

AGENDA

1st Ordinary Council Meeting

Tuesday 4 July 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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city of
PALMERSTON

A Place for People

COUNCIL AGENDA

20 ADJOURNMENT OF MEETING AND MEDIA LIAISON125

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 20 June 2023 pages 11056 to 11064 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 - June 2023
MEETING DATE: Tuesday 4 July 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 recent activities of the Mayor, on behalf of Council.

KEY MESSAGES

In June 2023, the Mayoral activities included:

- Community Events attended on the behalf of Council
- Meetings with Ministers, MLA's and Government Agencies
- Media interviews with ABC and Channel Nine
- Attended ALGA and ACLG Conferences in Canberra
- Chairing the quarterly TOPROC (Top End Regional Organisation of Councils) meeting

RECOMMENDATION

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

DISCUSSION

Below is an overview of events which the Mayor attended on behalf of Council during the month of June:

- Citizenship Ceremony
- PRBA 25th Anniversary at Kawara Training Restaurant
- 2023 Australian Local Government Association National General Assembly
- Meeting with Palmerston business owners
- Meeting with Palmerston residents
- Clontarf – Top End Billy Cart Derby
- Property Council of Australia – Breakfast with the Treasurers
- US Consulate Independence Day Dinner
- Media launch to release barramundi into Palmerston lakes with Fisheries for Hooked on Palmerston
- Media launch for Tailor-Made Building Services NT PGA
- Media update of SWELL (Swimming, Wellness, Events, Leisure and Lifestyle) project
- Media launch for Palmerston Youth Festival
- TOPROC (Top End Regional Organisation of Councils) meeting

Meetings with Ministers, MLA's and Government Agencies:

- Chief Minister Natasha Fyles
- Minister Eva Lawler, Member for Drysdale
- Minister Chansey Paech, Member for Namatjira
- Minister Lauren Moss, Minister for Youth
- Mark Turner MLA, Member for Blain
- Minister Katy Gallagher, Minister of Finance Australia

- Leader of the Opposition Lia Finocchiaro, Member for Spillett
- Marie-Claire Boothby, Member for Brennan
- Acting Assistant Commissioner O'Brien, NTPOL

The 2023 National General Assembly of Local Government (NGA)

Councillor Hale and I travelled to Canberra to attend the NGA Conference held in Canberra from 13-16 June. The theme was "Our Communities, Our Future" and it was a wonderful opportunity to network and discuss with other attendees on the unique issues we face in the Northern Territory. Whilst there I also had the opportunity to attend the first Australian Council of Local Government (ACLG) meeting held in more than a decade. I was thrilled to further engage with an amazing cohort of women at the Australian Local Government Women's Association (ALGWA) networking breakfast. The City of Palmerston currently boasts a powerhouse of women, who make up 57% of our Councillors, 66% of our senior leadership team, and 65% of all positions within our council are held by women. Council focuses on developing and fostering innovation in our community and provide support and opportunities for women in this space.



Australian Local Government Womens Association (ALGWA) Annual Networking Breakfast



Australian Council of Local Government Conference in Canberra with the Prime Minister of Australia, Anthony Albanese

Media Release of Palmerston Youth Festival 8th to 14th July 2023

The highly anticipated weeklong Palmerston Youth Festival is back again, running in the final week of the school holidays and once again jam packed with loads of activities and competitions. We are thrilled to provide a platform for youth to express themselves, showcase their talents and connect with others who share their passions. It is an incredibly exciting week that fosters creativity, growth and camaraderie. City of Palmerston are committed to growing the PYF every year and would like to thank NTG for their ongoing support, and to all the CoP staff who work tirelessly to make each new PYF bigger and better than the previous year.



Media launch of PYF with Minoli De Silva who will be hosting Rookie Cooks on 12 July



Media launch of PYF with Minister Eva Lawler, Minoli De Silva and Minister Lauren Moss

Meeting with Minister Chansey Paech June 2023

I frequently meet with various Ministers and MLA's to discuss Local Government and City of Palmerston matters. It is an excellent opportunity to build solid relationships with Local Government members and allows me to advocate for the City of Palmerston.



Regular scheduled meeting with Minister Chansey Paech to discuss Local Government and City of Palmerston

Tour of SWELL

I was delighted to show the Leader of the Opposition Lia Finocchiaro, Member for Spillett and Marie-Claire Boothby, Member for Brennan the progress made at SWELL in the last few months. We are now at 40% completion and looking on track to finish as scheduled in November 2023. A major milestone recently achieved was the arrival and installation of the Myrtha Pool System. We all agree the benefits of SWELL are numerous, including amenity enchantment of the area; provision of greater health and lifestyle choices for residents, increasing social diversion and youth engagement and local employment opportunities.



Touring SWELL with the Leader of the Opposition Lia Finocchiaro, Member for Spillett and Marie-Claire Boothby, Member for Brennan.

Media launch of 2023 NT PGA and PGCC CBS cheque

City of Palmerston are proud to provide sponsorship to the PGA for the seventh time. I would like to extend a very warm welcome to all involved in the 2023 NT PGA Championship once again. This annual sporting event delivers \$1.6 million to our local economy through accommodation and incidental spending, not to mention highlighting Palmerston as a tourist destination as outlined in the City of Palmerston Local Economic Plan 2021-2031. Palmerston Golf and Country Club were successful in their application for a three-year Community Benefit Scheme Sponsorship Application to host the Northern Territory PGA Championships in Palmerston. They will receive funding of \$30,000 per year for 2023/2024, 2024/2025 and 2025/2026, totaling \$90,000 over the three-year period. I would like to take the opportunity to encourage local community or not-for-profit organizations to apply for the Community Benefit Scheme by contacting our Lifestyle and Community team on (08) 89359975 or email grants@palmerston.nt.gov.au. They are more than happy to provide assistance to ensure your application meets the criteria.



L-R Matthew Hewer (General Manager Palmerston Golf and Country Club Northern Territory), Mayor Athina Pascoe-Bell and Minister Eva Lawler

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 IMPLICATION

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

- 11 PETITIONS
- 12 NOTICES OF MOTION

12.1 Bringing the Darwin Festival to Palmerston

1. THAT Notice of Motion entitled Bringing the Darwin Festival to Palmerston.
2. THAT a report be prepared for the 2nd Ordinary Meeting in November 2023, exploring options for engaging the Darwin Festival to potentially host activities within the Palmerston Municipality from 2024.



NOTICE OF MOTION

COUNCIL MEETING DATE: 4 July 2023

TOPIC: **Brining the Darwin Festival to Palmerston**

BACKGROUND:

The City of Palmerston strives to support creative development and expression within our community, highlighted in Council's recently adopted [Creative Industries Plan 2023-2027](#)

The City of Palmerston Creative Industries Plan (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 several tangible cultural assets. 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.

Under the Plan, Partnerships is identified as one of the five Strategic Cultural Assets. One of the Measures listed under this Objective is greater collaboration with professional arts organisations or peak bodies in the production of developmental arts programming, training programs or new creative work.

Furthermore, the City of Palmerston's Community Plan Community Plan Outcome 1 – Family and Community identifies, that Palmerston is a safe and family friendly community where everyone belongs. Palmerston is a safe, friendly, family city that offers a high-quality lifestyle; a happy sanctuary. As a community, we want to foster the wellbeing of families and of our community.

The [Darwin Festival](#) is held over 18 days and nights, with local and touring performances and events including outdoor concerts, workshops, theatre, dance music, comedy and cabaret, film, and visual arts. During the Festival, Darwin buzzes with performers, artists, locals, and visitors enjoying the vibrant and colourful atmosphere and festivities.

Events as part of the Darwin Festival are held across Darwin with a festival specific hub created in Civic Park in the Darwin City Centre. The locations are varied and dependent on the creative industry being showcased.

A significant challenge for all organisers of events in the Top End is that the main season for events is the dry season which can result in numerous events competing over a weekend period. This challenge can potentially result in lower numbers of attendees. Potential collaborations across events may present an opportunity of encouraging more people to attend. Darwin Festival events in Palmerston may also increase attraction and attendance by more people from the rural.

This Notice of Motion seeks a report to explore potential partnerships or collaborations with the Darwin Festival in future years.

OBJECTIVE:

City of Palmerston has an opportunity to build on extensive creative activities that Council is already delivering to the community, by exploring options to engage the Darwin Festival to potentially host activities within the Palmerston Municipality in 2024 and beyond.

The intention would to value add to creative activities in Palmerston for our community as well as potential associated economic benefits that result from such programs.



NOTICE OF MOTION

Council's Creative industries Plan *"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."*

The Darwin Festival website states:

"Darwin Festival presents an unparalleled opportunity to connect with your customers or business networks and engage with the local community. We invite you to start a new partnership or to build on your experience as a Festival partner by collaborating with us. Every partnership with Darwin Festival is unique. We welcome the opportunity to work with your team to tailor a partnership that meets your objectives and delivers measurable outcomes against your investment."

Amongst many partners and supporters in 2023, the principal partner is the Northern Territory Government and Local Government partner is City of Darwin.

The notice of motion is calling for a report to be prepared, exploring opportunities for engaging the Darwin Festival to potentially host activities within the Palmerston Municipality. It will explore matters such as timing, types of events, benefits, opportunities, costs, and other factors.

This Notice of Motion aligns with Council's roles as describe in the Creative Industries Plan 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.

NOTICE OF MOTION:

THAT a report be prepared for the 2nd Ordinary Meeting in November 2023, exploring options for engaging the Darwin Festival to potentially host activities within the Palmerston Municipality from 2024.

A handwritten signature in black ink, appearing to read "DEveleigh".

Signature

Deputy Mayor Danielle Eveleigh

Print Name

27 June 2023

Date

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

For office use only

Date Received:

To Council Meeting:



A Place for People

COUNCIL AGENDA

13 OFFICER REPORTS

COUNCIL REPORT

1st Ordinary Council Meeting

AGENDA ITEM:	13.1.1
REPORT TITLE:	Driver Resource Centre Lease
MEETING DATE:	Tuesday 4 July 2023
AUTHOR:	Executive Manager Finance and Economics, Chris Kimani
APPROVER:	Director Finance and Governance, Wati Kerta

COMMUNITY PLAN

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

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

PURPOSE

This Report seeks to update Council on the status of the lease agreement between Council and the Red Cross in relation to their occupancy at the Driver Resource Centre.

KEY MESSAGES

- The Red Cross has been occupying Office space at the Driver Centre and performing a role as head tenant since August 2021.
- The lease agreement commenced on 1 July 2021 and ended on 30 June 2023.
- The Red Cross has had sole use of Office 1 and 2, the change room and garden shed, and shared use of the program space which includes the Common area, activity room, kitchen, and outside play area.
- On the 23 May 2023, correspondence was received from the Red Cross indicating their intention to vacate at the end of the lease term.
- Council has plans to redevelop the premises and the contract for preliminary design has been awarded

RECOMMENDATION

1. THAT Report entitled Driver Resource Centre Lease be received and noted.
2. THAT Council make the Driver Resource Centre available for hire by the community from 1 July 2023.
3. THAT the Council Fees and Charges 2023-24 be amended to include:
 - a) Driver Resource Centre - Community Room A and B as being available for rent at \$100.00 per day or \$20.00 per hour for business/private and free for not for profit groups.

BACKGROUND

The Driver Resource centre is a Council owned property that has had a lease in place with the Red Cross since 1 July 2021. The Red Cross have had sole use of part of the premises (two office spaces) and shared use of the balance of the space. As the head tenant, the Red Cross have been required to provide cleaning and cleaning products etc for use of all users/hirers of the shared space.

The Red Cross have recently confirmed their intention to vacate the premises and internal consultation has occurred to determine the best path forward. The options considered include

- an Expression of Interest for another lease or
- returning the space to the pool of Council facilities available for hourly/day hire.

There are plans to redevelop the Driver Resource Centre, with a design contract awarded in October 2022 for preliminary designs. A needs assessment has also been completed.

Given the plans to redevelop, it is recommended to return the space the Red Cross has sole use of to the pool of available rooms for hourly/day rental alongside Council's other available community rooms and spaces.

DISCUSSION

In accordance with Lease of Council Property, when considering renting Council premises on a long-term basis, it is good practice to undertake a public expression of interest process as this would ensure a fair and transparent process for any interested parties. As there are plans to redevelop the premises Council would only be able to offer a short-term lease. In this context short-term is anything below three years as operators are more likely to be interested a longer term lease of these premises to provide assurance of continued operations. At this stage Council would only be able to offer 12 months at a time.

There are no identified interested parties at this point.

The offer of a short-term lease combined with the need for a flexible termination clause, in favour of Council to provide notice to the tenants due to commencement of redevelopment, would be unattractive to many potential tenants. This is similar to the lease with the Red Cross which had a flexible termination clause with either party required to give 8 weeks notice.

Further given the current design of the premises, such as children's size toilets, when seeking a more permanent tenant for these premises it is important to find an organisation that is an appropriate fit and likely limited to childcare or children's groups. This potentially increases the difficulty and time to find a suitable tenant. This may further shorten the length of lease that can be offered.

As a result, an Expressions of Interest (EOI) process is not recommended.

It is proposed that the space solely occupied by the Red Cross be returned to Council management, with the intention of making the office space available for hire for short term e.g., hourly or day use as with other community rooms owned and managed by Council. This will provide useful space for community groups etc to use until such time as the redevelopment occurs.

The rooms that are now available are relatively small and basic in terms of décor and fitout, so would likely attract rental fees that are lower than other rooms that Council has available.

For example the Gray Hall Meeting room, which is brand new is currently available at \$200 inc GST for whole day/\$40.00 per hour inc GST use by a business and free for not for profits.

There it is recommended to charge \$100.00 per day or \$20.00 per hour for the rooms at the Driver Resource Centre inc GST, use by a business and free for not for profits.

It is also likely that community consultation sessions regarding the redevelopment of the Resource Centre could be held in the future, and having the office space available for this will be useful to Council.

The available space would also provide opportunity for the City of Palmerston community development staff to work from this location to enable engagement with the groups that use the facility.

The rent that was paid by the Red Cross was \$4200 per year. As the rental return is low, Council is only forgoing minimum revenue however revenue could still be derived from the hire of the facility.

Red Cross has paid the lease up until the end of the lease, as at 30th June 2023

The lease agreement requires the removal of any Red Cross property and that the conditions of the premises will be left in an acceptable condition.

CONSULTATION PROCESS

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

- Community Services Manager

POLICY IMPLICATIONS

As a lease is not being proposed, compliance with the Lease of Property Council is not required. However Council would still need to ensure that Council obtains the best possible outcomes for the use of the community premises.

BUDGET AND RESOURCE IMPLICATIONS

Moving the rooms back to Council management has some minimal budget implications in that cleaning products and provision of sanitary supplies (toilet paper etc) has been undertaken by the Red Cross and will now move back to being a Council responsibility.

Council will not receive regular rental payments for the premises but will potentially receive fees for hire.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This Report addresses the following City of Palmerston Strategic Risks:

5 Fails to make informed and timely decisions

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

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

AGENDA ITEM:	13.1.2
REPORT TITLE:	Council Policy Review - Human Resource Management
MEETING DATE:	Tuesday 4 July 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 seeks Council approval of minor updates to be applied to Council Policy – *Human Resource Management* following a review of the Policy.

KEY MESSAGES

- A review has been undertaken of Council Policy- *Human Resource Management* and recommendations have been made to ensure compliance with the *Local Government Act 2019* and updated human resource legislation such as the Anti-discrimination and Human Rights Legislation Amendment (Respect at Work) Act 2022.
- This policy ensures Council has all relevant Human Resource policies as determined by the Chief Executive Officer in place.
- The principles of Human Resource Management set out in this policy are to be reflected in all Human Resource policies and processes of Council.
- Human Resource Policies and Procedures are reviewed and updated regularly to support staff compliance and strong governance.
- Minor changes to the existing policy including the addition of reference to Appropriate Workplace Behaviour and grammatical changes.

RECOMMENDATION

1. THAT Report entitled Council Policy Review - Human Resource Management be received and noted.
2. THAT Council endorses the Human Resources Management Policy as presents at **Attachment 13.1.2.3** to Report entitled Council Policy Review – Human Resource Management.

BACKGROUND

The Human Resource Management Policy (Policy) **Attachment 13.1.2.1** has been developed as a requirement under Section 172 Local Government Act 2019(Act). As a result of the commencement of the Act as of 1 July 2021, some Council Policies were required to be established. At the Second Ordinary meeting of June 2021, Council endorsed the Human Resource Management Policy

13.2.7 Draft Council Policy – Human Resource Management Policy

1. *THAT Report entitled Draft Council Policy – Human Resource Management Policy be received and noted.*
2. *THAT Council endorsed the Human Resource Management Policy as presents at Attachment 13.2.7.1 to Report entitled Draft Council Policy – Human Resource Management Policy to come into effect on 1 July 2021.*

CARRIED 9/1692 - 15/06/2021

It is good governance to review all policies at least during the Council's term to ensure they are consistent, compliant, relevant and reflect the intent of the Council. The Human Resource Management Policy is due to be reviewed and updated in the third quarter of 2023 during the term of the tenth Council.

This report seeks to approve endorsement of the minor amendments to the Human Resource Management Policy.

DISCUSSION

This Council Policy demonstrates Council's commitment to relevant Human Resource practices. The principles reflected in this Policy set the standard for all Human Resource policies and processes of the Council as outlined in the Act. A review of Council Policy – Human Resource Management has been undertaken and the Policy was found to remain relevant and compliant with requirements the following minor changes are recommended, showing as tracked changes in **Attachment 13.1.2.2**:

- An additional clause (4.7) relating to Appropriate Workplace Behaviour to support the recent introduction of the Respect@Work Bill; and
- Minor grammatical changes to improve readability.

Council is continuously updating the suite of relevant internal human resource policies and procedures underpinning this Policy. Further to this, an Attraction and Retention Strategy is currently being created to ensure Council can attract, value, retain and develop the right people.

CONSULTATION PROCESS

- People and Customer Manager

POLICY IMPLICATIONS

If endorsed, this will become the updated Human Resource Management Policy of Council.

BUDGET AND RESOURCE IMPLICATIONS

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

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This Policy ensures we meet our obligations per the *Local Government Act 2019*, Fair Work legislation, Work Health and Safety legislation and employment conditions and contracts.

The revised policy also includes a change in the role chosen as the Responsible Officer which reflects the delegation made by the Chief Executive Officer internally to the General Manager People and Place.

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.

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.

5 Fails to make informed and timely decisions

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

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. 20210615 Council Policy Human Resource Management [13.1.2.1 - 2 pages]
2. Updated with tracked changes Council Policy Human Resource Management [13.1.2.2 - 2 pages]
3. 20230704 Human Resource Management Policy CLEAN [13.1.2.3 - 2 pages]



POLICY

Name:	Human Resource Management		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Director Organisational Services		
Adopted Date:	1/07/2021	Next Review Date:	1/07/2025
Records Number:	466296	Council Decision:	9/1691

1 PURPOSE

This policy supports Council as an employer of choice, providing a safe, fair and diverse work environment, where employees are provided training and development opportunities. The policy ensures that City of Palmerston has relevant overarching policies regarding human resource management determined by the Chief Executive Officer and is a requirement under the *Local Government Act*.

2 PRINCIPLES

Our policies comply with the principles of human resource management and relevant legislation. We are committed to apply the principles of merit, inclusion, diversity and accessibility and confidentiality to all processes related to current or future employees of Council.

3 DEFINITIONS

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

Term	Definition
Employee	A person remunerated by City of Palmerston on a full time, part time, casual or contract basis.
Council	Refers to City of Palmerston.

4 POLICY STATEMENT

4.1. Selection Processes for Appointment or Promotion

Council will have a robust process for the recruitment of the CEO, providing clarity and consistency relating to conditions and allowances.

Council's policies for recruitment and promotion are based on merit following a fair and equitable process.

4.2. Training and Development

Council staff have reasonable access to training and development opportunities for advancement and promotion.

4.3. Employment-related Processes

Council staff are treated fairly and consistently and are not subject to arbitrary or capricious decisions.

4.4. Employment-related Grievances

Council has suitable processes of dealing with employment-related grievances in a timely and equitable manner, applying natural justice.



POLICY

4.5. Work Health and Safety

Council is committed to having a safe and healthy working environment for all employees, providing appropriate training to ensure safety at work and adherence to all relevant legislative frameworks.

4.6. Discrimination

Council does not tolerate any discrimination in the workplace. There is to be no unlawful discrimination against a council employee, or potential employee on the ground of sex, sexuality, marital status, pregnancy, race, physical or intellectual impairment, age or any other ground. There is to be no other form of unreasonable or otherwise unjustifiable discrimination against a council employee or potential council employee.

5 ASSOCIATED DOCUMENTS

- 5.1. Local Government Award
- 5.2. City of Palmerston Code of Conduct
- 5.3. City of Palmerston Enterprise Agreement

6 REFERENCES AND RELATED LEGISLATION

- 6.1. *Local Government Act*
- 6.2. *Fair Work Act*
- 6.3. *Work, Health and Safety Legislation*
- 6.4. Any other applicable legislation relevant to the course of an employee's employment with City of Palmerston.



POLICY

Name:	Human Resource Management		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	General Manager People and Place Director Organisational Services		
Adopted Date:	1/07/2021 4/07/2023	Next Review Date:	1/07/2025 4/07/2027
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4 POLICY STATEMENT

4.1. Selection Processes for Appointment or Promotion

Council will have a robust process for the recruitment of the CEO, providing clarity and consistency relating to conditions and allowances.

Council's policies for recruitment and promotion are based on merit following a fair and equitable process.

4.2. Training and Development

Council staff have reasonable access to training and development opportunities for advancement and promotion.

4.3. Employment-related Processes

Council staff are treated fairly and consistently and are not subject to arbitrary or capricious decisions.

4.4. Employment-related Grievances

Council has suitable processes of dealing with employment-related grievances in a timely and equitable manner, applying natural justice.



POLICY

4.5. Work Health and Safety

Council is committed to a ~~providing~~having a safe and healthy working environment for all employees, providing appropriate training to ensure safety at work and adherence to all relevant legislative frameworks.

~~4.6.~~ 4.6. Discrimination

Council does not tolerate any discrimination in the workplace. There is to be no unlawful discrimination against a council employee, or potential employee on the ground of sex, sexuality, marital status, pregnancy, race, physical or intellectual impairment, age or any other ground. There is to be no other form of unreasonable or otherwise unjustifiable discrimination against a council employee or potential council employee.

4.7. Appropriate Workplace Behaviour

Council is committed to providing a respectful environment for employees, and will not tolerate inappropriate workplace behaviour including, but not limited to all forms of harassment, inappropriate conduct, bullying, victimisation or vilification.

5 ASSOCIATED DOCUMENTS

- 5.1. Local Government Award
- 5.2. City of Palmerston Code of Conduct
- 5.3. City of Palmerston Enterprise Agreement

6 REFERENCES AND RELATED LEGISLATION

- 6.1. *Local Government Act*
- 6.2. *Fair Work Act*
- 6.3. *Work, Health and Safety Legislation*
- 6.4. Any other applicable legislation relevant to the course of an employee's employment with City of Palmerston.



POLICY

Name:	Human Resource Management		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	General Manager People and Place		
Adopted Date:	4/07/2023	Next Review Date:	4/07/2027
Records Number:		Council Decision:	

1 PURPOSE

This policy supports Council as an employer of choice, providing a safe, fair and diverse work environment, where employees are provided training and development opportunities. The policy ensures that City of Palmerston has relevant overarching policies regarding human resource management as determined by the Chief Executive Officer and is a requirement under the *Local Government Act*.

2 PRINCIPLES

Our policies comply with the principles of human resource management and relevant legislation. We are committed to apply the principles of merit, inclusion, diversity and accessibility and confidentiality to all processes related to current or future employees of Council.

3 DEFINITIONS

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

Term	Definition
Employee	A person remunerated by City of Palmerston on a full time, part time, casual or contract basis.
Council	Refers to City of Palmerston.

4 POLICY STATEMENT

4.1. Selection Processes for Appointment or Promotion

Council will have a robust process for the recruitment of the CEO, providing clarity and consistency relating to conditions and allowances.

Council's policies for recruitment and promotion are based on merit following a fair and equitable process.

4.2. Training and Development

Council staff have reasonable access to training and development opportunities for advancement and promotion.

4.3. Employment-related Processes

Council staff are treated fairly and consistently and are not subject to arbitrary or capricious decisions.

4.4. Employment-related Grievances

Council has suitable processes of dealing with employment-related grievances in a timely and equitable manner, applying natural justice.



POLICY

4.5. Work Health and Safety

Council is committed to providing a safe and healthy working environment for all employees, providing appropriate training to ensure safety at work and adherence to all relevant legislative frameworks.

4.6 Discrimination

Council does not tolerate any discrimination, in the workplace. There is to be no unlawful discrimination against a council employee, or potential employee on the ground of sex, sexuality, marital status, pregnancy, race, physical or intellectual impairment, age or any other ground. There is to be no other form of unreasonable or otherwise unjustifiable discrimination against a council employee or potential council employee.

4.7. Appropriate Workplace Behaviour

Council is committed to providing a respectful environment for employees, and will not tolerate inappropriate workplace behaviour including, but not limited to all forms of harassment, inappropriate conduct, bullying, victimisation or vilification.

5 ASSOCIATED DOCUMENTS

- 5.1. Local Government Award
- 5.2. City of Palmerston Code of Conduct
- 5.3. City of Palmerston Enterprise Agreement

6 REFERENCES AND RELATED LEGISLATION

- 6.1. *Local Government Act*
- 6.2. *Fair Work Act*
- 6.3. *Work, Health and Safety Legislation*
- 6.4. Any other applicable legislation relevant to the course of an employee's employment with City of Palmerston.

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.1.3
REPORT TITLE:	Community Safety Advisory Committee Minutes - 27 June 2023
MEETING DATE:	Tuesday 4 July 2023
AUTHOR:	EA to General Manager Community Culture, Tree Gillam
APPROVER:	General Manager of Community and Culture, Anna Ingram

COMMUNITY PLAN

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

PURPOSE

This Report seeks Council approval of the recommendations from the Palmerston Community Safety Advisory Committee meeting held on 27 June 2023.

KEY MESSAGES

- The Palmerston Community Safety Advisory Committee met on Tuesday 27 June 2023.
- The Advisory Committee agendas are available for viewing on Council's website.
- Council approval is sought to endorse the recommendations from the Palmerston Community Safety Advisory Committee meeting held on 28 March 2023.

RECOMMENDATION

1. THAT Report entitled Community Safety Advisory Committee Minutes - 27 June 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 - 27 June 2023:
 - a. Palmerston Community Safety Advisory Committee provided as **Attachment 13.1.3.1**.
3. THAT Council endorse the recommendations within the respective minute from the Palmerston Community Safety Advisory Committee being:
 - **Committee Membership Vacancy**
THAT the Community Safety Advisory Committee recommends to Council:
 1. THAT Report entitled Committee Membership Vacancy be received and noted.
 2. THAT Council amends the Terms of Reference for the Community Safety Advisory Committee, changing the wording of Larrakia Nation Representative, to First Nations Representative, in order to broaden the scope of possible representatives.

3. THAT Council seeks nominations for the position of First Nations representative on the Community Safety Advisory Committee via a public call for Expressions of Interest.
- Network Group Update – Palmerston Safe Communities Network
THAT the Community Safety Advisory Committee recommends to Council:
 THAT Report entitled Network Committee Update - Palmerston Safe Communities Network be received and noted.
 - Major Capital Projects June 2023 Update
THAT the Community Safety Advisory Committee recommends to Council:
 THAT Report entitled Major Capital Projects June 2023 Update be received and noted.

BACKGROUND

The Community Advisory Committees have been established to provide strategic advice to council on a range of community, social and animal wellbeing issues that may influence the Palmerston By-Laws, Council services and program development. The Committees will assist Council to identify, articulate and respond appropriately to new and emerging issues.

As per the *Northern Territory Local Government Act 2019 (the Act)* and the *Local Government (Accounting) Regulations*, the Committee make recommendations to Council about any matters because of the Committee's functions.

As per the Terms of Reference of the Committee, the Committees are advisory in nature and can only recommend matters, falling within its function and role, to Council.

DISCUSSION

The Palmerston Community Safety Advisory Committee meeting was held on 27 June 2023 with the unconfirmed minutes provided at **Attachment 13.1.3.1**.

The agenda from this meeting is available for viewing on Council's website.

With relation to the Community Safety Advisory Committee vacancy, the Committee endorsed the recommendation to Council to amend the Terms of Reference for the Community Safety Advisory Committee, changing the wording of Larrakia Nation Representative, to First Nations Representative, in order to broaden the scope of possible representatives. The Committee further endorsed the recommendation to Council to seek nominations for the position of First Nations representative on the Community Safety Advisory Committee via a public call for Expressions of Interest.

During the general discussion part of the meeting, representatives from Housing and Communities advised that an invitation would be extended to Committee and Elected Members to participate in the Territory Families Community Engagement meetings, that are being held in Palmerston, to provide agencies the opportunity to engage with public housing tenants.

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

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

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This Report addresses the following City of Palmerston Strategic Risks:

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

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this Report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

1. 20230627 UNCONFIRMED Community Advisory Safety Committee [13.1.3.1 - 6 pages]



MINUTES

Community Safety Advisory Committee

Tuesday 27 June 2023

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

'A Place for People'



COMMITTEE MINUTES

Minutes of Community Safety Advisory Committee Meeting
held in Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston
on 27 June 2023 at 5:30pm.

PRESENT

COMMITTEE MEMBERS	Councillor Damian Hale (Chair)
	Councillor Lucy Morrison (Member)
	Councillor Sarah Henderson
	Mayor Athina Pascoe-Bell
	Tania Jacobsen, Department of Territory Families, Housing and Communities
	Superintendent Peter Malley, Northern Territory Police Representative
	Jessica Porter, Youth Member Representative
	Sharon Binns, Senior Member Representative
STAFF	General Manager Community and Culture, Anna Ingram
	Minute Secretary, Tree Gillam
	Community Services Manager, Melanie Tighe
	Regulatory Services Manager, Angie Heriot
GALLERY	Executive Director Housing and Communities, Brenden Boyce



A Place for People

COMMITTEE 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 5.32pm

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies

Moved: Councillor Henderson

Seconded: Councillor Garden

1. THAT the apology received from Sue Shearer, CEO COTA NT for 27 June 2023 be received and noted.

2. THAT the apology received from Nelson Tinoco for 27 June 2023 be received and noted.

CARRIED CSAC 10/11- 27/06/2023

Councillor Morrison arrived at the meeting at 5.34pm

3.2 Leave of Absence Previously Granted

Nil

3.3 Leave of Absence Request

Nil

4 DECLARATION OF INTEREST

4.1 Committee Members

Nil

4.2 Staff

Nil

5 CONFIRMATION OF MINUTES

5.1 Apologies

Moved: Councillor Garden

Seconded: Peter Malley

COMMITTEE MINUTES

THAT the Minutes of the Community Safety Advisory Committee Meeting held on 28 MARCH 2023 pages 2 to 6 be confirmed.

CARRIED CSAC 10/12 – 27/06/2023

5.2 Business Arising from Previous Meeting

Nil

6 DEPUTATIONS AND PRESENTATIONS

6.1 Verbal Presentation by Superintendent Peter Malley

Moved: Peter Malley
Seconded: Councillor Hale

THAT the verbal presentation by Superintendent Peter Malley, Palmerston Police Station on Anti-Social Behaviour be received and noted.

CARRIED CSAC 10/13 – 27/06/2023

7 CONFIDENTIAL ITEMS

7.1 Moving Confidential Items into Open

Nil

7.2 Moving Open Items into Confidential

Nil

7.3 Confidential Items

Nil

8 OFFICER REPORTS

8.1 Action Reports

8.1.1 Committee Membership Vacancy

Moved: Councillor Morrison
Seconded: Councillor Henderson

1. THAT Report entitled Committee Membership Vacancy be received and noted.
2. THAT the Community Safety Advisory Committee recommend to the Council:
 - a. THAT Council amends the Terms of Reference for the Community Safety Advisory Committee, changing the wording of Larrakia Nation Representative, to First Nations Representative, in order to broaden the scope of possible representatives.

COMMITTEE MINUTES

- b. THAT Council seeks nominations for the position of First Nations representative on the Community Safety Advisory Committee via a public call for Expressions of Interest.

CARRIED CSAC 10/14 – 27/06/2023

8.2 Receive and Note Reports

8.2.1 Network Committee Update - Palmerston Safe Communities Network

Moved: Councillor Morrison

Seconded: Mayor Pascoe-Bell

THAT Report entitled Network Committee Update - Palmerston Safe Communities Network be received and noted.

CARRIED CSAC 10/15 – 27/06/2023

8.2.2 Major Capital Projects June 2023 Update

Moved: Mayor Pascoe-Bell

Seconded: Councillor Garden

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

CARRIED CSAC 10/16 – 27/06/2023

9 INFORMATION AND CORRESPONDENCE

9.1 Information

Nil

9.2 Correspondence

Nil

10 GENERAL BUSINESS

Nil

11 NEXT COMMITTEE MEETING

Moved: Councillor Hale

Seconded: Councillor Garden

THAT the next Community Safety Advisory Committee Meeting of Council be held on Tuesday, 26 SEPTEMBER 2023 at 5:30pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston

CARRIED CSAC 10/17 – 27/06/2023



A Place for People

COMMITTEE MINUTES

12 CLOSURE OF MEETING

Moved: Mayor Pascoe-Bell
Seconded: Councillor Garden

THAT the meeting of the Community Safety Advisory Committee held in Council Chambers, Civic Plaza, Palmerston on 27 June 2023 closed at 6.40pm.

CARRIED CSAC 10/18 – 27/06/2023

The Chair declared the meeting closed at 6.41pm.

COUNCIL REPORT

1st Ordinary Council Meeting

AGENDA ITEM:	13.1.4
REPORT TITLE:	Council Policy Review - Lease of Council Property
MEETING DATE:	Tuesday 4 July 2023
AUTHOR:	Financial Accountant, Tinashe Gomo
APPROVER:	Director Finance and Governance, Wati Kerta

COMMUNITY PLAN

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

PURPOSE

This Report seeks Council approval of amendments to the Lease of Council Properties policy that is due for review.

KEY MESSAGES

- As part of Council's Policy Review Schedule, Council Policy Lease of Council Property has been reviewed.
- This policy provides a framework to ensure that the leases of Councils owned property, are awarded and administered in a way that is consistent and transparent in accordance with Council's legislative obligations.
- No amendments are recommended to the existing policy except for some minor administrative changes.

RECOMMENDATION

1. THAT Report entitled Council Policy Review - Lease of Council Property be received and noted.
2. THAT Council adopts the Policy Lease of Council Property as per **Attachment 13.1.4.3** of this report entitled Council Policy Review - Lease of Council Property.

BACKGROUND

This policy was drafted and adopted in 2017 in response to recommendations from NT Ombudsman following a complaint that was raised regarding the leasing process of Council property. In May 2019, this report was again reviewed.

First Ordinary Meeting of May 2019 - 9/0605

2. *THAT Council endorse Draft Council Policy AD04 Lease of Council Property at Attachment B to Report Number 9/0198 entitled Review of Council Policy AD04 Lease of Council Property as amended to remove clause 4.2.2, for the purposes of 21 days public consultation.*
3. *THAT a further report with the outcomes of the public consultation be presented to an Ordinary Council Meeting by the end of June 2019.*

Second Ordinary Meeting of June 2019 - 9/0694

2. *THAT Report Number 9/0250 entitled Adoption of Revised Council Policy AD04 Lease of Council Property be received and noted.*
3. *THAT Council adopt revised Council Policy AD04 Lease of Council Property at Attachment B to Report Number 9/0250 entitled Adoption of Revised Council Policy AD04 Lease of Council Property.*

As part of Council's Policy Review Schedule, this policy was identified for review.

DISCUSSION

This policy is now up for review as per Council Policy Review schedule. The review has identified that no changes are recommended except for some minor administrative changes which are listed below:

- Removal of AD04 from the policy
- Updating the approval and next review date
- Update the records number and decision number.

In the previous review, a community consultation process was undertaken. As there are only administrative changes and the current policy provides adequate parameters that align with current leasing practices and is open and transparent, a community consultation is not required.

CONSULTATION PROCESS

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

POLICY IMPLICATIONS

If adopted, proposed Council Policy Lease of Council Property will replace the current policy.

BUDGET AND RESOURCE IMPLICATIONS

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

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This Report addresses the following City of Palmerston Strategic Risks:

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

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this Report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

1. Current Lease Policy 2 [13.1.4.1 - 3 pages]

A Place for People

2. Reviewed Lease of Council Property Policy 1 [13.1.4.2 - 3 pages]
3. Reviewed Final clean [13.1.4.3 - 3 pages]



Name:	Lease of Council Property		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Director Governance and Regulatory Services		
Approval Date:	18/06/2019	Next Review Date:	20/06/2023
Records Number:		Decision Number:	9/0693

PURPOSE

The purpose of this policy is to ensure that leases are awarded and administered in a way that is fair, consistent and transparent in accordance with Council's legislative obligations. Council is also committed to promoting development of Palmerston and the ongoing provision of community services.

PRINCIPLES

The following are key considerations in the administration of leasing by Council and apply in conjunction with Council's legislative obligations:

- Council land is a valuable public asset.
- All occupiers of Council land and/or facilities will, as a condition of occupancy, enter into a written legally binding lease agreement with Council.
- All leases are granted for a specific term and are subject to lease conditions.
- Leases can be granted where appropriate to enable community or commercial activities where they are not inconsistent with Council's values.
- Where Council has determined commercial leases are appropriate, Council will apply commercial principles.
- Commercial activities on community lease sites will be approved in certain circumstances.
- Whilst there is no legislative restriction on the term of a lease, Council needs to carefully consider transparency and value when committing assets for a long term period of greater than three years.
- Compliance with legislation and probity requirements are essential to all dealings on Council land. All lease administration processes must be fair, open and impartial.

DEFINITIONS

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

Term	Definition

POLICY STATEMENT

4.1 General Policy

4.1.1 When Council is considering the future use of a property, Council decisions will be sought on the following issues:

- whether the site will be available for sale or lease;
- whether any lease will be commercial or community purpose;
- any objectives of the leasing exercise;
- process for procuring tenants;
- length of lease agreement (including options);



- amount of rental income; and
 - any other matters where Council direction is required.
- 4.1.2 As a general rule, Council will provide a long-term lease on all property through an open market format to ensure due probity of process, optimal financial return and minimal risk. Should Council choose to follow an open market process:
 - 4.1.2.1 Properties available for lease will be publicly advertised for a minimum of three weeks.
 - 4.1.2.2 A current independent valuation of the market value shall be prepared and act as a benchmark for returns on the property.
 - 4.1.2.3 The Chief Executive Officer is delegated the authority to determine the awarding of leases.
- 4.1.3 However, one of Council's roles of participating in the marketplace via property ownership is to facilitate desired goals and objectives to ensure the growth and prosperity of the City. In such cases, an alternative process may be more appropriate.
 - 4.1.3.1 Any use of an alternative process for procuring tenants must have been considered by Council.
 - 4.1.3.2 Leases where the lease period is longer than three years shall be brought to Council for its approval.
- 4.2 **Alternative Process**

Council may undertake an alternative process for the long-term lease where in Council's opinion, an alternative lease approach will achieve greater benefits and minimal risk to the Palmerston community than could be achieved through a public process and will entertain direct negotiations to the exclusion of a public process.
- 4.3 **Community Leasing**

Lessees for community purposes may be granted approval to undertake complementary commercial uses where there is not an unacceptable impact on the surrounding community and where any proceeds are used to support or enhance the continued provision of community services. Any activity will have to be consistent with Council's values.
- 4.4 **Sub-Leasing**

Tenants must obtain Council's written consent to any subleasing arrangements. If consent is granted, the management of the sublease is the sole responsibility of the head lessees (Council's tenant). Any sub-lease will have to be consistent with Council's values.
- 4.5 **Conflict of Interest**

Where it is considered by the Chief Executive Officer that a conflict of interest may exist in the exercising of delegation under this policy, the decision will be referred to Council.
- 4.6 **Factors to be taken into account**
 - 4.6.1 Key factors to be taken into account, including their weightings, when making a decision on awarding a commercial lease include:
 - Rental yield
 - Business experience
 - Local economic impact
 - Type of offering
 - Support of Community Plan Outcomes



AD04

4.6.2 Council will determine the weightings for a community lease at the time of the leasing process as they may vary depending on the outcome Council is trying to achieve.

5 ASSOCIATED DOCUMENTS

REFERENCES AND RELATED LEGISLATION

6.1 *Local Government Act*



ATTACHMENT B POLICY

AD04

Name:	Lease of Council Property		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Director Governance and Regulatory Services		
Approval Date:	<u>18/06/2019</u>	Next Review Date:	<u>20/06/2023</u>
Records Number:		Decision Number:	[Policy Code]

PURPOSE

The purpose of this policy is to ensure that leases are awarded and administered in a way that is fair, consistent and transparent in accordance with Council's legislative obligations. Council is also committed to promoting the development of Palmerston and the ongoing provision of community services.

PRINCIPLES

The following are key considerations in the administration of leasing by Council and apply in conjunction with Council's legislative obligations:

- Council land is a valuable public asset.
- All occupiers of Council land and/or facilities will, as a condition of occupancy, enter into a written legally binding lease agreement with Council.
- All leases are granted for a specific term and are subject to lease conditions.
- Leases can be granted where appropriate to enable community or commercial activities where they are not inconsistent with Council's values.
- Where Council has determined commercial leases are appropriate, Council will apply commercial principles.
- Commercial activities on community lease sites will be approved in certain circumstances.
- Whilst there is no legislative restriction on the term of a lease, Council needs to carefully consider transparency and value when committing assets for a long term period of greater than three years.
- Compliance with legislation and probity requirements are essential to all dealings on Council land. All lease administration processes must be fair, open and impartial.

DEFINITIONS

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

Term	Definition

POLICY STATEMENT

4.1 General Policy

4.1.1 When Council is considering the future use of a property, Council decisions will be sought on the following issues:

- whether the site will be available for sale or lease;
- whether any lease will be commercial or community purpose;
- any objectives of the leasing exercise;
- process for procuring tenants;
- length of lease agreement (including options);



- amount of rental income; and
 - any other matters where Council direction is required.
- 4.1.2 As a general rule, Council will provide a long-term lease on all property through an open market format to ensure due probity of process, optimal financial return and minimal risk. Should Council choose to follow an open market process:
 - 4.1.2.1 Properties available for lease will be publicly advertised for a minimum of three weeks.
 - 4.1.2.2 A current independent valuation of the market value shall be prepared and act as a benchmark for returns on the property.
 - 4.1.2.3 The Chief Executive Officer is delegated the authority to determine the awarding of leases.
- 4.1.3 However, one of Council's roles of participating in the marketplace via property ownership is to facilitate desired goals and objectives to ensure the growth and prosperity of the City. In such cases, an alternative process may be more appropriate.
 - 4.1.3.1 Any use of an alternative process for procuring tenants must have been considered by Council.
 - 4.1.3.2 Leases where the lease period is longer than three years shall be brought to Council for its approval.
- 4.2 **Alternative Process**

Council may undertake an alternative process for the long-term lease where in Council's opinion, an alternative lease approach will achieve greater benefits and minimal risk to the Palmerston community than could be achieved through a public process and will entertain direct negotiations to the exclusion of a public process.
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Lessees for community purposes may be granted approval to undertake complementary commercial uses where there is not an unacceptable impact on the surrounding community and where any proceeds are used to support or enhance the continued provision of community services. Any activity will have to be consistent with Council's values.
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- 4.5 **Conflict of Interest**

Where it is considered by the Chief Executive Officer that a conflict of interest may exist in the exercising of delegation under this policy, the decision will be referred to Council.
- 4.6 **Factors to be taken into account**
 - 4.6.1 Key factors to be taken into account, including their weightings, when making a decision on awarding a commercial lease include:
 - Rental yield
 - Business experience
 - Local economic impact
 - Type of offering
 - Support of Community Plan Outcomes

- 4.6.2 Council will determine the weightings for a community lease at the time of the leasing process as they may vary depending on the outcome Council is trying to achieve.

5 ASSOCIATED DOCUMENTS

REFERENCES AND RELATED LEGISLATION

- 6.1 *Local Government Act*



Name:	Lease of Council Property		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Director Governance and Regulatory Services		
Approval Date:	4/07/2023	Next Review Date:	2/05/2027
Records Number:		Decision Number:	[Policy Code]

PURPOSE

The purpose of this policy is to ensure that leases are awarded and administered in a way that is fair, consistent and transparent in accordance with Council's legislative obligations. Council is also committed to promoting the development of Palmerston and the ongoing provision of community services.

PRINCIPLES

The following are key considerations in the administration of leasing by Council and apply in conjunction with Council's legislative obligations:

- Council land is a valuable public asset.
- All occupiers of Council land and/or facilities will, as a condition of occupancy, enter into a written legally binding lease agreement with Council.
- All leases are granted for a specific term and are subject to lease conditions.
- Leases can be granted where appropriate to enable community or commercial activities where they are not inconsistent with Council's values.
- Where Council has determined commercial leases are appropriate, Council will apply commercial principles.
- Commercial activities on community lease sites will be approved in certain circumstances.
- Whilst there is no legislative restriction on the term of a lease, Council needs to carefully consider transparency and value when committing assets for a long term period of greater than three years.
- Compliance with legislation and probity requirements are essential to all dealings on Council land. All lease administration processes must be fair, open and impartial.

DEFINITIONS

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

Term	Definition

POLICY STATEMENT

4.1 General Policy

4.1.1 When Council is considering the future use of a property, Council decisions will be sought on the following issues:

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- whether any lease will be commercial or community purpose;
- any objectives of the leasing exercise;
- process for procuring tenants;
- length of lease agreement (including options);



- amount of rental income; and
 - any other matters where Council direction is required.
- 4.1.2 As a general rule, Council will provide a long-term lease on all property through an open market format to ensure due probity of process, optimal financial return and minimal risk. Should Council choose to follow an open market process:
 - 4.1.2.1 Properties available for lease will be publicly advertised for a minimum of three weeks.
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 - 4.1.2.3 The Chief Executive Officer is delegated the authority to determine the awarding of leases.
- 4.1.3 However, one of Council's roles of participating in the marketplace via property ownership is to facilitate desired goals and objectives to ensure the growth and prosperity of the City. In such cases, an alternative process may be more appropriate.
 - 4.1.3.1 Any use of an alternative process for procuring tenants must have been considered by Council.
 - 4.1.3.2 Leases where the lease period is longer than three years shall be brought to Council for its approval.
- 4.2 **Alternative Process**

Council may undertake an alternative process for the long-term lease where in Council's opinion, an alternative lease approach will achieve greater benefits and minimal risk to the Palmerston community than could be achieved through a public process and will entertain direct negotiations to the exclusion of a public process.
- 4.3 **Community Leasing**

Lessees for community purposes may be granted approval to undertake complementary commercial uses where there is not an unacceptable impact on the surrounding community and where any proceeds are used to support or enhance the continued provision of community services. Any activity will have to be consistent with Council's values.
- 4.4 **Sub-Leasing**

Tenants must obtain Council's written consent to any subleasing arrangements. If consent is granted, the management of the sublease is the sole responsibility of the head lessees (Council's tenant). Any sub-lease will have to be consistent with Council's values.
- 4.5 **Conflict of Interest**

Where it is considered by the Chief Executive Officer that a conflict of interest may exist in the exercising of delegation under this policy, the decision will be referred to Council.
- 4.6 **Factors to be taken into account**
 - 4.6.1 Key factors to be taken into account, including their weightings, when making a decision on awarding a commercial lease include:
 - Rental yield
 - Business experience
 - Local economic impact
 - Type of offering
 - Support of Community Plan Outcomes



- 4.6.2 Council will determine the weightings for a community lease at the time of the leasing process as they may vary depending on the outcome Council is trying to achieve.

5 ASSOCIATED DOCUMENTS

REFERENCES AND RELATED LEGISLATION

- 6.1 *Local Government Act*

COUNCIL REPORT

1st Ordinary Council Meeting

AGENDA ITEM:	13.2.1
REPORT TITLE:	Infrastructure Quarterly Report April to June 2023
MEETING DATE:	Tuesday 4 July 2023
AUTHOR:	Executive Assistant to General Manager Infrastructure, Chloe Hayes
APPROVER:	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 summarises the key activities undertaken by Infrastructure in the January to March 2023 quarter.

KEY MESSAGES

- The first stage Zuccoli Hub – Dog Park has been completed and opened to the public.
- Construction of the new Dog Pound Facility has been completed.
- Construction of the Ninja Obstacle Course in Hobart Park has been completed with opening scheduled for 4 July 2023.
- The Library Public Amenities refurbishment has been completed.
- In total, 1709 resident reports were raised this financial year, with a total of 1,535 completed and 174 remaining outstanding as of 20 June 2023.
- A total of 60km of fiber optic cable has been laid throughout Palmerston CBD and Tiger Brennan Drive. To date, FiberSense has completed 100% of the cable installation and splicing for the project within the road network.
- Council has recently initiated battery and mobile phone recycling at Archer Waste Management Facility, with additional accessible community drop off points at Civic Centre, Palmerston Library and Palmerston Recreation Centre.
- The Council's Recycling and Waste Guide has undergone a significant revamp and is now conveniently accessible through the Council website.

RECOMMENDATION

THAT Report entitled Infrastructure Quarterly Report April to June 2023 be received and noted.

BACKGROUND

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

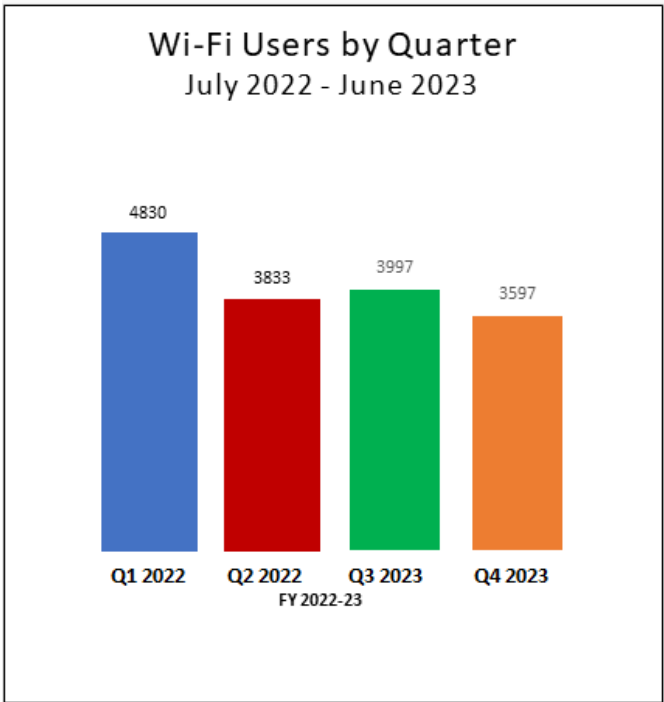
DISCUSSION

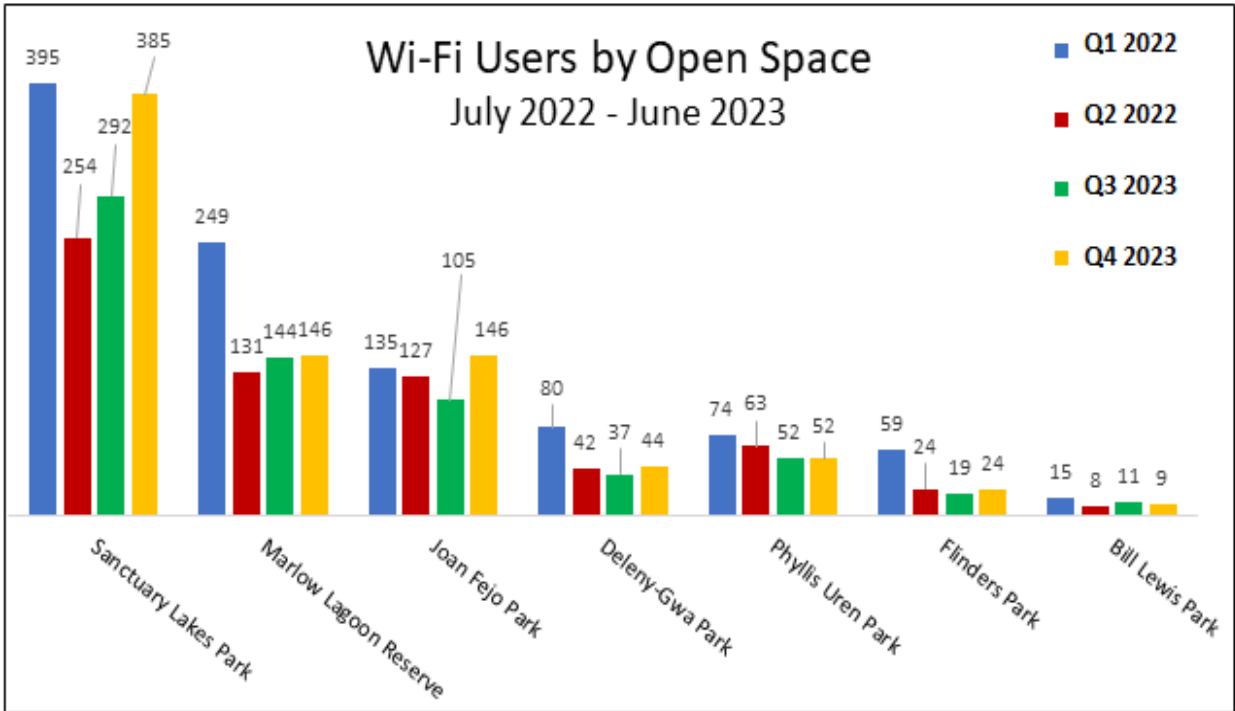
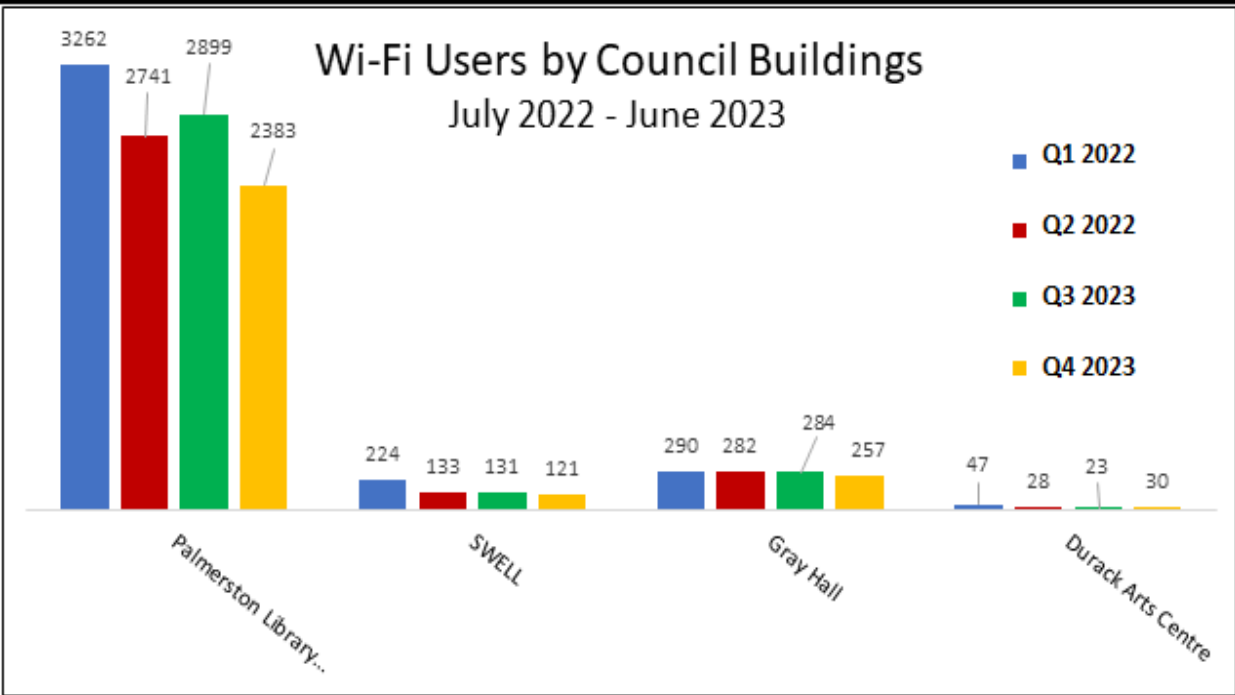
1. Family and Community
Objective 1.1 'We focus on families'

Public Wi-Fi

City of Palmerston (CoP) is dedicated to enhancing network access to the community by utilising free Wi-Fi throughout the Palmerston area. Each quarter, the Palmerston area sees 3500-5000 users accessing the free Wi-Fi. The library is the primary location for access to this service, with 2300-3300 users accessing per quarter.

However, there has been a decrease in the usage of public Wi-Fi in Palmerston buildings and open spaces during Quarter 4 2023 compared to the previous quarters. Throughout the year, Bill Lewis Park has the lowest utilisation rate for Wi-Fi. Wi-Fi usage is anticipated to rise in Quarter 1 2023/24 due to favourable weather conditions and outdoor activities.





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

Laneway Management

Current laneway closures are being continued with further consultation and investigations to occur over the next 12 months.

An assessment of the Broadarrow Laneway was undertaken, and a report was presented to the Council Meeting on 16 May 2023, the Council's decision was:

- The laneway is to remain open pending the findings of a further detailed study and report.
- CoP is undertaking a review of the Laneway Management Policy, and this will be presented to Council with the above Broadarrow Laneway report at the Second Ordinary Meeting in November 2023

Residents were advised of this outcome.

Play Space Strategy

An audit of all local, major, and regional playgrounds against the features and amenities identified within Council's Play Space Strategy was undertaken in September 2022. The audit findings directly inform playground improvements including maintenance and capital spend to progressively achieve conformance with the Play Space Strategy.

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.

The capital program (including status update) below has been developed having regard to the above audit findings to maintain and improve conformance with the Play Space Strategy as well as objectives relating to the provision of safe family friendly environment under the Community Plan.

Capital Program	Project	Allocated Funds (\$ - ex GST)	Grant Funding	Status
Park Infrastructure Renewal	Hobart Park Ninja Obstacle Course	442,400	NTG \$250k	Completion in 2023 Dry Season.
Park Infrastructure Renewal	Sister Frederick Mangan (Wall Re-furbishment)	39,353	N/A	Completed, with defect repairs to occur (commencing July 2023)
Park Infrastructure Renewal	Half-Court Basketball Court (Marlow Lagoon)	110,000	N/A	RFQ released and expected to be awarded in July 2023.
Park infrastructure	Joan Fejo Water Bubbler	6,500	N/A	Completed.
Accessible Play Equipment	Sister Frederick Mangan (new basket)	80,000	N/A	RFQ to be released in July 2023 and expected to be awarded in August 2023.

Capital Program	Project	Allocated Funds (\$ - ex GST)	Grant Funding	Status
	swing, rubber softfall and shade)			
Accessible Play Equipment	Bike Racks (Joan Fejo Park, Bill Lewis Park, Sibbald Park & Tiverton Park)	7,144	N/A	Completed.
Accessible Play Equipment	Marlow Lagoon All Ability Swing Soft Fall	55,000	LRCI R3 (Aus Gov)	RFQ released and expected to be awarded in July 2023.
Accessible Play Equipment	All Ability Access and Gates (Tracy Park, Willing Park & William Kirkby Jones Park)	2,586	LRCI R3 (Aus Gov)	Completed.
Accessible Play Equipment	All Ability Play Equipment (Willing Park softfall upgrade and all abilities play element)	40,000	LRCI R3 (Aus Gov)	RFQ expected to be released July 2023 and awarded in August 2023.
Shade Structure	Marlow Lagoon All Ability Swing	26,000	LRCI R3 (Aus Gov)	Awarded with expected completion 31 August 2023.
Shade Structure	Shadforth Park	47,454.55	LRCI R3 (Aus Gov)	Awarded with expected completion 31 August 2023.
Shade Structure	Dillon Park	52,637	LRCI R3 (Aus Gov)	Awarded with expected completion 31 August 2023.

Outdoor Basketball Half-Court

Council is committed to providing and maintaining a network of play spaces that appeal to and enable people of all ages and abilities in our community to play, socialise and be active outdoors. It has been identified that the construction of a new outdoor basketball facility can further enhance play experiences.

At the Ordinary Council Meeting held on 6 December 2022, Council resolved to support the location of the new basketball half-court. Two sites were identified. These sites are Marlow Lagoon Recreation Reserve and Sanctuary Lakes.

A targeted information session was held 15 March 2023 with key stakeholders. Respondents overwhelmingly identified Marlow Lagoon as the preferred location for the proposed outdoor basketball half-court.

At the Ordinary Council Meeting held on 4 April 2023, Council resolved to endorse the Marlow Lagoon site for the construction of a new basketball half-court. The design of the court includes provision for future shade structures, lighting, other sports and supporting amenities.

Council released public RFQ for the design and construction of the Basketball half Court in June 2023 with award anticipated in July 2023. It is expected that construction will commence and be completed in the 2023 Dry Season.

Ninja Obstacle Course (Hobart Park)

A Ninja Obstacle Course has been constructed in Hobart Park with opening planned for the 4 July 2023. The Ninja Obstacle Course will provide for enhanced and challenging play experiences suitable for all ages. Construction was completed in June 2023 with the park being opened to the public 4 July 2023.



Sign identifying and demonstrating use of play elements.

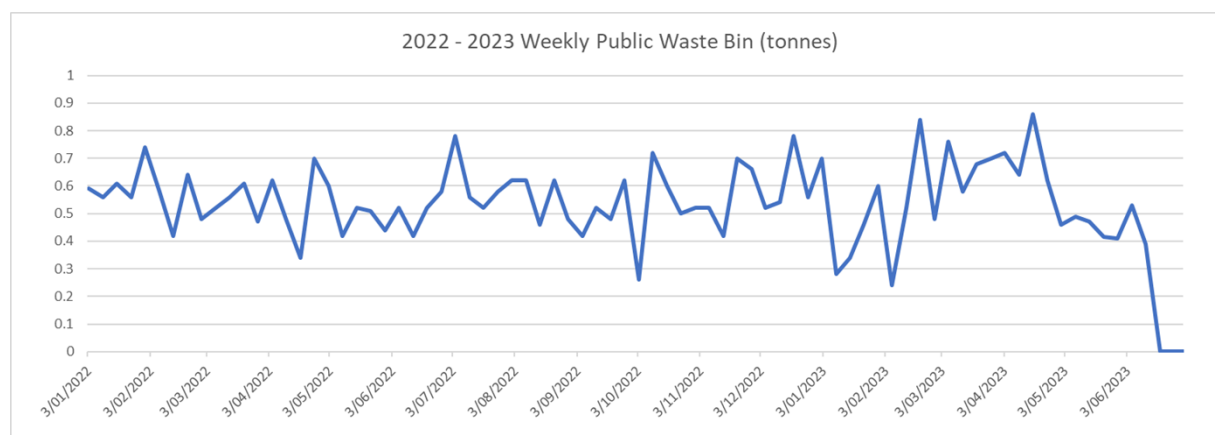


Status of construction works as of 23 June 2023.

Litter Management

Approximately 9.2 tonnes of waste was collected from Council public waste bins for the period 27 February 2023 to 18 June 2023.

Weekly public waste bin collection (tonnes) for the 2022 to 2023 period is presented below. Annual public waste bin collection for the 2021/2022 period and 2022/2023 (YTD) periods were 30.6 and 29.8 tonnes respectively.



For the quarter, 14 planning applications were referred to Council for comment during the reporting period with 13 responses provided at the time of reporting. It is noted that the one application that Council did not provide comment on related to a planning application submitted by the CoP relevant to 48 Odegaard Drive, Roseberry.

No strategic planning responses were provided during the quarter.

For the 2022/2023 reporting period a total of 55 planning applications were referred to Council.

4. A Future Focus

Objective 4.1: 'We support and foster innovation'

FiberSense

FiberSense uses underground fibre optic cables and state-of-the-art technology to detect vibrations from machinery, vehicles, pedestrians and more. The vibrations are converted into data that CoP will be able to use for planning and improvements to the city. With this level of detail, Council can better plan for future growth and make improvements so that Palmerston continues to be a 'Place for People' by being safe, welcoming, and livable.

A total of 60km of fiber optic cable has been laid throughout Palmerston CBD and Tiger Brennan Drive. To date, FiberSense has completed 100% of the cable installation and splicing for the project within the road network. CoPis continuing to work with FiberSense to implement the Pilot Program and bring to life the real-world benefits of the service to the community.

Zuccoli - Private Development - Subdivisions:

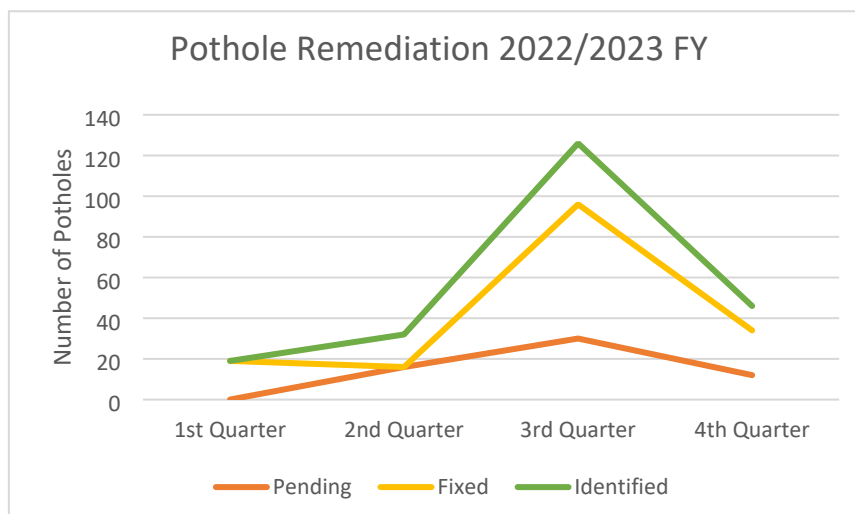
Development of Zuccoli is continuing at a rapid pace and this quarter saw the delivery of Zuccoli Village Phase 3, Parks P22 and P23. The Parks provide family friendly high quality lifestyle activity options for the community in line with the Community Plan.

Objective 4.2: 'Infrastructure is fit for purpose'.

Potholes

Council is committed to maintaining a safe, visually appealing, and long-lasting infrastructure. CoP ensures infrastructure assets are regularly maintained and managed to meet the community's needs and is fit for purpose.

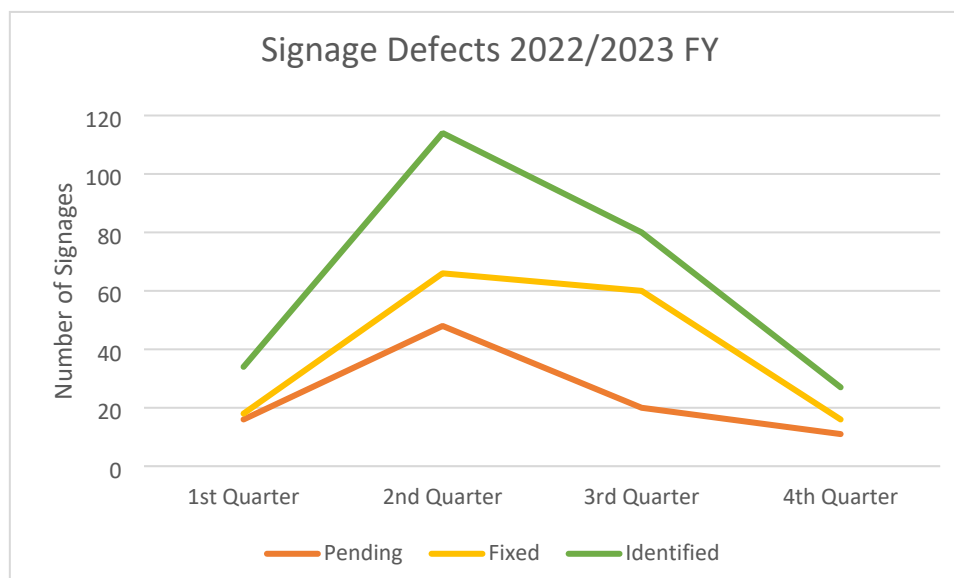
Overall, there were a total of 223 potholes identified during the financial year as requiring repair works, of which 211 were completed. There are 12 pending repair works, which will be completed by end of June.



Signage

CoP initiated a signage inspection program for each suburb in Palmerston to identify and repair damaged signs, this ensures that infrastructure is well maintained and provides a safe community.

This quarter 27 road signs were identified as requiring repair works. Repair works on 16 signs have been completed and 11 are still in progress. In total 255 damaged signages were identified, 244 completed for the financial year.



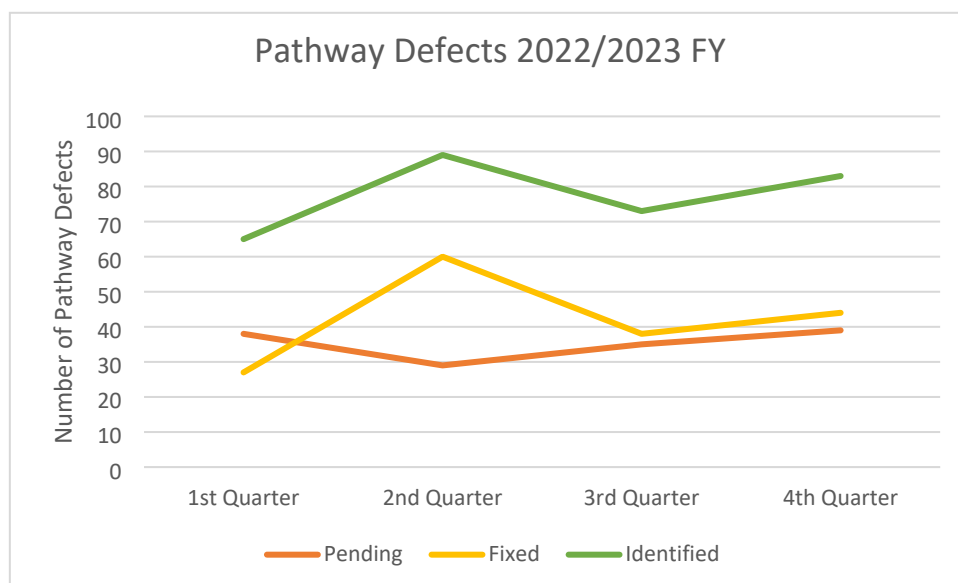
Floodway Signage

The tender for the supply and installation of floodway signage, in the following locations, Bombax St, James Circuit, Melastoma Drive has been awarded. This signage is a first for CoP as it will deliver real time data to CoP and provide traffic warnings when a flooding event occurs to motorists and pedestrians. This project will improve road network connectivity and enhance community safety. Works are anticipated to be completed in August 2023.

Pathways

This quarter 83 pathway locations were identified as requiring repair works. 44 pathway defects have been completed and 39 are in progress. The maintenance of our pathways contributes to the safety of the community and ensuring infrastructure is fit for purpose.

In this financial year a total of 310 pathway sections were identified as requiring maintenance works with 240 sections completed and 11 in progress. Works undertaken include the replacement of cracked concrete panels, investigations and sinkhole rectifications, and the replacement pit lids, bollards, and fences.



Completed Pathway Projects

This financial year has seen the completion of the following New Pathway projects:

- Pastry Wilson Park
- President Park
- Moulden Stone Park
- Marlow Lagoon Dog Park
- Turnstone Park
- Sirius Street and Woodroffe Avenue
- Tulagi Road
- Carallia Pathway

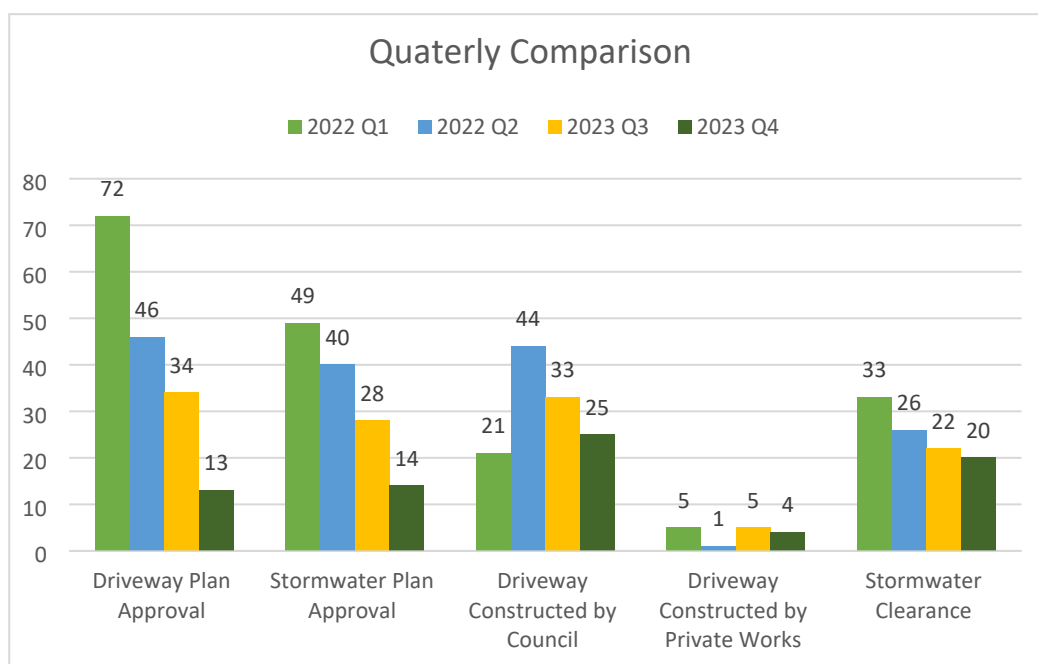
Planning and design works for the 2023-2024 New Pathways Program is being completed by CoP.

Driveways

In total CoP received 337 applications in the first two quarters with 535 applications for the financial year as of 15 June 2023. 96% of applications are from new developments and construction in Zuccoli with the minority 4% coming from other suburbs within the municipality.

The following driveway activities were undertaken this quarter:

- Received and approved 13 driveways plans for Zuccoli.
- Received 25 driveway construction requests for Zuccoli. All driveways will be constructed by end of June.
- A further 4 driveways in Zuccoli have been completed by private works.
- Council received 20 stormwater clearance requests, issued 20 connection approvals, and approved 14 stormwater designs for house connections in Zuccoli.



Stormwater

Ongoing condition inspection of the stormwater pipe network were carried out using CCTV inspections. this method is effective in determining the conditions of the pipes ensuring they are fit for purpose. Using CCTV CoP identified a total of 175 sections of the stormwater network that required maintenance for the period July 2022 to June 2023. 155 sections were repaired with further inspections and risk assessments being undertaken on the remaining 20 minor civil works sections.

Lights

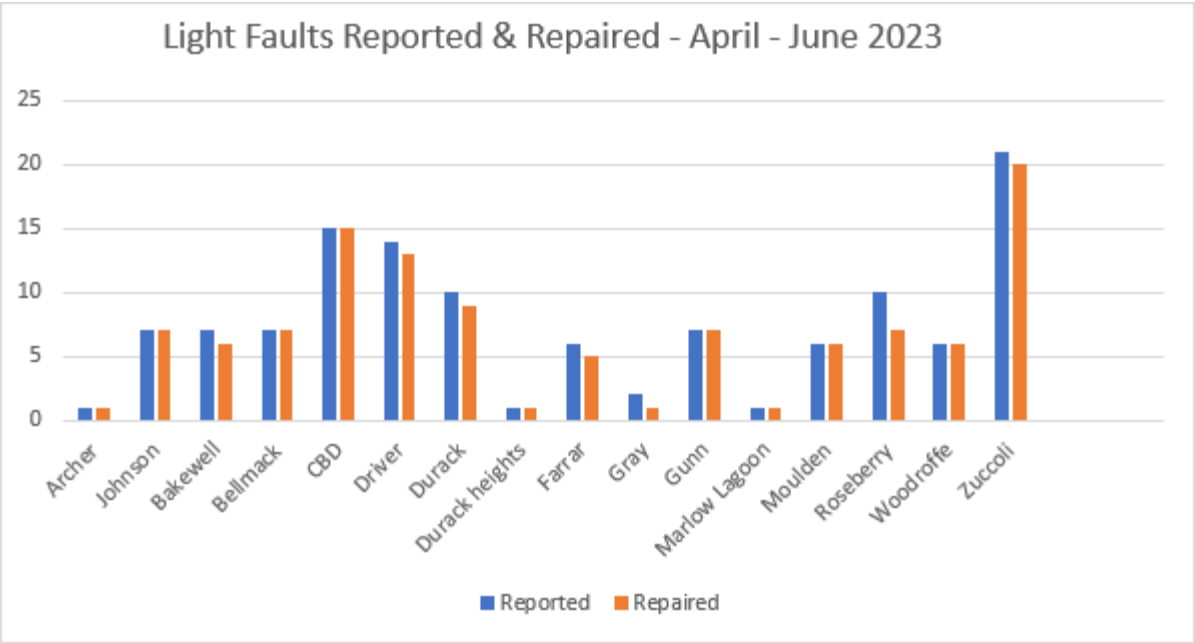
Programs have been developed for Street Lighting and continues to deliver beneficial outcomes, safety improvements and energy efficiencies for the community. The Dark Spots and Lighting Maintenance Programs ensure Palmerston is a safe family friendly city.

Dark Spot lighting projects undertaken in the period 14 March 2023-15 June 2023 are as follows:

- The Mannikan Court, Bakewell, project has been completed with 14 new streetlights installed.
- Designs have been completed for Stockwhip Drive, Allamur Court, Harrison Park and Essington Park.
- Tenders are now being called for from suitable contractors with works expected commencement of works in late August 2023.

A Place for People

- Light Fault Rectifications for the period 14 March to 15 June 2023:
- 121 light faults were reported (approx. 2% of 5391 total lights in inventory);
 - 112 faults have been rectified completely (92% of faults in this period);
 - Works are continuing to rectify the remaining 9 faults;
 - Council is continuing to undertake scheduled night inspections, rectification of luminaires to be completed under schedule; and
 - 98.5% of streetlights were working as at 15 June 2023.



Council Buildings and Facilities

SWELL

The SWELL project is Palmerston’s largest infrastructure project to date and is set to transform the current aging Palmerston Swimming and Fitness Centre into an aquatic and leisure precinct including a refurbished 50m pool with improved accessibility, heated program pool, an adventure play zone, warm water pool, half basketball court, events area, upgraded amenities and plenty of shade.

Construction works commenced 22 August 2022 and is currently on schedule to be completed by November 2023. The works are progressing in line with program and a major milestone was reached with the installation of the Mythra Pool System.



50m and Program Pool showing Mythra product Installed

SWELL Precinct – Hall 2 and Gym Refurbishment

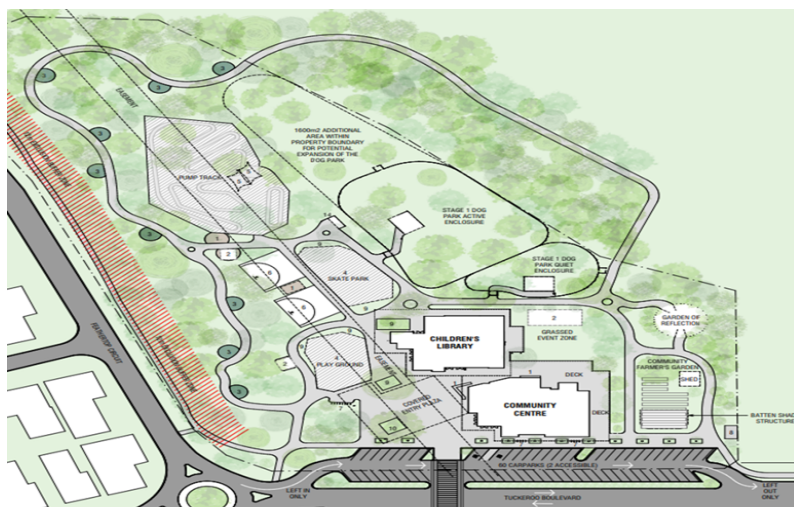
CoP is committed to strengthening the connection between people and place. This has driven the Design for the refurbishment of Hall 2 and the Gym have been completed. Hall 2 is currently a space connected to the youth centre not upgraded for community use. The refurbishment is intended to create a more usable community space that provides open connectivity between Hall 2 and the Gym. The refurbishment has been expanded to include replacement of roof. The tender for refurbishment project is anticipated to be released in 3rd quarter of 2023. Once complete the centre will provide an accessible connected fitness and public space where people can come together.

Zuccoli Community Hub – Stages

The Master Plan for the Zuccoli and surrounds Community Hub, incorporates an off-leash dog park, walking trails, a skate park and pump track, a playground, children's boutique library, community centre and a garden of reflection. The project has an estimated cost of \$20 million and is anticipated to be delivered over a 5-year period, commencing in 2022.

The Community Hub will be delivered in stages, the first stage being the Dog Park and the second stage will be the Skate Park and Pump Track. A Geotechnical assessment of the site has been undertaken and this will inform the Civil Design.

The second stage of the Community Hub will be the Skate Park and Pump Track. Prior to works commencing on Stage 2 of the Hub, the design of the civil, landscaping, open space structures and related infrastructure (excluding the buildings) will occur. It is anticipated that the Civil Design tender will be finalised by the end of August, 2023.



Project Site Plan

Zuccoli Dog Park

The Dog Park is being delivered in two stages, the Dog Park was opened on 15 May 2023 as the first stage. The final stage is the installation and connection of the public toilet, which is currently underway. Once the toilet (Exeloo) is complete, the official opening will be held.



Zuccoli Dog Park site

New Dog Pound Facility

Construction of the new Dog Pound Facility has been completed and the facility is being prepared for operational use. The new facility will provide a new parking area for users and 8 new kennels with

improved security and animal play areas. The existing pound will also remain open until future stages are completed. The Occupation Permit has been issued and fencing works have been completed.



Council Operations Centre Dog Pound Facility

Library Amenities Refurbishment

The refurbishment of the Palmerston Library public amenities has been completed and the Occupation Certificate has been issued. This provides fit for purpose, family friendly infrastructure for the community.



Driver Community Centre

The Driver Resource Centre was constructed in the mid 1980's as a Childcare Facility co-located with the adjacent Driver Primary School. The Centre no longer meets the needs of the Community and requires replacement. The design contract has been awarded to undertake a preliminary design, including a Needs Assessment for the replacement of the Driver Resource Centre with a modern Community Centre. The Needs Assessment has been completed and with the draft concept plan being finalised for presentation to Council in July. The estimated cost for the project based on the initial draft concept is in the order of \$2.5 - 3 million.

Durack Community Arts Centre

The Durack Community Art Centre was constructed to provide support to artists and creative enterprises. It is Palmerston's first and only purpose build art and culture space to date. The Centre consists of two halls, only one being airconditioned. The design of the air conditioning system for the

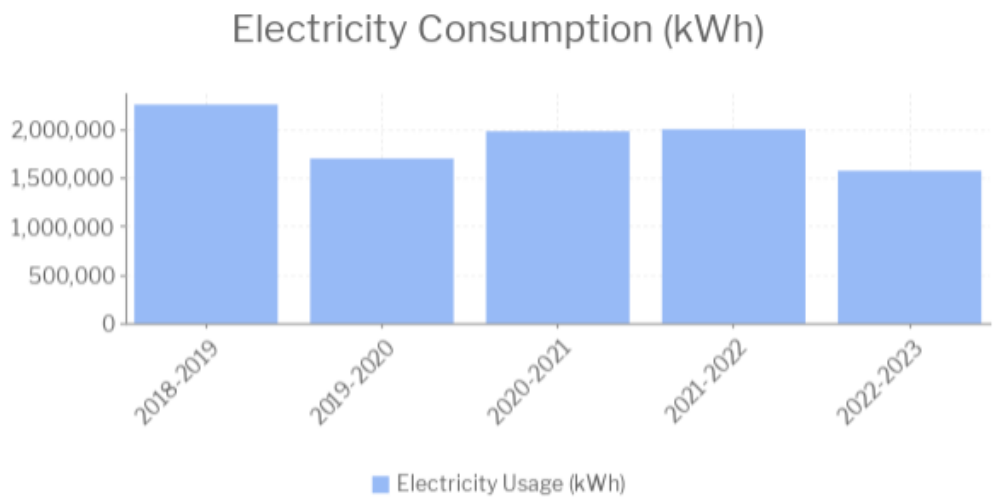
second hall has been completed and includes provisions for a building management system, solar power and a backup genset. The design provides for improved built environment sustainability. The contract has awarded United Airconditioning and Mechanical services and site works are anticipated to commence in July.

5. Environment Sustainability

Objective 5.1: 'Reduce our footprint on the environment'

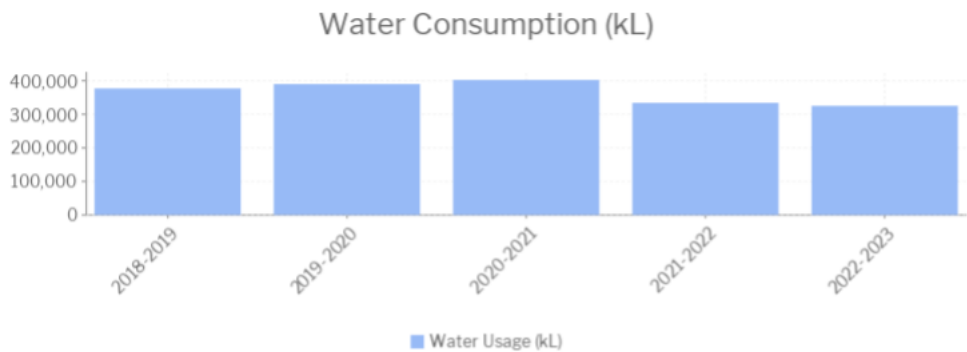
Electricity Consumption:

The graph below shows Council's total electricity consumption for the past five financial years (Note: Data has been estimated for the final month (June) of the 2022/2023 financial year). The decrease in consumption in 2019/2020 may be attributed to the substitution to smart energy efficient LED streetlights and the installation of solar power systems at both the Palmerston Library and Palmerston Recreation Centre. The Civic Centre solar system was installed in 2021 which has contributed to the lower consumption in the 2022/2023. Overall, the energy efficiency improvements have contributed to lower energy costs and a reduction in carbon emissions aligned with the Environmental Sustainability objectives of the Community Plan.



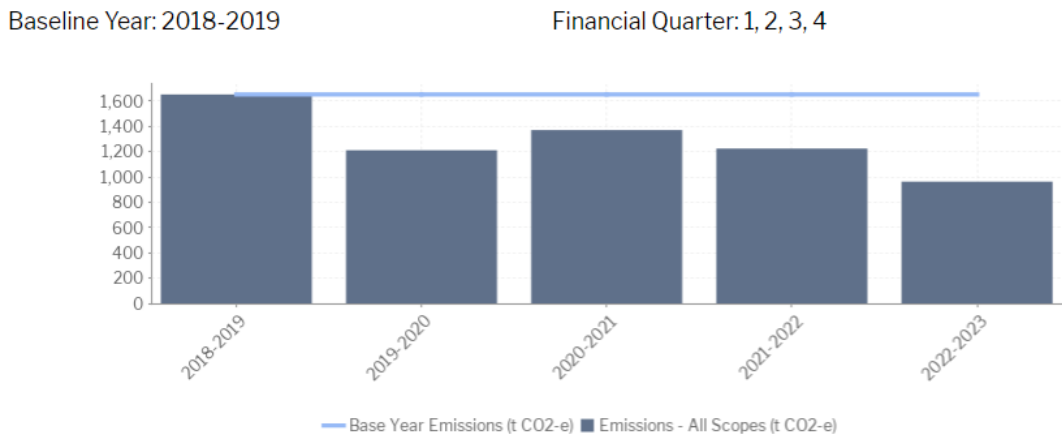
Water Consumption

Utility management software Azility has contributed to preliminary works completed on the Irrigation Management Plan. Works include irrigation asset mapping repair of leaks, refurbishment of aging irrigation infrastructure and optimising of irrigation schedules. A historical review of irrigation water usage using Azility has found that Council achieved a 17% reduction in water usage in the 2021/2022 financial year. A further 3% reduction in water usage was achieved in 2022/2023 financial year. The graph below shows Council's annual water consumption and the clear downward trend since 2020/2021 (Note: Data has been estimated for the final month of the 2022/2023 financial year).



Greenhouse Gas Emissions

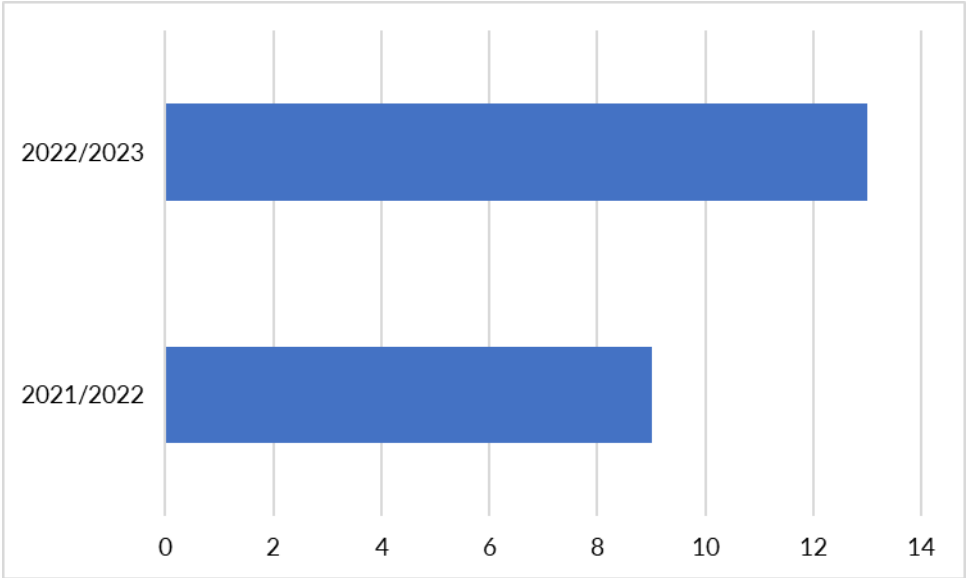
The graph below shows Council’s annual emissions against the 2018/2019 baseline prior to the implementation of Azility (Note: Data has been estimated for the final month of the 2022/2023 financial year and additionally fleet emissions are excluded from this data). A downward trend is demonstrated from 2020/2021, with a 21.4% drop achieved in the 2022/2023 financial year. These emissions savings can be attributed to initiatives such as solar system installation at Council buildings, the upgrade of the street lighting network to energy efficient LED lights, smart controls, and optimisation of energy use in Council buildings. As previously reported, energy efficiency improvements have contributed to lower energy costs and a reduction in carbon emissions aligned with the Environmental Sustainability objectives of the Community Plan.



Electric Vehicles

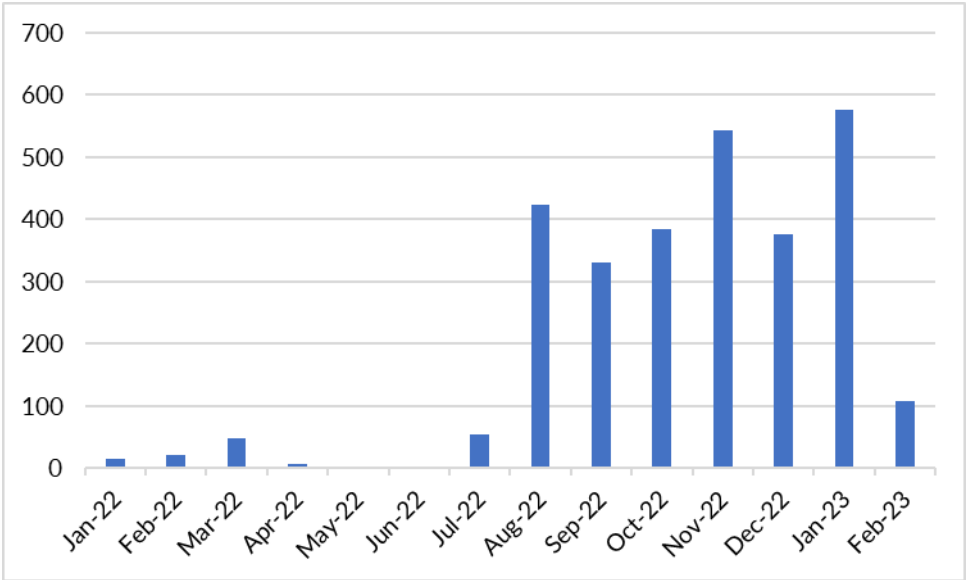
As part of fleet replacement, electric and hybrid vehicles are procured where operationally possible. Electric and hybrid vehicles are beneficial due to their lower emissions, which help combat climate change and improve air quality. CoP’s vehicle fleet currently includes two fully electric and 11 hybrid vehicles. In the coming weeks, a Hino Hybrid 300 series truck will be delivered, bring the total count to 14.

Graph comparing the number of electric and hybrid vehicles in the 2021/2022 financial year to the 2022/2023 financial year.



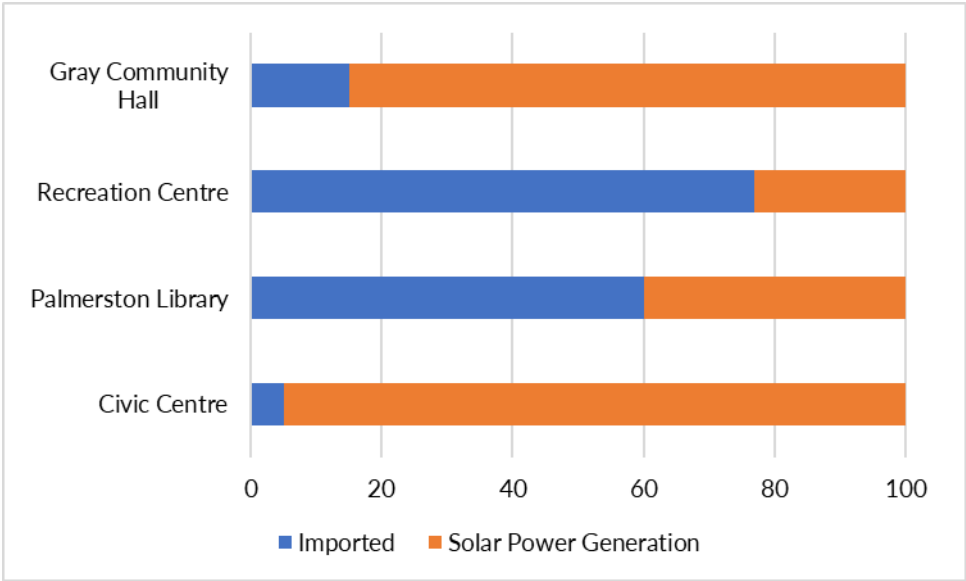
Council has installed and currently operates four Electric Vehicle (EV) charging stations. Two are located at the Civic Centre and two at the Palmerston Recreation Centre freely available to the public. Pending such demand, Council may install additional EV charging stations in the future.

Graph depicting Palmerston Recreation Centre electric vehicle charger utilisation (kWh). Note data is currently unavailable from March 2023 – May 2023.



Solar Power Generation – Recreation Centre, Palmerston Library, Civic Centre & Gray
Council maintains the solar generation systems at four facilities. Live and recent solar power generation information is available on Council’s website at: <https://palmerston.nt.gov.au/operations/environment/councils-renewable-energy#library>

Graph showing the ratio of solar generated power to imported power in each building’s energy use.

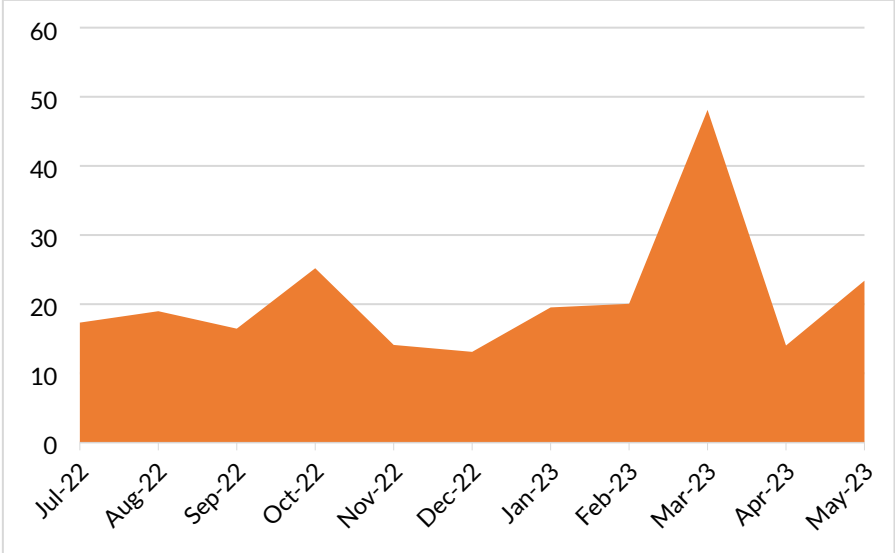


In 2023, Council has seen the successful installation of solar analytics software across all sites to improve consistency in monitoring solar output and providing real time alerts for any system faults. In the coming months, Solar analytics will be integrated with the current Azility software to provide valuable data insights that can inform future decision-making and help Council optimise renewable energy usage.

Recycling at Archer Waste Management Facility

The graph below displays the percentage of recyclable materials collected at Archer Waste Management Facility in the 2022/2023 financial year. There is a clear trend of increased recycling demonstrated across the financial year. March 2023 had the highest percentage of materials recycled at 48%, with the lowest diversion rates occurring in December 2022 and April 2023. It is expected that the AWMF upgrades will help to increase the rates of recyclable materials recovered by placing the recycling area at the front of the facility.

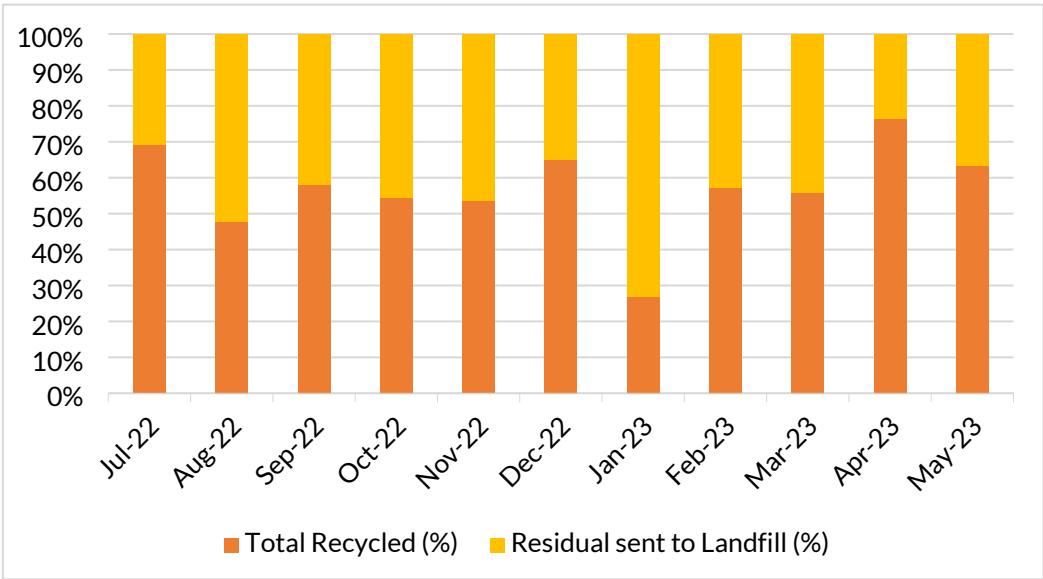
Graph showing the percentage of materials received at Archer Waste Management Facility that are recycled.



Kerbside Recycling Service

The below graph shows the percentage of materials collected in the kerbside recycling service that can be recycled as opposed to items that are non-recyclable and therefore sent to landfill. This data is for the 2022/2023 financial year and is current to May 2023. January had the highest percentage of contamination while April had the lowest. Over the financial year a total of 1060 tonnes of recycling were collected. Of this, 615 tonnes were able to be recycled and 445 tonnes was mixed contaminated and non-recyclable material, which was transported to landfill.

Graph showing the percentage of material collected in Kerbside recycling that is recyclable and the percentage of residual material sent to landfill.



Battery Recycling Points

Council has recently initiated battery and mobile phone recycling at Archer Waste Management Facility, with additional accessible community drop off points at Civic Centre, Palmerston Library and Palmerston Recreation Centre. By recycling these types of batteries, Council is contributing to the conservation of natural resources, reducing energy consumption and reducing environmental impact associated with battery and mobile phone production. The provision of additional waste recycling services is aligned with the Community Plan objective to Reduce our footprint on the environment and strategy to provide new opportunities for community to recycle waste.



Battery recycling drop off points at Palmerston Library (Left) and Archer Waste Management Facility (Right).

E-Waste Recycling

Council has introduced e-waste recycling bins at Civic Centre Palmerston Library. This initiative aims to promote responsible electronic waste management and provide accessible recycling options. By facilitating the proper disposal of e-waste, Council is contributing to a cleaner environment, resource conservation, improved public health, and increased awareness of responsible waste disposal among Palmerston residents. The provision of additional waste recycling services is aligned with the Community Plan objective to Reduce our footprint on the environment and strategy to provide new opportunities for community to recycle waste.

Tyre Stewardship Australia Accreditation

Council has recently achieved accreditation with Tyre Stewardship Australia (TSA). TSA has been formed to implement the [National Tyre Product Stewardship Scheme](#) to promote the development of viable markets for end-of-life tyres.

This has the multiple benefits of transforming a waste product into a useful commodity, creating new industries and employment opportunities while also reducing the environmental harm caused by the illegal dumping of old tyres.



Certificate of accreditation with Tyre Stewardship Australia.

Home Composting Rebate Program

The Home Composting Rebate has been promoted this quarter and will continue at the Palmerston Markets in the next quarter. Additionally, “Council Initiatives” signage is displayed across multiple Council facilities to increase awareness of the Program.

As of 15 June 2023, Council received four applications under the Home Composting Rebate Program in the quarter (compared to nine applications received in the previous quarter). The total number of applications for the life of the Program is 74. The Home composting Rebate continues to be promoted on social media and monthly, at the Elected Members stalls through the compost bin raffle giveaway.

Period	QTR 1 (JULY – SEPT 22)	QTR 2 (OCT – DEC 22)	QTR 3 (JAN – MAR 23)	QTR 4 (APR – JUN 23)
New Applications	10	18	9	4
Total Applications for Life of Scheme	43	61	70	74

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

Lake Weed Management

Council's lake management activities, including Salvinia weed management, are key to maintaining community expectations for lake aesthetics, wildlife habitat, and recreational fishing. Lake management

over the past year, including Salvinia weed management, has been a success with lakes consistently being maintained with 90-95% open water.

Further information on harvesting operations is updated regularly on Council's website at <https://palmerston.nt.gov.au/operations/environment/reserves-and-waterways/palmerston-lakes>.

Terrestrial Weed Management

Weed control activities are carried out across the municipality, including but not limited to Marlow Lagoon, Archer Waste Management Facility (including closed landfill) and Gunn Escarpment.

Weed control has been completed at Marlow Lagoon. Species targeted included Gamba, Mission and Thatch grass, Hyptis and Prickly other environmental weeds. Fire breaks at Marlow lagoon are routinely mowed on a fortnightly frequency subject to competent or suitably dry ground conditions.

At the Archer Waste Management Facility spraying of Gamba and Mission grass has been undertaken for the purpose of asset protection and to mitigate weed seed spread. Spraying of the closed Archer Landfill site has been undertaken this quarter. Target weeds included Gamba grass, Mission grass, Grader grass and other environmental weeds. Fire breaks at the Archer Waste Management Facility are routinely mowed on a fortnightly frequency subject to competent or suitably dry ground conditions.

Weed control of the islands at Sanctuary Lakes was undertaken in early April. Target weeds included Mission grass and exotic vines.

For the Gunn Escarpment, an integrated weed and fire management approach is embraced. This approach is taken having regard to its large size, biodiversity and conservation significance and asset protection for adjoining residential dwellings. Works undertaken in the Gunn Escarpment include weed spraying targeting Gamba and Mission grass and maintenance including mowing and slashing of fire breaks. Asset protection burns were planned to be undertaken in the Gunn Escarpment in May 2023 however have been delayed consequent to the availability of contractors competent to carry out such works. The NT Fire and Rescue Service Fire Safety Command have used provisions under the Fire and Emergency Act 1996 to coordinate and prioritise burns across the Darwin region for the 2023 dry season. Council has maintained engagement with the NT Fire and Rescue Service Fire Safety Command and anticipate a planned burn being undertaken in the Gunn Escarpment in late June.

Verge Assistance Program

The Verge Assistance Program takes place during the dry season months. Ten (10) applications have been received since 1 April 2023. Once the applications have been assessed and approved, delivery is anticipated to commence in July 2023. The Program is ongoing so residents will continue to have an opportunity to apply throughout the year. "Council Initiatives" signage is displayed across multiple Council facilities to increase awareness of the Program.

TOTAL FY 21/22	QTR 1 (JULY - SEPT 22)	QTR 2 (OCT - DEC 22)	QTR 3 (JAN - MAR 23)	QTR 4 (APR - JUN 23)
86	35	5	4	10

Urban Greening and Cooling

The 2022/2023 financial year has seen 352 native trees planted to date in support of Council's vision of a green, shaded and cool city. For reference, planting 100 trees offsets approximately 2500 kgs of Co2-e annually.

Tree planting for this quarter saw 99 new trees installed within the road reserve and throughout landscaped areas improving visual amenity and species diversity across the Municipality.



Example of October tree planting conducted in Bakewell.

TOTAL FY 22/23	QTR 1 (JULY – SEPT 22)	QTR 2 (OCT – DEC 22)	QTR 3 (JAN – MAR 23)	QTR 4 (APR – JUN 23)
352	27	90	136	99

Tree planting works planned for the July to September 2023 period are centred around pedestrian linkages throughout the older suburbs. In time, the increased canopy coverage is anticipated to assist in activating previously passive use areas. A healthy urban forest plays a critical role in maintaining the health and liveability within a city. Increasing the health, diversity and resilience of the urban forest enables the city to adapt to a changing climate, mitigate the effects of urban heat, and promotes ecological preservation.

Objective 5.3: ‘Encourage personal action and taking a leadership role’.

Education and Waste Education

To align with Theme 2 of the Sustainability Strategy, Empowering and Connecting Our Community, CoP is working towards strengthening community engagement and education around waste diversion and minimisation. To support this, CoP collaborated with Plastic Free July 2023. The resources that are a part of this membership are being used throughout the year to promote waste minimisation and moving away from problematic and single use plastics. These resources have been shared between different departments in Council for a range of uses and activities. They have been shared with the Palmerston Markets and other food and beverage vendors to encourage the use of reusable containers.



Example of Plastic Free July posters.

On the 18th of March, Council held a special Library Storytime for Global Recycling Day on the 18 March 2023. This focused on educating children and parents on what can be recycled in Palmerston.



Children learning about what can be recycled in Palmerston.

This quarter Council held Waste Talks with Lindsay Miles. These interactive talks were held for World Environment Day on 5 of June and focused on the 2023 theme 'beat plastic pollution'. Lindsay, a renowned speaker, author and plastic-free living advocate, offered insights, skills and ideas that encourage sustainable lifestyle and business practices.



Community members enjoy Lindsay Miles's talk on Embracing the Circular Economy.

Recycling and Waste Guide

The Council's Recycling and Waste Guide has undergone a significant revamp and is now conveniently accessible through the Council website at <https://palmerston.nt.gov.au/recycling-and-waste-guide> and on the City of Palmerston App. The updated guide not only includes new waste and recycling categories but also undergoes regular reviews to ensure maximum convenience for residents. To enhance accessibility and user-friendliness, intuitive icons have been incorporated. Furthermore, the disposal options have been expanded to incorporate the Container Deposit Scheme and donation opportunities. The primary objective of this guide is to promote correct disposal and recycling practices by increasing accessibility and convenience for residents.

SWELL


Council

Live

Community

Operations

Q



Recycling and Waste Guide

Search

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A

Acids/Alkalis




▼

Aerosol Cans




▼

Aluminium foil




▼

Asbestos




▼

Aluminium (scrap)




▼

Aluminium cans



▼


Ammunition and guns



▼


B

Band-aids




▼


Legend




General Waste bin (red lid)




Hazardous




Archer Waste Management Facility




Recycle bin (yellow lid)




Donate




Compost



Container deposit scheme



EWaste



Shoal Bay Waste Management Facility

The Waste Calendars are in the final planning phase and will be available to residents in the next quarter which will be distributed to resident throughout the municipality as well as available online on the City of Palmerston website. To follow on from this, Council will be printing stickers showing people what can and cannot be recycled. The latter is in efforts to reduce contamination in Kerbside comingled recycling bins. These stickers will be handed out at Customer Experience, community events and Palmerston markets.

AGENDA ORDINARY COUNCIL MEETING - 4 JULY 2023

74 | 135



Preview of the recycling section in the 2023/2024 Waste Guide.

Earth Hour 2023

Council took part in Earth Hour 2023 on 25 March 2023. Earth Hour is an annual event that encourages individuals, communities, and businesses to turn off non-essential lights and electronics between 8:30-9:30PM to raise awareness of climate change and show support for a sustainable future.

This year's participation aligned with sections 1.1 Ecological Preservation and 2.1 Engaged with Sustainability of Council's Sustainability Strategy by increasing focus on and promoting sustainable living practices and environmental awareness throughout the municipality. This broadly includes educational seminars, workshops, and community events focused on topics such as recycling, composting, waste reduction, reducing energy consumption and environmental conservation.

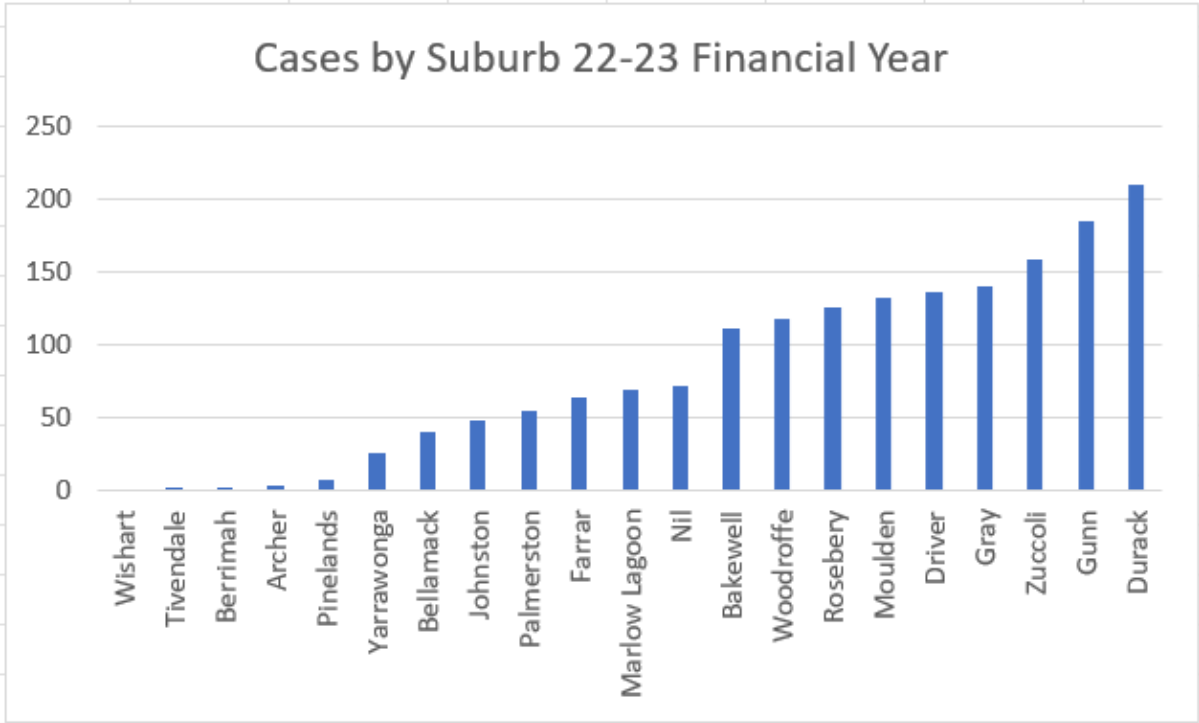
5. Governance

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

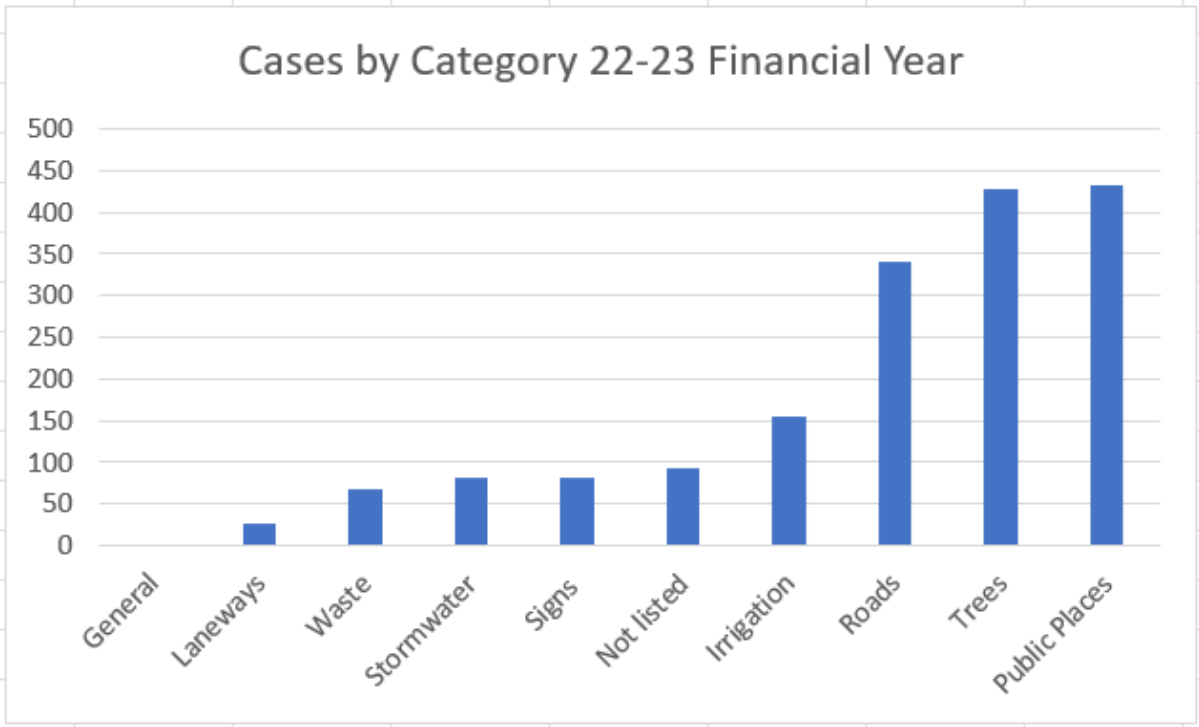
In total, 1709 Cases were raised in this financial year, with a total of 1,535 completed and 174 remaining outstanding as of 20 June 2023. 132 of these remaining outstanding cases are from Quarter 4, with the other 42 being raised prior to this.

In the Financial year of 22-23, Durack residents raised the highest number of reported cases within the Municipality, primarily pertaining to work related to Trees and Public Places (including lakes enquiries, park graffiti, park vandalism, park litter removal and park footpath/bike path enquiries). These two categories emerged as the most frequent concerns voiced by residents.

The below data summarises by suburb and category of cases reported to Council in the 2022-23 Financial year - as of 20 June 2023.



Note: NIL suburb has been identified as anonymous reported cases with no location included.



As of 20 June 2023, a total of 472 requests were received from members of the community for quarter 4, 2023. Of these, 472 requests have been completed, this is including outstanding requests from the previous quarter.

Nature of Request	QTR 1, 2023	QTR 2, 2023	QTR 3, 2023	QTR 4, 2023
Irrigation	65	20	10	62
Laneways	0	4	15	5
Lighting	7	11	0	0
Litter	18	19	0	0
Public Places	18	105	149	146
Roads	37	49	126	123
Signs	8	13	32	18
Stormwater	6	19	27	26
Trees	71	134	134	84
Waste	237	303	25	8
General	0	6	0	0
Total Received	231	675	518	472
Total Completed	145	417	376	340
Total Outstanding	86	258	142	132
Total Completed from Previous Quarter	73	159	190	132
Overall completed	218	576	566	472

CONSULTATION PROCESS

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

- Infrastructure Directorate

POLICY IMPLICATIONS

There are no policy implications for this Report.

BUDGET AND RESOURCE IMPLICATIONS

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

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This Report addresses the following City of Palmerston Strategic Risks:

- 6 Fails to deliver the strategic vision for the City

Context: Ensuring vision is delivered effectively & efficiently, progress is measurable & celebrated.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this Report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

Nil

COUNCIL REPORT

1st Ordinary Council Meeting

AGENDA ITEM:	13.2.2
REPORT TITLE:	Community and Culture Quarterly Report April to June 2023
MEETING DATE:	Tuesday 4 July 2023
AUTHOR:	EA to General Manager Community Culture, Tree Gillam
APPROVER:	General Manager of Community and Culture, Anna Ingram

COMMUNITY PLAN

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

PURPOSE

This Report provides Council with the key activities undertaken in the Community and Culture Directorate in the April to June 2023 quarter.

KEY MESSAGES

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

- Egg-cellent Easter event was held at Gray Community Hall on 6 April 2023 with over 500 community members celebrating with the Easter bunny and taking part in fun activities.
- The Easter School Holiday Program was held at Palmerston Library with 150 children attending a diverse range of activities including Drag Queen Storytime, craft activities and a dance class.
- Over 500 people enjoyed the Multicultural Festival event celebrating cultural diversity in the Palmerston community, with 20 different acts performing from different cultural community groups.
- Regulatory Services engaged with the Community at Brekkie in the Park on 21 May at Gray Community Hall, and the inaugural Palmerston Million Paws Walk on 25 June at Marlow Lagoon.
- Council celebrated Northern Territory Youth Week (NTYW) with Urban Jams where 500 young people participated in basketball, screen-printing, skateboarding, and DJ'ing among other activities.
- Council held a stall at the COTA Seniors Expo 2023 at the Marrara Stadium alongside 80 other organisations. Council staff engaged with more than 200 residents on the day.
- Regulatory Services has received a total of 456 customer requests over the current reporting quarter with dogs at large continuing to be the highest reporting line making up 46% of the customer requests. 401 requests have been completed with 55 in progress.
- During this quarter, the Council delivered two On Frances Events, the first, 'Swinging into the Dry' was held in May and the second held as part of Pride Day - 'Pride on Frances' in June. Approximately 350 people attended and danced the night away under the stars.
- The popular Hooked on Palmerston returned for the dry season competition with 606 residents registering at the time of writing this report.

RECOMMENDATION

THAT Report entitled Community and Culture Quarterly Report April to June 2023 be received and noted.

BACKGROUND

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

DISCUSSION

Activities completed during April to June 2023 are detailed in **Attachment 13.2.2.1** with some highlights identified below:

Egg-cellent Easter - 6 April 2023

Egg-cellent Easter was held at Gray Community Hall. Over 500 community members turned out to celebrate with the Easter bunny and take part in activities which included face painting, disco, cuddly animals, bucking bull, pot planting, rock painting. Community organisations such as Melaleuca, PaRBA and YWCA joined the fun, providing Easter crafts and food for all to enjoy.



Smiles with the Easter bunny



Gray Gardens



Gray Garden

Easter School Holiday Program - 11 to 14 April 2023.

The Easter school holiday program was held at Palmerston Library in April 2023.

Just under 150 children turned up to enjoy the diverse range of activities which included Drag Queen Storytime, ceramic coaster decorating, a hip hop dance class and a learn to face paint workshop. Four local businesses were engaged to assist with delivering our programs.

The workshops provided a platform for inclusive storytelling with Fairy Prawn and Princess Vogue sharing colorful stories about being true to yourself, artistic exploration with two different ways to unleash your inner artist- painting with ceramics and learning how to face paint other people and joyful movement with a dance class to make sure ever had a chance to move their bodies.

Multicultural Festival – Saturday 29 April

Over 500 people enjoyed this successful event celebrating cultural diversity in the Palmerston community, with 20 different acts performing from different cultural community groups, including:

- Chung Wah Society Lion Dance
- Australian Vietnamese Family Association
- Russian Speaking Community NT

- STEPS Group
- Tai Chi group
- Bailamos Darwin
- Nepalese Association NT
- Colombian Traditional dance
- Darwin Doce Pares Eskrima - Filipino Martial Arts
- Puja & Cultural Association of NT Inc



Performers at Multicultural Festival

Food vans included culinary delights from Nepal, Greece, Thailand. Stallholders included: Multicultural Council NT, Zimbabwe community, STEPS Group and the Australian Vietnamese Family Association.

Regulatory Services

The team engaged with the community at Brekkie in the Park on 21 May at Gray Community Hall, and the inaugural Palmerston Million Paws Walk on 25 June at Marlow Lagoon, offering advice of registration,



desexing, responsible dog ownership and free registration or all new dogs in the Municipality.

Rangers' attendance at Brekkie in the Park



Million Paws Walk

Urban Jams

The City of Palmerston's major Youth Week event, Urban Jams, was an incredibly successful event with over 500 young people came together to celebrate. Urban Jams was held at the Palmerston Recreation Centre with a wide range of activities available for young people to participate in including a 3 x 3 Basketball hosted by Darwin Salties and Palmerston and Regional Basketball Association, learn skateboarding skills with the Build Up Skateboarding Crew, puppet making with Anna Thompson, gaming, virtual reality, and a game development showcase with Level Up esports, screen printing, and jewelry

making with Taleena from Larrakia Nation. Local barbers Edwin and Munashe were on hand providing free haircuts and there was a delicious feed cooked up by the YMCA and their young people.



Winners of the 3 x 3 comp and Darwin Salties PaRBA sign up for the 3 x 3 comp Screen Printing with Taleena from Larrakia Nation

COTA Seniors Expo

On 27 May 2023, City of Palmerston held a stall at the COTA Seniors Expo 2023 at the CDU Marrara Netball Stadium. Staff from Community Development, Rangers and Customer Experience attended this event alongside 80 other organisations. Council Staff engaged with more than 200 residents on the day. Key topics of discussion included pets and responsible dog ownership, dog registration and de-sexing, SWELL, community events and programs, Library Services and senior activities in Palmerston. The day was a success with multiple residents commenting on how pleased they were to see City of Palmerston in attendance.



Council Staff at CoP COTA Expo 2023 Stall



NT COTA Expo Opening Ceremony

Regulatory Services Customer Action Requests

To date, Regulatory Services has received a total of 456 customer requests over the current reporting quarter. 401 have been completed, with 55 in progress.

Consistently with previous reporting quarters, dog at large continues to be the highest reporting line, with 208 reports received, making up 46% of the customer requests, followed by reports of abandoned vehicles, parking, nuisance barking and dog registration.

'On Frances' Street Parties

During this quarter, the Council delivered two On Frances Events, the first, 'Swinging into the Dry' was held on 13 May and the second held as part of Pride Day - 'Pride on Frances' on 10 June. Approximately 350 people attended the events and danced the night away under the stars.

Palmerston Pride – Saturday 10 June
Pride by Day was celebrated in the lead up to Palmerston’s Pride on Frances Street Party.

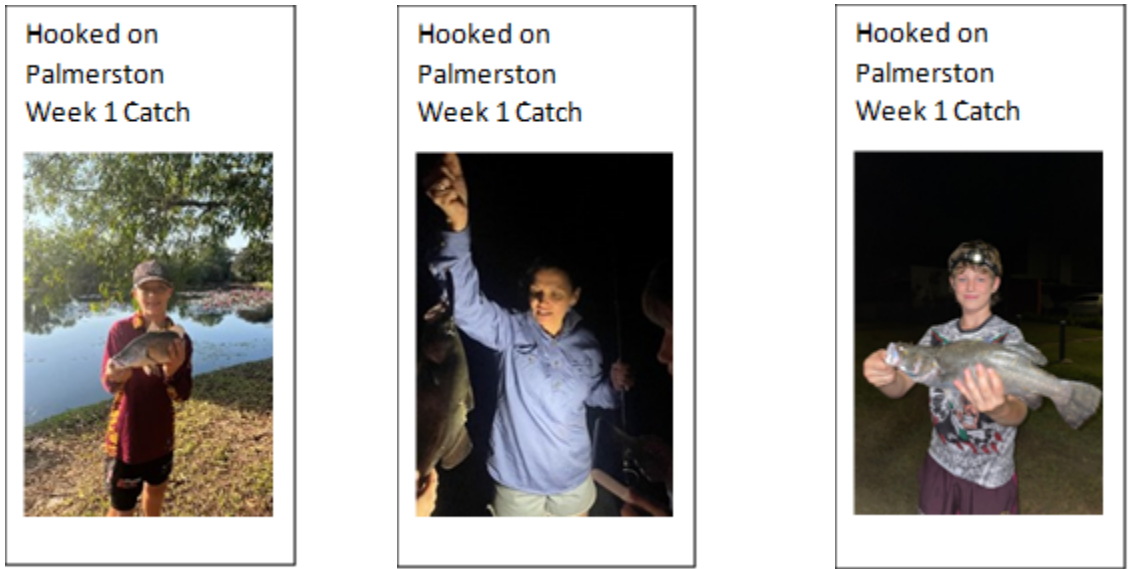


Writer’s Workshop Darwin Divine Dancers at Pride on Frances, Drag Queens at Rainbow Bingo

Day time activities included a Rainbow Storytime hosted by local rainbow legend Ace R L, Pride connections, Writer’s Workshop by Clare Bizley, Comedy Workshop by Colin Southcote and Rainbow Bingo hosted by Drag Territory. Approximately 90 people attended the day of celebrations across the Palmerston Library and Recreation Centre.

Following Palmerston Pride Day activities, celebrations carried on into the evening from 5.00-9.00pm with Pride on Frances Street party. Pride on Frances came alive with a diverse range of performers entertaining a crowd of 200 people over the evening.

Hooked on Palmerston
Hooked on Palmerston started with a bang! 606 residents have registered at the time of writing this report with seven already submitting catches to the Competition. See below some of the great catches so far.



A few of the Competition Entries

CONSULTATION PROCESS

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

- Community Services
- Library Services
- Regulatory Services

POLICY IMPLICATIONS

There are no Policy implications relating to this Report.

BUDGET AND RESOURCE IMPLICATIONS

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

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This Report addresses the following City of Palmerston Strategic Risks:

- 1 Fails to be trusted as a Council

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

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. 20230621 Quarterly Report April to June 2023 (1) [13.2.2.1 - 33 pages]

QUARTERLY REPORT/APRIL TO JUNE 2023

1. Family and Community

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

1.1 We focus on families.

Egg-cellent Easter

Egg-cellent Easter was held at Gray Community Hall on 6 April 2023. Over 500 community members turned out to celebrate with the Easter bunny and take part in activities which included face painting, disco, cuddly animals, bucking bull, pot planting, rock painting.

Community organisations, Gather Crafter Co., 54 Reasons, Melaleuca, YWCA, and Good Start Bakewell, joined the fun, providing Easter crafts for all to enjoy. Palmerston and Region Basketball Association supplied a sausage sizzle and Baby Ballet entertained attendees with their ballet skills.



Enjoying Face Painting



Baby Ballet Performance



Smiles with the Easter Bunny



Gray Garden



54 Reasons Craft



Gray Gardens

NT Youth Week

This year, the April school holiday calendar combined with the NTYW calendar of events, running from 6 to 16 April 2023. The theme for this year was 'Break Free, Unleash your Story'!

The City of Palmerston was an NT Youth Week Media Partner and supported the overall promotion of the week.

Council hosted two events this year, a Power Point Party aimed at older young people and university students, and Urban Jams, our major event for all young people and families.

QUARTERLY REPORT/APRIL TO JUNE 2023



Power Point Party



The Power Point Party was held at Gray Community Hall and organised by Shanae Kuo, the Darwin Youth Week Ambassador, and the GG Social, a CDU Affiliated Student Social Group. At a Power Point Party, participants are given five minutes to present a Power Point slide show on a topic of interest to them. The event aimed to engage older young people, including university students and those aged 15 to 25 years old, and was a great night, attracting a total of 20 participants.

GG Social Team setting up the event

The event featured six exciting Power Point presentations covering a range of interesting topics such as the influence of K-pop in Western society and tips on starting conversations and a presentation on the importance of using sound in storytelling, which sparked interesting conversations among the participants



Jules Presenting her Power Point



Minister Lauren Moss giving a speech

QUARTERLY REPORT/APRIL TO JUNE 2023

Minister for Youth, Lauren Moss, Tanile Braun, and Palmerston and Rural Youth Week Ambassador, Sophie Bedgood, served as judges for the Power Point presentations. Minister Moss demonstrated her support for the young people's initiatives by staying for the entire event which helps inspire and encourage the young people involved in the evening activities. Feedback from the participants and audience led to lively conversations about the topics presented and expressions of interest for an increase in future events to be open to participants aged 15 and above.

Urban Jams

The City of Palmerston's major Youth Week event, Urban Jams, was an incredibly successful event with over 500 young people coming together to celebrate. Urban Jams was held at the Palmerston Recreation Centre with a wide range of activities available for young people to participate in including; a 3 x 3 Basketball hosted by Darwin Salties and Palmerston and Regional Basketball Association, learn skateboarding skills with the Build Up Skateboarding Crew, puppet making with Anna Thompson, gaming, virtual reality, and a game development showcase with Level Up esports, screen printing, and jewelry making with Taleena from Larrakia Nation. Local barbers Edwin and Munashe were on hand providing free haircuts and there was a delicious feed cooked up by the YMCA and their young people.

The event was a fantastic opportunity for young people to come together, try new things, and celebrate their talents and interests with peers in a safe and supportive environment. The event was supported by a number of stalls from organisations such as the City of Palmerston rangers, Youth NT, Palmerston Youth Activities Co-Ordinator, Anglicare, and Allied Health. Mulga Security played an important role in ensuring everyone's safety throughout the event. At the end of the evening Larrakia Nation provided transport, ensuring everyone got home safely and efficiently.



Screen Printing with Taleena from Larrakia Nation Nigel our Ranger with young person at the City of Palmerston Stall,



PaRBA sign up for the 3 x 3 comp, young people managing the DJ station,

QUARTERLY REPORT/APRIL TO JUNE 2023



Winners of the 3 x 3 comp and Darwin Salties with the PaRBA and City of Palmerston Team.

Easter School Holiday Program

The Easter school holiday program was held at Palmerston Library from 11 to 14 April 2023. Just under 150 children turned up to enjoy the diverse range of activities which included Drag Queen Storytime, ceramic coaster decorating, a hip hop dance class and a learn to face paint workshop. Four local businesses were engaged to assist with delivering our programs.

The workshops provided a platform for inclusive storytelling with Fairy Prawn and Princess Vogue sharing colorful stories about being true to yourself, artistic exploration with two different ways to unleash your inner artist - painting with ceramics and learning how to face paint other people and joyful movement with a dance class to make sure everyone had a chance to move their bodies.

National Families Week

National Families Week (NFW) was celebrated with three events.



Guest Speaker Chantelle Hunt

On Wednesday and Thursday 17 and 18 May 2023, the City of Palmerston held Family Information Sessions at Moulden Primary School. Parents were invited to come along and engage with experts on a variety of topics including nutrition, behaviour guidance, anxiety, and self-regulation. Guest Speakers included the renowned Dr. Justin Coulson, a co- presenter and parenting expert on channel 9's Parental Guidance program.

Feedback survey comments: -

"Seminar was really well organised with very informative speakers. Fully catered for all dietary requirements. Very welcoming environment"

"It is really meaningful and informative. Looking forward to having it again or similar".

"It was full of helpful information for both work and home".



Dr. Justin Coulson

QUARTERLY REPORT/APRIL TO JUNE 2023

On Saturday 20 May Council held a National Families Week celebration in Tiverton Park, Moulden. The event was designed to bring families together to celebrate the importance of National Families Week through sports, cultural activities, workshops, and story time with Auntie June Mills.



Local families enjoy the event.



Gumnut painting with Larrakia nation.



Hooked on Palmerston – 10 June – 9 October 2023

Hooked on Palmerston started with a bang! 606 residents have registered at the time of writing this report with seven already submitting catches to the Competition. See below some of the great catches so far.

Hooked on
Palmerston
Week 1 Catch



Hooked on
Palmerston
Week 1 Catch



Hooked on
Palmerston
Week 1 Catch



Some of the first Competition entries

Animal Education Events and Outreach

On Saturday 6 May 2023 City of Palmerston Rangers, supported RSPCA to facilitate a free microchipping day. Palmerston Rangers engaged with approximately 20 animal owners, with 13 registering their dogs on sight. The day provided a positive communication engagement opportunity where Rangers disseminated responsible animal ownership information within key themes of registration, desexing, microchipping and reducing nuisance behaviors.

Brekkie in the Park: The first Brekkie in the Park of the dry was held on 21 May 2023 at Gray Community Hall with over 200 community members attending.

The City of Palmerston Rangers attended and engaged with approximately 25 visitors and accepted two new dog registrations. Rangers provided responsible dog ownership information and advice on the benefits of registering and de-sexing your dog. Palmerston Lions supplied breakfast with skateboarding and circus activities on hand to entertain the kids.

QUARTERLY REPORT/APRIL TO JUNE 2023



Rangers' attendance at Brekkie in the Park

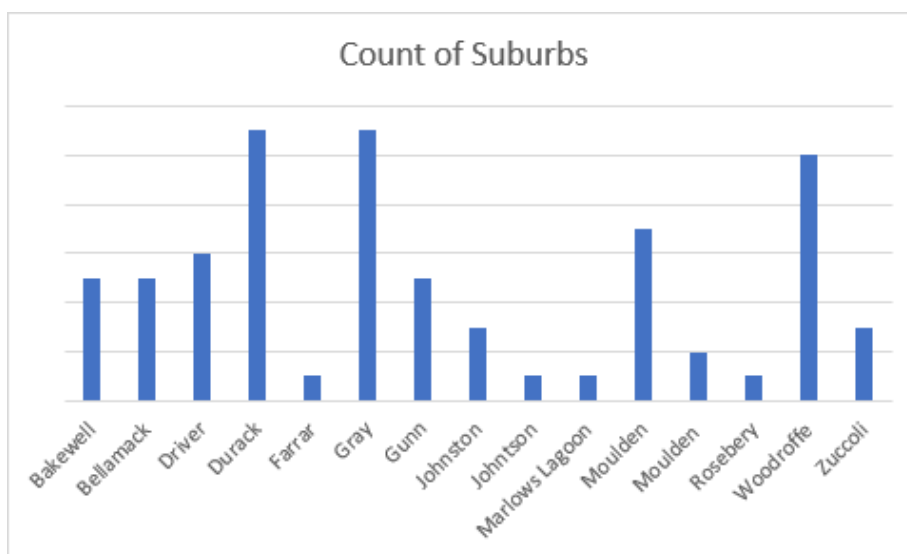


Million Paws Walk

Million Paws Walk: On 25 June 2023 the RSPCA hosted the 'Million Paws Walk Palmerston' at the wonderful Marlow Lagoon Reserve. City of Palmerston Rangers supported the day providing information and advice on responsible dog ownership and free registration for all new dogs in the Municipality.

De-sexing Initiative

Since the previous quarter, a further 29 animals (2 cats and 27 dogs) have been scheduled for desexing, microchipping before the end of the financial year and have been provided registration for the remainder of the period (31 August 2023).



Number of Animals accessing the Desexing Initiative by Suburb

Of the entirety of the desexing campaign, Council has seen an allocation of 24% of desexing to cat owners and 76% for dog owners. Other notifiable statics captured include 52% of animals required microchipping and 55% of the dogs took up the registration as part of the campaign. Feedback from the community has been extremely well received and continues to be a popular service provided to the community.

City of Palmerston Early Morning CBD Patrols

Throughout the months of April and May 2023, Council Rangers undertook soft-engagement and walking patrols throughout the Palmerston CBD area. The purpose of the foot-patrols was to engage with people who might be sleeping rough, identify areas on public concerns and action response required. A series of these patrols were in collaboration with the return to country program lead by stakeholders from Larrakia Nation and CAAPS Aboriginal Corporation. Outcomes from these patrols included facilitating short-term accommodation and return to country solutions.

QUARTERLY REPORT/APRIL TO JUNE 2023

No More and No One Left Behind – Jess Hill Event

Council supported a No More and No One Left Behind event at Gray Community Hall through the free venue hire initiative. This event was well attended with 70 attendees. Jess Hill helped attendees to better understand abusive relationships, coercive control, and how to help support children in their social circles.

Feedback was received from Rebecca Forrest the event organiser;

I wanted to say a huge thank you for your support of the Jess Hill, anti-violence event held at Gray Community Hall last night. We had a full house of around 60 – 70 parents and community members attend and the presentation from who I believe is our country's leading activist in coercive control and anti-violence, Jess Hill was exceptional.

The space at the Gray Hall was lovely and definitely something the NO MORE Campaign and myself will consider for future activities.



THANKS FOR COMING—JESS HILL EVENT

Many thanks for attending last night's session with Jess Hill. As requested, here is information that may be of interest to you.

HELP AND SUPPORT

1800RESPECT, YWCA DV Centre—08 8932 9155, Dawn House—08 8945 1388, Darwin Aboriginal & Islander Women's Shelter (DAIWS) - 08 8945 2284, Catherine Booth House—08 8981 5928, Men's Line—1300 789 978.

POST EVENT ARTICLE

Attached is a draft article as a summary from last night's event. You may like to draw from this for your organisation, your personal recap or social media info.

MAN WALK DARWIN

A special Man Walk Darwin event is being held as part of Men's Health Week on Saturday 24 June in Darwin City. Women are welcome but please send your sons, brothers, partners, husbands and friends along to walk, talk and support (flyer attached).

CONTACT

If I can be of any assistance or link you in with networks or future social justice events, please get in touch. Bec—0499 444 029, rebecca@nooneleftbehind.com.au, nooneleftbehind.com.au or the NO MORE Campaign NoMoreLinkup.com.au or say 'No More' to family violence. This event was proudly supported by:



COTA Seniors Expo



Council Staff at CoP COTA Expo 2023 Stall NT COTA Expo Opening Ceremony

On 27 May 2023, City of Palmerston held a stall at the COTA Seniors Expo 2023 at the CDU Marrara Netball Stadium. Staff from Community Development, Rangers and Customer

Experience attended this event alongside 80 other organisations.



Council Staff engaged with more than 200 residents on the day. Key topics of discussion included pets and responsible dog ownership, dog registration and de-sexing, SWELL, community events and programs, Library Services and senior activities in Palmerston.

The day was a success with multiple residents commenting on how pleased they were to see City of Palmerston in attendance.

QUARTERLY REPORT/APRIL TO JUNE 2023

Special Storytimes- National Simultaneous Storytime and Rainbow Storytime

National Simultaneous Storytime

National Simultaneous Storytime (NSS) is an Australian-wide group reading and literacy event where schools, libraries and other learning institutions gather together to read the same book at the same time nationally. Held in 24 May, this year the book was “The Speedy Sloth” and the Library hosted Zesty Productions to read the book and create a fun sloth themed craft afterwards. 28 children were treated to a wide array of songs and dancing leading up to 10:30am when the book was read all around Australia. After the book was read the children created their own beautiful sloths to take home and enjoy

Rainbow Storytime



On 10 June 2023 the Palmerston Library hosted Rainbow Storytime as part of the Palmerston Pride Event. This inclusive program celebrates diversity and the LGBTQ+ community, and was hosted by Ace R L. The audience of 15 children and 17 adults was treated to an interactive performance with live music on the ukulele and the books we read were “My Shadow is Purple”, ‘Flamingo Celeste is Not Like the Rest’, and ‘I Can Wear Anything’. The game Sleeping Bunnies was such a hit it was played twice with the youngsters springing to life on the lyric “hop little bunny, hop, hop, hop”.

Rainbow Storytime with Ace R L

Incursions

The Library Incursion program continued this quarter with staff visiting nine early learning centres across Palmerston. The incursion program is a mixture of Storytime and STEAM sessions, encouraging children to visit the library with their families. The centres have all been extremely grateful for the visits and we’ve received lovely feedback from many saying how much the children have loved the visits.

Gender and Sexual Diversity Training

Council partnered with Northern Territory Aids and Hepatitis Council (NTAHC) to provide Gender and Sexual Diversity Training for Council staff and community services. The training aligns with Council’s Inclusive, Diverse and Accessible Policy Framework and supports individuals and workplaces on how to be Lesbian, Gay, Bisexual and Intersex (LGBTI) Inclusive.

The feedback from the training session was overwhelmingly positive. Participants expressed that the training enhanced their understanding of the complexities surrounding identity and deepened their awareness of the various issues and barriers faced by individuals with diverse genders and sexualities.

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

Light Up Palmerston

Each year City of Palmerston co-ordinate the lighting of the Palmerston Water Tower and Council owned buildings for significant days/events. In this quarter we received 12 requests from organisations such as Do It for Dolly Day, Road Safety Week, Haemochromatosis Australia (pictured below), Pride on Frances (pictured below) and Migraine Awareness Month.

City of Palmerston received a testimonial from the Lymphoedema Association of Australia.

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Lymphoedema Association Australia would like to extend their gratitude for your participation in the lighting up of the Palmerston Recreation Centre, Frances Drive Light Pole, Memorial Park Light Poles & Palmerston Library structure on the 10-13 March 2023, supporting our lymphoedema awareness raising campaign "Shine a Light on Lymphoedema".

We were very pleased to have so many structures / venues "Shine a Light on Lymphoedema" across all of Australia, so that we could bring community attention to the many Australians suffering from this condition. Your help and involvement we found our campaign to be very successful and well supported.



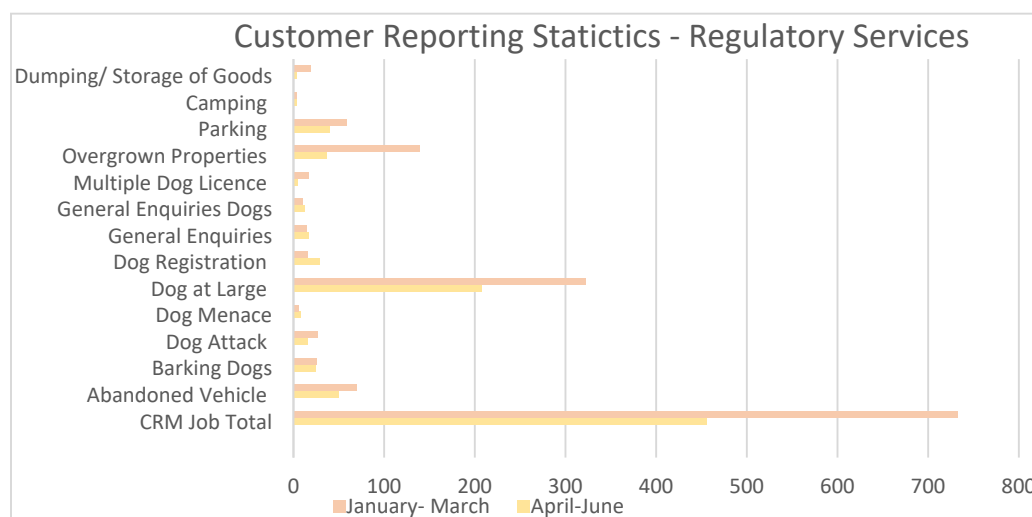
Recreation Centre - Haemochromatosis Day



Recreation Centre - Pride

Regulatory Services Customer Action Requests

To date, Regulatory Services has received a total of 456 customer requests over the current reporting quarter. 401 have been completed with 55 still in progress.



Consistently with previous reporting quarters, dog at large continues to be the highest reporting line, with 208 reports received, making up 46% of the customer requests, followed by reports of abandoned vehicles, parking, nuisance barking and dog registration.

As annual statistics reflect, the dry season reflects an increase in reports on nuisance barking customer action requests, consistently with the previous quarter, nuisance barking cases, are the fourth most reported elements for regulatory action. The nuisance barking investigation process is currently under review. This review aims to allow for better customer service response, case resolution times and supported approach which access to educational and supportive solutions for registered animal owners that may require assistance with nuisance behaviours. Further, with an increase of animal registration customers actions, councils dog registrations data base

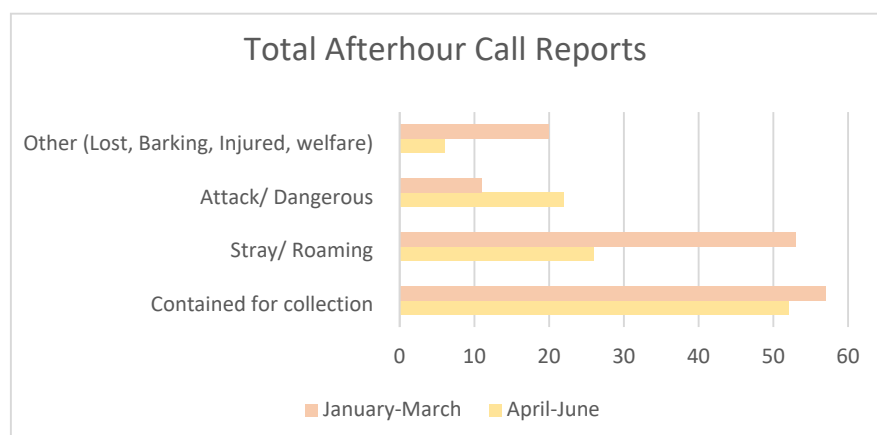


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provides a total of 5417 dogs total, in comparison with the previous reporting quarter, provides an increase of 152 dogs.

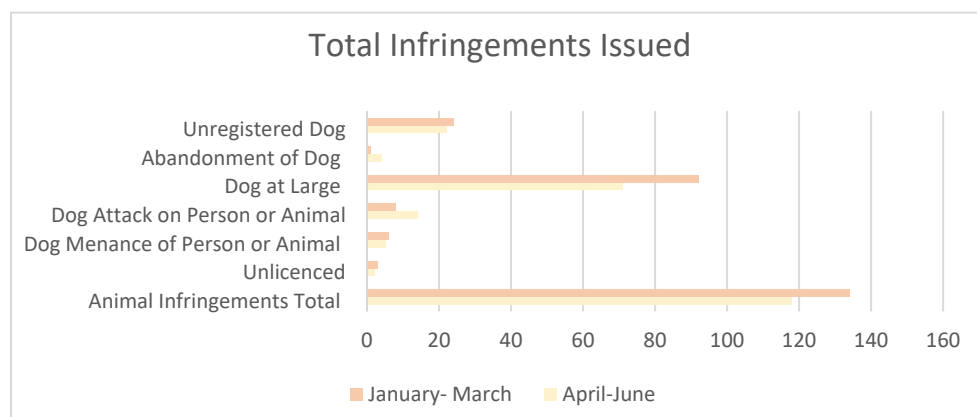
Total Afterhours Calls

In addition to customer requests received during normal business hours, to date, there have been a total of 106 afterhours calls that have been allocation to Regulatory Services. Of these afterhours calls, 74% were reports of dogs at large, roaming or contained for collection. A further 21% of calls to report dog attack and or dogs acting aggressively and the final 5% of calls were general enquiries including animal welfare related, surrender, injured or diseased animals. The below tables provide a visual comparison of the totals incurred of the current and previous quarter.



Infringements

A total of 118 infringements have been issued for animal related offences, dog at large being the primary offence and infringement making up 60% of the total infringement issues, followed by unregistered dog at 19% and the remaining 21% being made up of dog attack and menace and unlicensed property. The below tables provide a visual comparison of the totals incurred of the current and previous quarter.



Compliance Actions – Regulatory Services

Vacant Lot Overgrown Property Audit

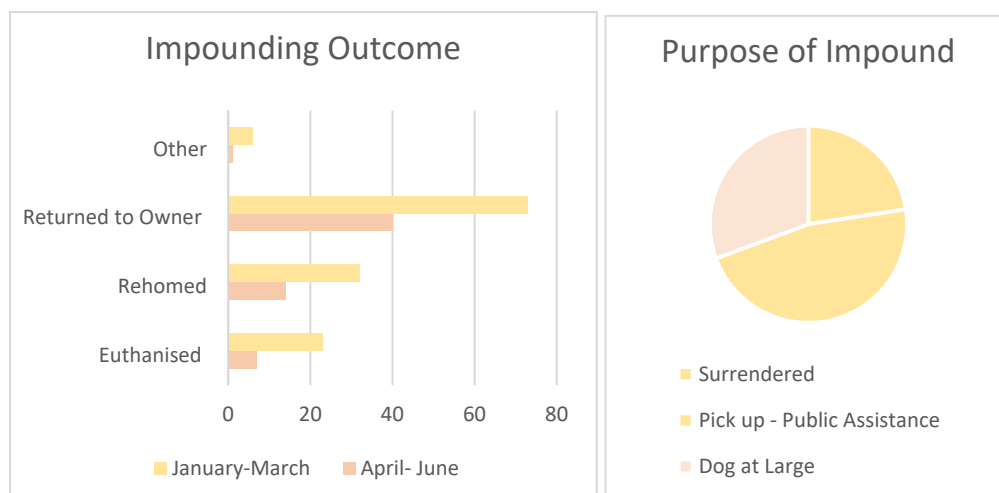
City of Palmerston offices have recently undertaken the final stages of the municipal-wide vacant lot audit. The final part of the audit consisted of auditing the the industrial/ commercial suburbs of Palmerston, which provided a total of 1312 lots within the Palmerston area. Of the remaining suburbs, a total of 18 properties have been provided with a notice to compete work within a 14-day period. Notably, since the completion of the vacant lot audit, within the previous reporting quarter Council can report a reduction of the customer action requests received for overgrown properties by 73%.

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Pound Management

Officers have recruited to two part-time Pound Attendant positions which will allow for smarter resourcing of the Regulatory Department. The Pound Attendants will be responsible for the effective management of impounded animals, ensuring best-practice animal husbandry standards and allowing for better customer experience process with releasing animals from the pound itself.

Over the current quarter, Council have impounded a total of 62 dogs, this has been a substantial decrease from the previous quarter of 134 dogs impounded. The tables below provide an overview of the reason for impoundment and the outcome. 65% of dogs impounded were returned to their owners. 23% were transferred to rehoming agencies and 11% were euthanised. Please note, the term 'surrendered' also captured the animals that are surrender for the duration of an investigation, and the term 'other' includes hand-over to another Council or Municipality.



The quarterly pound management statistics show an average length of stay of 4.5 days

City of Palmerston – Supporting Seniors in our Community

City of Palmerston officers recently collated information relating to support provided by CoP to Seniors Groups in Palmerston. The table below shows the diverse range of programs and activities in Palmerston.

Community Group	Day / Time	Venue	CoP support
Busy Bees Bingo	Monday 9am – 1pm	Gray Community Hall	Free venue hire Equipment storage
Palmerston 50 + Club	Tuesday 9am – 1pm	Gray Community Hall	Free venue hire Equipment storage
Seniors Croquet	Wednesday 9am – 12pm	Recreation Centre	Free venue hire Equipment storage
Palmerston Line Dancers	Wednesday 1pm- 5pm	Gray Hall	Free venue hire
Seniors Carpet Bowls	Thursday 8am-12pm	Recreation Centre	Free venue hire Equipment storage



COUNCIL AGENDA Attachment 13.2.2.1 **COMMUNITY AND CULTURE**

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Simply Craft	Thursday 9am-12pm	Recreation Centre	Free venue hire Equipment storage
Mullagas and Cudjeries	Thursday 6pm-10pm	Gray Hall	Free venue hire Equipment storage
Palmerston and Litchfield Seniors	Monthly meetings	Recreation Centre	Free venue hire
Palmerston and Litchfield Seniors	Three-year MOU to support Senior's month	Palmerston	\$20,000 x 3 years
Get Active Program	Ongoing	Parks and facilities	Free activity sessions
Brekkie in the Park	Monthly in the Dry	Palmerston Parks	Free breakfast and social activities
Get Tech Savvy	Ongoing- see the staff for a hand	Palmerston Library	Access to free digital and computer assistance
Darwin Community Legal Service	Mondays 6pm-8pm	Palmerston Library	Free venue hire
Alcoholics Anonymous		Council venue	Free venue hire
Art Jam	Mondays 5.00-8.00pm	Durack Art Centre	Free venue hire Equipment storage
Seniors Week Event City of Palmerston	16 August annually	Recreation Centre	Free event
COTA	Ongoing	All venues	Free venue hire for programs, meetings and events
The Arthritis Foundation of the NT.	Ongoing	All venues	Free venue hire for programs, meeting and events
Justice of the Peace	Every Friday, 10.30am - 2.00pm	Palmerston Library	
Home Library Service	Ongoing	Palmerston	Volunteers and staff select, deliver and return library materials on behalf

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			of a home Library borrower
Men's Shed	Ongoing	Palmerston	Use of facility Workshop

Flicnics – Saturday 6 May, Saturday 3 June 2023



During the dry season CoP runs one Flicnics event a month. This is a great opportunity for families to enjoy a free movie, kick back, relax, bring a picnic or purchase a meal/snack from our food vendors. On Saturday 6 May 220 people attended Sanctuary Lakes for the screening of Minions: the rise of Gru and on Saturday 10 June with 150 people attending Joan Fejo Park for the showing of Cruella (2021).

Families ready for the Movie

On Frances: Swinging into the Dry – Saturday 13 May

The first On Frances event of the year saw over 150 people dancing along to our Swing and Jazz themed event. It was a busy dry season weekend with competition from other major events across Darwin and Palmerston including Seabreeze Festival, Italian Festival and Monster Trucks.

We had music from the amazing Hot n Cold Big Band with Dance instructor Quito giving dance lessons to the community.



The amazing Hot n Cold Big Band



Fun dance lessons with Quito

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Live at the Lakes – Sanctuary Lakes, Gunn



Wicked Smile performing

Wicked Smile (Angie Sublime and Andrew “Legs” Arthur) kicked off our first Live at the Lakes of the season on Saturday 20 May with a great turnout of 185 community members.

Great music filled the air over two and half hours with everyone dubbing it “Palmerston’s Mini Bass in the Grass”.

Max Fredricks performed on Saturday 17 June with over 200 people enjoying him as he performed a broad genre of songs. Many families brought a picnic and rug whilst enjoying the sunset and enjoying food from food trucks available on site.



Max Fredricks

Pidgeon Hole Students at Gulwa Studio



Pidgeon Hole students recording in the Gulwa Community Recording Studio

After recent flooding in their community, the people from Pidgeon Hole were staying in Howard Springs and attending the Wulagi School campus. After hearing that the students had written a song the Council reached out to offer the Gulwa Community Recording Studio for them to record in. The students had great fun recording their songs over two days.

2. Vibrant Economy

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

Gulwa Community Recording Studio Usage

Throughout April, May and June the Gulwa Community Recording Studio has hosted many different artists recording their music including Dave Garnham and the Reasons to Live, Crystal Robins and the Nepalese Association Band.

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Dave Garnham recording in Gulwa



Danny Christie producing in Gulwa

On 24 and 25 June 2023 the Palmerston Library hosted two free programs in Gulwa, teaching participants how to record podcasts and voice overs.

These workshops were hosted by Brent Watkinson who has worked in radio for 10 years and will help to encourage Palmerston community to pursue work in the sector and introduce them to experts already working in the industry.

3. Cultural Diversity

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

Citizenship Ceremony - Thursday 20 April 2023 & Thursday 1 June

A Citizenship Ceremony on Thursday 20 April was held at Gray Community Hall celebrating 28 new citizens from the Philippines, United Kingdom, Thailand, Indonesia, United States, Germany, Northern Ireland, Bangladesh, Kenya, England and South Africa. They were supported by many friends and families and VIPs including Mayor Athina Pascoe-Bell, Mrs Lia Finocchiaro – Leader of the Opposition, Mr Mark Turner MLA – Member for Blain, Ms Marie-Claire Boothby MLA – Member for Brennan, Dr Richard Fejo – Chair of Australia Day Council of Northern Territory and Councillor Amber Garden.



Mayor opening the Ceremony



Mayor with new citizen and family

The City of Palmerston held its June Citizenship Ceremony outdoors at Sanctuary Lakes, with 47 conferees from Netherland, Nepal, Philippines, Denmark, India, Cambodia, Timor-Leste, Thailand, Indonesia, Republic of South Sudan, Kenya, Vietnam, Botswana, Zimbabwe, Nigeria, Democratic Republic of Congo, Bangladesh, United States and Germany, becoming Australian Citizens.

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Mayor Athina Pascoe-Bell, Chief Minister Natasha Fyles with new citizens



Deputy Mayor Dannielle Eveleigh, Dr Edwin Joseph, Ms Anna McDonald, Mayor Athina Pascoe-Bell, Chief Minister Natasha Fyles, His Honour Professor the Honorable Hugh Heggie PSM and Honourable Eva Lawler

This ceremony saw many VIPs attending including His Honor Professor the Honorable Hugh Heggie PSM Administrator of NT, Honorable Natasha Fyles- Chief Minister of Northern Territory as well as Members of the Legislative Assembly of the Northern Territory (Spillett, Drysdale, Blain, Brennan).

This year we extended invitations to Consuls from the home countries of our new conferees. This ceremony we welcomed representation from the following Consulates: Timor-Leste, Indonesia and the Philippines. Feedback from the conferees was that they appreciated the opportunity to interact with the representatives from their respective nations.



**Consulate General of Timor-Leste Mr Vitorino
Philippines Honorary Consulate Mr Januario**

Multicultural Festival – Saturday 29 April

Over 500 people enjoyed this successful event celebrating cultural diversity in the Palmerston community, with 20 different acts performing from different cultural community groups, including:

- Chung Wah Society Lion Dance
- Australian Vietnamese Family Association
- Russian Speaking Community NT
- STEPS Group
- Tai Chi group

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- Bailamos Darwin
- Nepalese Association NT
- Colombian Traditional dance
- Darwin Doce Pares Eskrima - Filipino Martial Arts
- Puja & Cultural Association of NT Inc



Food vans included culinary delights from Nepal, Greece, Thailand. Stallholders included: Multicultural Council NT, Zimbabwe community, STEPS Group and the Australian Vietnamese Family Association.

We received the following positive feedback from the performers and the community.

"On behalf of our Dance group and our community I would like to thank City of Palmerston and your team for organising this great festival!"

It was very exciting for us to perform Kazakh dance for the first time ever in NT!"

- Russian Speaking Community

Russian-speaking Dance Group

"The Garramilla performers would like to thank Palmerston Multicultural Festival organisers. That did a wonderful job in preparing for the festival. Getting all cultures together and performing and meeting greeting one another. Look forward to 2024 Festival. Thank you." - Lynette Fejo,

Garramilla Dancers



STEPS Group



Chung Wah Society Lion Dance

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Columbian Traditional Dancers



Fairy Jill

"I am writing to express my sincere gratitude to you for inviting AVFA to participate in the Palmerston Multicultural Festival. It was a pleasure to be a part of such a wonderful event and we are thrilled to have had the opportunity to showcase our lantern workshop."

I would like to extend a special thanks to you for your hard work and dedication in organizing the festival. The event was a huge success, and we were delighted to see so many people from the community come together to celebrate and embrace multiculturalism."

Our lantern workshop was a hit, and we received great feedback from the participants. We are glad that we could contribute to the festival and make it a memorable experience for everyone. It was a pleasure working with your team and we look forward to future collaborations with the city of Palmerston."

Palmerston Pride – Saturday 10 June

Pride by Day was celebrated in the lead up to Palmerston's Pride on Frances Street Party. Day time activities included a Rainbow Storytime hosted by local rainbow legend Ace R L, Pride connections, Writer's Workshop by Clare Bizley, Comedy Workshop by Colin Southcote and Rainbow Bingo hosted by Drag Territory. Approximately 90 people attended the day of celebrations across the Palmerston Library and Recreation Centre.

Following Palmerston Pride Day activities, celebrations carried on into the evening from 5.00-9.00pm with Pride on Frances Street party. Pride on Frances came alive with a diverse range of performers entertaining a crowd of 200 people over the evening. The lineup for the night were DJ C Crater, DJ Sarah Mac and Jigsaw Collective band with Darwin Divine Dancers, and Chris Southcote as the host for the evening. Food vans were available on the night along with the Palmerston RSL serving beverages from its licensed bar.



Darwin Divine Dancers at Pride on Frances, Drag Queens at Rainbow Bingo and Writer's Workshop

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Reconciliation Week Acoustic Sessions in the Library



Pele Savage

On May 28 the Palmerston Library kicked off Reconciliation Week by hosting young Indigenous musician Pele Savage in an acoustic session. Pele is from Thursday Island and shared some of her beautiful original music with Library patrons. Reconciliation Week stands as a testament to our ongoing commitment to fostering understanding, respect and reconciliation between First Nations Peoples and the wider Palmerston community.

Refugee Week Bilingual Storytime and Morning Tea

On 22 June 2023 the library hosted its Bilingual Storytime and morning tea partnered with STEPS, with one of their students reading a book in Bahasa. STEPS provided morning tea. Families were encouraged to wear their traditional dress to help celebrate the diverse cultures that make Palmerston so wonderful.

3.2 Recognise and support diversity through our partnerships and leadership

DJ and Writing Workshops

The Palmerston Library partnered with NT Government and Dream Impact Inspire to offer free DJ workshops to teenagers and young adults. The library hosted seven sessions over the quarter with the aim to help the young people find work in the community DJing. These workshops are helping to engage some of the more disengaged youth in an activity that is both creative and fun and has been a great success with lots of young people attending multiple sessions.



DJ Workshops

Sean Guy Writing Workshop

The Palmerston Library is participating in the Young Territory Author Awards in 2023 and as a part of this, hosted a workshop with Territory author Sean Guy for 14- 18-year-olds.

Participants enjoyed a workshop with Sean who grew up in Palmerston and won the YTAA award when he was a teenager. Participants are encouraged to submit their works to the awards.

The Young Territory Author Awards have been running for 33 years and showcase the incredible imagination and creativity of young people in the community, providing them with an opportunity to develop their writing skills and have their work nationally recognised.

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Creative Arts Workshops

Throughout June, Council successfully collaborated with three renowned local artists to deliver art workshops as part of the Creative Industries Plan 2023 – 2027. Artists' Aly de Groot, Janie Andrews and Sachi Hirayama hosted a series of 16 different arts workshops at Durack Community Arts Centre. The diverse range of activities offered included various weaving techniques, mosaic creation and origami making, providing participants with opportunities to explore different art forms.

The workshops received an overwhelmingly positive response, with more than 70 residents ranging in age from 8 to 80 years actively taking part. Participants expressed their satisfaction with the workshops and conveyed their interest in, and eagerness for, future creative arts opportunities in Palmerston. The feedback received from attendees also emphasized the significance of the Durack Community Arts Centre as a valuable community asset, commending its quality amenities and highlighting its contributions to the community's cultural landscape.

The success of these workshops underscores Council's commitment to implementing the Creative Industries Plan and growing sustainable creative industries in Palmerston. Council ensured accessibility to these workshops by offering a variety of pricing options, with some workshops being free of charge and others priced at either \$15 or \$30 per session. The positive feedback and interest expressed by participants reinforces the value and importance of continued investment in creative arts initiatives in Palmerston.



Residents participating in various workshops at Durack Community Arts Centre



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4. Future Focus

Palmerston is an innovative city that sustains itself through the challenges of the future.

4.1 We support and foster innovation

Chess Club at Palmerston Library



Chess Club continued at Palmerston library this quarter. The program is run in collaboration with 7-year-old Taz who, with the help of his mum, is volunteering to run the sessions. Sessions run every Wednesday from 3:30pm- 4:30pm. Taz created promotional posters himself to pass out around his school.

Chess Club promotional poster created by Taz

4.2 Infrastructure is fit for purpose.

Free Fee Facility Hire

At the first Ordinary Council Meeting on 6 June 2023 Council endorsed the 2023/24 Fees and Charges including the extension of the Free Fee Facility Hire.

Council Officers informed all current and former user groups of all facilities and received the below feedback:

On behalf of our growing badminton community, we would like to thank you for extending our booking. We will make sure we support new and current players invested in the sport – Dave Jacinto

Feedback was also received from Goodstart Early Learning Centre regarding the use of Durack Community Art Centre:

On behalf of our organisation, we would like to say thank you so much for allowing us to use Durack Community Arts Centre for our yesterday's Professional Development Meeting. This venue offers great spaces, facilities and resources to enhance and maximize our sessions. The condition of place and resources are really good and very optimal.

Thank you and your team for the great management and administration of these facilities that support our community at the Territory. Maria Baron, Practice Partner, Goodstart Early Learning

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Gray Community Hall



Gujarati Culture Association of Darwin

The Gujarati Culture Association of Darwin has recently utilised Gray Community Hall to host intergenerational craft activities which play an essential role in preserving cultural traditions and passing them down to future generations. These activities provide a platform for older members of the community to share their knowledge and skills with younger members, strengthening bonds and building a sense of community. Moreover, intergenerational craft activities can also be used as a means of activating CoP facilities for the community. By hosting these activities in Gray Community Hall under the free venue hire initiative, it can attract members of the community to come together, socialise, and engage in meaningful activities. This, in turn, can lead to increased facility usage and generate interest in other cultural events and programs.



Palmerston Library Statistics

Palmerston Library Access Statistics

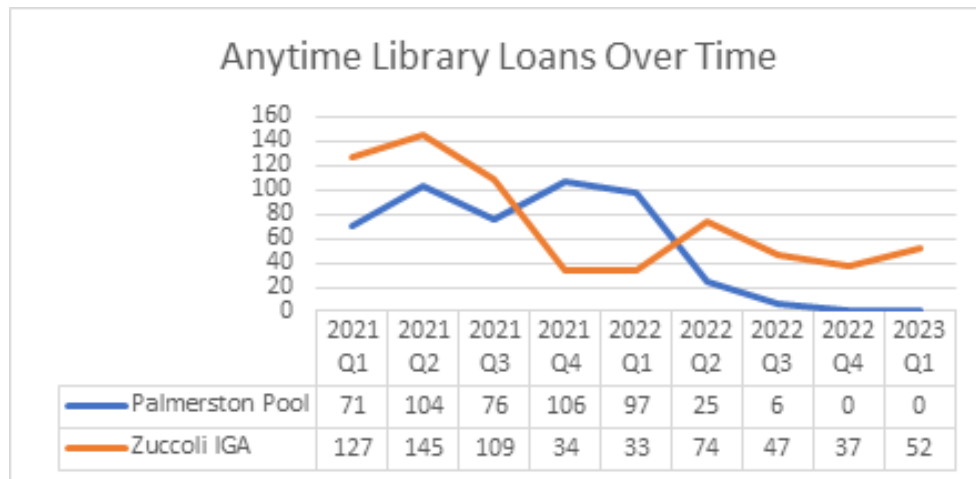
Palmerston Library Access Statistics Q4 2022-23

	Apr-23	May-23	Jun-23	Total
Library visits	10133	9606	9373	29112
Library items borrowed	8017	8110	5185	21312
Hours on public PCs	1155	1322	917	3394
Attendance at library programs	781	928	604	2313
Library programs delivered	49	86	25	160

Palmerston Library Access Statistics 2022-23

	Q1	Q2	Q3	Q4	Total
Library visits	36880	36831	41976	29112	144799
Library items borrowed	26635	21628	24686	21312	94261
Hours on public PCs	3845	3797	4291	3394	15327
Attendance at library programs	3006	2762	2883	2313	10964
Library programs delivered	101	93	103	160	457

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Due to the redevelopment of SWELL, the Palmerston Pool Anytime Library has been removed and is being temporarily stored at the Operations Centre.

The Palmerston Pool Anytime Library book collection has been removed from the unit and is still available to the public via pickup at the main Palmerston Library.

Temporarily alternative locations for this unit are being considered but none have been identified to date.

Palmerston Library Programs Statistics

Palmerston Library Programs Q4 2022-23		
Program	Sessions	Attendance
School Holidays	4	148
Storytime	23	894
Nurserytime	13	588
Incursions	9	180
Gadgets and Games	11	100
Get Tech Savvy*	Ad hoc	75
Geek Squad	13	96
Code Club	11	108
Chess & Board Game Club	8	8
Special Events	6	76
Totals	98	2273

* In 2023 Get Tech Savvy moved to a drop in model. Formal sessions are no longer held.

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Palmerston Library Programs in 2022-23										
	Q1		Q2		Q3		Q4		Total 2022-23	
Program	Sessions	Attendance	Sessions	Attendance	Sessions	Attendance	Sessions	Attendance	Sessions	Attendance
School Holidays	15	755	5	196	18	614	4	148	42	1713
Storytime	19	840	20	927	18	784	23	894	80	3445
Nurserytime	11	623	11	660	12	690	13	588	47	2561
Incursions	9	241	8	261	9	239	9	180	35	921
Gadgets and Games	15	217	11	151	12	133	11	100	49	601
Get Tech Savvy	13	17	11	28	Ad hoc	78	Ad hoc	75	Ad hoc	198
Geek Squad	11	172	11	166	12	164	13	96	47	598
Code Club	8	141	9	152	8	94	11	108	36	495
Late Nights at the Library (wet season)			2	25	6	56			8	81
Chess Club					5	15	8	8	13	23
Special Events			5	196	3	16	6	76	14	288
Totals	101	3,006	93	2,762	103	2,883	98	2,273	395	1092 4

Palmerston Library Community Room Bookings April to June 2023

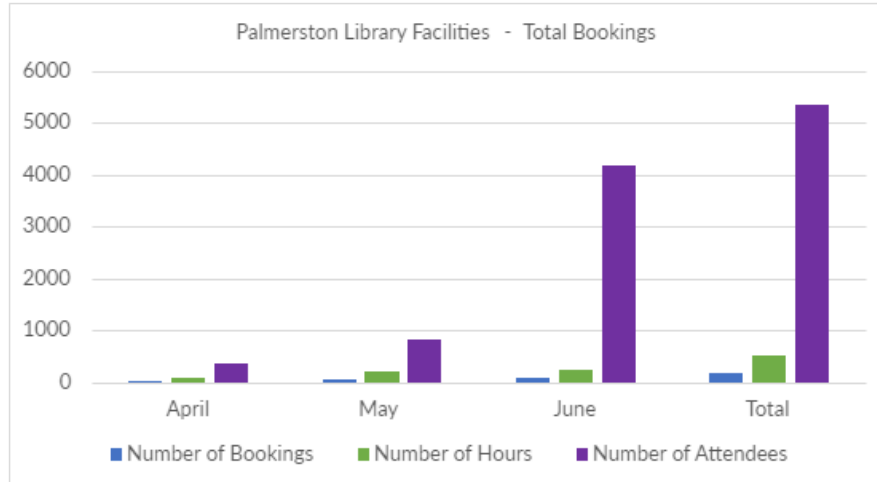
	Bookings	Hours	Attendees	Revenue	CoP Usage	In Kind Support	Total
April	14	37.5	196	\$0.00	\$310.00	\$440.00	\$750.00
May	38	109	577	\$100.00	\$990.00	\$1,140.00	\$2,230.00
June	68	183	4003	\$580.00	\$1,360.00	\$2,060.00	\$3,560.00
Total	120	329.5	4776	\$680.00	\$2,660.00	\$3,640.00	\$6,540.00

Recording Studio Bookings April to June 2023

	Bookings	Hours	Attendees	Revenue	CoP Usage	In Kind Support	Total
April	20	59.5	155	\$1,405.00	\$70.00	\$0.00	\$1,475.00
May	30	86.5	244	\$1,025.00	\$990.00	\$0.00	\$1,295.00
June	17	44	162	\$270.00	\$1,360.00	\$0.00	\$440.00
Total	67	190	561	\$2,700.00	\$2,660.00	\$0.00	\$3,210.00

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Palmerston Library Facilities Total Bookings April to June 2023



Palmerston Library Public Amenities Upgrade

Upgrades to the Palmerston Library public amenities were completed this quarter. The upgrades comprised the male, female and accessible bathrooms and included new tiling and benchtops, cubicle partitions, water saving sensor taps and a fresh coat of paint among other upgrades. The amenities now have a fresh, clean, contemporary look.



Library Amenities before the Upgrade



Upgraded Library Amenities

All Abilities Library Amenities Upgrade



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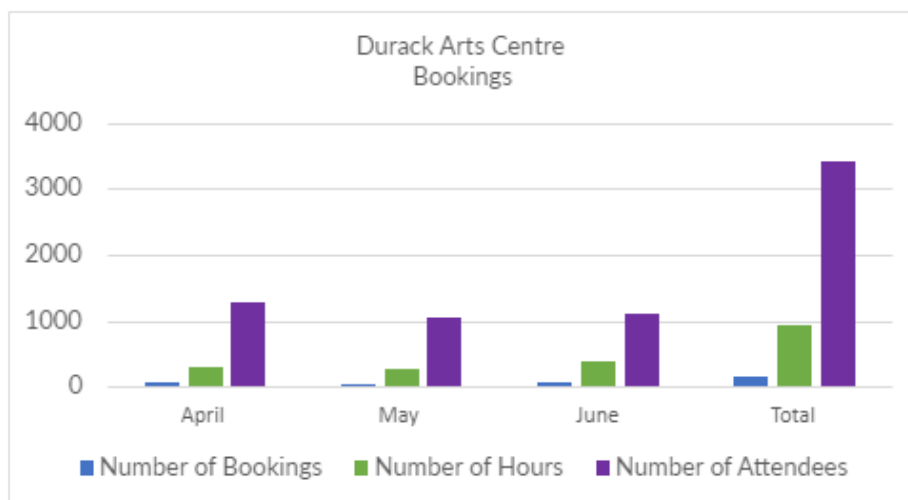
Durack Community Art Room Bookings April to June 2023

	Bookings	Hours	Attendees	Revenue	CoP Usage	In Kind Support	Total
April	22	126	508	\$520.00	\$640.00	\$1,620.00	\$2,780.00
May	14	76.5	309	\$0.00	\$700.00	\$830.00	\$1,530.00
June	26	99	496	\$0.00	\$1,700.00	\$280.00	\$1,980.00
Total	62	301.5	1313	\$520.00	\$3,040.00	\$2,730.00	\$6,290.00

Durack Community Creative Space Bookings April to June 2023

	Bookings	Hours	Attendees	Revenue	CoP Usage	In Kind Support	Total
April	28	175.5	755	\$640.00	\$740.00	\$1,970.00	\$3,350.00
May	34	180.5	731	\$0.00	\$1,520.00	\$2,090.00	\$3,610.00
June	29	279.5	614	\$0.00	\$4,260.00	\$1,330.00	\$5,590.00
Total	91	635.5	2100	\$640.00	\$6,520.00	\$5,390.00	\$12,550.00

Durack Arts Centre Bookings April to June 2023

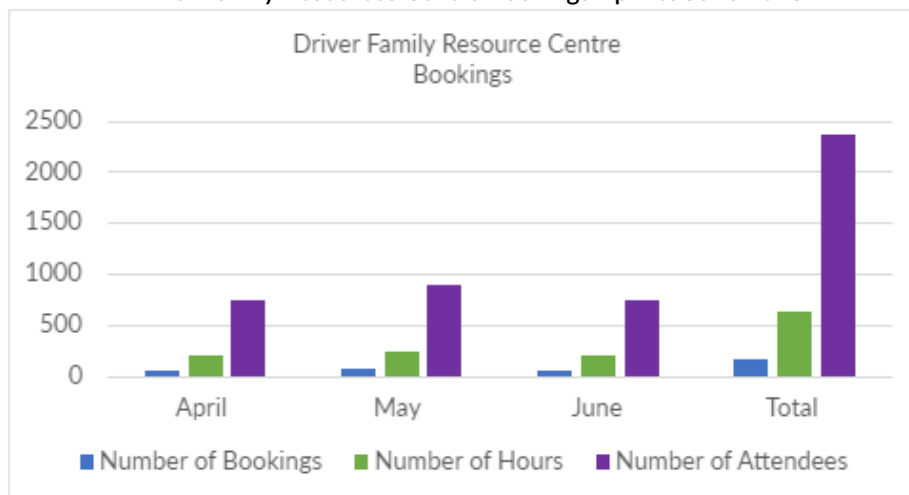


Driver Family Resource Centre Bookings April to June 2023

	Bookings	Hours	Attendees	Revenue	CoP Usage	In Kind Support	Total
April	49	198	733	\$0.00	\$320.00	\$3,640.00	\$3,960.00
May	61	241.5	897	\$0.00	\$430.00	\$4,400.00	\$4,830.00
June	52	194	738	\$0.00	\$160.00	\$3,720.00	\$3,880.00
Total	162	633.5	2368	\$0.00	\$910.00	\$11,760.00	\$12,670.00

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Driver Family Resources Centre Bookings April to June 2023



Gray Community Hall – Function Space - Bookings April to June 2023

	Bookings	Hours	Attendees	Revenue	CoP Usage	In Kind Support	Total
April	46	157.5	1859	\$1,720.00	\$1,275.00	\$2,810.00	\$5,805.00
May	59	255	1588	\$1,260.00	\$1,035.00	\$4,965.00	\$7,260.00
June	51	204	1391	\$1,830.00	\$945.00	\$4,050.00	\$6,825.00
Total	156	616.5	4838	\$4,810.00	\$3,255.00	\$11,825.00	\$19,890.00

Gray Community Hall – Meeting Room - Bookings April to June 2023

	Bookings	Hours	Attendees	Revenue	CoP Usage	In Kind Support	Total
April	31	161.5	1534	\$920.00	\$860.00	\$1,750.00	\$3,530.00
May	39	204	916	\$600.00	\$645.00	\$2,970.00	\$4,215.00
June	22	135.5	745	\$120.00	\$540.00	\$2,330.00	\$2,990.00
Total	92	501	3195	\$1,640.00	\$2,045.00	\$7,050.00	\$10,735.00

Gray Community Hall Total - Bookings April to June 2023

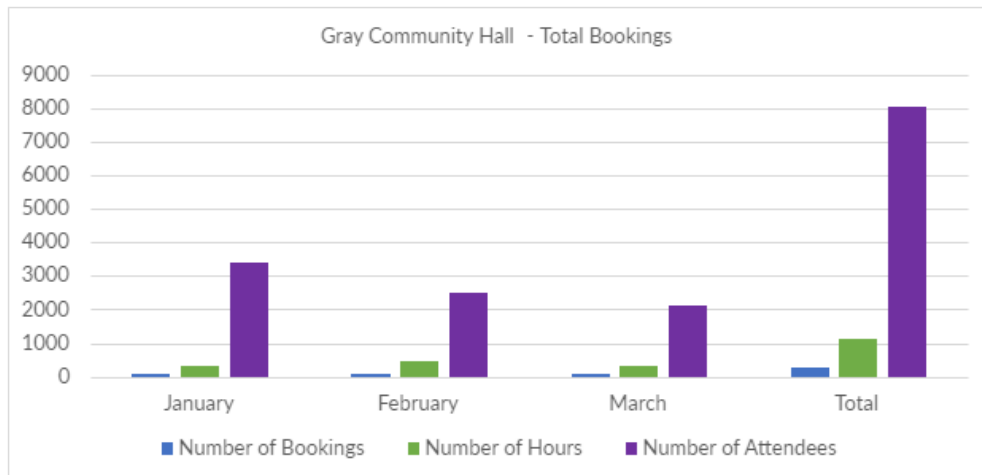
	Bookings	Hours	Attendees	Revenue	CoP Usage	In Kind Support	Total
April	77	319	3393	\$2,640.00	\$2,135.00	\$4,560.00	\$9,335.00
May	98	459	2504	\$1,860.00	\$1,680.00	\$7,935.00	\$11,475.00
June	73	339.5	2136	\$1,950.00	\$1,485.00	\$6,380.00	\$9,815.00
Total	248	1117.5	8033	\$6,450.00	\$5,300.00	\$18,875.00	\$30,625.00



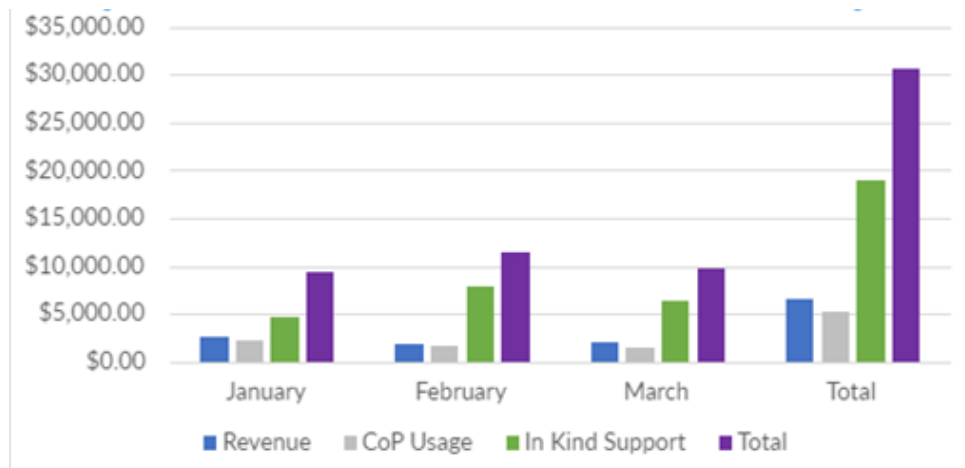
COUNCIL AGENDA Attachment 13.2.2.1 COMMUNITY AND CULTURE

QUARTERLY REPORT/APRIL TO JUNE 2023

Gray Community Hall Total - Bookings April to June 2023



Gray Community Hall Total CoP Usage, In Kind Support and Total



Palmerston Recreation Centre – Community Rooms - Bookings April to June 2023

	Bookings	Hours	Attendees	Revenue	CoP Usage	In Kind Support	Total
April	210	489.5	3928	\$2,220.00	\$1,930.00	\$7,570.00	\$11,720.00
May	261	619	4423	\$2,520.00	\$3,480.00	\$9,020.00	\$15,020.00
June	201	515	4677	\$1,720.00	\$2,670.00	\$6,850.00	\$11,240.00
Total	672	1623.5	13028	\$6,460.00	\$8,080.00	\$23,440.00	\$37,980.00



COUNCIL AGENDA Attachment 13.2.2.1 COMMUNITY AND CULTURE

QUARTERLY REPORT/APRIL TO JUNE 2023

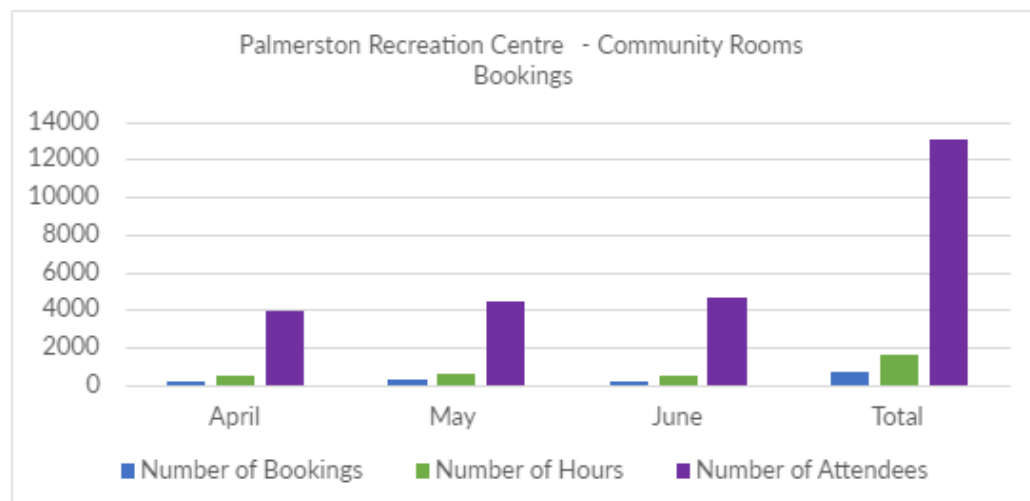
Palmerston Recreation Centre – Stadium - Bookings April to June 2023

	Bookings	Hours	Attendees	Revenue	CoP Usage	In Kind Support	Total
April	225	584	107112	\$60.00	\$315.00	\$17,175.00	\$17,550.00
May	285	672	13052	\$60.00	\$660.00	\$19,470.00	\$20,190.00
June	245	604.5	11947	\$240.00	\$0.00	\$18,015.00	\$18,255.00
Total	755	1860.5	35711	\$360.00	\$975.00	\$54,660.00	\$55,995.00

Palmerston Recreation Centre – Total - Bookings April to June 2023

	Bookings	Hours	Attendees	Revenue	CoP Usage	In Kind Support	Total
April	435	1073.5	14640	\$2,280.00	\$2,245.00	\$24,745.00	\$29,270.00
May	546	1291	17475	\$2,580.00	\$4,140.00	\$28,490.00	\$35,210.00
June	446	119.5	16624	\$1,960.00	\$2,670.00	\$24,865.00	\$29,495.00
Total	1427	3484	48739	\$6,820.00	\$9,055.00	\$78,100.00	\$93,975.00

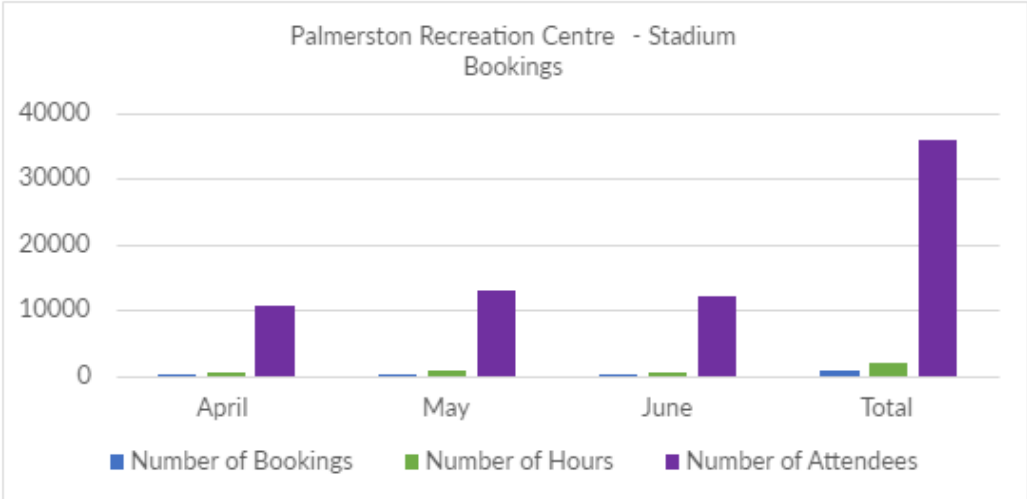
Palmerston Recreation Centre – Community Rooms - Bookings April to June 2023



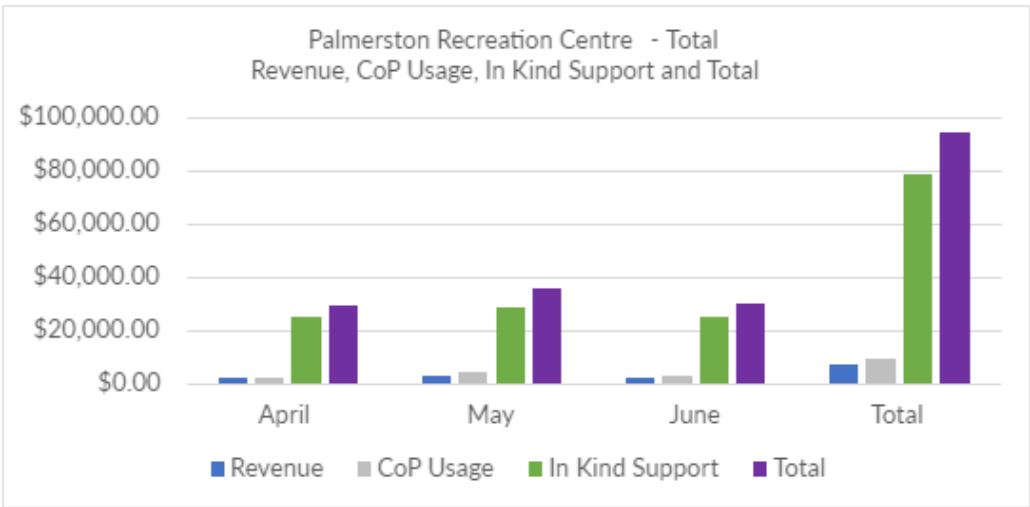


QUARTERLY REPORT/APRIL TO JUNE 2023

Palmerston Recreation Centre – Stadium - Bookings April to June 2023



Palmerston Recreation Centre- Revenue, CoP Usage, In Kind Support and Total



5 Environmental Sustainability

Palmerston is an environmentally friendly, liveable city that promotes renewable practices and sustainability.

5.2 Reduce our footprint on the environment.

Less Waste Talks

The City of Palmerston held a series of Less Waste talks for the community to coincide with World Environment Day, 5 June. The workshops were held at Gray Community Hall and covered the following topics; Composting, Worm Farms & Bokashi, How I Live a Plastic-Free Life, Low/Zero Waste on a Budget and Embracing the Circular Economy.

QUARTERLY REPORT/APRIL TO JUNE 2023



Attendees with facilitator Lindsay Miles

6 Governance

The council is trusted by the community and invests in things that the public value.

6.3 Healthy working partnerships.

Scam Prevention and Cyber Safety Presentation.

City of Palmerston partnered with Neighbourhood Watch NT (NHWNT) to provide a free information session to assist the community in identifying and avoiding common phone scams, how to spot scam text messages and emails and how to protect your devices and securely save passwords. The session was held on Tuesday 18 April 2023 at the Palmerston Recreation Centre.



Session attendees



Promotional flyer

Grant Writing Workshop – 26 June 2023

Council held a Grant Writing Workshop for community groups at Palmerston Recreation Centre on Monday 26 June 2023 to help them secure funding for their organisations. Subjects covered were: Where to Find Grant Opportunities, Getting your Organisation Prepared, Writing Tips, Selling Yourself, Record Keeping and an opportunity for a Question and Answer Session

Advisory Committee

Community Safety Advisory Committee (CSAC)

The Community Safety Advisory Committee (CSAC) provides strategic advice to Council on a range of community, social and animal wellbeing issues that may influence the Palmerston By-Laws, Council services and program development. The Committee assists Council to identify, articulate and respond appropriately to new and emerging issues.



COUNCIL AGENDA Attachment 13.2.2.1 **COMMUNITY AND CULTURE**

QUARTERLY REPORT/APRIL TO JUNE 2023

The roles of the Palmerston Safety Advisory Committee are:

- Provide advice to Council about strategies, programs and initiatives which improve the safety, wellbeing, and interests of the Palmerston community, in accordance with legislation and council policy.
- Consider and endorse recommendations from its associated Networks to put forward for Council's consideration.
- Provide a structure through which the views and interests of the Palmerston community and interested parties can be articulated of the attending of Council on safety and wellbeing matters.

The meeting schedule dates for the rest of the year are: 26 September and 28 November 2023.

Community Wellbeing Advisory Committee (CWAC)

The Community Wellbeing Advisory Committee (CWAC) provides strategic advice to Council relating to the actions and priorities of the Inclusive, Diverse and Accessible Policy Framework, specifically towards achieving the three key elements of the City of Palmerston Community Plan:

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

The roles of the Palmerston Wellbeing Advisory Committee are:

- Provide advice to Council about strategies, programs and initiatives which increase access, inclusion and participation of people from the community, in accordance with legislation and council policy.
- Consider and endorse recommendations from its associated Networks to put forward for Council's consideration.
- Provide a structure through which the views and interests of the Palmerston community can be articulated for the attention of Council on inclusion matters.

The meeting schedule dates for the rest of the year are: 28 September and 30 November 2023.

Advisory Networks

Palmerston's Advisory Networks provide an open forum for the community and stakeholders to meet and discuss matters concerning groups within Palmerston and provide information to its associated committees. This helps achieve meaningful coordination and engagement with community members and stakeholders in providing advice to Council.

Palmerston Safe Communities Network (PSCN)

The Safe Communities Network has met twice between April and June to establish the group and build momentum going forward. At the two meetings, 6 service providers attended and provided valuable insights to help inform future action by the groups present and Council. The next meeting of the PSCN will occur on 29 August 2023.

Palmerston Seniors Network (PSN)

The Seniors Network met for the first time in June with a great turnout of 12 community members and service providers with more expressing interest to attend future meetings. The council's Community Benefit Scheme was a key item of discussion to facilitate further activities and opportunities that could be provided through the groups present. The next meeting will be on August 2.



COUNCIL AGENDA **Attachment 13.2.2.1** **COMMUNITY AND CULTURE**

QUARTERLY REPORT/APRIL TO JUNE 2023

Palmerston Kids Network (PKN)

PKN met on the 17 May 2023 with the next meeting scheduled for 28 June. The attendees shared sector updates, before dividing into smaller groups to discuss the issue of food insecurity in our area and engaged in focused discussions on potential solutions and strategies.

Palmerston and Rural Youth Services Network (PARYS)

PARYS met on the 9 May 2023 and the 20 June. The attendees shared sector updates and the City of Palmerston announced upcoming events and programs. Greater discussion was held around improving public transport options to industrial areas such as East Arm and rural areas, highlighting desensitisation of violence in the community and young people experiencing bullying which is affecting them connecting with community, attending school and recreational activities.

COUNCIL REPORT

1st Ordinary Council Meeting

AGENDA ITEM:	13.2.3
REPORT TITLE:	Vibrant Economy Advisory Committee Minutes - 26 June 2023
MEETING DATE:	Tuesday 4 July 2023
AUTHOR:	Executive Assistant to Director Finance and Governance, Bertsie Taru
APPROVER:	Director Finance and Governance, Wati Kerta

COMMUNITY PLAN

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

PURPOSE

This Report seeks Council approval of the recommendations from the Vibrant Economy Advisory Committee meeting held on 26 June 2023.

KEY MESSAGES

- The Vibrant Economy Advisory Committee met on Monday 26 June 2023.
- The Vibrant Economy Advisory Committee agenda and unconfirmed minutes from this meeting are available for viewing on Council's website.
- The Committee reviewed the Receive and Note Reports – Update on Palmerston Local Economic Plan Priority Actions, Economic Development Activities and Council's Investment into the City of Palmerston.
- A presentation on Property Crime and Anti-Social Behaviour was presented by Ruth Palmer from the Property Council of Australia.

RECOMMENDATION

1. THAT Report entitled Vibrant Economy Advisory Committee Minutes - 26 June 2023 be received and noted.
2. THAT the unconfirmed Vibrant Economy Advisory Committee minutes provided as **Attachment 13.2.3.1** to report entitled Vibrant Economy Advisory Committee Minutes - 26 June 2023 be received and noted.

BACKGROUND

The Vibrant Economy Advisory Committee (Committee) is responsible for overseeing the responsibilities of corporate governance, particularly maintaining adequate internal controls over the revenue, expenditure, and assets of the Council.

As per the *Northern Territory Local Government Act 2019 (the Act)* and the *Local Government (Accounting) Regulations*, the Committee make recommendations to the council about any matters as a result of the committee's functions to monitor and review the integrity of the council's financial management and to monitor and review internal controls.

As per the Terms of Reference of the Committee, the Committee is advisory by nature and can only recommend matters, falling within its function and role, to the Council.

DISCUSSION

The Committee meeting was held on 26 June 2023 with the unconfirmed minutes provided at **Attachment 13.2.3.1**. The Committee reviewed the Receive and Note Reports *Update on Palmerston Local Economic Plan Priority Actions, Economic Development Activities and Council's Investment into the City of Palmerston*. A presentation on Property Crime and Anti-Social Behaviour was presented by Ruth Palmer from the Property Council of Australia. The agenda and unconfirmed minutes from this meeting are available for viewing on Council's website.

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

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

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This Report addresses the following City of Palmerston Strategic Risks:

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

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this Report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

1. 20230626 - UNCONFIRMED MINUTES - Vibrant Economy Advisory Committee Meeting - 26 June 2023 [13.2.3.1 - 6 pages]



MINUTES

Committee Meeting

Monday 26 June 2023

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

'A Place for People'



A Place for People

COUNCIL AGENDA Attachment 13.2.3.1 COMMITTEE MINUTES

Minutes of Vibrant Economy Advisory Committee Meeting
held in Council Chambers
Civic Plaza, 1 Chung Wah Terrace, Palmerston
on Monday 26 June 2023 at 5:30pm.

PRESENT

COMMITTEE MEMBERS	Councillor Benjamin Giesecke (Chair) Mayor Athina Pascoe-Bell (Alternate Member) Brandon Evans, Department of the Chief Minister and Cabinet Representative Ruth Palmer, Property Representative Carmine Rauseo, Local Business Owner Representative
STAFF	Chief Executive Officer, Luccio Cercarelli Director of Finance and Governance, Wati Kerta Minute Secretary, Bertsie Taru Executive Assistant to General Manager Community and Culture, Tree Gillam
GALLERY	Nil

Initials: _____



A Place for People

COUNCIL AGENDA Attachment 13.2.3.1 COMMITTEE 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 5.36pm.

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies

Moved: Mayor Pascoe-Bell
Seconded: Brandon Evans

1. THAT the apology received from Mohan Kandasamy for 26 June 2023 be received and noted.
2. THAT the apology received from Sue Shearer for 26 June 2023 be received and noted.

CARRIED VEAC10/15 – 26/06/2023

3.2 Leave of Absence Previously Granted

Moved: Mayor Pascoe-Bell
Seconded: Ruth Palmer

THAT it be noted Councillor Fraser will be on leave of absence as previously granted on 20 June 2023, for the period of 24 June to 2 July 2023 inclusive.

CARRIED VEAC10/16 – 26/06/2023

3.3 Leave of Absence Request

Nil

4 DECLARATION OF INTEREST

4.1 Elected Members

Nil

4.2 Staff

Nil

Initials: _____



A Place for People

COUNCIL AGENDA Attachment 13.2.3.1 COMMITTEE MINUTES

5 CONFIRMATION OF MINUTES

5.1 Confirmation of Minutes

Moved: Mayor Pascoe-Bell
Seconded: Ruth Palmer

THAT the Minutes of the Vibrant Economy Advisory Committee Meeting held on 27 March 2023 pages 34 to 39 be confirmed.

CARRIED VEAC10/17 – 26/06/2023

5.2 Business Arising from Previous Meeting

Nil

6 DEPUTATIONS AND PRESENTATIONS

Moved: Brandon Evans
Seconded: Carmine Rauseo

THAT the presentation by Ruth Palmer from the Property Council of Australia regarding Property Crime and Anti-Social Behaviour: its impacts on life in the Northern Territory and specifically in Palmerston be received and noted.

CARRIED VEAC10/18 – 26/06/2023

7 CONFIDENTIAL ITEMS

7.1 Moving Confidential Items into Open

Nil

7.2 Moving Open Items into Confidential

Nil

7.3 Confidential Items

Nil

8 OFFICER REPORTS

8.1 Action Reports

Nil

Initials: _____

8.2 Receive and Note Reports

8.2.1 Update on Palmerston Local Economic Plan Priority Actions

Moved: Mayor Pascoe-Bell
Seconded: Ruth Palmer

THAT Report entitled Update on Palmerston Local Economic Plan Priority Actions be received and noted.

CARRIED VEAC10/19 – 26/06/2023

8.2.2 Economic Development Activities

Moved: Mayor Pascoe-Bell
Seconded: Carmine Rauseo

THAT Report entitled Economic Development Activities be received and noted.

CARRIED VEAC10/20 – 26/06/2023

8.2.3 Council's Investment into the City of Palmerston

Moved: Ruth Palmer
Seconded: Brandon Evans

THAT Report entitled Council's Investment into the City of Palmerston be received and noted.

CARRIED VEAC10/21 – 26/06/2023

9 INFORMATION AND CORRESPONDENCE

9.1 Information

Nil

9.2 Correspondence

Nil

10 GENERAL BUSINESS

Nil

11 NEXT COMMITTEE MEETING

Moved: Mayor Pascoe-Bell
Seconded: Brandon Evans

Initials:

THAT the next Vibrant Economy Advisory Committee Meeting of Council be held on Monday, 25 September 2023 at 5:30pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

CARRIED VEAC10/22 – 26/06/2023

12 CLOSURE OF MEETING TO PUBLIC

Moved: Mayor Pascoe-Bell
Seconded: Ruth Palmer

THAT the meeting of the Vibrant Economy Advisory Committee held in Council Chambers, Civic Plaza, Palmerston on 26 June 2023 closed at 6:40pm.

CARRIED VEAC10/23 – 26/06/2023

The Chair declared the meeting closed at 6.40pm.

UNCONFIRMED

Initials: _____

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, DD MMMM YYYY 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

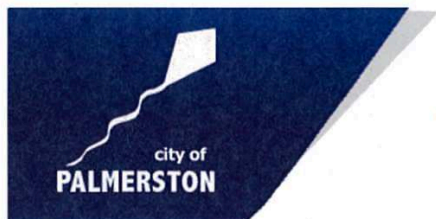


MINUTES

2nd Ordinary Council Meeting Tuesday 20 June 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

COUNCIL AGENDA Attachment 24.1.1 COUNCIL MINUTES

Minutes of Council Meeting
held in Council Chambers
Civic Plaza, 1 Chung Wah Terrace, Palmerston
on Tuesday 20 June 2023 at 5:30pm.

PRESENT

ELECTED MEMBERS

Mayor Athina Pascoe-Bell (Chair)
Deputy Mayor Danielle Eveleigh
Councillor Ben Giesecke
Councillor Damian Hale (*Via Audio-Visual*)
Councillor Lucy Morrison
Councillor Mark Fraser
Councillor Sarah Henderson

STAFF

Chief Executive Officer, Luccio Cercarelli
Deputy Chief Executive Officer, Amelia Vellar
General Manager Community and Culture, Anna Ingram
Acting General Manager Infrastructure, Karl Hell
Director of Finance and Governance, Wati Kerta
Minute Secretary, Jodi Holden

GALLERY

Two members of the public

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 20 JUNE 2023

11056

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 5.35 pm.

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies

Moved: Councillor Fraser
Seconded: Councillor Morrison

THAT the apology received from Councillor Garden for 20 June 2023 be received and noted.

CARRIED 10/877 – 20/06/2023

3.2 Leave of Absence Previously Granted

Nil

3.3 Leave of Absence Request

Moved: Deputy Mayor Eveleigh
Seconded: Councillor Henderson

1. THAT the leave of absence received from Mayor Pascoe-Bell for 10 July to 15 July 2023 inclusive be received and noted.
2. THAT the leave of absence received from Councillor Fraser for 24 June to 2 July 2023 inclusive be received and noted.
3. THAT the leave of absence received from Councillor Hale for 20 June to 23 June 2023 inclusive be received and noted.

CARRIED 10/878 – 20/06/2023

4 REQUEST FOR AUDIO/AUDIOVISUAL CONFERENCING

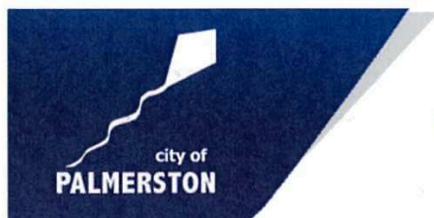
Moved: Deputy Mayor Eveleigh
Seconded: Councillor Morrison

THAT Council note that Councillor Hale is attending via Audio/Audiovisual Conferencing who will be physically prevented from attending a meeting due to being a greater distance than 100km from the appointed place of meeting and approval has been granted by the CEO in accordance with the City of Palmerston Audio/Audiovisual Conferencing policy.

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 20 JUNE 2023

11057



A Place for People

COUNCIL AGENDA Attachment 24.1.1 COUNCIL MINUTES

CARRIED 10/879 – 20/06/2023

5 DECLARATION OF INTEREST

5.1 Elected Members

Nil

5.2 Staff

Nil

6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

Moved: Councillor Henderson
Seconded: Councillor Fraser

THAT the Minutes of the Council Meeting held on 6 June 2023 pages 11043 to 11051 be confirmed.

CARRIED 10/880 – 20/06/2023

Councillor Hale joined the meeting at 5.42pm.

6.2 Business Arising from Previous Meeting

Nil

7 MAYORAL REPORT

Nil

8 DEPUTATIONS AND PRESENTATIONS

Nil

9 PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)

Nil

10 CONFIDENTIAL ITEMS

10.1 Moving Confidential Items into Open

25.1.1 Council Advisory Committee Membership – Palmerston Community Safety Advisory Committee

Moved: Councillor Eveleigh
Seconded: Deputy Mayor Morrison

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 20 JUNE 2023

11058

1. THAT Report entitled Council Advisory Committee Membership – Palmerston Community Safety Advisory Committee be received and noted.
2. THAT Council make the following member appointment to the Palmerston Community Safety Advisory Committee for a period of two years from date of appointment:
Sharon Binns be appointed as the Senior Community Member representative, and they attend their first Advisory Committee Meeting on 27 June 2023.
3. THAT Council make the following appointment to the Palmerston Community Safety Advisory Committee for a period of two years from date of appointment:
Jessica Lyn Porter be appointed as the Youth Community Member representative, and they attend their first Advisory Committee Meeting on 27 June 2023.
4. THAT Council writes to all nominees endorsing their nomination.
5. THAT this decision be made public following advice to all nominees of the outcomes.

CARRIED 10/873 – 6/06/2023

10.2 Moving Open Items into Confidential

Nil

10.3 Confidential Items

Moved: Deputy Mayor Eveleigh
Seconded: Councillor Morrison

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

Item	Confidential Category	Confidential Clause
25.1.1	Review of Confidential Matters	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(e) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.

CARRIED 10/881 – 20/06/2023

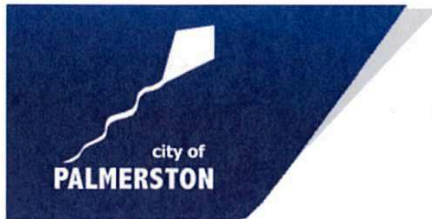
11 PETITIONS

Nil

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 20 JUNE 2023

11059



A Place for People

COUNCIL AGENDA Attachment 24.1.1 COUNCIL MINUTES

12 NOTICES OF MOTION

Nil

13 OFFICER REPORTS

13.1 Action Reports

13.1.1 Adoption of the Municipal Plan and Budget 2023-24

Moved: Councillor Fraser
Seconded: Deputy Mayor Eveleigh

1. THAT Report entitled Adoption of the Municipal Plan and Budget 2023-24 be received and noted.
2. THAT Council adopt the Elected Member Allowance for the 2023-24 financial year as outlined in the Draft Municipal Plan and Budget 2023-24.
3. THAT in accordance with Section 35(1) of the *Local Government Act 2019* Council adopt the Draft Municipal Plan and Budget 2023-24 at **Attachment 13.1.1.1** to this report entitled Adoption of the Municipal Plan and Budget 2023-24 that incorporates the commentaries and actions outlined in this report as City of Palmerston Municipal Plan and Budget 2023-24 with the following amendment that document be amended to include NT Planning Zone SP1*20 and relevant rating values and information..
4. THAT Council writes to the respondents acknowledging and thanking them for their feedback on the Municipal Plan and Budget 2023-24 and detailing identified actions.
5. THAT Council provide the adopted City of Palmerston Municipal Plan and Budget 2023-24 to the Department of Chief Minister and Cabinet in accordance with Section 35 (2) of the *Local Government Act 2019* before the 30 June 2023 with a copy also provided to the Minister for Local Government.

CARRIED 10/882 – 20/06/2023

13.1.2 Declaration of Rates and Charges 2023-24

Moved: Councillor Henderson
Seconded: Councillor Giesecke

THAT Council endorses the tabled document Declaration of Rates and Charges 2023-24 as a replacement document for existing **Attachment 13.1.2.2** to report entitled Declaration of Rates and Charges 2023-24.

CARRIED 10/883 – 20/06/2023

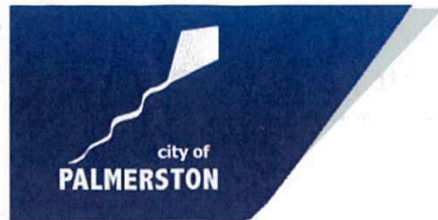
Moved: Councillor Henderson
Seconded: Councillor Morrison

1. THAT Report entitled Declaration of Rates and Charges 2023-24 be received and noted.

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 20 JUNE 2023

11060



A Place for People

COUNCIL AGENDA Attachment 24.1.1 COUNCIL MINUTES

2. THAT the Chief Executive Officer's Certificate of Assessment in accordance with *Section 29(1) of the Local Government (Accounting) Regulations* being **Attachment 13.1.2.1** to report entitled Declaration of Rates and Charges 2023-24 be received and noted.
3. THAT council adopts **Attachment 13.1.2.2** to report entitled Declaration of Rates and Charges 2023-24 as its Declaration of Rates and Charges, and notes this will be placed on its website and in the Newspaper advising residents of the Rates and Charges for 2023-24.

CARRIED 10/884 – 20/06/2023

13.1.3 Adoption of Long-Term Financial Plan 2024-2033

Moved: Deputy Mayor Eveleigh
Seconded: Councillor Morrison

1. THAT Report entitled Adoption of Long-Term Financial Plan 2024-2033 be received and noted.
2. THAT Council adopts **Attachment 13.1.3.1** to Report entitled Adoption of Long-Term Financial Plan 2024-2033 as City of Palmerston's Long Term Financial Plan 2024-2033.
3. THAT Council provide the adopted Long Term Financial Plan 2024-2033 to the Department of Chief Minister and Cabinet in accordance with Section 200 (4) of the Local Government Act 2019 before the 30 June 2023 with a copy also provided to the Minister for Local Government.

CARRIED 10/885 – 20/06/2023

13.1.4 Council Policy Review - Elected Member Allowance and Expenses

Moved: Councillor Henderson
Seconded: Deputy Mayor Eveleigh

1. THAT Report entitled Council Policy Review - Elected Member Allowance and Expenses be received and noted.
2. THAT amended Council Policy Elected Member Allowances and Expenses at **Attachment 13.1.4.4** of Report entitled Council Policy Review - Elected Member Allowance and Expenses be adopted and come into effect on the 1 July 2023.
3. THAT Council write to the Minister of Local Government seeking a determination regarding interpretation of Clause 4.2 of the Determination of Allowance for Members of Local Council (Determination No. 1 of 2023) in particularly the ability for Council to set different extra meeting fees outside of "normal business hours".

CARRIED 10/886 – 20/06/2023

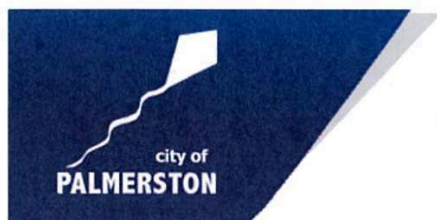
13.1.5 Changes to Monthly Council Finance Report

Moved: Deputy Mayor Eveleigh
Seconded: Councillor Henderson

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 20 JUNE 2023

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COUNCIL AGENDA Attachment 24.1.1 COUNCIL MINUTES

1. THAT Report entitled Changes to Monthly Council Finance Report be received and noted.
2. THAT a Council workshop be held in July to consider and approve the various proposed changes and dashboards for the new format of the monthly financial reports.

CARRIED 10/887 – 20/06/2023

13.2 Receive and Note Reports

13.2.1 Community Benefit Scheme - Update May 2023

Moved: Councillor Morrison
Seconded: Deputy Mayor Eveleigh

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

CARRIED 10/888 – 20/06/2023

13.2.2 Major Capital Projects June 2023 Update

Moved: Councillor Morrison
Seconded: Councillor Henderson

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

CARRIED 10/889 – 20/06/2023

13.2.3 Finance Report for the Month of May 2023

Moved: Councillor Fraser
Seconded: Deputy Mayor Eveleigh

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

CARRIED 10/890 – 20/06/2023

14 INFORMATION AND CORRESPONDENCE

14.1 Information

Nil

14.2 Correspondence

Nil

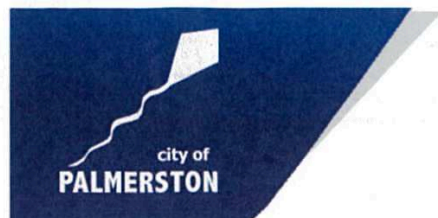
15 REPORT OF DELEGATES

Nil

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 20 JUNE 2023

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COUNCIL AGENDA Attachment 24.1.1 COUNCIL MINUTES

16 QUESTIONS BY MEMBERS

Moved: Councillor Henderson
Seconded: Councillor Fraser

1. THAT the question asked by Councillor Henderson regarding Mens Shed disability toilet, and the response provided by the Chief Executive Officer be received and noted.
2. THAT the question asked by Councillor Morrison regarding completion date for Ninja Course in Hobart Park, and the response provided by the Acting General Manager of Infrastructure be received and noted.

CARRIED 10/891 – 20/06/2023

17 GENERAL BUSINESS

17.1 Report be prepared investigating opportunities for clothing reuse in Palmerston

Moved: Councillor Hale
Seconded: Councillor Giesecke

THAT a report be prepared investigating opportunities to further enhance and promote the collection and reuse of clothing in Palmerston and potential distribution of clothing to those in need.

CARRIED 10/892 – 20/06/2023

18 NEXT ORDINARY COUNCIL MEETING

Moved: Councillor Fraser
Seconded: Deputy Mayor Eveleigh

THAT the next Ordinary Meeting of Council be held on Tuesday, 4 July 2023 at 5:30pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

CARRIED 10/893 – 20/06/2023

19 CLOSURE OF MEETING TO PUBLIC

Moved: Councillor Henderson
Seconded: Councillor Fraser

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 10/894 – 20/06/2023

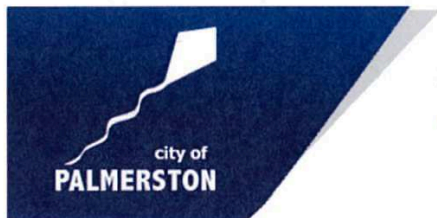
20 ADJOURNMENT OF MEETING AND MEDIA LIAISON

Nil

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 20 JUNE 2023

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COUNCIL AGENDA Attachment 24.1.1 COUNCIL MINUTES

The open section of the meeting closed at 6.39pm for the discussion of confidential matters.

The closed section of the meeting reopened at 6.39pm.

The Chair declared the meeting closed at 6.58pm.

Chair

Print Name

Date

UNCONFIRMED

Initials:

MINUTES ORDINARY COUNCIL MEETING - 20 JUNE 2023

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