event is being proposed to be held on Sunday 25 June 2023 to give more time for promotion. After the first year it will revert to the May date in line with the other events nationally.

The Million Paws Walk provides a platform for the RSPCA to promote their work and raise funds for their programs. The Million Paws Walk is important as it helps to educate people about the needs of different types of animals, their habitats, and how to care for them and the importance of treating animals with compassion and respect. This knowledge is crucial in preventing animal cruelty and promoting responsible pet ownership.

The Million Paws Walk is a fun and engaging event, connecting like-minded people who share the same passion for animal welfare. Participants can bring their pets, enjoy a leisurely walk, and meet other pet owners and animal lovers.

City of Palmerston Regulatory Services regularly attend the Million Paws Walk, Darwin and endorse sponsorship of a Million Paws Walk in Palmerston. Regulatory Services could also offer in kind, Council staff attendance, free responsible dog merchandise, and free registration for new dogs to Palmerston.

Council staff recommend Council support a Platinum Sponsorship of \$10,000 per year for three years, representing a total value of \$30,000. Details of this level of Sponsorship are listed under Platinum Sponsorship below.

Sponsorship Levels

Platinum Sponsorship of \$10,000 per year includes:

- Naming rights for Million Paws Walk, Palmerston
- Ten x Family Passes & discount on others
- Display banner at event
- Option to have a stall at event
- Principal acknowledgement during speech
- Logo on RSPCA Million Paws website and marketing
- Kennel Sponsorship (One year)
- Acknowledgement in supporter newsletter
- Workplace visit (puppy or kitten)
- Certificate of appreciation
- Dedicated Facebook posts x three
- Team volunteering day
- Litter naming opportunity

If supported City of Palmerston will promote the event and attend the event as the lead sponsor. This event would be an excellent activation of Marlow Lagoon which already has a strong dog owner community who utilise Palmerston's premier dog park.

CONSULTATION PROCESS

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

POLICY IMPLICATIONS

Council Policy *Grants, Donations and Sponsorships*, this application conforms to the policy.

BUDGET AND RESOURCE IMPLICATIONS

The CBS budget for the 2022/23 fiscal year for grants, donations and sponsorships is \$230,000. \$151,412 has been expended for projects which will benefit the Palmerston community with \$76,695 remaining in the Community Benefit Scheme 2022/23 budget for future projects and events.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

Unfortunately, City of Palmerston staff were slow to process this request meaning that RSCPA have been unsure of the status of their application since submission (it was received in November 2022). This has impacted RSPCA's ability to plan the event and led to the change of date on this first year. This poses a

risk to the reputation of Council as a community partner and so this application was moved to now be over seen by the Deputy CEO.

This Report addresses the following City of Palmerston Strategic Risks:

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

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this Report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

1. Community Benefit Scheme - RSPCA - Sponsorship proposal [**13.1.2.1** - 7 pages]



RSPCA Darwin Million Paws Walk 2023

City of Palmerston

Community Benefit Scheme Application

ABOUT RSPCA DARWIN

RSPCA Darwin Regional Branch Incorporated has been the pre-eminent animal welfare organisation in the Northern Territory for 57 years.

The organisation is the only shelter in NT affiliated with the national RSPCA Australia and the international brand of the same name, though it is independently and locally run and governed by a skilled volunteer board.

The organisation is not government funded, and relies almost entirely on donations and grants for the \$1.2million that it costs to help hundreds of animals each year.

RSPCA re-homed over 700 animals last year, taking in animals that are stray, orphaned, no longer wanted, or have been abused or neglected. We also run programs to support victims of domestic violence or people suffering medical emergencies by providing emergency care for their animals until they can get back on their feet.

RSPCA Darwin has a success rate of rehoming or returning home animals is 93% - the international average for shelters is 83%, so Darwin is punching well above its weight for a small community organisation. Within RSPCA member societies across Australia, Darwin is the highest successful outcome rate and the highest number of adoptions per population, confirming that RSPCA Darwin is operating with exceptional efficiency.



OUR MISSION

Our mission is to improve animal welfare in the greater Darwin region through advocacy, shelter and rehoming services.

RSPCA Darwin aims to build community engagement and capability, through offering volunteer programs that total over 7000 volunteer hours per year to encourage community connections, inclusion and professional and personal development, through being a strong supporter (and employer) of Work for the Dole participants, microchipping days, hosting a hugely well attended community Million Paws Walk as well as numerous other community events and activities each year.

Why support RSPCA Million Paws Walk 2023

Million Paws Walk is our signature event and held nationally. It is Australia's biggest and best-known doggy day out. It is well supported both nationally and locally by a comprehensive marketing campaign across digital, radio, print, television and event based marketing assets.



**MILLION PAWS
WALK ATTRACTS
OVER 500
PARTICIPANTS
LOCALLY, AND OVER
85,000
NATIONALLY.**

RSPCA Million Paws Walk is the Northern Territory's biggest and most exciting event for dog lovers and their companions.

The demographic for the event is relatively broad – attracting families, fitness and lifestyle interest groups and pet lovers.

Significant opportunities exist for involvement with product placement on the day, merchandise, key onsite presence, sponsored social media content and more.

Million Paws Walk Corporate Sponsorship Levels

RSPCA Million Paws Walk is the Northern Territory's biggest and most exciting event for dog lovers and their companions.

Several local businesses support with this iconic event every year by way of the below sponsorship packages.

SPONSOR LEVEL	INCLUSIONS	COST
GOLD	<ul style="list-style-type: none">• 5 X FAMILY PASSES & DISCOUNT ON OTHERS• DISPLAY BANNER AT THE EVENT• OPTION TO HAVE A STALL• PRINCIPLE ACKNOWLEDGMENT DURING SPEECH• LOGO ON RSPCA WEBSITE AND MARKETING COLLATERAL• KENNEL SPONSORSHIP (1 YEAR)• NEWSLETTER ADVERT• WORKPLACE VISIT (PUPPY OR KITTEN)• CERTIFICATE OF APPRECIATION• DEDICATED FACEBOOK POSTS X 2• PUPPY OR KITTEN NAMING RIGHTS	\$5,000 + GST
SILVER	<ul style="list-style-type: none">• 2 X FAMILY PASSES & DISCOUNT ON OTHERS• DISPLAY YOUR BANNER AT THE EVENT• OPTION TO HAVE A STALL• MENTION DURING SPEECH• LOGO ON RSPCA WEBSITE AND MARKETING COLLATERAL• NEWSLETTER ADVERT• CERTIFICATE OF APPRECIATION• FACEBOOK POSTS X 2• PUPPY OR KITTEN NAMING RIGHTS	\$2,500 + GST
BRONZE	<ul style="list-style-type: none">• 1 X FAMILY PASS• LOGO ON SELECTED MPW MARKETING COLLATERAL• CERTIFICATE OF APPRECIATION• MENTION DURING SPEECH	\$500 + GST

Our sponsorship proposal to City of Palmerston

We are seeking \$10,000 sponsorship for three years to enable us to hold a City of Palmerston Million Paws Walk at the much loved Marlow Lagoon Recreational Area in 2023, 2024 and 2025.

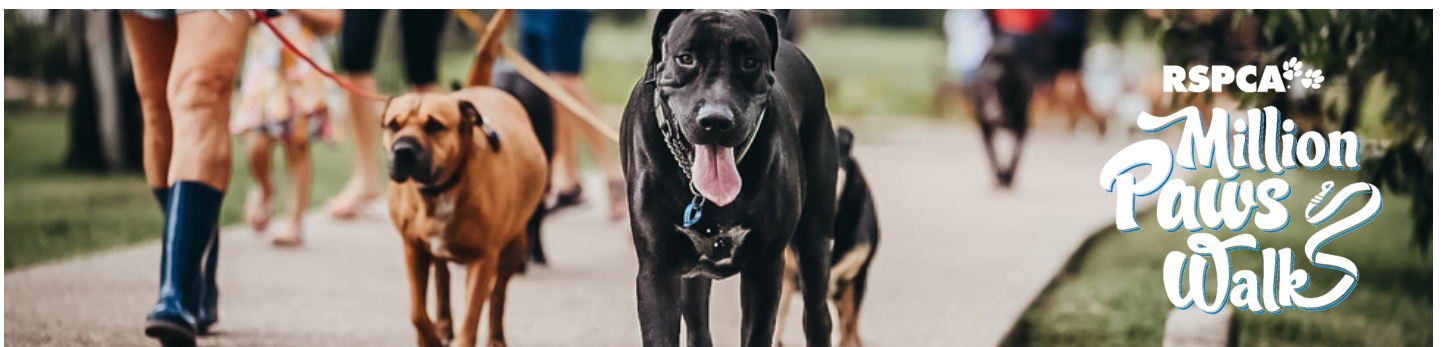
This sponsorship would assist with the costs involved with hosting such an event.

A sponsorship of this level would allow RSPCA Darwin elevate the Million Paws Walk experience and maximise fundraising efforts of participants and corporate sponsorships from smaller businesses within the community.

Platinum Sponsor

\$10,000 per

- Naming rights for Million Paws Walk, Palmerston
- 10X Family Passes & discount on others
- Display banner at event
- Option to have a stall at event
- Principal acknowledgement during speech
- Logo on RSPCA Million Paws website and marketing
- Kennel Sponsorship (1 year)
- Acknowledgement in supporter newsletter
- Workplace visit (puppy or kitten)
- Certificate of appreciation
- Dedicated Facebook posts x3
- Team volunteering day
- Litter naming opportunity



In past years the costs of hosting Million Paws Walk has equated to approximately \$10,000- \$15,000 and this has been covered by the small sponsorship packages, taken up by regular supporters of this event, many of them small local businesses.

Example of event expenses from 2022 event:

Site Costs	\$5671	Marquees, seating, site fee, signage, AV & staging
Merch	\$3056	Million Paws Walk branded merchandise and incentives
Marketing	\$1328	Website build, National TVC costs, social media fees
Misc.	\$1 526	Volunteers shirts, gifts, drinks and ice.



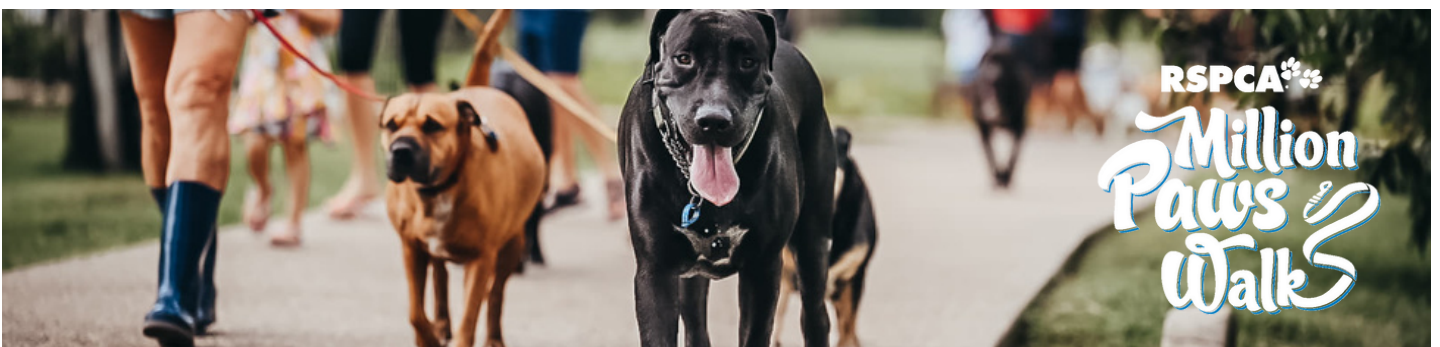
Benefits for the Community

RSPCA Darwin Million Paws Walk (MPW) is an iconic family friendly event which promotes community engagement, animal welfare and responsible pet ownership.

Top End residents are passionate pet owners and MPW supports this growing community, offering an opportunity to engage with like minded people while enjoying a gentle morning walk with their best mate.

In addition to the walk, MPW provides interactive activities and competitions for the whole family. Pet owners are able to interact with various stallholders who are specialists in the field of dog ownership, animal welfare and dog training. A one stop shop with to access local experts, to seek advice and ask questions that are relevant to their situation and learn about best practice for the wellbeing of their families and pets.

Participants are also able to fundraise in the lead up to the day and support the organisation who supports their community.



COUNCIL REPORT

1st Ordinary Council Meeting

AGENDA ITEM:	13.2.1
REPORT TITLE:	Office of the Deputy Chief Executive Officer Quarterly Report January to March 2023
MEETING DATE:	Tuesday 2 May 2023
AUTHOR:	Executive Manager People and Customer, Emma Blight
APPROVER:	Deputy Chief Executive Officer, Amelia Vellar

COMMUNITY PLAN

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

PURPOSE

This Report presents the key activities undertaken by the Office of the Deputy Chief Executive Officer in the January to March 2023 quarter.

KEY MESSAGES

- The Office of the Deputy Chief Executive Officer includes the functions of People and Customer, Media and Communications, and Strategic Projects.
- Recruitment and retention of staff continues to be a key issue for City of Palmerston in this quarter as Council recorded an average vacancy rate of 24%.
- City of Palmerston recognises the tough environment in which we are competing for talent and is investigating a Talent, Attraction and Retention strategy.
- This quarter City of Palmerston welcomed 11 new employees, and 12 employees departed.
- City of Palmerston's workforce continues to be culturally diverse and reflective of our community, with employees from 18 different nationalities contributing to our outcomes.
- During the reporting period, we promoted 11 events through our channels, including social media, radio interviews with the Mayor, television, the NT news and radio.
- Over the reporting period City of Palmerston attracted an additional 406 followers on Facebook, 35 on Instagram and 259 on LinkedIn.
- City of Palmerston's website users decreased over the reporting period by 14.2%, which can be attributed to fewer events and activities being held throughout the wet season.
- Four media releases were sent out garnering 28 pieces of earned media across the local network including radio interviews, written publications/articles and broadcast.
- City of Palmerston engaged with the community on two occasions, including targeted consultation for an outdoor basketball half-court.
- Our Customer Experience Team had over 5185 interactions with community members over the quarter. This represents a decrease on the same time the previous year, and this is anecdotally attributed to greater uptake of online services. Data capture has commenced for this and will be analysed in the future.

RECOMMENDATION

THAT Report entitled Office of the Deputy Chief Executive Officer Quarterly Report January to March 2023 be received and noted.

BACKGROUND

The Office of the Deputy Chief Executive Officer (ODCEO) provides a quarterly report to Council on key activities undertaken during the quarter. The Directorate includes the functions of Media and Communications and People and Customer Experience including Safety and Wellbeing.

This Report presents to Council key activities undertaken by the ODCEO in the January to March 2023 quarter.

DISCUSSION

As enabling functions, the departments within the ODCEO support organisational activities aligned to City of Palmerston's Community Plan outcomes and objectives. The below provides a summary of the Directorate's activities for the last quarter.

Media and Communications

Community Engagement

City of Palmerston held targeted consultation with stakeholders for the location of an outdoor basketball half-court. The consultation was hosted at the Palmerston Recreation Centre on the 15 March with the majority selecting Marlow Lagoon as the preferred location. This feedback was captured in person and was well attended, demonstrating strong community interest and engagement.



Image: City of Palmerston staff meet with community members during the consultation.

City of Palmerston sponsored the March Palmerston Business Regional Association (PRBA) Event at Gray Community Hall. The event was an opportunity to inform the business community of Palmerston's future from an economic and growth perspective and provide an update on the City of Palmerston's major projects including SWELL and Zuccoli Community Hub. The Communications team prepared a speech and presentation for City of Palmerston which was delivered by the Deputy Mayor.



Image 1: People attending the City of Palmerston sponsored PRBA Event at Gray Community Hall.

Image 2: Cheryl Mallet President, Palmerston Regional Business Association with Deputy Mayor Lucy Morrison at City of Palmerston sponsored PRBA Event at Gray Community Hall.

Throughout the quarter, City of Palmerston promoted 11 events to our community through organic published socials posts, paid socials advertisements, newspaper and radio interviews. These events were also published on our website.

Social Media

Facebook:

86 posts, four (4) stories and 10 new events were published on the CoP Facebook page in the recent quarter. The events were a range of community events included reoccurring Get Active programs, International Women's Week events and Palmerston's Harmony Day.

Our Facebook page following continued to steadily grow (2.4% increase) this quarter, with the total followers sitting at 17,324. The page saw 10,619 visits, with posts reaching 57,158 Facebook users, noting 5,456 users were reached through paid advertising. This is a decrease in visits in comparison to the previous quarter, however this is expected due to the decrease in events and activities occurring over this wet season period.

Instagram:

City of Palmerston's Instagram followers continued to steadily grow this quarter (2%), bringing the total number of followers in March to 1,782. CoP published 18 posts, this is on par with the previous quarter, however, there was a decrease of 48 stories (65.5%). The decrease was anticipated as Instagram stories were heavily utilized during the Christmas period, specifically promoting the Christmas Wonderland event. City of Palmerston's reach had a significant decrease of 87.1%. This is due to less paid advertising and can suggest Instagram stories increase reach heavily.

Instagram	Oct-Dec	Jan - Mar	%
Followers	1,747	1,782	2%
Reach	14,505	1,870	-87.11%
Posts	18	18	0
Stories	74	26	-64.86%
Reels	2	1	-50%

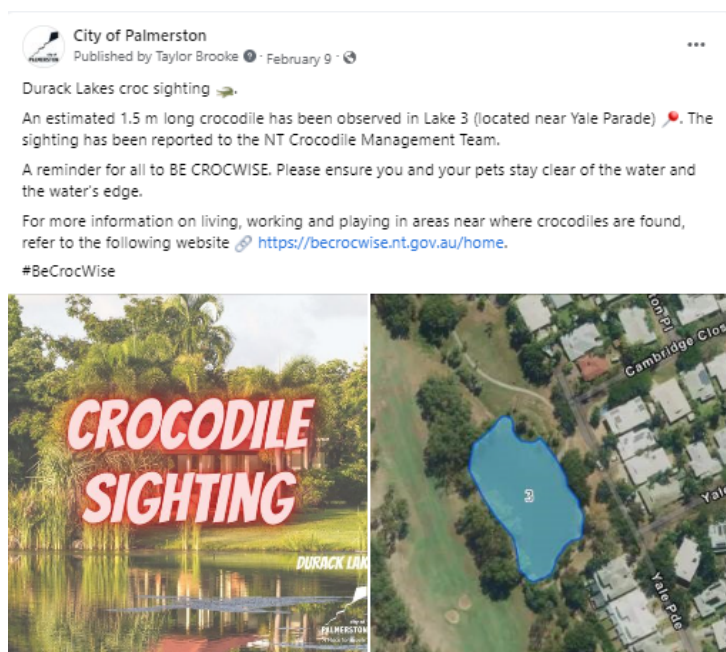
LinkedIn:

City of Palmerston's LinkedIn gained 259 new followers (16.5% rise) resulting in 1,828 in total. The page featured 17 posts, and these received 15,959 impressions (the number of times content was displayed). Content continued to be well received, with the quarter's engagement rate sitting a 9.9%, 416 reactions, 15 comments and 34 reposts. This represents an increase in all areas on the platform in comparison to the previous period.

Top Posts (all platforms):

The top performing organic post (unpaid) on City of Palmerston's Facebook page was 'Durack Lakes croc sighting'.

This post had a reach of 15,046 with 76 likes and reactions, 58 comments and 44 shares. These results are from the community sharing and tagging each other in the post to spread the information. It is common in the Territory to receive high engagement on these types of posts.



Top 5 Organic Posts:

Content Topic	Reach	Impressions	Engagement	Likes & Reactions	Comments	Shares
Durack Lakes Croc Sighting: 8 Feb	15,046	15,347	1,828	76	58	44
SWELL: Nothing like a fun-filled day at the pool - 9 Feb	11,175	12,005	813	115	25	4
Durack Lakes Croc Sighting - 22 Feb	9,964	12,521	1,112	30	17	30
Sanctuary Lakes Playground Clean - 12 Feb	6,917	6,917	440	40	5	3
Zuccoli Dog Park Update: Delay - 27 Feb	6,246	6,493	573	50	27	4

Social Media Campaigns (paid advertising):

City of Palmerston ran six paid advertisement campaigns across its social media channels, targeting a range of demographics and reaching over 16,000 users. A boosted SWELL post informing of the adventure zone performed the best. The purpose of boosting the post was to increase engagement. The ad reached 4,505 users, with 532 engagements which were estimated at \$0.05 cost per post engagement. This was successful and mainly interacted with females sitting within the 25-44 age bracket.

Top 3 Advertisements:

	Paid Reach	Total Reach	Impressions	Cost
SWELL – Adventure Zone	4,504	11,280	15,142	\$25.00
SWELL – Holidays are over	4,499	6,582	10,916	\$25.00
Attention Job Seekers – Career Opportunities	2,526	7,171	10,476	\$20.00

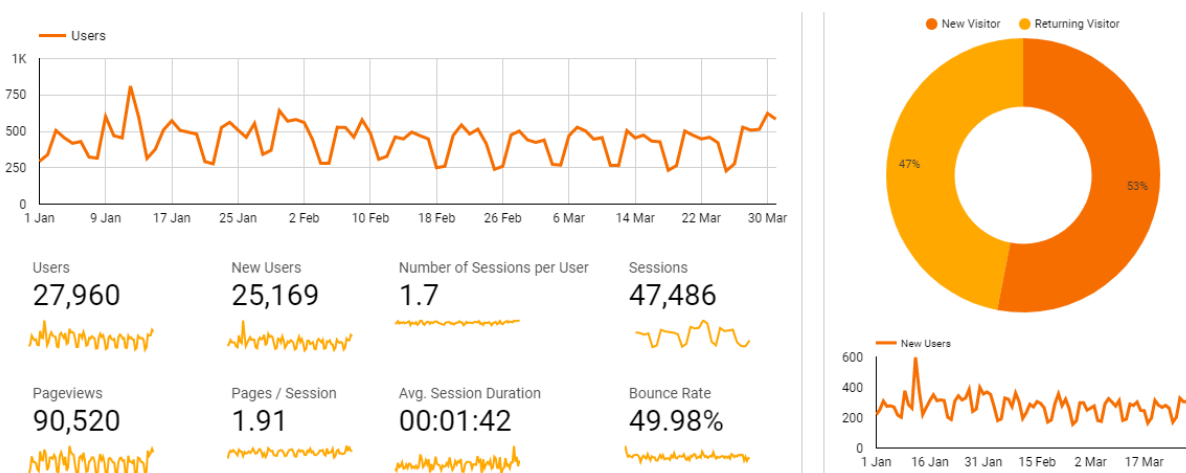
Public Relations/Media

City of Palmerston sent out four media releases during the period with a focus on community and innovation topics. These included the announcement of the CoP mobile App, a recap of Palmerston's Australia Day and official flag-raising event (newest citizens and award winners), a push for Palmerston's International Women's Week and the adoption of the Creative Industries Plan.

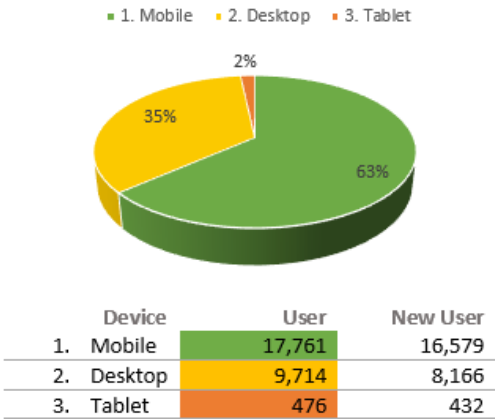
City of Palmerston had 28 interactions with the media across an array of media platforms including TV, radio, newspaper and digital news. There was a heavy focus on Council's stance on the proposed introduction of wards and liquor license buybacks.

- 1 x TV channel 9 news: Community Benefit Scheme
- 6 x paper (including Mayors most powerful)
- 7 x online news
- 28 x radio (including the Council's regular interviews)

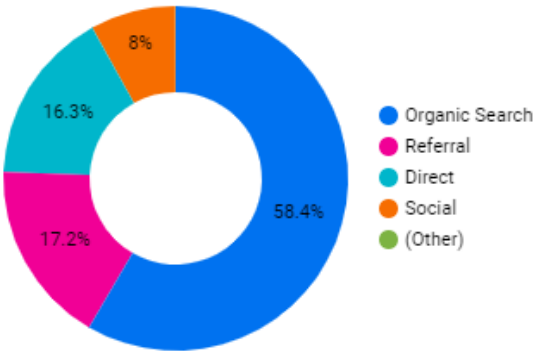
Website



What device are people using?
Users



Top Acquisition Channels



City of Palmerston’s website users decreased over the reporting period by 14.2%, impacting the number of sessions and page views. The reduction in webpage visits is not a concern for City of Palmerston and is anticipated to increase next quarter as our events season commences. The average time people spent on the website had no substantial change to the previous period (1 min 42 seconds), indicating that our website information is concise, and users are utilising the website for one purpose rather than browsing.

The top viewed pages were Careers, Library and City of Palmerston Pound; this remains consistent with the previous quarter. The community continues to view the website mainly through mobile and organic searches (via Google), proving campaigns on radio and TV and successful, alongside the high search results thanks to our ‘trigger words’.

The website had several event pages updated and added, these events were those that were shared on the City of Palmerston’s Facebook, additionally the 2023 events and activities calendar was amended and published on the website.

City of Palmerston App

Since releasing the City of Palmerston application there have been a total of 508 total downloads across iPhone users. Android analytics are unavailable at this point.

Publications

There were no publications delivered during this quarter.

Marketing Campaigns

The SWELL marketing campaign continued to raise brand awareness and inform the community that the pool is closed for construction, and that the gym remains open. The campaign employed various advertising media, including television, radio, social media, and outdoor placements, to reach a wide audience. Video and images were used to convey our messaging effectively, creating a visual impact on the audience. The focus on branding awareness ensured that the community was well-informed about the ongoing construction, and the gym's continued operation was emphasized. The SWELL marketing campaign aims to take an informative approach to achieve the desired outcome for community while maintaining brand identity.

Creative Examples



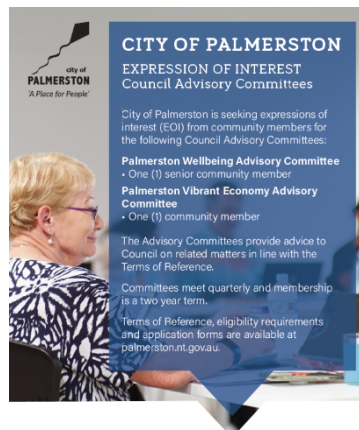
EXPRESSION OF INTEREST NOW OPEN

We are looking for organisations or businesses to be involved in Council's events throughout the dry season.

Opportunities include:

- Mobile food vendors
- Community organisations
- Entertainers

Register your interest by scanning the QR code or email palmerston@palmerston.nt.gov.au



EOIs are to be addressed to the Chief Executive Officer and can be emailed to: palmerston@palmerston.nt.gov.au, posted to: PO Box 1, Palmerston NT 0830, or hand delivered to: Civic Plaza, 1 Chung Wah Terrace, Palmerston.

EOIs close Tuesday 28 February 2023.



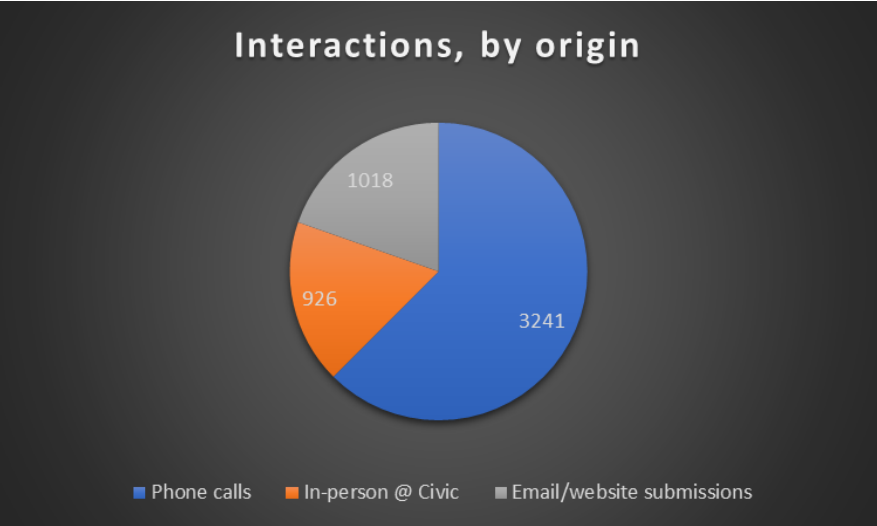
Our Customer Experience

Community Interactions

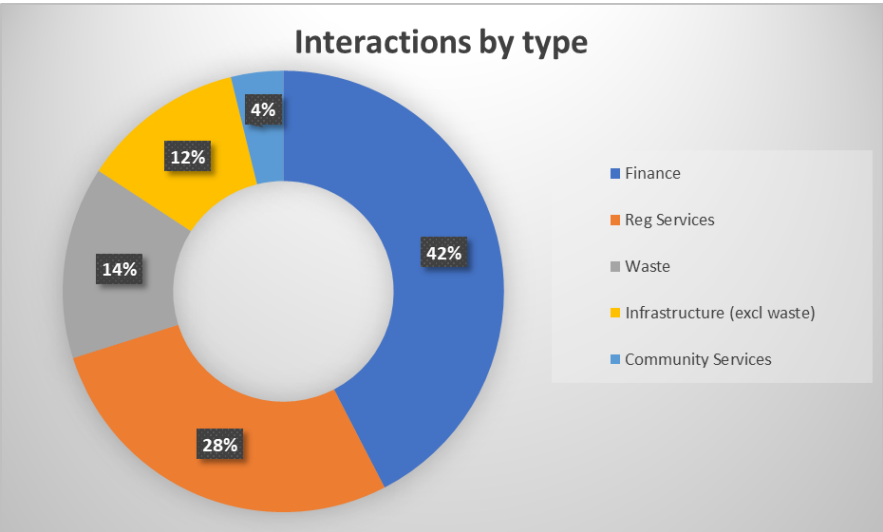
The Customer Experience Team interacted with an average of 82 community members per business day (via walk-ins, phone and email), with a total of 5185 interactions during this reporting period. This compares to 6004 for the same period last year. It is slightly higher than the previous quarter’s 5043 interactions.

January and February saw decreases in walk in and phone customer interactions with City of Palmerston through the Customer Experience team; January with a decrease of 30% compared to January 2022 and February with a decrease of 20% compared to February 2022.

March saw the highest number of walk in and phone customers for the quarter, with a 12% increase compared to March 2022. Of the 5185 interactions for the quarter, 2081 (40%) were in March alone. This could be attributed to some additional work the Rates team, bins and other charges, as well as coinciding with the fourth instalment due date.



Phone calls remain the most popular method of interaction of our community. Compared to last year, this quarter saw a 4% decrease in calls recorded and a 22% decrease in in-person interactions recorded.

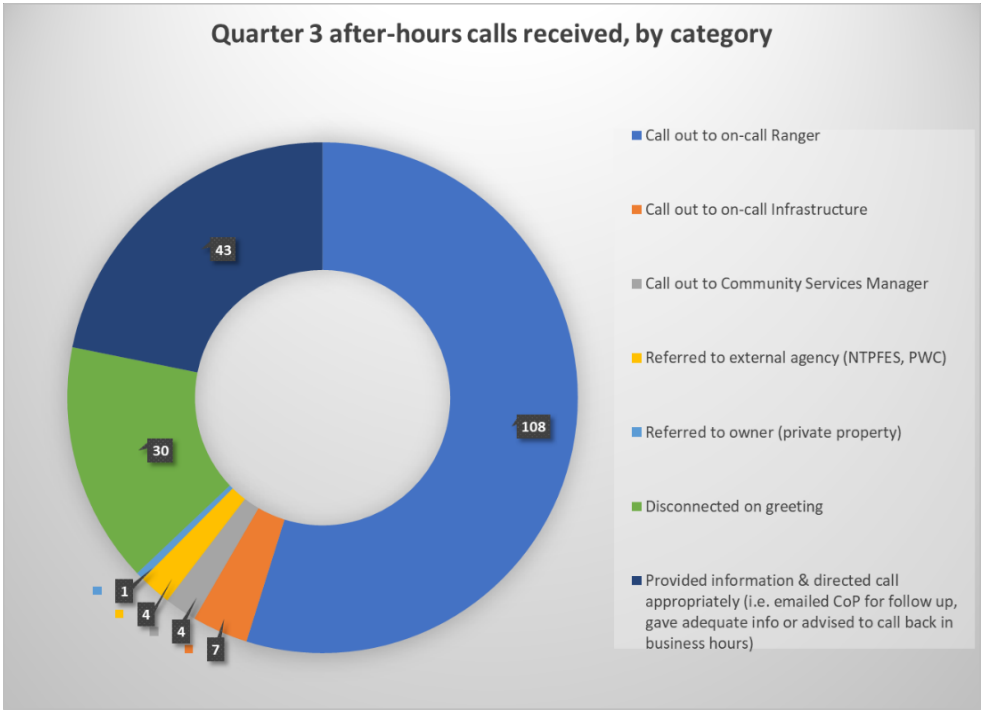
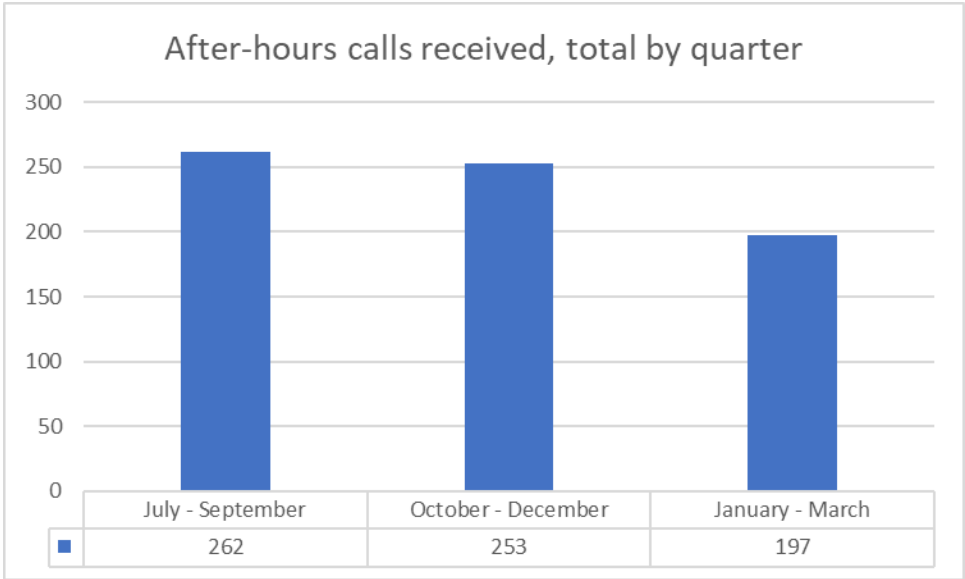


Payment transactions made up 34% of this quarter’s interactions, with the remaining 66% actioned being requests for information or services.

29,846 quarterly payments were received for all Rates, Animals & Infrastructure related charges over this period. Customers self-serviced 94% of these payments via methods including

BPay, Australia Post, and online payments.

With a continued focus on our Customer Charter pillars of Make It Easy and Perform With Pride, the Customer Experience team delivered first contact resolution where possible. An average of 79% of all interactions received by the Customer Experience team was resolved at the first point of contact, a 4% decrease from Quarter 2. This decrease was across specialised enquiries relating to Regulatory Services, Infrastructure and Community Services. Consistent with Quarter 1 and Quarter 2, the highest resolution was for Waste Management enquiries at 99% of enquiries received being resolved on first contact.



Customer Management System Update

The Customer Request Management System (CRMS) is used by several teams across our organisation to manage external customer enquiries; the CRMS allows customer requests to be managed and recorded from initial enquiry through to resolution, recording all steps along the life of the request. As committed

to in our Customer Service Charter, we are constantly looking at evaluating and improving our Customer Experience. To support this, the CRMS environment was updated to the latest version of the software on 20 February 2023, bringing City of Palmerston’s CRMS platform in line with the latest version. This update ensured the system is operating optimally, as well as providing users increased functionality, with a greater range of features and a more efficient platform.

This update was the result of significant planning and testing for key users to ensure the system was delivering its best capability. A series of training sessions was held prior to the update to ensure all staff were adequately educated on any changes. 44 employees attended these sessions, including all but two primary users of the system. Post-upgrade discussions have continued across the organisation to further enhance the system to increase internal efficiencies and external customer experience.

Our People

Recruitment and retention of staff continues to be a key issue for City of Palmerston in this quarter as City of Palmerston recorded an average vacancy rate of 24%. City of Palmerston recognises the tough environment in which we are competing for talent and is investigating a Talent, Attraction and Retention strategy.

Employee Movements

The January to March quarter saw 11 new employees welcomed to the City of Palmerston and we bid farewell to 12 employees.

City of Palmerston at this time had an approved Full Time Equivalent (FTE) of 96.05, with 69.50 FTE employed as at 31 March 2023. Vacant FTE as at 31 March 2023 was 26.55.

City of Palmerston’s headcount as at 31 March 2023 was 91 employees, comprising full-time, part-time, casuals, and an additional seven labour hire staff.

Recruitment of our People

The People and Customer Team supported 29 recruitment activities across the City of Palmerston during the reporting period, with all positions being externally advertised to the community for an average of 14 days. Recruitment activities were attributed to natural attrition, as well as the recruitment of redesigned roles of Planning and Development Manager and Environment and Waste Lead roles to support the delivery of Community Plan outcomes.

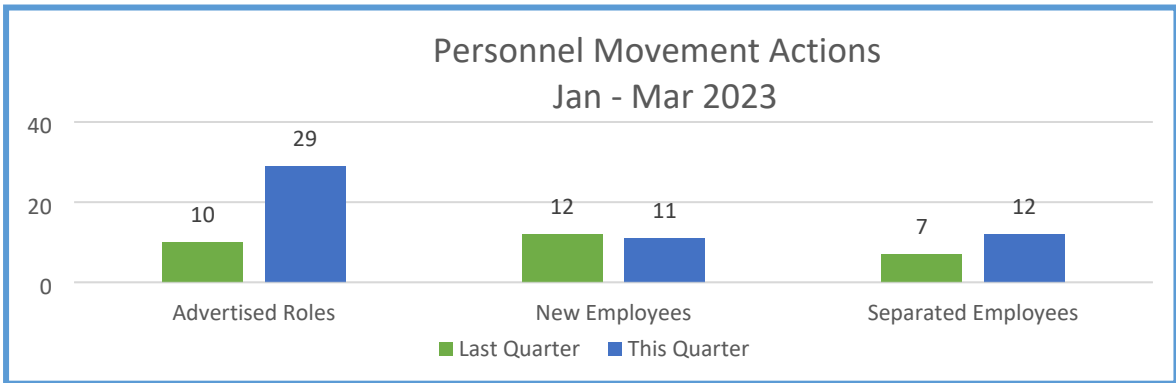


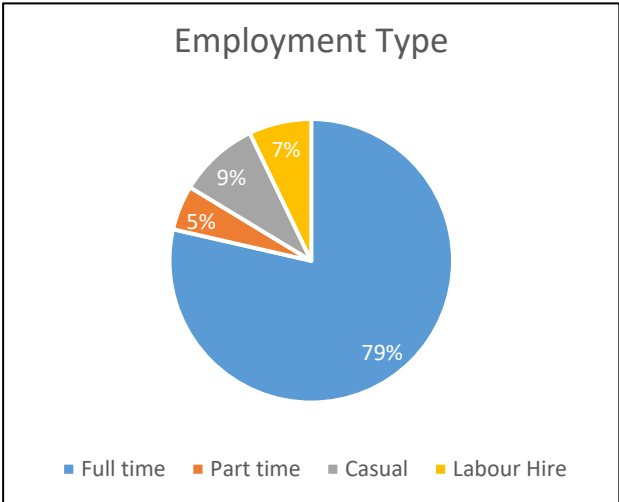
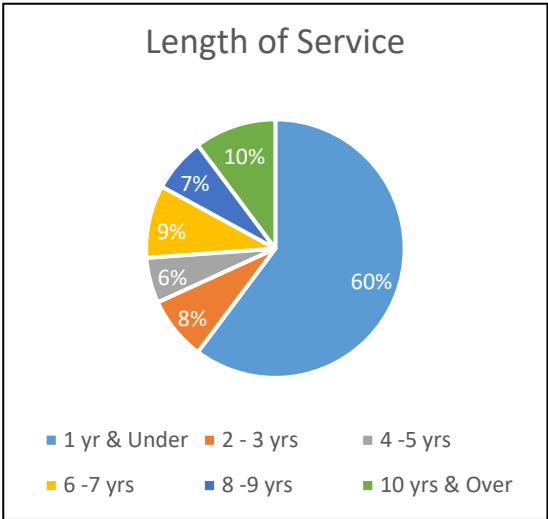
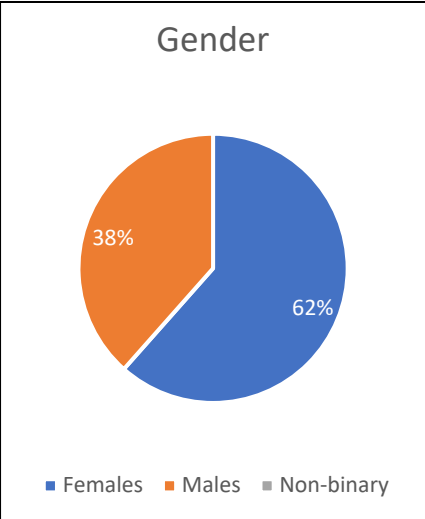
Table: Breakdown of Personnel Movement Actions across January to March 2023

We continue to increase promotion of our roles through the *LinkedIn* social media platform and other job sites to reach a wide network of applicants.

Recruitment Policies and Procedure have been updated, finalised, approved and disseminated to all staff members. Training on recruitment also continues to ensure staff are across any changes.

Quarterly Workforce Statistics

City of Palmerston has a committed and dedicated workforce performing many functions on behalf of our Community. As at 31 March 2023, our staff comprised people from over 18 different nationalities demonstrating a culturally diverse workforce reflective of our community. Our employees excluding labour hire comprise 56 females and 35 males and the average age of a staff member is 39.38 years, a slight increase from the last quarter. The average length of service with City of Palmerston has decreased and is 2.91 years in comparison to 3.06 years last quarter, with eight staff completing 10 plus years of service.



Professional Development of our People

Over the past quarter we have continued to invest in the professional development of our employees, providing a range of training activities and professional development opportunities. This development included, but was not limited to:

- Accidental Counselling
- Appropriate Workplace Behaviour Training
- Budget Management Training
- Chief Warden Course
- Crocodile Safety Awareness Training
- Contact Officer Training
- First Aid Training
- Leave Management for Managers (and Non-Managers)
- Mental Health First Aid
- Purchase Order and MyESS
- Recruitment and Selection Training
- Social Media Training
- WHS Committee Training
- WHS Management Plan Awareness Session
- Working with Cultural Differences

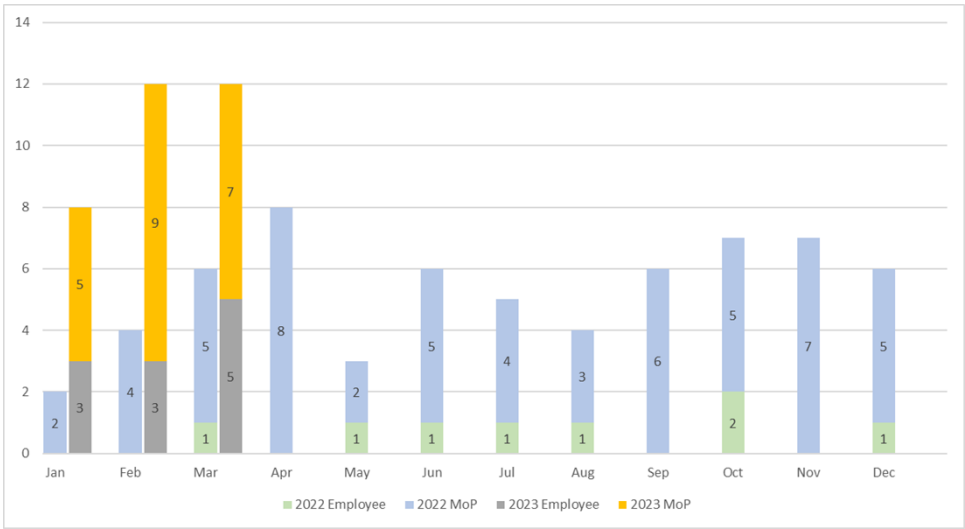
Health and Wellbeing

Harmony Day

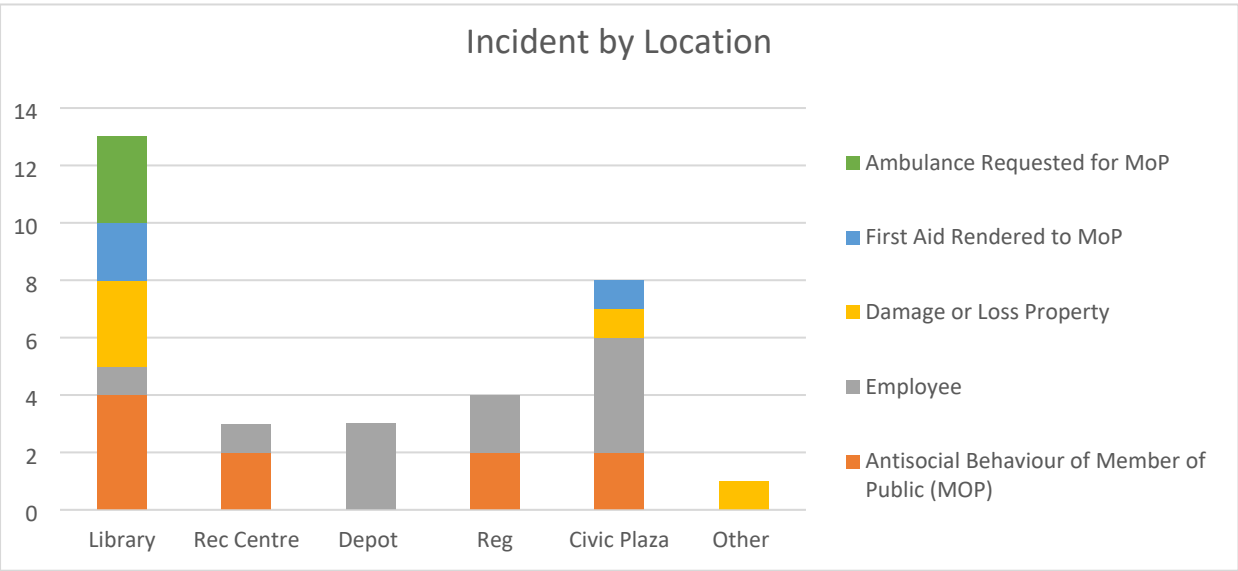


On 20 March, our employees took an early opportunity to celebrate Harmony Day, in recognition of Australia’s cultural diversity. Employees were encouraged to wear orange and to bring a plate of food to share reflecting their cultural origins. The event was well attended, and our staff enjoyed the variety of food on offer as well as the stories behind it while celebrating this important day.

Incident Comparison by Month and Year



Incidents by Location



This quarter saw an increase in reported incidents in comparison to the previous quarter, with the majority of these relating to members of the public. These incidents were primarily report at the Library, with some of these requiring staff to contact ambulance, police or security for support and assistance. Consistent with last quarter, many of these incidents related to antisocial behaviour being observed by staff, with no direct impact on our staff. We have continued to support staff dealing with these incidents through de-escalation, mental health first aid, and resilience training. Two employee incidents only

resulted in minimal lost time, and these employees have since returned to the workplace. Most employee incidents were near misses and preventative actions have been implemented.

CONSULTATION PROCESS

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

- Media and Communications Manager
- Media and Communications Team
- People and Customer Manager
- Customer Experience Advocate
- Human Resources Team

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

Recruitment and retention of staff continues to be a key risk for City of Palmerston in this quarter as City of Palmerston recorded an over 25% vacancy rate. City of Palmerston recognises the tough environment in which we are competing for talent and is investigating a Talent, Attraction and Retention strategy.

This Report addresses the following City of Palmerston Strategic Risks

- 3 Fails to attract, value, retain and develop the right people with the desired culture
Context: Right people at right time and place with right skills, operating consistently in accordance with desired culture of Collaboration, Accountability, Respect and Valued.
- 7 Fails to be agile to respond to opportunities and challenges
Context: Ensuring the organisation is positioned to respond quickly to take up opportunities and respond to challenges both internally and externally.
- 8 Fails to develop effective relationships and manage expectations of relevant parties
Context: Engagement & communication with stakeholders (internal and external to the City).

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this Report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

Nil

14 INFORMATION AND CORRESPONDENCE

14.1 Information

14.2 Correspondence

15 REPORT OF DELEGATES

16 QUESTIONS BY MEMBERS

17 GENERAL BUSINESS

18 NEXT ORDINARY COUNCIL MEETING

THAT the next Ordinary Meeting of Council be held on Tuesday, 16 May 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 18 April 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

COUNCIL MINUTES

Minutes of Council Meeting
held in Council Chambers
Civic Plaza, 1 Chung Wah Terrace, Palmerston
on Tuesday 18 April 2023 at 5:30pm.

PRESENT

ELECTED MEMBERS	Mayor Athina Pascoe-Bell (Chair)
	Deputy Mayor Lucy Morrison
	Councillor Danielle Eveleigh
	Councillor Mark Fraser
	Councillor Amber Garden
	Councillor Ben Giesecke
	Councillor Damian Hale (Via Audio-Visual)
	Councillor Sarah Henderson
STAFF	Chief Executive Officer, Luccio Cercarelli
	Deputy Chief Executive Officer, Amelia Vellar
	General Manager Community and Culture, Anna Ingram
	General Manager Infrastructure, Nadine Nilon
	Director of Finance and Governance, Wati Kerta
GALLERY	Minute Secretary, Jodi Holden
	One member of the public
	Five members of staff

Initials: _____
MINUTES ORDINARY COUNCIL MEETING - 18 APRIL 2023

11003



A Place for People

COUNCIL MINUTES

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

Moved: Councillor Fraser
Seconded: Councillor Garden

1. THAT the leave of absence received from Councillor Hale for 16 April to 20 April 2023 inclusive be received and noted.

CARRIED 10/792 – 18/04/2023

4 REQUEST FOR AUDIO/AUDIOVISUAL CONFERENCING

Moved: Councillor Henderson
Seconded: Councillor Fraser

THAT Council notes that Councilor Hale is attending via Audio/Audiovisual conferencing, who will be physically prevented from attending due to being a greater distance than 100km from the appointed place of meeting.

CARRIED 10/793 – 18/04/2023

5 DECLARATION OF INTEREST

5.1 Elected Members

Moved: Councillor Henderson
Seconded: Councillor Garden

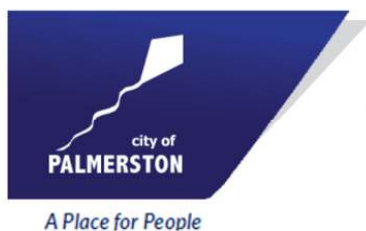
THAT the Declaration of Interest received from Deputy Mayor Morrison for Item 6.1 be received and noted.

CARRIED 10/794 – 18/04/2023

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 18 APRIL 2023

11004



COUNCIL MINUTES

5.2 Staff

Nil

6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

Deputy Mayor Morrison declared a conflict of interest and left the meeting at 5.37pm

Moved: Councillor Fraser
Seconded: Councillor Eveleigh

THAT the Minutes of the Council Meeting held on 04 April 2023 pages 10991 to 10998 be confirmed.

CARRIED 10/795 – 18/04/2023

6.2 Business Arising from Previous Meeting

Deputy Mayor Morrison returned to the meeting at 5.38pm.

Nil

7 MAYORAL REPORT

Nil

8 DEPUTATIONS AND PRESENTATIONS

8.1 Voice to Parliament 2023 Referendum

Moved: Councillor Eveleigh
Seconded: Deputy Mayor Morrison

THAT the presentation by Georgia Corrie, NT Campaign Organiser of Yes Campaign Alliance on Voice to Parliament/2023 Referendum be received and noted.

CARRIED 10/796 – 18/04/2023

9 PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)

Nil

10 CONFIDENTIAL ITEMS

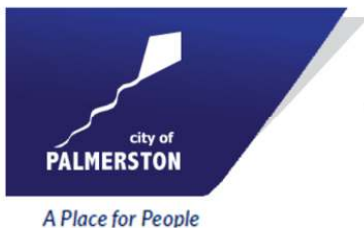
10.1 Moving Confidential Items into Open

Nil

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 18 APRIL 2023

11005



COUNCIL MINUTES

10.2 Moving Open Items into Confidential

Nil

10.3 Confidential Items

Nil

11 PETITIONS

Nil

12 NOTICES OF MOTION

Nil

13 OFFICER REPORTS

13.1 Action Reports

13.1.1 Council Policy Review - Fraud and Corruption Protection

Moved: Councillor Garden
Seconded: Councillor Eveleigh

1. THAT Report entitled Council Policy Review – Fraud and Corruption Protection Policy be received and noted.
2. THAT Council adopt the Fraud and Corruption Prevention Policy as per **Attachment 13.1.1.3** to Report entitled Council Policy Review - Fraud and Corruption Protection is adopted which contains minor administrative changes.

CARRIED 10/797 – 18/04/2023

13.1.2 Laneway Closure Request - Broadarrow Circuit Woodroffe

Moved: Councillor Garden
Seconded: Councillor Fraser

1. THAT Report entitled Laneway Closure Request - Broadarrow Circuit Woodroffe be received and noted.
2. THAT following consideration of the Broadarrow Circuit laneway closure request received 9 January 2023, that the laneway remains open at this time.

Procedural Motion

Moved: Councillor Henderson
Seconded: Deputy Mayor Morrison

THAT this report be laid on the table subject to further information regarding the consultation undertaken and feedback received.

CARRIED 10/798 – 18/04/2023

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 18 APRIL 2023

11006



COUNCIL MINUTES

13.1.3 Vibrant Economy Advisory Committee Minutes - 27 March 2023

Moved: Councillor Fraser
Seconded: Deputy Mayor Morrison

1. THAT Report entitled Vibrant Economy Advisory Committee Minutes - 27 March 2023 be received and noted.
2. THAT Council receives and notes the unconfirmed minutes from the Vibrant Economy Advisory Committee meeting, listed below to the report entitled Vibrant Economy Advisory Committee Minutes - 27 March 2023:
 - a. Palmerston Vibrant Economy Advisory Committee provided as **Attachment 13.1.3.1**.
3. THAT Council endorses the recommendations from the Palmerston Vibrant Economy Committee meeting held on 27 March 2023, being:
 - *Priority Actions - Palmerston Local Economic Plan*
 1. THAT Report entitled Priority Actions - Palmerston Local Economic Plan be received and noted.
 2. THAT the Committee recommend to Council that the priority actions of the Palmerston Local Economic Plan for the next six months are:
 - a. Development of a website to support and promote Economic Development within Palmerston.
 - b. Conduct a business survey of businesses located within Palmerston.
 - *Update on Committee Membership*
THAT Report entitled Update on Committee Membership be received and noted.
 - *Update on the Progress of Palmerston Local Economic Plan*
THAT Report entitled Update on the Progress of Palmerston Local Economic Plan be received and noted.
 - *Major Capital Projects March 2023 Update*
THAT Report entitled Major Capital Projects March 2023 Update be received and noted.
 - *Property Crime and Antisocial Behaviour Report*
THAT the Committee request the Property Council of the Northern Territory present at the 26 June 2023 Meeting, the Property Crime and Antisocial Behaviour Report - Palmerston specific.

CARRIED 10/799 – 18/04/2023

13.1.4 Community Safety Advisory Committee Minutes - 28 March 2023

Moved: Councillor Hale
Seconded: Deputy Mayor Morrison

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 18 APRIL 2023

11007



COUNCIL MINUTES

1. THAT Report entitled Community Safety Advisory Committee Minutes - 28 March 2023 be received and noted.
2. THAT Council receive and note the unconfirmed minutes from the Palmerston Community Safety Advisory Committee meeting as listed below to the report entitled Community Safety Advisory Committee Minutes - 28 March 2023:
 - a. Palmerston Community Safety Advisory Committee provided as **Attachment 13.1.4.1.**
3. THAT Council endorse the recommendations within the respective minutes from the Palmerston Community Safety Advisory Committee being:
 - **Committee Schedule and Membership**
THAT the Community Safety Advisory Committee recommends to Council:
 1. THAT the Community Safety Advisory Committee be received and noted.
 2. THAT meetings for 2023 be scheduled quarterly as follows:

5.30pm Tuesday	28 March 2023	in Council Chambers
5.30pm Tuesday	27 June 2023	in Council Chambers
5.30pm Tuesday	26 September 2023	in Council Chambers
5.30pm Tuesday	28 November 2023	in Council Chambers
 3. THAT as per the Palmerston (Procedures for Meetings) By-Laws 2003, Section 2 Part 23, members of the Community Safety Committee are not required to stand when speaking to a matter being considered.
 4. THAT Council readvertises the current Community Safety Committee membership vacancies, and writes directly to the following organisations to invite nominations:
Senior Community Member: Palmerston and Litchfield Seniors Association
Youth Community Member: Palmerston Youth Representative Group
Larrakia Nation Representative: Larrakia Nation Aboriginal Corporation
 - **Committee Process and Terms of Reference**
THAT the Community Safety Advisory Committee recommends to Council:
THAT Report entitled Committee Process and Terms of Reference be received and noted.
 - **Anti-Social Behaviour and Community Safety Update**
THAT the Community Safety Advisory Committee recommends to Council:
THAT Report entitled Anti-Social Behaviour and Community Safety Update be received and noted.
 - **Animal Management Update**
THAT the Community Safety Advisory Committee recommends to Council:
THAT Report entitled Animal Management Update be received and noted.
 - **Major Projects Update**
THAT the Community Safety Advisory Committee recommends to Council:
THAT Report entitled Major Projects Update be received and noted.
 - **Anti-Social Behaviour**

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 18 APRIL 2023

11008



COUNCIL MINUTES

THAT the Community Safety Advisory Committee recommends to Council:
THAT Committee invites DCMC and other suitable government delegates to undertake a presentation regarding current Antisocial behaviours and lessons learnt.
THAT Committee recommends the Mayor writes to the CM requesting to be part of a debriefing process regarding experiences relating to antisocial behaviour in Palmerston resulting from displaced persons.

CARRIED 10/800 – 18/04/2023

13.1.5 Community Wellbeing Advisory Committee Minutes - March 2023

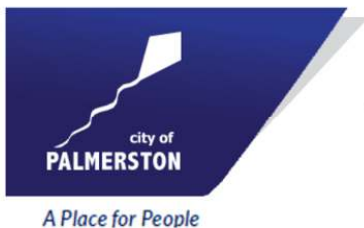
Moved: Councillor Eveleigh
Seconded: Councillor Garden

1. THAT Report entitled Community Wellbeing Advisory Committee Minutes - March 2023 be received and noted.
2. THAT Council receive and note the unconfirmed minutes from Community Wellbeing Advisory Committee meeting listed below to report entitled Community Wellbeing Advisory Committee Minutes - March 2023:
 - a. Palmerston Community Wellbeing Advisory Committee minutes provided as **Attachment 13.1.5.1**.
3. THAT Council endorses the recommendations within the respective minutes from the Palmerston Community Wellbeing Advisory Committee being:
 - Network Group Updates – Palmerston Kids Network
THAT the Community Wellbeing Advisory Committee (Committee) recommends to Council:
THAT Report entitled Network Group Updates - Palmerston Kids Network be received and noted.
 - Network Group Updates – Palmerston and Rural Youth Services Network
THAT the Community Wellbeing Advisory Committee (Committee) recommends to Council:
THAT Report entitled Network Update - Palmerston and Rural Youth Services Network be received and noted.
 - Update to City of Palmerston's Community Environmental Initiatives
THAT the Community Wellbeing Advisory Committee (Committee) recommends to Council:
THAT Report entitled Update to City of Palmerston's Community Environmental Initiatives be received and noted.
 - Adoption of the City of Palmerston Creative Industries Plan 2023 – 2027
THAT the Community Wellbeing Advisory Committee (Committee) recommends to Council:
THAT Report entitled Adoption of the City of Palmerston Creative Industries Plan be received and noted.

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 18 APRIL 2023

11009



COUNCIL MINUTES

- *City of Palmerston 2023 Events Calendar*
THAT the Community Wellbeing Advisory Committee (Committee) recommends to Council:
THAT Report entitled City of Palmerston 2023 Events Calendar be received and noted.
- *Major Projects March 2023 Update*
THAT the Community Wellbeing Advisory Committee (Committee) recommends to Council:
THAT Report entitled Major Capital Projects March 2023 Update be received and noted.

CARRIED 10/801 – 18/04/2023

13.2 Receive and Note Reports

13.2.1 Major Capital Projects April 2023 Update

Moved: Councillor Henderson
Seconded: Councillor Eveleigh

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

CARRIED 10/802 – 18/04/2023

13.2.2 Community and Culture Quarterly Report January to March 2023

Moved: Councillor Fraser
Seconded: Councillor Henderson

THAT Report entitled Community and Culture Quarterly Report January to March 2023 be received and noted.

CARRIED 10/803 – 18/04/2023

13.2.3 Community Benefit Scheme - March Update 2023

Moved: Councillor Hale
Seconded: Deputy Mayor Morrison

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

CARRIED 10/804 – 18/04/2023

13.2.4 Abandoned Vehicles in Palmerston

Moved: Councillor Eveleigh
Seconded: Councillor Henderson

THAT Report entitled Abandoned Vehicles in Palmerston be received and noted.

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 18 APRIL 2023

11010



COUNCIL MINUTES

CARRIED 10/805 – 18/04/2023

13.2.5 Finance and Governance Quarterly Report January to March 2023

Moved: Deputy Mayor Morrison
Seconded: Councillor Fraser

THAT Report entitled Finance and Governance Quarterly Report January to March 2023 be received and noted.

CARRIED 10/806 – 18/04/2023

13.2.6 Finance Report for the Month of March 2023

Moved: Councillor Garden
Seconded: Councillor Eveleigh

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

CARRIED 10/807 – 18/04/2023

14 INFORMATION AND CORRESPONDENCE

14.1 Information

Nil

14.2 Correspondence

Nil

15 REPORT OF DELEGATES

Nil

16 QUESTIONS BY MEMBERS

Nil

17 GENERAL BUSINESS

Nil

18 NEXT ORDINARY COUNCIL MEETING

Moved: Councillor Eveleigh
Seconded: Councillor Garden

THAT the next Ordinary Meeting of Council be held on Tuesday, 2 May 2023 at 5:30pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

CARRIED 10/808 – 18/04/2023

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 18 APRIL 2023

11011



COUNCIL MINUTES

19 CLOSURE OF MEETING TO PUBLIC

Moved: Councillor Fraser
Seconded: Councillor Henderson

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

CARRIED 10/809 – 18/04/2023

20 ADJOURNMENT OF MEETING AND MEDIA LIAISON

Nil

Councillor Fraser left the meeting at 6.51pm.

The open section of the meeting closed at 6.52pm for the discussion of confidential matters.

Councillor Fraser returned to the meeting at 6.54pm.

The closed section of the meeting reopened at 6.55pm.

The Chair declared the meeting closed at 7.03pm.

Chair

Print Name

Date

Initials:

MINUTES ORDINARY COUNCIL MEETING - 18 APRIL 2023

11012