

AGENDA

1st Ordinary Council Meeting

Tuesday 12 December 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

TABLE OF CONTENT

1 ACKNOWLEDGEMENT OF COUNTRY5

2 OPENING OF MEETING5

3 APOLOGIES AND LEAVE OF ABSENCE.....5

 3.1 Apologies5

 3.2 Leave of Absence Previously Granted.....5

 3.3 Leave of Absence Request5

4 REQUEST FOR AUDIO/AUDIOVISUAL CONFERENCING5

5 DECLARATION OF INTEREST5

 5.1 Elected Members.....5

 5.2 Staff.....5

6 CONFIRMATION OF MINUTES.....5

 6.1 Confirmation of Minutes5

 6.2 Business Arising from Previous Meeting5

7 MAYORAL REPORT5

 7.1 Mayoral Update Report - November 20236

8 DEPUTATIONS AND PRESENTATIONS11

9 PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS).....11

10 CONFIDENTIAL ITEMS.....11

 10.1 Moving Confidential Items into Open.....11

 10.2 Moving Open Items into Confidential.....11

10.3 Confidential Items.....	11
11 PETITIONS	12
11.1 Middle Arm Petition	12
12 NOTICES OF MOTION	17
13 OFFICER REPORTS.....	17
13.1 Action Reports.....	18
13.1.1 Community Benefit Scheme Sponsorship Request- Palmerston Boxing Club	18
13.1.2 Appointment of Deputy Mayor - 2 January to 27 July 2024.....	30
13.1.3 Vibrant Economy and Advisory Committee Minutes - 27 November 2023	33
13.1.4 Community Safety Advisory Committee Minutes - 28 November 2023.....	42
13.1.5 Community Wellbeing Advisory Committee Minutes - 30 November 2023.....	51
13.1.6 Community Benefit Scheme - Individual Representation Support.....	60
13.1.7 Laneway Treatment and Laneway Management Policy Review	72
13.1.8 Driver Community Centre Consultation Outcomes.....	77
13.2 Receive and Note Reports	92
13.2.1 Financial Report for the Month of November 2023	92
13.2.2 Community Benefit Scheme - November Update.....	125
14 INFORMATION AND CORRESPONDENCE	134
14.1 Information.....	134
14.2 Correspondence.....	134
14.2.1 Appointment to Development Consent Authority	134
14.2.2 Minister Chansey Paech Correspondence - Land ratatability	136



A Place for People

15 REPORT OF DELEGATES.....139

16 QUESTIONS BY MEMBERS139

17 GENERAL BUSINESS.....139

18 NEXT ORDINARY COUNCIL MEETING139

19 CLOSURE OF MEETING TO PUBLIC.....139

20 ADJOURNMENT OF MEETING AND MEDIA LIAISON139

A Place for People

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

THAT the Minutes of the Council Meeting held on 21 November 2023 pages 11191 to 11200 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 - November 2023
MEETING DATE:	Tuesday 12 December 2023
AUTHOR:	Mayor, Athina Pascoe-Bell

COMMUNITY PLAN

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

PURPOSE

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

KEY MESSAGES

- Earlybird Rate Payer Competition winners
- Meetings with Ministers, MLA's and Government Agencies
- Meetings with Industry Groups and Media Interviews
- Canberra Sitings

RECOMMENDATION

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

DISCUSSION

Attended the below Community events on Council's behalf during the month of November 2023.

- SWELL (Swimming, Wellness, Events, Leisure and Lifestyle) TOUR with His Honour Professor the Honourable Hugh Heggie PSM, Administrator of the Northern Territory
- Remembrance Day Service at Memorial Park
- Lunch with Leader of the Opposition Event
- CDU (Charles Darwin University) Donor Thank You Reception
- DSO (Darwin Symphony Orchestra) Odes to Joy Concert
- Sitings at Parliament House, Canberra

Meetings with Ministers, MLA's and Government Agencies

- SWELL Tour with His Honour Professor the Honourable Hugh Heggie PSM, Administrator of the Northern Territory
- Minister Eva Lawler, Member for Drysdale
- Luke Gosling MP
- Minister Catherine King
- Minister Kristy McBain
- Senator Susan McDonald
- Minister Madeline King

Meetings with other industry groups and Media

- Speaking Invitation – NT Planning Symposium 2023
- International Men's Day
- MacKillop Catholic College Graduation Mass

- Palmerston College SWELL presentation
- DCA (Development Consent Authority)
- Palmerston Youth Local Action Group
- Radio Interviews with ABC Head Honcho and First Nations Broadcasting
- Interview with Off the Leash Magazine

SWELL (Swimming, Wellness, Events, Leisure, and Lifestyle) Tour

It was a pleasure to host His Honour, Professor the Honourable Hugh Heggie PSM, Administrator of the Northern Territory on a tour of SWELL. There has been a lot of excitement within our community regarding the highly anticipated opening of City of Palmerston's largest project to date as it approaches completion. In case you were not aware there will be no entry fees for SWELL until 2026, further solidifying City of Palmerston's motto "A place for People."



Mayor Athina Pascoe-Bell and His Honor Professor the Honourable Hugh Heggie PSM, Administrator of the Northern Territory on a tour of SWELL in its late construction phase.

Remembrance Day Service

Every year on the 11th day of the 11th month at 11am Australian's observe one minute of silence, in memory of those who died or suffered in all wars and armed conflicts. I was honoured to attend the service in Memorial Park held by the Palmerston RSL and pay my respects to all those who have served.



Robert (Bob) Shewring, Mayor Athina Pascoe-Bell, Chief Minister Natasha Fyles and Minister Eva Lawler at the Remembrance Day Service held in Memorial Park

Early Bird Rate Payer Competition

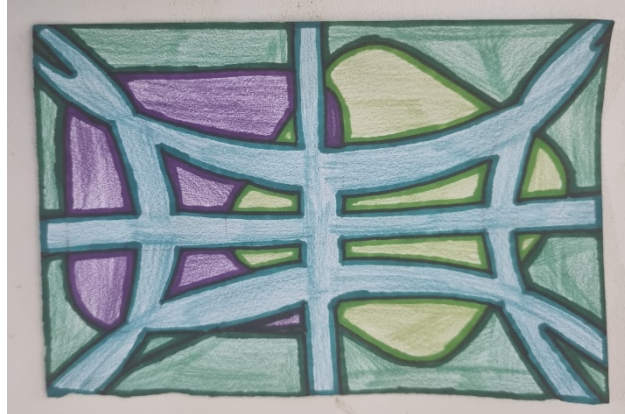
Congratulations to our two lucky ratepayers who have received \$1500 each just by paying their rates in full by the first instalment date.



Mayor Athina Pascoe-Bell with one of our winning ratepayers Jason and his lovely granddaughters

Palmerston College SEC Assembly

It was with great pleasure that I spoke to students about SWELL and then helped present awards to a lucky few! Congratulations to all who received a SEC teacher to student nominated award. The students were super excited about the opening of the facility (as I believe is the case with the majority of residents!) and I would like to share a beautiful drawing one of the students presented to me on the day.



Canberra Sitings November 2023

I made a quick trip down to Canberra to attend sittings and scheduled individual meetings with three Ministers and one Senator all in the one day. We even had time for a quick catch up with Luke Gosling in his Canberra Office. These meetings are not only vital to securing funding for City of Palmerston's economic future and growth but to share Council's visions and to have important conversations regarding the needs of our city. SWELL is a fantastic example of City of Palmerston working together with local and federal government to secure funding and deliver a fantastic outcome for our municipality. I would once again like to thank both NTG and the Federal Government for their support with our biggest project to date and staff and contractors for delivering SWELL on time and on budget.



Mayor Athina Pascoe-Bell and Minister Kristy McBain meeting in Canberra November 2023

POLICY IMPLICATIONS

There are no policy implications for this report.

BUDGET AND RESOURCE IMPLICATIONS

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

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

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

ATTACHMENTS

Nil

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

10.1 Moving Confidential Items into Open

10.2 Moving Open Items into Confidential

10.3 Confidential Items

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

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

		be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.
25.2.2	Council Agreements and Contracts	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.

11 PETITIONS

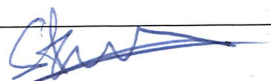

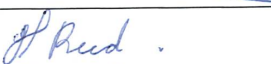




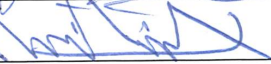


11.1 Middle Arm Petition

1. THAT the Petition entitled Middle Arm Petition be received and noted.
2. THAT a Report be prepared considering the petition request and it be presented to Council at the 1st Ordinary Meeting in January 2024.

Petition to Palmerston City Council to Oppose the Proposed Petrochemical and Gas Processing Facility at Middle Arm

We, the undersigned residents and concerned citizens of Palmerston, write to express our grave concerns regarding the Northern Territory Government's proposal to establish a petrochemical and gas processing facility at Middle Arm. We implore the Palmerston City Council to take active steps to oppose this project on behalf of the health and wellbeing of our community, as well as the long-term consequences it poses to our climate.

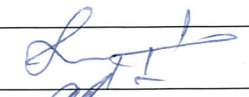
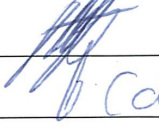

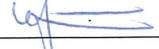




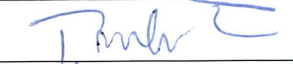

The proposed petrochemical and gas processing facility at Middle Arm is not only a significant concern for us as residents of this vibrant community but also for the future generations who will inherit the environmental and health risks associated with such a development. We strongly believe that the Council has a duty to oppose this development per the *Local Government Act 2019* (NT), which specifically states at ss 22(1)(e)-(f) that the functions of council include "to provide for the interests and well-being of individuals and groups within its area" and "to carry out measures to protect its area from natural and other hazards and to mitigate the effects of such hazards".

#	Full Name	Palmerston Address	Signature
1	Stephen W Enciso – INITIATOR	38 James Circuit Woodroffe NT 0830	
2	Cassie A Reed	6 Helvetius Ct, Durack NT 0830	
3	Heather M Reed	106 Calbraith Rd, Virginia NT 0834	
4	Leander Hellet	PO Box 766, Palmerston 0831	
5	TOTTY VALL	18 GUMMERT WAY RECLAMAT	
6	Jane Martin	6 KURALA CIR GUNN	
7	Charlie Bell	6 KURALA CIR GUNN	
8	GUILLEMO ENCISO	38 James Cct WOODROFFE	
9	Sarah Adams [works in Palmerston]	47 Tiwi Gardens, Tiwi, 0810	
10	Emily Howlt	14 McLeod close, Gunn, 0832.	

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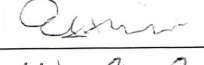
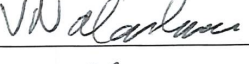
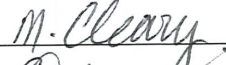


#	Full Name	Palmerston Address	Signature
11	Rajesh Kumar Radhakrishnan	14, Wunch Court, Zuccoli	
12	Josmine Hoga	16 Naylor Court, Farrar	
13	Lisa Cadd	5/17 Cormorant St Bakewell	
14	Milmini Edirisinghe	12 Huddleston St, Farrar NT	
15	A.G.S. Ranatunga	12 Huddleston St, Farrar, NT, 0830	
16	Ashton Lane	40 Forrest pde Bakewell	
17	Nataly Sierra Plazas	13 Latrom Court, Gunn	
18	FERUZ IBRAHIM	14, RIVEREN CRT, FARRAR	
19	Dr. BIMLENDRA K. (Professor)	6/8 Camm Johnston	
20	Dr. (Major) Jagjit Singh	6/8 Camm, Johnston	

COUNCIL AGENDA Attachment 11.1.1

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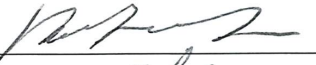

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#	Full Name	Palmerston Address	Signature
21	SHELLEY BIGBY.	[Palmerston resident; wishes address to be hidden]	
22	FRASER PETTIGREW.	[Palmerston resident; wishes address to be hidden]	
23	TERRY FAUSCH	2180 Forrest Bakewell 0832	
24	NUNKA SUGNO	2180 FORREST BAKWELL NT 0832	
25	Barbara Meidellbeck	165 Wallaby Holtze Rd, Holtze, NT 0829	
26	Esther VANU	3 Fairway Dr. L.T. 0830	
27	Venetia Nalorlman	10 Phineas Court Erag NT 0830	
28	Miriam Cleary	Gunn.	
29	Toni Anderson	Moulden	
30	Leif Gmberg	125 Wallaby Holtze rd, Holtze.	

Petition to Palmerston City Council to Oppose the Proposed Petrochemical and Gas Processing Facility at Middle Arm

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#	Full Name	Palmerston Address	Signature
31	Michelle Kelle	12/77 Sittald Cres Woodroffe	
32	Rachel Penrice	41 Gunn Cres Gunn	
33	Pam Hinton	7 Bridgland Circuit DRWER	
34	Kate Marks	15 Woollybutt St, Zuccoli	
35	PAUL FORCENALD	35 Kumbur Cres Gunn	
36	Kerrie Sullivan	4 Menzies Ct Gray	
37			
38			
39			
40			



A Place for People

- 12 NOTICES OF MOTION
- 13 OFFICER REPORTS

COUNCIL REPORT

1st Ordinary Council Meeting

AGENDA ITEM:	13.1.1
REPORT TITLE:	Community Benefit Scheme Sponsorship Request- Palmerston Boxing Club
MEETING DATE:	Tuesday 12 December 2023
AUTHOR:	Community Development Officer, Kate Townsend
APPROVER:	Deputy Chief Executive Officer, Amelia Vellar

COMMUNITY PLAN

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

PURPOSE

This Report seeks Council approval of a Community Benefit Scheme Multi-Year Sponsorship Application from local community sporting organisation Palmerston Boxing Club.

KEY MESSAGES

- Council provides funding through the Community Benefit Scheme (CBS) to eligible community groups and organisations to deliver activities, projects and services that benefit the Palmerston Community.
- Palmerston Boxing Club has been operating in Moulden for over 20 years.
- The Club attracts between 30 to 45 young people and adults to their training sessions twice a week and operates all year round.
- The Club has recently established a Management Committee and become incorporated under the Association Act.
- The Club utilises support from local businesses to ensure that their organised sport remains accessible, and fees do not inhibit participation.
- Officer's recommend Council sponsor Palmerston Boxing Club for 3 years to the total value of \$15,000 as well as an additional one-off payment of \$2,000 provided to implement a member management system to improve their corporate governance.

RECOMMENDATION

1. THAT Report entitled Community Benefit Scheme Sponsorship Request- Palmerston Boxing Club be received and noted.
2. THAT Council endorse a three-year sponsorship agreement with Palmerston Boxing Club for \$5,000 annually for three (3) years as outlined in Attachment 13.1.1.1 to report entitled Community Benefit Scheme Sponsorship Request- Palmerston Boxing Club to be funded from the Community Benefit Scheme.
3. THAT Council endorse an additional one-off grant \$2,000 to assist the Club to implement a member management system to improve membership data collection and management.

BACKGROUND

Council provides funding through the Community Benefit Scheme (CBS) to eligible community groups and organisations to deliver activities, projects and services that benefit the Palmerston Community. CBS funding for organisations including sponsorships, donations, and grants, with Representative Support also available to individuals.

Palmerston Boxing Club (PBC) have previously received Team Representation donations to support their athletes to travel to sanctioned competitions. In 2023 PBC was successful in securing Team Representative Support to help reduce the financial burden for 10 athletes traveling to Alice Springs for the Alice Springs Community Fight Night. PBC is also a registered provider of activities for City of Palmerston's Get Active Program, delivering youth boxing classes every Monday afternoon as part of the program throughout August to November.

This report seeks Council consideration of a Community Benefit Scheme Sponsorship Application from Palmerston Boxing Club.

DISCUSSION

Palmerston Boxing Club has operated in Moulden for over 20 years to ensure sporting opportunities remain accessible for the most vulnerable in our community. The club trains twice a week in the Community Rooms at SWELL. The club consistently attracts 20-30 juniors under 15 years old attending training, with 10-15 seniors to each session. The club travels to Alice Springs annually to compete against the Arrernte Community Boxing Academy giving young people opportunities to build friendships and connections across the sporting community while gaining important experience and skills.

On 5 October 2023, Palmerston Boxing Club submitted a Community Benefit Scheme application for a multi-year sponsorship for \$15,000 annually for three years to the total value of \$45,000. These funds were proposed to be used to support the work of the club to deliver organized sport opportunities to young people in Palmerston in an open and inclusive environment.

As a \$15,000 sponsor, Palmerston Boxing Club will recognise the City of Palmerston in the following ways:

- Bi-monthly social media and correspondence as a partner of PBC
- Monthly social media posts recognising connected community activities run by CoP and CoP as a partner.
- Invitation to Mayor and elected members to PBC functions
- Prominent display of CoP logo on PBC training shirts as a partner
- Quarterly updates to appropriate staff within CoP on progress of the club, use of sponsorship funds, attendance, challenges, and request for any input on direction
- Recognition on television advertising as CoP as a partner of PBC
- Large banner displayed at training, fight nights and in other public events with PBC and CoP and recognition of CoP as a partner.
- Annual presentation by the Mayor of a trophy name City of Palmerston Community spirit award, awarded to a member of PBC who shows outstanding community spirit.

Further options for \$10,000 and \$5,000 were provided which include:
\$10,000

- Quarterly recognition on social media of CoP as a major sponsor.
- Recognition on television advertisements of CoP as a major sponsor of PBC.

- Display of CoP logo on PBC training shirts as major sponsor.
- Certificate recognising CoP as a major sponsor.
- Large banner displayed at training, fight nights and in other public events with PBC and CoP and recognition of CoP as a major sponsor.
- Annual presentation by the Mayor of a trophy name City of Palmerston Community Spirit Award, awarded to a member of PBC who shows outstanding community spirit.

\$5,000

- Regular recognition on social media of CoP as a major sponsor
- Display of CoP logo on training shirts as a major sponsor
- Certificate recognising CoP as a major sponsor.
- Logo displayed on multi-sponsor banner at training, fight nights and in other public events with PBC and CoP and recognition of CoP as a sponsor.

PBC has been working hard to improve governance and the sustainability of the organisation. In August 2023 the Club established its first management committee and became incorporated, under the Associations Act. The Club is progressively working towards adopting a member management system to track and record their membership base more effectively. This information would support the club to meet requirements under the Associations Act, improve communication with members as well as ensure the organisation is meeting critical child safety and emergency management procedures.

Officers recommend Council fund PBC for 3 years to the total value of \$15,000 to provide them with the ability to plan for the next few years with an additional one-off payment of \$2,000 provided to implement a member management system to improve governance.

CONSULTATION PROCESS

The following staff were consulted on this report:

- Community Services Manager

The following external organisations were consulted on this report:

- Palmerston Boxing Club

Community Development Staff have been meeting with Palmerston Boxing Club since September 2022 to discuss the Community Benefit Scheme and requirements for funding.

POLICY IMPLICATIONS

This application is governed by Council Policy "Grants, Donations and Sponsorships".

This application addresses several areas in the CoP Community Plan, particularly:

Objectives

- 1.1 We focus on families
- 1.2 The wellbeing of our community is a focus for all our work
- 3.2 Recognise and support diversity through our partnerships and leadership

BUDGET AND RESOURCE IMPLICATIONS

The Community Benefit Scheme budget for 2023/24 is \$230,000.

Currently \$189,570 has been committed to projects and activities which benefit the Palmerston Community, with \$40,430 remaining.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

Officers have recommended the lowest tier of sponsorship funding requested by PBC due to the lack of organisational operating data that was available. As outlined in the report PBC has only recently put in place the required governance arrangements to be considered for Council sponsorship. Officer's do however see the merit in what PBC delivers to the Palmerston community. PBC can come back to Council after 12 months of official record keeping requesting additional support from Council. Council can then assess the merit of additional support at that time depending on the outcomes shown.

This Report addresses the following City of Palmerston Strategic Risks:

4. Inclusion, Diversity and Access
Failure to balance meeting needs of Palmerston's cultural mosaic
6. Governance
Failure to effectively govern.

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. Palmerston Boxing Club Sponsorship Opportunity - Co P [13.1.1.1 - 8 pages]



Palmerston Boxing Club Sponsorship Opportunity

Palmerston Boxing Club Inc (PBC) is a community-focused boxing club with a legacy of nurturing young talent, ensuring inclusivity, and instilling discipline and sportsmanship.

With a rich history spanning two decades, we've provided countless young individuals, particularly from the more disadvantaged areas of Palmerston, an avenue to grow and unify under our motto: "We Box, We don't Fight." The motto is important to us, after each training we huddle with the kids and together shout the motto – it emphasises that boxing is not about fighting – at home, school or on the streets, it is a sport that requires dedication, respect and discipline.



Our Club – Part of the Palmerston Community



- PBC consistently gets an average of 20-30 juniors aged under 15 training twice a week. We train all year other than a break over the Christmas period.
- 10 – 15 seniors aged over 15 are training with us twice a week.
- We train at the Moulden Pool in Palmerston.
- Over the years PBC has produced many NT title boxing title holders as well as an Australian champion.
- PBC is the biggest boxing club in the Northern Territory (in terms of numbers but not money) and at the most recent Boxing NT NT Titles fight night had boxers in 80% of the fight card.
- Coach Troy Lower possess a level 1 Australian Institute of Sport Coach Boxing Card and Troy along with all committee members have Ochre Cards.
- PBC is incorporated under the NT Associations Act. We are affiliated with the peak body Boxing NT and utilise insurance provided by the governing body Boxing Australia.

Our Goals

- To create a **safe** space where young people of have a sense of **belonging**
- To promote and uphold the values of **discipline, unity, and sportsmanship.**
- To ensure that **no child is denied** the opportunity to participate due to financial constraints or family circumstances.
- To offer **consistent** boxing training opportunities for the youth of Palmerston.



The PBC Difference – A Supportive Environment

PBC is different from most sporting clubs. We don't require registration or fees. We understand the community we operate and the challenges children and families face. For that reason for over 20 years, PBC has been able to engage young people in organised sports. Despite offers of other locations, we have remained training in Moulden as we recognise that transport for many children in disadvantaged areas can be a significant challenge. It's in the DNA of our club to be open and inclusive.



As a club founded for the young people of Palmerston by an Aboriginal person, we are proud to maintain a strong connection with Aboriginal young people over the years and more generally children from diverse backgrounds.

More recently the club has seen an increased number of children with neuro diverse backgrounds attend training. We believe it is that open culture which means those children feel welcome and accepted.

We maintain to ensure children feel welcome by:

- Making sure children at all stages of development can participate. Recognising that activities need to be tailored to children at different stages of development.
- Never requiring fees.
- Personally welcoming children and their families and pairing them with a supportive more experienced child in their first few training sessions.
- Paying for the fight night fees and assisting with travel and accommodation expenses for those children and families that cannot afford to travel to fights in Alice on their own.

The club trains from the Moulden pool gym and faces significant challenges meeting hire fees, equipment updates, expenses for travel intra and interstate for tournaments.

Daniel Lyness

His story....

"I am Daniel Lyness, I have been with Palmerston Boxing Club for two years now. I started boxing in 2021 with one of my closest friends and I have now had 7 fights and 1 exhibition. In my most recent fight, I won the NT Titles and have won my last two fights. For my fourth boxing fight, I went down to Alice Springs and main evented and had one of the best experiences of my life. Palmerston Boxing Club has done a lot for me. I was in a bad state before boxing, I was up to no good, hanging around the wrong people and heading down the wrong path. Then one of my mates headed to PBC and told me to come down, he then introduced me to Troy. Troy is a hard worker, he makes sure that all his fighters are disciplined, physically and mentally fit, and makes sure not to throw you in the ring until he thinks you are ready. It took me just under a year to convince Troy that I was ready to fight, and then I fought my first exhibition bout at the Darwin Waterfront against one of my closest mates. Troy has done so much for me; he has provided everything whenever I have gone interstate and been there with me during my darkest days. Troy also displays Palmerston Boxing Club as family, I have made lifelong friendships at Palmerston Boxing Club, with people I call my brothers and sisters. Palmerston Boxing Club has turned my life around, I've become disciplined, and I am now physically and mentally fit."

Daniel is seventeen years old and is currently doing Year 11 at Palmerston College. He also works at McDonalds Palmerston when he is not at school or at boxing training. Daniel also assists Troy with coaching the juniors, shows great leadership and holds an excellent rapport with all of the kids, who look up to him as a role model. We at PBC, are very proud to be a part of Daniel's success.



The future for PBC – More Opportunities for Palmerston’s Young People

PBC has recently become incorporated and has a skilled and passionate committee working on some key medium and long-term goals. This includes a home for PBC, somewhere that provides our kids with a place they feel welcomed and at home.

It will be more than just a gym to train in and a place to store equipment it will be a welcoming environment for the children and young people of Palmerston to meet, engage in physical activity, and be surrounded by images of people who inspire them and the success of the club they are a part of.

In doing so, PBC recognises it will need to work with other community groups and key stakeholders in partnership to develop such a facility. It will not be one that PBC can use exclusively but must be designed and managed such that other groups particularly those that work with young people can use.

This home will add value to the infrastructure that serves the young people of Palmerston (Moulden potentially in particular). It will be a place where PBC and others that provide services to young people can grow:

- More room for more kids.
- School holiday programs.
- A space for other sporting clubs.
- Space to provide classes for girls and women and children with a disability.
- Potentially a home for boxing in the NT

PBC recognises developing this proposal will be challenging but we are committed to achieving a home for PBC and a place for more activities in the area in which we operate. This will not occur overnight however we want to ensure that when civic leaders consider the needs of the Palmerston Community we have a proposal that has been well considered and justified ready for consideration.

PBC have been in discussions with consultancy firm Mint Key who have prepared a quote to provide a strategic plan for the club along with a business case for a permanent home. We intend on applying for grants under the Grass Roots Grants Program or Community Benefit Fund to assist in preparation of these documents.

**“We will work hard with others to achieve this resource for
the young people of Palmerston”**

Sponsorship Opportunities

Partner Sponsor - \$15,000 per year

Partner sponsorship would embed City of Palmerston [CoP] as a partner in the work that PBC does with young people in Palmerston. In return, Partner Sponsorship will significantly increase the ability of PBC to grow it's engagement with a greater number of young people in Palmerston. That support would be recognised in the following way:

- Bi-monthly social media and correspondence as a partner of PBC.
- Monthly social media posts recognising connected community activities run by CoP and CoP as a partner.
- Invitation to Mayor and elected members to PBC functions.
- Prominent display of CoP logo on PBC training shirts as a partner.
- Quarterly updates to appropriate staff within CoP on progress of the club, use of sponsorship funds, attendance, challenges and request for any input on direction.
- Recognition on television* advertisements (see channel 7 offer at Attachment A) as CoP as a partner of PBC.
- Large banner displayed at training, fight nights and in other public events with PBC and CoP and recognition of CoP as a partner.
- Annual presentation by the Mayor of a trophy named City of Palmerston Community Spirit Award, awarded to a member of PBC who shows outstanding community spirit.

Major Sponsor- \$10,000 per year

- Quarterly recognition on social media of CoP as a major sponsor.
- Recognition on television* advertisements of CoP as a major sponsor of PBC.
- Display of CoP logo on PBC training shirts as a major sponsor.
- Certificate recognising CoP as a major sponsor.
- Large banner displayed at training, fight nights and in other public events with PBC and CoP and recognition of CoP as a major sponsor.
- Annual presentation by the Mayor of a trophy named City of Palmerston Community Spirit Award, awarded to a member of PBC who shows outstanding community spirit.

Sponsor - \$5,000 per year

- Regular recognition on social media of CoP as a major sponsor.
- Display of CoP logo on PBC training shirts as a major sponsor.
- Certificate recognising CoP as a major sponsor.
- Logo displayed on multi-sponsor banner at training, fight nights and in other public events with PBC and CoP and recognition of CoP as a sponsor.

*Southern Cross Austereo have offered an in-kind sponsorship package to the PBC involving regular advertisements including featuring club sponsors.

Committee:

President:	Byron Davis
Vice President & Head Coach:	Troy Lewer
Secretary & Public Officer:	Carl O'Connor
Treasurer:	Kym Rhook
Fundraising & Events:	Michelle Satour

Contact:

palmerstonboxingclub@outlook.com



COUNCIL REPORT

1st Ordinary Council Meeting

AGENDA ITEM:	13.1.2
REPORT TITLE:	Appointment of Deputy Mayor - 2 January to 27 July 2024
MEETING DATE:	Tuesday 12 December 2023
AUTHOR:	Executive Support Officer, Jodi Holden
APPROVER:	Chief Executive Officer, Luccio Cercarelli

COMMUNITY PLAN

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

PURPOSE

This Report seeks Council to appoint a Deputy Mayor for a period of 207 days from 2 February 2024 to 27 July 2024, inclusive.

KEY MESSAGES

- The current appointment of Deputy Mayor is due to expire on 1 January 2024.
- Section 61(3) of the *Local Government Act 2019* requires that an appointment of a Deputy Principal Member (Deputy Mayor) be made.
- Council Policy 'Appointment of Deputy Mayor' in accordance with section 62(2) of the *Local Government Act 2019* sets out that a Deputy Mayor shall be appointed for a period of 207 days.
- Council acknowledges that at times the Mayor will not be available to perform their duties and the position of Deputy Mayor will be required to act in the position.
- This report seeks Council to appoint a Deputy Mayor for the period 2 January 2024 to 27 July 2024 (inclusive).

RECOMMENDATION

1. THAT Report entitled Appointment of Deputy Mayor - 2 January to 27 July 2024 be received and noted.
2. THAT THAT Council appoint Councillor _____ as Deputy Mayor for the period of 207 days in accordance with Council Policy, Appointment of Deputy Mayor, commencing 2 January 2024 to 27 July 2024 (inclusive).

BACKGROUND

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

City of Palmerston has endorsed the policy *Appointment of Deputy Mayor* which states the period of appointment will be for 207 days.

During the 2nd Ordinary Council Meeting of 18 October 2022 Council made the following decision:

13.1.1 Appointment of Deputy Mayor June 2023 to January 2024

Moved: Deputy Mayor Morrison
Seconded: Councillor Henderson

1. THAT Report entitled Appointment of Deputy Mayor June 2023 to January 2024 be received and noted.
2. THAT Council appoint Councillor Eveleigh as Deputy Mayor for the period of 207 days in accordance with Council Policy, Appointment of Deputy Mayor, commencing 8 June 2023 to 1 January 2024 (inclusive) and extends Councillor Morrisons appointment to include 7 June 2023.

CARRIED 10/836 – 16/05/2023

As this period is now nearing completion, Council is required to seek nominations for Deputy Mayor for the period 2 January 2024 to 27 July 2024 (inclusive).

This Report seeks that Council appoint a Deputy Mayor for the new period.

DISCUSSION

As the previous appointment term is coming to conclusion, Council now needs to appoint a Councillor as Deputy Mayor for the period 2 January 2024 to 27 July 2024 (inclusive).

The position of Deputy Mayor will be for a period of 207 days.

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

The appointment will be conducted at an Ordinary Council Meeting, prior to the expiry of the current term.

The Deputy Mayor as required will be substituted to act as the Mayor should they not be available.

The following appointments have been made since the commencement of the Tenth Council:

Elected Member	Appointment Date (inclusive)
Deputy Mayor Henderson	22 September 2021 to 17 April 2022
Deputy Mayor Garden	18 April 2022 to 11 November 2022
Deputy Mayor Morrison	12 November 2022 to 7 June 2023
Deputy Mayor Eveleigh	8 June 2023 to 1 January 2024
Term requiring appointment	2 January 2024 to 27 July 2024
Future appointment	28 July 2024 to 20 February 2025
Future appointment	21 February 2025 to August 2025 (Election)

CONSULTATION PROCESS

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

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

POLICY IMPLICATIONS

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

Nominations for the Deputy Mayor will be sought by a show of hands, unless otherwise determined by Council.

It is not a conflict of interest for a Member to vote for themselves.

BUDGET AND RESOURCE IMPLICATIONS

Additional allowances are applicable to the Deputy Mayor, this has been incorporated into the approved budget.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This Report addresses the following City of Palmerston Strategic Risks:

6. Governance

Failure to effectively govern.

The *Local Government Act 2019* section 61(3) states:

Election or appointment of principal member and deputy principal member

- (1) *If election is the basis of filling the office of the principal member, the office is to be filled at each general election.*
- (2) *If appointment is the basis of filling the office of the principal member of a council, the council must, at the first meeting of a council after a general election, appoint one of its members to be the principal member.*
- (3) *The council may appoint another one of its members to be the deputy principal member of the council.*

The appointment will come into effect from 2 January 2024.

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:	13.1.3
REPORT TITLE:	Vibrant Economy and Advisory Committee Minutes - 27 November 2023
MEETING DATE:	Tuesday 12 December 2023
AUTHOR:	Executive Assistant to General Manager Finance and Governance, Bertsie Taru
APPROVER:	General Manager 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 Monday 27 November 2023.

KEY MESSAGES

- The Vibrant Economy Advisory Committee met on Monday 27 November 2023.
- The Vibrant Economy Advisory Committee (VEAC) agenda and unconfirmed minutes from this meeting are available for viewing on Council's website.
- Michael Cullen, Principle for Urbacity Pty Ltd presented an overview on City of Palmerston's Economic Development Activities including Business Survey and Website.
- The Committee reviewed one Action Report and three Receive and Note Reports.
- Council approval is sought to endorse the recommendations from the VEAC meeting held on Monday 27 November 2023.
- Council approval is sought to endorse the proposed 2024 VEAC meeting schedule.

RECOMMENDATION

1. THAT Report entitled Vibrant Economy and Advisory Committee Minutes - 27 November 2023 be received and noted.
2. THAT the unconfirmed Vibrant Economy Advisory Committee minutes provided as **Attachment 13.1.3.1** to report entitled Vibrant Economy and Advisory Committee Minutes - 27 November 2023 be received and noted.
3. THAT Council endorse the proposed recommendations from the Palmerston Vibrant Economy Committee meeting held on 27 November 2023, being:
 - a. THAT the Vibrant Economy Advisory Committee adopts the proposed Schedule of meetings 2024, to be held at 5.30pm in Chambers at Civic Plaza, 1 Chung Wah Terrace, Palmerston and on the following dates:
 - i. Monday 25 March 2024
 - ii. Monday 24 June 2024
 - iii. Monday 23 September 2024
 - iv. Monday 25 November 2024

BACKGROUND

The Vibrant Economy Advisory Committee (Committee) is established as an Advisory Committee to the City of Palmerston.

The Committee is established by Council pursuant Section 82(1) to the *Northern Territory Local Government Act (the Act)* and the *Local Government (Accounting) Regulations*.

The Committee's Terms of Reference was endorsed by Council in accordance with Section 83(4) of the *Local Government Act 2019* at the 2nd Ordinary Council meeting in March 2022. The Terms of Reference requires the Committee to meet quarterly, or more frequently as required.

This Report seeks the Council's endorsement of the meeting schedule moving forward and agreement on time and location.

DISCUSSION

The Vibrant Economy Advisory Committee Terms of Reference requires the Committee Meetings to be held quarterly. The proposed schedule is as follows:

1. Monday 25 March 2024
2. Monday 24 June 2024
3. Monday 23 September 2024
4. Monday 25 November 2024

The above dates have taken into consideration the dates and timing of other Council Committee meetings whilst ensuring that the Committee is able to meet its obligations under the terms of reference. It is proposed that these meetings are held at 5.30pm, however due to Members availability, an alternative time could be considered.

CONSULTATION PROCESS

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

- Chief Executive Officer

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

- Vibrant Economy Advisory Committee

POLICY IMPLICATIONS

There are no policy implications for this Report.

BUDGET AND RESOURCE IMPLICATIONS

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

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This Report addresses the following City of Palmerston Strategic Risks:

3. **Economic Development**
Failure to articulate, provide and promote the value proposition for Palmerston as an economic centre to attract investment.

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. 20231127 - UNCONFIRMED - Vibrant Economy Advisory Committee Minutes - 27 November 2023 [13.1.3.1 - 6 pages]



MINUTES

Vibrant Economy Advisory Committee Meeting

Monday 27 November 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

COMMITTEE MINUTES

Minutes of Vibrant Economy Advisory Committee Meeting
held in Council Chambers
Civic Plaza, 1 Chung Wah Terrace, Palmerston
on Monday 27 November 2023 at 5:30pm.

PRESENT

COMMITTEE MEMBERS	Councillor Mark Fraser (Chair) Mayor, Athina Pascoe-Bell (Ex-officio) Deputy Mayor, Daniella Eveleigh Mohan Kandasamy, Local Business Owner Representative
STAFF	Acting Chief Executive Officer, Amelia Vellar General Manager Finance and Governance, Wati Kerta Minute Secretary, Bertsie Taru Executive Assistant to General Manager People and Place, Emily Dehne City Activation Manager, Matthew McNamara
GALLERY	Nil



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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 5.31 pm.

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies

Moved: Mayor Pascoe-Bell
Seconded: Mohan Kandasamy

1. THAT the apology received from Ruth Palmer for 27 November 2023 be received and noted.
2. THAT the apology received from Councillor Benjamin Giesecke for 27 November 2023 be received and noted.
3. THAT the apology received from Carmine Rauseo for 27 November 2023 be received and noted.
4. THAT the apology received from Brandon Evans for 27 November 2023 be received and noted.

CARRIED VEAC10/33 – 27/11/2023

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



A Place for People

COMMITTEE MINUTES

5 CONFIRMATION OF MINUTES

5.1 Confirmation of Minutes

Moved: Councillor Fraser
Seconded: Deputy Mayor Eveleigh

THAT the Minutes of the Vibrant Economy Advisory Committee Meeting held on 25 September 2023, pages 17 to 21 be confirmed.

CARRIED VEAC10/34 – 27/11/2023

5.2 Business Arising from Previous Meeting

Nil

6 DEPUTATIONS AND PRESENTATIONS

6.1 City of Palmerston Economic Development Activities

Michael Cullen entered the meeting at 5:39 pm.

Moved: Deputy Mayor, Eveleigh
Seconded: Mohan Kandasamy

THAT the presentation by Michael Cullen be received and noted.

Michael Cullen left the meeting at 6.05 pm

CARRIED VEAC10/35 – 27/11/2023

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 Schedule of Meetings 2024

Moved: Deputy Mayor Eveleigh



COMMITTEE MINUTES

Seconded: Mayor Pascoe-Bell

1. THAT Report entitled Committee Schedule of Meetings 2024 be received and noted.
2. THAT the Vibrant Economy Advisory Committee recommend to the Council:
 - a. The Vibrant Economy Advisory Committee adopts the Committee meeting be held at 5.30pm in Chambers at Civic Plaza, 1 Chung Wah Terrace, Palmerston on the following dates:
 - i. Monday 25 March 2024
 - ii. Monday 24 June 2024
 - iii. Monday 23 September 2024
 - iv. Monday 25 November 2024

CARRIED VEAC10/36 – 27/11/2023

8.2 Receive and Note Reports

8.2.1 Business Survey Update

Moved: Mohan Kandasamy
Seconded: Mayor Pascoe-Bell

THAT Report entitled Business Survey Update be received and noted.

CARRIED VEAC10/37 – 27/11/2023

8.2.2 Update on Economic Development Website

Moved: Mayor Pascoe-Bell
Seconded: Deputy Mayor Eveleigh

THAT Report entitled Update on Economic Development Website be received and noted.

CARRIED VEAC10/38 – 27/11/2023

8.2.3 Economic Development Activities

Moved: Deputy Mayor Eveleigh
Seconded: Mohan Kandasamy

THAT Report entitled Economic Development Activities be received and noted.

CARRIED VEAC10/39 – 27/11/2023



A Place for People

COMMITTEE MINUTES

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: Deputy Mayor Eveleigh

THAT the next Vibrant Economy Advisory Committee Meeting of Council be held on Monday, 25 March 2024 at 5.30pm, in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

CARRIED VEAC10/40 – 27/11/2023

12 CLOSURE OF MEETING

Moved: Mohan Kandasamy

Seconded: Deputy Mayor Eveleigh

THAT the meeting of the Vibrant Economy Advisory Committee held in Council Chambers, Civic Plaza, Palmerston on 27 November 2023 closed at 6:19 pm.

CARRIED VEAC10/41 – 27/11/2023

The Chair declared the meeting closed at 6:19 pm.

COUNCIL REPORT

1st Ordinary Council Meeting

AGENDA ITEM:	13.1.4
REPORT TITLE:	Community Safety Advisory Committee Minutes - 28 November 2023
MEETING DATE:	Tuesday 12 December 2023
AUTHOR:	Executive Assistant to CEO, Kate Roberts
APPROVER:	Acting General Manager Community, 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 the recommendations from the Community Safety Advisory Committee meeting held on 28 November 2023.

KEY MESSAGES

- The Community Safety Advisory Committee met on Tuesday 28 November 2023.
- The Advisory Committee agenda and unconfirmed minutes are available for viewing on Council's website.
- The Advisory Committee reviewed two (2) Action Report and one (1) Receive and Note Reports.
- The Advisory Committee received a presentation from Nadine Nilon, General Manager Infrastructure in relation to Laneway Policy Overview.
- Council approval is sought to endorse the recommendations from the Community Safety Advisory Committee meeting held on Tuesday 28 November 2023.

RECOMMENDATION

1. THAT Report entitled Community Safety Advisory Committee Minutes - 28 November 2023 be received and noted.
2. THAT the unconfirmed Community Safety Advisory Committee minutes provided as **Attachment 13.1.4.1** to report entitled Community Safety Advisory Committee Minutes - 28 November 2023 be received and noted.
3. THAT Council endorse the recommendations within the respective minute from the Community Safety Advisory Committee being:
 - a. THAT meetings for 2024 be scheduled quarterly as follows:
 - i. 5.30pm Tuesday 26 March 2024 in Council Chambers
 - ii. 5.30pm Tuesday 25 June 2024 in Council Chambers
 - iii. 5.30pm Tuesday 24 September 2024 in Council Chambers
 - iv. 5.30pm Tuesday 26 November 2024 in Council Chambers

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 Community Safety Advisory Committee meeting was held on Tuesday 28 November 2023 with the unconfirmed minutes provided at **Attachment 13.1.4.1**.

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

The Advisory Committee reviewed the Receive and Note Report *Infrastructure Safety Projects Update* and the Action Reports *Community Safety Advisory Committee Meeting Schedule 2024* and *Network Update – Community Safety Network Committee*.

At the meeting the Community Safety Advisory Committee circulated documentation by the Department of Health as a reference point for a discussion around volatile substance abuse prevention. This documentation can be found at Attachment 8.1.2.1 and 8.1.2.2 within the Advisory Committee Agenda, which is available on the City of Palmerston website.

A presentation on *Laneway Policy Overview* was presented by Nadine Nilon, General Manager Infrastructure.

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:

1. **Community Safety**
Failure of Council to effectively plan and deliver its role in community safety.
6. **Governance**
Failure to effectively govern.

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. 20231128 UNCONFIRMED Minutes Community Safety Advisory Committee Meeting 28 Nov
[13.1.4.1 - 6 pages]



MINUTES

Community Safety Advisory Committee Meeting

Tuesday 28 November 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

COMMITTEE MINUTES

Minutes of Community Safety Advisory Committee Meeting
held in Council Chambers
Civic Plaza, 1 Chung Wah Terrace, Palmerston
on Tuesday 28 November 2023 at 5:30pm.

PRESENT

COMMITTEE MEMBERS	Councillor Amber Garden (Chair) Councillor Lucy Morrison Councillor Sarah Henderson (Alternate Member) Sarah Gotch, Chief Minister and Cabinet Sharon Binns, Senior Member Jessica Porter, Youth Member Fran Ramsey, First Nations Representative
STAFF	Acting Chief Executive Officer, Amelia Vellar General Manager Infrastructure, Nadine Nilon General Manager Community, Kylie Darley Minute Secretary, Jodi Holden
GALLERY	One member of staff

Initials:

MINUTES COMMUNITY SAFETY ADVISORY COMMITTEE MEETING - 28 NOVEMBER 2023

17



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 5.33pm..

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies

Moved: Councillor Morrison
Seconded: Sharon Binns

1. THAT the apology received from Councillor Hale for 28 November 2023 be received and noted.
2. THAT the apology received from Superintendent Peter Malley for 28 November 2023 be received and noted.
3. THAT the apology received from Ashleigh Ascoli for 28 November 2023 be received and noted.

CARRIED CSAC10/28 – 28/11/2023

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

Initials:

MINUTES COMMUNITY SAFETY ADVISORY COMMITTEE MEETING - 28 NOVEMBER 2023

18



A Place for People

COMMITTEE MINUTES

5 CONFIRMATION OF MINUTES

5.1 Confirmation of Minutes

Moved: Councillor Morrison
Seconded: Sharon Binns

THAT the Minutes of the Community Safety Advisory Committee Meeting held on 26 September 2023 pages 12 to 16 be confirmed.

CARRIED CSAC10/29 – 28/11/2023

5.2 Business Arising from Previous Meeting

Nil

6 DEPUTATIONS AND PRESENTATIONS

6.1 Laneway Policy Overview Presentation

Fran Ramsey arrived in Chambers at 5.39pm.

Moved: Sharon Binns
Seconded: Councillor Morrison

THAT the presentation by Nadine Nilon, General Manager Infrastructure on Laneway Policy Overview be received and noted.

CARRIED CSAC10/30 – 28/11/2023

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 Community Safety Advisory Committee Meeting Schedule 2024

Moved: Jessica Porter
Seconded: Fran Ramsey

THAT the Community Safety Advisory Committee recommends to Council:

Initials: _____

MINUTES COMMUNITY SAFETY ADVISORY COMMITTEE MEETING - 28 NOVEMBER 2023

19



COMMITTEE MINUTES

1. THAT Report entitled Community Safety Advisory Committee Meeting Schedule 2024 be received and noted.

2. THAT meetings for 2024 be scheduled quarterly as follows:

- a. 5.30pm Tuesday 26 March 2024 in Council Chambers
- b. 5.30pm Tuesday 25 June 2024 in Council Chambers
- c. 5.30pm Tuesday 24 September 2024 in Council Chambers
- d. 5.30pm Tuesday 26 November 2024 in Council Chambers

CARRIED CSAC10/31 – 28/11/2023

8.1.2 Network Update - Community Safety Network Committee

Moved: Sharon Binns

Seconded: Councillor Morrison

THAT the Community Safety Advisory Committee recommends to Council:

1. THAT Report entitled Network Update - Community Safety Network Committee be received and noted.

2. THAT the Community Safety Advisory Committee notes the attached documents (Attachment 8.1.2.1 and Attachment 8.1.2.2) circulated by the Department of Health as a reference point for a discussion around volatile substance abuse prevention.

CARRIED CSAC10/32 – 28/11/2023

8.2 Receive and Note Reports

8.2.1 Infrastructure Safety Projects Update

Moved: Sharon Binns

Seconded: Councillor Morrison

THAT Report entitled Infrastructure Safety Projects Update be received and noted.

CARRIED CSAC10/33 – 28/11/2023

9 INFORMATION AND CORRESPONDENCE

9.1 Information

Nil

9.2 Correspondence

Nil

10 GENERAL BUSINESS

Nil

11 NEXT COMMITTEE MEETING

Initials:

MINUTES COMMUNITY SAFETY ADVISORY COMMITTEE MEETING - 28 NOVEMBER 2023

20



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COMMITTEE MINUTES

Moved: Sharon Binns
Seconded: Fran Ramsey

THAT the next Community Safety Advisory Committee Meeting of Council be held on Tuesday, 26 March 2024 at 5:30pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

CARRIED CSAC10/34 – 28/11/2023

12 CLOSURE OF MEETING

THAT the meeting of the Palmerston Community Safety Advisory Committee held in Council Chambers, Civic Plaza, Palmerston on 28 November 2023 at 6.24pm.

Chair

Print Name

Date

Initials:

MINUTES COMMUNITY SAFETY ADVISORY COMMITTEE MEETING - 28 NOVEMBER 2023

21

COUNCIL REPORT

1st Ordinary Council Meeting

AGENDA ITEM:	13.1.5
REPORT TITLE:	Community Wellbeing Advisory Committee Minutes - 30 November 2023
MEETING DATE:	Tuesday 12 December 2023
AUTHOR:	Executive Assistant to CEO, Kate Roberts
APPROVER:	Acting General Manager Community, 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 the recommendations from the Community Wellbeing Advisory Committee meeting held on 30 November 2023.

KEY MESSAGES

- The Community Wellbeing Advisory Committee met on Thursday 30 November 2023.
- The Advisory Committee agenda and unconfirmed minutes are available for viewing on Council's website.
- The Advisory Committee reviewed one (1) Action Report and two (2) Receive and Note Reports.
- The Advisory Committee received a presentation from Nadine Nilon, General Manager Infrastructure in relation to Laneway Policy Overview.
- Council approval is sought to endorse the recommendations from the Community Wellbeing Advisory Committee meeting held on Thursday 30 November 2023.

RECOMMENDATION

1. THAT Report entitled Community Wellbeing Advisory Committee Minutes - 30 November 2023 be received and noted.
2. THAT the unconfirmed Community Wellbeing Advisory Committee minutes provided as **Attachment 13.1.5.1** to report entitled Community Wellbeing Advisory Committee Minutes - 30 November 2023 be received and noted.
3. THAT Council endorse the recommendations within the respective minute from the Community Wellbeing Advisory Committee being:
 - a. THAT meetings be scheduled quarterly as follows:

i.	5.30pm	Wednesday	27 March 2024	in Council Chambers
ii.	5.30pm	Thursday	27 June 2024	in Council Chambers
iii.	5.30pm	Thursday	26 September 2024	in Council Chambers
iv.	5.30pm	Thursday	28 November 2024	in Council Chambers

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 Community Wellbeing Advisory Committee meeting was held on Thursday 30 November 2023 with the unconfirmed minutes provided at **Attachment 13.1.5.1**.

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

The Advisory Committee reviewed the *Receive and Note Reports Network Updates Community Wellbeing Committee* and *Infrastructure Wellbeing Projects Update* and the *Action Report Community Wellbeing Advisory Committee Meeting Schedule 2024*.

A presentation on *Laneway Policy Overview* was presented by Nadine Nilon, General Manager Infrastructure.

It is noted that it was discussed at the Advisory Committee Meeting that the 2024 schedule of meetings has been adjusted to allow the March meeting to occur on Wednesday 27 March 2024. This is due to the Easter Long Weekend and associated Public Holidays.

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:

1. **Community Safety**
Failure of Council to effectively plan and deliver its role in community safety.
6. **Governance**
Failure to effectively govern.

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. 30112023 UNCONFIRMED Minutes CWAC Meeting 30 November 2023 1 [13.1.5.1 - 6 pages]



MINUTES

Palmerston Community Wellbeing Advisory Committee Meeting

Thursday 30 November 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'



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COMMITTEE MINUTES

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

PRESENT

COMMITTEE MEMBERS	Councillor Danielle Eveleigh (Chair) Councillor Sarah Henderson (Member) Mayor Athina Pascoe-Bell Gabrielle Brown, Department of Territory Families, Housing and Communities Veronica Matipira, Youth Community Member Representative Sheryl Sephton, Senior Community Member Senior Sergeant Siiri-Kai Tennosaar, Northern Territory Representative Michelle Walker, Department of Chief Minister and Cabinet Representative
STAFF	Chief Executive Officer, Luccio Cercarelli General Manager Infrastructure, Nadine Nilon General Manager Community, Kylie Darley Minute Secretary, Bertsie Taru
GALLERY	Nil

Initials: _____



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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 5.31pm.

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies

Nil

3.2 Leave of Absence Previously Granted

Nil

3.3 Leave of Absence Request

Nil

4 DECLARATION OF INTEREST

4.1 Committee Members

Nil

4.2 Staff

Nil

5 CONFIRMATION OF MINUTES

5.1 Confirmation of Minutes

Moved: Sheryl Sephton
Seconded: Councillor Henderson

THAT the Minutes of the Community Wellbeing Advisory Committee Meeting held on 28 September 2023 pages 19 to 23 be confirmed.

CARRIED CWAC10/39 – 30/11/2023

5.2 Business Arising from Previous Meeting

Nil

Initials: _____

MINUTES COMMUNITY WELLBEING ADVISORY COMMITTEE MEETING - 30 NOVEMBER 2023

25



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COMMITTEE MINUTES

6 DEPUTATIONS AND PRESENTATIONS

6.1 Laneway Policy Overview Presentation

Moved: Sheryl Sephton
Seconded: Mayor Pascoe-Bell

THAT the presentation by Nadine Nilon, General Manager Infrastructure on Laneway Policy Overview be received and noted.

CARRIED CWAC10/40 – 30/11/2023

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 Community Wellbeing Advisory Committee Meeting Schedule 2024

Moved: Veronica Matipira
Seconded: Councillor Henderson

THAT the Community Wellbeing Advisory Committee recommends to Council:

1. THAT Report entitled Community Wellbeing Advisory Committee Meeting Schedule 2024 be received and noted.
2. THAT meetings be scheduled quarterly as follows:

5.30pm	Wednesday	27 March 2024	in Council Chambers
5.30pm	Thursday	27 June 2024	in Council Chambers
5.30pm	Thursday	26 September 2024	in Council Chambers
5.30pm	Thursday	28 November 2024	in Council Chambers

CARRIED CWAC10/41 – 30/11/2023

Initials: _____

MINUTES COMMUNITY WELLBEING ADVISORY COMMITTEE MEETING - 30 NOVEMBER 2023

26



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COMMITTEE MINUTES

8.2 Receive and Note Reports

8.2.1 Network Updates Community Wellbeing Committee

Moved: Siiri-Kai Tennosaar
Seconded: Michelle Walker

THAT Report entitled Networks Updates Community Advisory Committee be received and noted.

CARRIED CWAC10/42 – 30/11/2023

8.2.2 Infrastructure Wellbeing Projects Update

Moved: Councillor Henderson
Seconded: Gabrielle Brown

THAT Report entitled Infrastructure Wellbeing Projects Update be received and noted.

CARRIED CWAC10/43 – 30/11/2023

9 INFORMATION AND CORRESPONDENCE

9.1 Information

Nil

9.2 Correspondence

Nil

10 GENERAL BUSINESS

Nil

11 NEXT COMMITTEE MEETING

Moved: Veronica Matipira
Seconded: Michelle Walker

THAT the next Community Wellbeing Advisory Committee Meeting of Council be held on Wednesday, 27 March 2024 at 5:30pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

CARRIED CWAC10/44 – 30/11/2023

Initials: _____

MINUTES COMMUNITY WELLBEING ADVISORY COMMITTEE MEETING - 30 NOVEMBER 2023

27



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COMMITTEE MINUTES

12 CLOSURE OF MEETING

Moved: Mayor Pascoe-Bell
Seconded: Councillor Henderson

THAT the meeting of the Community Wellbeing Advisory Committee held in Council Chambers, Civic Plaza, Palmerston on 30 November 2023 closed at 6:14pm.

CARRIED CWAC10/45 – 30/11/2023

The Chair declared the meeting closed at 6:14 pm.

Chair

Print Name

Date

Initials:

COUNCIL REPORT

1st Ordinary Council Meeting

AGENDA ITEM:	13.1.6
REPORT TITLE:	Community Benefit Scheme - Individual Representation Support
MEETING DATE:	Tuesday 12 December 2023
AUTHOR:	Community Facilities Officer, Rachel Fosdick
APPROVER:	Acting General Manager Community, 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 one (1) community grant application for Individual Representation Support in accordance with Council Policy *Grants, Donations and Sponsorships*.

KEY MESSAGES

- City of Palmerston (CoP) provides funding through the Community Benefit Scheme (CBS) to eligible community groups and organisations to deliver activities, projects and services that benefit the Palmerston community.
- One (1) application was received from a Palmerston resident who applied for Individual Representation Support to attend JLSwish Basketball Tour in Texas, United States of America.
- The JLSwish Basketball Tour doesn't meet the defined criteria for representation in the Council Policy *Grants, Donations and Sponsorships* as it does not correspond to a formally recognised state or national basketball representation competition or title.
- Participating in these tours does offer applicants the opportunity to gain valuable experiences and potentially acquire new skills and perspectives beyond the scope of traditional representation opportunities and it does meet the City of Palmerston Community Plan objective 4.1; we support and foster innovation.
- In line with the Council Policy, where a request for a Grant, Donation or Sponsorship is made which does not comply with the criteria and is deemed to have merit by the Chief Executive Officer, the request will be referred, with recommendation to Council for consideration and determination.

RECOMMENDATION

1. THAT Report entitled Community Benefit Scheme - Individual Representation Support be received and noted.
2. THAT Council approve the Community Benefit Scheme Individual Representation Support application for \$250 for the one (1) applicant to attend the JLSwish Basketball Tour as described in the report titled Community Benefit Scheme - Individual Representation Support.

BACKGROUND

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

CBS funding for organisations includes sponsorships, donations, and grants, with Individual Representation Support available to individuals for \$250.

The Council Policy Grants, Donations, and Sponsorship provides the governance for the Community Benefit Scheme. Section 4.4 of the Grants, Donations, and Sponsorship Policy states that Council may support individuals and teams hailing from the City of Palmerston and representing Palmerston, the Northern Territory, or Australia in a variety of challenges, activities, and events, both within the Northern Territory, interstate, and internationally.

The policy defines representation as: the action of speaking, competing, or acting on behalf of Palmerston, Northern Territory or Australia as part of a team, a community group or as an individual in a sporting or other challenge where the nominated individual is based in Palmerston.

Section 4.1.5 of the Policy states that 'Requests by individuals will not be considered except for the purpose of Palmerston, Northern Territory or Australian representation.'

The Grants, Donations, and Sponsorship Policy, as stated in Section 4.9.4, stipulates that requests for Grants, Donations, or Sponsorships that fall outside the established criteria, yet are deemed to possess merit by the Chief Executive Officer, may still be considered.

At the time of writing this Report, \$40,780 of CBS funding remains available in this financial year for future projects and events that benefit the Palmerston community.

DISCUSSION

Individual Representation Support Applications

Council has recently received one application for the Community Benefit Scheme (CBS), for Elevated Hoops JL Swish Tour which does not meet the established criteria of the existing Grants, Donations, and Sponsorship Policy, **Attachment 13.1.6.1**. This tour does not correspond to a formally recognised state or national basketball representation competition or title. **Attachment 13.1.6 2**.

The skills development from this trip does meet the CoP Community Plan objective 4.1; we support and foster innovation. Participating in these tours offers applicants the opportunity to gain valuable experiences and potentially acquire new skills and perspectives beyond the scope of traditional representation opportunities.

The travel opportunity is 5 December to 20 December 2023, this report requires approval during the event, meaning the payment would be made post event.

Approving this request would demonstrate the Council's commitment to supporting diverse avenues for personal and skill development within the community.

In accordance with the Council Policy, these applications are presented to Council for approval.

CONSULTATION PROCESS

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

POLICY IMPLICATIONS

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

Section 4.4 of the *Grants, Donations, and Sponsorship* Policy, states that Council may decide to support individuals and teams hailing from the City of Palmerston and representing Palmerston, the Northern Territory, or Australia in a variety of challenges, activities, and events, both within the Northern Territory, interstate, and internationally. Section 4.1.5 of the Policy states that 'Requests by individuals will not be considered except for the purpose of Palmerston, Northern Territory or Australian representation.'

The Grants, Donations, and Sponsorship Policy, as stated in Section 4.9.4, stipulates that requests for Grants, Donations, or Sponsorships that fall outside the established criteria, yet are deemed to possess merit by the Chief Executive Officer, may still be considered.

BUDGET AND RESOURCE IMPLICATIONS

The CBS budget for the 2023/24 fiscal year for grants, donations, sponsorships is \$230,000. The 2023/24 Environmental Initiatives budget is a further \$20,000 with no funding currently expended.

\$189,220 has been expended for projects from the CBS budget which will benefit the Palmerston community, with \$40,780 remaining in the Community Benefit Scheme 2023/24.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

Council is responsible for the efficient and sustainable management of the Community Benefit Scheme budget. Funding activities or items that are not seen to be benefitting the Palmerston Community may erode trust in Council and its processes. Council mitigates this risk by following the policy relating to eligibility criteria as outlined in its Policy *Grants, Donations, and Sponsorships*.

This report addresses the following City of Palmerston Strategic Risks:

1. **Community Safety**
Failure of Council to effectively plan and deliver its role in community safety.
2. **Financial Sustainability**
Failure of Council to be financially sustainable to deliver key services and infrastructure for the community.

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. Grants Donations and Sponsorships Policy [13.1.6.1 - 4 pages]
2. CBS - Application - Redacted - JL Swish tour redacted [13.1.6.2 - 5 pages]

Name:	Grants, Donations and Sponsorships		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	General Manager Community and Culture		
Approval Date:	19/10/2022	Next Review Date:	11/11/2023
Records Number:	516350	Council Decision:	10/550

1 PURPOSE

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

2 PRINCIPLES

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

3 DEFINITIONS

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

Term	Definition
Grant	Where Council provides financial or in-kind support to a community organisation carrying out a project or activity benefitting the community, and where the organisation may need to acquit funds provided. GST is not applicable. Council is recognised for its contribution.
Donation	Where Council provides financial or in-kind support to a community organisation carrying out a project, activity, or purchase of material goods. Acquittal of funds is not required. GST is not applicable. Council is recognised for its contribution.
Sponsorship	Where Council provides financial or in-kind support to a community activity or event, and where Council is widely identified as a sponsor of the event as per details in the Agreed Conditions of Funding. Acquittal of funds is not required. GST is applicable.
Representation	The action of speaking, competing or acting on behalf of Palmerston, Northern Territory or Australia as part of a team, a community group or as an individual in a sporting or other challenge where the nominated individual is based in Palmerston. Representation Support is a form of Donation.

4 POLICY STATEMENT

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

- 4.1.1 All requests for grants, donations and sponsorships must benefit the Palmerston Community, and must identify how the proposed activity/event/item relates to one or more of the objectives within the City of Palmerston Community Plan.
- 4.1.2 Each request must include a completed Community Benefit Scheme Application Form of the appropriate Category.
- 4.1.3 Community groups, incorporations and not for profit organisations are eligible to apply for grants, donations and sponsorships.

- 4.1.4 Requests by commercial entities will not be considered except for as outlined in Clause 4.6.1 of this Policy or in the circumstance of an Expression of Interest for Special Projects in Palmerston.
- 4.1.5 Requests by individuals will not be considered except for the purpose of Palmerston, Northern Territory or Australian representation.
- 4.1.6 Financial support will be restricted to one successful application per financial year.
- 4.1.7 A funding agreement prepared by Council, outlining conditions, must be signed by the successful applicant and returned to City of Palmerston prior to disbursement of funds.
- 4.2 Grants and Donation Requests**
 - 4.2.1 Category 1 – Grant and Donation Requests for \$500 or less
 - 4.2.1.1 Requests are to be made in writing, with description of purpose and need of financial or in-kind support and must fulfil all criteria in 4.1 above.
 - 4.2.2 Category 2 – Grant and Donation Requests for between \$501 and \$2,000
 - 4.2.2.1 Requests are to be made in writing, with description of purpose and need of financial or in-kind support and must fulfil all criteria in 4.1 above.
 - 4.2.2.2 The organisation provides their details including appropriate registration as an incorporated community group or not- for-profit organisation, applicable insurance details, contact details of elected office holders and minuted details of the organisation's resolution to request funding.
 - 4.2.2.3 A letter of request-which details the project, event, or material need, and drawing links between the benefit of the project and the City of Palmerston Community Plan, written by someone within the organisation holding an elected office, must be submitted along with the completed Community Benefit Scheme Application Form.
 - 4.2.3 Category 3 – Grant and Donation Requests in excess of \$2,000
 - 4.2.3.1 All requests must comply with requirements set out in 4.2.2 above.
 - 4.2.3.2 In addition, the organisation must submit a project brief including the projected budget.
 - 4.2.3.3 Evidence of alternate sources of funding, to a minimum of 30% of the project costs, must be provided.
 - 4.2.3.4 If the grant application is for funds greater than \$10,000, then the organisation is to provide its most recent audited financials.
 - 4.2.3.5 A full acquittal of funds is required for grants but is not required for donations.
- 4.3 Sponsorship**
 - 4.3.1 The organisation must submit a copy of the Sponsorship Package which details all levels/categories of sponsorship including costs and benefits.
 - 4.3.2 The organisation is responsible for the appropriate display of Council's branding, as deemed appropriate by the Chief Executive Officer or Council.
 - 4.3.3 The organisation must permit Council to attend the funded event/program for the purpose of taking photos and/or video recording. Council will seek permission from the individual/s photographed or recorded.
 - 4.3.4 Where recurring annual sponsorship is agreed upon, the organisation must comply with criteria set out in the Agreement, and Council must resolve to provide the recurring funding.
 - 4.3.5 No acquittal is required.

4.4 Representation Support

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

- 4.4.1 Funding will be from the Community Benefits Scheme allocation and considered a donation.
- 4.4.2 Pre-determined amounts of support will be available for Individuals and Teams.
- 4.4.3 Individuals may request \$250 to assist their representation. All team members may request individually however, where an individual is successful, that individual is ineligible to receive additional funding as part of a team application.
- 4.4.4 Teams may request \$250 per competing team member, up to the total value of \$2,000 to assist team representation. A list of competing team members is to be included with the team application. Where a team application is successful a member of that team is ineligible to also apply as an individual.
- 4.4.5 Requests are to be made in writing, with description of purpose and need of financial or in-kind support and must fulfil all criteria in 4.1 above.
- 4.4.6 Requests must be submitted prior to the event and dates of travel. Retrospective applications will not be eligible.
- 4.4.7 Requests for representation funding will be via Application, where the applicant meets eligibility.
- 4.4.8 Representation eligibility criteria:
 - 4.4.8.1 Individuals must be Palmerston residents; or
 - 4.4.8.2 Teams must be Palmerston-based.
- 4.4.9 Supporting documentation must include evidence of competition/activity/event participation.

4.5 Environmental Initiatives

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

These initiatives may include, but are not limited to:

- Waste reduction strategies (reducing non-recyclables or single use containers)
- Water or energy efficiency opportunities
- Rehabilitation of the environment (native planting / litter collection)

- 4.5.1 Exclusive to the requirements provided for in 4.1, grant funding will be available to commercial entities per environmental project/initiative, per year, subject to 50% to the cost of the project being matched by the applicant.
- 4.5.2 Written justification for the initiative must be provided, detailing the environmental benefit which will be delivered as a result of the project, and aligned with the outcomes of the City of Palmerston Community Plan.

4.6 Graffiti Removal

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

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

4.7 Special Projects

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

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

4.8 Annual School Awards

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

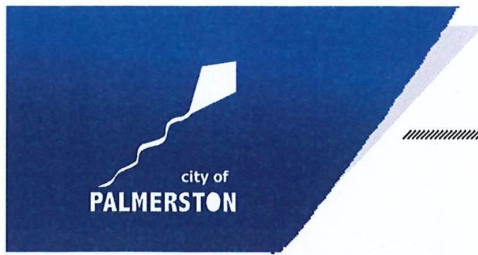
4.9 Responsibilities of the Chief Executive Officer

- 4.9.1 All requests under \$2,000 are at the discretion of the Chief Executive Officer.
- 4.9.2 Requests in excess of \$2,000 are to be referred by the Chief Executive Officer to Council with a recommendation.
- 4.9.3 The Chief Executive Officer is required to maintain a register of all grants, donations and sponsorships made under delegation.
- 4.9.4 Where a request for a Grant, Donation or Sponsorship is made which does not comply with the criteria outlined above and is deemed to have merit by the Chief Executive Officer, the request will be referred, with recommendation to Council for consideration and determination.
- 4.9.5 A report detailing decisions made regarding Community Benefit Scheme funding requests will be tabled in full Council meeting each month.

5 ASSOCIATED DOCUMENTS

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

6 REFERENCES AND RELATED LEGISLATION



APPLICATION FORM

INDIVIDUAL REPRESENTATION SUPPORT \$250 for an Individual

CHECKLIST

<input checked="" type="checkbox"/>	I have understood the Community Grants, Donations and Sponsorships Policy and am eligible to apply
<input checked="" type="checkbox"/>	I have attached proof of selection for representation
<input checked="" type="checkbox"/>	I have not received funding from the City of Palmerston this financial year.

INDIVIDUAL DETAILS

Individual's Name:

Contact Name:

Position of Contact:

Telephone:

Email:

Residential Address

EVENT DETAILS

Activity Name: 2023 JL Swish High School Basketball Tour - Houston Texas USA

Location of Activity: Houston, Texas USA

Activity Date:

Amount Requested: \$250.00

Will funding or support be received from other sources? If so, where. N/A

N/A

How will funding be used (flights/accommodation/registration):

This funding will be used to cover the cost associated with International travel insurance for the duration of this trip.

Benefit of Attending: To play basketball at an International level and to further progress in skill and game knowledge.

To play basketball at an International level and to further progress in skill and game knowledge.

To be given an opportunity to be exposed to basketball at a higher level.

AGREEMENT

I agree to publicly acknowledge City of Palmerston's contribution via the following:

☒ Social Media Post ☐ Website ☐ Newsletter ☐ Promotional Material ☐ Other

I agree to supply CoP with an individual photo of the representative, with permission to reproduce.
I hereby declare true and correct at the time of signing.

Signed: Date: 11/14/23,

PLEASE RETURN COMPLETED FORM WITH ATTACHED APPLICATION TO THE CITY OF PALMERSTON

In Person: Civic Plaza, 1 Chung Wah Terrace, Palmerston

PO Box 1 Palmerston NT 0831

8935 9975

grants@palmerston.nt.gov.au

The City of Palmerston complies with the information Privacy Principles contained in the *Information Act* (NT). These principles protect the privacy of personal information collected and held by Council. Council's privacy statement is available from the City of Palmerston, Civic Plaza, 1 Chung Wah Terrace, or via our website on www.palmerston.nt.gov.au.

CITY OF PALMERSTON - GRANTS REPRESENTATION SUPPORT INDIVIDUAL APPLICATION / 1

Good evening,

Please see all the information below regarding flight details, payments, travel insurance & ESTA visa.

DOMESTIC FLIGHT

You are to organise your own flights from Darwin to Brisbane. It is cheaper if you do so as soon as possible

Please fly down or [REDACTED] a day prior to departure flight off to the states.
And fly back on [REDACTED] the same day we land back in Brisbane.

JETSTAR: DARWIN – BRISBANE | [REDACTED]

JETSTAR: BRISBANE – DARWIN | [REDACTED]

Cost: Currently under \$450.00

VIRGIN: DARWIN – BRISBANE | [REDACTED]

JETSTAR: BRISBANE – DARWIN | [REDACTED]

Cost: Currently under \$500.00

PAYMENT PLAN

Flight cost: \$3,630.00

a Deposit of \$250 each and the final payment will be by 30 Sep the latest.

Please pay the deposit ASAP!

HANSON TRAVEL

[REDACTED]

Description: TRAVELLERS NAME

TRAVEL INSURANCE

Flight agent is currently working on it.

Please seek through the PDF attached if you would like to proceed with the Comprehensive Plan or Essentials Plan

ESTA

\$21USD (\$31.54AUD)

[Official ESTA Application Website, U.S. Customs and Border Protection](#)

Below is the flight details for United Airlines to Houston:

1 [REDACTED]
2 [REDACTED]

3 [REDACTED]

MESSAGE FROM [REDACTED] (Owner of JL Swish Basketball)

Dear JL Swish tour group,

We are excited to announce that our basketball team has reached the next step in the process of our upcoming tour to Houston, Texas in December. As previously mentioned, we have finalized the teams list and are ready to move forward with flight arrangements. Our travel agent who I've CC'd in this email has given us a quote of \$3630.00 Australian dollars for flights from Brisbane to Houston return.

Payment instalment plans will be available for those who are willing to organize their own domestic flights to Brisbane Airport before departure [REDACTED]. This will ensure that you are able to spread out the cost of your travel expenses and make it more manageable. For the Adelaide and Darwin groups, if you choose to pay for your flights up front, you may fly directly from your respective hometown.

Starting from November, we will begin to collect the tour fee. If players opt not to attend this year, please let us know as soon as possible, as we have finalized the team list and need to make arrangements accordingly. We want to make sure that everyone who is interested in going is able to attend.

Once we have flights and travel essentials organized we will be making a team announcement on social media and releasing group practice schedules for our Darwin, Adelaide and Brisbane groups along with our itinerary for our USA trip.

Furthermore, I am delighted to introduce our tour agent, [REDACTED], who will be handling the logistics of our tour. [REDACTED] has an exceptional track record of organizing tours, and we are confident that he will ensure a seamless and enjoyable experience for all participants.

Please be aware that the deadline for submitting passport information is fast approaching, so it is crucial that we receive it as soon as possible so that we can forward it on to the airline and lock in your seats. Truong will need Full names, date of births and passport information sent to him ASAP. I will be having regular dialogue with our travel agent to ensure that we are on track to finalizing our flights and everyone is sending through their required information needed.

[REDACTED]

If you have any inquiries related to flights, please feel free to get in touch with [REDACTED]. Otherwise any other questions I myself will be happy to answer.

As of this moment the following will be our teams for this years tour:

JV Girl Team

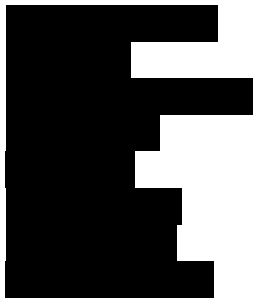
[REDACTED]



JV Boys



Elite Varsity Boys



Thank you for your understanding and being patient throughout this process as we finalise our plans. We are excited about the future and We look forward to providing your child with a unforgettable experience.

Best regards,

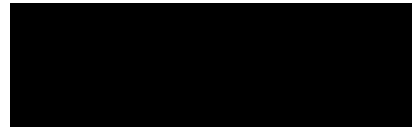
James Legan

Kind Regards,

Brodie Lawton
Chairperson
Elevate Hoops NT Incorporated
Head Coach of Lockdown Academy



COUNCIL AGENDA Attachment 13.1.6.2



Explore the world – Airfares, Tours & Cruises- www.hansontravel.com.au



Tax Invoice

Date: Oct 30, 2023

Invoice N°: 26975

Profile N°: 11588

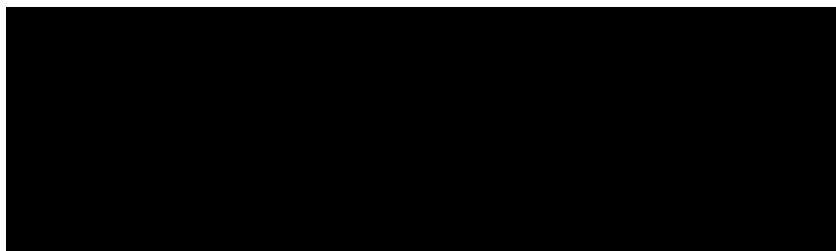
Agency ABN: 67 092220543

AFTA Member N°: 10039

Accreditation: ATAS-A11583

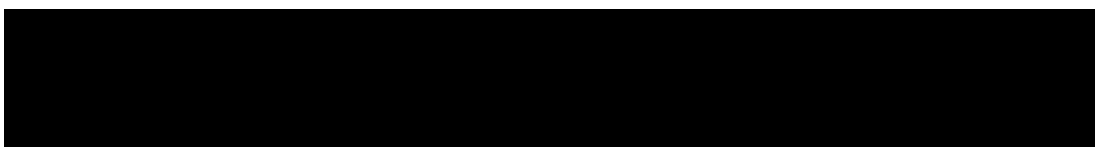
<u>No.</u>	<u>Items</u>	<u>Cost\$</u>	<u>X.</u>	<u>Total \$</u>
(A)	Travel insurance for [REDACTED] Swish High School Basketball Tour [REDACTED]	250	X 1	250
	Total Amount Due (No GST for International Travel)			\$250

*Payment by credit card surcharges: *2% surcharge apply on any Visa/Master card.



Payment Ref: 11104

Please email us a copy of your direct deposit receipt to .



COUNCIL REPORT

1st Ordinary Council Meeting

AGENDA ITEM:	13.1.7
REPORT TITLE:	Laneway Treatment and Laneway Management Policy Review
MEETING DATE:	Tuesday 12 December 2023
AUTHOR:	Civil Operations Team Leader, Nickolas Rakkas
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 provides council with an update on laneway management treatments and recommendations for inclusion in the draft Laneway Management Policy.

KEY MESSAGES

- In November 2020, Council adopted its Laneway Management Policy.
- Since the adoption of the Policy, three (3) laneway closure requests have been submitted and assessed, with no new treatment (closure) applied as the outcome of the processes.
- There has been one laneway that has sought to be permanently closed, however the process ceased as the adjacent owners did not sufficiently agree to complete the land transaction process.
- Out of Councils 117 laneways, there are 12 laneways currently closed part time (at night) and seven (7) closed full time.
- As part of the review of the most recent laneway closure request, Council determined to bring forward the review of the Laneway Management Policy.
- A workshop was held with Council on 31 October 2023, at which council identified key elements to be considered in the Laneway Management Policy review.
- The Draft Laneway Management Policy will be presented to Council by March 2024, prior to community consultation.

RECOMMENDATION

1. THAT Report entitled Laneway Treatment and Laneway Management Policy Review be received and noted.
2. THAT Council endorse the following key elements to be included in the Laneway Management Policy review, with a draft to be presented to Council by March 2024;
 - a. Consideration of a tiered closure process based on laneway categorisation.
 - b. Night-time closures as an option to be incorporated as part of the application and assessment process.
 - c. Process and timing for amending existing and potential future treatments of laneways that are not permanently closed.
 - d. Reconsideration of annual review process for laneways with existing treatments.

3. THAT Council approve the continuation of the existing twelve temporary part-time laneway closures and seven full-time closures for a further twelve-month period, with a report to be prepared for Council by December 2024 for review, or as required following the updating of the Laneway Management Policy.

BACKGROUND

In November 2020, Council adopted its Laneway Management Policy (Policy). The purpose of the policy is to preserve the network of laneways within the municipality and to guide the decision-making process when considering a form of treatment or closure. The Policy is aimed at ensuring a consistent, evidence-based approach to laneways management and treatments, particularly in relation to public requests for closures. Currently there are 19 laneways under closure management, with the majority being nighttime closures only. Information regarding the Laneway Management Policy, guides and treatments is available on the Council's website: <https://palmerston.nt.gov.au/community/community-safety/laneway-management>

There are currently 12 laneways closed part time (at night) and seven (7) full time. These laneways have had these treatments since approximately 2019. Since the adoption of the Laneway Management Policy in 2020, there has been progression in assessment of these laneways, however at the 12-month review period, they are recommended for continuation of the existing treatments.

The last decision relating to this was at the 1st Ordinary Council Meeting held 6 December 2022, Council made the following decision:

Laneway Treatment Review

1. *That Report entitled Laneway Treatment Review be received and noted.*
2. *That Council approve the continuation of the existing eleven temporary part time laneway closures and seven full time closures for a further twelve-month period, with a report to be prepared for Council by December 2023 for review.*

CARRIED 10/644 – 6/12/2022

Further to the laneway treatment review, Council requested at the 2nd Ordinary Council Meeting held on 16 May 2023, that the Laneway Management Policy was reviewed ahead of its initial schedule of late 2024.

At the 2nd Ordinary Council Meeting in May 2023, Council made the following decisions.

Laneway Closure Request – Broadarrow Circuit Woodroffe

1. *THAT Report entitled Laneway Closure Request – Broadarrow Circuit Woodroffe be received and noted.*
2. *THAT following consideration of the Broadarrow Circuit Laneway Request received 9 January 2023, that the laneway remains open at this time, with a further review and report to Council at the Second Ordinary Meeting in November 2023.*
3. *THAT a review of the Laneway Management Policy be brought forward to occur by the Second Ordinary Meeting in November 2023.*

CARRIED 10/839 – 16/05/2023

The final review of the Broadarrow Circuit treatment was presented to Council in November 2023. A workshop was held with Council regarding the Laneway Management Policy review on 31 October 2023.

This report provides Council with the recommended approach to existing laneway treatments, and outlines the key elements to be incorporated into the draft Policy.

DISCUSSION

Laneway Treatment Review

This report recommends that current laneway treatments remain in place for a further 12 months, pending the review of the Laneway Management Policy. This is also considered to be appropriate as there have not been any requests to open, or permanently close, any of the laneways with current treatments.

Laneway closure requests will continue to be assessed and reported to Council in accordance with the current policy. Following the update of the Laneway Management Policy, there will be a review of the laneway treatments, and a report presented to Council by December 2024, or sooner if required due to the outcomes of the Policy.

The current laneways with a treatment, recommended to be extended, are as per Table 1 below.

Table 1

Laneway	Closure Type
Priest Circuit to Emery Avenue	Part Time
Helio Court to Sibbald Park	Part Time
Altair Court to Capella Court	Part Time
Castor Court to Temple Terrace	Part Time
Capella Court to Temple Terrace	Part Time
Zenith Circuit to Star Court	Part Time
Sibbald Crescent to Gunter Circuit	Part Time
Sextant Court to Harrison Circuit	Part Time
Bailey Circuit to President Park	Part Time
Tilston Avenue to Caladium Court	Part Time
Strawbridge Cr to Chung Wah Tce crossed with Cobham Ct to Lockwood Ct	Part Time
Bailey Circuit to President Park	Part Time
Bonson Terrace to Staghorn Court	Full Time
Staghorn Court to Gumnut Way	Full Time
Staghorn Court to Livistona Park	Full Time
Gumnut Way to Livistona Park	Full Time
Livistona Park to Melastoma Drive	Full Time
Politis Court to Strawbridge Park	Full Time
Politis Court to Strawbridge Crescent	Full Time

Policy Review

Council conducted a workshop for elected members on 31 October 2023 which enabled broad discussion from which the following key elements were identified for endorsement by Council for inclusion in the Draft Policy.

1. Tiered closure process – development of a tiered process to assess closure requests based on their category, impacts to the community and risk profile. For example, a ‘Low’ category laneway assessment could be instigated without the need for Council endorsement to proceed, with a report to Council following the completion of the assessment. Whereas a ‘High’ category laneway would require Council endorsement prior to extensive (and expensive) surveys and consultation. The intent is to streamline the assessment and investigation process.
2. Night-time closures – incorporate into the Policy, and related application, a process to specifically assess part time night-time closures with consideration of usage, community impact, economic rational and site-specific factors. This would include the option for short term rapid closure in response to specific site issues and process to normalise and reopen once the issue has been resolved.
3. ‘Unwinding’ full-time closures (and existing night-time closures) – incorporate potential triggers and considerations into the Policy that assist with progressively opening, or permanent closing, laneways (current and future)
4. Consideration of annual reviews of existing treatments, considering longer periods between reviews.

Policy Review Timing

The following is the proposed schedule for the Policy review:

1. March 2024 – draft Policy developed for Council endorsement prior to community consultation
2. April/May 2024 – draft policy community consultation
3. July 2024 – final Policy presented to Council for adoption incorporating community consultation
4. (by) December 2024 – review existing laneways with treatment against updated Policy

CONSULTATION PROCESS

Once Council has endorsed the draft Policy a public consultation process will be undertaken. The outcomes of the community consultation will inform the development of the policy. As part of the community consultation, Council will seek feedback and information from adjacent owners, the broader community and relevant stakeholders such as the Police and the Department of Territory Families, Housing and Communities.

POLICY IMPLICATIONS

The Laneway Management Policy review has commenced. Any requests, and current treatments, will continue in accordance with the current Policy.

BUDGET AND RESOURCE IMPLICATIONS

The cost of ongoing night-time closures and gate maintenance is in the order of \$6,000 per year.

The cost to undertake permanent closures of laneways can be up to \$16,000 and comprises public notices, survey, development and construction costs.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This Report addresses the following City of Palmerston Strategic Risks:

1. **Community Safety**
Failure of Council to effectively plan and deliver its role in community safety.

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:	13.1.8
REPORT TITLE:	Driver Community Centre Consultation Outcomes
MEETING DATE:	Tuesday 12 December 2023
AUTHOR:	Communications Manager, Becky Saywell
APPROVER:	Deputy Chief Executive Officer, Amelia Vellar

COMMUNITY PLAN

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

PURPOSE

This Report seeks Council approval to commence detailed design for the redevelopment of the Driver Community Centre with consideration of the feedback gained from the community consultation.

KEY MESSAGES

- The Driver Resource Centre, located at 29 Driver Avenue, was constructed in the 1980's as a childcare facility and is no longer fit for purpose.
- A complete renewal of the site is proposed to enable a suitable community space to be developed that meets the needs of the Palmerston community, now and into the future.
- Council allocated a budget of \$150,000 for the preliminary design of the space in 2022/23, with a further \$100,000 allocated in 2023/24.
- Council endorsed the preliminary stage design to go out for community consultation which ran from 4 August until 8 October 2023.
- The Community Consultation aimed to gather input from the community on the proposed design and potential name of the centre.
- Council received a total of 31 responses in the consultation including 22 online surveys, six (6) face to face meetings, two (2) phone meetings and one (1) email response.
- This report presents the outcomes of the consultation and recommends elements of this feedback be incorporated into the final design.

RECOMMENDATION

1. THAT Report entitled Driver Community Centre Consultation Outcomes be received and noted.
2. THAT following consideration of the community consultation of the draft designs of Driver Community Centre, Council endorses the following elements to be incorporated into the final design;
 - a) Incorporating accessibility elements as a priority for a diverse range of users
 - b) Inclusion of fixtures and fittings suitable for children, including water bubblers
 - c) Installation of a projector, with speakers, in one of the pods
 - d) Having an unfenced outdoor area, with landscaping, pathways and seating
 - e) Focus on maximising the ability for multiple users to utilise the facility at one time

3. THAT Council endorses the commencement of final design of the renewal of the Driver Resource Centre as the Driver Community Centre to support funding submissions to the Australian and Northern Territory Governments.

BACKGROUND

The Driver Resource Centre was constructed in the mid 1980's as a Childcare Facility co-located with the adjacent Driver Primary School. The facility in its current state requires development to improve accessibility aligned with Council's Disability Inclusion Access Plan (DIAP) and to better suit the needs of a rapidly growing population.

The first stage, prior to design, was the completion of a needs assessment. This identified several opportunities which were included in the preliminary design, such as have multi-purpose spaces with privacy when in use, suitability for play groups and similar community groups, and incorporation of technology to improve flexibility of use.

The preliminary design incorporated three pods under one single roof structure with a single and co-shared amenities area. Each pod has its own access, storage and maintained separation between each other with either storage or a breezeway. Based on feedback from previous projects, the design ensured that a storage space for users was considered, along with outdoor areas with shade, and kitchen facilities. The preliminary design is provided in **Attachment 13.1.8.1**.

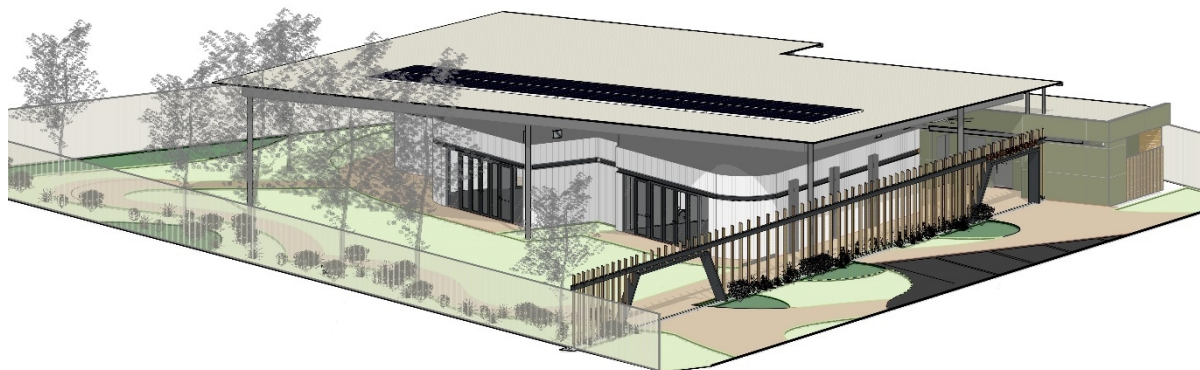


Figure 1

The preliminary design was presented to Council at the First Ordinary Council Meeting 1 August 2023, at this meeting, Council made the following decisions:

13.1.3 Driver Community Centre Renewal Update

1. THAT Report entitled Driver Community Centre Renewal Update be received and noted.
2. THAT Council endorses the preliminary design of the renewal of the Driver Resource Centre as the Driver Community Centre for the purposes of community consultation, with a further report to be presented to Council following the community consultation by November 2023.
3. THAT Council continue its advocacy work with the Australian and Northern Territory Governments to secure funding for the construction of the Driver Community Centre.

CARRIED 10/924 - 18/07/2023

The consultation process has now occurred, and this report presents the outcomes of the consultation to enable the design to be finalised.

DISCUSSION

Consultation Process

Community consultation demonstrates Council's commitment to seeking and listening to community input. This Community Consultation undertaken for the Driver Community Centre aimed to gather input from the community on the proposed design and potential name of the centre. Given the facility is intended to cater to the community's specific needs and preferences, engaging in a thorough consultation process was critical.

The consultation included identifying and contacting key stakeholders, including current users of the facility and the users of other council facilities and the broader Palmerston community.

A fact sheet was prepared to provide an overview of the project and consultation. This information remains on Council's 'have your say' website;

<https://palmerston.nt.gov.au/council/haveyoursay/2023/driver-community-centre-proposed-design>

The community consultation period went for eight (8) weeks, from Monday 14 August until Monday 8 October 2023. The engagement process included several tools and tactics including;

- Public stall display at Palmerston Markets - 25 August
- Public stall display at Brekkie in the Park - 10 September
- A factsheet distributed at all Council touch points (Library, Civic Plaza, and Recreation Centre)
- Website content including imagery
- Online survey
- Direct email was sent out to the extensive 'facility hire' database
- Mayor spoke to the consultation in radio interviews
- 2 Facebook posts
- 1 LinkedIn post

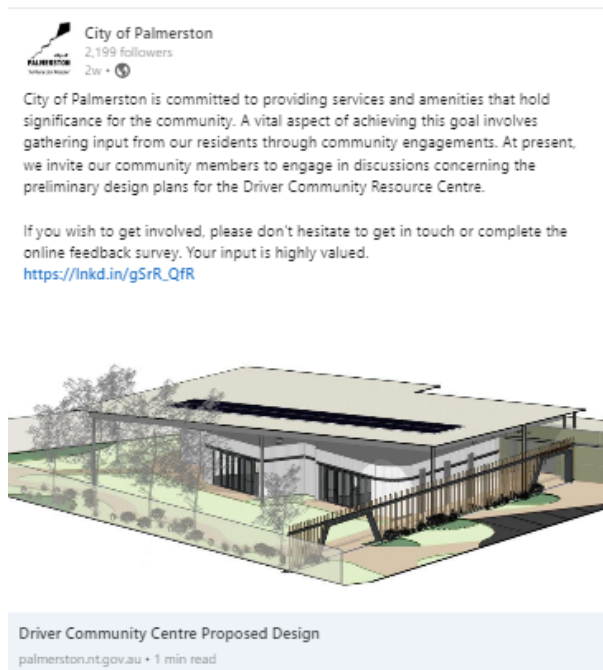


Figure 2

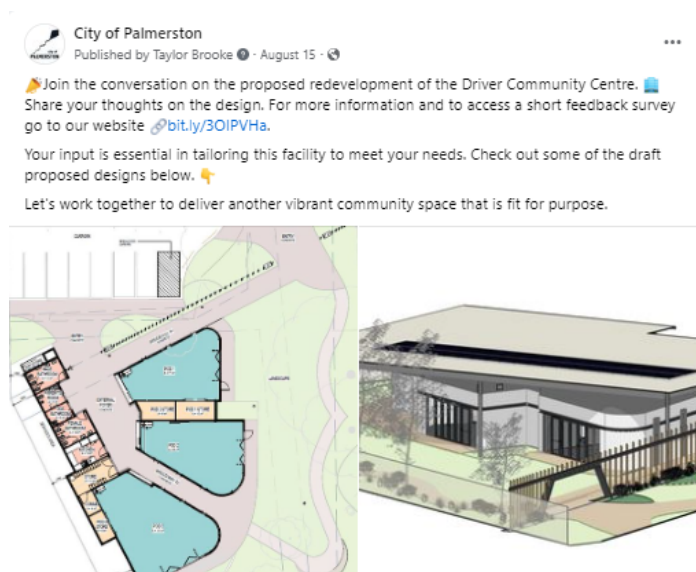


Figure 3

Comments received on Facebook (15 August, picture above) were positive gaining 6,438 post impressions, reaching almost 6000 people with 723 engagements. This includes 27 comments, six (6) shares and 45 people clicking on the link to the website.

Some of the comments on Facebook included;

"This is a great idea to upgrade the community space! The current one is used rather regularly and a new space will be wonderful for the older users and attract new users. Great work guys!"

"Build one in Bellamack please. We need one."

"Could you please consider having a wooden floor in one of the areas. Great for non-profit ballroom dancing group"

"Is this why the grass has been let die off at the current one? Any green shady spaces for kids to explore outside is excellent"

There were 425 views on the Driver community centre 'have your say' webpage during the consultation period. A total of 22 responses were received from the online survey through 'have your say', with a further six (6) from face-to-face meetings, two (2) phone meetings, and one (1) email response was received. The survey questions asked for feedback on the following:

1. What elements or design concepts make for a good shared community facility?
2. What types of accessibility features are important for you?
3. What types of activities or meetings do you see would work well in these preliminary design spaces?
4. What improvements, if any, would you make to the proposed designs?
5. What other City of Palmerston facilities have you used or experienced and what do you like about them?
6. Please feel free to provide your views on the proposed design and potential redevelopment of the facility.
7. If you were to give this Community Centre a different name, what would it be and why?

Consultation Outcomes

The majority of suggestions and feedback received through the consultation period are already within the scope of the current design or can be readily incorporated into the final design. The commentary relating to booking the facility is noted and will be managed by policy.

A summary of the consultation outcomes is provided below, with additional detail within **Attachment 13.1.8.2**.

Table 2

Items Raised	Outcome Summary
Accessibility	The site is designed to be accessible and meet current building standards. This will include consideration of physical access through ramps, but also access by other users with diverse requirements, such as the inclusion of appropriate signage and a pod with a hearing loop incorporated.
Kitchen facilities	The central kitchen will have suitable amenities for use for larger groups. Each pod will have a small kitchenette with a sink to provide for handwashing/water etc, but not for food preparation or storage which is the purpose of the centralised kitchen.
Outdoor Space	<p>The design of the outdoor space is intended to provide a landscaped area with natural shade, and accessibility from the street, carpark and pods. This will provide for a pathway through the garden, seating areas and open grassed areas. The outdoor area is impacted by levels and a stormwater easement, and the design has accommodated these constraints. The established trees will be retained where possible, along with new trees and plants to increase shade and amenity.</p> <p>The consultation included requests for fencing, shade and play elements. These are not included in the design as this would impact modification to the layout of the pods and connectivity to the open space, and would be constrained by the levels and easements. There were also requests for a quiet space, which this will provide in it's current design, along with the ability to be flexible for a range of uses.</p>
Facilities for young children and parents	<p>This was identified through the Needs Assessment and has been incorporated into the preliminary design. Elements such as a dedicated parent's room and smaller toilets/lower basins are included. However, it's not recommended to include a separate breastfeeding room as has been requested. Requests relating to water bubblers suitable for children will be incorporated to the final design.</p> <p>Fencing was raised throughout the consultation, including requests for a playground, sand pit and bike/scooter trail. As the facility is intended to be used by a large number of users with multiple needs, these elements are not recommended to be included within the design. Fencing and play elements would require modification of the open space area with separation from the remainder of the landscaping, which would restrict the ability for other users to utilise the outdoor space.</p>
Technology	There were requests for a fixed projector, multiple powerpoints, and powerpoints with USB charging ports and consideration of speakers. These are all able to be incorporated into the final design, with the projector to be included in one of the pods.
Storage	Storage was raised, with a preference for dedicated storage. The design includes storage for each pod for Council equipment (chairs, tables), and centralised storage

Items Raised	Outcome Summary
	for users which will be managed similar to existing storage at other Council facilities. There is a risk that users will be dissatisfied with the area of storage able to be used.
Exclusive Use	There were a number of queries raised around exclusive use of the entire facility. This is not part of the intended design, and is more aligned to the use of Gray Community Hall. The Needs Assessment and preliminary design are intended to support multiple uses at one time, with appropriate separation and access. This maximises access for the community to use these facilities.

The potential uses of the new facility from the consultation align with the Needs Assessment and include space for private meetings, hot desking, music, dance or fitness classes, play groups/childcare, and family or small group gatherings. With the exception of hot desking (with fixed desks and individual bookings), all of these users have been considered in the preliminary design. These also balance with Council's other community facilities.

It was noted throughout the consultation the current predominant use of the existing facility is for childcare/minding/playgroup as the current facility includes fenced off areas for children to play in and was originally constructed as a childcare centre. The consultation outcomes reflect these existing uses and preferences for users. However, the recommended inclusions are based on the creation of a facility suitable for a diverse range of users, including the existing users.

The existing users noted that they don't currently consider other facilities as suitable options for their use, and this would be a concern during the construction period. Council would work closely with users to identify suitable alternatives for use. This is anticipated to be for a duration of 9 months, similar to the Gray Community Hall redevelopment.

Some general feedback from the community suggested there was limited awareness of the current facility due to the location, which also correlates to the lower numbers of people contributing to the consultation.

The name of Driver Community Centre is proposed to continue to be used. Naming of rooms will be considered further based on feedback of Aboriginal/Larrakia names for the separate areas.

Next Steps

Overall, the feedback for the proposed designs was positive and supported redevelopment of the facility in accordance with the preliminary design.

Following the consultation, it's recommended that the following outcomes inform the development of the final design;

- Incorporating accessibility elements as a priority for a diverse range of users
- Inclusion of fixtures and fittings suitable for children, including water bubblers
- Installation of a projector, with speakers, in one of the pods
- Maintaining an unfenced outdoor area, with landscaping, pathways and seating
- Focus on maximising the ability for multiple users to utilise the facility at one time

Following endorsement by Council, the final detailed design will proceed, with completion by April 2024, which will enable the project to be 'shovel ready' and a contract prepared by mid-2024 if funding is secured.

CONSULTATION PROCESS

The community consultation period went for eight (8) weeks, from Monday 14 August until Monday 8 October 2023. The following tools and tactics were used to conduct the consultation;

- Fact Sheet
- One-on-one community stakeholder meetings off and on-site
- Online survey
- Public activations
- Social media
- Dedicated email distribution
- Website information
- Email and phone follow ups
- Proposed design images

Six (6) in person meetings were held at Civic Plaza, and one (1) meeting was held at the facility itself. There were an additional two (2) phone conversations and one (1) email response provided. The consultation process aimed to be inclusive and genuine in approach. Stakeholders were provided exclusive meetings to discuss the proposed designs of the facility within a safe space. Two emails were sent to the facility hire database throughout the period, and stakeholders seemed genuinely interested in ensuring their feedback was heard. Overall, most of the feedback was constructive and provided council with key themes and elements to keep in mind for the final design.

POLICY IMPLICATIONS

There are no policy implications for this Report.

BUDGET AND RESOURCE IMPLICATIONS

Based on the preliminary designs provided for the consultation, the construction of the facility is estimated to be approximately \$3 million. Council has assigned further funds to support a more detailed design which will incorporate input from the community engagement process. At this stage a project timeline cannot be established until funding for the redevelopment has been secured.

Council will continue to advocate for different avenues for external funding.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This Report addresses the following City of Palmerston Strategic Risks:

5. **Infrastructure**
Failure to plan, deliver and maintain fit for purpose infrastructure.
6. **Governance**
Failure to effectively govern.

Given the facility was originally purpose built and facilitates a number of groups that the current design suits, there is a risk that the redeveloped site doesn't meet all of their needs. This risk is being mitigated through consideration of these uses, balanced with the objective of increasing the diversity of uses at the site.

There is a risk that Council will not be able to accommodate all individual requests raised via the community consultation, and some residents may feel like they were not heard through the process if their feedback is not included in the final design.

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. Driver Prelim Design [**13.1.8.1** - 4 pages]
2. Driver Consultation Responses (1) [**13.1.8.2** - 3 pages]

LANDSCAPE CONCEPT PLAN

- ① Pedestrian entry from street to welcome people to the centre.
- ② Entry point from car park to outdoor area and potential space for food van.
- ③ Open fence for people to enter the landscape space.
- ④ Wide soft landscaped entry to built form from car parks.
- ⑤ Informal pebble seats in interior garden to soften the entry.
- ⑥ Internal walkway to access the landscaped areas.
- ⑦ Open grass area to accommodate various events.
- ⑧ Fixed seating wall for people to sit informally and socialise or be quiet.
- ⑨ Small separation garden bed with fixed low wall seating.
- ⑩ Creation of a yarning circle space with seat bench that appears to peel out of ground. Sculptural and functional. Seats have arm rests and back.
- ⑪ veranda to event space



Rev	Description	Checked	Approved	Date
D	FOR APPROVAL	FE	FE	23.05.23
C	FOR APPROVAL	FE	FE	15.06.23
B	FOR DISCUSSION	FE	FE	12.04.23
A	FOR DISCUSSION	FE	FE	29.03.23

Author	FEDELESTON	Drafting Check	D. BRIDGMAN
Designer	FEDELESTON	Design Check	D. BRIDGMAN

Urban Place Design

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Project No.
12394842

Client	CITY OF PALMERSTON
Project	DRIVER COMMUNITY CENTRE
Status	FOR DISCUSSION

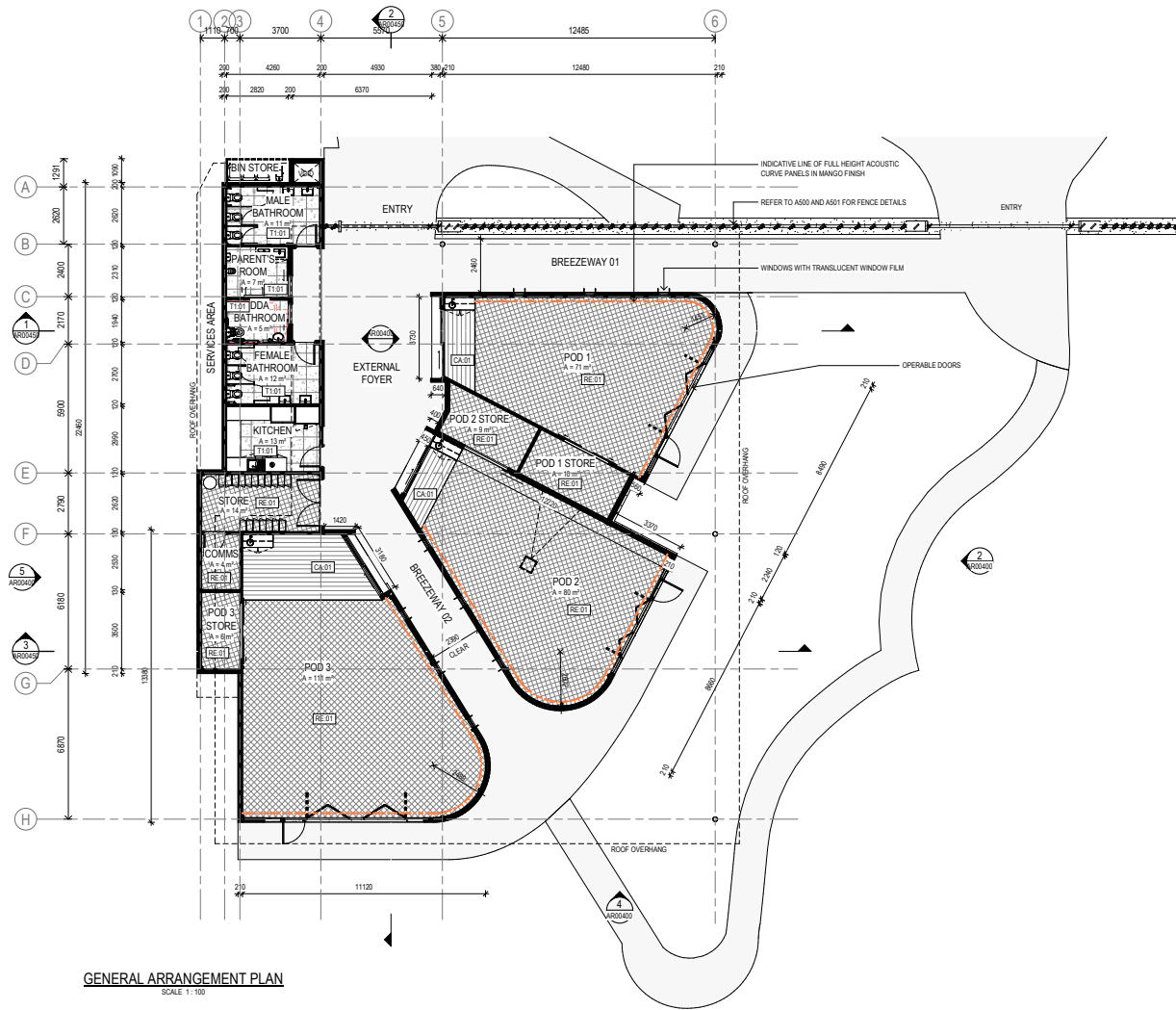
Drawing Title
LANDSCAPE CONCEPT PLAN

Status Code
P1

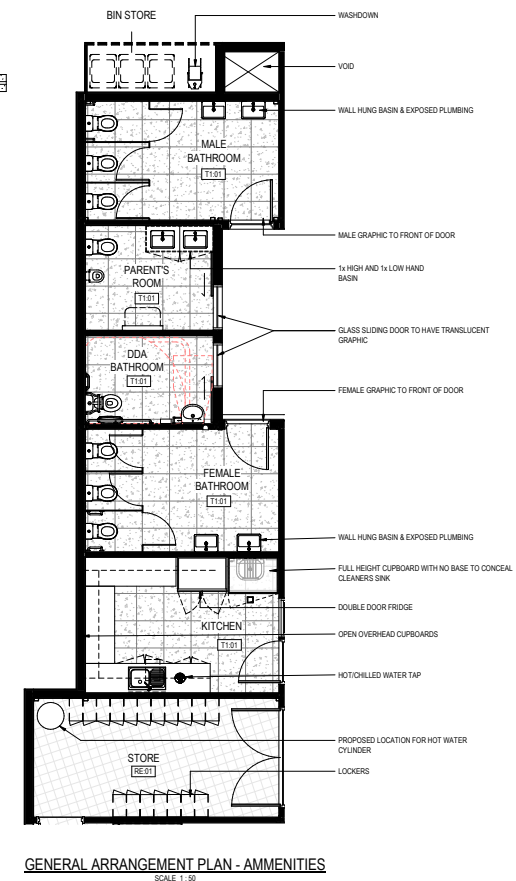
Drawing No.
L002

Rev
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COUNCIL AGENDA Attachment 13.1.8.1

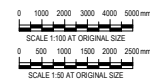
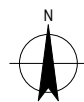


ARC - KEYNOTES	
CODE	DESCRIPTION
CA.01	RECESSED MOUNTED ENTRY MAT CANOPY
RE.01	VINYL FLOORING, TERRAZZO TERRACOTTA FINISH
TI.01	PORCELAIN TILE, BELGA CHARCOAL MATT



THIS DRAWING INCLUDES
COLOURED INFORMATION
COPIES OF THIS DRAWING MUST BE
PRODUCED IN COLOUR

Rev	Description	Checked	Approved	Date
A	PRELIMINARY DESIGN	LI	J.C	03.07.23
Rev	Description	Checked	Approved	Date
B	Building Check - E.ERIKSON	JENNY CULGAN		
C	Design Check - LINGRAMES	State and Reg No. NT, 999		



Client	CITY OF PALMERSTON
Project	DRIVER COMMUNITY CENTRE
Project No.	12594842
Status	PRELIMINARY

Drawing Title
GENERAL ARRANGEMENT - GROUND FLOOR

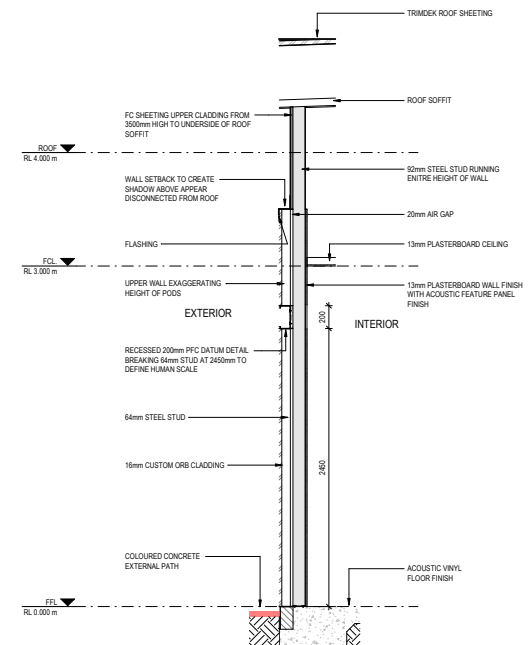
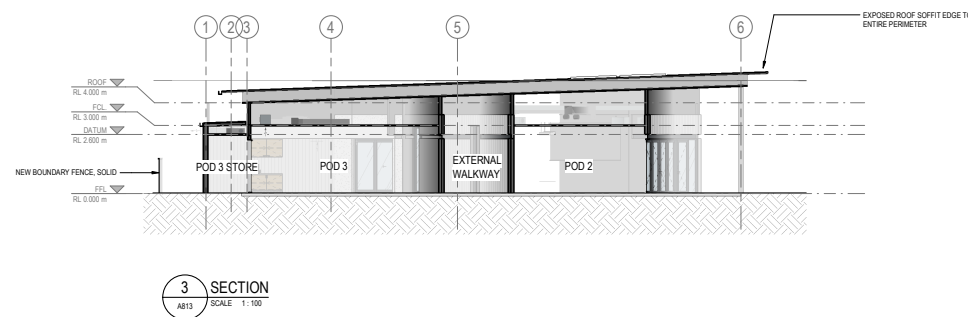
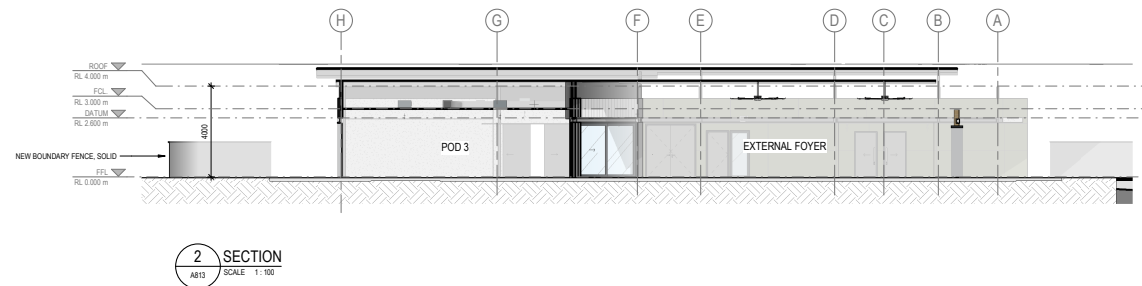
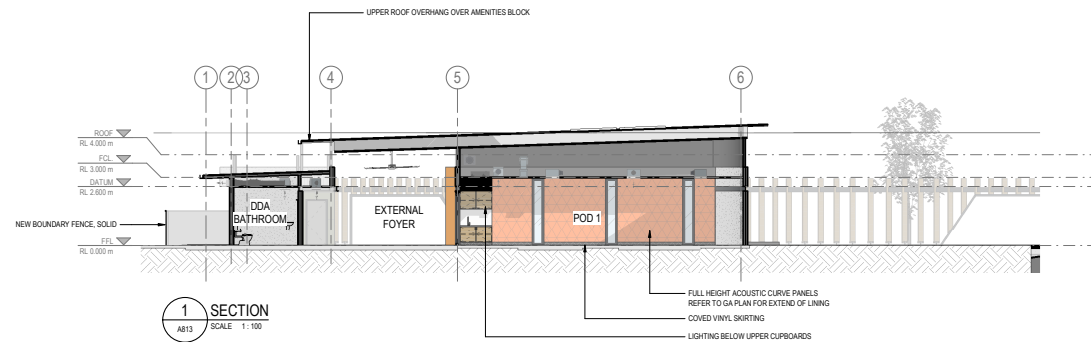
12594842-GHD-00-00-DRG-AR00100

Sheet
A1

Rev
A

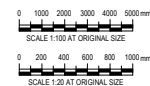
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Rev	Description	Checked	Approved	Date
A	PRELIMINARY DESIGN	LI	J.C.	03.07.23
Rev	Description	Checked	Approved	Date
1	Building Check: E. ERKSON	Reg Architect	JENNY CULGAN	
2	Design Check: LINGRAMS	State and Reg No.	NT, 599	



Client	CITY OF PALMERSTON
Project	DRIVER COMMUNITY CENTRE
Status	PRELIMINARY

Drawing Title: BUILDING SECTIONS

12594842-GHD-00-00-DRG-AR00450

Rev A

Driver Community Centre Consultation Outcomes

The following table identifies elements that were captured in community consultation and the response provided by officers regarding their inclusion within the final design.

Responses	Comment/Outcome
Important elements for a community facility	
Include an outdoor shaded space near kitchen area	The kitchen is adjacent the central amenities and is intended to be used by groups that have hired the individual 'pods' or outdoor space. There's no ability to incorporate an adjacent outdoor space.
Small basic kitchen facilities in each pod (sink, microwave, tea/coffee facilities, fridge)	A small kitchenette space has been incorporated in the design of each pod, that will include a sink but will not include cooking facilities (ie microwave). The central kitchen is intended for food storage and preparation. The facilities within the rooms are intended for accessing water, hand-washing etc.
Shade sails outdoor	The design of the outdoor space will predominantly have natural shade as part of the design. Outdoor shade will be available in the deck areas outside of the pods.
Secure and safe access to the facility when in use	The design of the entrance and foyer space is intended to provide passive surveillance to all pods and amenities. CCTV will be installed, and access to pods and amenities will be managed through codes and fobs as relevant.
Lockable weatherproof storage area (cages)	Each pod has a storage space within it for chairs, tables and equipment. An additional, shared, storage space is also incorporated that users will have the opportunity to utilise depending on the hire arrangements. The storage areas provided for users will be based on expected users and their requirements, whilst providing an appropriate share of the space to all regular users with bookings.
Vinyl/lino flooring inside	The exact location of types of flooring will be determined in the final design, however the majority of the flooring in the pods will be vinyl, with tiles within the amenities.
Playground, sandpit, play area that is fenced off	There is an open space area available for use by hirers that will be landscaped with pathways and seating. There aren't plans to include a playground or sandpit.
Private smaller room within the large room for breastfeeding or breakaway space	A parent's room has been included in the design of the central amenities, and is not attached to individual pods. A dedicated breastfeeding room is not included in the design.
Pool gates separating areas	The landscaping design is intended to be able to be used by all users, and the public. Access for pathways and stormwater constraints limit the ability to include fencing across the outdoor area.
Low water bubblers	Water bubbles will include consideration of use by children, and accessibility requirements.
Powerpoints with USB	Powerpoints with USB will be incorporated into the design at appropriate locations within each pod.
Nappy changing facility	A parent's room has been included in the design of the amenities.
Comfortable seating for adults	The furniture provided will be suitable for the needs of the majority of anticipated users.
Ensure there are quiet and private spaces (inside and outside)	The pods are designed to have different features that will suit different users. The outdoor space is designed to have a range of uses, including quiet areas.

Responses	Comment/Outcome
Wheelchair and all-mobility access (ramps)	This will form part of the design to maximise accessibility.
Include design features to accommodate for the vision impaired	This will form part of the design to maximise accessibility.
Space designed to accommodate vision impaired meetings/sports	The pods are designed to provide options for a diverse range of uses. The suitability of certain sports will be dependent on the specific requirements and the respective pod being hired.
Interior design to remain neutral (no patterns or bright colours)	The pods are designed to have different features that will suit different users, this includes the consideration of colours within the spaces.
Ensure colours are not contrasting	This will form part of the design to maximise accessibility.
Wayfinding from public transport to facility that is accessible.	This will form part of the design to maximise accessibility.
Brail on all signage	This will form part of the design to maximise accessibility.
Low tables and chairs for children	All spaces will be designed for use by adults, and children as relevant. This includes seating.
Toddler toilets and hand basins	A parent's room has been included in the design of the amenities and will include children-height facilities.
Landscaping including a bike/scooter path	As pathways will be designed for accessibility, they will be able to be used by bikes/scooters, however there is not an intent to design it as a 'track' specifically for bikes/scooters.
Outdoor furniture including playground and sandpit, bike racks	There is an open space area available for use by hirers that will be landscaped with pathways and seating. There aren't plans to include a playground or sandpit. Bike racks are included within the design.
Water bubblers	Water bubblers will be incorporated into the final design.
Plants and greenery inside the facility	Landscaping is proposed within the foyer area, however not within the pods themselves.
Redesign pods with parallel walls and 90-degree corners (curved and diagonal walls creates unusable spaces)	The pods have a combination of curves and angles to improve sightlines and appearance. The usable areas of each space will be refined as the design progresses to ensure usable space is maximised alongside amenity considerations.
Soundproof each pod	Each pod is separated by at least 2 walls, to minimise the risk of sound transfer. The pods aren't designed to be completely 'soundproof' but will incorporate design and material choices to minimise any sound transfer.
Comfortable seating and ergonomic tables/benches	Seating and tables will be provided as per a standard hireable facility.
Internal PA systems	At least one pod will have a speaker system with access to projector and other technology. It is not intended to have a system across all pods and each pod is designed to be able to be used by a variety of users at the same time.
Lots of powerpoints	Connectivity and access to power points has been a consideration of the design.
Inclusion of blinds as opposed to window frosting	Blinds are not recommended, as the windows/doors to the deck will provide connectivity to the outdoor space.
Ceiling projector	One pod will have a projector integrated in the space.

Responses	Comment/Outcome
Area for mobile cool room inside the facility for food bank	The purpose of the facility is multi-use to suit the needs of the wider community and therefore a dedicated cool room is not proposed.
General comments on the proposed design and development	
Safety and security – this includes the communal facility, and fencing within and around the perimeter	This will be a community facility that can be used by the public and a variety of users. It is not proposed to fence the site in full.
The current facility meets the needs of the groups that use it, why not just upgrade?	The current facility has reached the end of its useful life and is not easy to upgrade without significant work. Council's community facilities are intended to meet the needs of a broad range of the community, and the Needs Assessment has identified a range of uses, including the existing use, that could be accommodated in a new design.
Storage facility is great, however important to allow all users to have same access	Access and use of storage will be managed by Council as occurs at other community facilities.
Impressed with multi-function aspects, usage of space and shade/shelter included	Noted
There are limited spaces available for disabled sports	Noted
The facility still needs to remain welcoming to all families	Noted
Suggested names	
<ul style="list-style-type: none"> - Driver Community Centre - Aboriginal/Larrakia name - Driver Community Centre – with Aboriginal/Larrakia names for the separate areas 	The name of Driver Community Centre is proposed to continue to be used. Naming of rooms will be considered further based on feedback.

COUNCIL REPORT

1st Ordinary Council Meeting

AGENDA ITEM:	13.2.1
REPORT TITLE:	Financial Report for the Month of November 2023
MEETING DATE:	Tuesday 12 December 2023
AUTHOR:	Finance Manager, Jeffrey Guilas
APPROVER:	General Manager Finance and Governance, Wati Kerta

COMMUNITY PLAN

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

PURPOSE

The purpose of the Report is to present to Council the Financial Report for November 2023.

KEY MESSAGES

- This report presents the November financial report and is representative of the year-to-date income and expenditure as at 24 November 2023.
- The financial health check ratios indicate that overall, the Council is in a positive financial position.
- The November 2023 ratios are benchmarked against the forecasted ratios as per the Municipal Plan. If the ratio indicates that the Council is not on target, a detailed explanation is provided.
- Total operating income is at 70% percent of the total annual budget. This is due to levying the 2023-24 rates and waste charges in July which totalled \$33.3 million, the second instalment was due on 30 November. To date \$18.5 million of the rates levied for 2023-24 has been collected.
- As at 24 November 2023, the revised 2023-24 Capital Expenditure budget is \$26.97 million. The actual capital expenditure to date is \$12 million (45%).
- As at 24 November 2023, the total cash investment was \$23.39 million, which includes \$11.5 million in term deposits in various banking institutions with less than 12 months of maturity and \$11.89 million in National Australian Bank that are on call.
- In the month of November, \$5.60 million (96.05%) of the \$5.83 million total creditor's payments were paid to local suppliers.
- The Council is compliant with its statutory obligations, such as Pay as You Go Withholdings and Goods and Services Tax reporting.
- There are no contract variations in October that met the criteria under Regulation 42.
- The 2022-23 financial year activities have been finalised; therefore, the balance sheet accounts are correct and final.

RECOMMENDATION

THAT Report entitled Financial Report for the Month of November 2023 be received and noted.

BACKGROUND

In accordance with Local Government (General) Regulations 2021 - Part 2 (Division 7), the preceding month's Financial Report must be presented to Council. Regulation 17(1) of the General Regulation

requires a monthly report from the Chief Executive Officer to provide the Council with the actual income and expenditure for the year to date; the most recently adopted annual budget; and details of any material variances between the most recent actuals and the most recently adopted annual budget.

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

- Revised Annual Budget is the total Budget per the municipal plan for the 2023/24 financial year plus key Council decisions that have impacted the budget.
- Year to Date Actuals (YTD Actuals) – is the actual income and expenditure from 1 July 2023 to the current reporting date, 24 November 2023.
- The forecast amount is the Year-to-Date Budget (The YTD budget). The YTD budget was cash-flowed evenly over 12 months except for Rates which was fully cash-flowed in July and certain transactions that were expected to be recognised in specific periods.

This report should be read in conjunction with the following:

- Dashboard report found at Attachment 13.2.1.1 which is traffic-light reporting system which highlights the current health status and highlights the areas of interest to Council. Any issues would then be reported in detail in the body of the report.
- Financial Reports at Attachment 13.2.1.2 as it presents the financial position of the Council at the 24 November 2023, noting that the 2022-23 Financial year adjustments are finalised, and the balance sheet accounts are correct.

DISCUSSION

Financial Health Check

- The financial health check ratios provide the Council with a quick snapshot of the Council's financial position.
- The November 2023 ratios are benchmarked against the forecasted ratios as per the Municipal Plan. If the ratio indicates that Council is not on target, a detailed explanation is provided. The ratio shows Council's ability to monitor the cashflows (in and out) and ensuring that Council has sufficient cash to cover its obligations.
- The operating surplus ratio is high due to the \$33.3 million rates for the entire year that was levied in July. This ratio will decline in the proceeding months.
- The debt service ratio of 70.90 indicates we have the capacity to meet our loan obligations. This ratio is high due to a high operating surplus.
- As at 24 November, a total of \$18.5 million (55%) of the \$33.3 million in rates and charges had been collected. The Second quarter rates instalment is due on 30 November 2023.
- The current ratio of 3.42 as at 24 November shows that the Council has enough resources to meet its short-term obligations. This is higher than the Key Performance Indicators of 2.74 as per the 2023-24 Municipal Plan.

Operating Overview

The dashboard provides an overview of Council's operating income and expenditure for 2023-24 as per Attachment 13.2.1.1

- Total Operating Income as at 24 November is \$35.46 million, which is 95% of the Annual Budget. This is due to rates and waste charges for 2023-24 levied as at July 2023 and recognition of operating grants income till 24 November 2023.
- Total Operating Expenditure as at 24 November is \$15.53 million, which is 34% of the Annual Budget. This is mainly due to the following:
 - \$4.5 million Employee Costs
 - \$4.7 million Depreciation, amortization, and impairment
 - \$2.7 million Materials and Contractors

- \$677,004 Insurance
 - \$708,778 Utilities
 - \$715,603 Other Expenses such as Program Running Cost and training costs.
 - \$703,201 Professional services such as Belgravia management fees, Building revaluation, Community Satisfaction Survey, Management fee for Odegaard.
- Total actual Operating Expenditure is below the forecast for November by \$4.17 million. The underspend is due to a combination of the following:
 - employee expenses is underspent due to current vacant Full-Time Equivalent (FTE) positions for (0.5M).
 - invoices being received but not processed as at end of November for Materials & Contractors plus Utility invoices not yet received (combined underspend of \$2.6M),
 - other expenses (\$1M) which relates to program running cost of events which is expected to pick up in December and between March to June 2024.

Capital Overview

The dashboard provides an overview of Council's capital expenditure for 2023-24 as per Attachment 13.2.1.1.

Capital Expenditures

The 2023-24 Capital Expenditure budget is \$26.97 million which consists of \$7.84 million from original budget plus \$19.12 million from the 2022-23 First Budget Review.

The pie chart in dashboard as per Attachment 13.2.1.1 shows that out of the \$26.97 million capital expenditure budget; the actual capital expenditure is \$12.9 million which is 45% of the budget. This is mostly related to \$10.9 million SWELL (Swimming, Wellness, Events, Leisure and Lifestyle) expenditure, \$324,539 in Open Space, \$206,512 in Roads & Transport, \$144,407 in Recreation Centre, \$118,346 Fleet and \$105,086 expenditures in Durack Heights Community Centre.

Capital Funding

Capital is funded by capital grants, Council contributions (operating surplus and financial reserves), and borrowings.

The table below provides a breakdown of the grant income expected to be received or recognised as income this financial year.

Capital Project	Total Grant Income	Grant Funds received to date	Grant Funds yet to be received
New Pathways	\$0.25M	\$0.25M	-
Tree Planting and replacement	\$0.25M	\$0.25M	-
Roads to Recovery Funds - 2023/24	\$0.41M	-	\$0.41M
LRCI (Local Roads and Community Infrastructure) Phase 4	\$0.41M	-	\$0.41M
Public Lighting (Dark Spots)	\$0.25M	\$0.25M	-
Pump/Skate Park Zuccoli	\$0.25M	\$0.25M	-
Aquatic Centre Re-Roof	\$0.20M	\$0.20M	-
Holding Pen	a\$0.11M	\$0.11M	-
LRCI Phase 3	\$0.41M	-	\$0.41M

SWELL Secondary Hall Space Upgrade	\$0.46M	-	\$0.46M
SWELL – Commonwealth Funding	\$5.00M	\$1.50M	\$3.5M
SWELL – NTG Funding (remaining portion)	\$0.29M	\$0.29M	
Archer Waste Management Upgrade	\$0.28M	\$0.28M	-
Archer Recycling Modernisation	\$0.10M	\$0.01M	\$0.09M
Water Aquifer Preservation	\$0.10M	\$0.10M	
Fiber sense (Smart Technology Project)	\$0.5M	0.5M	
Lake Areator Project	\$0.1M	\$0.1M	
Total	\$9.37M	\$4.09M	\$5.28M

- Grants that have been received remain in the grant liability account until the assessment of income criteria has been met such as meeting the grant agreement obligations.
- Some of the income has not been recognised due to the requirement of project completion and final acquittal reports. At YTD, \$5.7 million grant revenue has been recognised as they meet the grant agreement obligations.

Investments

Trading Account: \$8.66 million, Professional Fund: \$3.22million

Investments: \$11.5million

Year to Date interest revenue: \$618,215

Cash at Bank and Investments				
Duration	No.	(Million)\$ Value	% of total Portfolio	Limit
On-call	2	\$11.89M	50.08%	NA
<12months	10	\$11.5M	49.92%	100%
Total	12	\$23.39M	100%	

The investment portfolio is compliant with the Council Investments Policy.

- As at 24 November 2023, the Council held \$11.5 million in term deposits across four financial institutions. The current balance is lower than last month due to a matured term deposit of \$2 Million. The finance team review cashflow and invest in the coming months.
- Cash held by Council in the trading bank as at 24 November 2023 was \$8.66 million.
- \$3.2 million was held in National Australian Bank Professional account which earns cash interest of 4.6%. Placing funds in this account provides the Council the ability to earn comparatively high interest rates while being able to readily withdraw the funds for expected large payments due to end-of-year invoice payments.
- Performance of our investments against our policy and details on our investments are provided in section 2.3 of the Investments Management Report: Attachment 13.2.1.2.

Debtors

Council has \$20.9 million in Receivables, majority of which relates to the 2023-24 rates and waste charges levied.

Rates

The Dashboard at Attachment 13.2.1.1 shows the 2023-24 Rates and Waste Charges issued and collected. In July 2023, \$33.3 million Rates were levied for 2023-24 with the first instalments due on 30

September and the second instalment due on 30 November 2023. The remaining amount is due as per the quarterly instalments on the 30 Jan 2024 and 30 March 2024. If the Second instalments are not paid by 30 November, the whole amount becomes due and payable.

- As at 24 November 2023, Council has received \$18.50 million of rates payments. This is equivalent to 55% of the total rates and charges levied.
- The rates received in advance balance of \$636,121 is sitting in the balance sheet as a liability as it is refundable.
- The second instalment for the 2023-24 Rates Levy was due on 30 November.
- The outstanding rate debt is \$1.9 million which includes overdue rates debt from prior years of \$1.3 million and \$0.6 million for the current financial year.
- For the 2023-24 year, any unpaid rates are now overdue if the ratepayer missed the payment of the 1st instalment.
- Council may place an overriding statutory charge on the property where there is an outstanding rate debt owing of greater than 6 months, which gives Council priority over other registered and unregistered mortgages, charges, and encumbrances except for a previously registered overriding statutory charge.
- The Council currently holds overriding statutory charges over 56 properties where the debts are 2018/19 and prior.
- There are 20 ratepayers that have approved financial hardship applications for the 2023-24 financial year.

Infringements

- Total infringements outstanding is \$59,924 as at 24 November 2023; this consists of Animal (\$46,157), Public Place (\$2,750), and Parking (\$11,053).
- The graph in the dashboard at **Attachment 13.2.1.1** shows the total issued and collected per type of infringement for the month of July to November.

Sundry Debtors

Sundry debtor as at 24 November is \$222,440.35 as presented in **Attachment 13.2.1.2**. Most of it relates to invoices to the Department of Infrastructure, Planning and Logistic (\$169,000) for the blackspot, and invoices for Upgrades and Additional bin FY23-24 are raised. More details are in section 2.4 Debtor Control Account.

Trade Creditors Paid

The trade creditor paid as at 24 November 2023 amounted to \$5.83 million, of which \$5.60 million (96.05%) of these payments were paid to local suppliers.

Most of the payments in November relates to Jaytex Construction for the SWELL project (\$3.69 million), JLM Contracting (\$174,437.66), and Programmed Property service (181,128) and Dynamic Refrigeration Solution (133,166)

Other Compliance matters

- Council is compliant with payment and reporting of all tax liabilities as outlined below:
- Council has paid \$1,082,512 in Pay-As-You-Go tax. Council pays the Pay-As-You-Go-Withholding tax to the Australian Taxation Office on a fortnightly basis.
- The Business Activity Statement balance for the month ended 30 November 2023 reported on December 2023 as a Goods Services Tax Refund of \$365,148.
- Council has the required insurances to manage the current risk exposure.

Contract Variations

Varied contract, after a quotation under regulation 34 has been accepted and the total cost of supplies exceeds \$100,000 but is less than \$150,000.	Varied contract, after a quotation under regulation 34 has been accepted or a public quotation under regulation 35 has been accepted and the total cost of supplies exceeds \$150,000.	Varied contract is entered into after a tender under regulation 36 has been accepted and the total cost of supplies exceeds the original tender cost by more than 10% as per below.
Nil	Nil	Nil

CONSULTATION PROCESS

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

- Finance Team
- Governance and Procurement Officer

POLICY IMPLICATIONS

Investments are compliant with the Investment Policy and Financial Reserves are compliant with the Financial Reserve Policy.

BUDGET AND RESOURCE IMPLICATIONS

This Report provides an overview of the budget and resource implications.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This Report addresses the following City of Palmerston Strategic Risks:

1. **Community Safety**
Failure of Council to effectively plan and deliver its role in community safety.
6. **Governance**
Failure to effectively govern.

There is no risk, legal and legislative implications relating to this Report.

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. Dashboard [13.2.1.1 - 1 page]
2. FINANCIAL RESULTS [13.2.1.2 - 26 pages]

COUNCIL AGENDA Attachment 13.2.1.1

As at 24 November 2023

DASHBOARD

\$24.63 M

Operating Surplus (excluding Depn)

Annual Budget is at 2.75 M

\$5.79 M

Capital Income

Annual Budget is at 13 M

\$12.1 M

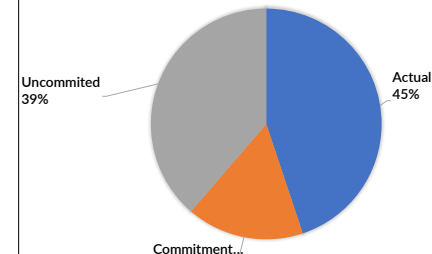
Capital Expenditure

Annual Budget is at 26.97 M

\$23.39 M

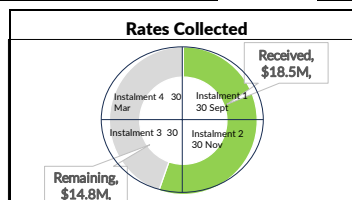
Cash Held

CAPITAL EXPENDITURE (ACTUALS & COMMITMENTS)

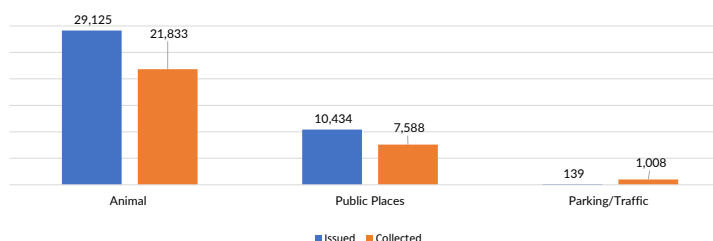


Ratios	MP KPI	as at Nov 2023	Status
Operating Surplus Ratio	>13%	70%	\$33.2 million of rates for the whole year levied in July.
Debt Service Ratio	>8.51	70.9	
Rates Collection	>95%	45%	2nd Qtr instalment not due until 30 November.
Current Ratio	>2.74	3.42	

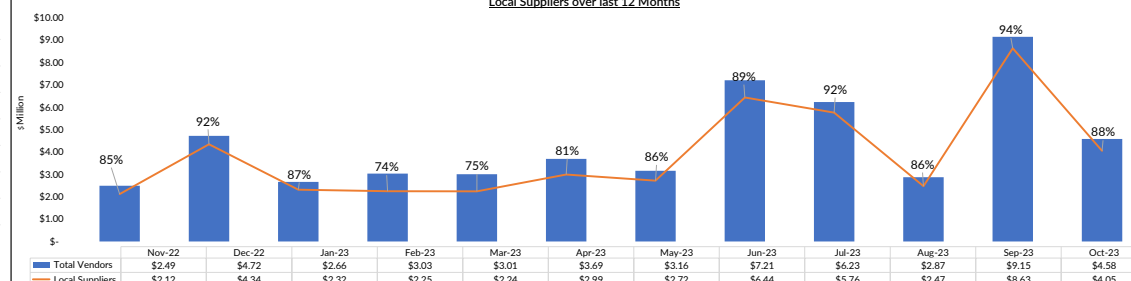
Legends	On Track	Explanation Required	Off Track
	Green	Yellow	Red



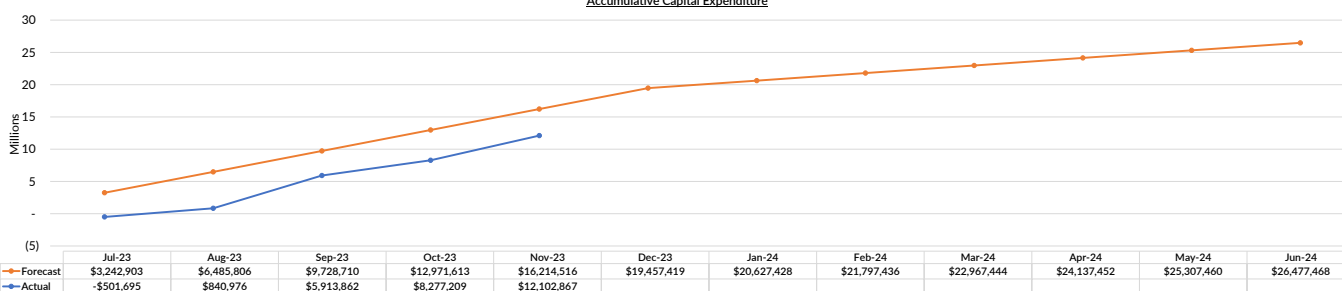
Infringements Issued & Collected from 1 July to 24 November 2023



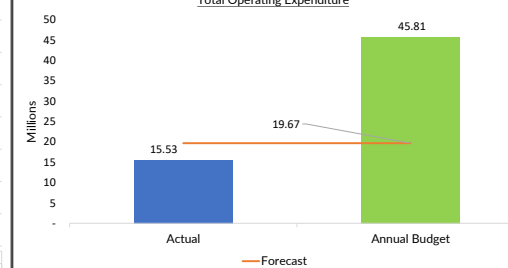
Local Suppliers over last 12 Months



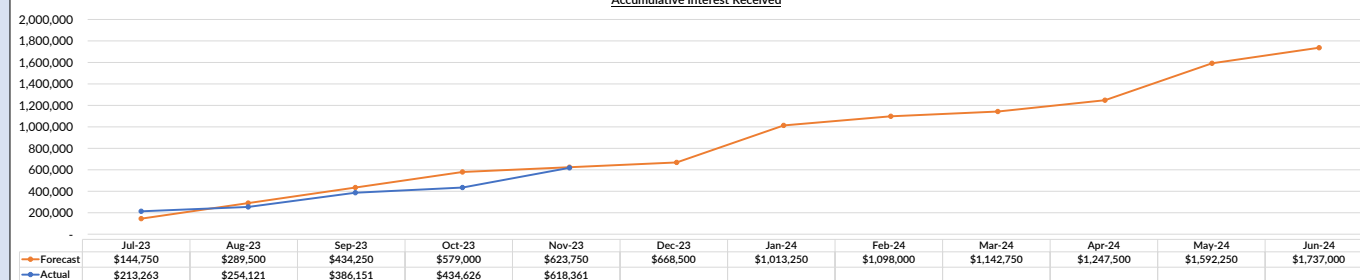
Accumulative Capital Expenditure



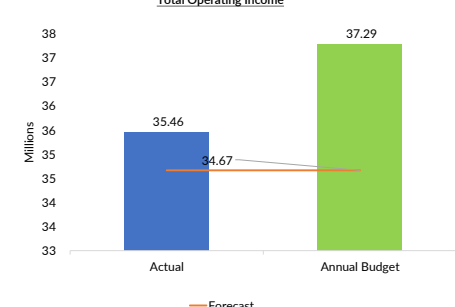
Total Operating Expenditure



Accumulative Interest Received



Total Operating Income





Financial Management Reports

November 2023

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

TABLE OF CONTENTS

November 2023

SECTION 1 – EXECUTIVE SUMMARY	1.1	Certification by Chief Executive Officer
SECTION 2 – FINANCIAL RESULTS	1.2	Executive Summary
	1.3	Budget Summary by Directorates
	1.4	Capital Expenditure & Funding
	2.1	Balance Sheet
	2.2	Investments Management Report
	2.3	Debtor Control Accounts
	2.4	Creditor Accounts Paid
	2.5	Creditor Accounts Outstanding
	2.6	Commercial Leases
	2.7	Council Loans
	2.8	Elected Member Expenses
	2.9	CEO Credit Card

Certification By Chief Executive Officer

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

- ❖ The internal controls implemented by Council are appropriate; and
- ❖ The Council's Financial Report for November 2023 best reflects the financial affairs of the Council.



Luccio Franco Cercarelli
Chief Executive Officer

COUNCIL AGENDA

Attachment 13.2.1.2

Section 2 Financial Results

1.2 - Executive Summary as at 24 November 2023

Description	Annual Budget \$	YTD Actual \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget	
Operating Income						
Rates	25,806,363	25,636,622	99%	25,771,363	99%	
Charge	7,534,269	7,652,378	102%	7,534,269	102%	
Fees & Charges	933,318	483,347	52%	408,783	118%	
Grants, Subsidies & Contributions	1,325,864	907,189	68%	245,085	370%	1
Interest & Investment Revenue	1,671,202	790,229	47%	701,183	113%	
Other Income	15,785	-7,974	-51%	6,529	-122%	2
Operating Income	37,286,801	35,461,791	95%	34,667,212	102%	
Operating Expenditure						
Employee Costs	-12,207,233	-4,517,414	37%	-5,084,487	89%	3
Materials & Contractors	-12,615,298	-2,662,297	21%	-5,288,236	50%	4
Depreciation, Amortisation & Impairment	-11,270,000	-4,695,833	42%	-4,693,955	100%	
Elected Members Allowances	-428,200	-130,632	31%	-180,679	72%	5
Elected Members Expenses	-39,745	-15,479	39%	-16,679	93%	
Professional Services	-2,004,589	-703,201	35%	-834,408	84%	6
Auditor's Remuneration	-39,848	-480	1%	-16,603	3%	7
Bad and Doubtful Debts	0	0	0%	0	0%	
Utilities	-2,332,117	-708,778	30%	-971,327	73%	8
Legal Expenses	-315,700	-131,355	42%	-126,086	104%	
Telephone & Other Communication Charges	-264,456	-161,844	61%	-160,190	101%	
Donations, Sponsorships & Grants	-255,000	-54,479	21%	-106,227	51%	9
Software, Hardware, Stationery, Subscriptions	-1,061,090	-335,549	32%	-441,954	76%	10
Insurance	-615,083	-677,004	110%	-591,451	114%	11
Borrowing Costs	-179,477	-21,422	12%	-89,739	24%	12
Other Expenses	-2,177,335	-715,603	33%	-1,070,291	67%	6
Operating Expenditure	-45,805,171	-15,531,372	34%	-19,672,312	79%	
OPERATING SURPLUS/(DEFICIT)	-8,518,370	19,930,419		14,994,900		
Capital Income						
Net gain (loss) on disposal or revaluation of assets	299,737	67,955	23%	124,840	54%	13
Developer Contributions	200,000	661	0%	83,300	1%	14
Asset Income	3,000,000	0	0%	0	0%	13
Grants received	9,498,744	5,723,729	60%	8,317,870	69%	15
Capital Income	12,998,481	5,792,344	45%	8,526,010	68%	
Net SURPLUS / (DEFICIT) transferred to Equity Statement	4,480,111	25,722,763		23,520,910		
Capital Expenditure						
Land Purchase	0	0	0%	0	0%	
Asset Purchase	-3,459,387	-517,382	15%	-1,441,411	36%	
Asset Upgrade	-23,512,067	-11,580,935	49%	-14,981,670	77%	
Capital Expenditure	-26,971,454	-12,098,317	45%	-16,423,081	74%	16
Less Non-Cash Expenditure	-11,270,000	-4,695,833	42%	-4,693,955	100%	
Plus Gifted Assets	3,000,000	0	0%	0	0%	
NET CAPITAL SURPLUS/(DEFICIT)	-14,221,343	18,320,279		11,791,784		
Borrowings	5,000,000	0	0%	5,000,000	0%	17
Less Repayment of Borrowings	-517,000	-53,930	10%	-321,000	17%	
Reserve Movement	9,738,343	-3,258,100	0	9,394,725	0	
NET OPERATING SURPLUS/(DEFICIT)	0	15,008,250		25,865,509		

COUNCIL AGENDA Attachment 13.2.1.2

Section 2 Financial Results

1.2 - Executive Summary as at 24 November 2023

Description	Annual Budget \$	YTD Actual \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget	
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Notes

1. The variance is due to the library funding of \$680K that was received and recognised as income in November but the grant budget for the year was cashflowed evenly throughout the year.
2. The variance relates to rates debtor payment that was recorded incorrectly to sundry income last financial year.
3. Actual employee expenditure for the period is lower due to a number of vacant positions.
4. The underspend is due to \$2.6M invoices and purchase orders that were still awaiting approval at the end of November, primarily those from Cleanaway, City of Darwin, HCS Constructions, Programmed Property Services, and a number of smaller invoices; and programs/projects that has not commenced.
5. The elected member payment is underspent due to the timing of the payment. The elected member payment for November was paid in
6. The underspent is due to less major event during this period. Most of the events take place in December and between March to June .
7. The variance is due to audit invoice was pending approval at the report cut-off date. The invoice was approved on 29 November.
8. The underspend is due to last quarter's utility invoices that are yet to be received.
9. During this period, fewer applications for grants and subsidies have been received. Majority of the applications for grants and subsidies are expected to be received towards the end of the year.
10. The variance is due to majority of subscription and licenses are paid towards the end of year.
11. The overspend is due to the insurance invoices paid in full for 23-24, and the insurance premium is higher than budgeted.
12. The underspend is due to cashflowing of borrowing cost which is paid quarterly. The cashflow for borrowing cost will be adjusted accordingly.
13. Asset revaluation and Asset income (gifted assets) recognition are undertaken towards the end of the financial year.
14. No developer's contribution received yet during the period.
15. A number of grants have been recorded as income that met the recognition criteria, the rest of the grants received are still sitting in grants liability.
16. The variance is due to projects that are yet to start or have just started. The cashflowing is being reviewed
17. The loan for the SWELL project has not yet been drawn down.



Approved by: Finance Manager
Jeffery Guilas

Section 2 Financial Results

1.3 - Budget Summary Report By Directorate as at % of year passed

24 November 2023
42%

Operating Income

Description	Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget	
Office of the Chief Executive						
Office of the CEO	372,615	12,350	3%	605,073	2%	1
Office of the Chief Executive	372,615	12,350	3%	605,073	2%	
Deputy Chief Executive						
Deputy Chief Executive	0	0	0%	0	0%	
Finance & Governance						
GM Finance & Governance	69,474	25,674	37%	28,948	89%	2
Financial Services	1,126,042	513,155	46%	473,616	108%	3
Rates	25,942,030	25,703,523	99%	25,829,696	100%	
Finance & Governance	27,137,546	26,242,351	97%	26,332,260	100%	
Community & Culture						
Diversity and Inclusion Activities	0	5,000	0%	0	0%	4
Events Promotion	3,000	8,000	267%	708	1130%	4
Health and Wellbeing Services	2,785	0	0%	1,114	0%	
Library Services	667,844	710,735	106%	278,268	255%	4
Senior Citizens	2,048	2,000	98%	2,048	98%	
Youth Services	300,000	125,000	42%	125,000	100%	
Animal Management	359,000	237,815	66%	169,749	140%	5
Parking & Other Ranger Services	104,000	17,847	17%	43,067	41%	6
Community & Culture	1,438,677	1,106,397	77%	619,954	178%	
Infrastructure						
Civic Centre	140,000	53,073	38%	58,333	91%	2
Driver Resource Centre	0	136	0%	0	0%	
Gray Community Hall	10,000	7,120	71%	4,167	171%	7
Private Works	43,333	20,893	48%	16,667	125%	8
Recreation Centre	12,000	10,256	85%	5,000	205%	7
Roads & Transport	-47,799	32,022	-67%	-775,696	-4%	9
Subdivisional Works	100,000	66,623	67%	41,667	160%	10
Waste Management	7,534,269	7,679,444	102%	7,534,269	102%	
Odegaard Drive Investment Property	446,160	189,368	42%	185,900	102%	
Durack Heights Community Centre	0	91	0%	0	0%	
Goyder Square	100,000	41,667	42%	41,667	100%	
Infrastructure	8,337,963	8,100,693	97%	7,111,973	114%	
	37,286,801	35,461,791	95%	34,669,260	102%	

Notes

1. The budgeted revenue for the period relates to Financial Assistance Grants that was received in advance in 2022-23. The cashflow will need to be adjusted to reflect that this was received in prior years.
2. The variance is due to rent income for November has not been received as at cut-off date of the report.
3. The variance is due to higher actual interest received than what has been budgeted due to higher interest rate.
4. The variance is due to the timing of recognising the income. This will even out at the end of the year.
5. The dog registrations and renewals are higher than what was projected for the period.
6. This relates to fines, penalties and recovery of expenses which is below than expected
7. The variance is due to the increase in facility hire bookings for the period.
8. The variance is due to higher income received for permit works and other licences for the period.
9. The variance is a result of adjustments made during the first budget review; the cash flow will be adjusted accordingly.
10. Received higher statutory fees relating to planning and development for the period than projected.

Section 2

Financial Results

1.3 - Budget Summary Report By Directorate as at 24 November 2023
% of year passed 42%

Operating Expenditure

	Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget	Notes
Office of the Chief Executive						
Councillors	-467,945	-149,572	32%	-197,358	76%	1
Office of the CEO	-1,252,641	-337,935	27%	-520,961	65%	2
Office of the Chief Executive	-1,720,586	-487,507	28%	-718,320	68%	
Deputy Chief Executive						
Deputy Chief Executive Officer	-479,735	-205,083	43%	-199,810	103%	
Customer Experience	-359,974	-139,842	39%	-149,929	93%	2
People and Customer	-1,069,464	-475,619	44%	-444,073	107%	3
Public Relations and Communications	-896,801	-359,789	40%	-376,356	96%	4
Deputy Chief Executive	-2,805,974	-1,180,332	42%	-1,170,167	101%	
Finance & Governance						
GM Finance & Governance	-518,046	-191,191	37%	-214,819	89%	2
Records Management	-399,642	-125,277	31%	-166,390	75%	2
Financial Services	-12,762,086	-5,348,749	42%	-5,323,057	100%	
Rates	-95,700	-14,157	15%	-35,022	40%	5
Governance	-1,258,293	-1,030,225	82%	-859,302	120%	6
Finance & Governance	-15,033,767	-6,709,599	45%	-6,598,591	102%	
Community & Culture						
Arts & Culture	-80,547	-10,850	13%	-44,748	24%	7
Community Development	-1,151,306	-416,747	36%	-479,452	87%	8

Section 2

Financial Results

1.3 - Budget Summary Report By Directorate as at 24 November 2023
% of year passed 42%

Operating Expenditure

	Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget	Notes
Diversity and Inclusion Activities	-36,000	-8,280	23%	-20,000	41%	7
Events Promotion	-533,510	-87,080	16%	-295,321	29%	8
Families & Children	-47,679	-14,012	29%	-24,774	57%	9
Health and Wellbeing Services	-42,000	-5,129	12%	-23,330	22%	9
Library Services	-1,513,946	-552,444	36%	-655,583	84%	2
Senior Citizens	-6,656	-3,067	46%	-3,698	83%	
Youth Services	-417,019	-229,599	55%	-225,340	102%	
Director Community & Culture	-566,470	-113,026	20%	-235,935	48%	2
Safe Communities	-20,000	-5,253	26%	-11,110	47%	9
Animal Management	-166,161	-30,403	18%	-80,680	38%	9
Parking & Other Ranger Services	-1,021,889	-407,384	40%	-424,671	96%	
Community & Culture	-5,603,183	-1,883,272	34%	-2,524,642	75%	
Infrastructure						
Information Technology	-1,879,370	-660,897	35%	-840,101	79%	10
Aquatic Centre	-661,924	-154,679	23%	-288,394	54%	11
Civic Centre	-265,173	-88,485	33%	-115,747	76%	12
Depot	-74,377	-27,231	37%	-29,917	91%	
Driver Resource Centre	-24,173	-9,770	40%	-10,327	95%	13
Emergency Operations	-10,557	0	0%	-4,397	0%	14
Gray Community Hall	-66,929	-38,775	58%	-28,354	137%	15
Director Infrastructure	-802,929	-347,327	43%	-334,516	104%	

Section 2

Financial Results

1.3 - Budget Summary Report By Directorate as at 24 November 2023
% of year passed 42%

Operating Expenditure

	Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget	Notes
Open Space	-5,406,321	-1,353,052	25%	-2,262,221	60%	14
Private Works	-105,776	-39,652	37%	-44,056	90%	2
Recreation Centre	-292,965	-136,146	46%	-123,295	110%	
Roads & Transport	-1,732,365	-426,164	25%	-724,071	59%	14
Stormwater Infrastructure	-169,268	-30,946	18%	-70,000	44%	14
Street Lighting	-1,161,005	-112,300	10%	-483,304	23%	14
Subdivisional Works	-20,000	-11,407	57%	-8,330	137%	9
Waste Management	-7,296,038	-1,629,777	22%	-3,013,273	54%	14
Odegaard Drive Investment Property	-127,007	-47,587	37%	-53,018	90%	
Durack Heights Community Centre	-33,053	-23,788	72%	-13,221	180%	
CBD Car Parking	-63,351	-25,304	40%	-27,210	93%	
Goyder Square	-228,028	-57,724	25%	-94,756	61%	14
Fleet	-221,052	-49,651	22%	-92,085	54%	16
Infrastructure	-20,641,661	-5,270,662	26%	-8,660,592	61%	
	-45,805,171	-15,531,372	34%	-19,672,312	79%	

Notes

1. The underspend in Elected member payment is due to the timing of the payments.
2. The variance is due to vacant positions that are currently being filled.
3. The variance is due to advertising costs related to recruitment and external consultant hire.
4. The underspent is due to seasonal events. Majority of the events happens in December and between March to June.
5. Due to debt recovery fee not expected.

Section 2

Financial Results

1.3 - Budget Summary Report By Directorate as at 24 November 2023 % of year passed 42%

Operating Expenditure

	Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget	Notes
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6. The overspend due to the insurance invoices paid in full for 23-24 and the insurance premium is higher than budgeted.
7. The underspend is due to few programs were run during the period but this is projected to pick up in Q3 and Q4.
8. The underspend is mainly due to vacant positions and few programs were run during the period.
9. The variance is due to cashflowing of the budget but it is expected to be fully expended by the end of the financial year. The review of the cashflowing is currently
10. The underspend is mainly due to vacant positions and lesser expense on software licenses.
11. Utilities cost and contractor payments are lower than budgeted during the period but are expected to pick up when SWELL opens.
12. The underspend is due to less building maintenance because of the good/fair condition of the assets.
13. The facility is to be decommissioned.
14. The underspend is due to the timing of the projects but this will be balanced out with the budget at the end of the financial year. Review of the cashflow is currently being undertaken.
15. The overspend is due to higher fire system and contractors expenses than budget. This is currently being investigated.
16. The underspend is due to vehicle registration cost yet to be recognised and lower repair cost.

Section 2 Financial Results

24 November 2023

1.4 - Budget Summary Report By Directorate as at Capital Income

	Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget	
Office of the Chief Executive						
Office of the Chief Executive	0	0	0%	0	0%	
Deputy Chief Executive						
Deputy Chief Executive	0	0	0%	0	0%	
Finance & Governance						
Financial Services	3,000,000	0	0%	0	0%	1
Finance & Governance	3,000,000	0	0%	0	0%	
Community & Culture						
Library Services	48,185	0	0%	48,185	0%	2
Animal Management	110,300	4,600	4%	110,300	4%	2
Community & Culture	158,485	4,600	3%	158,485	3%	
Infrastructure						
Information Technology	350,366	0	0%	350,366	0%	
Aquatic Centre	5,527,936	5,300,710	96%	5,411,236	98%	
Director Infrastructure	978,365	10,201	1%	738,028	1%	2
Open Space	620,465	213,164	34%	328,715	65%	2
Roads & Transport	1,018,418	89,966	9%	632,206	14%	2
Street Lighting	319,967	0	0%	174,092	0%	2
Subdivisional Works	200,000	661	0%	83,300	1%	3
Waste Management	374,743	0	0%	374,743	0%	
Durack Heights Community	150,000	105,087	70%	150,000	70%	2
Fleet	299,737	67,955	23%	124,840	54%	4
Infrastructure	9,839,996	5,787,744	59%	8,367,525	69%	
	12,998,481	5,792,344	45%	8,526,010	68%	

Notes

1. The capital income for gifted assets is recognised at the end of the year.
2. These relate to roll-over of capital projects which were approved (Decision No.10/987). Income has not been fully recognised due to requirement of project completion and final acquittal report.
3. The work related to the Driveway is yet to commence. The driveway and subdivision income will be recognised once the clearance is received.
4. Income derived from the sale of the aged fleet.

Section 2

Financial Results

1.4 - Budget Summary Report By Directorate as at 24 November 2023
% of year passed 42%

Capital Expenditure

	Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget	
Office of the Chief Executive						
Office of the Chief Executive	0	0	0.00%	0	0.00%	
Deputy Chief Executive						
Deputy Chief Executive	0	0	0%	0	0%	
Finance & Governance						
Finance & Governance	0	0	0.00%	0%	0.00%	
Community & Culture						
Arts & Culture	-231,601	0	0%	-96,500	0%	1
Library Services	-188,894	-922	0%	-78,706	1%	1
Animal Management	-110,300	-4,600	4%	-45,958	0	1
Community & Culture	-530,795	-5,522	0	-221,165	0	
Infrastructure						
Information Technology	-1,831,298	-90,425	5%	-763,041	12%	1
Aquatic Centre	-12,443,939	-10,918,767	88%	-10,369,949	105%	
Civic Centre	-56,320	0	0%	-23,467	0%	1
Depot	-151,146	-17,755	12%	-62,977	28%	1
Driver Resource Centre	-194,940	-37,109	19%	-81,225	46%	1
Director Infrastructure	-2,111,797	-75,513	4%	-879,915	9%	1
Open Space	-3,283,825	-324,539	10%	-1,368,261	24%	1
Recreation Centre	-156,972	-144,407	92%	-65,405	221%	4
Roads & Transport	-3,025,399	-206,512	7%	-1,260,583	16%	5
Stormwater Infrastructure	-184,320	0	0%	-76,800	0%	6
Street Lighting	-780,469	-54,339	7%	-325,195	17%	6
Subdivisional Works	-100,000	0	0%	-41,667	0%	1
Waste Management	-1,502,927	0	0%	-626,220	0%	1
Durack Heights Community Centre	-222,150	-105,086	47%	-92,562	114%	2
Fleet	-395,158	-118,346	30%	-164,649	72%	3
Infrastructure	-26,440,660	-12,092,795	46%	-16,201,916	75%	
	-26,971,454	-12,098,317	45%	-16,423,081	74%	

Note

1. The variance is due to projects that are yet to start or have just started. The cashflowing is being reviewed.
2. The variance is due to aircon maintenance work at Durack Community Center, but the budget was cash-flowed evenly over 12 months.
3. The variance due to 4 vehicles has been ordered and 3 has been delivered; 1 vehicle is still yet to be delivered.
4. Project is completed and invoice has been received. The variance is due to cashflowing the budget equally over 12 months. This will even out at the end of the year.
5. The variance is due to timing of the project. Roads and transport expenditure of \$770K is expected in December.
6. The variance is due to the timing of the projects. More work are expected to happen between April to June.

Section 2 Financial Results

1.4 - Capital Expenditure & Funding

CAPITAL EXPENDITURE	Annual Budget	Actuals
Land & Buildings	\$20,552,371	\$11,479,525
Other Assets (including furniture & office equip)	\$1,200,000	\$85,205
Fleet	\$395,158	\$118,346
Infrastructure (including roads, footpaths, park furniture)	\$4,818,925	\$415,242
TOTAL CAPITAL EXPENDITURE	\$26,966,454	\$12,098,317
TOTAL CAPITAL EXPENDITURE FUNDED BY:		
Operating Income	\$2,729,367	\$ 373,791
Capital Grants	\$9,498,744	\$ 5,792,344
Transfers from Cash Reserves	\$9,738,343	\$ 5,932,182
Borrowings	\$5,000,000	
TOTAL CAPITAL EXPENDITURE FUNDING	\$26,966,454	\$12,098,317



Approved by: Finance Manager
Jeffery Guilas

Section 2
Financial Results

2.1 - Balance Sheet

24 November 2023

Balance Sheet	YTD	Notes
Assets		
Current Assets:		
Cash & cash equivalents	2,229	Refer to Note (Investment and Cash in report)
Tied Funds	3,225,960	
Unfunded Funds	8,659,167	
Investments		Refer to Note (Investment and Cash in report)
Tied Funds	5,003,498	
Unfunded Funds	6,504,315	
Receivables	20,927,213	Inclusive of Rates and Charges levied in July 2023
Other	-	
TOTAL CURRENT ASSETS	44,322,382	
Non-Current Assets:		
Infrastructure, property, plant & equipment	561,881,230	
Investment property	5,800,000	
Work in progress	16,142,116	
TOTAL NON-CURRENT ASSETS	583,823,346	
TOTAL ASSETS	628,145,728	
Liabilities		
Current Liabilities:		
Payables	6,206,488	
Unearned Grant Income (AASB1058)	4,504,469	
Borrowings	973,557	
Provisions	1,278,779	
TOTAL CURRENT LIABILITIES	12,963,292	
Non-Current Liabilities:		
Payables	-	
Borrowings	-	
Provisions	1,809,531	
TOTAL NON-CURRENT LIABILITIES	1,809,531	
TOTAL LIABILITIES	14,772,823	
NET ASSETS	613,372,905	
Equity		
Accumulated Surplus	228,836,650	
Profit & Loss - current Year	13,624,446	
Net Reserves	5,182,648	
Working Capital Reserve	5,446,362	
Net Transfers to & from Reserves	- 14,426,859	
Unexpended Grant reserve	2,375,184	
Election Reserve	100,000	
Disaster reserve	500,000	
Unexpended Capital works	6,512,568	
Developer Funded reserve	1,069,011	
Waste Reserve	2,338,544	
Major initiative	1,267,839	
Revaluation reserves	365,729,161	
Council equity interest	613,372,905	
TOTAL EQUITY	613,372,905	


Approved by: Finance Manager
Jeffery Guillas

COUNCIL AGENDA Attachment 13.2.1.2

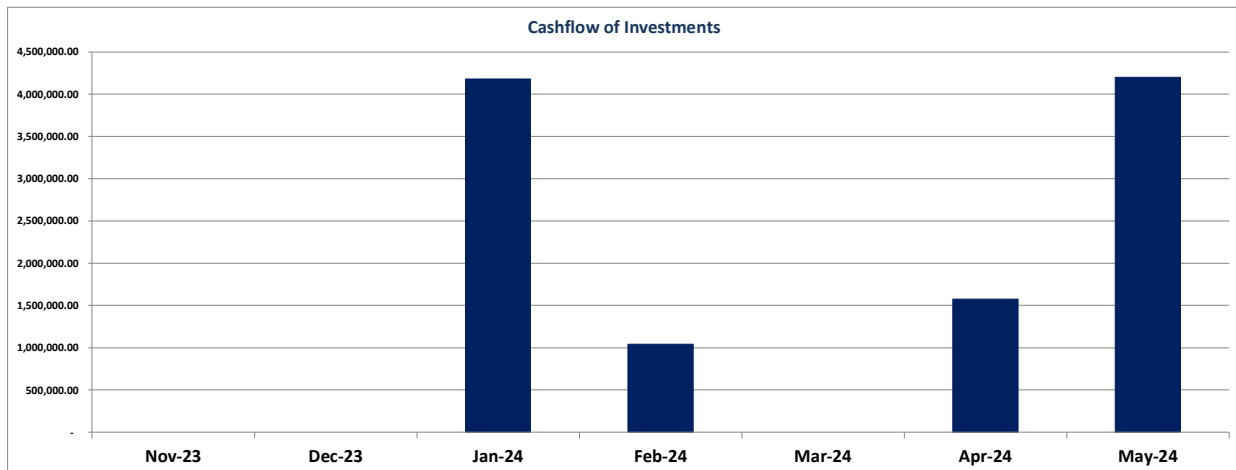
Section 2

Financial Results

2.2 Investments Management Report

INVESTMENTS REPORT TO COUNCIL AS AT 24 November 2023

COUNTERPARTY	RATING	AMOUNT	INTEREST RATE	MATURITY DATE	DAYS TO MATURITY	INSTITUTION TOTALS	%COUNTER PARTY
AMP	S&P A2	\$ 1,000,000.00	4.30%	January 25, 2024	62	\$ 4,504,315.07	39.14%
AMP	S&P A2	\$ 1,000,000.00	4.10%	February 8, 2024	76		
AMP	S&P A2	\$ 1,504,315.07	4.80%	April 5, 2024	133		
AMP	S&P A2	\$ 1,000,000.00	5.10%	May 16, 2024	174		
Macquarie Bank Limited	S&P A1	\$ -	0.00%	January 0, 1900	0	\$ -	0.00%
National Australia Bank	S&P A1+	\$ 1,500,000.00	4.35%	January 25, 2024	62	\$ 4,003,498.09	34.79%
National Australia Bank	S&P A1+	\$ 1,000,000.00	4.95%	May 31, 2024	189		
National Australia Bank	S&P A1+	\$ 1,503,498.09	4.55%	January 11, 2024	48		
Commonwealth Bank of Australia	S&P A1+	\$ 3,000,000.00	4.97%	May 23, 2024	181	\$ 3,000,000.00	26.07%
TOTAL SHORT TERM INVESTMENT		\$ 11,507,813.16		Average Days to Maturity	116		100.00%
% OF TOTAL INVESTMENT PORTFOLIO		A1 & A1+ (max 100%) 60.9%	A2 (max 60%)	39.1%	A3 (max 40%) 0%		100%
Weighted Average Rate		4.69%	BBSW 90 Day Rate Benchmark		4.1469%		
GENERAL BANK FUNDS		\$ 11,885,127.00	Total Year To Date Budget Investment		-\$ 41,666.67		
TOTAL ALL FUNDS		\$ 23,392,940.16	Total Year to Date Investment Earnings		\$ 374,899.77		



PROPERTY INVESTMENT

PROPERTY ADDRESS	VALUATION BASIS	VALUE	INCOME YTD	EXPENSE YTD	NET PROFIT YTD	COMPARATIVE YTD YIELD AT CASH RATE OF 4.35%
48 Odegard Drive, Rosebery	Fair Value	\$ 5,800,000	\$ 151,495	\$ 41,765	\$ 109,730	101,611


Approved by: Finance Manager
Jeffery Guillas

Section 2 Financial Results

24 November 2023

2.3 Debtor Control Accounts

SUNDRY DEBTORS:								
	BALANCE	CURRENT		30 DAYS	60 DAYS	90 DAYS & Over		
	222,440.35	28,408.03		2,178.48	1,277.00	190,576.84		
	100%	12.8%		1.0%	0.57%	85.7%		
RATES:								
	REPORT MONTH	OVERDUE \$		Payments Received in Advance \$	Overdue % Of Rates Income			
Nov-23		\$1,941,293		\$636,121	5.46%			
Nov-22		\$5,785,057		\$533,347	17.11%			
TOTAL OVERDUE BY YEAR AND NUMBER OF PROPERTIES		2024	2023	2022	2021	2020	2019	2018
Year	Charged in 2023/2024	Charged in 2022/2023	Charged in 2021/2022	Charged in 2020/2021	Charged in 2019/2020	Charged in 2018/2019	Charged in	Charged in 2016/2017
Overdue Amount	\$623,898	\$822,407	\$297,329	\$116,542	\$50,183	\$23,168	\$6,547	\$1,218
Cumulative Number Of Properties	1891	664	230	85	39	17	7	2
INFRINGEMENTS:								
		2023/24	2022/23	2021/22	2020/21	2019/20	2018/19	
Animal Infringements	46,157	8,725	21,110	10,762	5,560	0	0	
Public Places	2,714	139	1,360	1,080	135	0	0	
Parking Infringments	11,053	5,196	572	2,125	540	2,580	40	
Litter Infringements	0	0	0	0	0	0	0	
Signs	0	0	0	0	0	0	0	
Other Law and Order	0	0	0	0	0	0	0	
Net Balance on Infringement Debts	59,924.00	14,060.00	23,042.00	13,967.00	6,235.00	2,580.00	40.00	
	100%	23%	38%	23%	10%	4%	0%	
Nmber of Infringments	578.00	163.00	167.00	128.00	50.00	69.00	1.00	


Approved by: Finance Manager
Jeffery Guilas

COUNCIL AGENDA

Attachment 13.2.1.2

SECTION 2

Financial Results

2.4 - Creditor Accounts Paid November 2023

	Creditor Name	Creditor Payment Type	Amount \$
1094	Gray Primary School	Grants, Sponsorships, Donations & Prizes	100.00
112	Beaurepaires	General Creditors	261.51
1580	The Exhibitionist	General Creditors	244.20
1581	Northern Territory Broadcasters Pty Ltd	General Creditors	715.00
1607	Sterling NT Pty Ltd	General Creditors	49,482.01
18	Integrated Land Information System	General Creditors	866.50
185	Bridge Toyota	General Creditors	809.58
2	Australian Taxation Office - PAYG	General Creditors	199,677.58
2009	The Big Mower (NT) Pty Ltd	General Creditors	332.15
2103	Australia Day Council NT Inc (Darwin)	General Creditors	440.00
215	Employee Assistance Services NT Inc (EASA)	General Creditors	557.70
2186	Optus Billing Services Pty Ltd	General Creditors	540.00
2199	SBA Office National	General Creditors	6,672.99
22	Norsign Pty Ltd	General Creditors	25,469.54
2336	Flick Anticimex Pty Ltd	General Creditors	3,062.01
237	National Flags	General Creditors	260.00
253	Territory FM 104.1 Darwin - CDU	General Creditors	1,644.50
256	The Bookshop Darwin	General Creditors	2,306.73
2587	Top End RACE	General Creditors	5,664.37
272	City Wreckers	General Creditors	1,078.00
2915	Territory Uniforms	General Creditors	165.80
2977	Optic Security Group NT	General Creditors	4,140.87
3099	Iron Mountain Australia Pty Ltd	General Creditors	2,575.09
3189	Seek Limited	General Creditors	2,365.00
3313	Zip Print	General Creditors	3,778.50
3428	Bunnings Group Limited	General Creditors	1,570.35
3438	NT Shade & Canvas Pty Ltd	General Creditors	95,040.66
3486	Gold Medal Services (NT) Pty Ltd	General Creditors	15,985.85
35	WINC Australia Pty Limited	General Creditors	685.41
3569	NT Build	General Creditors	1,190.00
36	Darwin Lock & Key	General Creditors	443.00
3648	Mobile Locksmiths Australia Pty Ltd	General Creditors	724.00
3787	Top End Sounds Pty Ltd T/A Total Event Services	General Creditors	1,672.00
3834	Good Shepherd Lutheran College	Grants, Sponsorships, Donations & Prizes	100.00
3936	Arafura Tree Services and Consulting	General Creditors	17,358.00
399	St John Ambulance (NT) Incorporated	General Creditors	95.00
4007	The Ark Animal Hospital Pty Ltd	General Creditors	409.36
4029	Totally Workwear Palmerston	General Creditors	43.00
4065	Southern Cross Protection Pty Ltd	General Creditors	3,889.57
41	Harvey Distributors	General Creditors	533.55
4190	National Australia Bank	General Creditors	4,282.36
4398	Quality Indoor Plants Hire	General Creditors	1,043.55
4528	Miranda's Armed Security Officers Pty	General Creditors	302.50
4561	Bendesigns	General Creditors	2,299.66
4660	Brightly Software Australia Pty Ltd	General Creditors	44,000.00
4735	Palmerston and Rural Party Hire	General Creditors	1,710.00
479	JLT Risk Solutions Pty Ltd	General Creditors	22,134.71
4871	Reface Industries	General Creditors	1,420.28
4912	Remote Area Tree Services Pty Ltd	General Creditors	1,567.50
4977	Masterplan	General Creditors	1,844.05
5104	JLM Contracting Services Pty Ltd	General Creditors	174,437.66
5114	S.E. Rentals Pty Ltd	General Creditors	4,661.80
5254	True North	General Creditors	11,621.02
53	Eggins Electrical	General Creditors	16,778.85
5387	Odd Job Bob - Darren John Fillmore	General Creditors	3,987.50

COUNCIL AGENDA Attachment 13.2.1.2

SECTION 2

Financial Results

2.4 - Creditor Accounts Paid November 2023

	Creditor Name	Creditor Payment Type	Amount \$
54	Powerwater	Utilities	92,629.39
5410	Majestix Media Pty Ltd	General Creditors	484.00
5508	Open Systems Technology Pty Ltd - CouncilFirst	General Creditors	5,137.00
5640	Think Water - Winnellie & Virginia	General Creditors	3,706.74
5651	Minter Ellison Lawyers	General Creditors	277.75
566	Stickers & Stuff	General Creditors	1,391.00
5676	Royal Wolf Trading Australia Pty Ltd	General Creditors	816.87
5713	Clean Fun T/A Darwin Outdoor Cinema Hire	General Creditors	66.00
639	Cleanaway Pty Ltd.	General Creditors	4,741.08
87	Industrial Power Sweeping Services Pty	General Creditors	24,992.88
895	Bakewell Primary School	Grants, Sponsorships, Donations & Prizes	100.00
900	Palmerston Golf & Country Club Inc	General Creditors	402.50
V00073	Off the Leash	General Creditors	275.00
V00075	Mercury Group of Companies Pty Ltd (T/A Fit2Work)	General Creditors	121.77
V00099	Palmerston Lions NT	General Creditors	600.00
V00193	Amcom Pty Ltd Acc no CN5439	General Creditors	2,029.50
V00200	Red Earth Automotive Pty Ltd	General Creditors	52.73
V00228	Outback Tree Service	General Creditors	10,615.00
V00250	Ward Keller	General Creditors	3,351.70
V00295	Jacana Energy	Utilities	71,178.42
V00318	QuickSuper Clearing House	Superannuation	84,878.12
V00368	iWater NT Pty Ltd	General Creditors	32,813.66
V00385	Automobile Association of Northern Territory -AANT	General Creditors	304.00
V00443	Forecast Machinery	General Creditors	1,997.61
V00474	Lane Communications	General Creditors	5,462.08
V00541	Aertex Group Pty Ltd T/A Arafura Traffic Control	General Creditors	3,662.23
V00542	Industry Health Solutions	General Creditors	418.00
V00555	Rydges Palmerston	General Creditors	1,200.00
V00582	Ezko Property Services (Aust) Pty Ltd	General Creditors	35,806.60
V00648	Sachiko Hirayama	General Creditors	350.00
V00682	Leigh Dyson Plumbing	General Creditors	28,468.00
V00694	Subscribe-Software Pty Ltd	General Creditors	1,796.66
V00931	Concor Pty Ltd T/A - Allabout Blinds	General Creditors	2,015.00
V00934	Rider Levett Bucknall NT Pty Ltd	General Creditors	10,615.00
V00939	Defend Fire Services Pty Ltd	General Creditors	1,702.92
V01009	Australian Parking and Revenue Control Pty Limited	General Creditors	5,566.77
V01021	Falcon Engineering	General Creditors	5,060.00
V01115	Aerosail Engineered Fabric Structures Pty Ltd	General Creditors	57,900.00
V01118	Wilson Security Pty Ltd	General Creditors	5,293.00
V01134	Territory Technology Solutions Pty Ltd	General Creditors	24,344.10
V01194	Hire A Hubby Darwin	General Creditors	4,050.00
V01420	CENTRELINK (PAYROLL)	General Creditors	508.10
V01537	Ben's Tree Service Pty Ltd	General Creditors	5,203.00
V01549	We're The Glue Pty Ltd	General Creditors	2,479.40
V01573	Amber Garden	Elected Members	538.37
V01584	Salary Packaging Australia	General Creditors	608.20
V01593	Mercer Consulting (Australia) Pty Ltd	General Creditors	3,410.00
V01612	News Pty Limited (News Corp Australia)	General Creditors	2,990.11
V01676	Jessica Lightowler	Refunds & Reimbursements	13.60
V01694	NT Advertising and Distribution	General Creditors	3,608.00
V01748	FE Technologies Pty Ltd	General Creditors	39.60
V01785	M&S Mowing Plus	General Creditors	825.00
V01788	Lorraine Gillis	Refunds & Reimbursements	27.20
V01794	Cremasco Civil Pty Ltd	General Creditors	1,265.00
V01801	Pumptech NT	General Creditors	4,477.00

COUNCIL AGENDA Attachment 13.2.1.2

SECTION 2

Financial Results

2.4 - Creditor Accounts Paid November 2023

Creditor Name	Creditor Payment Type	Amount \$
V01810 Jacana Energy - Payroll Deductions	General Creditors	100.00
V01812 C R Campbell - Electrical and Data Contractors	General Creditors	8,069.60
V01860 Hays Specialist Recruitment (Australia) Pty Ltd	General Creditors	22,246.37
V01879 Fire and Safety Australia Pty Ltd	General Creditors	3,400.00
V01904 Veolia Environmental Service (Australia) Pty Ltd	General Creditors	98,760.68
V01936 Arjays Sales & Services Pty Ltd	General Creditors	1,124.75
V01938 Windcave Pty Limited	General Creditors	49.50
V01948 Scorptec Computers -Scorpion Technology Unit Trust	General Creditors	259.00
V01990 NC Electrical & Air Conditioning Pty Ltd	General Creditors	484.00
V02019 Feroz M Ibrahim	Refunds & Reimbursements	22.00
V02025 Event Hospitality & Entertainment	General Creditors	4,235.00
V02160 Drag Territory	General Creditors	985.00
V02162 RMI Security - Conigrave Pty Ltd	General Creditors	3,139.20
V02167 Sanity Music Stores Pty Ltd	General Creditors	572.62
V02193 Paige Setter	Refunds & Reimbursements	32.80
V02228 NT Entertainment Solutions Pty Ltd	General Creditors	138.75
V02287 4Cabling Pty Ltd	General Creditors	567.29
V02306 Well Done International Pty Ltd	General Creditors	1,311.64
V02312 Harris Kmon Solutions Pty Ltd	General Creditors	4,356.00
V02316 Danielle Andrews	General Creditors	146.40
V02331 Palmerston Camera House	General Creditors	1,299.00
V02474 HMG - Heath Motor Group Pty Ltd (Isuzu)	General Creditors	2,102.00
V02534 Water Dynamics Pty Limited	General Creditors	2,667.13
V02545 Amazon Web Services Inc	General Creditors	5.22
V02563 Amcom Pty Ltd Acc no 68842	General Creditors	3,230.08
V02722 Nichole George	Refunds & Reimbursements	64.80
V02760 Finlay's Stone	General Creditors	2,500.00
V02846 D R Tonkin , L K Curtis	Refunds & Reimbursements	414.24
V03073 Programmed Property Services	General Creditors	181,128.31
V03197 Christophe Lando	Refunds & Reimbursements	51.55
V03274 Top End Critters	General Creditors	1,000.00
V03277 Zuhaib Hayat	Refunds & Reimbursements	125.00
V03282 WSP Australia Pty Limited	General Creditors	7,150.00
V03349 Wicksees Educational Technology	General Creditors	1,712.70
V03363 Arccos Consulting Pty Ltd	General Creditors	10,010.00
V03521 Shayla Gibson (Parent Nicolle Corpus)	Grants, Sponsorships, Donations & Prizes	250.00
V03556 Belgravia Health & Leisure Group Pty Ltd	General Creditors	30,091.60
V03600 CFO Business Associates	General Creditors	1,054.90
V03605 Fence Factory	General Creditors	4,900.00
V03609 VTG Waste & Recycling Pty Ltd	General Creditors	54,371.42
V03610 Emma Blight	Refunds & Reimbursements	550.00
V03662 Marie-Clare Boothby MLA	Refunds & Reimbursements	60.00
V03706 Alfiya Pocock	General Creditors	250.00
V03744 KNG Roofing and Constructions	General Creditors	1,078.00
V03776 Business Fuel Cards Pty Ltd	General Creditors	7,572.04
V03834 Tabellarius Pty LTD TA Pack & Send	General Creditors	240.00
V03853 Service Air	General Creditors	1,467.24
V03915 Georgina Bowden	General Creditors	250.00
V03971 Darwin Catering Company	General Creditors	748.00
V03973 AANT Salary Packaging	General Creditors	5,783.94
V03992 Booktopia Pty Ltd	General Creditors	624.06
V04026 Eagle Photography	General Creditors	950.00
V04040 Renew Solutions Pty Ltd	General Creditors	2,332.00
V04043 Eve Lynch - Favourite Child Productions	General Creditors	300.00
V04044 Deaf Connect t/a Deaf Services	General Creditors	171.60

COUNCIL AGENDA

Attachment 13.2.1.2

SECTION 2

Financial Results

2.4 - Creditor Accounts Paid November 2023


Creditor Name	Creditor Payment Type	Amount \$
V04047 Sarah Rose Reuben	General Creditors	777.00
V04064 Made Concepts Pty Ltd	General Creditors	1,600.00
V04075 Cunnington Rosse Town Planning & Consulting	General Creditors	4,048.00
V04118 Trellis Consulting Pty Ltd	General Creditors	3,800.00
V04153 Midas Document Management Services	General Creditors	10,328.70
V04193 Two Two One Inc	Grants, Sponsorships, Donations & Prizes	2,000.00
V04245 Aaron Palazzi T/A Superior Pest Control	General Creditors	880.00
V04258 L H & P Gouldson Partnership	General Creditors	4,750.00
V04287 DVE Cleaning	General Creditors	4,510.00
V04293 Kulture Cuts Barbershop	General Creditors	500.00
V04300 Morgan Krause	Refunds & Reimbursements	52.90
V04310 Dave Jacinto	Refunds & Reimbursements	125.00
V04317 Randstad Pty Ltd	General Creditors	29,171.36
V04332 Rishu Gupta	Refunds & Reimbursements	125.00
V04343 Jaytex Construction	General Creditors	3,690,740.46
V04381 Telstra Limited	General Creditors	9,643.15
V04428 ESEL Pty Ltd T/A Mwave	General Creditors	1,898.99
V04456 Road Runner	General Creditors	15,449.39
V04459 Jeremy Taylor	General Creditors	330.00
V04498 HCS Constructions NT Pty Ltd	General Creditors	14,909.40
V04531 Mulga Security Pty Ltd	General Creditors	277.53
V04559 Choogle Services Pty Ltd T/A Bartlett Consulting	General Creditors	790.90
V04632 MITMAT4D	General Creditors	350.00
V04648 Chaptevi Pty Ltd T/A Joyce Mayne AV/IT	General Creditors	4,506.00
V04728 Boule Pty Ltd T/A New Future IT	General Creditors	81,779.01
V04772 Dynamic Refrigeration Solutions	General Creditors	133,166.38
V04782 Liability Adjusters	General Creditors	250.25
V04786 Linda Lee Kapitula T/A Limitless Kinetic Fitness	General Creditors	400.00
V04789 ACECOM NT PTY LTD T/A ACECOM FIRE & SECURITY	General Creditors	1,952.94
V04801 Palmerston Boxing Club	General Creditors	400.00
V04819 Ideal Office Furniture Pty Ltd	General Creditors	3,371.50
V04822 Perma Composites Pty Ltd	General Creditors	1,207.80
V04823 Early Childhood Australia NT	General Creditors	605.00
V04824 Supagas Pty Ltd	General Creditors	610.50
V04825 Beveridge Williams & Co. Pty Ltd	General Creditors	5,643.00
V04835 Associated Advertising & Promotions Pty Ltd	General Creditors	550.00
V04838 David Kemp T/A EN'QUE	General Creditors	528.00
V04843 Woollybutt Creations	General Creditors	259.20
V04848 Taylor Perry	Refunds & Reimbursements	50.00
V04849 Nichlas Livsey	Refunds & Reimbursements	50.00
V04850 Ruth Harrison	Refunds & Reimbursements	625.00
V04851 Alexlandra Savill	Refunds & Reimbursements	125.00
V04852 Loughlin Liddle	Refunds & Reimbursements	60.00
V04853 Jasen & Michelle Machacek	General Creditors	1,500.00
V04854 Richard Halse	Refunds & Reimbursements	1,441.71
V04856 Sheikh Farjaad Muzaffar	Refunds & Reimbursements	51.55
V04857 Kirilima Pty Ltd	Refunds & Reimbursements	305.00
V04858 Roger Kelly	Refunds & Reimbursements	51.55
V04860 Wati Kerta	Refunds & Reimbursements	77.72
V04861 URBANtactics	General Creditors	650.00
V04862 Tejaswini Sunnapu	Refunds & Reimbursements	125.00
V04863 Jessica Lowrey	Refunds & Reimbursements	51.55
V04864 Xinmin Liang	Refunds & Reimbursements	50.00
V04865 Dimitri Antognoni	Grants, Sponsorships, Donations & Prizes	250.00
V04866 Elyce Ruthenberg	Refunds & Reimbursements	125.00

COUNCIL AGENDA Attachment 13.2.1.2

SECTION 2

Financial Results

2.4 - Creditor Accounts Paid November 2023

Creditor Name	Creditor Payment Type	Amount \$
V04867 Meeting Place Church	Refunds & Reimbursements	125.00
V04871 Brian Jakobson	Refunds & Reimbursements	3,000.00
V04872 Jennifer Buckworth	Refunds & Reimbursements	43.50
V04873 Urusha Shrestha	Refunds & Reimbursements	98.50
V04874 State Security & Protective Services (Aust) Pty Ltd	General Creditors	3,300.00
V04879 Renae Jackson	Grants, Sponsorships, Donations & Prizes	500.00
V04880 Sue Graham	Refunds & Reimbursements	125.00
V04881 Prue Carter	Refunds & Reimbursements	125.00
V04882 Pilar Preciado – Macondo Colombian Dance Group	Refunds & Reimbursements	125.00
V04883 Charitha Bandaranayaka	Refunds & Reimbursements	125.00
V04884 Haileybury Rendall School	Refunds & Reimbursements	125.00
V04885 Dheepu Sujan Kuriadom	Refunds & Reimbursements	125.00
		5,829,905.35
Percentage of this month's payments made to local suppliers		96.1%
 Approved by: Finance Manager Jeffery Guilas		

SECTION 2
Financial Results

2.5 - Creditor Accounts Outstanding 24 November 2023

Creditor No.	Creditor Name	Amount \$
2	Australian Taxation Office - PAYG	96,066.79
36	Darwin Lock & Key	140.00
4190	National Australia Bank	(29,642.61)
479	JLT Risk Solutions Pty Ltd	(22,134.71)
V00318	QuickSuper Clearing House	89,184.97
V01691	Blackwoods	(99.55)
V01789	Next Energy Lighting Pty Ltd	1,936.00
V02229	Studio B Designs	2,516.00
V02578	Bannamesh	3,597.00
V03329	Zuccoli Primary School	100.00
V04317	Randstad Pty Ltd	3,024.65
V04632	MITMAT4D	500.00
V04840	Luci-Anne Testa	37.60
V04886	Jason Smith	250.00
V04887	Philarissa Marlow	51.50

145,527.64

Please note that the Vibin Event credit is a payment awaiting an invoice to be matched off in the system.

Please note that all creditors are outstanding less than 30days



Approved by: Finance Manager

Jeffery Guilas

Section 2

Financial Results

2.6 - Commercial Leases as at 24 November 2023

2.6 Commercial Leases

	Revised Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget	
Income						
Library Services	30,000	8,021	27%	12,500	64%	1
GM Finance & Governance	69,474	25,674	37%	28,948	89%	1
Civic Centre	140,000	53,073	38%	58,333	91%	1
Income	239,474	86,768	36%	99,781	87%	
Expenditure						
GM Finance & Governance	-12,463	-4,842	39%	-5,793	84%	
Expenditure	-12,463	-4,842	39%	-5,793	84%	
Profit/(Loss)	227,011	81,926		93,988		

1. Income and expense for November is yet to be received/recognised.


 Approved by: Finance Manager
 Jeffrey Guillas

Section 2 Financial Results

2.7 - Council Loans

24 November 2023

Internal Loan - Making the Switch Balances	
1st Withdrawal June 2019	640,000
2nd Withdrawal June 2020	2,583,849
Public lighting officer June 2020	114,000
Project Cost taken from FILOC	3,337,849
Repayments 2019/20	(200,000)
Repayments 2020/21	(313,615)
Repayments 2021/22	(321,849)
Repayments 2022/23	(330,299)
Loan Balance at 1/07/2023	2,172,085
Expected Loan Repayments for 2023/24	-338,971
Expected Loan Balance as at 30/06/2024	1,833,114

Internal Loan - Making the Switch

Internal Loan - Making the Switch				
Principal as of 1/7/2023	Principal Loan Repayments for 2023-24	Principal Loan Repayments YTD	Interest for 2023-24	Interest YTD
2,172,085	-338,971	-83,921	53,187	14,119


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

External Loan - Archer Landfill Rehabilitation Balances

Loan from NAB	
Total Loan Amount	1,960,000
Repayments 2019/20	(221,414)
Repayments 2020/21	(228,223)
Repayments 2021/22	(234,634)
Repayments 2022/23	(241,037)
Loan Balance at 1/07/2023	1,034,692
Expected Loan Repayments for 2023/24	-248,082
Expected Loan Balance as at 30/06/2024	786,610

External Loan - Archer Landfill Rehabilitation				
Principal as of 1/7/2023	Principal Loan Repayment For 2023/2024	Principal Loan Repayment YTD	Interest for 2023/2024	Interest YTD
1,034,692	-248,082	-61,290	16,712	7,303

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


Approved by: Finance Manager
Jeffery Guillas

COUNCIL AGENDA Attachment 13.2.1.2

Section 2

Financial Results

2.8 - Elected Member Expenses 24 November 2023

	Revised Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget	Notes
Operating Expenditure						
Superannuation	0	-3,461	0%	0	0%	
Mayoral Allowance	-114,000	-38,415	33.70%	-47,481	81%	
Mayoral Electoral Allowance	-25,000	-479	1.92%	-10,413	5%	
Mayoral Professional Dev Allowance	-4,000	0	0.00%	-4,000	0%	
Deputy Mayoral Allowance	-39,200	-12,973	33.10%	-16,327	79%	
Elected Members Councillor Allowances	-132,000	-44,479	33.70%	-54,978	81%	
Elected Members Professional Dev Allowance	-28,000	-2,089	7.46%	-11,662	18%	
Elected Members Meeting Allowance	-70,000	-30,700	43.86%	-29,155	105%	
Information Technology Capital Entitlement	-9,600	-235	2.44%	-3,998	6%	
Communications Entitlement	-6,400	0	0.00%	-2,666	0%	
Acting Mayor Allowance	0	-1,260	0%	0	0%	
Stationery & Office Consumables	-516	0	0.00%	-188	0%	
Printing & Photocopying Costs	-2,062	-1,150	55.77%	-922	125%	
Furniture & Equipment expensed	-1,433	0	0.00%	-686	0%	
Other Sundry Expenses	-7,857	-2,801	35.65%	-3,272	86%	
Food & Catering Costs	-11,085	-2,892	26.09%	-4,617	63%	
Course Seminar & Conference Registration	-10,557	-4,315	40.87%	-4,397	98%	
Air Travel	-3,093	-2,971	96.06%	-1,288	231%	1
Travel Accommodation	-2,111	-1,190	56.39%	-879	135%	1
Travel Related Costs Other	-1,031	-160	15.55%	-429	37%	
Operating Expenditure	-467,945	-149,572	31.96%	-197,358	76%	

Note

1. The overspend is due to travel costs. This will balance out over the course of the year.


Approved by: Finance Manager
Jeffrey Guilas

Section 2
Financial Results

24 November 2023

2.9 - Elected Members and CEO Credit Card Transactions

Cardholder Name: Luccio Cercareli
Cardholder Position: CEO
Period Nov-23

Transaction Date	Amount \$	Supplier's Name	Reason for the Transaction
	NIL		
Total	0.00		



Approved by: Finance Manager
Jeffery Guilas

COUNCIL REPORT

1st Ordinary Council Meeting

AGENDA ITEM:	13.2.2
REPORT TITLE:	Community Benefit Scheme - November Update
MEETING DATE:	Tuesday 12 December 2023
AUTHOR:	Community Development Officer, Kate Townsend
APPROVER:	Acting General Manager Community, Amelia Vellar

COMMUNITY PLAN

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

PURPOSE

This report provides Council with a summary of the Community Benefit Scheme 2023-24 applications to date, highlighting the requests approved in November 2023.

KEY MESSAGES

- City of Palmerston (CoP) provides funding through the Community Benefit Scheme (CBS) to eligible community groups and organisations to deliver activities, projects and services that benefit the Palmerston community.
- \$189,57 or 82% of the \$230,000 budget for the Community Benefit Scheme has been expended, leaving \$40,430 available for future applications.
- One (1) Environment Initiative Grant was awarded to Landcare NT who will deliver a Native Flora, Fauna, and Biodiversity Science Education Program to Palmerston Schools.
- One (1) Sponsorship Agreement was made with Darwin Symphony Orchestra for their Palmerston Event Family Proms.
- Three (3) Annual School Award Donations were awarded.
- No Community Grants were awarded.
- To date, City of Palmerston has awarded 48 Individual Representation Support applications, with four (4) Individual applications awarded this month.

RECOMMENDATION

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

BACKGROUND

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

CBS funding for organisations includes sponsorships, donations, and grants, with representation support (a specific type of donation) also available to individuals. Representation support assists sports people and members of teams who represent Palmerston while competing or participating in activities, as well as other forms of representation. Council Policy Grants, Donations and Sponsorships provides governance for the Community Benefit Scheme. Section 4.9.5 of this policy requires a report detailing

decisions made regarding Community Benefit Scheme funding requests to be tabled at the Council meeting each month. Additionally, section 4.9.2 of this policy requires all requests over \$2,000 to be referred by the Chief Executive Officer (CEO) to Council with a recommendation.

At the time of writing this Report, \$40,430 of CBS funding remains available in this financial year for future projects and events that benefit the Palmerston community.

The Community Benefit Scheme - November Update provides Council with a summary of the Community Benefit Scheme 2023/24 applications to date highlighting requests approved in November 2023.

DISCUSSION

Nine (9) projects and activities were funded by CBS to benefit the Palmerston Community in November. This included, four (4) Individual Representation Support grants, one (1) Sponsorship, one (1) Environmental Initiative Grant, and three (3) Annual School Awards, with details outlined below. To date CBS has committed \$189,570 to support activities and events which benefit the Palmerston Community. 82% of the total budget for CBS in 2023/24 has now been allocated.

Grants

No grants were awarded during this reporting period.

Sponsorship

One (1) sponsorship was awarded to the Darwin Symphony Orchestra for their Family Proms event to be held in May 2024, to the value of \$25,000.

Annual School Awards

Three (3) Annual School Awards requests were received and approved for Bakewell Primary School, Gray Primary School and Zuccoli Primary School.

Environmental Initiative Grants

One Environmental Initiative Grant was awarded to Landcare NT to deliver a Native Flora, Fauna, and Biodiversity Science Education Program to Palmerston Schools.

Individual Representation Support

Four (4) Individual Representation Support Grants were awarded this reporting period to a variety of residents representing Palmerston, and the Northern Territory. This financial year 48 Individual Representation Support Grants have been granted to date.

Below are photos from previous recipients of Individual Representation Support Jack Rowe who attended the U'14 Basketball Championships and Representatives from Palmerston Boxing Club who attended the Alice Springs Community Fight Night.

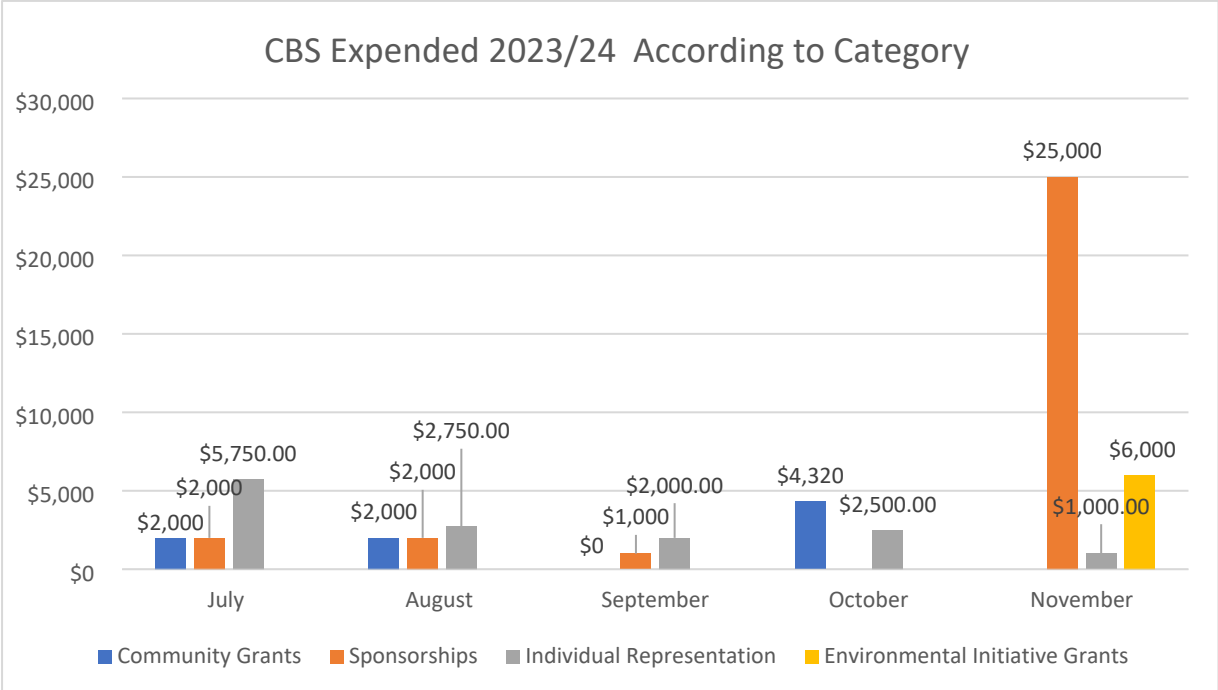


Jack Rowe
Individual Representation Support Grant
Recipient
U'14 Basketball Championships



Palmerston Boxing Club
Team Representation Support Grant
Recipient
Alice Springs Community Fight Night

The graph below entitled 2023/24 Expended Community Benefit Scheme, shows expenditure from July to November in Community Grants, Sponsorships, Individual Representation Support Grant, and Environmental Initiatives. Further to this Table labelled Committed Multiyear Sponsorships Agreements details receipts of multiyear agreements. A detailed list of all funds expended is included as **Attachment 13.2.2.1**.



Committed Multiyear Sponsorship Agreements

Applicants Name	2021/22	2022/23	2023/24	2024/25	2025/26
Palmerston and Litchfield Seniors	\$20,000 Annually				
Clubhouse Territory		\$10,000 Annually			
Palmerston Netball		\$10,000 Annually			
Palmerston Rovers Football Club		\$10,000 Annually			
Palmerston Saints Hockey Club		\$1,500 Annually			
Palmerston Magpies Football Club		\$20,000 Annually			
RSPCA		\$10,000 Annually			
Palmerston Golf and Country Club		\$30,000 Annually			
Palmerston Rugby Union Club			\$5,000 Annually		
Riding for the Disabled Top End			\$20,000 Yr 1, \$15,000 Yr 2 & 3		
Northern Sharks Rugby League Club			\$10,000 Annually		
Total	136,500				

CONSULTATION PROCESS

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

POLICY IMPLICATIONS

Council Policy *Grants, Donations, and Sponsorships* provides governance and outlines the support that is available through the Community Benefit Scheme. Section 4.9.5 of this policy stipulates that a report detailing decisions made regarding Community Benefit Scheme funding requests will be tabled in full Council meeting each month.

BUDGET AND RESOURCE IMPLICATIONS

The CBS budget for the 2023/24 fiscal year for grants, donations, sponsorships is \$230,000. The 2023/24 Environmental Initiatives budget is a further \$20,000.

\$189,570 has been expended for projects from the CBS budget which will benefit the Palmerston community, with \$40,430 remaining in the Community Benefit Scheme 2023/24 budget. Due to the CBS budget being close to expended, a report will be presented to Council for further consideration. In addition, \$6,000 has been expended for Environmental Initiatives with \$14,000 remaining as per **Attachment 13.2.2.1**.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

Council is responsible for the efficient and sustainable management of the Community Benefit Scheme budget. Funding activities or items that are not seen to be benefitting the Palmerston Community may erode trust in Council and its processes. Council mitigates this risk by following the policy relating to eligibility criteria as outlined in its Policy Grants, Donations, and Sponsorships.

This Report addresses the following City of Palmerston Strategic Risks:

2. **Financial Sustainability**
Failure of Council to be financially sustainable to deliver key services and infrastructure for the community.
4. **Inclusion, Diversity and Access**

Failure to balance meeting needs of Palmerston's cultural mosaic

6. **Governance**

Failure to effectively govern.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

The 2023/24 Environmental Initiatives budget is \$20,000. In November Landcare NT was awarded funding to the value of \$6,000 to deliver a Native Flora, Fauna, and Biodiversity Science Education Program to six (6) Palmerston Schools. Delivery of these Education sessions will begin in term 2 of 2024. \$14,000 remains available for future environmental funding.

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. Grants Donations and Sponsorship Recipients November 2023 [13.2.2.1 - 4 pages]

Grants, Donations and Sponsorship Recipients November 2023.

Date	Name	Activity	Type	Amount
Community Grants				
18/07/2023	Kentish Lifelong Learning and Care	Aboriginal and Torres Strait Islander Children's Day	Community	\$2,000
11/8/2023	Walking Off The War Within	Walking Off The War Within Annual Challenge	Community	\$2,000
30/10/2023	Arafura Music Collective	Connecting Community Through Music	Community	\$4320
Total				\$8320
Individual Representation Support				
14/07/2023	Under 18	Southern State Rugby Union		\$250
14/07/2023	Under 18	Southern States Rugby Union		\$250
14/07/2023	Under 18	NT Links Netball		\$250
14/07/2023	Under 18	NT School Sports Cricket		\$250
14/07/2023	Under 18	NT School Sports Cricket		\$250
14/07/2023	Under 18	Southern States Rugby Union		\$250
14/07/2023	Under 18	u16s Basketball Nationals		\$250
14/07/2023	Under 18	Australian Tennis		\$250
19/07/2003	Under 18	SSA Netball		\$250
19/07/2023	Under 18	Southern States Rugby		\$250
19/07/2023	Under 18	SSA AFL		\$250
17/07/2023	Under 18	SSA Netball		\$250
17/07/2023	Under 18	SSA Soccer		\$250
4/07/2023	Under 18	12 Years Tennis Championship		\$250
17/07/2023	Under 18	School Sport NT Football		\$250
1/07/2023	Under 18	Touch Football Nationals		\$250
17/07/2023	Under 18	SSA AFL		\$250
17/07/2023	Under 18	U12G NT AFL		\$250
2/07/2023	Under 18	NT Titans Rugby Southern States		\$250
17/07/2023	Under 18	Southern States Rugby U16 Basketball		\$250

COUNCIL AGENDA Attachment 13.2.2.1

2/07/2023	Under 18	Southern States Rugby	\$250
4/07/2023	Under 18	SSA Touch Football U15 Links NT	\$250
17/07/2023	Under 18	Links NT Netball	\$250
8/8/2023	Under 18	NT U14's Basketball	\$250
8/8/2023	Under 18	Premier Soccer	\$250
11/8/2023	Under 18	SSA Touch Football	\$250
14/8/2023	Under 18	2023 Hockey Australia Championship	\$250
31/7/2023	Under 18	U14 Basketball National Club	\$250
21/8/2023	Over 18	Senior NT Lawn Bowls	\$250
21/8/2023	Under 18	16's Girls Australian Secondary School Championship	\$250
25/8/2023	Under 18	Basketball u14 Club Championship	\$250
28/8/2023	Under 18	Dance Competition Nationals	\$250
29/8/2023	Under 18	UK Essex International Jamboree	\$250
4/9/2023	Under 18	School Sports Tennis Championship	\$250
6/9/2023	Under 18	2023 Premier Invitational Gold Coast -Football	\$250
9/9/2023	Under 18	2023 Australian Sides Championship - Bowls	\$250
12/9/2023	Under 18	National Soccer Youth Championship	\$250
15/9/2023	Under 18	Tennis School Sport Australia	\$250
11/9/2023	Under 18	School Sports NT Track and Field	\$250
11/9/2023	Under 18	School Sports NT Track and Field	\$250
25/9/2023	Under 18	School Sports NT Track and Field	\$250
12/10/2023	Palmerston Boxing Club	Arrernte Community Boxing Night	\$2000

COUNCIL AGENDA

Attachment 13.2.2.1

12/10/2023	U'18	Bolt to Brisbane	\$250
12/10/2023	U'18	Aust All Schools Athletics Championship	\$250
	U'18	South Queensland Basketball Tour	\$250
	U'18	Disneyland Dance Tour	\$250
	U'18	Disneyland Dance Tour	\$250
	U'18	Greg Norman Golf Tournament	\$250
Total			\$12,750
Multiyear Sponsorship Agreements			
19/04/2022	Clubhouse Territory	Multiyear agreement	\$10,000
6/07/2022	Palmerston Netball	Multiyear agreement	\$10,000
4/05/2021	Palmerston and Litchfield Seniors	Multiyear agreement	\$20,000
10/08/2022	Palmerston Rovers Football Club	Multiyear agreement	\$10,000
21/02/2023	Palmerston Magpies	Multiyear agreement	\$10,000
15/11/2023	Palmerston Saints	Multiyear agreement	\$1,500
23/05/2023	RSPCA Darwin	Multiyear agreement	\$10,000
4/04/2023	Palmerston Golf and Country Club	Multiyear agreement	\$30,000
1/8/2023	Riding for the Disabled Top End	Multiyear agreement	\$20,000
1/8/2023	Palmerston Rugby Union Football Club	Multiyear agreement	\$5,000
5/9/2023	Northern Sharks Rugby League Football Club	Multiyear agreement	\$10,000
Total			\$136,500
Sponsorship			
25/07/2023	Forrest Parade Primary School	Forrest Farmers Fair	\$2,000
31/8/2023	Two-Two-One Mental Health Charity	Mental Health Professionals Conference	\$2000

COUNCIL AGENDA

Attachment 13.2.2.1

21/9/2023	Australian Institute of Planning	Northern Territory Symposium	\$1000
7/11/2023	Darwin Symphony Orchestra	Family Proms Concert Series	\$25,000
Total			\$30,000
Annual School Awards			
	Driver Primary School	Annual School Awards	\$100
	Mother Teresa Catholic Primary	Annual School Awards	\$100
	Moulden Primary School	Annual School Awards	\$100
	Palmerston Christian School	Annual School Awards	\$100
	Palmerston College	Annual School Awards	\$100
	Roseberry Primary School	Annual School Awards	\$100
	Forrest Parade School	Annual School Awards	\$100
	Bakewell Primary School	Annual School Awards	\$100
	Gray Primary School	Annual School Awards	\$100
	Zuccoli Primary School	Annual School Awards	\$100
Total			\$1,000
Environmental Initiative Grants			
21/7/2023	Landcare NT	Local Flora, Fauna, and Biodiversity Education sessions	\$6000
Total			\$6000
Community Benefit Scheme			\$189,570
Total Environment Initiatives			\$6,000
Total			\$195,570
Amount Remaining CBS			\$40,430
Amount Remaining Environmental Initiatives			\$14,000

14 INFORMATION AND CORRESPONDENCE

14.1 Information

14.2 Correspondence

14.2.1 Appointment to Development Consent Authority

THAT correspondence dated 27 November 2023 14.2.1 entitled Appointment to Development Consent Authority be received and noted.



MINISTER FOR INFRASTRUCTURE, PLANNING AND LOGISTICS

Parliament House
State Square
Darwin NT 0800
minister.bowden@nt.gov.au

GPO Box 3146
Darwin NT 0801
Telephone: 08 8936 5680

Her Worship the Mayor of Palmerston
Mrs Athina Pascoe-Bell

Via Email: mayor@palmerston.nt.gov.au

Dear Mayor

Pursuant to section 89(1)(a) of the *Planning Act 1999*, I am pleased to advise that I have reappointed yourself and Councillor Sarah Henderson as community members, and pursuant to section 89(1)(b) of the *Planning Act 1999*, I have appointed Deputy Mayor Danielle Eveleigh as the alternate community member to the Palmerston Division of the Development Consent Authority in accordance with City of Palmerston's nominations.

The terms of appointment will commence on 4 December 2023 for a period of two years.

I wish you well during your continuing term of appointment with the Authority.

Please note that it is the responsibility of Council to notify its unsuccessful nominee.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Joel Bowden', with a flourish at the end.

JOEL BOWDEN

27 NOV 2023



14.2.2 Minister Chansey Paech Correspondence - Land ratability

THAT correspondence dated 27 November 2023 14.2.2 entitled Minister Chansey Paech Correspondence - Land ratability be received and noted.



MINISTER FOR LOCAL GOVERNMENT

Parliament House
State Square
Darwin NT 0800
minister.paech@nt.gov.au

GPO Box 3146
Darwin NT 0801
Telephone: 08 8936 5688

Ms Athina Pascoe-Bell
Her Worship the Mayor of Palmerston
City of Palmerston
PO BOX 1
PALMERSTON NT 0831

Dear Mayor

Athina,

I am writing to you regarding the rateability of land occupied by charities and public benevolent institutions (PBIs) in the Northern Territory. I have received numerous complaints from community organisations about land which was not previously being rated but now is. This includes land that is used for animal welfare, homelessness support, domestic violence shelters, and many other services that are vital to your constituents and to the Territory community.

These types of organisations are tightly woven into the fabric of our Territory community and often rely on donations, tax exemptions, and volunteer support to survive. If and when these organisations cannot survive, communities suffer, and it is local governments and the Northern Territory Government that must then move to fill the gaps in services.

I understand there is some confusion and differing views on how the charity and PBI rates exemption provision at section 222(1)(g) of the *Local Government Act 2019* (the Act) is to be interpreted. It appears that the way it is being applied by some councils is having adverse financial effects on the charity and PBI sector. This application must be ceased immediately. I will always advocate for the local government sector, but not at the expense of our vital community services.

Therefore, the Northern Territory Government is currently considering legislative change to the Act to make it clear that any land occupied by a charity or PBI is exempt from rates unless it is only used for purposes other than the charitable purposes of the organisation.

As I committed to you all at the recent LGANT Roundtable, the Northern Territory Government will always be open, honest, and seek feedback from the sector before any change is introduced. Accordingly, I invite you to submit your Council's views on what, if any, the possible impacts of the proposed change might be to your rates base.



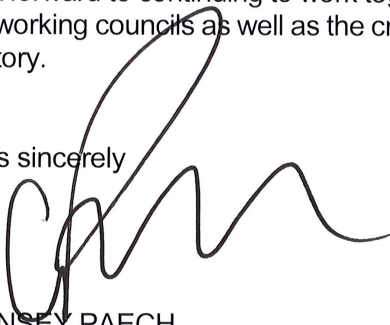
Once I have received your feedback and considered it, I will advise you of any decisions made, noting all legislative change is ultimately a matter for Government.

Please advise of the likely impact to your Council's rates base, and any other feedback or concerns, by Friday, 8 December 2023. Written submissions should be sent to LGLaw.cmc@nt.gov.au. If you wish to discuss the proposed change in more detail, please contact Mr Matthew Shaw, Policy Adviser from my Office, on 0438 519 446.

In making submissions, I strongly encourage you to consider the expectation of the wider community that the charity and PBI sector is supported by all levels of government.

I look forward to continuing to work together as we protect the financial sustainability of our hardworking councils as well as the critically important role of the not-for-profit sector in the Territory.

Yours sincerely

A handwritten signature in black ink, appearing to be 'Chansey Paech', written over the 'Yours sincerely' text.

CHANSEY PAECH

Cc: Luccio.Cercarelli@palmerston.nt.gov.au

27 NOV 2023

A Place for People

15 REPORT OF DELEGATES

16 QUESTIONS BY MEMBERS

17 GENERAL BUSINESS

18 NEXT ORDINARY COUNCIL MEETING

THAT the next Ordinary Meeting of Council be held on Tuesday, 16 January 2024 at 5:30pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

19 CLOSURE OF MEETING TO PUBLIC

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

20 ADJOURNMENT OF MEETING AND MEDIA LIAISON



MINUTES

2nd Ordinary Council Meeting Tuesday 21 November 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 MINUTES

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

PRESENT

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



A Place for People

COUNCIL MINUTES

1 ACKNOWLEDGEMENT OF COUNTRY

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

2 OPENING OF MEETING

The Chair declared the meeting open at 5.30pm.

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies

Nil

3.2 Leave of Absence Previously Granted

THAT it be noted Deputy Mayor Eveleigh will be on leave of absence as previously granted on 7 November 2022, for the period of 20 November to 24 November 2023 inclusive.

3.3 Leave of Absence Request

Moved: Councillor Morrison
Seconded: Deputy Mayor Eveleigh

1. THAT the leave of absence received from Councillor Fraser for 4 November to 14 November 2023 inclusive be received and noted.
2. THAT the leave of absence received from Councillor Fraser for 22 November to 26 November 2023 inclusive be received and noted.
3. THAT the leave of absence received from Councillor Morrison for 6 December to 11 December 2023 inclusive be received and noted.

CARRIED 10/1096 – 21/11/2023

4 REQUEST FOR AUDIO/AUDIOVISUAL CONFERENCING

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

Moved: Councillor Morrison
Seconded: Councillor Fraser

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

CARRIED 10/1097 – 21/11/2023

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 21 NOVEMBER 2023

11192



A Place for People

COUNCIL MINUTES

5 DECLARATION OF INTEREST

5.1 Elected Members

Moved: Councillor Garden
Seconded: Councillor Fraser

THAT the Declaration of Interest received from Deputy Mayor Eveleigh for Item 25.1.3 be received and noted.

CARRIED 10/1098 – 21/11/2023

5.2 Staff

Moved: Councillor Fraser
Seconded: Councillor Morrison

THAT the Declaration of Interest received from Luccio Cercarelli, Chief Executive Officer for Item 25.1.1 - Confidential Restricted be received and noted.

CARRIED 10/1099 – 21/11/2023

6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

Moved: Deputy Mayor Eveleigh
Seconded: Councillor Garden

1. THAT the Minutes of the Council Meeting held on 7 November 2023 pages 11175 to 11181 be confirmed.
2. THAT the Minutes of the Special Council Meeting held on 13 November 2023 pages 11187 to 11190 be confirmed.

CARRIED 10/1100 – 21/11/2023

6.2 Business Arising from Previous Meeting

Nil

7 MAYORAL REPORT

Nil

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 21 NOVEMBER 2023

11193



A Place for People

COUNCIL MINUTES

8 DEPUTATIONS AND PRESENTATIONS

Nil

9 PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)

Moved: Councillor Giesecke

Seconded: Councillor Fraser

THAT the public question from Stephen Enciso, Woodroffe and response as tabled be received and noted.

Question:

How does Council intend to protect its constituents from the "natural and other hazards" that are predicted to stem from the proposed development at Middle Arm?

Response:

Thank you for your question.

The approval or otherwise of the proposed development at Middle Arm is subject to the Federal and/or Territory Government requirements and processes.

The City of Palmerston will inform ourselves, and consider what future actions City of Palmerston requires to undertake based on any findings and recommendations of the Federal Senate Inquiry and any subsequent Federal and/or Territory Government/agencies processes and/or applications made. At this stage there is no published findings or recommendations of the Federal Senate Inquiry.

CARRIED 10/1101 - 21/11/2023

10 CONFIDENTIAL ITEMS

10.1 Moving Confidential Items into Open

10.1.1 City of Palmerston - Enforceable Undertaking - Northern Territory WorkSafe

Moved: Councillor Garden

Seconded: Councillor Fraser

1. THAT Report entitled City of Palmerston - Enforceable Undertaking - Northern Territory WorkSafe be received and noted.
2. THAT Council be presented with further update reports on the implementation of obligations under the City of Palmerston Enforceable Undertaking - Northern Territory WorkSafe, following each Enforceable Undertaking reporting period.
3. THAT the decisions relating to Report entitled City of Palmerston - Enforceable Undertaking - Northern Territory WorkSafe be moved to open once the Enforceable Undertaking has been published on the NT WorkSafe website.

CARRIED 10/1120 - 21/11/2023

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 21 NOVEMBER 2023

11194



A Place for People

COUNCIL MINUTES

10.2 Moving Open Items into Confidential

Nil

10.3 Confidential Items

Moved: Councillor Morrison

Seconded: Councillor Garden

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 and confidential restricted items:

Item	Confidential Category	Confidential Clause
23.1	External Request Presentation	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(c)(ii) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the maintenance or administration of the law.
23.2	External Request Presentation	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(c)(ii) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the maintenance or administration of the law.
25.1.1	Confidential Restricted	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(a) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.
25.1.2	Council Property Agreements and Contracts	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(e) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.
25.1.3	Rate Assessment Concession	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(b) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 21 NOVEMBER 2023

11195



A Place for People

COUNCIL MINUTES

		<p>public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information about the personal circumstances of a resident or ratepayer.</p> <p>This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(d) of the <i>Local Government (General) Regulations 2021</i>, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information subject to an obligation of confidentiality at law, or in equity.</p>
25.1.4	Council Project Initiative	<p>This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(c)(iv) of the <i>Local Government (General) Regulations 2021</i>, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person.</p> <p>This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(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.</p>
25.1.5	Legal Advice	<p>This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(a) of the <i>Local Government (General) Regulations 2021</i>, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.</p> <p>This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(c)(ii) of the <i>Local Government (General) Regulations 2021</i>, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the maintenance or administration of the law.</p>

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 21 NOVEMBER 2023

11196



A Place for People

COUNCIL MINUTES

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

CARRIED 10/1102 – 21/11/2023

11 PETITIONS

Nil

12 NOTICES OF MOTION

Nil

13 OFFICER REPORTS

13.1 Action Reports

13.1.1 First Budget Review 2023-24

Moved: Councillor Garden
Seconded: Councillor Henderson

1. THAT Report entitled First Budget Review 2023-24 be received and noted.
2. THAT Council adopts the First Budget Review 2023/24, pursuant to Division 4 (9) of the *Local Government (General) Regulations 2021* as presented in **Attachment 13.1.1.1** to report First Budget Review 2023-24.

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 21 NOVEMBER 2023

11197



COUNCIL MINUTES

3. THAT Council adopts the revised Long Term Financial Plan as presented in **Attachment 13.1.1.3** to report First Budget Review 2023-24, pursuant to Division 4 (9) of the *Local Government (General) Regulations 2021*.

CARRIED 10/1103 – 21/11/2023

13.1.2 Community Benefit Scheme - Grant Application Landcare NT

Moved: Councillor Henderson
Seconded: Councillor Hale

1. THAT Report entitled Community Benefit Scheme - Grant Application Landcare NT be received and noted.
2. THAT Council endorse the grant application from Landcare NT for \$6,000 as per **Attachment 13.1.2.1** to Report entitled Community Benefit Scheme - Grant Application Landcare NT to be funded from the Community Benefit Scheme (Environment Initiative).

CARRIED 10/1104 – 21/11/2023

13.1.3 Laneway Closure Request - Broadarrow Circuit Woodroffe

Moved: Councillor Garden
Seconded: Councillor Morrison

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

CARRIED 10/1105 – 21/11/2023

13.2 Receive and Note Reports

13.2.1 Major Capital Projects November 2023 Update

Moved: Councillor Fraser
Seconded: Deputy Mayor Eveleigh

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

CARRIED 10/1106 – 21/11/2023

13.2.2 Community Benefit Scheme - October Update

Moved: Councillor Morrison
Seconded: Councillor Garden

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

CARRIED 10/1107 – 21/11/2023

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 21 NOVEMBER 2023

11198



COUNCIL MINUTES

13.2.3 Finance Report for the Month of October 2023

Moved: Councillor Morrison
Seconded: Councillor Hale

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

CARRIED 10/1108 – 21/11/2023

13.2.4 Christmas in Palmerston 2023

Moved: Councillor Hale
Seconded: Councillor Morrison

THAT Report entitled Christmas in Palmerston 2023 be received and noted.

CARRIED 10/1109 – 21/11/2023

14 INFORMATION AND CORRESPONDENCE

14.1 Information

Nil

14.2 Correspondence

Nil

15 REPORT OF DELEGATES

Nil

16 QUESTIONS BY MEMBERS

Nil

17 GENERAL BUSINESS

Nil

18 NEXT ORDINARY COUNCIL MEETING

Moved: Councillor Fraser
Seconded: Councillor Hale

THAT the next Ordinary Meeting of Council be held on Tuesday, 12 December 2023 at 5:30pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

CARRIED 10/1110 – 21/11/2023

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 21 NOVEMBER 2023

11199



A Place for People

COUNCIL MINUTES

19 CLOSURE OF MEETING TO PUBLIC

Moved: Councillor Fraser
Seconded: Deputy Mayor Eveleigh

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

CARRIED 10/1111 – 21/11/2023

20 ADJOURNMENT OF MEETING AND MEDIA LIAISON

Nil

The open section of the meeting closed at 5.49pm for the discussion of confidential matters.

The Chair declared the meeting closed at 8.24pm.

Chair

Print Name

Date

Initials:

MINUTES ORDINARY COUNCIL MEETING - 21 NOVEMBER 2023

11200