

AGENDA

2nd Ordinary Council Meeting

Tuesday 19 July 2022

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

COVID-19 Statement of Commitment

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

- Physical distancing measures
- Health and hygiene principles

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



LUCCIO CERCARELLI
CHIEF EXECUTIVE OFFICER

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city of
PALMERSTON

A Place for People

COUNCIL AGENDA

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A Place for People

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

THAT the Minutes of the Council Meeting held on 5 July 2022 pages 10779 to 10786 be confirmed.
 - 6.2 Business Arising from Previous Meeting
- 7 MAYORAL REPORT

MAYORAL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM: 7.1
REPORT TITLE: Mayoral Update Report - June 2022
MEETING DATE: Tuesday 19 July 2022
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, on behalf of Council, since the last report.

KEY MESSAGES

- Commemoration of the Queen's Platinum Jubilee Tree Planting event with Her Honour the Honourable Vicki O'Halloran AO
- Presented council's budget and major projects to the PRBA members at a Palmerston Regional Business Association event.
- Attended the below community events on behalf of council:
 - Announcement of the Palmerston Youth Festival 2022
 - Announcement of Zuccoli and Surrounds Community Hub NT Eightball Championships
 - Palmerston Multicultural Festival
 - Feast of the Sacred Heart of Jesus Day - Sacred Heart Primary School
- Meeting with Ministers, Mayor's and MLA:
 - Katherine Town Council Deputy Mayor Kym Henderson via Zoom
 - Member for Spillett Lia Finocchiaro
 - Member for Brennan Marie-Clare Boothby
 - Minister Eva Lawler
- Radio Interviews with ABC

RECOMMENDATION

THAT Report entitled Mayoral Update Report - June 2022 be received and noted.

DISCUSSION

Commemoration of the Queen's Platinum Jubilee Tree Planting Event.

To commemorate the Queen's Platinum Jubilee – City of Palmerston held an Official Tree Planting at Gray Community Hall on 4 June. As part of the Queen's Commonwealth Canopy Project, I was also joined by The Northern Territory Administrator, Her Honour the Honourable Vicki O'Halloran AO and the community group, Harvest Corner to mark this auspicious occasion. A second tree planting activity was also held in the afternoon for participation by the community and the Elected members, and included a BBQ. This was held at Golden Grove Park, Rosebery.



**Her Honour the Honourable Vicki O'Halloran AO
joined us and turned the soil in preparation for the first tree**

Palmerston Multicultural Festival 2022

I was excited to attend the Palmerston Multicultural Festival held at Goyder Square on 18 June 2022 from 5pm. It was fantastic to help celebrate the rich, cultural diversity at the festival. There was traditional dance and music performances from cultures across the world, as well as food and craft stalls – with Indonesian, Asian and Argentinian infused BBQ cuisine.



Dancers at the festival



Cooking a range of foods

Announcement of the Palmerston Youth Festival 2022

I was pleased to be able to announce, with Eva Lawler MLA: Member for Drysdale, that the Palmerston Festival will return for another year from 10 to 16 July. The Palmerston Festival is now an iconic event in Palmerston's yearly calendar, and has increased in both the extent of activities, and the number of attendees every year since it's inception. This year it will include Suburban Sounds music festival on 10 July and of course the ever popular Geekfest, which will be held over two big days this year on 15 and 16 July. I am so pleased to be able to announce this fantastic upcoming event.



Minister Eva Lawler and I



Youth Festival Dates

Announcement of Zuccoli and Surrounds Community Hub

With Federal Member of Lingiari, Marion Scrymgour, Minister for Infrastructure, Planning and Logistics, Hon Eva Lawler and Deputy Mayor Amber Garden, I was pleased to announce the upcoming construction of the first stage of the Zuccoli and Surrounds Community Hub Development. Plans for the Community Hub project include an off leash dog park, walking trails, a skate park and pump track, a playground, children's boutique library, community centre, as well as a garden of reflection.



**Federal Member of Lingiari, Marion Scrymgour
Minister for Infrastructure, Planning and Logistics, Hon Eva Lawler
Deputy Mayor Amber Garden and myself**



Draft proposal of dog park

POLICY IMPLICATIONS

There are no policy implications for this report.

BUDGET AND RESOURCE IMPLICATIONS

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

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

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

ATTACHMENTS

Nil

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

10.1 Moving Confidential Items into Open

10.2 Moving Open Items into Confidential

10.3 Confidential Items

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

Item	Confidential Category	Confidential Clause
25.1.1	External Request for Support	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(b) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information about the personal circumstances of a resident or ratepayer.

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

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.1.1
REPORT TITLE:	Council Policy Review - Elected Members Allowance and Expenses
MEETING DATE:	Tuesday 19 July 2022
AUTHOR:	Information Management Team Leader, Jessie Schaecken
APPROVER:	Director Finance and Governance, Wati Kerta

COMMUNITY PLAN

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

PURPOSE

This Report reviews Council Policy *Elected Member Allowances and Expenses* and Council's obligatory requirements under the *Local Government Act 2019* and associated regulations..

KEY MESSAGES

- A review has been undertaken on Council Policy *Elected Members Allowances and Expenses* and recommendations have been made to ensure compliance with the *Local Government Act 2019*.
- *The Local Government Act 2019* provides for council member allowances to be determined by the Remuneration Tribunal.
- Elected Member Allowances will continue to be paid in accordance with Guideline 2A: Council Member Allowance until such time as the Remuneration Tribunal meets.
- Addition made to Extra Meeting Allowance to clarify the direction of the Ministerial Guidelines 2A; Council member allowances, that extra meeting allowance is not payable for Mayor, Deputy Mayor and Acting Mayor as its included in the base allowance.
- Cyclic review of Council Policies ensures transparent and good governance practices, aligning with the *Local Government Act 2019*.

RECOMMENDATION

1. THAT Report entitled Council Policy Review - Elected Members Allowance and Expenses be received and noted.
2. THAT amended Council Policy Elected Member Allowances and Expenses at **Attachment 13.1.1.3** of Report entitled Council Policy Review - Elected Members Allowance and Expenses be adopted.

BACKGROUND

Policies serve to ensure decisions are consistent, and in accordance with legislation and the Council's strategic goals. It is considered good governance for Council to review policies at least once during the Council's term to ensure they are consistent, compliant and reflect the Council's interest.

Cyclic review is being undertaken on Council's current policies to ensure maintained compliance. As part of this process, new policies will be developed and presented to Council as the review progresses.

Council adopted current policy Elected Member Allowances and Expenses at its Ordinary meeting held on 20 April 2021.

The Local Government Act 2019 (The Act) still requires Council to hold a policy that provides for Elected Member allowances and expenses, setting out Council's process, and limitations.

This report presents for Council consideration and endorsement of the reviewed Council Policy Elected Members Allowances and Expenses.

DISCUSSION

Elected Members Allowances are currently paid in accordance with *The Local Government Act 2019* determined by the Remuneration Tribunal.

The Department of the Chief Minister and Cabinet released notification of the Table of Allowances set by the Minister for 2021/2022 in February 2021, noting no change to the allowance amounts from the current financial year. This has been incorporated into Council's budget for the 2022-23 financial year.

A review of Council Policy EM02 *Elected Members Benefits and Support* was undertaken considering the *Local Government Act 2019* and Council's current processes, to ensure the policy provides for Elected Members to carry out their official duties in the most efficient and cost effective way. The Policy for Elected Member Allowances and benefits was created as a separate policy. This Policy has been in effect for the last year and can be found as **Attachment 13.1.1.1**

This policy has been revised and the intent of the policy remains unchanged with slight amendments to the wordings to provide clearer guidance. The policy with tracked changes is provided at **Attachment 13.1.1.2**

CONSULTATION PROCESS

In preparing this report, the following external party was consulted:

- Department of the Chief Minister and Cabinet.

Community consultation is not required as the policies contained within this report are a requirement under the *Local Government Act*.

POLICY IMPLICATIONS

It is noted that *the Act* provides for council member allowances to be determined by the Remuneration Tribunal. After 1 July 2021, and until the Remuneration Tribunal makes its first report on council member allowances, policies that relate to allowances will continue in accordance with the allowance categories and rules under *Guideline 2A: Council member allowances*.

Once the Remuneration Tribunal makes its first report, a review will be undertaken on Council's policy to ensure compliance.

BUDGET AND RESOURCE IMPLICATIONS

Elected Member Allowances will be set annually by Council as part of budget deliberations, in accordance with the determined maximum amounts set by legislation.

Allowances cannot be increased once Council has resolved its amount for the financial year.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

The *Local Government Act 2019* provides that the Remuneration Tribunal will determine the maximum council member allowances. However, until the tribunal makes its first report setting the amounts, the local government *guideline 2A: Council member allowances* will remain in force.

This means there will be a “transitional period” and the Department of the Chief Minister and Cabinet are looking into transitional arrangements in the Regulations that address this issue. Once the Remuneration Tribunal has released its first report, Council’s policy will be reviewed.

It is a legislative requirement that all expenses under the *Elected Member Allowances and Expenses* policy be provided for in Council’s budget and identified in monthly and annual financial reports.

This report addresses the following City of Palmerston Strategic Risks:

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

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

1. 20210518 - Council Policy - Elected Member Allowance and Expenses [13.1.1.1 - 4 pages]
2. 20220622 - DRAFT - Elected Member allowances and expenses policy MARKUPS [13.1.1.2 - 5 pages]
3. 20220622 - FINAL DRAFT - Elected Member allowances and expenses policy [13.1.1.3 - 4 pages]

Name:	Elected Member Allowances and Expenses		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Governance and Strategy Manager		
Adopted Date:	1/07/2021	Next Review Date:	1/07/2025
Records Number:	462835	Council Decision:	9/1588

1 PURPOSE

This policy sets out Elected Members allowances and expenses payable to provide necessary support to effectively carry out their roles in Council. This policy covers allowances, benefits, and support to be provided to Elected Members.

2 PRINCIPLES

Council is committed to providing payment or reimbursement of allowances and expenses to Elected Members to carry out their official duties in an accountable, transparent manner that ensures the proper use of Council resources in the most efficient and cost effective way.

3 DEFINITIONS

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

Term	Definition
Allowances	Allowances provided in compensation to Elected Members in consideration and recognition of the time and effort spent in their roles on Council.
Elected Member	Individuals elected to Council. For the purposes of this policy, Elected Member refers to Mayor, Deputy Mayor and Aldermen
Ordinary Elected Member	An Elected Member other than the Mayor, Deputy Mayor or, during the relevant period, an acting Mayor.

4 POLICY STATEMENT

4.1 Elected Member Allowances

- 4.1.1 Allowances are set annually by Council as part of budget deliberations.
- 4.1.2 Allowances (apart from Professional Development Allowance) are to be paid from 1 July each year on a monthly basis in arrears by electronic funds transfer to the Elected Member's nominated account.
- 4.1.3 Where an Elected Member is acting as Mayor in the absence of the Mayor the acting Mayor will be paid 100% of the Mayoral Base and Electoral Allowance for that period.

4.2 Extra Meeting Allowance

- 4.2.1 For Ordinary Elected Members this allowance may be paid by attending the following types of unpaid meetings (alternate members are only paid if the appointed member is not in attendance):
 - (a) Council Committee Meetings;
 - (b) Special Meetings of Council;
 - (c) Special Meetings of Council Committees;
 - (d) Council Advisory/Networking Group Meetings;
 - (e) Council workshops or briefings;

- (f) Meetings of external agencies or organisations to which Council has formally appointed an Elected Member to represent the Council; and
 - (g) Meetings of the Local Government Association of the Northern Territory where the Elected Member is a delegate of the Council.
- 4.2.2 Extra Meeting Allowance payable per Extra Meeting is set annually by Council as part of budget deliberations and published on the Council website.
- 4.2.3 Extra Meeting Allowance may be claimed where substantial travel of at least four hours (including any transit time) occurred to attend an Extra Meeting on a different day the meeting was held.
- 4.2.4 Elected Members must attend at least 75% of the duration of an Extra Meeting to be eligible to claim.
- 4.2.5 Claims forms are to be submitted by the second working day in the month following the meeting. Late claims will be paid the following month.
- 4.2.6 Extra Meeting Allowance claims for the financial year must be submitted by the last payment run for the end of financial year.
- 4.3 Professional Development Allowance**
- 4.3.1 May be applied for on Council's approved form and submitted to the Chief Executive Officer (CEO) for approval.
- 4.3.2 May be expended in relation to attending or undertaking the following types of conference and training:
- (a) Course study or other training course relevant to perform as an Elected Member;
 - (b) A conference, seminar, symposium, expo or other similar event on a topic or function directly related to local government, Council services, Council vision or duties relevant to being an Elected Member; or
 - (c) Training, mediation or counselling recommended or ordered as part of a decision relating to a Code of Conduct complaint.
- 4.3.3 If an Elected Member is attending a training course that exceeds the professional development allowance available in the current financial year within the term of the Council:
- (a) Any remaining professional development allowance in the current financial year may be expended to partially pay for the training course with the Elected Member personally paying the additional costs; and
 - (b) An Elected Member may apply to be reimbursed for the additional costs of the training course against the professional development allowance in future financial years.
- 4.3.4 Access to reimbursement is subject to:
- (a) Being an Elected Member at the time when a claim for reimbursement is made; and
 - (b) Any changes in the maximum amount of professional development allowance available in the future financial year(s).
- 4.4 Elected Member Travel**
- 4.4.1 Air travel is to be by the most reasonable means available, taking into consideration flight times, flight duration and dates available and shall not include business or first class. If air travel is required, it will be booked and paid by the Council.
- 4.4.2 Accommodation is to be by the most reasonable means available and will be booked and paid by the Council.

- 4.4.3 An Elected Member required to travel for Council business by Council resolution, is entitled to payment or reimbursement for reasonable expenses for necessary travel and accommodation.
- 4.4.4 Council will pay in advance any registration fees, accommodation deposits and airline tickets for approved Elected Member travel. Where this is not possible, a reimbursement equivalent to the fees or expenses will be paid subject to the provision of receipts.
- 4.4.5 Should car hire be required, any traffic infringement notices and fines are the individual responsibility of the driver of the vehicle.
- 4.4.6 Elected Members may be accompanied by a spouse or partner subject to Council not incurring any additional expense.
- 4.4.7 Meals and incidentals are to be in accordance with the ATO taxation determination. Meal allowances are not to be paid when the meal is included in the cost of the meeting, conference, or other event.
- 4.4.8 All non-essential additional expenses such as telephone calls, room service or mini-bar supplies are the responsibility of the Elected Member. In the instance where there are no other options, exceptions may be applied to the CEO for approval.
- 4.4.9 Where travel arrangements need to be changed or cancelled, the Elected Member must inform the CEO in writing as soon as possible to minimise any financial loss to Council.
- 4.4.10 The CEO is to report any non-attendance at the next Ordinary Council Meeting.
- 4.5 Information Technology Capital Entitlement**
- 4.5.1 Over the term of the Council term, each Elected Member is entitled to claim an Information Technology Capital Entitlement up to the value of \$1,200 excluding GST to purchase equipment to carry out official duties (e.g. laptop, computer).
- 4.5.2 Reimbursement will occur from Council once a paid tax invoice has been received.
- 4.6 Communication Entitlement**
- 4.6.1 Each financial year each Elected Member is entitled to claim a Communication Entitlement up to the value of \$800 excluding GST to carry out official duties (e.g. phone bills, internet connectivity).
- 4.6.2 This will be paid in arrears, in equal monthly instalments as a reimbursement on provision of evidence of expenditure.
- 4.6.3 Proof of evidence must include the Member's Name, or place of residence, or phone number.
- 4.6.4 Communication Entitlement claims for the financial year must be submitted by the last payment run for the end of financial year.
- 4.7 Council Resources**
- The following will be provided to Elected Members to assist in carrying out official duties:
 - (a) A Council email address with calendar facility. An Elected Member's calendar shall be available to other Elected Members and staff in order to facilitate the smooth running of Council operations and as a record of their activities relating to undertaking official duties;
 - (b) Name badge;
 - (c) Business Cards;
 - (d) An Elected Members Portal with dedicated access to Council business papers;

- (e) Through the CEO, Council staff will provide basic IT support including access to relevant systems and email accounts but will not be responsible for privately owned IT equipment;
- (f) Council will provide postage for official correspondence through its internal mail services. Bulk mailing will not be provided;
- (g) Elected Members wishing to use Council resources, such for photocopying and printing, must arrange for the use of these resources through the CEO. Council resources may not be used for personal documents or for circulars, publications or election material;
- (h) Elected members shall not use Council facilities, resources (including staff) for personal reasons including furtherance of their political career.
- (i) A framed Certificate of Service will be presented in Council meeting for Elected Members achieving 10 years of service, with subsequent certificates presented at five yearly intervals.

4.8 Mayoral Benefits

4.8.1 The Mayor is entitled to the following additional benefits to assist them in undertaking official duties:

- (a) Provision and maintenance of Mayoral Robes and Chain of Office;
- (b) Mobile phone and suitable telecommunication plan;
- (c) An office;
- (d) Administrative assistance for official use;
- (e) Provision and use of official Mayoral stationery.
- (f) Use of a dedicated fully maintained Council vehicle for official and private use within the Northern Territory; and
- (g) Reimbursement for costs associated with attendance and participation at official functions where Council is represented.

4.9 Insurance

4.9.1 Elected Members will receive the benefit of insurance cover subject to the wording, limits, excesses and terms and conditions specified in Council's insurance policies for the following:

- (a) Personal Accident;
- (b) Professional Indemnity and Public Liability;
- (c) Motor Vehicle (limited); and
- (d) Councillors and Officers Liability.

5 ASSOCIATED DOCUMENTS

- 5.1 *Community Plan*
- 5.2 *Code of Conduct for Elected Members and Committee Members*
- 5.3 *Council Policy Breach of Code of Conduct by Elected Member*
- 5.4 *Professional Development Allowance Application Form*
- 5.5 *Extra Meeting Allowance Claim Form*

6 REFERENCES AND RELATED LEGISLATION

- 6.1 *Local Government Act*
- 6.2 *Ministerial Guidelines 2: allowances for council members*

Name:	Elected Member Allowances and Expenses		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Governance and Strategy Manager <u>Director Finance & Governance</u>		
Adopted Date:	1/07/2021	Next Review Date:	1/07/2025
Records Number:		Council Decision:	

1 PURPOSE

This policy sets out Elected Members allowances and expenses payable to provide necessary support to effectively carry out their roles in Council. This policy is to comply with the Local Government Act 2019 and covers allowances, benefits, and support to be provided to Elected Members.

2 PRINCIPLES

Council is committed to providing payment or reimbursement of allowances and expenses to Elected Members to carry out their official duties in an accountable, transparent manner that ensures the proper use of Council resources in the most efficient and cost effective way.

3 DEFINITIONS

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

Term	Definition
Allowances	Allowances provided in compensation to Elected Members in consideration and recognition of the time and effort spent in their roles on Council.
Elected Member	Individuals elected to Council. For the purposes of this policy, Elected Member refers to Mayor, Deputy Mayor and Aldermen <u>Councillors</u>
Ordinary Elected Member	An Elected Member other than the Mayor, Deputy Mayor or, during the relevant period, an acting Mayor.

4 POLICY STATEMENT

4.1 Elected Member Allowances

4.1.1 Allowances are set annually by Council as part of budget deliberations.

4.1.2 Allowances ~~(apart from other than Professional Development Allowance)~~ are to be paid ~~from 1 July each year on~~ a monthly basis in arrears commencing July of each year by electronic funds transfer to the Elected Member's nominated account no later than the 5th business day of each month.

4.1.3 Where an Elected Member is acting as Mayor in the absence of the Mayor the acting Mayor will be paid 100% of the Mayoral Base and Electoral Allowance for that period.

4.2 Extra Meeting Allowance

4.2.1 Extra Meeting Allowance are paid to ~~For~~ Ordinary Elected Members this allowance may be paid by ~~for~~ attending the following types of unpaid meetings (alternate members are only paid if the appointed member is not in attendance):

- Council Committee Meetings;
- Special Meetings of Council;

- (c) Special Meetings of Council Committees;
 - (d) Council Advisory/Networking Group Meetings;
 - (e) Council workshops or briefings;
 - (f) Meetings of external agencies or organisations to which Council has formally appointed an Elected Member to represent the Council; and
 - (g) Meetings of the Local Government Association of the Northern Territory where the Elected Member is a delegate of the Council.
- 4.2.2 Extra Meeting Allowance payable per Extra Meeting is set annually by Council as part of budget deliberations and published on the Council website.
- 4.2.3 ~~Where Extra Meeting Allowance may be claimed where~~ substantial travel of at least four hours (including any transit time) occurred to attend an Extra Meeting on a different day the meeting was held, an Extra Meeting Allowance may be claimed for the associated travel day.
- 4.2.4 Elected Members must attend at least 75% of the duration of an Extra Meeting to be eligible to claim.
- 4.2.5 Claims forms are to be submitted by the second working day in the month following the meeting. Late claims will be paid the following month.
- ~~4.2.6~~ Extra Meeting Allowance claims for ~~the a~~ financial year ~~must should~~ be submitted by the last payment run for the end of ~~that~~ financial year.
- 4.3 **Professional Development Allowance**
- 4.3.1 May be applied for on Council's approved form and submitted to the Chief Executive Officer (CEO) for approval.
- 4.3.2 May be expended in relation to attending or undertaking the following types of conference and training:
- (a) Course study or other training course relevant to perform as an Elected Member;
 - (b) A conference, seminar, symposium, expo or other similar event on a topic or function directly related to local government, Council services, Council vision or duties relevant to being an Elected Member; or
 - (c) Training, mediation or counselling recommended or ordered as part of a decision relating to a Code of Conduct complaint.
- 4.3.3 If an Elected Member is attending a training course that exceeds the professional development allowance available in the current financial year within the term of the Council:
- (a) Any remaining professional development allowance in the current financial year may be expended to partially pay for the training course with the Elected Member personally paying the additional costs; and
 - (b) An Elected Member may apply to be reimbursed for the additional costs of the training course against the professional development allowance in future financial years.
- 4.3.4 Access to reimbursement is subject to:
- (a) Being an Elected Member at the time when a claim for reimbursement is made; and
 - (b) Any changes in the maximum amount of professional development allowance available in the future financial year(s).
- 4.4 **Elected Member Travel**

- 4.4.1 Air travel is to be by the most reasonable means available, taking into consideration flight times, flight duration and dates available and shall not include business or first class. If air travel is required, it will be booked and paid by the Council.
- 4.4.2 Accommodation is to be by the most reasonable means available and will be booked and paid by the Council.
- 4.4.3 An Elected Member required to travel for Council business by Council resolution, is entitled to payment or reimbursement for reasonable expenses for necessary travel and accommodation.
- 4.4.4 Council will pay in advance any registration fees, accommodation deposits and airline tickets for approved Elected Member travel. Where this is not possible, a reimbursement equivalent to the fees or expenses will be paid subject to the provision of receipts.
- 4.4.5 Should car hire be required, any traffic infringement notices and fines are the individual responsibility of the driver of the vehicle.
- 4.4.6 Elected Members may be accompanied by a spouse or partner subject to Council not incurring any additional expense.
- 4.4.7 Meals and incidentals are to be in accordance with the ATO taxation determination. Meal allowances are not to be paid when the meal is included in the cost of the meeting, conference, or other event.
- 4.4.8 All non-essential additional expenses such as telephone calls, room service or mini-bar supplies are the responsibility of the Elected Member. In the instance where there are no other options, exceptions may be applied to the CEO for approval.
- 4.4.9 Where travel arrangements need to be changed or cancelled, the Elected Member must inform the CEO in writing as soon as possible to minimise any financial loss to Council.
- 4.4.10 The CEO is to report any non-attendance at the next Ordinary Council Meeting.
- 4.5 **Information Technology Capital Entitlement**
- 4.5.1 Over the term of the Council term, each Elected Member is entitled to claim an Information Technology Capital Entitlement up to the value of \$1,200 excluding GST to purchase equipment to carry out official duties (e.g. laptop, computer).
- 4.5.2 Reimbursement will occur from Council once a paid tax invoice has been received.
- 4.6 **Communication Entitlement**
- 4.6.1 Each financial year each Elected Member is entitled to claim a Communication Entitlement up to the value of \$800 excluding GST to carry out official duties (e.g. phone bills, internet connectivity).
- 4.6.2 This will be paid in arrears, in equal monthly instalments as a reimbursement on provision of evidence of expenditure.
- 4.6.3 Proof of evidence must include the Member's Name, or place of residence, or phone number.
- 4.6.4 Communication Entitlement claims for the financial year ~~should~~must be submitted by the last payment run for the end of that financial year.
- 4.7 **Council Resources**
- The following will be provided to Elected Members to assist in carrying out official duties:
 - (a) A Council email address with calendar facility. An Elected Member's calendar shall be available to other Elected Members and staff in order to facilitate the smooth running of Council operations and as a record of their activities relating to undertaking official duties;

- (b) Name badge;
- (c) ~~Electronic B~~business Cards;
- (d) An Elected Members Portal with dedicated access to Council business papers;
- (e) Through the CEO, Council staff will provide basic IT support including access to relevant systems and email accounts but will not be responsible for privately owned IT equipment;
- (f) Council will provide postage for official correspondence through its internal mail services. Bulk mailing will not be provided;
- (g) Elected Members wishing to use Council resources, such for photocopying and printing, must arrange for the use of these resources through the CEO. Council resources may not be used for personal documents or for circulars, publications or election material;
- (h) Elected members shall not use Council facilities, resources (including staff) for personal reasons including furtherance of their political career.
- (i) A framed Certificate of Service will be presented in Council meeting for Elected Members achieving 10 years of service, with subsequent certificates presented at five yearly intervals.

4.8 Mayoral Benefits

4.8.1 The is entitled to the following additional benefits to assist them in undertaking official duties:

- (a) Provision and maintenance of Mayoral Robes and Chain of Office;
- (b) Mobile phone and suitable telecommunication plan;
- (c) An office;
- (d) Administrative assistance for official use;
- (e) Provision and use of official Mayoral stationery.
- (f) Use of a dedicated fully maintained Council vehicle for official and private use within the Northern Territory; and
- (g) Reimbursement for costs associated with attendance and participation at official functions where Council is represented.

4.9 Insurance

4.9.1 Elected Members will receive the benefit of insurance cover subject to the wording, limits, excesses and terms and conditions specified in Council's insurance policies for the following:

- (a) Personal Accident;
- (b) Professional Indemnity and Public Liability;
- (c) Motor Vehicle (limited); and
- (d) Councillors and Officers Liability.

5 ASSOCIATED DOCUMENTS

- 5.1 — ~~Community Plan~~
- 5.2 — ~~Code of Conduct for Elected Members and Committee Members~~
- 5.3 — ~~Council Policy Breach of Code of Conduct by Elected Member~~
- 5.4 — ~~Professional Development Allowance Application Form~~
- 5.5 — ~~Extra Meeting Allowance Claim Form~~



6 REFERENCES AND RELATED LEGISLATION

- 6.1 ~~Local Government Act~~
- 6.2 ~~Ministerial Guidelines 2A: allowances for c~~Council members ~~allowances~~

DRAFT

Name:	Elected Member Allowances and Expenses		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Director Finance & Governance		
Adopted Date:		Next Review Date:	
Records Number:		Council Decision:	

1 PURPOSE

This policy sets out Elected Members allowances and expenses payable to provide necessary support to effectively carry out their roles in Council. This policy is to comply with the *Local Government Act 2019* and covers allowances, benefits, and support to be provided to Elected Members.

2 PRINCIPLES

Council is committed to providing payment or reimbursement of allowances and expenses to Elected Members to carry out their official duties in an accountable, transparent manner that ensures the proper use of Council resources in the most efficient and cost effective way.

3 DEFINITIONS

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

Term	Definition
Allowances	Allowances provided in compensation to Elected Members in consideration and recognition of the time and effort spent in their roles on Council.
Elected Member	Individuals elected to Council. For the purposes of this policy, Elected Member refers to Mayor, Deputy Mayor and Councillors
Ordinary Elected Member	An Elected Member other than the Mayor, Deputy Mayor or, during the relevant period, an acting Mayor.

4 POLICY STATEMENT

- 4.1 **Elected Member Allowances**
 - 4.1.1 Allowances are set annually by Council as part of budget deliberations.
 - 4.1.2 Allowances other than Professional Development Allowance are to be paid on a monthly basis in arrears commencing July of each year by electronic funds transfer to the Elected Member's nominated account no later than the 5th business day of each month.
 - 4.1.3 Where an Elected Member is acting as Mayor in the absence of the Mayor the acting Mayor will be paid 100% of the Mayoral Base and Electoral Allowance for that period.
- 4.2 **Extra Meeting Allowance**
 - 4.2.1 Extra Meeting Allowance are paid to Ordinary Elected Members for attending the following types of unpaid meetings (alternate members are only paid if the appointed member is not in attendance):
 - (a) Council Committee Meetings;
 - (b) Special Meetings of Council;
 - (c) Special Meetings of Council Committees;
 - (d) Council Advisory/Networking Group Meetings;

- (e) Council workshops or briefings;
 - (f) Meetings of external agencies or organisations to which Council has formally appointed an Elected Member to represent the Council; and
 - (g) Meetings of the Local Government Association of the Northern Territory where the Elected Member is a delegate of the Council.
- 4.2.2 Extra Meeting Allowance payable per Extra Meeting is set annually by Council as part of budget deliberations and published on the Council website.
- 4.2.3 Where substantial travel of at least four hours (including any transit time) occurred to attend an Extra Meeting on a different day the meeting was held, an Extra Meeting Allowance may be claimed for the associated travel day.
- 4.2.4 Elected Members must attend at least 75% of the duration of an Extra Meeting to be eligible to claim.
- 4.2.5 Claims forms are to be submitted by the second working day in the month following the meeting. Late claims will be paid the following month.
- 4.2.6 Extra Meeting Allowance claims for a financial year should be submitted by the last payment run for the end of that financial year.
- 4.3 Professional Development Allowance**
- 4.3.1 May be applied for on Council's approved form and submitted to the Chief Executive Officer (CEO) for approval.
- 4.3.2 May be expended in relation to attending or undertaking the following types of conference and training:
- (a) Course study or other training course relevant to perform as an Elected Member;
 - (b) A conference, seminar, symposium, expo or other similar event on a topic or function directly related to local government, Council services, Council vision or duties relevant to being an Elected Member; or
 - (c) Training, mediation or counselling recommended or ordered as part of a decision relating to a Code of Conduct complaint.
- 4.3.3 If an Elected Member is attending a training course that exceeds the professional development allowance available in the current financial year within the term of the Council:
- (a) Any remaining professional development allowance in the current financial year may be expended to partially pay for the training course with the Elected Member personally paying the additional costs; and
 - (b) An Elected Member may apply to be reimbursed for the additional costs of the training course against the professional development allowance in future financial years.
- 4.3.4 Access to reimbursement is subject to:
- (a) Being an Elected Member at the time when a claim for reimbursement is made; and
 - (b) Any changes in the maximum amount of professional development allowance available in the future financial year(s).
- 4.4 Elected Member Travel**
- 4.4.1 Air travel is to be by the most reasonable means available, taking into consideration flight times, flight duration and dates available and shall not include business or first class. If air travel is required, it will be booked and paid by the Council.
- 4.4.2 Accommodation is to be by the most reasonable means available and will be booked and paid by the Council.

- 4.4.3 An Elected Member required to travel for Council business by Council resolution, is entitled to payment or reimbursement for reasonable expenses for necessary travel and accommodation.
- 4.4.4 Council will pay in advance any registration fees, accommodation deposits and airline tickets for approved Elected Member travel. Where this is not possible, a reimbursement equivalent to the fees or expenses will be paid subject to the provision of receipts.
- 4.4.5 Should car hire be required, any traffic infringement notices and fines are the individual responsibility of the driver of the vehicle.
- 4.4.6 Elected Members may be accompanied by a spouse or partner subject to Council not incurring any additional expense.
- 4.4.7 Meals and incidentals are to be in accordance with the ATO taxation determination. Meal allowances are not to be paid when the meal is included in the cost of the meeting, conference, or other event.
- 4.4.8 All non-essential additional expenses such as telephone calls, room service or mini-bar supplies are the responsibility of the Elected Member. In the instance where there are no other options, exceptions may be applied to the CEO for approval.
- 4.4.9 Where travel arrangements need to be changed or cancelled, the Elected Member must inform the CEO in writing as soon as possible to minimise any financial loss to Council.
- 4.4.10 The CEO is to report any non-attendance at the next Ordinary Council Meeting.
- 4.5 Information Technology Capital Entitlement**
- 4.5.1 Over the term of the Council term, each Elected Member is entitled to claim an Information Technology Capital Entitlement up to the value of \$1,200 excluding GST to purchase equipment to carry out official duties (e.g. laptop, computer).
- 4.5.2 Reimbursement will occur from Council once a paid tax invoice has been received.
- 4.6 Communication Entitlement**
- 4.6.1 Each financial year each Elected Member is entitled to claim a Communication Entitlement up to the value of \$800 excluding GST to carry out official duties (e.g. phone bills, internet connectivity).
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- (e) Through the CEO, Council staff will provide basic IT support including access to relevant systems and email accounts but will not be responsible for privately owned IT equipment;
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- (c) Motor Vehicle (limited); and
- (d) Councillors and Officers Liability.

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.1.2
REPORT TITLE:	Communications Strategy Consultation Outcomes
MEETING DATE:	Tuesday 19 July 2022
AUTHOR:	Communications Manager, Becky Saywell
APPROVER:	Chief Executive Officer, Luccio Cercarelli

COMMUNITY PLAN

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

PURPOSE

This Report presents the Communications Strategy Consultation Outcomes and seeks Council approval to adopt the City of Palmerston Communications Strategy 2022-23, following consultation on the draft Strategy in May and June 2022.

KEY MESSAGES

- The Communications Strategy (Strategy) aligns with Council's other core strategies and plans, and specifically to the Community Plan.
- The Strategy presents what, how and why we communicate what we do.
- The Strategy is the overarching framework only and does not include specific information relating to other core communication strategies, policies, practices or guidelines.
- Council was presented a Draft Communication Strategy at the 2nd Ordinary meeting in May and community consultation on the Strategy followed from 10 May until 8 June 2022.
- No feedback was received from the general public.
- City of Palmerston have identified that the strategy could incorporate an overarching acknowledgement to clarify and reinforce that Council deliver information in an accessible format for those individuals of diverse abilities and backgrounds.
- The Strategy has been updated to include the above statement and is attached to this report for approval by Council.

RECOMMENDATION

1. THAT Report entitled Communications Strategy Consultation Outcomes be received and noted.
2. THAT Council adopts the Communications Strategy, as presented as **Attachment 13.1.2.1** to report entitled Communications Strategy Consultation Outcomes.

BACKGROUND

In the 2021 Community Satisfaction survey, one of the factors respondents rated Council's performance as 'poor', was communication. Establishing an improved strategic approach is now required, given the growth in the community and the dynamic communication platforms available.

The Draft Communications Strategy was developed to align with City of Palmerston's "A Place for People", where 'Communication' sits as one of the most important services that Council delivers to the community. City of Palmerston does not have a current Communications Strategy, therefore the need to implement one for the purpose of consistent, transparent and accurate information to the community is vital.

At the 2nd Ordinary Council meeting in May 2022, Council made the following decisions:

13.1.2. Draft Communication Strategy 2022

1. *THAT Report entitled Draft Communications Strategy 2022 be received and noted.*
2. *THAT Council endorse the Draft Communications Strategy, being Attachment 13.1.2.1 to go out for Community Consultation for a period of 28 days.*
3. *THAT a report on the outcomes of the consultation and adoption of the draft Communications Strategy will be presented to Council by the Second Ordinary Meeting in July 2022.*

CARRIED 10/346 – 17/05/2022

The feedback received on the Draft Communications Strategy has been incorporated into the Communications Strategy 2022 and is outlined in the discussion below.

DISCUSSION

Consultation on the Draft Communications Strategy 2022 occurred from 10 May to 8 June 2022. The feedback was encouraged via Council's website. No feedback was received from the general public. City of Palmerston has identified improvements outlined as follows:

Upon further consideration of the Draft Communications Strategy, it was noted that although we had acknowledged the importance of inclusive communication across a variety of platforms, we could improve and clarify alignment to the actions that have already been identified in the Inclusive, Diverse and Accessible Policy Framework (IDA). As a result, the following amendment is being recommended and has been included under 'How?' on Page 5 of the Strategy being **Attachment 13.1.2.1**:

- **Diverse and accessible communication:**
In conjunction with the release of the Inclusive, Diverse and Accessible Policy Framework, Council will consider inclusive ways to communicate to those of diverse abilities and backgrounds where possible.

In many instances, Council has adapted practices to ensure inclusivity of the whole community. This has been done through engaging and collaborating effectively with community organisations or those with lived experiences. Council actively promotes people of a variety of abilities, cultures and backgrounds through all marketing and communication channels.

The Strategy is designed to be dynamic and has been developed as a starting point for to deliver a high-level strategic approach on who, what, how and why we communicate. The strategy will be reviewed in 2023.

CONSULTATION PROCESS

Consultation on the Draft Communications Strategy occurred from 10 May to 8 June 2022, with promotion on Council's *Have Your Say* page, featuring on the home page of the website.

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

- Communications Support Officer.
- Executive Manager People and Customer.
- Community Development Officer.
- Community Services Manager.

POLICY IMPLICATIONS

There are no policy implications for this Report.

If adopted this will become a strategy of Council.

BUDGET AND RESOURCE IMPLICATIONS

Funding for this work has been identified within Council's 2022/23 operational budget. No additional funding is required.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This Report addresses the following City of Palmerston Strategic Risks:

1 Fails to be trusted as a Council

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

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

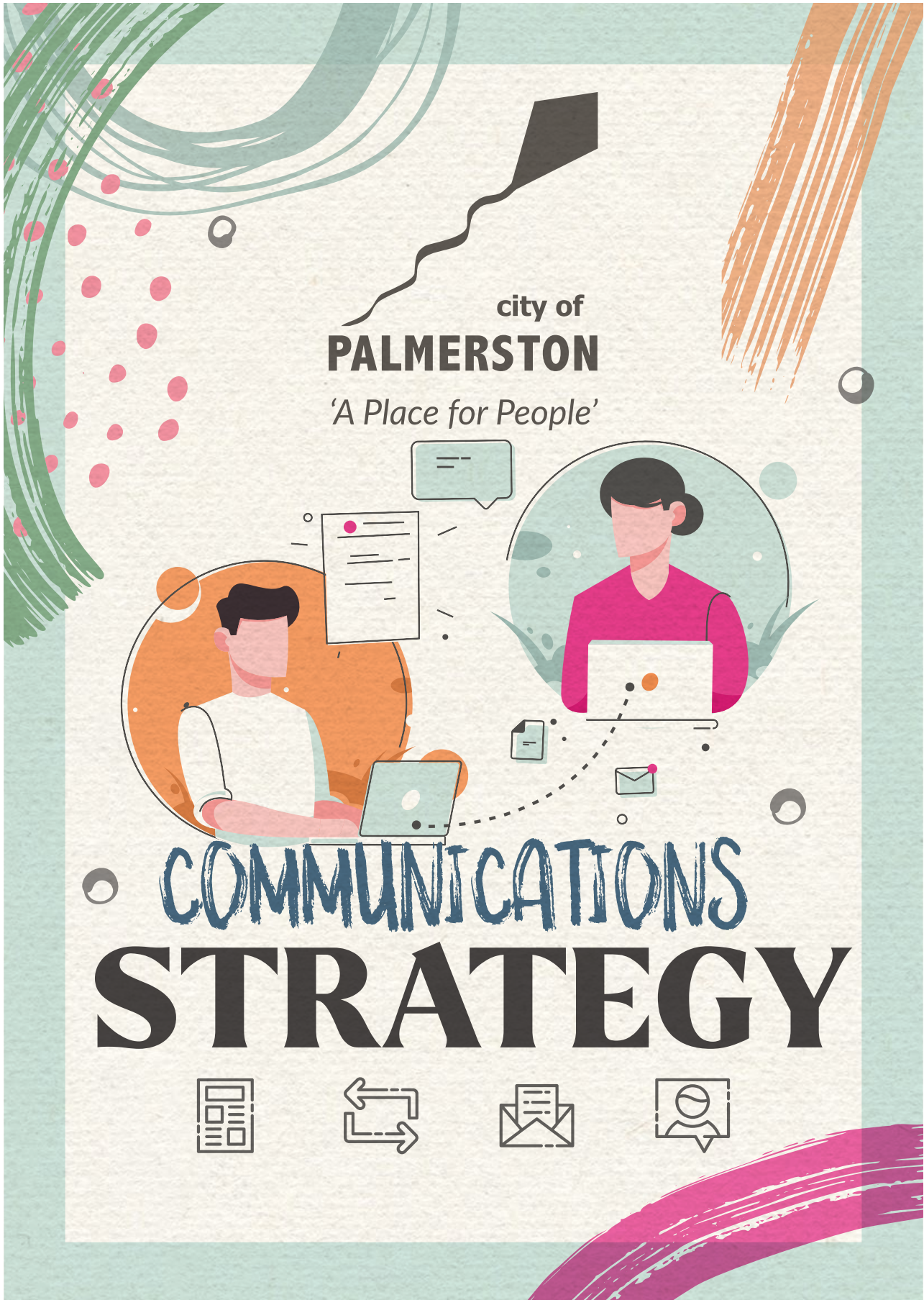
There are no environment sustainability implications for this Report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

1. 20220701 - CoP CommunicationsStrategy [13.1.2.1 - 5 pages]



ACKNOWLEDGEMENT OF COUNTRY

Council respectfully acknowledges the traditional owners of the land on which we meet - the Larrakia People - and pay respect to their elders, past, present and future.

City of Palmerston is committed to embracing diversity and eliminating all forms of discrimination within its facilities and welcomes all people regardless of sexual orientation, gender identity, ethnicity and/or faith.



SCOPE

Communications is an essential service of City of Palmerston and what connects Council and the community. The information available to the public must be relevant, accurate, timely, engaging and reliable as well as meet legal and governance obligations. Council needs to ensure they are proactively engaging with the community in a transparent way to achieve 'A Place for People'.

OBJECTIVES

Business	Media	Marketing
Family and community	Share of voice	Residential awareness
Vibrant Economy	Established presence	Community participation
Cultural diversity		
Future Focused		
Environmental sustainability		
Governance		

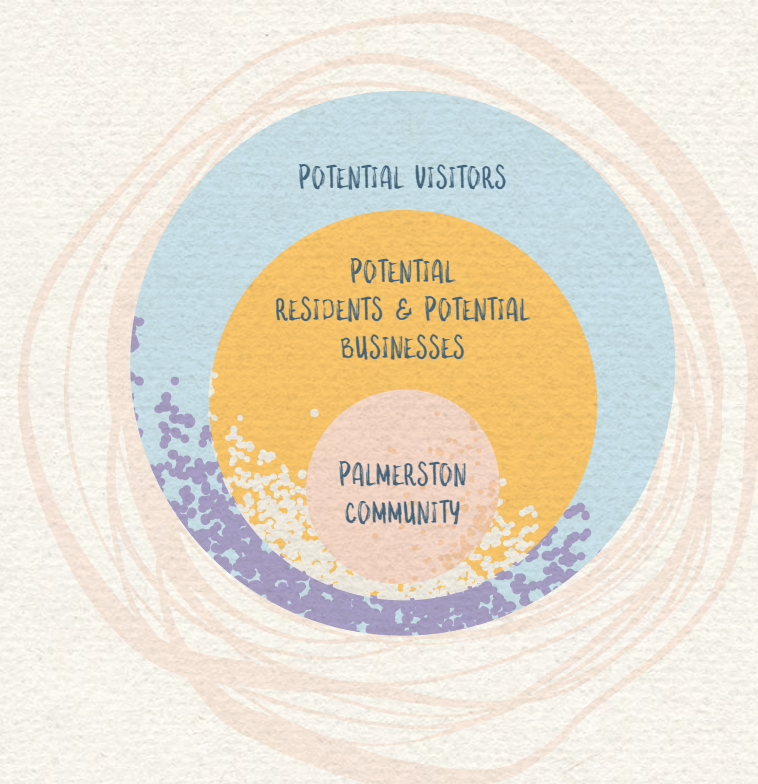
The communication strategy entails how our messaging is delivered across the community with consideration of people from a wide demographics, cultures and abilities, whilst supporting a vibrant economy with an environmental and future focussed goal. This means a strategic approach is required in all marketing and communication plans, as well as ensuring Palmerston establishes a positive presence in the public media environment to promote the liveability of the community.

WHO?

The main and most important audience is the Palmerston Community, which is approximately 39,000 people. This is our target market, particularly when communicating an important occurrence that may directly affect them. For example, rate notices, dog registrations or rubbish collection. We also need to ensure they are aware of all the services available to them through Council including programs, grants, events and support.

Council also needs to consider three other important target markets, potential visitors, potential residents and potential businesses, which should all have a positive impact on economic growth.

As a growing and developing city, these audiences are considered in our strategic communications plans.



WHAT?

The information that is communicated to the community, stems from the actions set out in the municipal plan. This makes up the 'what'. These actions align with the core outcomes of the community plan which are;



FAMILY AND COMMUNITY:

Palmerston is a safe and family friendly community where everyone belongs



VIBRANT ECONOMY:

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



CULTURAL DIVERSITY:

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



FUTURE FOCUSED:

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



ENVIRONMENTAL SUSTAINABILITY:

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



GOVERNANCE:

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

Types of communication include:

Marketing campaigns, community consultation, public relations, newsletters, articles, creative designs, images, brand and logos, directional or informational signage, tenders, notices, speeches, emergency communication, publications and video production.

HOW?

How Council communicates information is dependent on a few variables. Who is the audience and where do they get their information from (ie. print, social media, outdoor display etc). It will also depend on what Council wants to achieve from it.



COMMUNICATION PLATFORMS THAT COUNCIL USE:

- Website
- Out of home displays (digital display board, signage, bus advertising, highway banners)
- Social media (Instagram, Facebook and LinkedIn)
- Broadcast (Television)
- Radio
- Digital display
- Print



LOOK AND FEEL

- Fun – stand out – recognisable
- Complementary
- Strong brand awareness
- Clear information
- Educate
- Professional



CONSISTENT AND RELIABLE INFORMATION

- Regular website updates
- Frequent social media posting
- Engagement with community (Community consultation & community sentiment survey)
- Positive presence in the media environment

Council will be looking at alternate ways to achieve continuously high standards of communication and awareness to the community through the identified platforms.

Diverse and accessible communication:

In conjunction with the release of the Inclusive, Diverse and Accessible Policy Framework, Council will consider inclusive ways to communicate to those of diverse abilities and backgrounds where possible.

WHY?

Council communicates to inform, educate, provide opportunity, acknowledge and to support.

All pieces of communication are strategically aligned in achieving Council's overall vision of 'A Place for People' and delivering on its missions and values. This is the why. City of Palmerston are delivering these messages to the community to achieve our overall vision.



Our commitment to the community is to ensure we deliver

- genuine community communication
- a recognised and trusted brand
- effective communications
- innovative digital experience
- promoting our city

KEY PERFORMANCE INDICATORS AND QUALITY ASSURANCE METHODS

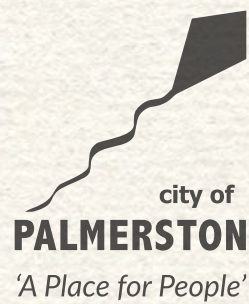
As a key commitment to the community, it's important that Council continuously evaluates performance to ensure we are delivering and improving. It is also vital that we put some quality assurance parameters in place so that our communication can be easily interpreted and meets the overall content quality by our diverse audiences.

KPI	Measurement/Quality assurance
Governance	Community survey sentiment score
Share of voice	Organic media exposure
Brand Awareness	Community Survey score
Established presence	Community survey awareness score

FUTURE FOCUS

Council will remain agile as we deliver a strategic communication strategy. The industry is dynamic and it's important that City of Palmerston remain relevant. As a result of this, the Communications strategy will be reviewed on a regular basis ensure we continue to increase awareness and engagement of the Palmerston community and potential broader audiences.





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1 Chung Wah Terrace



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www.palmerston.nt.gov.au

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.1
REPORT TITLE:	Community and Culture Quarterly Report - April to June 2022
MEETING DATE:	Tuesday 19 July 2022
AUTHOR:	EA to General Manager Community Culture, Tree Gillam
APPROVER:	General Manager of Community and Culture, Anna Ingram

COMMUNITY PLAN

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

PURPOSE

This Report summarises the key activities undertaken by the Community and Culture Department in the April to June 2022 quarter.

KEY MESSAGES

- The Community and Culture Directorate provides a quarterly report of its activities, with highlights included in this report.
- City of Palmerston's new Gulwa Community Recording Studio was officially launched in April, the only community recording studio in the Northern Territory.
- A special Bilingual Storytime engaged Palmerston's Citizen of the Year Veronika Matipira, to read a Zimbabwean story and engage with the children in Zimbabwean songs and dance.
- The Palmerston Animal Management By-Law drafting instructions were provided to Parliamentary Counsel.
- The Queen's Platinum Jubilee 2022 saw the Administrator of the Northern Territory, City of Palmerston Mayor and community members planting trees to celebrate the Queen's 70 years of service as the Australian Monarch.
- Palmerston Pride Day preceded the Fab on Frances celebrations with a Lived Experience Forum, Drag Makeup Workshops, Storytime and Trivia, all accumulating in a diverse range of performers entertaining a crowd of 500 people in Frances Drive.
- Multicultural Festival celebrated our rich culture and diversity with City of Palmerston partnering with STEPS for the event.

RECOMMENDATION

THAT Report entitled Community and Culture Quarterly Report - April to June 2022 be received and noted.

BACKGROUND

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

DISCUSSION

Activities completed during April to June 2022 are detailed in **Attachment 13.2.1.1** with some highlights identified below:

Recording Studio

The new Gulwa Community Recording Studio was officially launched in April with a VIP event and a community open day. The VIP event hosted Aunty Bilawarra Lee, who gave a very special Larrakia blessing to the studio, followed by Mayor Athina Pascoe-Bell officially opening the studio to members of the music industry which generated a lot of excitement around booking the space.

The community open day began with a musical Storytime with local performer Brendan Snow, and music in the studio with young local musician Sarah Marion. 74 residents participated in the festivities which included a live recording session to showcase the amazing equipment City of Palmerston has on offer.

Bilingual Storytime

There were two Bilingual Storytimes held this quarter. The first was a Zimbabwean Storytime where Palmerston's Citizen of the Year, Veronika Matipira shared stories and songs in the Shona and Ndebele languages with 52 adults and children.

The second Storytime was in partnership with STEPS Education and Training as part of World Refugee Week. Families listened to stories and sang songs in Mandarin and ended with a belly dancing lesson and morning tea.

Palmerston Animal Management Plan

The Palmerston (Animal Management) By-Law drafting instructions were provided to Parliamentary Counsel in May. The instructions were drafted encompassing the community consultation outcomes including the elected member response. Further consideration has been applied to include an amendment of the drafting instructions to improve the management and governing of dog attacks within the Palmerston community, with the expected drafting to be finalised within the next 6-12 months.

The Queen's Platinum Jubilee

This year, Her Majesty Queen Elizabeth II became the first Australian Monarch to celebrate a Platinum Jubilee after 70 years of service. The City of Palmerston Mayor, Athina Pascoe-Bell was joined by Her Honour, the Honourable Vicki O'Halloran, Administrator of the Northern Territory and Mr Craig O'Halloran who attended the City of Palmerston tree planting on 4 June at 10 am at the Gray Community Hall. Community members were invited to plant a tree in the garden bed at Gray. Tree planting is one of our strategies aimed at greening, cooling and shading the City of Palmerston.

Pride Festival

Palmerston Pride Festival was celebrated in the lead up to Palmerston's Fab on Frances Street Party. The day included a Lived Experience Forum, Drag Makeup Workshop, Drag Queen Storytime, and Trivia. City of Palmerston was awarded a \$5000 Grant from the Northern Territory Government Office of Gender Equity and Diversity, which allowed us to facilitate the activities, in addition to engaging Riding for the Disabled in the Top End to bring their Unicorns (therapy horses) to the celebration! Approximately 190 people attended the day of celebrations across the Palmerston Library and Recreation Centre.

Fab on Frances

Following Palmerston Pride Day, celebrations carried on into the evening from 5.00-9.30pm with Fab on Frances. Collaborating with Drag Territory, Fab on Frances came alive with a diverse range of performers

entertaining a crowd of 500 people. The lineup for the night were, Darwin Divine Dancers, music DJ by KlitKat, lip-sync singing open mic opportunities and the master of ceremonies, Constantina Bush.

Multicultural Festival

Several hundred people enjoyed the second Palmerston Multicultural Festival at Goyder Square in June. It was a great night celebrating our rich culture and diversity.

City of Palmerston worked in partnership with STEPS and volunteers to set up and pack down the event. The evening was filled with unique dance, music, and delicious cultural food stalls to entertain the crowd. The event was opened with a Welcome to Country by Jeanneen McLennen, a welcome speech by the Mayor, followed by Diji performance by Dingo Cockatoo, Chung Wah Society with a Lion Dance, Egyptian Bellydance, Kim Koole, Ukrainian National Dance, Hip Hop Dance by PHL the Beat, Indonesian Dance, Macondo Colombian Dance Group, Adam Scriven and the evening closed with an East Arnhem band – Arafura Swamp Band.

CONSULTATION PROCESS

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

- Community Services.
- Library Services.
- Regulatory Services.

POLICY IMPLICATIONS

There are no policy implications for this Report.

BUDGET AND RESOURCE IMPLICATIONS

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

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This Report addresses the following City of Palmerston Strategic Risks:

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

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this Report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

1. 2022 APR JUNE GMCC Quarterly Report [13.2.1.1 - 21 pages]

QUARTERLY REPORT/APRIL TO JUNE 2022

1. Family and Community

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

1.1 We focus on families.

City of Palmerston welcomed the Dry Season with a number of fun and friendly community events between April – June. Each was designed to be engaging for all ages and to create warm, friendly spaces to allow for greater community connection.

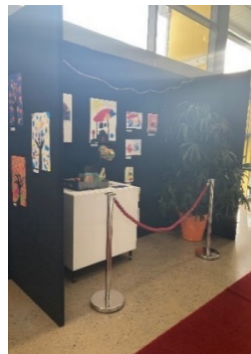
Easter Egg-perience



Left to Right: Palmerston families enjoying Easter activities, Easter Bunny taking time out for a photo opportunity.

Palmerston Easter Egg-perience was a huge success with over 600 members of our community in attendance. Families enjoyed free activities including face painting, cuddling furry animals, jumping castle, and photographs with the crew from Social Playground. The Easter Bunny was on hand to distribute chocolate eggs and pause for photo opportunities.

National Families Week – Art Exhibition



Left to Right: Families enjoying sand art, Art Exhibition

We celebrated National Families week from the 9 to 20 May, with a Community Open Day on the 14 May. Local primary schools, childcare centres and our youngest community members were encouraged to submit their artwork which we then displayed in our Art Exhibition in the foyer of the Recreation Centre. Our Open Day on the 14 May enabled families to participate in art activities together with NT Art, which included sand art, plant art and Batik. Families' voices and feedback were captured to provide input into the Arts and Creative Industries Plan.

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Brekkie in the Park



Left to Right: Rangers with free give aways, Tree, Laura and Dave from the City of Palmerston and Palmerston Lions Club.

Brekkie in the Park returned in May to Phyllis Uren Park in Farrar. We welcomed over 150 community members to share a coffee and breakfast on a beautiful dry season morning. Rangers were engaging with community members and offering free dog registrations to new Palmerston residents. Bush to Beach were on site entertaining children and families with nature craft activities, making dragonflies to signify the start of the dry season. Palmerston Lions provided a great BBQ brekkie.

Youth Media Team

Our Youth Media Team have been busy with their latest project developing a YoPalmy Radio Advert. They aimed to promote the main youth social channels for Palmerston and gain more followers leading up to the Palmerston Youth Festival. The Team had a wonderful experience working with Danielle from Zesty Productions learning how to create a script and recording the radio ad in the new Gulwa Recording Studio. On the day of recording the Geek squad jumped in and supported the reading of the script to include a variety of voices in the recording. The Radio advert will play on Hot 100 and shared on our YoPalmy socials.

Live at the Lake



Left to Right: June audiences at Live at the Lake, Kim and Kat Koole performing

Live at the Lake returned to Sanctuary Lakes Park in Gunn. Live at the Lake is held monthly with the first event on 7 May, with local music artist Jaxon de Santis. Over 180 community members were in attendance. Kim and Kat Koole performed on 4 June with 150 people enjoying live music. Many families brought a picnic and rug whilst enjoying the sunset. Live at the Lake will continue monthly until 3 September 2022.

FlicNics

FlicNics movies under the stars are back for 2022 Dry Season held once a fortnight at various locations - Goyder Square, Sanctuary Lakes and trialling a new location in Rosebery at Joan Fejo Park. The first FlicNics saw 120 patrons fill Sanctuary Lakes for the family-friendly movie, Sing. Jurassic World: Fallen Kingdom roamed into Goyder Square with 70 people in attendance and the film Paw Patrol once again at Sanctuary Lakes attracting 260 community members.

Grey Goss

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The second edition of Grey Goss was distributed throughout the month of June. This newsletter provides an opportunity to connect and share news, updates, and relevant articles with our senior citizens. In addition to an update on what's been happening in Palmerston, there were updates and articles relating to the HMAS Ipswich Ship mast, Virtual Reality, Elder Abuse, Voluntary Assisted Dying in the NT (COTA), My Palmerston, Palmerston Lakes and Salvinia Update, Palmerston Multicultural Festival and Have Your Say/ consultation updates.

April School Holiday Program

The April Library School Holiday Program brought lots of laughter and joy to the Palmerston Library. Hyper the Clown's magic show entertained a rowdy crowd of 100 people with giggles filling the library children's area. The Treasure Hunt saw 60 kids singing and dancing, while Plaster Crafter NT kept 63 children busy with their plaster craft art.

Late Skates + Best Trick Comp

City of Palmerston supported Build Up Skateboarding to pilot a new skate program. With 180 young people attending Lates Skates over 12 weeks, the program has been a hit in the Palmerston Community. This gave them time to build up a program for all skill levels. Local Skaters have been mentored by Jack Dowden owner of Build Up Skateboarding, to become skate instructors. Participants learn tricks and challenge themselves each week. Participants were aged from 2 to 20 years.

Late Skates will conclude with a Best Trick Jam as a part of the Palmerston Youth Festival. Build Up Skateboarding have applied for youth activities grant and hope to run another Late Skate series from July to October 2022 and April to July 2023. Young People and families have provided feedback about their appreciation of the program. Families from Sydney and Melbourne said they were impressed by the number of activities offered by City of Palmerston to young people.

Incursion at Woodroffe Child Care Centre Early Learning Centre Incursions



In May, incursions to early learning centres resumed. The centres were so excited to have Palmerston Library staff visit that a booking was received within two minutes of sending out invitations! Across May and June, library staff visited seven centres and shared stories and songs with 247 children.

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Families enjoying Josh Pyke reading his book for National Simultaneous Storytime

National Simultaneous Storytime
National Simultaneous Storytime (NSS) is held annually in May where libraries read the same story at the same time across Australia. Palmerston Library celebrated NSS by joining a live stream of author Josh Pyke reading his book Family Tree. Animal Encounters NT and Bush to Beach made the Storytime even more special by sharing in some touchy feely play and making family trees with materials from nature, as well as cuddles with bunnies, guinea pigs and some beautiful birds.



Library staff member Nadine snuggling up to a cute furry friend.

1.2 The wellbeing of our community is a focus for all of our work

DIAP Staff Consultation/ DIAP Public consultation & Steering Group

In order to effectively roll out the second stage of the DIAP consultation a steering group was established. Their role was to ensure that the consultation was distributed in a way in which met the needs of individuals living with disability in our community, their family, friends and caregivers. The steering group have distributed the survey and information of the Draft DIAP far and wide using strategies identified in early planning meetings. The expertise of this group has been invaluable throughout this process and the group have committed to provide a report to CoP based on the responses and feedback received throughout the consultation. The Draft DIAP 2022 - 2025 is due before Council at the 1st Ordinary Meeting in August.

Pink Box installation and Promotion



Over the past 12 months, staff at the Palmerston Recreation Centre have noticed an increasing number of individuals using toilet paper and paper towels to manage their periods. Ensuring everyone has access to free sanitary products in a dignified way would make a real difference in our community, especially for those who are doing it tough. We recognise that women are not the only individuals who menstruate and are committed to ensuring there are sanitary items available in the men's and all abilities toilets to ensure all people can access these items with dignity.

We reached out to @sharethedignity who work to make real, on-the-ground difference in the lives of women, girls and those who menstruate, having distributed over three million packets of pads and tampons to those in need. Share the Dignity and Woolworths have covered all costs to have the Pink Box installed at the Palmerston Recreation Centre. In the first four weeks 68 packets of sanitary products were used from our Pink Box.

Good Dog Storytime



In April Roxy and Sugar from Good Dogs - Animal Assisted Interventions Therapy Dog Services visited the Palmerston Library for the latest Good Dog Storytime. Tales of puppies were shared, and two very good dogs got a lot of pats. The kids went wild for the interaction with the dogs and the offer of even more pats easily encouraged the dogs to pose for photos with families. The dogs are a popular presence at Palmerston Library as they provide new ways to engage with children at Storytime.

Therapy dogs Roxy and Sugar posing for photos

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Animal Management Community Outreach



Rangers engaging with Community

The rangers have attended and supported several both internal and external community events throughout the quarter. These events have included the RSPCA free microchipping day, Council Brekkie in the Park and community dog walking programs.

Dog Walking Participants

Community dog walks continue to provide the community with access to Rangers, animal management information and by-law enquiries. Councils officers have further continued to collaborate on supportive access to free dog and cat sterilization options with 12 animals being offered alternative options to desexing during the 2022 period.

Local Drug Action Team

The Palmerston Youth Local Drug and Action Team (LDAT) has been working with a group of 6 young people to develop youth resources related to Drug and Alcohol Use and Mental Health issues that youth people raised as significant issues. The following resources were created, Canvas Artwork, Wellbeing Survey, Poem, T-shirt Slogan with over 80 shirts printed in three hours and a conversation starter booklet covering topics like the effects of Drugs on the Brain, Gender Identity and Pronouns, Romanticising Mental Illness, Forms of Abuse and Where to Find Help.

LDAT program supports community organisations to reduce harms from alcohol and other drugs in their local area. Run by the Alcohol and Drug Foundation and funded by the Australian Government. This year's project was led by Palmerston and Regional Basketball Association. The group will launch a Positive Palmerston Video that highlights all the things Palmerston has to offer young people, where to go to make friends, where to hang out and where get help if needed. This will be launched in the coming months.

3. Cultural Diversity

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

3.1 To celebrate our rich culture and diversity

Creative Industries Plan 2023-2027 Consultation



Phase 1 Consultation is underway for the City of Palmerston five-year Creative Industries Plan 2023-2027.

Four community focus groups were held over a week in May to discuss and share a range of perspectives from the community including an online survey which received over 150 responses from the community with an additional City of Palmerston staff consultation session, and one on one interviews with arts organisations across the region.

Youth consultation session for Creative Industries Plan 2023-20

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Updated Refugee Welcome Zone Status

City of Palmerston has recently updated its Refugee Welcome Zone Status with the Refugee Council of Australia for the first time since 2013. Community Development Officers provided information relating to the IDA, IWD photography exhibition, Migrant Swimming Program, Bilingual Storytime, Harmony Day working group and celebrations and our past celebrations of National Refugee Week and International Mother Languages Day. This will be published on the Refugee Council of Australia Website.

Multicultural Festival

Several hundred people enjoyed the second Palmerston Multicultural Festival at Goyder Square in June. It was a great night celebrating our rich culture and diversity.

City of Palmerston worked in partnership with STEPS and volunteers to set up and pack down the event. The evening was filled with unique dance, music, and delicious cultural food stalls to entertain the crowd. The event was opened with a Welcome to Country by Jeanneen McLennen, a welcome speech by the Mayor, followed by Diji performance by Dingo Cockatoo, Chung Wah Society with a Lion Dance, Egyptian Bellydance, Kim Koole, Ukrainian National Dance, Hip Hop Dance by PHL the Beat, Indonesian Dance, Macondo Colombian Dance Group, Adam Scriven and the evening closed with an East Arnhem band – Arafura Swamp Band.



Left to Right: PHLtheBeat performing at Multicultural Festival and Arafura Swamp Band conducting sound checks.

International Day Against Homophobia, Biphobia, Interphobia and Transphobia IDAHOBIT Social Awareness Campaign

City of Palmerston acknowledged the International Day Against Homophobia, Biphobia, Interphobia and Transphobia (IDAHOBIT) on their socials media channels.



City of Palmerston Staff

Palmerston Pride

Palmerston Pride (Day) was celebrated in the lead up to Palmerston's Fab on Frances Street Party. The day included a Lived Experience Forum, Drag Makeup Workshop, Drag Queen Storytime, and Trivia. CoP was awarded a \$5000 Grant from the NTG Office of Gender Equity and Diversity which allowed us to facilitate the activities listed above in addition to engaging Riding for the Disabled in the Top End to

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bring their Unicorns (therapy horses) to the celebration! Approximately 190 people attended the day of celebrations across the Palmerston Library and Recreation Centre.



Left to right: Fab on Frances, Pride Trivia, Lived Experience Forum, Drag Makeup Workshop

Fab on Frances

Following Palmerston Pride Day, celebrations carried on into the evening from 5.00-9.30pm with Fab on Frances. Collaborating with Drag Territory, Fab on Frances came alive with a diverse range of performers entertaining a crowd of 500 people. The lineup for the night were, Darwin Divine Dancers, music DJ by KlitKat, lip-sync singing open mic opportunities and the master of ceremonies, Constantina Bush.

Urban Jams and Youth Week



City of Palmerston applied for the Palmerston Youth Activities Grant to deliver Urban Jams over two years during the wet season. The following organisations collaborated to deliver the series of youth events; PaRBA, Foodbank, Express Studios, Level Up Esports, Larrakia Nations, The Y Uptop, Build Up Skateboarding, Larrikin Interactive, Zesty Productions and Mulga Security.



The finale event happened for Youth Week. Youth Week Ambassadors attended and gave out merchandise. Highlights included a giant obstacle course, bucking bull and most importantly the soft launch of the LDAT Project (Palmerston Youth Local Drug and Action Team) supported young people to create resources related to Drug and Alcohol use. Young people set up an exhibit and T shirt printing station,



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supported by Sarah Taylor, local art teacher, and Danielle from Zesty Productions. Creating shirts with the words 'know your place, know your people' a slogan created by one of the participants. 280 young people and their families attended the April event.

Bilingual Storytimes



There were two Bilingual Storytimes held this quarter. The first was a Zimbabwean Storytime where Palmerston's Citizen of the Year Veronika Matipira shared stories and songs in the Shona and Ndebele languages with 52 adults and children.

The second Storytime was in partnership with STEPS Education and Training as part of World Refugee Week. Families listened to stories and sang songs in Mandarin and ended with a belly dancing lesson and morning tea.

Attendees at the Zimbabwean Storytime

MC Skills Development Workshop for Young People

A series of 3 free workshops were offered to young people in the community to develop skills in becoming a Master of Ceremonies. These workshops were facilitated by the Northern Territory's best and most experienced MCs, Brent Watkinson (Hot100) and Sarah Reuben (Freelance Performer, Comedian and MC). Participants are then invited to develop their skills further by becoming assistant MCs at Palmerston Youth Festival events.



Participants developing employable skills in event MCing

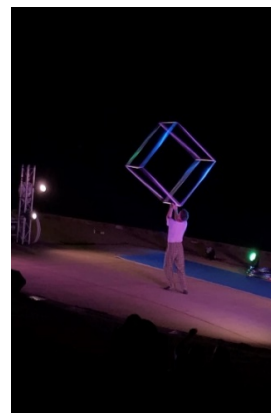
Country Circus Roadshow



Corrugated Iron



Sanctuary Lakes



Melon the Human

Country Circus Roadshow brought Australia's homegrown world-class circus performers to Palmerston. Two nights of performances were held on Friday 24 and Saturday 25 June 2022 at Sanctuary Lakes. The event was a ticketed event with 78 tickets sold for Friday and 140 tickets sold for Saturday. Two local musicians performed each night before the circus show.

Performers included Melon the Human and Abby Kelso along with two young local performers from Corrugated Iron Youth Arts (Corrugated Iron run weekly classes from the Recreation Centre), and as

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part of this show were offered their first professional performance experience alongside nationally recognised circus artists. The show was backed by a banging soundtrack and supported by local talents Brian Cullen and Bella Maree, and a spectacular lighting design.

Drag Queen Storytime (DQST)



Fairy Feroccia and Princess Vogue

As part of Palmerston Pride, a Drag Queen Storytime was held on Saturday 28 May. Crowd favourites Princess Vogue and Fairy Feroccia from Drag Territory wowed the families with singing, dancing and beautiful stories.



Amy and Ruby Hetherington

Citizenship Ceremonies

Our latest citizenship ceremony was held in May at the Recreation Centre. 29 new Australians affirmed their commitment to Australia to receive their Citizenship. Citizens came from Nepal, Philippines, Zimbabwe, Vietnam, Germany, Taiwan, Canada and India.

Deputy Mayor Amber Garden was the presiding officer for the morning. Veronica Matipira, Australian Citizen of the Year and Isabelle Craven, Young Citizen of the Year for Palmerston, assisted on the day handing out certificates and gift bags. Kim Koole kept the guests entertained with some classic Australian hits.

LGBTQIA+ Callout



In April, Community Development Officers alongside the Communications Team worked to develop a generic call out to the LGBTQIA+ Community seeking feedback and input on how we can do better in this space both now and into the future. This callout will be used in the leadup to Pride each year to gather input and feedback which is specific to the needs of our LGBTQIA+ Community.

This was distributed via social media, the library, Palmerston Recreation Centre as well as via emails through our youth and family networks, PKN & PARYS in addition to distributing to local organisations who support and empower the wider LGBTQIA+ Community.

Reconciliation Week

Community Development Officers worked alongside local groups, organisations and government departments to support the Palmerston Reconciliation Working Group, to develop a series of events to bring the community together and bridge gaps between Palmerston and the Northern Suburbs.

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The events were called 'Community4Community - Be Brave Make Change', with the Palmerston Celebration taking place at Palmerston Swimming Pool with the support of Belgravia Leisure. City of Palmerston contributed with the creation of marketing material, and support with planning. In addition, Satellite Boy and In My Blood it Runs (reconciliation themed films) were played in the Recreation Centre throughout the week.

4. Future Focus

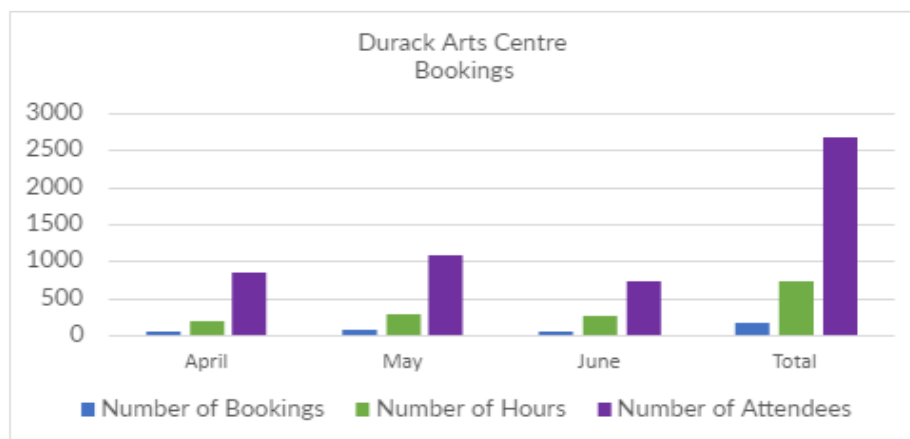
Palmerston is an innovative city that sustains itself through the challenges of the future.

4.1 Infrastructure is fit for purpose

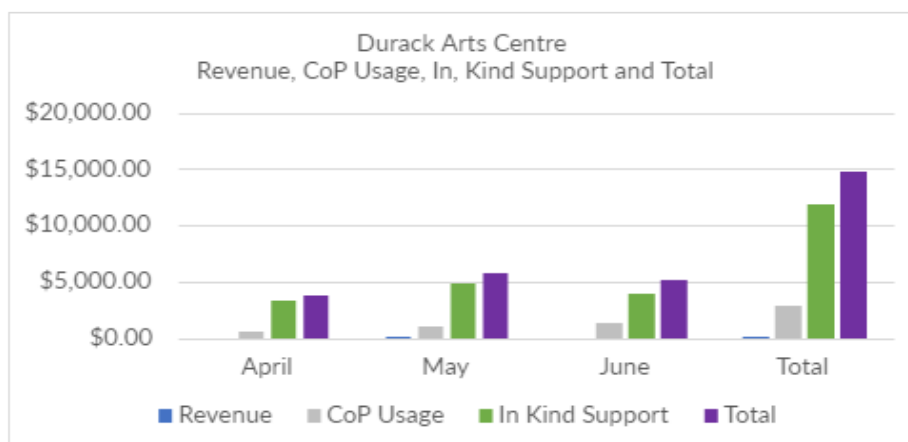
Durack Community Art Centre has seen increased usage with several new bookings including the addition of a weekly arts-based booking from Girl Guides NT. The Guides groups have been completing painting and craft activities.

Durack Community Arts Centre: Bookings April to June 2022

Month	April	May	June	Total
Number of Bookings	45	69	54	168
Number of Hours	189	290	260	739
Number of Attendees	851	1079	726	2656
In Kind Support	\$3280	\$4790	\$3850	\$11,920
CoP Usage	\$500	\$970	\$1350	\$2820
Revenue	\$0.00	\$60	\$0.00	\$60
Total	\$3780	\$5820	\$5200	\$14,800



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Military and Emergency Service Health Australia conducted Lived Experience Mental Health art sessions at the Art Centre and provided the following feedback *"From Military and Emergency Services Health Australia to the Palmerston City Council, thank you! We greatly appreciate your support of our organisation supporting our Military members in Palmerston."*

Please accept my sincere thanks and appreciation for your ongoing support with the delivery of our MindRight/StoryRight programs in Darwin. Matt has told me that you are always unbelievably responsive to his requests to gain access to the Durack Community Centre for the delivery of our programs, and that you and your team go above and beyond to assist in making arrangements for us. Feedback from the facilitators and participants is that they love the venue. We honestly wouldn't be able to do what we do if it wasn't for the kind support of people like yourselves.



Y UP Top worker

The YMCA Back to School program utilised the Arts Centre to deliver cultural programs to young people on a flexible educational pathway. The program included wood carving and boomerang making.



Young people completing art activities

Sew and Tell, a social sewing group, have been utilising the Durack Community Art Centre on Friday mornings to teach hand and machine sewing.

Kristie from Sew and Tell provided the following feedback. *"Five of us from Sew & Tell attended the inaugural Frocktails Darwin event - everyone wears something they have made themselves! It was really inspiring, and one of our ladies won an award for the novice sewing category! I also went on stage to plug Sew & Tell as a great community group at the beautiful Durack Community Arts Centre in Palmerston. I have attached some photos, just in case it is the kind of feedback that shows how great it is to use Palmerston facilities! - Kristie Reid*

An Art Educator's Network meeting was hosted at the Durack Community Art Centre, a gathering of artists and teachers from Palmerston, Darwin and Rural gathering to upskill, share and connect remotely across the NT.



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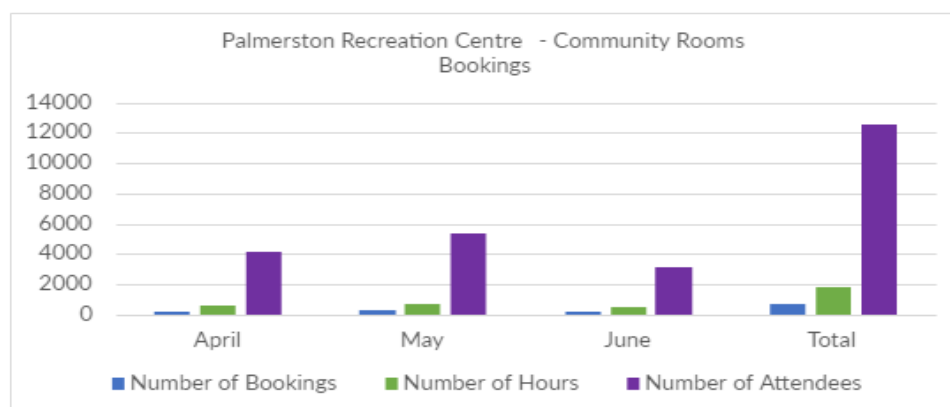


Participants at the Art Educator's Network

Palmerston Recreation Centre

Palmerston Recreation Centre: Community Rooms April to June 2022

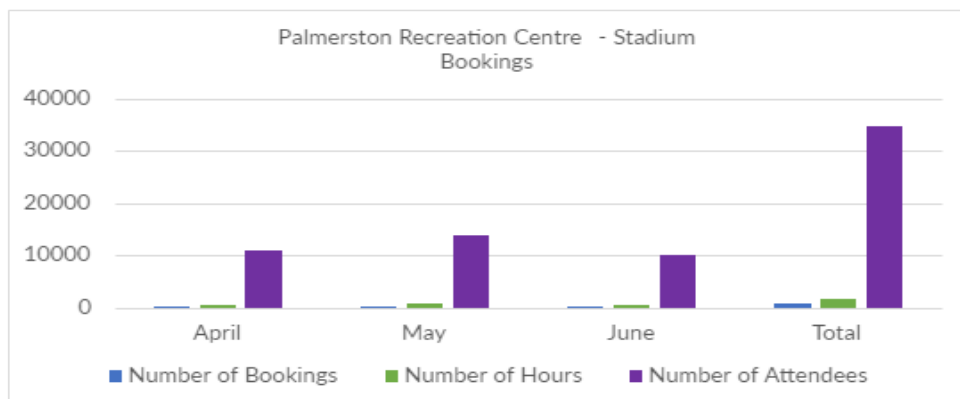
Month	April	May	June	Total
Number of Bookings	204	282	194	680
Number of Hours	588	703	474	1765
Number of Attendees	4115	5350	3086	12551
In Kind Support	\$8515	\$12,680	\$8075	\$29,270
CoP Usage	\$510	\$2960	\$1600	\$9665
Revenue	\$1040	\$2960	\$980	\$4550
Total	\$14,660	\$18,170	\$10,655	\$43,485



Palmerston Recreation Centre: Stadium April to June 2022

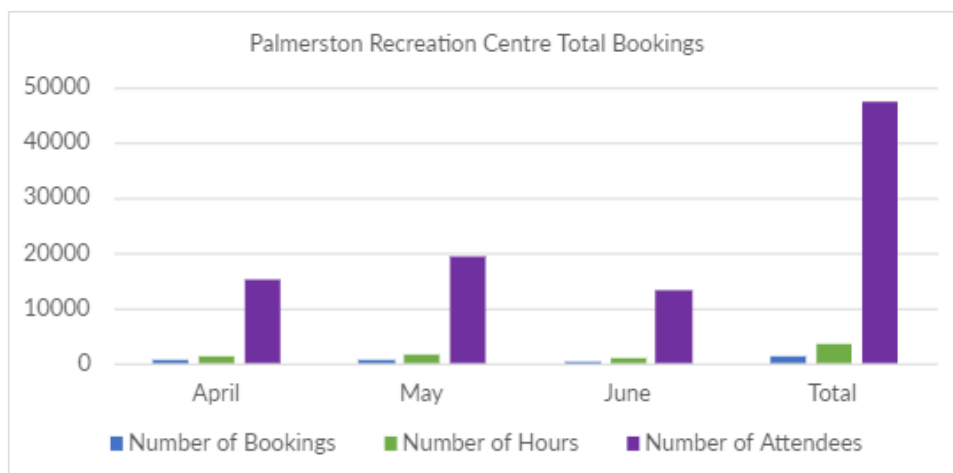
Month	April	May	June	Total
Number of Bookings	203	275	199	677
Number of Hours	530	663	451	1644
Number of Attendees	10881	13929	9921	34731
In Kind Support	\$13,365	\$19,440	\$13,410	\$46,215
CoP Usage	\$2400	\$420	\$120	\$2940
Revenue	\$90	\$60	\$0.00	\$150
Total	\$15,855	\$19,920	\$13,530	\$49,305

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Palmerston Recreation Centre: Total April to June 2022

Month	April	May	June	Total
Number of Bookings	407	557	393	1357
Number of Hours	1118	1366	925	3409
Number of Attendees	14996	19279	13007	47282
In Kind Support	\$21,880	\$32,120	\$21,485	\$75,485
CoP Usage	\$7505	\$3380	\$1720	\$12,605
Revenue	\$1130	\$2590	\$980	\$4700
Total	\$30,515	\$38,090	\$24,185	\$92,790



Comparison of Palmerston Recreation Centre bookings
April to June 2021 and April to June 2022

	April to June 2021	April to June 2022
Number of Bookings	1543	1357
Number of Hours	4150	3410
Number of Attendees	38,904	47282
In Kind Support	\$107,390	\$75,485
CoP Usage	\$13,915	\$12,605
Revenue	\$0.00	\$4700
Total	\$121,305	\$92,790

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Library Statistics Comparison

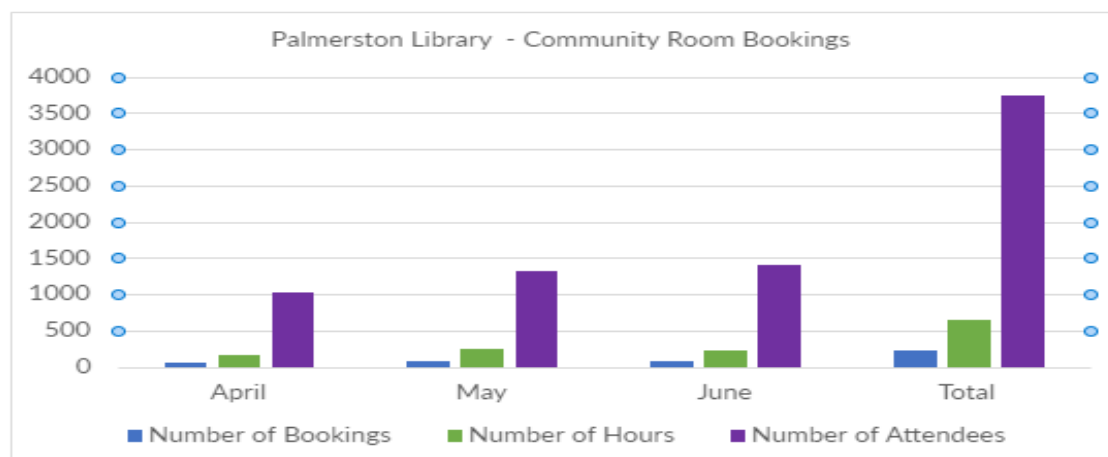
	Jul - Sep 2021	Oct- Dec 2021	Jan - Mar 2022	Apr - Jun 2022
Library visits	28,815	32,560	29,416	35,676
Library items borrowed	20,942	18,329	18,283	17,980
Hours on public PCs	2,660	3,788	3,461	3,639
Attendance at library programs	2,632	2,356	1,986	3,208
Library programs and events delivered	101	98	81	102

Library Programs Statistics

Programs/Services	Number	Attendances				
		Pre School	School	Youth	Adults	Totals
Holiday	8	81	235	0	181	497
Gadget & Games	12	5	97	1	74	177
Digital Literacy	10	0	0	0	21	21
Storytime	25	620	1	4	532	1157
Nurserytime	11	204	12	0	232	448
Outreach	7	210	0	0	37	247
Geek Squad	11	0	1	132	3	136
Code Club	9	0	136	13	27	176
Events	5	102	20	8	113	243
Adult Events	3	0	3	0	83	86
Author Visits	1	0	14	0	6	20
Orientations	0	0	0	0	0	0
Home Service	7	0	0	0	50	50
Totals	109	1222	519	158	1359	3258

Palmerston Library: Community Room Bookings Statistics April to June 2022

Month	April	May	June	Total
Number of Bookings	64	82	79	225
Number of Hours	164	254	229	647
Number of Attendees	101	1324	1399	3738
In Kind Support	\$2150	\$3810	\$3140	\$9100
CoP Usage	\$1150	\$1140	\$1330	\$3620
Revenue	\$0	\$280	\$240	\$520
Total	\$3300	\$5230	\$4710	\$13,240



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Gulwa Community Recording Studio Launch

The recording studio launched in April with a VIP event and a community open day. The VIP event saw Auntie Bilawarra Lee and Mayor Athina Pascoe-Bell opening the Gulwa community recording studio to members of the music industry which generated a lot of excitement around booking the space.

The community open day began with a musical Storytime with local performer Brendan Snow, and music in the studio with young local musician Sarah Marion. 74 residents participated in the festivities which included a few great books about music and a live recording session to showcase the amazing equipment City of Palmerston has on offer.

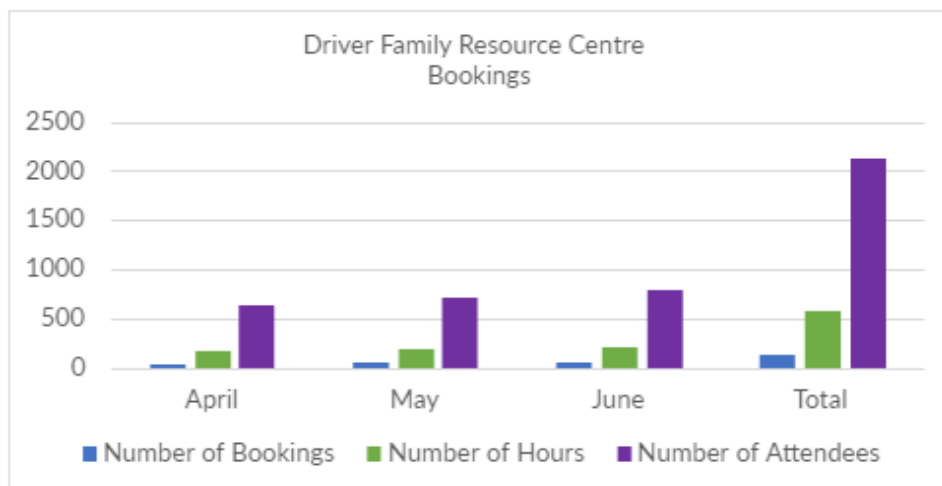
Recording Studio: Bookings April to June 2022

Month	April	May	June	Total
Number of Bookings	0	15	22	37
Number of Hours	0	37	11.5	152.5
Number of Attendees	0	58	154	212
In Kind Support	\$0	\$0	\$0	\$0
CoP Usage	\$0	\$170	\$120	\$290
Revenue	\$0	\$680	\$5155	\$5795
Total	0	\$850	\$5235	\$6085

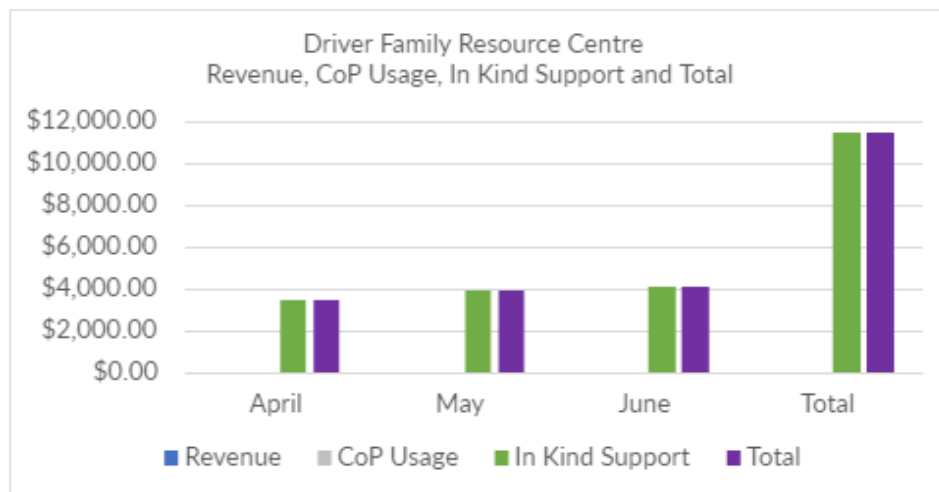
Community Halls Bookings Statistics

Driver Family Resource Centre: Bookings April to June 2022

Month	April	May	June	Total
Number of Bookings	38	45	49	132
Number of Hours	171	194	205	570
Number of Attendees	625	715	780	2120
In Kind Support	\$3420	\$3880	\$4100	\$11,400
CoP Usage	\$0	\$0	\$0	\$0
Revenue	\$0	\$0	\$0	\$0
Total	\$3420	\$3880	\$4100	\$11,400



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Gray Community Hall



Gray Community Hall has been well utilised this quarter with private parties and events, including a 1st and 90th birthday party. 29 parties in all were held this quarter.

Gray Community Hall

Gray Community Hall: Function Room Bookings Statistics April to June 2022

Month	April	May	June	Total
Number of Bookings	51	59	48	158
Number of Hours	148	197	200	545
Number of Attendees	1185	1686	1291	4162
In Kind Support	\$2570	\$3180	\$2720	\$8470
CoP Usage	\$40	\$340	\$1010	\$1390
Revenue	\$700	\$760	\$560	\$2020
Total	\$3310	\$4280	\$4290	\$11,880

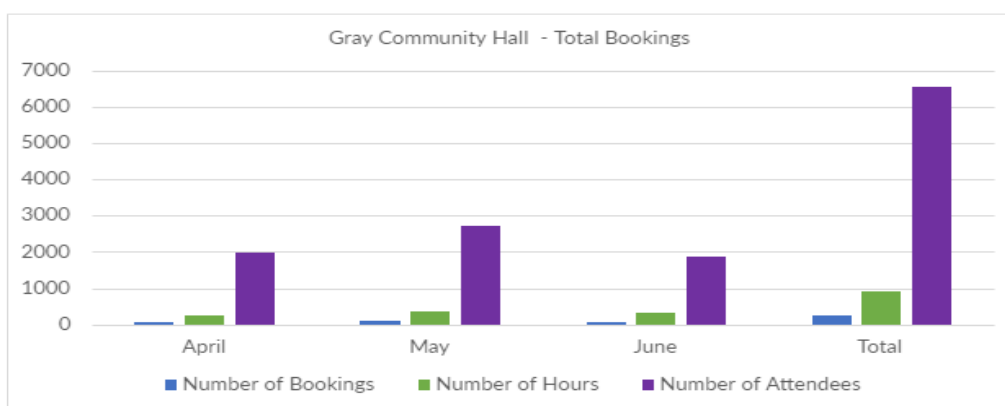
Gray Community Hall: Meeting Room Bookings Statistics April to June 2022

Month	April	May	June	Total
Number of Bookings	21	33	20	74
Number of Hours	96	160	110	366
Number of Attendees	795	1025	581	2401
In Kind Support	\$945	\$1415	\$915	\$3275
CoP Usage	\$0	\$140	\$190	\$330
Revenue	\$75	\$75	0.00	\$150
Total	\$1020	\$1630	\$1105	\$3755

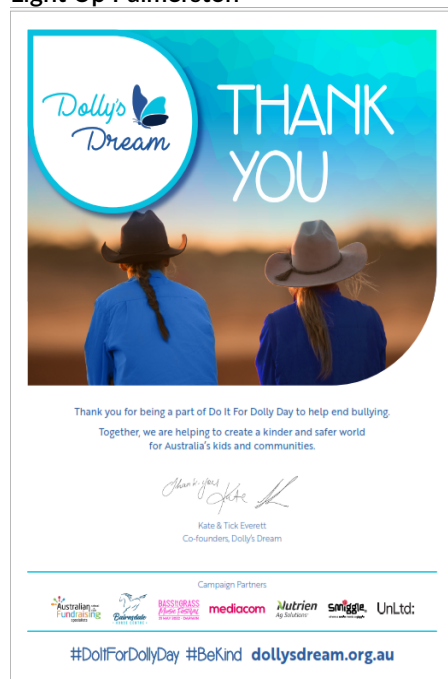
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Gray Community Hall: Total April to June 2022

Month	April	May	June	Total
Number of Bookings	72	92	68	232
Number of Hours	244	357	311	912
Number of Attendees	1980	2711	1872	6563
In Kind Support	\$3515	\$4595	\$3636	\$11745
CoP Usage	\$40	\$490	\$1200	\$1720
Revenue	\$775	\$835	\$560	\$2170
Total	\$4330	\$5910	\$5395	\$15,635



Light Up Palmerston



City of Palmerston adopted the Lighting Up Palmerston policy in 2021. The purpose of this policy is to enable requests for lighting to be activated on City of Palmerston's Infrastructure assets to highlight a special event or cause. As per the policy, joint approval is required by the Mayor and the Chief Executive Officer to approve lighting of the City of Palmerston assets.

Council assets were lit up this quarter to mark days of significance: Australian Dysphonia Network - World Voice Day - Shining light on Voice Disorders, Congenital Diaphragmatic Hernia Awareness Day, Anzac Day 2022, International Firefighters Day, Alannah & Madeline Foundation (Dolly's Dream), Road Safety Week, Children's Tumour Foundation, Pride - Fab on Francis, World Haemochromatosis Week 2022, Queens Platinum Jubilee.

Thank you so much for supporting us for Do It for Dolly Day this year by lighting up the City of Palmerston BLUE. Your support meant we could promote awareness and encourage involvement in our special day. The numbers are in, and we have raised over \$430,000 for Do It for Dolly Day 2022!

We saw almost 800 fundraising activities take place all over Australia, which will help to create a kinder and safer world for Australia's kids and communities. The funds will go towards our important anti-bullying programs, including our Dolly's Dream Support Line, our free counselling support for anyone who needs it, as well as our online safety and anti-bullying workshops for students, parents and teachers. We have already started planning trips into rural and regional areas in the Northern Territory to take place in the next few months, where the community may not usually have access to these types of activities.

QUARTERLY REPORT/APRIL TO JUNE 2022

So, thank you again for supporting Do It for Dolly Day 2022 and helping us to spread awareness and turn Dolly's dream of a kinder world into a reality.

5. Environmental Sustainability

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

Reboot Your Loot

Reboot Your Loot is a car boot sale which aims to encourage people to reuse and recycle pre-loved goods to a new home. Our first one for the year was held in May. Reboot Your Loot allows residents, community groups and schools an opportunity to fundraise for a cause and reduce our footprint on the environment. The event commenced at 8am - 11am at the Civic Centre Car Park. All Seller Registrations were made through the Eventbrite system.

56 stall holders registered to take part in the sale, with 36 stall holders attending on the day. The Lions Club assisted with carparking and running an egg and bacon sandwich stall. A new coffee vendor Crybaby Coffee received positive feedback about their services. We also had several testimonials regarding the great organisation on the day including clear instructions for parking and setting up.



5.2 Palmerston is a cool shaded, green city.

The Queen's Platinum Jubilee 2022 – Tree Planting

This year, Her Majesty Queen Elizabeth II became the first Australian Monarch to celebrate a Platinum Jubilee after 70 years of service.



Administrator of the NT



Community members



Mayor of Palmerston

The City of Palmerston Mayor, Athina Pascoe-Bell was joined by Her Honour, the Honourable Vicki O'Halloran, Administrator of the Northern Territory and Mr Craig O'Halloran who attended the City of Palmerston tree planting on 4 June at 10 am at the Gray Community Hall. Community members were invited to plant a tree in the garden bed at Gray. Tree planting is one of our strategies aimed at greening, cooling and shading the City of Palmerston.



COUNCIL AGENDA Attachment 13.2.1.1 COMMUNITY AND CULTURE

QUARTERLY REPORT/APRIL TO JUNE 2022

6. Governance

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

6.2 Community is at the centre

Overgrown Vacant Lot Audit

The total customer reported untidy allotments during the fourth quarter period include 106, which reflects an increase of 56% in the total number of reported untidy allotments from the previous quarter. To allocate a proactive solution toward the untidy and overgrown properties, particularly at the end of the wet- season was a municipal-wide audit was completed throughout the wider Palmerston municipality. The audit commencing in April consisted of inspecting a total of 335 vacant lots. Of these properties, 5% were existing complaints, a further 15.5% (85 properties) required regulatory action. As the process stands, to allow for property incumbent to comply, a notice of 'overgrown' is provided allowing a period of 14 days to rectify, tidy and mow. If the property remains uncleared a final 7-day notice is provided instructing that a warrant will be issued, and Council will approach with enforcement and infringe.

The audit however, provided great success in the overall outcomes including 76% of properties that required action completed works at the point of issuing the first notice. Providing a fantastic outcome of owner compliance. A final 9% required the allocation of warrants and the application of a regulatory and enforcement approach. The outcome statistics further provide that the highest suburbs were Bakewell which made up 27.5% of the overall total properties that required action, followed by Johnston at 15.5% and Marlow Lagoon at 12%. The additional 11 suburbs averaged between 7%-1.7%.

Update on Palmerston (Animal Management) By-Laws

The Palmerston (Animal Management) By-Law drafting instructions were provided to Parliamentary Counsel in May. The instructions were drafted encompassing the community consultation outcomes including the elected member response. Further consideration has been applied to include an amendment of the drafting instructions to better management and govern dog attacks within the Palmerston community. Council Officers have since been provided the initial draft with the expected a drafting to be finalised within the next 6-12 months.

Regulatory Services Customer Requests

A total of 621 customer requests were allocated to Regulatory Services during the quarter. Notably, 48% of the customer requests created in response to dogs at large, followed by 18% for untidy allotments. The remaining customer requests are made up of nuisance barking, dog attacks, dog causing nuisance, dog menace and additional general regulatory enquiries.

Dog Registration

Currently, Council has a total of 6029 dogs registered within the Palmerston municipality. In comparison with the previous reporting figures, Council has seen an increase of 6% in total registered dogs within the community, this can be attributed to positive Ranger interactions, marking and community engagement and compliance activities.

Animals Impounded

A total of 126 dogs have been impounded during the quarter period, the average length of stay equals 5 days within the pound. Of the impounded animals, 64% were returned to owner, a further 23% were provided to the rehoming agencies and the final 13% were released to Animal Welfare for investigation or humanely euthanized.

Animal Related Infringements

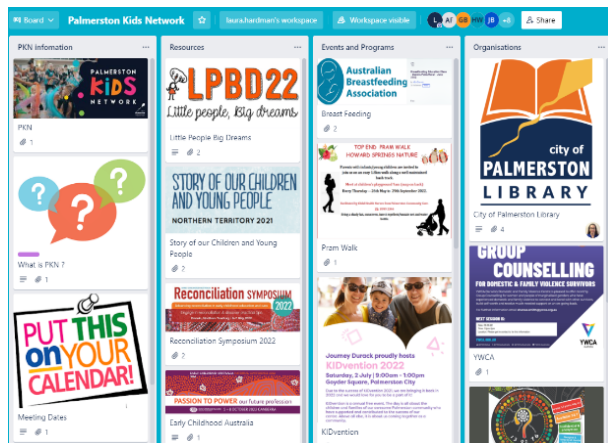
During the quarter there were a total of 201 infringements for animal related offences which represents an increase of 12% of total infringements. The highest number of infringements issued for the quarter were for dogs at large, followed by unregistered dogs, dog attack/menaces and not having a license for additional animals.

QUARTERLY REPORT/APRIL TO JUNE 2022

6.3 Healthy working partnerships.

Palmerston Kids Network (PKN)

Palmerston Kids Network brings organisations working with local Children and Families together through meetings held in the Recreation Centre. Organisations working within the sector can use these



sessions for information sharing and relationship building. Through the network we established relationships with local schools and Childcare Centres resulting in the CoP being invited to KIDvention a celebration being held in Goyder Square on the 2 July. Our Community Development Officer for Children and Families will be representing the CoP at this family and community event.

15 Organisations attended the May PKN meeting. Organisations who are unable to attend can access information sharing through our new Trello board, an online portal accessible to everyone in the network.

PKN Trello board

PARYS (Palmerston and Rural Youth Services)

Two network meetings took place with 28 people attending. Organisations shared updates and two major opportunities to collaborate on Reconciliation Week and Kids v Copz. Members were also invited to the Top End Youth Sector Training, which was a collaboration between AADANT, City of Darwin, City of Palmerston, Chief Ministers Office, CAAPS and NTCOSS. The group worked together to deliver an all-day training session for Darwin, Palmerston, and Rural Youth Workers.

The City of Palmerston Contribution included a Speed Networking Session that educated youth workers about 25 different services and programs available to young people. Most importantly they learnt about referral processes. City of Palmerston also engaged Headspace to run a session on sexual health and how to support young people in this area given the sexual health statistics in the NT. City of Palmerston promoted current consultation opportunities, upcoming events, free facility hire initiative, Community Benefit Scheme, and new youth programs.

The event was hosted at the Gray Community Hall. Following the event, six community organisations have utilised the free facility hire initiative and made bookings at City of Palmerston facilities.

Diversability Collective

City of Palmerston Community Development Officers continue to sit on the City of Darwin Diversability Collective. A group which aims to network and connect those working in, supporting and guiding the disability sector in the greater Darwin region. City of Palmerston chaired the latest meeting held in June at the City of Darwin Civic Centre.

Palmerston Youth Rep Group (PYRG)

City of Palmerston supported two meetings that focused on the newly launched Palmerston Youth Action Plan. The (PYRG) supported the development of the Plan and are excited to support the outcomes identified by young people and our community. The Palmerston Youth Action Plan can be downloaded here: <https://tfhc.nt.gov.au/social-inclusion-and-interpreting-services/office-of-youth-affairs/youth-action-plans>. This coming year the PYRG will work collaboratively to implement the actions identified in the Plan.

QUARTERLY REPORT/APRIL TO JUNE 2022

Reconciliation Week Working Group



City of Palmerston worked alongside Grassroots youth engagement, City of Darwin, Larrakia Nation, NTG, Life without Barriers, Saltbush and Buslink NT amongst others in the months leading up to Reconciliation Week to plan two events across Palmerston and Darwin in recognition of Reconciliation Week 2022. We discussed in detail the importance of reconciliation and the implementation of a RAP while forging strong relationships through this network.

Litchfield Youth Strategy Consultation

City of Palmerston met with Litchfield Council to support the development of their first Youth Strategy. Information and experience of what has and has not worked for Palmerston was shared and an emphasis on strong collaboration between services and activity providers. City of Palmerston also attended their in-person consultation held at Chambers. Litchfield Council expressed their appreciation for everyone's contribution and launched a draft Youth Strategy Action Plan on 23 June 2022.

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.2
REPORT TITLE:	Capital Projects Rollover from 2021/22 to 2022/23
MEETING DATE:	Tuesday 19 July 2022
AUTHOR:	Finance Manager, Gayu Sivaraj
APPROVER:	Director of Finance & Governance, Wati Kerta

COMMUNITY PLAN

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

PURPOSE

This Report seeks Council approval to transfer specific unexpended capital 2021-22 budget, into Reserves, and then transfer out of reserves in the 2022-23 financial year.

KEY MESSAGES

- Council's revised capital budget for 2021-22 was \$17.5M with several major projects scheduled to be delivered within the 2022 dry season.
- As part of the 2021-22 end of year process, the capital expenditure projects have been reviewed to identify unexpended budget that require roll over into the new financial year.
- The estimated total amount of projects recommended to be rolled-over to 2022-23 to enable its completion is \$8 million.
- 68% of these projects are funded through Council's own contribution that was budgeted for in the 2021/22 financial year, whilst the remaining 32% of these projects are funded through grant income.
- Works are underway for most of the key projects. A breakdown of the projects, including funding requirements and target completion dates is included within this Report.
- The budget allocated to these projects will be transferred into the unexpended capital works reserves and grants reserve and liability as of 30 June 2022 and transferred out from the reserves on 1 July 2022 through the First Budget Review for 2022-23.
- Division 4, Section 9 of the *Local Government (General) regulations 2021* states that the Council must by resolution amend the Council's long term financial plan if an amended budget has a material impact on Council's long term financial plan.
- All recommended capital rollover movements will be included as amendments in the First Budget Review for 2022-23 and the long-term financial plan will be amended to reflect the material changes to the capital budget and presented to the Council for adoption.

RECOMMENDATION

1. THAT Report entitled Capital Projects Rollover from 2021/22 to 2022/23 be received and noted.
2. THAT Council adopts the capital works rollover movements for 30 June 2022 of:
 - \$5,414,853.00 transferred to Unexpended Capital Works Reserve
 - \$2,595,514.00 transferred to Unexpended Grants

3. THAT Council adopts the capital works rollover movements and associated expenditure as of 1 July 2022 of:
 - \$5,414,853.00 transferred from Unexpended Capital Works Reserve
 - \$2,595,514.00 recognised as Capital income
4. THAT Council adopts the capital works rollover movements and associated income and expenditure as of 1 July 2022 and included in the First Budget Review 2022-23.
5. THAT Council acknowledged that the Long-Term Financial Plan for 2023-2032 will be amended and presented to council for adoption in the First Budget Review for 2022-23.

BACKGROUND

Council commenced the 2021-22 financial year with a capital works program of \$20.4M. As part of the first 2021-22 budget review, majority of the SWELL project was deferred to the 2022-23 financial year, resulting in final revised budget of \$17.5M for the 2021-22 year. The budget was revised during the three budget review processes in the year and adopted by the Council at the meetings held on:

- 16 November 2021 – 13.1.5 First Quarter Budget Review 2021-22
- 15 February 2022 – 13.1.4 Second Quarter Budget Review 2021-22
- 17 May 2022 – 13.1.1 Third Quarter Budget Review 2021-22

As part of the year end process, staff have reviewed capital expenditure and projects to identify works that will need to be rolled over into the 2022-23 financial year to allow for completion of works on our community infrastructure. Works for majority of these projects are underway.

DISCUSSION

The 2022-23 budget adopted on 21 June 2022, anticipated that the capital projects identified in this report would be finalised by 30 June 2022. Section 204 of the *Local Government Act 2019* states that Council must not allocate money unless provision for the allocation is made in the budget for the relevant financial year.

The identification of unexpended 2021-22 Capital budget to be rolled over into 2022-23 budget and seeking Council resolution enables Council to allocate appropriate budget in 2022-23 to finalise the capital projects and to ensure compliance with Section 204 of the Act.

As of 30 June 2022, it was identified that 52% of the capital works expenditure budget was spent with the remaining included in the rollover. The criteria used to determine the projects to be rolled over included the following:

- Construction has already commenced,
- Work orders have been issued to contractors,
- There is significant community value in allowing the budget to be spent in the following year or
- Projects are funded by grants.

Over 30% of the proposed capital projects are funded via grants and it is recommended to transfer \$2,595,514 of the unexpended grants into the reserve and grants liability, where applicable on 30 June 2022 and transfer out in 2022-23 to facilitate a timely project schedule.

Dependent on the funding, projects will need to be recognised in the annual financial statements either as unexpended capital works (Council's own contribution to the project), as unexpended Grants (either in Reserves or as a liability) and expenditure in the 2022-23 Budget.

Projects outlined in Table 1 below are expected to be finalised within the 2022-23 financial year.

Table 1: Projects to be rolled over from 2021/22 to 2022/23

Project	Proposed Rollover (\$)	Comments
Road Reseal program	\$1,215,269	The program consists of 35 roads in total. Works are underway with 75% completed to 30 June. Remaining 25% to be completed end of July 2022.
FiberSense Smart Technology	\$1,115,184	Project works have commenced and are scheduled for completion by September 2022.
Zuccoli Dog Park	\$1,014,524	Tender awarded and works commenced June 2022 with completion to open the park in September, long delivery lead items such as the toilet and water play will be installed in the following months.
Swimming, Wellness, Events, Leisure, Lifestyle (SWELL) project	\$1,000,000	Tender has been awarded. This is a multi-year project with works scheduled to commence mid-August, 2022 and be completed by end of October, 2023.
Archer Waste Management Facility Renewals	\$974,743	Works scheduled to commence within the coming months.
Dog Pound Renewal	\$441,605	Tender awarded May 2022. Works have commenced, project is to be completed end of August 2022.
Ninja Warrior Playground	\$379,647	Works will commence once the tender has been awarded.
Dark Spots Program	\$237,619	Construction underway at Broadarrow Circuit (final project for 2021-22) and design for 2022-23 works to be completed.
Water Aquifer Preservation Strategy	\$200,000	Works will commence once Northern Territory Government complete groundwater study.
Black Spot Program	\$189,688	Works continuing with expected completion date September 2022.
Weed Harvester	\$180,720	Weed Harvester scheduled to arrive in late July 2022.
Tree Replacement program	\$158,335	Works have commenced with majority of the works underway.
Artwork Sculpture	\$146,601	Project plan is currently in development based on current creative communities' strategy and the artwork will align with SWELL construction.
Fleet Purchases	\$143,852	All vehicles ordered, awaiting delivery of vehicles.
Custom Animal Holding Pens	\$110,300	Grants to be acquitted by February 2023.
Recreation Centre Renewal	\$99,592	Works scheduled to commence late June.

Mitchell Creek & Escarpment feasibility Study	\$95,510	Works have commenced.
Palmerston library modernisation	\$94,219	In line with the Library Masterplan development.
Sustainability Program (Solar Panels and LEDs)	\$64,902	Public EV charger to be awarded July, 2022.
Civic Centre Building Alterations	\$48,120	Works have commenced with majority of the works underway.
Gray Hall Redevelopment	\$45,591	Project is complete. Rollover is for retention and defects funding where savings across other capital projects will be applied.
Library and Recording Studio	\$43,093	Project is complete. Rollover is for retention and defects.
Landscaping and Shade Aquatic Centre	\$11,252	Project is complete. Rollover is for retention and defects.
Total	\$8,010,367	

The proposed projects in Table 1 are funded by grants and Council's own contribution. Table 2 below provides a summary of the funding allocations:

Table 2: Funding Sources for proposed rollover

Council's own contribution (revenue budgeted in 2021-22 financial year)	\$5,414,853.00	67.6%
External Grant Income	\$2,595,514.00	32.4%
Total	\$8,010,367.00	

The funds associated to the identified capital projects will be transferred to the unexpended capital works reserve as of 30 June 2022 and will be transferred from the reserves as of 1 July 2022. If approved these transactions will be considered as part of the First Budget Review for the 2022-23.

Division 4, Section 9 of the *Local Government (general) regulations 2021* states that the Council must by resolution amend the Council's long term financial plan if an amended budget has a material impact on Council's long term financial plan. The proposed rollover of \$8M will have a material impact on the Budget for 2022-23 and it is therefore recommended the long-term financial plan is amended along with the budget during the First Budget Review for 2022-23. The amended Long Term Financial Plan will be presented to Council for adoption as required by the act. Once adopted, Council will issue a public notice via the website and newspaper on the adoption of the amended budget and long-term financial plan as required by Section 203 of the *Local Government Act 2019*.

Section 204 of the *Local Government Act 2019* allows for Council to allocate money that is not provided for in the budget if the allocation is within terms of a grant agreed by Council or covered by revenue that compensates the expenditure and must be reported to the next ordinary meeting of the council.

CONSULTATION PROCESS

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

- Executive Leadership Team.
- Senior Leadership Team.

POLICY IMPLICATIONS

All reserve movements require a decision of Council as per Council Policy FIN19 – Reserves.

BUDGET AND RESOURCE IMPLICATIONS

The rolling over of incomplete capital works to the 2022-23 financial year, will not impact the bottom line, as all projects have been funded in this financial year. The budget and resource movements are described in the body of this Report.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

1. Section 204(1) of the Local Government Act 2019 prohibits Council from allocating money unless there is budget provided, however Section 204(2)-(4) provides for when there are exceptions, although it must still be authorised by a Council resolution.

204 Allocation of money not in budget

(1) A council must not allocate money unless provision for the allocation is made in the budget for the relevant financial year.

(2) However, a council may allocate money that is not provided for in the budget if the allocation is:

(a) authorised by resolution of the council; or

(b) either:

(i) within the terms of a grant accepted by council; or

(ii) covered by revenue that compensates the expenditure.

(3) If a council allocates money under subsection (2)(b), any spending of the allocation that will have a material effect on the council's budget must be reported to the next ordinary meeting of the council.

(4) An allocation of money under subsection (2) must be included in any subsequent amended budget for the council.

(5) In this section: material has the same meaning as in Accounting Standard AASB 1031 of the Australian Accounting Standards.

2. Division 9, Section 9(2) of the Local Government (General) regulations 2021 requires Council to amend the long-term financial plan if an amended budget has a material impact on the council's long term financial plan.

9 Review of budget

(2) If the council adopts an amended budget as a result of the review, and the amended budget has a material impact on the council's long-term financial plan, the council must, by resolution, amend the council's long-term financial plan at the same time as adopting the amended budget.

3. Section 203(4) of the Local Government Act 2019 requires Council to publish the amended the budget as adopted on Council's website and the newspaper and notify the Agency in writing as soon as practicable.

203 Adoption of budget or amended budget

(4) As soon as practicable after adopting its budget or an amended budget for a particular financial year a council must:

(a) publish the budget or amended budget as adopted on the council's website; and

(b) notify the Agency in writing of the adoption of the budget or amended budget;

This Report addresses the following City of Palmerston Strategic Risks:

2 Fails to be sustainable into the long term

Context: Optimising the financial, social and environmental sustainability of the City.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this Report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

Nil

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.3
REPORT TITLE:	Community Benefit Scheme End of Financial Year Update
MEETING DATE:	Tuesday 19 July 2022
AUTHOR:	Community Facilities Officer, Rachel Fosdick
APPROVER:	General Manager of Community and Culture, Anna Ingram

COMMUNITY PLAN

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

PURPOSE

This Report provides Council with a summary of the Community Benefit Scheme and Environmental Initiative Grant 2021/22 financial year activity.

KEY MESSAGES

- City of Palmerston actively supports community organisations and groups to deliver community initiatives, programs and events which benefit the Palmerston community and environment.
- Council has awarded a total of \$172,116, from an available pool of \$250,000 for Community Benefit Scheme funding and Environmental Initiative Grants in 2021/2022.
- \$153,985 was awarded from the CBS Grants, Scholarships, Sponsorships, and Donations including Representation Support, in 2021/2022.
- The Community Benefit Scheme has supported 37 community groups through Sponsorship, Grant, or Donation in 2021/2022.
- The Community Benefit Scheme has supported 62 individuals through Representation Support (donation) in 2021/2022.
- One individual was supported with Scholarship funds in 2021/2022.
- Ten schools benefited from the Student Community Service Award.
- One in kind venue hire application was supported.
- Multiyear sponsorship agreements are in place for six community organisations.
- Council awarded two Environmental Initiatives grants totalling \$18,131 to community groups in 2021/2022.
- The 2021/2022 Community Benefit Scheme budget was on track to be expended, however pandemic restrictions impacted both travel for Representation Support opportunities and planned activities and events.
- \$76,015 remained in the general 2021/2022 Community Benefit Scheme budget.
- \$1,869 remained in the Environmental Initiatives Grant budget.
- Promotion of the Community Benefit Scheme was increased through greater communication and networking with community organisations in 2021/22.

RECOMMENDATION

THAT Report entitled Community Benefit Scheme End of Financial Year Update be received and noted.

BACKGROUND

Each financial year City of Palmerston (CoP) provides funding to eligible community groups which offer activities, projects and services that assist Council to deliver on Palmerston's vision of "A Place for People" and benefit the wider community.

Council actively supports community organisations and groups to deliver their community initiatives, programmes, and events. Council budgets for funding via the Community Benefit Scheme (CBS) as well as offering in-kind support in the form of waived fees for use of Council-owned facilities, an initiative that has been offered to the wider community throughout this financial year.

Individuals and teams are supported with funding to assist representation at local, interstate, and international events and activities. Individuals may apply also for scholarships to assist with studies.

Environmental Initiatives Grants offer support for activities and projects that enhance and improve Palmerston's environment and assist our community members to adopt environmentally friendly practices and behaviours.

CBS applications are accepted year-round, and the scheme is promoted via CoP website, Council representatives and word of mouth. Successful applicants agree to Terms and Conditions which include acknowledgement of Council support through their social media/publications and providing images to CoP to further promote CBS.

DISCUSSION

City of Palmerston actively supports community organisations and groups to deliver community initiatives, programmes and events which benefit the Palmerston community and environment.

Council has provided a total of \$153,985 in Grants, Scholarships, Sponsorships, and Donations including Representation Support, in 2021/2022.

Grants and Sponsorship

CBS has supported 37 community groups through Sponsorship, Grant, or Donation in 2021/2022. Requests were granted to update first aid supplies, fund new sporting equipment, for seminars and community outreach.



Council approved \$11,599 in sponsorship funding to St John Ambulance Australia NT (Northern Territory) Inc to purchase information technology equipment to support adult volunteers and Youth Cadets. The purchase of computers and iPads will enable the continued development of volunteers and support administrative duties. The adult volunteer and cadet programs provide opportunities for the community to connect and build their overall capacity.

St John Ambulance Australia NT cadets

Council approved a funding application from Palmerston Men's Shed Inc, for \$4044 to upgrade the electrical infrastructure in Council's Depot Shed 3, which is being utilised for their program. The proposed upgrades include installation of power outlets and four ceiling fans in Shed 3 to make the shed more accessible for the members to work from and allow space for mobility assistance vehicles in the shed,

when required. The current upgrades will also convert Shed 3 from a storage space to a preparation area and allow the Shed to be multifunctional and purpose built for woodwork and assembly.

Council approved a funding application from Palmerston Magpies Football Club for \$10,000 to purchase training equipment to enable Palmerston players to participate in community sport.

Other projects supported include; Palmerston Cricket hosted First Aid training, Palmerston Game Fishing hosted a Junior Angler clinic, Palmerston Crocs Netball purchased new equipment and coaching resources, Cyclone Boxing utilised funds to attend national championships, Satellite City BMX purchased a new compressor which was needed to be replaced due to a lightning strike and T for Thomas to host a Sepsis Awareness AFL round.



Eddie Betts with a T for Thomas Jersey

Individual Representation Support

Community Benefit Scheme has supported 62 individuals through Representation Support in 2021/2022. Palmerston has been well represented in the sports of rugby, netball, touch football, athletics, hockey, soccer, tennis, basketball, golf, claycourt competition and dance.

Seven Palmerston based athletes attended the National Hockey Championships in Cairns, Queensland in April 2022 including Charlie Beath and Imogen Baldwin pictured below.



Imogen Baldwin



Charlie Beath



Feedback was received from grandparent Kate MacMichael.

"I wish to thank you on behalf of Agnes (Aggie) Calma-Long, for your support towards her participation in the National Youth Championship – Touch Football on the Sunshine Coast, Queensland in September 2021.

Agnes Calma-Long



Mia Chan

Mia Chan attended the Follow Your Dream Dance competition in Adelaide, South Australia.

"Thank you very much for your sponsorship towards my North Queensland athletics trip – I wouldn't have been able to get there without your support. My competition was very successful – I won the bronze medal! The competition was quite fierce, athletics in Queensland is no joke! Though, I pushed through and my dedication to my training is what allowed me to finish the competition well". – Ella Day



Ella Day



Aviva and Milla Dmjanovic represented Palmerston at the South Australian Track and Field Championships in Adelaide between 18 – 20 February 2022. Both young people were very successful, with Milla winning Gold in the under u20 Triple Jump and Bronze in the u20 Long Jump. Aviva competed in two events, winning Silver in the u20 Hurdles and placing fourth in the u20 200 metre running event.

Mila Dmjanovic

Scholarship

One individual was supported with Scholarship funds in 2021/2022

Sheri Shwe is a resident of Palmerston of seven years. Sheri founded the Northern Territory Karen Community supporting Karen refugee settlement in the NT. Sheri has been dedicated to advocating for social justice and community development work and completed her Bachelor of Arts Criminal and Justice Administrations in Melbourne in 2014. Sheri has now commenced her Master in Law with the University of NSW (New South Wales). Sherinald Shwe was supported in her application to the value of \$4650.

Annual School Awards



Ten schools benefited from the \$100 Student Community Service Award, totalling \$1,000.

City of Palmerston has resolved to provide all Palmerston Schools with the opportunity to receive funding without application. The \$100 is donated to schools for the purpose of a 'City of Palmerston Community Service Award' and can be awarded at any time during the financial year, using criteria deemed fit by the school. Elected Members are invited to present the awards at recipient schools.

Mayor presenting the City of Palmerston Community Service Award

Environmental Initiatives

Council awarded two Environmental Initiatives Grants totalling \$18,131 to community groups in 2021/2022. \$1,869 remained in the Environmental Initiatives Grant budget.

The Gray Community Garden Inc (Harvest Corner) is a community group that was established as a shared space for Palmerston community members to undertake communal gardening. Harvest Corner provided opportunities for people to reconnect with nature, learn new skills, and increase interactions with other community members. Harvest Corner is located next to the Gray Community Hall, allowing garden members to collaborate with and participate in other community-based programs.

In 2021 Gray Community Hall was demolished and rebuilt into an outstanding new venue for the community. As part of the redevelopment, clearing was required within the existing community garden. City of Palmerston had undertaken several consultations with representatives of the community garden group prior to initiating site clearing, including the possibility of financial assistance for the reestablishment of the garden when the construction and landscaping activities were complete.

Council approved \$16,131 in grant funding to the Gray Community Garden Inc. from the Environmental Initiatives Grant budget, to support re-establishment of Harvest Corner (Community Garden), as outlined in the report presented by Gray Community Garden Inc.



Wildcare is a not-for-profit organisation which provides a support network for carers of sick, injured and orphaned animals. The Show Bag project aimed to raise community awareness concerning the care and conservation of wild animals. The inclusion of the City of Palmerston logo on the resource increases brand awareness of both a Place for People and promotes City of Palmerston as an organisation committed to environmental initiatives.

In kind Support

Top End Region Sport Education (TERSE) requested in kind support for one 3x3 basketball interschool day, two volleyball days and one badminton day. This includes inviting all schools in the Palmerston region from Primary Schools (4-6), Middle Schools (7-9) and Senior Schools (10-12). Previously hundreds of students have been in attendance over the course of the 4 days. TERSE provide this opportunity to all schools and follow up to ensure quality attendance.



Multiyear Sponsorship Agreements

Multiyear sponsorship agreements are in place for six community organisations, totalling \$85,422. On-going Sponsorship support for the following four successful sponsorship applications continues this fiscal year as follows:

- Two Year On-Going Sponsorship:
Northern Territory Cricket to deliver Cricket 365. (Second year of sponsorship).
- Three Year On-Going Sponsorship:
Palmerston and Rural Seniors Association Inc to deliver Seniors Fortnight (Third year sponsorship).
RSL Palmerston Sub-Branch to deliver ANZAC Day. (Third year sponsorship) and
Reeling Veterans Inc to deliver Tiwi Fishing Program. (Second year sponsorship).

Northern Territory Professional Golfers Association Acquittal

The Palmerston Golf Club and Cazaly's Community Club Northern Territory PGA Championship Memorandum of Understanding period was completed with the final payment from the three-year agreement being expended in the 2020/21 budget. Due to Covid-19 this event was rescheduled to April 2022, having no impact on the 2021/22 budget.

Extract from the NTPGA Acquittal.

The six day event is organised and operated by members of the PGA and the Management, staff and volunteers from the PGCC and the Palmerston Golf Club.

The 2021 tournament was delayed by COVID and hence was, held 5-8 May 2022 instead of the third week in August. During the first three days there were a number of specialist clinics with local schools, indigenous junior golfers and interested students, and the registered junior players. These clinics presented a special opportunity for many to gain instruction and experience from Professional Players which will lead to an improvement in their skills, knowledge and enthusiasm. This was particularly important for our Junior Golfers who play at Club level and will improve their competitiveness not only in the Northern Territory, but when they go interstate to represent the Northern Territory.

The Clinics also gave Professional Golfers the opportunity to mix with enthusiastic children who represent a true cross section of the Northern Territory cultural makeup. In addition to these clinics there was a clinic specially tailored for female players which enabled both beginner and proficient players to improve their sporting skills and knowledge about the competitive aspect of the game. Many of those who participated play at competition Club level across the Northern Territory.

The PGA and PGCC sponsors had the opportunity to play, partnering with the professional in the pro-am competition. During the competition Sponsors were coached on how to improve their skills and knowledge of the finer points of the game.

Reeling Veterans – 2021 Tiwi Trip Report

"The annual Tiwi Island fishing trip for 2021, sponsored by the City of Palmerston, started with the gathering of ten veterans from Palmerston.

The first-time meeting of all the participants was at the Cullen Bay docks, on the Sea Eagle.

At one point of the trip, one of our veterans said that they "hadn't laughed that much in years". Whilst this is a small comment, it's rather large when you are dealing with people who have been suffering with long term mental illness, as a result of their service.

To see veterans who are struggling, be able to open-up, laugh and feel connected to a community of peers, really drives home the reason Reeling Veterans exists. Reeling Veterans would like to extend our appreciation to the City of Palmerston for their support of our 2021 Tiwi Island fishing program".



Reeling Veterans

Fishing for Therapy

Two new, three-year, multiyear agreements, both for \$10,000 were approved, for Palmerston Netball Association and Clubhouse Territory.

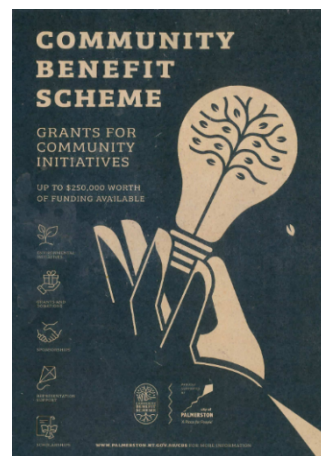
- The 2021/2022 Community Benefit Scheme budget was on track to be expended, however pandemic restrictions impacted both travel for Representation Support opportunities and planned activities and events.

\$76,015 remained in the general 2021/2022 Community Benefit Scheme budget

Promotion

Two CBS community workshops were held in October 2021. The two-hour workshops explained the CBS program to participants, including eligibility criteria and the importance of aligning applications with the City of Palmerston Community Plan. The sessions also covered the key funding application requirements, defining the application project and articulating the benefit it will have for the community. Local facilitator, Sally Clayton from Mintkey were engaged to support in the delivery of these sessions.

Community Development Officer's promoted the CBS at City of Palmerston events such as the Children's Week event which was held in the Palmerston Recreation Centre. This event was attended by 34 stall holders, the majority of whom are community organisations and not for profit associations. CDO's spoke with all stall holders to increase awareness and understanding surrounding CBS.

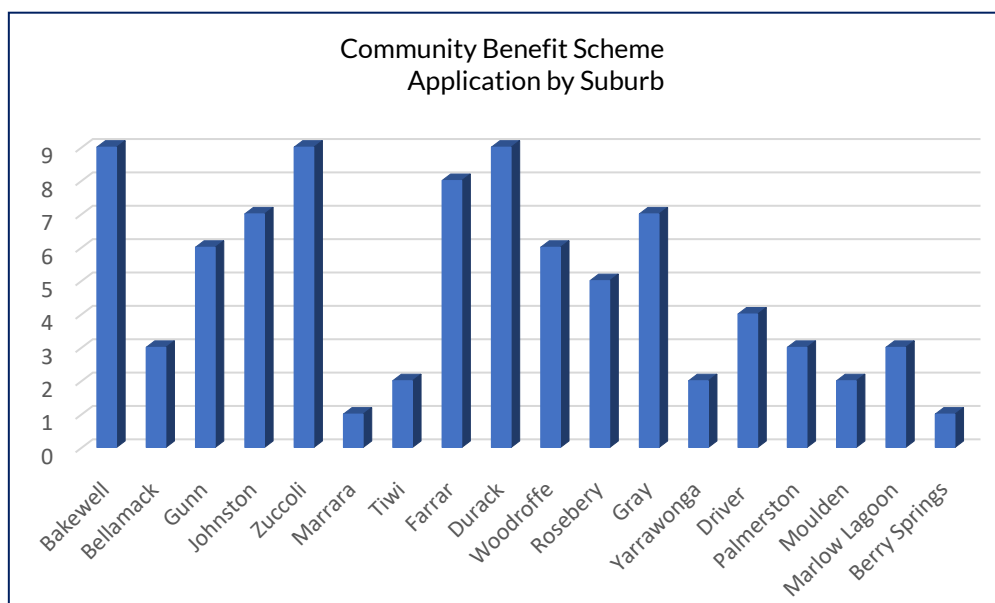
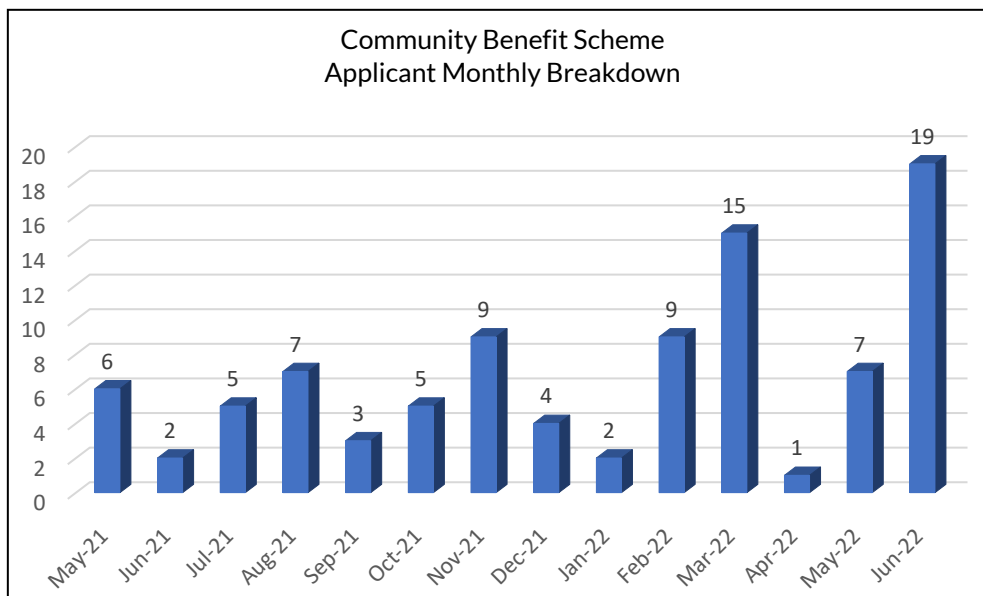


156 emails were sent out in a direct mailing campaign to community organisations and not for profit groups. Specifically targeted were groups with a multicultural focus to broaden the scope of CBS funding recipients.

Council launched new marketing for the CBS program with a new look, updated website, and increased promotion through the NT News, and promotion to include prominent placement including on the rear of a public bus.



The new imagery represents the inspirational initiatives that grassroots organisations developed in Palmerston with "a helping hand" from Council.



CONSULTATION PROCESS

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

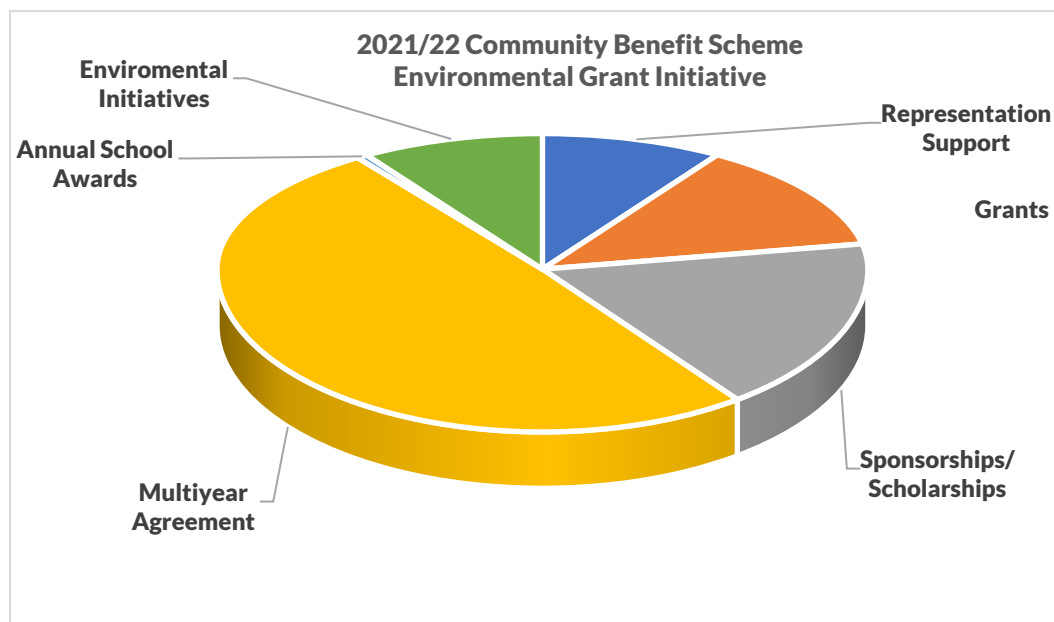
POLICY IMPLICATIONS

Council Policy *FIN18 Grants, Donations, Scholarships and Sponsorships*.

BUDGET AND RESOURCE IMPLICATIONS

\$230,000 was budgeted for the Community Benefit Scheme 2021/22. Council has provided a total of \$153,985 in grants, scholarships, sponsorships, and donations, including representation support, in 2021/2022. \$76,015 remains unexpended in the general 2021/2022 CBS budget.

\$20,000 was budgeted for Environmental Initiative Grant. Council provided two grants totalling \$18,131 with \$1,869 remaining.



RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This Report addresses the following City of Palmerston Strategic Risks:

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

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

Council budgeted grant funding of \$20,000 for Environmental Initiatives; offering support to the community for a range of environmental projects, activities, and initiatives. Funding totalling \$18,131 was provided to two community groups and organisations. Both successful applications, in addition to providing environmental benefits, offer ongoing opportunities for engaging community education practices and sharing of sustainability messages.

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. City of Palmerston Approved Community Benefit Scheme Applications 2021 22 (3) [13.2.3.1 - 7 pages]

City of Palmerston Approved Community Benefit Scheme Applications					
Representation Support - Donation					
Date	Activity	Amount Requested	Amount Committed	Amount Spent	Balance
21 May 2021	U12s 2021 School Sport NT Touch Championships (football) (boys) - Kawana Waters, Sunshine Coast, QLD	\$250.00	\$0.00	\$250.00	
21 May 2021	U15s 2021 School Sport NT Touch Championships (football) (girls) - Kawana Waters, Sunshine Coast, QLD	\$250.00	\$0.00	\$250.00	
24 May 2021	U13s National Tennis Teams Event - Gold Coast Queensland	\$250.00	\$0.00	\$250.00	
28 May 2021	One Hockey 15U Bantam Tournament (ice-hockey) - Melbourne	\$250.00	\$0.00	\$250.00	
28 May 2021	One Hockey 15U Bantam Tournament (ice-hockey) - Melbourne	\$250.00	\$0.00	\$250.00	
18 June 2021	U12s 2021 School Sport NT Touch Championships (football) (girls) - Kawana Waters, Sunshine Coast, QLD	\$250.00	\$0.00	\$250.00	
22 July 2021	National Youth Championships – Touch Football Sunshine Coast, Queensland	\$250.00	\$0.00	\$250.00	
27 July 2021	National Youth Championships – Touch Football Sunshine Coast, Queensland	\$250.00	\$0.00	\$250.00	
27 July 2021	National Youth Championships – Touch Football Sunshine Coast, Queensland	\$250.00	\$0.00	\$250.00	
27 July 2021	National Youth Championships – Touch Football Sunshine Coast, Queensland	\$250.00	\$0.00	\$250.00	
4 August 2021	NT U 14s Rugby Union - Toowoomba Queensland	\$250.00	\$0.00	\$250.00	

5 August 2021	National Youth Championships – Touch Football Sunshine Coast, Queensland	\$250.00	\$0.00	\$250.00
5 August 2021	National Youth Championships – Touch Football Sunshine Coast, Queensland	\$250.00	\$0.00	\$250.00
5 August 2021	National Youth Championships – Touch Football Sunshine Coast, Queensland	\$250.00	\$0.00	\$250.00
12 August 2021	U16 Australian Junior Basketball Championship Darwin, NT	\$250.00	\$0.00	\$250.00
1 September 2021	North Queensland Athletics Championships	\$250.00	\$0.00	\$250.00
4 September 2021	U16 Australian Junior Basketball Championship Darwin, NT	\$250.00	\$0.00	\$250.00
22 October 2021	Queensland Nga Hau e Wha Māori Rugby League	\$250.00	\$0.00	\$250.00
18 November 2021	Follow Your Dream Dance	\$250.00	\$0.00	\$250.00
9 December 2021	Follow Your Dream Dance	\$250.00	\$0.00	\$250.00
3 February 2022	SA Track and Field Championships	\$250.00	\$0.00	\$250.00
2 February 2022	SA Track and Field Championships	\$250.00	\$0.00	\$250.00
8 February 2022	NT Devils Open Touch Team Coffs Harbour	\$250.00	\$0.00	\$250.00
13 February 2022	Aust National Athletics	\$250.00	\$0.00	\$250.00
13 February 2022	Aust National Athletics	\$250.00	\$0.00	\$250.00
14 February 2022	NT Devils Open Touch Team Coffs Harbour	\$250.00	\$0.00	\$250.00
15 February 2022	NT Devils Open Touch Team Coffs Harbour	\$250.00	\$0.00	\$250.00
18 February 2022	Stawell Gift	\$250.00	\$0.00	\$250.00
2 March 2022	FNQ Youth Cup - Soccer Championships	\$250.00	\$0.00	\$250.00
2 March 2022	FNQ Youth Cup - Soccer Championships	\$250.00	\$0.00	\$250.00

4 March 2022	u18s National Hockey Championship	\$250.00	\$0.00	\$250.00	
4 March 2022	u18s National Hockey Championship	\$250.00	\$0.00	\$250.00	
4 March 2022	u18s National Hockey Championship	\$250.00	\$0.00	\$250.00	
4 March 2022	u15s National Hockey Championship	\$250.00	\$0.00	\$250.00	
7 March 2022	FNQ Youth Cup - Soccer Championships	\$250.00	\$0.00	\$250.00	
7 March 2022	National Netball Championships	\$250.00	\$0.00	\$250.00	
19 March 2022	Aust Amateur Golf	\$250.00	\$0.00	\$250.00	
21 March 2022	u15s National Hockey Championship	\$250.00	\$0.00	\$250.00	
21 March 2022	u15s National Hockey Championship	\$250.00	\$0.00	\$250.00	
23 March 2022	u15s National Hockey Championship	\$250.00	\$0.00	\$250.00	
28 March 2022	u14s Australian Clay court Championships	\$250.00	\$0.00	\$250.00	
5 May 2022	2022 IPSC Aust National Handgun Championship	\$250.00	\$0.00	\$250.00	
9 May 2022	U16 Australian Junior Basketball Championship	\$250.00	\$0.00	\$250.00	
9 May 2022	PaRRS Netball	\$250.00	\$0.00	\$250.00	
18 May 2022	U16 Australian Junior Basketball Championship	\$250.00	\$0.00	\$250.00	
1 June 2022	Stringlines Conference	\$250.00	\$0.00	\$250.00	
7 June 2022	U16 Australian Junior Basketball Championship	\$250.00	\$0.00	\$250.00	
7 June 2022	NT Links Netball	\$150.00	\$0.00	\$150.00	

14 June 2022	NT Titans Australian School Boys Rugby	\$250.00	\$0.00	\$250.00	
20 June 2022	NT Titans Australian School Boys Rugby	\$250.00	\$0.00	\$250.00	
21 June 2022	NT u14 Rugby Union - Southern States Tournament	\$250.00	\$0.00	\$250.00	
22 June 2022	NT u14 Rugby Union - Southern States Tournament	\$250.00	\$0.00	\$250.00	
22 June 2022	Physical Culture Competition	\$250.00	\$0.00	\$250.00	
23 June 2022	NT Links Netball	\$150.00	\$0.00	\$150.00	
25 June 2022	NT u14 Rugby Union - Southern States Tournament	\$250.00	\$0.00	\$250.00	
27 June 2022	NT u14 Rugby Union - Southern States Tournament	\$250.00	\$0.00	\$250.00	
28 June 2022	NT u14 Rugby Union - Southern States Tournament	\$250.00	\$0.00	\$250.00	
28 June 2022	NT u14 Rugby Union - Southern States Tournament	\$250.00	\$0.00	\$250.00	
28 June 2022	NT u14 Rugby Union - Southern States Tournament	\$250.00	\$0.00	\$250.00	
29 June 2022	NT Titans Australian School Boys Rugby	\$250.00	\$0.00	\$250.00	
29 June 2022	NT u14 Rugby Union - Southern States Tournament	\$250.00	\$0.00	\$250.00	
Total Year to Date (YTD)		\$15,050.00	\$0.00	\$15,050.00	

22 June 2021	Calisthenics GC Cali Dance Eisteddfod 30 July – 1 August 2021 – Helensvale, Gold Coast Qld	\$250.00	\$0.00	\$250.00
23 June 2021	NT U 14 Cyclones Championships Basketball	\$250.00	\$0.00	\$250.00
Total YTD - repaid to CoP		\$500.00	\$0.00	\$14,550.00
Team Representation				
30 May 2022	National Australian Handgun Championships	\$2,000.00	\$0.00	\$2,000.00
27 March 2022	Jamboree meet up	\$2,000.00	\$0.00	\$2,000.00
Total Year to Date (YTD)		\$4,000.00	\$0.00	\$4,000.00
\$18,550.00				
Sponsorships, Donations and Grants				
14 May 2021	IT equipment	\$12,539.00	\$0.00	\$11,599.00
23 June 2021	Education Clinic	\$2,000.00	\$0.00	\$2,000.00
4 August 2021	Aus v USA Women's Olympic Women's Football	\$500.00	\$0.00	\$500.00
18 September 2021	Equipment Resources	\$10,000.00	\$0.00	\$10,000.00
4 October 2021	Alterations to electrical outlets	\$4,044.00	\$0.00	\$4,044.00
3 November 2021	Support with Palmerston Home Game	\$2,000.00	\$0.00	\$2,000.00
23 November 2021	First Aid Training and Equipment	\$5,000.00	\$0.00	\$5,000.00
24 November 2021	Christmas Celebration	\$2,000.00	\$0.00	\$2,000.00
6 December 2021	NTFL - Sepsis Awareness	\$200.00	\$0.00	\$200.00
7 December 2021	NT Branch Conference	\$1,200.00	\$0.00	\$1,200.00
5 January 2022	Travel to Championships	\$2,000.00	\$0.00	\$2,000.00
6 January 2022	Equipment Resources - compressor	\$2,000.00	\$0.00	\$2,000.00
1 February 2022	Coach Development	\$2,000.00	\$0.00	\$2,000.00

15 March 2022	ZimNT Games	\$2,000.00	\$0.00	\$2,000.00
26 April 2022	Tennis sessions	\$470.00	\$0.00	\$470.00
20 May 2022	Women's Forum - Strive	\$2,000.00	\$0.00	\$2,000.00
Total Year to Date (YTD)		\$49,953.00	\$0.00	\$49,013.00
Multi Year Agreements				
Date	Activity	Amount Requested	Amount Committed	Amount Spent
15 March 2022	All abilities come and try sessions May 22, May 23, May 24	\$20,000.00	\$0.00	\$10,000.00
7 March 2022	Junior Rep Program	\$10,000.00	\$0.00	\$10,000.00
2 years on going to be paid 2022	Cricket 365 x 2 years 16 March 2021 - 1 October 2022	\$25,422.00	\$0.00	\$25,422.00
3 years on going to be paid 2022	Palmerston & Rural Seniors Fortnight x 3 years 1 January 2022 - 31 December 2024	\$20,000.00	\$0.00	\$20,000.00
3 years on going to be paid 2022	ANZAC Day Services x 3 years 1 January 2020 - 30 December 2022	\$10,000.00	\$0.00	\$10,000.00
3 years on going paid July 2021	Tiwi Fishing Program x 3 years 1 July 2020 - 30 June 2023	\$10,000.00	\$0.00	\$10,000.00
Committed		\$95,422.00	\$0.00	\$85,422.00
Annual School Awards				
28 October 2021	Good Shepherd Lutheran College Palmerston	\$100.00	\$0.00	\$100.00
28 October 2021	Gray Primary School	\$100.00	\$0.00	\$100.00
28 October 2021	Palmerston Christian School	\$100.00	\$0.00	\$100.00
1 November 2021	Moulden Primary School	\$100.00	\$0.00	\$100.00
29 November 2021	Woodroffe Primary School	\$100.00	\$0.00	\$100.00
29 November 2021	Bakewell Primary School	\$100.00	\$0.00	\$100.00
29 November 2021	Forest Parade Primary School	\$100.00	\$0.00	\$100.00

29 November 2021	Rosebery Primary School	\$100.00	\$0.00	\$100.00	
6 December 2021	Zuccoli Primary School	\$100.00	\$0.00	\$100.00	
10 May 2022	Mother Theresa School	\$100.00	\$0.00	\$100.00	
Total Year to Date (YTD)		\$1,000.00	\$0.00	\$1,000.00	
Total Year to Date (YTD)		\$161,425.00	\$0.00	\$153,985.00	
Scholarship	Master of Laws	\$0.00	\$0.00	\$0.00	
Total Year To Date (YTD)			\$0.00	\$153,985.00	\$76,015.00
Environmental Initiatives Grants					
Date	Activity	Amount Requested	Amount Committed	Amount Spent	Balance
3 July 2021	Community Garden Rebuild – Harvest Corner	\$16,131.00	\$0.00	\$16,131.00	
5 August 2021	Wildcare - Show bags	\$2,000.00	\$0.00	\$2,000.00	
Total Year to Date (YTD)		\$18,131.00	\$0.00	\$18,131.00	\$1,869.00
Date	Activity	Amount Requested	Amount Committed	Amount Spent	Balance
Running Total in Kind Support			\$0.00	\$172,116.00	\$77,884.00
Date	Activity	Amount Requested	Amount Committed	Amount Spent	
14-February-2022	School Come and Try sport sessions	\$1,920.00	\$0.00	\$1,920.00	

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.4
REPORT TITLE:	myPalmerston June update
MEETING DATE:	Tuesday 19 July 2022
AUTHOR:	Communications Support Officer, Ashlee Haslop
APPROVER:	Chief Executive Officer, Luccio Cercarelli

COMMUNITY PLAN

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

PURPOSE

This Report provides Council with an update on myPalmerston 2022, the local business voucher scheme for the month of June.

KEY MESSAGES

- City of Palmerston has welcomed back the myPalmerston discount voucher scheme for 2022.
- A total funding pool of \$600,000 was allocated in partnership with the Northern Territory Government (NTG) and City of Palmerston, based on a 2:1 investment.
- The myPalmerston voucher scheme 2022 commenced 14 March 2022.
- As of 5 July 2022, the 2022 myPalmerston program has seen a total of 33,017 vouchers redeemed worth \$421,507.50, with a total transaction value of \$2,509,771.84.
- Within the month of June customers redeemed over \$123,260 in vouchers, with a total transaction value of \$711,035.20.
- Approximately 26% of redeemed vouchers have been used in retail, 29% in eating out, 27% in personal health and beauty, 17% in food retail, and 1% in entertainment.
- Larger valued vouchers (\$10 and \$20) were commonly redeemed in pubs, clubs and takeaway, with health and beauty closely following. The smaller valued vouchers (\$2.50 and \$5) were commonly redeemed in local pubs, clubs and takeaway businesses.
- On average, consumers are spending \$75.34 per transaction, with an average saving of \$12.95 by using the discount vouchers.
- Council continues to implement a marketing campaign of myPalmerston to promote the voucher scheme and shopping in Palmerston.

RECOMMENDATION

THAT Report entitled myPalmerston June update be received and noted.

BACKGROUND

On 1 February 2022, the Chief Minister of the Northern Territory wrote to Council with an offer for City of Palmerston (CoP) to deliver myPalmerston in 2022. The offer was for a two-for-one matching funding arrangement.

Throughout the COVID-19 pandemic, Council has supported the local economy and community including partnerships with the Northern Territory and Australian Governments through grant opportunities. The Community Plan identifies that; "When businesses thrive, families also thrive and our City becomes more liveable". myPalmerston is a leading example of Council and the Northern Territory Government supporting local business.

Council worked with the NTG on re-establishing the previous website and application process, as well as assisting with encouraging local businesses to get back on board for the 2022 scheme.

At the 2nd Ordinary Council Meeting in February 2022, Council resolved to accept the NTG offer and to participate.

13.1.3 myPalmerston 2022

1. *THAT Report entitled myPalmerston 2022 be received and noted.*
2. *THAT Council accepts the Northern Territory Government offer to partner in delivering myPalmerston 2022 as outlined in report entitled myPalmerston 2022, with the Northern Territory Government financial contribution being \$300,000 and City of Palmerston contribution being \$200,000.*
3. *THAT Council approves immediate funding of its contribution of \$200,000 towards myPalmerston 2022 being funded from 2021/2022 operational savings in wages and salaries (\$143,000) and Local Government Association of the Northern Territory membership fees (\$57,000).*
4. *THAT pursuant to Section 40(2)(a) of the Local Government Act 2019 Council hereby delegated to the Chief Executive Officer the power to negotiate and finalise the agreement for the City of Palmerston myPalmerston Local Business Voucher Program for 2022 as outlined in Report entitled myPalmerston 2022.*

CARRIED 10/203 – 15/02/2022

DISCUSSION

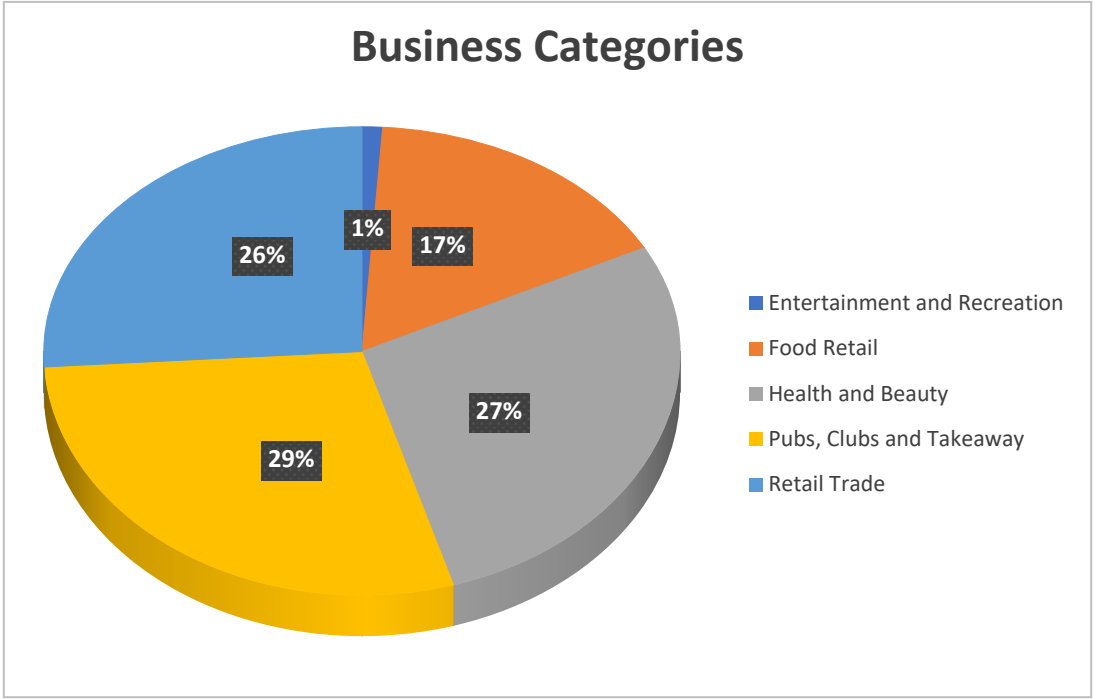
The 2022 myPalmerston Discount Voucher Scheme launched for business registrations on 1 March 2022, with customers being able to access \$600,000 worth of vouchers from 14 March 2022. The initiative will run until the funding pool of \$600,000 is exhausted. Currently, 70% of the total funds have been redeemed.

Since the launch of the 2022 myPalmerston, City of Palmerston has seen 95 local businesses actively participate in the scheme. This is equivalent to the number of business registrations from the 2020 myPalmerston rounds, which offered \$220,000 to our community members and visitors to the municipality.

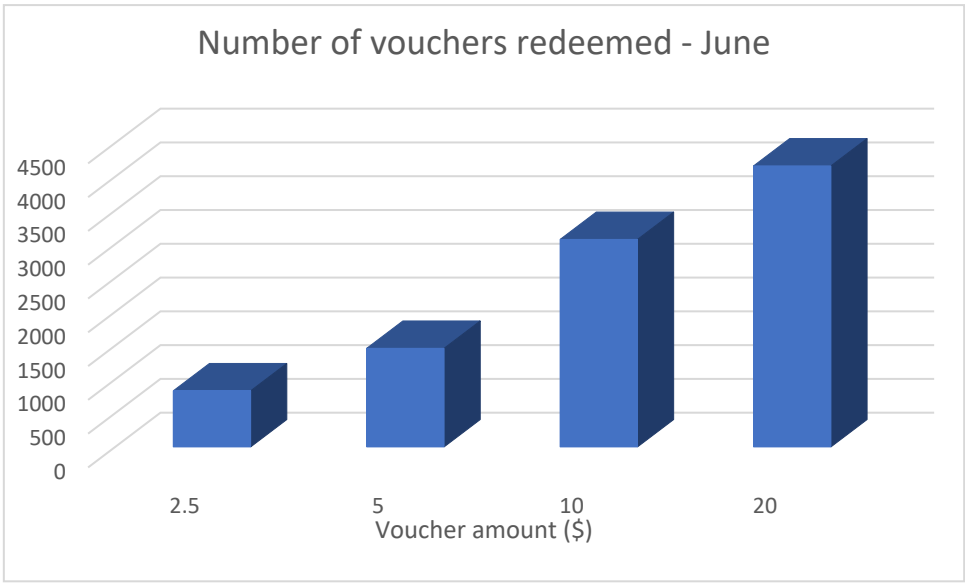
As of 5 July 2022, a total of 6,557 customers had registered to the scheme, redeeming 33,017 discount vouchers worth a total \$421,507.50. On average, customers are spending approximately \$75.34 per transaction, redeeming an average discount of \$12.95. When comparing these figures to those of 2020, we have experienced an increase of 10% per spend, whilst the redemption value remains the same.

If this average spend trend is to continue, this could result in an injection of \$5,187,893 into our local economy.

The distribution of spend throughout the participating Palmerston businesses is grouped into a variety of categories as follows:



Retail includes all retail business selling goods or services redeemable under the scheme. This doesn't include *food* retail.
Eating out includes cafes, pubs, clubs and restaurants whether customers are dining in or taking away.
Personal health and beauty includes any beauty services.
Entertainment and Recreation includes accommodation, amusement and other recreational activities. *Food retail* includes businesses such as butchers, bakeries, and locally owned supermarkets.



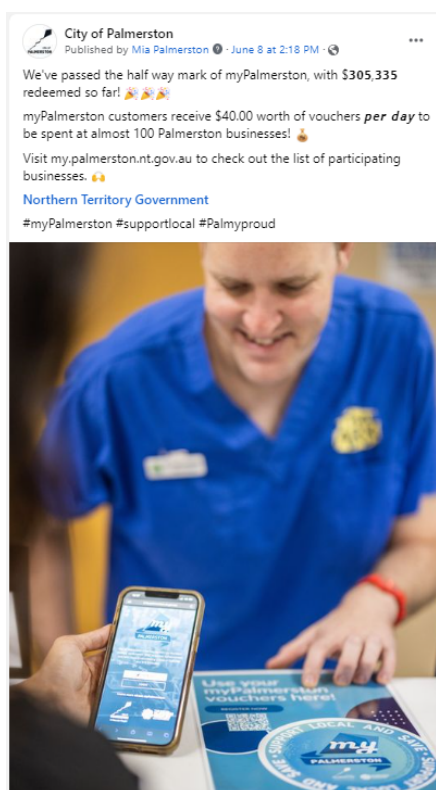
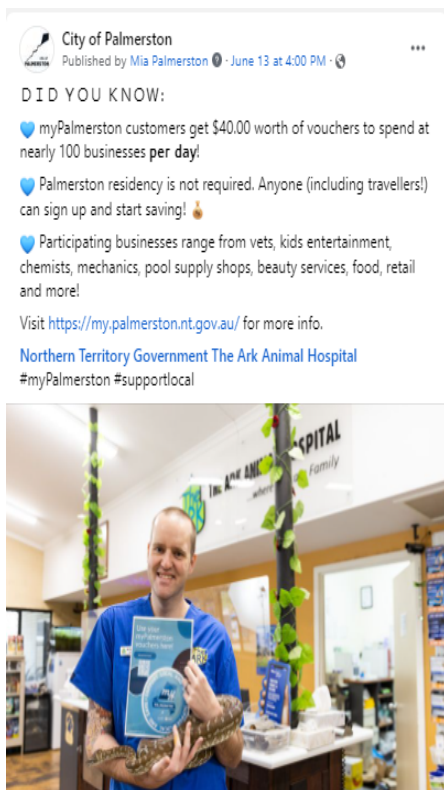
Marketing Campaign

City of Palmerston has undertaken a phased marketing and communication approach to the campaign to encourage customers and businesses to register and continue to utilise the discount voucher scheme. This approach will allow the initiative to stay relevant and be at the forefront of consumers' minds. This has proven to be beneficial as we are now in the fourth month of the scheme.

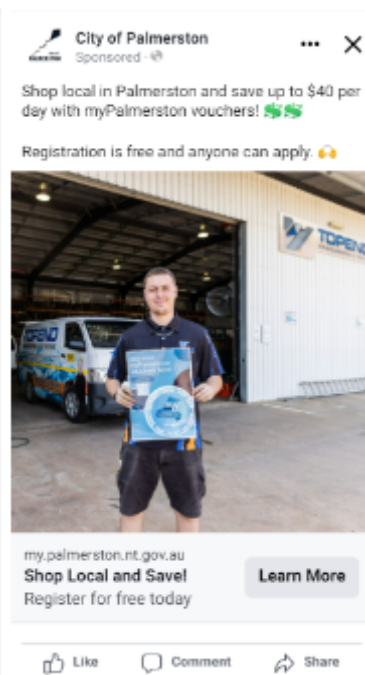
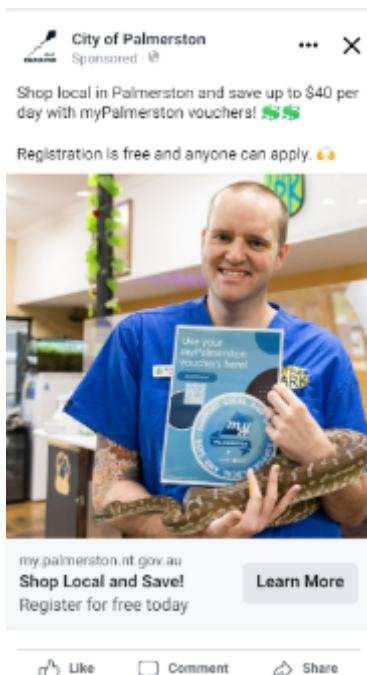
The marketing campaign has been optimised towards what is performing best across the various platforms. The following is an outline of the campaign.

Phase Two: May to End of Campaign

June Marketing	
Media Buy	Marketing campaign including radio ads, social media and digital display ads targeting a large demographic that have been to or visiting the Palmerston region. Start Date: 6 June, End date: 30 July 2022.
Social Media (organic posts)	Wednesday 8 June – total reach 4.5K, 165 engagements Monday 13 June – total reach 10.5K, 382 engagements
Print Advert	Friday 10 June NT News Saturday 25 June NT News
Registered user promotional email	Sent on 21 June to 10,226 recipients. Received an open rate of 47% and a 4.37% click through rate. This email included an additional survey. Responses from the survey indicated that the myPalmerston voucher process was easy to use (85%), influenced where and how people spent their money (88%) and said that they would consider supporting more local business even after the campaign (89%).
Registered business email	Sent to 90 local businesses with a 59% open rate and an 1.11% click through rate. This was sent to the active businesses as it included specific information on the invoicing process.
Website	10,987 website visits
Letter	Invited new businesses included in the municipal boundary expansion to register and participate in the myPalmerston scheme.
July Marketing	
Media Buy	Marketing campaign including radio ads, social media and digital display ads targeting a large demographic that has been to or is visiting the Palmerston region. Additional radio buy through Hot 100 who will film at a participating business promoting the program and post on their social media page.
Social Media (Organic Posts)	1 July 20 July 30 July
Print Advert	Friday 15 July NT News Saturday 29 July NT News
Digital Display Advert	Facebook banner display
Out of Home Displays	Posters, floor decals, stickers, back of bus, Hot 100
Registered user promotional email	Send to all registered customers by 20 July
Registered business email	Send to all registered businesses by 20 July



Facebook Organic Posts



Facebook Campaign



NT News advert

CONSULTATION PROCESS

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

- Communication Manager.
- Customer Experience Team.
- Finance Team.
- Executive Manager, People & Customer.

POLICY IMPLICATIONS

There are no policy implications for this Report.

BUDGET AND RESOURCE IMPLICATIONS

The funding agreement for the program between Council and NTG has been signed with Council contributing \$200,000 and NTG \$402,500. NTG contribution consists of \$400,000 for the voucher redemption, and \$2,500 for the cost of the IP licence agreement with City of Darwin (who own the app/website altered to myPalmerston).

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

Council has implemented appropriate controls to ensure that fraudulent claims do not occur or are significantly minimised.

As part of the controls, Council engaged with Probitry Auditors, Merit Partners Chartered Accounts once again, to assist in business registrations, compliance checking and managing the program. Advice has also been sought from Ward Keller Lawyers.

These resources will remain in place until the 2022 vouchers have been expended.
The Independent Commissioner Against Corruption (ICAC) has powers relating to instances of improper, corrupt, and unsatisfactory conduct. Council will need to ensure compliance and appropriate measures are in place.

This Report addresses the following City of Palmerston Strategic Risks:

- 4 Fails to effectively design and implement contemporary governance practices
Context: Strong foundations to hold the City and Administration to account.
- 5 Fails to make informed and timely decisions
Context: Ensuring the City and Administration with decision making delegation have access to the right information, at the right time to make decisions on a timely basis.
- 7 Fails to be agile to respond to opportunities and challenges
Context: Ensuring the organisation is positioned to respond quickly to take up opportunities and respond to challenges both internally and externally.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this Report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

Nil

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.5
REPORT TITLE:	Financial Report for the Month of June 2022
MEETING DATE:	Tuesday 19 July 2022
AUTHOR:	Financial Accountant, Tinashe Gomo
APPROVER:	Director of 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 this Report is to present to Council the Financial Report for June 2022.

KEY MESSAGES

- The month-end figures for June are representative of the year-to-date expenditure excluding accruals. These figures do not include the final year-end transactions and will vary from the financial statements presented in the Annual Report 2021-2022
- Council's Year-to-date Operating expenditure is at 96% of Budget. The end of year accruals such as provisions for employee entitlements, utility bills yet to be invoiced and services received but not yet invoiced will increase this expenditure. \$1.975 million was paid out to Local Suppliers, representing 82% of the monthly creditor payments. During the period July 2021 to 30 June 2022, \$29,404,637 (87%) of all creditor payments have been made to local suppliers. .
- Infringements outstanding as of 30 June 2022 are \$33K and which is a 4% drop from last month. The outstanding amount relates to 406 infringements of which 134 infringements are unpaid from prior years.
- Trade debtors outstanding as of 30 June are \$27K, made up of 21 debtors, are over 90 days. These debtors form 3.81% of all outstanding debtors. A provision will be drawn end of the financial year and will be referred to the debt collection agencies as appropriate.
- Capital income is at 41% and capital expenditure is at 52% of the total budget actually spent.
- A separate report has been submitted to Council with the identified capital projects that will be rolled over into the following financial year.

RECOMMENDATION

THAT Report entitled Financial Report for the Month of June 2022 be received and noted.

BACKGROUND

In accordance with *Local Government (General) Regulations 2021 - Part 2 (Division 7)*, the proceeding month's Financial Report must be presented to Council. Accordingly, the commentary below and **Attachment 13.2.5.1** present the financial position of the Council at the end of June 2022. The additional information provided in this report includes payment and reporting obligations for insurance, Councillor expenses and Chief Executive Officer (CEO) certification.

In accordance with the *Local Government Act 2019* and *Local Government (General) Regulations*, Council must be tabled with a report on variations to contracts that exceed 10% and public quotes which exceed a value of \$150,000. This report includes a commentary on any recorded variations for June 2022.

DISCUSSION

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 2021/22 financial year plus all Budget review movements during the year. To date, we have had 3 budget reviews.
- Year to date (YTD) Budget – is the budget equivalent from 1 July to the current reporting date. The expected benchmark for June 2022 would be 100% of the overall annual budget.
- Year to date (YTD) Actual – is the actual income and expenditure from 1 July to the current reporting date.

Operating Income

Description	Revised Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget
Office of the Chief Executive	916,639	1,635,677	178%
Deputy Chief Executive	0	0	0%
Finance and Governance	23,213,727	22,275,255	96%
Community and Culture	1,805,541	1,339,458	74%
Infrastructure	8,595,808	9,436,179	110%
Total (City of Palmerston)	34,531,715	34,686,568	100%

- Total operating income is at 100% of the Revised Annual Budget.
- Highlights per directorate are as follows:
 - Office of the Chief Executive received \$1.2M from the Federal government in Federal Assistance Grant funding and the rest is for the MyPalmerston voucher scheme.
 - Infrastructure \$6.8M from waste charges, \$1.5M from federal Assistance Grant funding, and \$122K from Developer Fees for the Zuccoli subdivisions.
- All other directorates are tracking well, the majority of the income for Finance & Governance is \$22M from rates, \$80K grant income for the Economic Development and Interest income of \$233K in finance services; Community and Culture \$596K from annual Public Library grant funding and Animal management \$387K.

Operating Expenditure

Description	Revised Annual Budget \$	YTD Actual	% of Annual Budget
Office of the Chief Executive	1,485,426	1,589,319	107%
Deputy Chief Executive	1,958,619	1,954,760	100%
Finance and Governance	13,895,837	13,928,452	100%
Community and Culture	5,874,453	5,176,056	88%
Infrastructure	18,445,448	17,145,560	93%
Total (City of Palmerston)	41,659,783	39,749,147	96%

- Total operating expenditure is 96% actual spent of the Revised Annual Budget.

- Highlights of expenditure per directorate are as follows:
 - Office of the Chief Executive, includes \$238K for legal expenses and elected member expenses of \$593K which are explained under the Elected members' expenses further in this report;
 - Deputy Chief Executive includes \$261K for staff training, \$278K for advertising; other promotions costs and other professional services; and the rest is employee costs;
 - Finance and Governance includes \$742K in Insurance, \$10.6M in Depreciation of assets and \$168K in council fleet maintenance and running costs;
 - Community and Culture, \$955K in community events such as Hooked on Palmerston, Youth festival, Geek Fest, Christmas wonderland, FlicNics, Halloween, Urban jam and Territory day, \$112K in Pound management and \$149K in sponsorships and community grants;
 - Infrastructure, \$6M on waste management, \$4.6M on Mowing, Vegetation management, landscaping and irrigation, \$1M on street lighting and street light maintenance, \$300K for security with \$237K going to Goyder square to manage the anti-social behaviour concern. Part of this security cost will be covered by NTG grant funding.

Capital Income

Description	Revised Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget
Office of the Chief Executive	500,000	500,000	100%
Deputy Chief Executive	0	0	0.00%
Finance and Governance	196,182	303,909	155%
Community and Culture	154,519	110,300	71%
Infrastructure	7,347,597	2,422,564	33%
Total (City of Palmerston)	8,198,299	3,336,773	41%

- Capital income is at 41% of the Revised Annual Budget.
- Total Capital income received to date is split as follows; \$2M for Gray Community Hall Redevelopment, \$258K for Driveways, 127K for Pathways and Speed check signs, \$500K for the FiberSense Smart Technology project, \$110K for the Custom Animal Holding Pens as part of the Local Government Immediate Priority Grants for 2021-22 and \$303K from income generated from the sale of eleven vehicles.
- The following grants are yet to be recognised as income in our reports

Grant	Amount
SWELL Project <i>\$5M was received from the NTG for the SWELL project on 30 June 2022 which is recognised as a liability. To date Council has received \$7.5M from NTG towards the SWELL project and will be recognised as income upon completion of the project i.e. October 2023</i>	\$7.5M
Pathways, Dark Spots and Tree Replacement Program. <i>The fund received is currently in grants liability and a portion of this will be recognised as income before year-end which will increase the actuals. The recognition of income will depend on the expenditure of specific programs at year-end</i>	\$1.9M
Partial funding from LRCI phases 1 and 2	\$1.1M
Road Reseal Program	\$1.1M
Developer funds in lieu of construction	\$196K

Archer Waste Facility <i>The funds received are currently in grants liability and a portion of this will be recognised as income before year-end which will increase the actuals. The recognition of income will depend on the expenditure at year-end.</i>	\$400K
Estimated Total	\$12.2M

Capital Expenditure

Description	Revised Annual Budget \$	YTD Actual as at 30 June	% YTD Actuals of Annual Budget
Office of the Chief Executive	0	0	0
Deputy Chief Executive	0	0	0
Finance and Governance	538,681	455,754	85%
Community and Culture	673,810	320,963	48%
Infrastructure	16,278,282	8,359,234	51%
Total (City of Palmerston)	17,490,774	9,135,952	52%

- Capital expenditure is at 52% actual spent of the Revised Annual Budget.
- Finance and Governance include expenditure related to the purchase of 8 fleet vehicles and the Truxor Weed Harvester which is expected to arrive in mid-July.
- Community and Culture include expenditure related to the Library Recording and Sound Studio and the artwork sculpture at the newly renovated Gray Community Hall.
- Tenders were recently awarded for some of the key capital projects such as the Swimming, Wellness, Events, Leisure, and Lifestyle (SWELL) project, road reseal program, Zuccoli Dog Park and Dog Pound with the majority of the works underway.
- Majority of the unspent capital expenditure budget will be rolled-over into the next financial year to enable continued progress. The projects that meet the roll-over criteria are identified in a separate Council report.

Reserves

The Reserve budget balances are made up of closing balances from 2020-2021 financial year's audited Annual General Purpose Financial Statements in line with Council resolution 10/53 – 19/10/2021, plus budget review movements adopted in line with Council Resolution 10/106 – 16/11/2021, 10/204 – 15/02/2022 and 10/345 – 17/05/2022.

The projected Reserve balance as at 30 June 2022 is \$13.1M, and this figure does not include any end of year movements. The actual reserve movements will occur during the end of year processes and a supplementary report on financial reserve movements will be presented to Council prior to finalising the Annual report for 2021-22

Below outlines the different reserves held by the Council:

Reserves per Council Policy 'Financial Reserves'

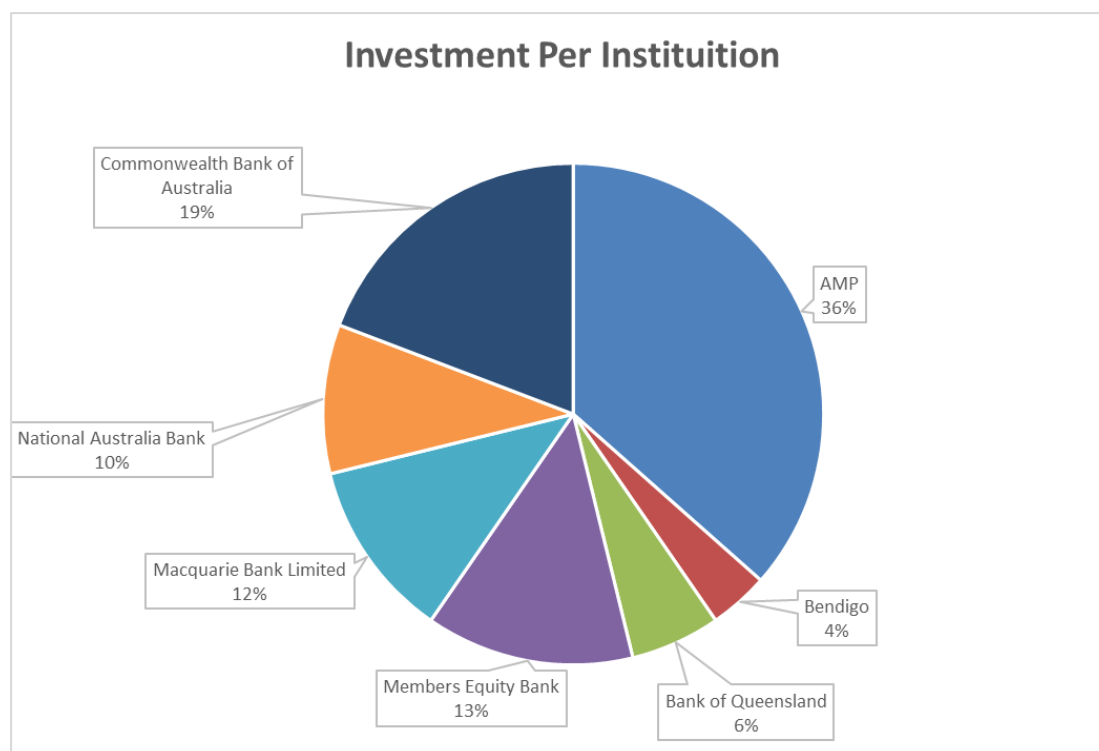
Externally restricted reserves- subject to legal requirements that govern the use of the funds. The reserve includes funds that have not been utilised for the purpose for which they were received, and an obligation or requirement to return funds to its contributor exists.

Internally restricted reserves- not subject to legal requirements governing the use of the funds. The reserve has been established for a specific internal purpose, however, if that purpose does not eventuate or Council changes its priorities the funding can be diverted to other purposes except for the waste management reserve. Funds in the waste management reserve cannot be used or allocated to any other purpose as it is restricted to waste management expenditure.

Unrestricted reserve - not subject to any legal obligations. The funds in this reserve are not currently allocated to a specific purpose.

Investments and Cash

- As of 30 June 2022, Council held \$26M in term deposits across seven separate financial institutions. The investment portfolio is compliant with Council Policy FIN06 Investments.
- Cash held by Council in the bank as of 30 June 2022 was \$11,004,467
- The breakup between institutions is:



Outstanding Rates

- Section 2.4 – Debtor Control Accounts, as presented as **Attachment 13.2.5.1**, reflects the number of properties overdue per financial year as well as the cumulative overdue amounts. Rates that stay overdue for more than three years qualify for the sale of land process under the Local Government Act 2019. Council places an overriding statutory charge on the property to start this process, which gives Council priority over other registered and unregistered mortgages, charges, and encumbrances except for a previously registered overriding statutory charge. Council currently holds overriding statutory charges over-all properties with overdue debt rated prior to 2017/18. Council has commenced legal action through NT Civil and Administrative Tribunal to improve debt collection.

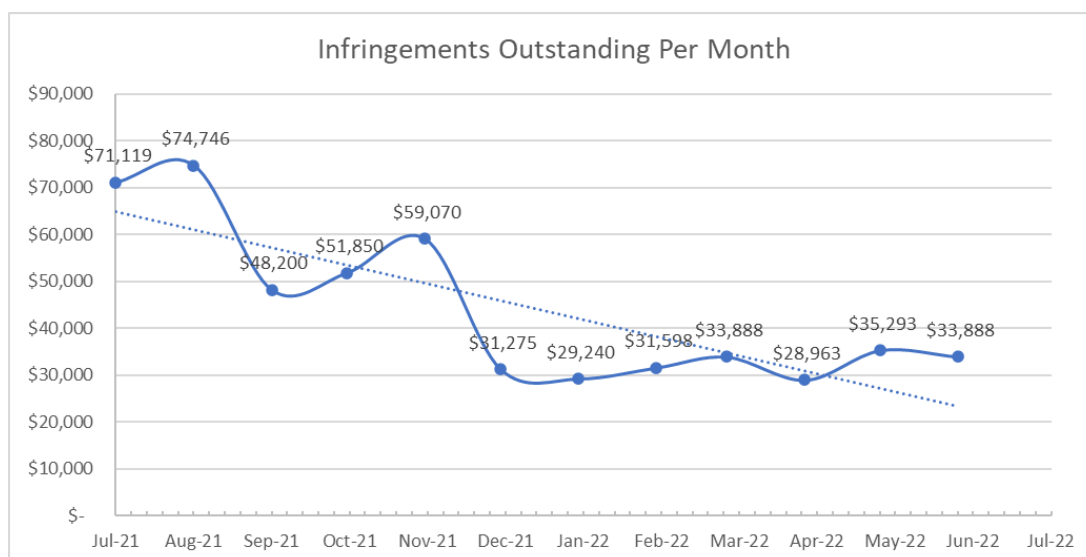
- Council's overdue rates for the 2021-22 Financial Year are currently worth \$1.893M from 1,267 properties as per **Attachment 13.2.5.1**
- Rates outstanding plus interest at the end of June 2022 were 6% of all levied rates for 2021-22 and previous years.
- As part of the end-of-year processes, a provision for doubtful debt will be accounted for a portion of the outstanding rates as of 30 June 2022.

Elected Member Expenses

- Section 2.11 - Elected Member expenses summarise expenses or benefits related to Elected Members under Section 109 of the Local Government Act 2019. Elected Members' expenditure is currently at \$650K; \$342K relates to Elected Member allowances, and \$307K relates to election expenses, civic functions, and other administrative support.

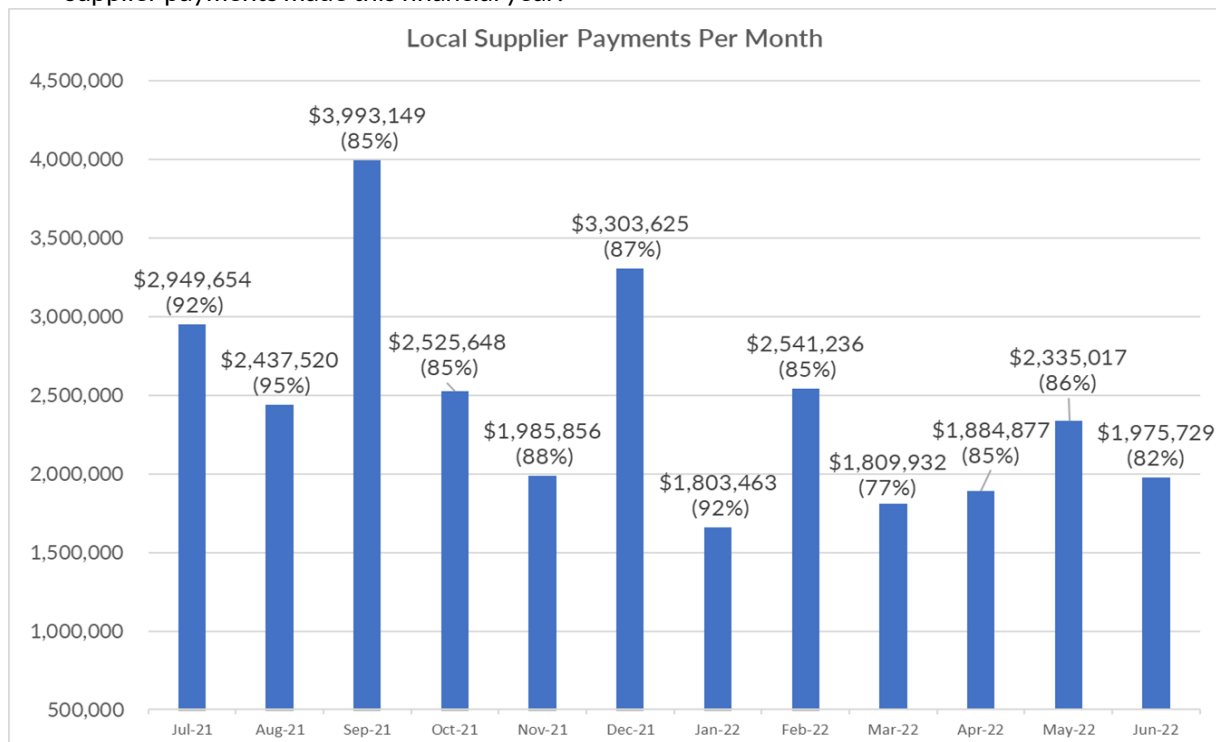
Trade Debtors and Creditors

- 3.81% of all Trade Debtors are over 90 days, amounting to \$27,560.64. As we are now at the end of the financial year, a provision for doubtful debts for the over 90 days amounts will be recorded in the financial statements and staff will be referring the outstanding debts to debt collection agencies as appropriate.
- 69% of Infringements debtors are from 2021/22 (272 infringements); 21% from 2020/21 (59 Infringements), and the remaining 9% (75 infringements) are from prior years. Infringements outstanding pre-2021/22 are being reviewed in line with the Local Government Act 2019 and a provision for doubtful debts will be made as part of the end-of-year transactions. Infringement's outstanding had seen a decline over the last few months; this month's infringements have dropped by 4% from last month's figures. The current outstanding balance is \$33k as of 30 June 2022. The graph below provides an overview of the infringements outstanding as tracked over the months since the start of the financial year.



- There has been a 4% drop in infringements outstanding from last month. Parking/ Traffic infringements have seen the biggest drop from last month with 29%, Public place infringements have not seen any movement and Animal control infringements have increased by 9% from last month.
- Creditors as at 30 June was higher than normal as the month ended prior to the weekly creditors payment run which was on Friday 1st of July. 82% (\$1,975,656) of the monthly creditor payments

have been made to local suppliers. \$29,404,637 which is 87% of all creditor payments has been made to local suppliers since July 2021 to 30 June 2022. The table below provides an overview of the local supplier payments made this financial year:



Waste Charges

- The purpose of Section 2.8 - Waste Charges in **Attachment 13.2.5.1**, is to supply a YTD overview of the Council's progress against its budgeted Waste Reserve movement.

Loans

- Council approved an internal loan for \$3.3M to fund Making the Switch in August 2018 (Council decision 9/0243), and an external loan for \$1.96M to fund the final stage of remediation works at the previous Archer Landfill site in 2018/19.
- The internal loan for Making the Switch has been drawn upon, with the corresponding figures shown in Section 2.10 - Council Loans of **Attachment 13.2.5.1**. The loan repayments as of June 2022 are \$321,849, and interest is \$70,309.
- The loan for Archer Landfill Rehabilitation of \$1.96M was drawn upon on 28 June 2019. The loan repayments as of June 2022 are \$234,504 and interest is \$39,869. Details of the loan are provided in Section 2.10 - Council Loans of **Attachment 13.2.5.1**.

Tax and Insurance

- Council is compliant with payment and reporting all tax liabilities as outlined below.
- \$108,170 has been paid for Fringe Benefits Tax (FBT) to the Australian Tax Office (ATO) since July 2021. Council is anticipating an FBT refund of \$32K for the FBT year ended 31 March 2022.
- \$2,285,604 has been paid to the ATO for Pay As You Go Tax (PAYG). In addition, Council has paid \$924,734 towards employee's superannuation YTD.
- The last Business Activity Statement was lodged on 21 June 2022 for the month ended 31 May 2022, and the GST refund was \$228,291

- Council has all required insurances to manage the current risk exposure, payments have been made, and reporting is compliant with insurance requirements.

Contract Variations

In accordance with the *Local Government Act 2019* and *Local Government (General) Regulations*, a report on variations to contracts that exceed 10% and public quotes that exceed a value of \$150,000 must be published at first notice. Council had no contract variations in June 2022.

CONSULTATION PROCESS

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

- Finance Team
- Procurement Support Officer

POLICY IMPLICATIONS

Investments are compliant with Council Policy *FIN06 Investments*.

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:

2 Fails to be sustainable into the long term

Context: Optimising the financial, social and environmental sustainability of the City.

The *Local Government (General) Regulations 2021 - Part 2 (Division 7)* prescribes that:

Monthly financial reports to Council

1. *The CEO must, in each month, give the Council a report setting out:*
 - a. *The actual income and expenditure of the Council for the period from the commencement of the financial year up to the end of the previous month; and*
 - b. *The most recently adopted Revised Annual Budget; and*
 - c. *Details of any material variances between the most recent actual income and expenditure of the Council and the most recently adopted Revised Annual Budget*
2. *If a council does not hold a meeting in a particular month, the Report is to be laid before the council committee performing the Council's financial functions under regulation 19 for the particular month.*
3. *The Report must be accompanied by:*
 - (a) *a certification, in writing, by the CEO to the Council that, to the best of the CEO's knowledge, information and belief:*
 - (i) *the internal controls implemented by the Council are appropriate; and*
 - (ii) *the Council's financial Report best reflects the financial affairs of the Council; or*

With the monthly finance report being laid before Council, Council is adhering to legislative requirements and ensuring ongoing monitoring of financial sustainability.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

A Place for People

There are no environmental 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. June 2022 consolidated Financial Report (1) [13.2.5.1 - 25 pages]



Financial Management Reports

June 2022

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

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June 2022

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	2.11	Elected Member Allowances

Certification By Chief Executive Officer

I, Luccio Franco Ceracarelli, 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 June 2022 best reflects the financial affairs of Council.



Luccio Franco Ceracarelli
Chief Executive Officer

Section 2 Financial Results

1.2 - Executive Summary as at

30 June 2022

% of year passed

100%

Description	Revised Annual Budget \$	YTD Actual \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget
Operating Income					
Rates & Annual Charges	29,475,948	28,396,990	96%	29,475,948	96%
Statutory Charges	163,600	122,619	75%	163,600	75%
User Charges & Fees	748,937	913,159	122%	748,937	122%
Interest & Investment Revenue	649,721	790,215	122%	649,721	122%
Reimbursements	0	-125	0%	0	0%
Other Income	520,000	368,404	71%	520,000	71%
Grants, Subsidies & Contributions	2,973,509	4,095,307	138%	2,973,509	138%
Operating Income	34,531,715	34,686,568	100%	34,531,715	100%
Operating Expenditure					
Employee Costs	-10,723,455	-10,085,224	94%	-10,723,455	94%
Professional Services	-1,647,008	-1,396,843	85%	-1,647,008	85%
Auditor's Remuneration	-47,000	-59,042	126%	-47,000	126%
Operating Lease Rentals	-26,623	-21,997	83%	-26,623	83%
Utilities	-2,393,768	-1,972,561	82%	-2,393,768	82%
Materials & Contractors	-10,888,098	-10,250,454	94%	-10,888,098	94%
Depreciation, Amortisation & Impairment	-10,608,000	-10,608,000	100%	-10,608,000	100%
Elected Members Allowances	-392,011	-342,508	87%	-392,011	87%
Legal Expenses	-240,200	-253,595	106%	-240,200	106%
Telephone & Other Communication Charges	-252,089	-246,759	98%	-252,089	98%
Donations, Sponsorships & Grants	-250,000	-176,267	71%	-250,000	71%
Software, Hardware, Stationery, Subscriptions	-1,201,461	-1,105,975	92%	-1,201,461	92%
Other Expenses	-2,217,548	-2,328,357	105%	-2,217,548	105%
Insurance	-505,621	-514,537	102%	-505,621	102%
FILOC Internal Loan	-227,316	-321,849	142%	-227,316	142%
Borrowing Costs	-39,585	-110,178	278%	-39,585	278%
Operating Expenditure	-41,659,783	-39,794,147	96%	-41,659,783	96%
OPERATING SURPLUS/(DEFICIT)	-7,128,068	-5,107,579		-7,128,068	72%
Capital Income					
Net gain (loss) on disposal or revaluation of assets	196,182	303,909	155%	196,182	155%
Developer Contributions	288,750	258,096	89%	288,750	89%
Grants received	7,713,367	2,774,768	36%	7,713,367	36%
Capital Income	8,198,299	3,336,773	41%	8,198,299	41%
Net SURPLUS / (DEFICIT) transferred to Equity Statement	1,070,231	-1,770,805		1,070,231	-165%
Capital Expenditure					
Land Purchase	-110,300	0	0%	-110,300	0%
Asset Purchase	-5,798,652	-2,769,730	48%	-5,798,652	48%
Asset Upgrade	-11,581,822	-6,366,221	55%	-11,581,822	55%
Capital Expenditure	-17,490,774	-9,135,952	52%	-17,490,774	52%
Less Non-Cash Expenditure	-10,608,000	-10,608,000	100%	-10,608,000	100%
NET CAPITAL SURPLUS/(DEFICIT)	-5,812,543	-298,757		-5,812,543	5%
Repayment of Borrowings	-234,634	-234,504	100%	-234,634	100%
Reserve Movement	6,047,177	309,626	5%	6,047,177	5%
NET OPERATING SURPLUS/(DEFICIT)	0	-223,635		0	



13/7/2022

Approved by: Finance Manager

Section 2 Financial Results

2.1 - Budget Summary Report as at % of year passed

30 June 2022

100%

Operating Income

Description	Revised 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	916,639	1,635,677	178.44%	916,639	178.44%
Office of the Chief Executive	916,639	1,635,677	178%	916,639	178.44%
Deputy Chief Executive					
Deputy Chief Executive	0	0	0.00%	0	0.00%
Finance & Governance					
Governance	234,000	202,750	87%	234,000	87%
Director Finance & Governance	76,291	156,282	205%	76,291	205%
Financial Services	106,561	240,590	226%	106,561	226%
Rates	22,796,875	21,675,633	95%	22,796,875	95%
Finance & Governance	23,213,727	22,275,255	96%	23,213,727	96%
Community & Culture					
Diversity and Inclusion Activities	0	5,000	0.00%	0	0.00%
Events Promotion	2,000	2,000	100%	2,000	100%
Health and Wellbeing Services	0	125	0.00%	0	0.00%
Library Services	944,423	809,047	86%	944,423	86%
Senior Citizens	2,000	1,350	68%	2,000	68%
Youth Services	355,818	61,308	17%	355,818	17%
Animal Management	380,400	387,633	102%	380,400	102%
Parking & Other Ranger Services	120,900	72,995	60%	120,900	60%
Community & Culture	1,805,541	1,339,458	74%	1,805,541	74%
Infrastructure					
Civic Centre	147,000	147,064	100%	147,000	100%
Driver Resource Centre	0	1,909	0.00%	0	0.00%
Gray Community Hall	0	1,182	0.00%	0	0.00%
Director Infrastructure	3,000	8,901	297%	3,000	297%
Private Works	35,070	39,985	114%	35,070	114%
Recreation Centre	0	5,256	0.00%	0	0.00%
Roads & Transport	1,094,905	1,558,733	142%	1,094,905	142%
Subdivisional Works	68,400	188,438	275%	68,400	275%
Waste Management	6,801,273	6,883,563	101%	6,801,273	101%
Odegaard Drive Investment Property	446,160	446,160	100%	446,160	100%
Durack Heights Community Centre	0	-11	0.00%	0	0.00%
Goyder Square	0	155,000	0.00%	0	0.00%
Infrastructure	8,595,808	9,436,179	110%	8,595,808	110%
	34,531,715	34,686,568	100%	34,531,715	100%

Section 2 Financial Results

2.1 - Budget Summary Report as at % of year passed

30 June 2022
100%

Operating Expenditure

	Revised Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget
Office of the Chief Executive					
Councillors	-548,081	-650,492	119%	-548,081	119%
Office of the CEO	-937,345	-938,827	100%	-937,345	100%
Office of the Chief Executive	-1,485,426	-1,589,319	107%	-1,485,426	107%
Deputy Chief Executive					
Customer Experience	-372,331	-348,881	94%	-372,331	94%
People	-809,819	-903,353	112%	-809,819	112%
Public Relations and Communications	-776,469	-702,526	90%	-776,469	90%
Deputy Chief Executive	-1,958,619	-1,954,760	100%	-1,958,619	100%
Finance & Governance					
Director Finance & Governance	-402,728	-384,515	95%	-402,728	95%
Records Management	-256,401	-278,488	109%	-256,401	109%
Financial Services	-11,691,641	-11,978,733	102%	-11,691,641	102%
Rates	-290,188	-211,753	73%	-290,188	73%
Governance	-1,254,879	-1,074,962	86%	-1,254,879	86%
Finance & Governance	-13,895,837	-13,928,452	100%	-13,895,837	100%
Community & Culture					
Arts & Culture	-86,000	-74,558	87%	-86,000	87%
Community Development	-1,249,109	-981,384	79%	-1,249,109	79%
Diversity and Inclusion Activities	-8,000	-860	11%	-8,000	11%
Events Promotion	-496,435	-400,922	81%	-496,435	81%
Families & Children	-46,500	-67,993	146%	-46,500	146%
Health and Wellbeing Services	-31,500	-20,282	64%	-31,500	64%
Library Services	-1,738,003	-1,556,019	90%	-1,738,003	90%
Senior Citizens	-6,500	-5,080	78%	-6,500	78%
Youth Services	-415,618	-409,952	99%	-415,618	99%
Director Community & Culture	-553,851	-533,897	96%	-553,851	96%
Safe Communities	-28,000	-19,275	69%	-28,000	69%
Animal Management	-216,332	-190,116	88%	-216,332	88%
Parking & Other Ranger Services	-998,605	-915,717	92%	-998,605	92%
Community & Culture	-5,874,453	-5,176,056	88%	-5,874,453	88%
Infrastructure					
Information Technology	-1,422,463	-1,342,875	94%	-1,422,463	94%
Aquatic Centre	-719,270	-701,238	97%	-719,270	97%
Archer Sports Club	-183	-105	57%	-183	57%
Civic Centre	-413,517	-337,402	82%	-413,517	82%
Depot	-81,215	-62,229	77%	-81,215	77%
Driver Resource Centre	-19,244	-16,157	84%	-19,244	84%
Emergency Operations	-23,000	-6,487	28%	-23,000	28%
Gray Community Hall	-42,712	-8,985	21%	-42,712	21%
Director Infrastructure	-711,916	-621,626	87%	-711,916	87%
Open Space	-5,191,440	-4,366,225	84%	-5,191,440	84%
Private Works	-96,346	-28,008	29%	-96,346	29%
Recreation Centre	-279,773	-232,839	83%	-279,773	83%
Roads & Transport	-1,476,117	-1,159,646	79%	-1,476,117	79%
Stormwater Infrastructure	-160,000	-103,865	65%	-160,000	65%
Street Lighting	-1,028,316	-1,057,643	103%	-1,028,316	103%
Subdivisional Works	-20,000	-16,060	80%	-20,000	80%
Waste Management	-6,463,124	-6,700,213	104%	-6,463,124	104%
Odegaard Drive Investment Property	-136,427	-131,950	97%	-136,427	97%
Durack Heights Community Centre	-40,785	-31,009	76%	-40,785	76%
CBD Car Parking	-60,600	-54,600	90%	-60,600	90%
Goyder Square	-59,000	-166,398	282%	-59,000	282%
Infrastructure	-18,445,448	-17,145,560	93%	-18,445,448	93%
	-41,659,783	-39,794,147	96%	-41,659,783	96%

Section 2
Financial Results

2.1 - Budget Summary Report as at
% of year passed

30 June 2022
100%

Capital Income

	Revised 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	500,000	500,000	100%	500,000	100%
Office of the Chief Executive	500,000	500,000	100%	500,000	100%
Deputy Chief Executive					
Deputy Chief Executive	0	0	0.00%	0	0.00%
Finance & Governance					
Financial Services	196,182	303,909	155%	196,182	155%
Finance & Governance	196,182	303,909	155%	196,182	155%
Community & Culture					
Library Services	44,219	0	0%	44,219	0%
Animal Management	110,300	110,300	100%	110,300	100%
Community & Culture	154,519	110,300	71%	154,519	71%
Infrastructure					
Aquatic Centre	1,120,000	0	0%	1,120,000	0%
Civic Centre	173,625	0	0%	173,625	0%
Gray Community Hall	1,310,779	2,037,000	155%	1,310,779	155%
Director Infrastructure	1,950,000	0	0%	1,950,000	0%
Open Space	836,106	0	0%	836,106	0%
Roads & Transport	1,268,338	127,468	10%	1,268,338	10%
Subdivisional Works	288,750	258,096	89%	288,750	89%
Waste Management	400,000	0	0%	400,000	0%
Infrastructure	7,347,597	2,422,564	33%	7,347,597	33%
	8,198,299	3,336,773	40.70%	8,198,299	40.70%

Section 2
Financial Results

2.1 - Budget Summary Report as at

30 June 2022

% of year passed

100%

Capital Expenditure

	Revised 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	0.00%	0	0.00%
Finance & Governance					
Financial Services	-538,681	-455,754	85%	-538,681	85%
Finance & Governance	-538,681	-455,754	85%	-538,681	85%
Community & Culture					
Library Services	-369,710	-273,764	74%	-369,710	74%
Director Community & Culture	-193,800	-47,199	24%	-193,800	24%
Animal Management	-110,300	0	0%	-110,300	0
Community & Culture	-673,810	-320,963	48%	-673,810	48%
Infrastructure					
Information Technology	-1,670,000	-546,956	33%	-1,670,000	33%
Aquatic Centre	-1,155,000	-273,632	24%	-1,155,000	24%
Civic Centre	-830,835	-338,194	41%	-830,835	41%
Depot	-4,400	0	0%	-4,400	0%
Driver Resource Centre	-10,000	-8,900	89%	-10,000	89%
Gray Community Hall	-1,687,986	-1,601,898	95%	-1,687,986	95%
Director Infrastructure	-1,627,656	-664,120	41%	-1,627,656	41%
Open Space	-3,144,624	-2,154,497	69%	-3,144,624	69%
Recreation Centre	-159,982	-60,390	38%	-159,982	38%
Roads & Transport	-3,664,442	-1,762,114	48%	-3,664,442	48%
Stormwater Infrastructure	-105,086	-25,184	24%	-105,086	24%
Street Lighting	-790,000	-573,447	73%	-790,000	73%
Subdivisional Works	-300,000	-194,674	65%	-300,000	65%
Waste Management	-1,100,000	-125,747	11%	-1,100,000	11%
Durack Heights Community Centre	-28,271	-29,480	104%	-28,271	104%
Infrastructure	-16,278,282	-8,359,234	51%	-16,278,282	51%
	-17,490,774	-9,135,952	52%	-17,490,774	52%

Section 2

Financial Results

2.2 Reserves Schedule

	Balance	TO RESERVES					FROM RESERVES					Balance
	as at	Original	Carry Forwards & Rollovers \$	Budget Reviews			Original	Carry Forwards & Rollovers \$	Budget Review			as at
	1/07/2021	Budget \$		1st Review \$	2nd Review \$	3rd Review \$	Budget \$		1st Review \$	2nd Review \$	3rd Review \$	30/06/2022
Externally Restricted Reserves												
Unexpended Grants Reserve	522,582	250,000	0	0	0	0	360,693	0	411,889	0	0	0
	522,582	250,000	0	0	0	0	360,693	0	411,889	0	0	0
Internally Restricted Reserves												
Election Expenses Reserve	150,000	0	0	0	0	0	150,000	0	0	0	0	0
Disaster Recovery Reserve	500,000	0	0	0	0	0	0	0	0	0	0	500,000
Unexpended Capital Works Reserve	4,589,920	0	0	0	0	0	0	0	4,589,920	0	0	0
Developer Funds In Lieu Of Construction	2,060,939	515,316	0	0	0	0	300,000	0	0	0	0	2,276,255
Waste Management Reserve	3,143,682	0	0	0	0	0	700,000	0	0	10,000	0	2,433,682
Asset Renewal Reserve	0	0	0	0	0	0	0	0	0	0	0	0
Major Initiatives Reserve	614,949	0	0	180,974	0	0	0	0	0	0	0	795,923
	11,059,490	515,316	0	180,974	0	0	1,150,000	0	4,589,920	10,000	0	6,005,860
Unrestricted Reserves												
Working Capital Reserve	7,580,915	500,000	0	0	0	0	100,000	0	250,000	0	620,965	7,109,950
	7,580,915	500,000	0	0	0	0	100,000	0	250,000	0	620,965	7,109,950
Total Reserve Funds*	19,162,986	1,265,316	0	180,974	0	0	1,610,693	0	5,251,809	10,000	620,965	13,115,809



Approved by: Finance Manager

13/7/2022

Section 2

Financial Results

2.3 Investments Management Report

INVESTMENTS REPORT TO COUNCIL AS AT 30/06/2022

COUNTERPARTY	RATING	AMOUNT	INTEREST RATE	MATURITY DATE	DAYS TO MATURITY	INSTITUTION TOTALS	%COUNTER PARTY
People's Choice Credit Union	S&P A2	\$ 6.79	0.00%			\$ 6.79	0.00%
AMP	S&P A2	\$ 1,500,000.00	0.75%	July 6, 2022	6	\$ 9,504,228.77	36.53%
AMP	S&P A2	\$ 1,500,000.00	0.80%	August 24, 2022	55		
AMP	S&P A2	\$ 1,000,000.00	1.00%	November 23, 2022	146		
AMP	S&P A2	\$ 1,000,000.00	1.00%	December 21, 2022	174		
AMP	S&P A2	\$ 1,000,000.00	1.10%	January 25, 2023	209		
AMP	S&P A2	\$ 1,000,000.00	1.10%	February 8, 2023	223		
AMP	S&P A2	\$ 1,000,000.00	1.10%	February 22, 2023	237		
AMP	S&P A2	\$ 1,504,228.77	1.95%	April 5, 2023	279		
Bank of Queensland	S&P A2	\$ 1,508,788.36	0.41%	July 13, 2022	13	\$ 1,508,788.36	5.80%
Bendigo	S&P A2	\$1,000,000.00	1.95%	April 19, 2023	293	\$1,000,000.00	3.84%
Members Equity Bank	S&P A2	\$1,500,000.00	0.43%	September 7, 2022	69	\$3,501,687.67	13.46%
Members Equity Bank	S&P A2	\$1,000,000.00	0.42%	October 5, 2022	97		
Members Equity Bank	S&P A2	\$1,001,687.67	0.67%	December 8, 2022	161		
Macquarie Bank Limited	S&P A1	\$ 1,000,000.00	0.40%	September 21, 2022	83	\$ 3,003,643.84	11.54%
Macquarie Bank Limited	S&P A1	\$ 1,000,000.00	0.40%	October 19, 2022	111		
Macquarie Bank Limited	S&P A1	\$ 1,003,643.84	0.50%	November 9, 2022	132		
National Australia Bank	S&P A1+	\$ 1,000,000.00	0.33%	January 11, 2023	195	\$ 2,500,000.00	9.61%
National Australia Bank	S&P A1+	\$ 1,500,000.00	0.95%	January 25, 2023	209		
Commonwealth Bank of Australia	S&P A1+	\$ 1,000,000.00	0.41%	July 27, 2022	27	\$ 5,000,000.00	19.22%
Commonwealth Bank of Australia	S&P A1+	\$ 1,000,000.00	0.41%	August 10, 2022	41		
Commonwealth Bank of Australia	S&P A1+	\$ 3,000,000.00	2.94%	May 24, 2023	328		
TOTAL SHORT TERM INVESTMENT		\$ 26,018,355.43	Average Days to Maturity		-5464	100.00%	
% OF TOTAL INVESTMENT PORTFOLIO	A1 & A1+ (max 100%)	40.4%	A2 (max 60%)	59.6%	A3 (max 40%)	0%	100%
Weighted Average Rate	0.72%	BBSW 90 Day Rate Benchmark			1.8316%		
GENERAL BANK FUNDS		\$ 11,004,467.07	Total Year To Date Budget Investment		-\$ 100,000.00		
TOTAL ALL FUNDS		\$ 37,022,822.50	Total Year to Date Investment Earnings		-\$ 155,673.69		

Cashflow of Investments

Month	Cashflow
Jul-22	4,000,000.00
Aug-22	2,500,000.00
Sep-22	2,500,000.00
Oct-22	2,000,000.00
Nov-22	2,000,000.00
Dec-22	2,000,000.00
Jan-23	4,000,000.00
Feb-23	2,000,000.00
Mar-23	2,000,000.00
Apr-23	2,500,000.00
May-23	3,000,000.00
Jun-23	2,000,000.00
Jul-23	2,000,000.00

PROPERTY INVESTMENT

PROPERTY ADDRESS	VALUATION BASIS	VALUE	INCOME YTD	EXPENSE YTD	NET PROFIT YTD	COMPARATIVE YTD YIELD AT CASH RATE OF 8.5%
48 Odegaard Drive, Rosebery	Fair Value	\$ 5,400,000	\$ 446,160	\$ 64,896	\$ 381,264	459,000

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Approved by: Finance Manager

Section 2 Financial Results 30 June 2022

2.4 Debtor Control Accounts

SUNDRY DEBTORS:							
	BALANCE	CURRENT	30 DAYS	60 DAYS	90 DAYS	OVER 90 DAYS	
	723,949.19	249,452.60	2,156.87	444,779.26	-	27,560.46	
	100.00%	34.46%	0.30%	61.44%	0.00%	3.81%	
RATES:							
REPORT MONTH	OVERDUE \$	Payments Received in Advance \$	OVERDUE % OF RATES INCOME				
Jun-22	\$1,893,160	\$1,617,546	6.00%				
Jun-21	\$1,662,783	\$1,415,844	5.41%				
TOTAL OVERDUE BY YEAR AND NUMBER OF PROPERTIES	2022	2021	2020	2019	2018	2017	2016
Year	Charged in 2021/2022	Charged in 2020/2021	Charged in 2019/2020	Charged in 2018/2019	Charged in 2017/2018	Charged in 2016/2017	Charged in 2015/2016
Overdue Amount	\$1,218,150	\$368,179	\$173,699	\$97,260	\$23,835	\$8,944	\$3,093
Cumulative Number Of Properties	1267	283	110	60	24	6	3
The overdue amount for 2021/22 is the September Rates plus interest charged on overdue rates and waste charges from prior years							
INFRINGEMENTS:							
			2021/22	2020/21	2019/20	2018/19	
Animal Infringements		24,088	17,073	6,565	450	0	
Public Places		1,350	1,215	135	0	0	
Parking Infringements		8,450	5,135	580	2,695	40	
Litter Infringements		0	0	0	0	0	
Signs		0	0	0	0	0	
Other Law and Order		0	0	0	0	0	
Net Balance on Infringement Debts		33,888.00	23,423.00	7,280.00	3,145.00	40.00	
		100.00%	69.12%	21.48%	9.28%	0.12%	
Number of Infringements		406.00	272.00	59.00	74.00	1.00	



13/7/2022

Approved by: Finance Manager

Section 2

Financial Results

2.5 - Financial Indicators

	Target	2022	2021	2020	2019
Operating Surplus Ratio					
Total Operating Surplus/Deficit	> 0.00%	-20.64%	-18.87%	-18.67%	-23.02%
Total Operating Income					
This indicator shows the extent to which operational expenses are covered by operational income, and if in surplus, how much is available to use for other purposes such as capital expenses This has been calculated from the forecast budget.					
Debt Service Ratio (External Loans)					
EBITDA	> 2	12.83	10.23	15.94	0.00
Net Debt Service Cost					
This ratio measures the availability of cash to service debt including interest, principal, and lease payments. Council's Net debt service ratio shows Council's debts (Annual principal repayment interest) in relation to Council's Net income before Tax & Interest.					
Rate Coverage Percentage					
Rate Revenues	60% - 75%	65.66%	66.92%	66.61%	63.87%
Total Revenues					
This indicator shows the percentage of total revenue raised through rates income.					
Rates & Annual Charges Outstanding Percentage					
Rates & Annual Charges Outstanding	<5%	6.00%	5.41%	5.05%	5.20%
Rates & Annual Charges Collectible(Levied)					
This percentage shows Council's total rates outstanding against rates payable to Council in this financial year. The rate will decrease as instalment dates pass.					

SECTION 2

Financial Results

2.6 - Creditor Accounts Paid June 2022

Creditor Name		Creditor Payment Type	Amount \$
2	Australian Taxation Office - PAYG	General Creditors	230,719.00
V00318	QuickSuper Clearing House	Superannuation	203,307.27
V00295	Jacana Energy	Utilities	197,522.72
V01904	Veolia Environmental Service (Australia) Pty Ltd	General Creditors	184,672.23
639	Cleanaway Pty Ltd.	General Creditors	166,802.30
549	City of Darwin	General Creditors	111,714.83
V00368	iWater NT Pty Ltd	General Creditors	110,392.70
V03073	Programmed Property Services	General Creditors	83,198.77
5104	JLM Contracting Services Pty Ltd	General Creditors	76,960.25
V00773	Akron Group NT Pty Ltd	General Creditors	64,556.65
2587	Top End RACE	General Creditors	64,090.45
87	Industrial Power Sweeping Services Pty	General Creditors	55,174.89
V01860	Hays Specialist Recruitment (Australia) Pty Ltd	General Creditors	46,883.78
4660	Assetic Australia Pty Ltd	General Creditors	46,585.00
V03556	Belgravia Health & Leisure Group Pty Ltd	General Creditors	42,636.37
V02579	Human Synergistics Pty Ltd	General Creditors	28,809.19
V00682	Leigh Dyson Plumbing	General Creditors	25,837.90
4190	National Australia Bank	General Creditors	22,593.56
V03625	Red Appointments NT Pty Ltd	General Creditors	20,701.92
2977	Optic Security Group NT	General Creditors	19,680.81
	Various Creditors	Refunds & Reimbursements	19,595.66
4963	Centratech Systems Pty Ltd	General Creditors	19,347.72
5651	Minter Ellison Lawyers	General Creditors	18,508.53
V02162	RMI Security - Conigrave Pty Ltd	General Creditors	18,185.13
54	Powerwater	Utilities	14,677.13
V03813	The Strategic Directions Group Pty Ltd	General Creditors	13,488.75
5	Australia Post	General Creditors	13,249.84
3936	Arafura Tree Services and Consulting	General Creditors	12,716.00
V03046	Palates of India Pty Ltd	MyPalmerston	12,172.50
V02558	Queensland University of Technology	General Creditors	11,800.00
3880	PAWS Darwin Limited	General Creditors	11,577.66
V03993	Vibin Events - Reuben Peepe	General Creditors	11,000.00
V02432	E3 Pro Pty Ltd	General Creditors	10,890.00
V01009	Australian Parking and Revenue Control Pty Limited	General Creditors	9,900.00
53	Eggins Electrical	General Creditors	9,517.57
V00599	Athina Pascoe-Bell	Elected Members	9,401.99
V02285	Territory Native Plants	General Creditors	9,237.17
5640	Think Water - Winnellie & Virginia	General Creditors	9,064.63
5508	Open Systems Technology Pty Ltd - CouncilFirst	General Creditors	8,905.93
V03950	Monsido Pty Ltd	General Creditors	8,690.00
V03057	Covai Cafe	MyPalmerston	7,900.00
V03996	Diligent Safety Consulting Pty Ltd	General Creditors	7,304.00
V03063	Fresh Point Co Cafe	MyPalmerston	7,180.00
V01389	Darwin Argos Painting	General Creditors	6,930.00
V03113	Lakim Butcher	MyPalmerston	6,837.50
V04057	Village Sounds	General Creditors	6,600.00
V03096	Driver Supermarket	MyPalmerston	6,295.00
V02369	Maher Raumteen Solicitors	General Creditors	6,242.50
3787	Total Event Services T/A Top End Sounds P/L	General Creditors	6,178.70

SECTION 2

Financial Results

2.6 - Creditor Accounts Paid June 2022

Creditor Name	Creditor Payment Type	Amount \$
V01584 Salary Packaging Australia	General Creditors	6,037.20
4065 Southern Cross Protection Pty Ltd	General Creditors	5,862.14
V03776 BUSINESS FUEL CARDS PTY LTD	General Creditors	5,835.89
V01537 Ben's Tree Service Pty Ltd	General Creditors	5,610.00
V03638 North Landscapes Pty Ltd	General Creditors	5,610.00
2336 Flick Anticimex Pty Ltd	General Creditors	5,468.69
V01486 Brainium Labs Pty Ltd	General Creditors	5,360.00
V01118 Wilson Security Pty Ltd	General Creditors	5,293.00
V01573 Amber Garden	Elected Members	5,229.08
V00607 DKJ projects. architecture Pty Ltd	General Creditors	5,197.50
V01818 Riece Ranson	General Creditors	5,000.00
V04054 Nathan Bird c/- Cult Artists	General Creditors	5,000.00
256 The Bookshop Darwin	General Creditors	4,957.92
V02923 Instyle Hair and Beauty NT	MyPalmerston	4,920.00
V01748 FE Technologies Pty Ltd	General Creditors	4,578.20
4871 Reface Industries	General Creditors	4,399.21
2199 SBA Office National	General Creditors	4,266.51
V02198 Total Glass Solutions NT Pty Ltd	General Creditors	3,938.00
V02306 Well Done International Pty Ltd	General Creditors	3,802.70
5435 Access Hardware (NT) Pty Ltd	General Creditors	3,789.40
V03973 AANT Salary Packaging	General Creditors	3,590.34
V03984 UNIDATA Pty Ltd	General Creditors	3,516.50
V00385 Automobile Association of Northern Territory -AANT	General Creditors	3,477.00
3683 Area9 IT Solutions	General Creditors	3,463.79
1581 NT Broadcasters Pty Ltd	General Creditors	3,432.00
5615 EcOz Environmental Consulting	General Creditors	3,333.00
V03939 Kamahi Djordon King	General Creditors	3,300.00
479 JLT Risk Solutions Pty Ltd	General Creditors	3,225.59
V02563 Amcom Pty Ltd Acc no 68842	General Creditors	3,184.43
V03317 Lasse Electrical Pty Ltd	General Creditors	3,080.00
5387 Odd Job Bob - Darren John Fillmore	General Creditors	2,995.25
V02521 Darwin Commercial Construction and Maintenance Pty	General Creditors	2,893.00
5131 Core Traffic Control Pty Ltd	General Creditors	2,756.60
V00193 Amcom Pty Ltd Acc no CN5439	General Creditors	2,733.50
V03569 JB HI-FI Commercial	General Creditors	2,712.00
5713 Clean Fun T/A Giggling Geckos Jumping Castle Hire	General Creditors	2,640.00
V01106 Darwin Toilet Hire	General Creditors	2,629.00
V02093 Light Source Solutions	General Creditors	2,574.00
V03903 Lenards Palmerston	MyPalmerston	2,532.50
V02160 Drag Territory	General Creditors	2,499.98
V03853 Service Air	General Creditors	2,488.21
V00073 Off the Leash	General Creditors	2,442.00
V02167 Sanity Music Stores Pty Ltd	General Creditors	2,343.88
V03259 Locklins Landscape Gardening	General Creditors	2,310.00
V03596 Zesty Productions	General Creditors	2,280.00
V01570 Sarah Louise Henderson	Elected Members	2,215.02
V00099 Palmerston Lions NT	General Creditors	2,200.00
938 Nightcliff Electrical	General Creditors	2,182.37
4679 iSentia Pty Ltd	General Creditors	2,085.60

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Financial Results

2.6 - Creditor Accounts Paid June 2022

Creditor Name	Creditor Payment Type	Amount \$
V01572 Lucy Morrison	Elected Members	2,068.75
V03648 Mark Fraser	Elected Members	2,065.85
V04028 David and Terry Lisson	General Creditors	2,055.00
V01662 Bannerconda	General Creditors	2,046.00
V01579 Damian Hale	Elected Members	1,988.38
V00542 Industry Health Solutions	General Creditors	1,881.00
V03649 Normist Pty Ltd T/A Darwin Bolt Supplies	General Creditors	1,875.35
V01569 Benjamin Giesecke	Elected Members	1,870.88
617 Barnyard Trading	General Creditors	1,859.55
V03451 M&J Builders Pty Ltd	General Creditors	1,787.94
V03060 Saigon Street Pty Ltd	MyPalmerston	1,755.00
V03651 Danielle Eveleigh: (Main Account - BankSA)	Elected Members	1,691.65
5036 Dormakaba Aust P/L T/as Territory Door Services	General Creditors	1,661.00
V03971 Darwin Catering Company	General Creditors	1,640.00
V03880 ASN Gateway	MyPalmerston	1,635.00
5315 Adamant Property Services Pty Ltd	General Creditors	1,615.03
V02038 Michael Maher - S.L.M	General Creditors	1,585.10
V03990 Ecotreat Solutions NT	General Creditors	1,562.00
V01420 CENTRELINK (PAYROLL)	General Creditors	1,552.06
V00582 Ezko Property Services (Aust) Pty Ltd	General Creditors	1,528.92
5676 Royal Wolf Trading Australia Pty Ltd	General Creditors	1,516.98
5417 Institute of Public Works Engineering	General Creditors	1,430.00
5272 Greville Fabrication Pty Ltd	General Creditors	1,428.90
V02216 Purharp Pty Ltd T/A Joyce Mayne AV/IT Darwin	General Creditors	1,339.00
V03923 Anna Thomson	General Creditors	1,320.00
V01812 C R Campbell - Electrical and Data Contractors	General Creditors	1,298.00
4731 Yeni Redding	General Creditors	1,281.00
V01423 Fusion Exhibition & Hire Services	General Creditors	1,276.28
4007 The Ark Animal Hospital Pty Ltd	General Creditors	1,225.00
V00443 Forecast Machinery	General Creditors	1,173.30
4398 Quality Indoor Plants Hire	General Creditors	1,115.05
V01936 Arjays Sales & Services Pty Ltd	General Creditors	1,113.75
566 Stickers & Stuff	General Creditors	1,112.00
3098 Roadshow Films Pty Ltd	General Creditors	1,100.00
435 Palmerston Regional Business Association (PRBA)	General Creditors	1,100.00
V03131 Palmerston Golf & Country Club	MyPalmerston	1,092.50
V00315 HWL Ebsworth Lawyers	General Creditors	1,039.50
4508 News 4 U	General Creditors	1,027.00
5525 Easyweb Digital Pty Ltd	General Creditors	1,000.00
V00730 Tip Top Circus Entertainment	General Creditors	1,000.00
V01916 Satellite City Smash Repairs -All In Solutions P/L	General Creditors	1,000.00
V00860 Costojic Pty Ltd	General Creditors	980.00
5410 Majestix Media Pty Ltd	General Creditors	968.00
V00271 NTIT (Fuji Xerox Business Centre NT)	General Creditors	966.08
4221 Institute of Public Works Engineering - IPWEA	General Creditors	935.00
4528 Miranda's Armed Security Officers Pty	General Creditors	924.00
V00939 Defend Fire Services Pty Ltd	General Creditors	922.63
4737 D & L Plumbing & Gasfitting	General Creditors	903.10
5357 Amiable Communications - Amy	General Creditors	880.00

SECTION 2

Financial Results

2.6 - Creditor Accounts Paid June 2022

Creditor Name	Creditor Payment Type	Amount \$
V01609 NT Recycling Solutions Pty Ltd - (NTRS)	General Creditors	860.99
5122 NT Electrical Group	General Creditors	859.21
4561 Bendesigns	General Creditors	855.80
5254 True North	General Creditors	845.49
V01810 Jacana Energy - Payroll Deductions	General Creditors	830.00
3594 Comics NT	General Creditors	807.00
30 Colemans Printing Pty Ltd	General Creditors	783.20
V01760 NT Art Storms	General Creditors	755.50
422 ALIA -Australian Library & Information Association	General Creditors	740.00
237 National Flags	General Creditors	726.00
V02899 Bush to Beach Nature-Based Programs	General Creditors	700.00
V03097 Ella Bache Palmerston	MyPalmerston	675.00
2915 Territory Uniforms	General Creditors	666.16
V03844 BCA Solutions NT Pty Ltd	General Creditors	660.00
V02005 Satay Time	MyPalmerston	630.00
4029 Totally Workwear Palmerston	General Creditors	602.50
2186 Optus Billing Services Pty Ltd	General Creditors	600.00
V02103 Mirror Mirror On The Wall - Cheng Gee Chua	General Creditors	600.00
V03430 Darwin Divine Dancers	General Creditors	600.00
V03746 Kim Koole Music	General Creditors	600.00
V00505 Riding for the Disabled Top End Inc	Grants, Sponsorships, Donations & Prizes	600.00
V01068 Everlasting Health	MyPalmerston	595.00
399 St John Ambulance (NT) Incorporated	General Creditors	581.50
V03056 Cutterz and Minx Hair & Beauty	MyPalmerston	575.00
337 Mirrors Robes & Showerscreens Pty Ltd	General Creditors	570.00
V03949 Christie Audio Productions	General Creditors	560.00
48 Top End Line Markers Pty Ltd	General Creditors	550.00
123 Kerry's Automotive Group - KAP Motors Pty Ltd	General Creditors	547.60
1442 Cazalys Palmerston Club	MyPalmerston	540.00
V03431 Monsterball Amusements	General Creditors	525.00
V02314 Adam Scriven	General Creditors	500.00
V03960 Kat Byron	General Creditors	500.00
V03800 Endorsed Enterprises (Tennis Palmerston)	General Creditors	495.00
V02075 FL Pools Pty Ltd T/a Figleaf Pool Products	General Creditors	462.00
V01397 RSPCA Darwin	General Creditors	455.00
V03799 Pilates with Alex Hurt	General Creditors	450.00
3879 Litchfield Council	General Creditors	416.50
2965 KIK FM Pty Ltd	General Creditors	412.50
215 Employee Assistance Services NT Inc (EASA)	General Creditors	403.60
V03652 Danielle Eveleigh (\$400 Only - Bendigo Bank)	Elected Members	400.00
V03995 Zitan Liu	General Creditors	400.00
V01691 Blackwoods	General Creditors	372.20
V03870 Pizza Overload	MyPalmerston	370.00
3313 Zip Print	General Creditors	352.00
V03612 Tickled Pink Catering (Elefteria Nowlan)	General Creditors	351.00
V01831 Jeanneen McLennan	General Creditors	350.00
V03793 OkFitness	General Creditors	350.00
V02332 Bellridge Pty Limited	General Creditors	318.55
V02104 Darwin Carpets & Vinyls Pty Ltd	General Creditors	300.00

SECTION 2

Financial Results

2.6 - Creditor Accounts Paid June 2022

Creditor Name	Creditor Payment Type	Amount \$
185 Bridge Toyota	General Creditors	288.53
V01038 CCSNT Pty Ltd	General Creditors	284.63
V00889 Paul W Lewis T/a Scanner Angel OZ	General Creditors	280.00
36 Darwin Lock & Key	General Creditors	275.00
V03025 The Cupcake Field	General Creditors	275.00
V03379 Healthy Living NT	General Creditors	275.00
V03665 Bilske Investments Pty Ltd T/A Outback Pest Co	General Creditors	275.00
V00327 Tammy's Fitness Training	General Creditors	250.00
V01909 Amber Sharp - (Fleur Sharp)	General Creditors	250.00
V04066 Georgia Day	Grants, Sponsorships, Donations & Prizes	250.00
3788 HPA Incorporated	General Creditors	215.00
V03869 Alia Hair Room by Gaya	MyPalmerston	210.00
35 WINC Australia Pty Limited	General Creditors	203.80
1607 Sterling NT Pty Ltd	General Creditors	203.50
59 City of Palmerston-PLEASE PAY CASH	General Creditors	200.00
V00648 Sachiko Hirayama	General Creditors	200.00
V03834 Tabellarius Pty LTd	General Creditors	200.00
V04050 Newall Fakhraini Abdul Kahar	General Creditors	200.00
4914 CareerSpot Pty Ltd	General Creditors	198.00
V02364 Shipping Containers Leasing Pty Ltd	General Creditors	198.00
V02277 Mowbray Investments Pty Ltd - On The Menu Catering	General Creditors	167.75
41 Harvey Distributors	General Creditors	166.89
V01234 Mulga Security	General Creditors	166.65
V03186 Troppo Pool Shop	MyPalmerston	160.00
V02534 Water Dynamics Pty Limited	General Creditors	159.50
V03038 Territory Graphics Pty Ltd T/as RISE Sign & Print	General Creditors	154.00
V00660 Richard Fejo	General Creditors	100.00
V02115 Elizabeth Abdoo (Libby)	General Creditors	100.00
V03766 Practical Safety Australia	General Creditors	99.00
18 Integrated Land Information System	General Creditors	85.20
V00419 Melanie Sanders	General Creditors	60.00
V01938 Windcave Pty Limited	General Creditors	49.50
V02545 Amazon Web Services Inc	General Creditors	25.90
V00343 MAGIQ Software Ltd. T/A - NCS Chameleon Ltd	General Creditors	22.28
V03999 Scott Gooding	General Creditors	18.95
V01257 Tiffany Brown	General Creditors	16.50

2,399,679.91

Percentage of this month's payments made to local suppliers
(excludes investments placed)

82%



13/7/2022

Approved by: Manager Finance

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SECTION 2

Financial Results

2.7 - Creditor Accounts Outstanding June 2022

Creditor No.	Creditor Name	Amount \$
V03200	Fulton Hogan Industries Pty Ltd	1,064,977.44
V03451	M&J Builders Pty Ltd	114,701.27
549	City of Darwin	107,278.62
V01904	Veolia Environmental Service (Australia) Pty Ltd	93,517.61
2587	Top End RACE	82,668.92
54	Powerwater	67,317.00
V00318	QuickSuper Clearing House	65,678.38
1607	Sterling NT Pty Ltd	55,503.38
V02162	RMI Security - Conigrave Pty Ltd	45,993.18
5104	JLM Contracting Services Pty Ltd	44,849.68
V03101	Golden Nails & Beauty Palmerston	35,952.50
V00773	Akron Group NT Pty Ltd	34,589.39
V03495	Blackadder Associates Pty Limited	29,888.37
V03638	North Landscapes Pty Ltd	28,179.25
V03337	Northern Territory Cricket Association Inc	27,964.20
V03975	ArborWork Tree Services Pty Ltd	21,219.00
V02285	Territory Native Plants	21,007.53
V00368	iWater NT Pty Ltd	20,840.82
V02009	Golder Associates Pty Ltd	17,492.75
V00295	Jacana Energy	14,828.72
V00711	Line Marking NT Pty Ltd	13,244.00
V03940	Build Up Skateboarding Pty Ltd	13,101.00
V01643	KPMG	12,808.13
3787	Total Event Services T/A Top End Sounds P/L	12,557.60
V01860	Hays Specialist Recruitment (Australia) Pty Ltd	11,639.54
3880	PAWS Darwin Limited	11,382.66
V03625	Red Appointments NT Pty Ltd	11,151.82
V04018	Clubhouse Territory Inc	11,000.00
5508	Open Systems Technology Pty Ltd - CouncilFirst	10,642.50
3438	NT Shade & Canvas Pty Ltd	10,479.70
V03227	Palmerston Netball Association Inc	10,000.00
V00599	Athina Pascoe-Bell	9,098.70
V04029	Sewer Equipment Company (Australia)	8,415.00
V01573	Amber Garden	5,985.98
2294	Modern Teaching Aids Pty Ltd	4,636.39
4963	Centratech Systems Pty Ltd	4,434.91
V01664	BCA Engineers Pty Ltd	4,316.40
47	Telstra Corporation Ltd	4,149.89
V03057	Covai Cafe	3,725.00
V00682	Leigh Dyson Plumbing	3,641.00
5410	Majestix Media Pty Ltd	3,398.70
2199	SBA Office National	3,311.84
V01537	Ben's Tree Service Pty Ltd	3,245.00
V00475	Outback Batteries	3,164.90
353	Otis	2,825.10
V02216	Purharp Pty Ltd T/A Joyce Mayne AV/IT Darwin	2,708.00
V04039	Economic Development Australia Limited	2,521.20
V04025	Joel Moreta	2,500.00
5315	Adamant Property Services Pty Ltd	2,365.00

SECTION 2

Financial Results

2.7 - Creditor Accounts Outstanding June 2022

Creditor No.	Creditor Name	Amount \$
V00702	YMCA of the Northern Territory Community Services	2,281.40
3099	Iron Mountain Australia Pty Ltd	2,262.73
V03901	Rosebery Minimart	2,255.00
V01570	Sarah Louise Henderson	2,089.40
V01572	Lucy Morrison	2,011.38
938	Nightcliff Electrical	2,010.00
V03648	Mark Fraser	2,006.86
3788	HPA Incorporated	2,000.00
V01569	Benjamin Giesecke	1,971.90
2130	TaxEd Pty Ltd	1,870.00
V01579	Damian Hale	1,865.56
V03096	Driver Supermarket	1,830.00
V03973	AANT Salary Packaging	1,795.16
V01088	RTM - Dept of Infrastructure, Planning & Logistics	1,753.51
V03992	Booktopia Pty Ltd	1,679.97
V03651	Danielle Eveleigh: (Main Account - BankSA)	1,632.68
4303	Curby's Trophies	1,620.00
V02038	Michael Maher - S.L.M	1,585.10
3647	Plastic Card Customization	1,536.11
376	Jackson's Drawing Supplies	1,500.00
V03920	Blooms The Chemist Bakewell	1,440.00
53	Eggins Electrical	1,430.00
3313	Zip Print	1,413.50
V03703	Kcreativ	1,250.00
3594	Comics NT	1,184.00
V02694	Kylie Walford	1,126.00
V00099	Palmerston Lions NT	1,100.00
V02579	Human Synergistics Pty Ltd	1,094.65
4737	D & L Plumbing & Gasfitting	1,089.00
V02167	Sanity Music Stores Pty Ltd	803.87
4744	Sue Little	800.00
V02966	Kullaru Pty Ltd	792.00
V04019	Joshua Spring	750.00
V00315	HWL Ebsworth Lawyers	742.50
4561	Bendesigns	732.60
V03999	Scott Gooding	700.00
5525	Easyweb Digital Pty Ltd	693.00
V00443	Forecast Machinery	614.60
V00399	Palmerston & Regional Basketball Assoc (PARBA)	600.00
3442	Chung Wah Society Inc.	550.00
V03746	Kim Koole Music	500.00
V03991	PHLtheBeat	500.00
4735	Palmerston and Rural Party Hire	470.00
4007	The Ark Animal Hospital Pty Ltd	455.00
V00582	Ezko Property Services (Aust) Pty Ltd	440.00
V04036	CJ Bandy & SJ Lund	434.91
V03039	The Playshack Indoor Play Centre & Cafe	422.50
V04101	Himanshu Rai	418.25
5435	Access Hardware (NT) Pty Ltd	405.35

SECTION 2

Financial Results

2.7 - Creditor Accounts Outstanding June 2022

Creditor No.	Creditor Name	Amount \$
V03652	Danielle Eveleigh (\$400 Only - Bendigo Bank)	400.00
237	National Flags	396.00
2009	The Big Mower (NT) Pty Ltd	379.00
5611	Steelmans Tools and Industrial Supplies	304.50
3648	Mobile Locksmiths Australia Pty Ltd	302.50
V03869	Alia Hair Room by Gaya	300.00
2915	Territory Uniforms	299.76
35	WINC Australia Pty Limited	298.20
639	Cleanaway Pty Ltd.	292.90
V02335	Renee van der Poel	271.67
V02207	Jayla Thorne (Parent: Jaye Ah Mat)	250.00
V02212	Kye Ryan (Parent: Nicole Miller)	250.00
V02225	Aaliyah Mukhlis (Parent: Kiani Anderson)	250.00
V03976	Luva Cuppa	250.00
V04026	Eagle Photography	250.00
V04077	Sandy Peachey	250.00
V04081	Taylem Sariago	250.00
V04085	Rohan Cram	250.00
V04086	Ethan Mow	250.00
V04052	Interactcard Pty Ltd	231.00
V03665	Bilske Investments Pty Ltd T/A Outback Pest Co	220.00
V03949	Christie Audio Productions	210.00
V00542	Industry Health Solutions	209.00
V00619	Sarah Little	200.00
V04097	Cynthia Forteza	197.69
V02719	Melissa Moss	162.00
1094	Gray Primary School	150.00
V03387	Skylah Rea (Parent: Stacey Rea)	150.00
V04073	Romeo Fernandez	125.00
V04074	Kamran Azeem	125.00
V04102	Linda Spencer	125.00
V04103	Kate Roseth	125.00
V00075	Mercury Group of Companies Pty Ltd (T/A Fit2Work)	121.77
256	The Bookshop Darwin	84.56
V00555	Rydges Palmerston	84.00
V01540	Reg Bobcat Hire	60.00
V04079	Michael Mike	60.00
V03025	The Cupcake Field	55.00
V03686	Sheila Shaw	50.00
V03822	Rose Cannon	50.00
V04007	Jennifer + Shane Walker	50.00
V04087	Jenneke Matthes	50.00
V04089	Better Connection	50.00
V04090	Arthur Lassett	50.00
V04091	Ross McHenry	50.00
V04092	Graeme Shaw	50.00
V04093	Kate Oliver	50.00
V04095	Reece Ravlich	50.00
V04096	Stephen Maxwell	50.00

SECTION 2

Financial Results

2.7 - Creditor Accounts Outstanding June 2022

Creditor No.	Creditor Name	Amount \$
V02994	Tamara Dries-Cherrie	49.00
V00890	Laundryplus	35.00
V03993	Vibin Events - Reuben Peepe	(5,500.00)
4190	National Australia Bank	(61,751.08)
		2,198,978.93

Please note that NAB credit relates to credit card end of Month automatic payments waiting for invoices to be entered after reconciliations are complete

Please note that all creditors are outstanding within 30 days. Majority of these outstanding payments were made on 1 July being the last payment run for the month



13/7/2022

Approved by: Manager Finance

Section 2 Financial Results

2.8 - Waste Charges as at Waste Management

30 June 2022

	Revised Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget
Income					
Rates & Charges	6,801,273	6,883,563	101.21%	6,801,273	101%
Capital Grants Received	400,000	0	0.00%	400,000	0%
Income	7,201,273	6,883,563	95.59%	7,201,273	96%
Operating Expenditure					
Employee Costs	-640,533	-640,533	100.00%	-640,533	100%
Professional Services	-40,000	-25,675	64.19%	-40,000	64%
Educational Resources	-80,000	-21,555	26.94%	-80,000	27%
Grants / Donations/Contributions Paid	-30,000	-25,977	86.59%	-30,000	87%
Utilities	-20,000	-18,782	93.91%	-20,000	94%
Street Sweeping	-320,000	-291,788	91.18%	-320,000	91%
Litter Collection	-538,000	-501,257	93.17%	-538,000	93%
Domestic Bin Collection	-2,146,891	-2,216,107	103.22%	-2,146,891	103%
Kerb Side Collections	-160,000	-350,477	219.05%	-160,000	219%
Tip Recharge Domestic Bin collection	-858,169	-912,324	106.31%	-858,169	106%
Transfer Station	-1,223,766	-1,221,932	99.85%	-1,223,766	100%
Loan Repayments	-39,585	-39,869	100.72%	-39,585	101%
Tip Recharge Transfer Station	-366,180	-433,938	118.50%	-366,180	119%
Operating Expenditure	-6,463,124	-6,700,213	103.67%	-6,463,124	104%
Capital Expenditure					
Reserve Funded Capital Works	-1,100,000	-125,257	11.39%	-1,100,000	11.39%
Capital Expenditure	-1,100,000	-125,257	11.39%	-1,100,000	11%
Borrowings					
Repayments - Archer Loan Principal	-234,634	-234,504	99.94%	0	
Borrowings	-234,634	-234,504	99.94%	0	0.00%
Profit/(Loss)	-596,485	-176,412		-361,851	



Approved by: Finance Manager

13/7/2022

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Section 2 Financial Results

2.9 - Commercial Leases as at Commercial Leases

30 June 2022

	Revised Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget
Income					
Library Services	32,576	32,546	100%	32,576	100%
Director Finance & Governance	76,291	76,282	100%	76,291	100%
Civic Centre	147,000	147,064	100%	147,000	100%
Income	255,867	255,891	100.01%	255,867	100%
Expenditure					
Director Finance & Governance	-16,171	-17,123	106%	-16,171	106%
Expenditure	-16,171	-17,123	106%	-16,171	106%
Profit/(Loss)	239,696	238,769		239,696	

Library Services includes lease held by The Nook

Civic Centre includes the lease held by Adult Mental Health

Director Organisational Services includes the leases held by Peter McGrath and Palmerston Re-Eng

McGees Management Fees charged to Director Organisational Services each month



13/7/2022

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Approved by: Finance Manager

Section 2 Financial Results

2.10 - Council Loans

30 June 2022

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)
Loan Balance at 1/07/2022	2,502,384


Internal Loan - Making the Switch					
Principal as of 1/7/2021	Principal Loan Repayments for 2021/22	Principal Loan Repayments YTD	Interest for 2021/22	Interest YTD	Loan balance as of 30/06/2022
2,824,233	321,849	321,849	70,309	70,309	2,502,384
	321,849	321,849	70,309	70,309	2,502,384

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 paid on a quarterly basis. The 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	1,960,000
Total Loan Amount	1,960,000
Repayments 2019/20	(221,414)
Repayments 2020/21	(228,285)
Repayments 2021/22	(234,504)
Loan Balance at 1/07/2022	1,275,797

External Loan - Archer Landfill Rehabilitation					
Principal as of 1/7/2021	Principal Loan Repaid as at 1/07/2021	Principal Loan Repayments YTD	Interest for 2021/22	Interest YTD	Loan balance as of 30/06/2022
1,510,301	234,504	234,504	39,585	39,869	1,275,797

The External Loan - Archer Landfill Rehabilitation is for a term of 8 years commencing 28 June 2019 and concluding 30 June 2027. The interest rate is fixed at 2.78% for the duration of the loan and is paid on a quarterly basis.


 13/7/2022
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 Approved by: Finance Manager

Section 2
Financial Results

2.11 - Elected Member Expenses

30 June 2022

Elected Members

	Revised Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget
Operating Expenditure					
Other Employee Costs	0	-9	0.00%	0	0.00%
Uniforms / Clothes Purchased	0	-995	0.00%	0	0.00%
Mayoral Allowance	-87,636	-95,005	108.41%	-87,636	108%
Mayoral Electoral Allowance	-23,066	-25,025	108.49%	-23,066	108%
Mayoral Professional Dev Allowance	-3,753	-2,555	68.07%	-3,753	68%
Deputy Mayoral Allowance	-32,405	-31,591	97.49%	-32,405	97%
Deputy Mayoral Electoral Allowance	-5,768	-5,625	97.52%	-5,768	98%
Elected Members Allowances	-94,570	-102,505	108.39%	-94,570	108%
Elected Members Electoral Allowance	-34,606	-37,477	108.30%	-34,606	108%
Elected Members Professional Dev Allowance	-26,272	0	0.00%	-26,272	0%
Elected Members Meeting Allowance	-63,049	-18,030	28.60%	-63,049	29%
Information Technology Capital Entitlement	-5,486	-5,329	97.14%	-5,486	97%
Communications Entitlement	-6,400	-5,416	84.62%	-6,400	85%
Acting Mayor Allowance	-7,000	-11,045	157.78%	-7,000	158%
Acting Mayor Electoral Allowance	-2,000	-2,907	145.34%	-2,000	145%
Contractors	-101,680	-266,048	261.65%	-101,680	262%
Stationery & Office Consumables	-1,000	-1,047	104.72%	-1,000	105%
Printing & Photocopying Costs	-2,000	-674	33.68%	-2,000	34%
Furniture & Equipment expensed	-1,390	-606	43.62%	-1,390	44%
Other Expenses	-15,500	-12,480	80.51%	-15,500	81%
Food & Catering Costs	-14,500	-13,053	90.02%	-14,500	90%
Course Seminar & Conference Registration	-13,000	-12,725	97.89%	-13,000	98%
Air Travel	-4,000	0	0.00%	-4,000	0%
Travel Accommodation	-2,000	0	0.00%	-2,000	0%
Travel Related Costs Other	-1,000	-347	34.65%	-1,000	35%
Operating Expenditure	-548,081	-650,492	119%	-548,081	119%



13/7/2022

Approved by: Finance Manager

14 INFORMATION AND CORRESPONDENCE

14.1 Information

14.2 Correspondence

14.2.1 Correspondence from the Hon Selena Uibo MLA, Minister for Aboriginal Affairs

THAT correspondence dated 12 July 2022 received from the Hon Selena Uibo MLA, Minister for Aboriginal Affairs be received and noted.



MINISTER FOR ABORIGINAL AFFAIRS

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

GPO Box 3146
Darwin NT 0801
Telephone: 08 8936 5529

Mayor Athina Pascoe-Bell
City of Palmerston
Civic Plaza
1 Chung Wah Terrace
PALMERSTON NT 0830

Dear Mayor

I would like to thank the City of Palmerston for your generosity in letting us use the Gray Community Hall for the Palmerston NAIDOC Week event on Thursday 30 June.

NAIDOC Week is an important opportunity for people from all backgrounds to come together to celebrate the histories, cultures, achievements and contributions of Aboriginal and Torres Strait Islander people. Across the Northern Territory, NAIDOC committees have come together with planned community-led events and activities aimed at families, youth, elders and the broader community's participation.

The Gray Community Hall was such a wonderful space to hold the Palmerston NAIDOC event with its ample indoor space and spacious verandah, kitchen facilities and amenities. The lovely manicured gardens and community garden, with the sounds of chickens enjoying themselves in the background, truly provided that community feeling.

The Hon Eva Lawler MLA spoke fondly of the residents of Gray and I was told that the guests had a lovely time at the Gray Community Hall and were able to celebrate, relax, enjoy time with work colleagues, friends and loved ones."

Yours sincerely

SELENA UIBO

12 JUL 2022

cc CEO Luccio Cercarelli
Rachel Fosdick



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, 2 August 2022 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

1st Ordinary Council Meeting **Tuesday 5 July 2022**

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

'A Place for People'



A Place for People

COUNCIL AGENDA Attachment 24.1.1

COUNCIL MINUTES

Minutes of Council Meeting
held in Council Chambers
Civic Plaza, 1 Chung Wah Terrace, Palmerston
on Tuesday 5 July 2022 at 5:30pm.

PRESENT

ELECTED MEMBERS

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

STAFF

Chief Executive Officer, Luccio Cercarelli
General Manager Community and Culture, Anna Ingram
General Manager Infrastructure, Nadine Nilon
Director of Finance and Governance , Wati Kerta
Minute Secretary, Chloe Hayes

GALLERY

Xx members of the public

Initials: _____



A Place for People

COUNCIL AGENDA Attachment 24.1.1

COUNCIL MINUTES

1 ACKNOWLEDGEMENT OF COUNTRY

I respectfully acknowledge the traditional owners of the land on which we are meeting – the Larrakia People – and pay my respects to their elders, past, present and future.

2 OPENING OF MEETING

The Chair declared the meeting open at 5:32pm.

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies

Nil

3.2 Leave of Absence Previously Granted

Moved: Deputy Mayor Garden
Seconded: Councillor Henderson

THAT it be noted Councillor Fraser will be on leave of absence as previously granted on 7 June 2022, for the period of 1 July to 18 July 2022 inclusive.

CARRIED 10/422 – 5/07/2022

3.3 Leave of Absence Request

Moved: Councillor Henderson
Seconded: Deputy Mayor Garden

THAT the leave of absence received from Councillor Morrison for July 21 to July 24 2022 inclusive be received and noted.

CARRIED 10/423 – 5/07/2022

4 REQUEST FOR AUDIO/AUDIOVISUAL CONFERENCING

Nil

5 DECLARATION OF INTEREST

5.1 Elected Members

Moved: Councillor Morrison
Seconded: Councillor Eveleigh

1. THAT the Declaration of Interest received from Councillor Eveleigh for Item 13.1.1 be received and noted.
2. THAT the Declaration of Interest received from Councillor Hale for Item 13.1.2 be received and noted.

Initials: _____

COUNCIL MINUTES

3. THAT the Declaration of Interest received from Mayor Athina Pascoe-Bell for Item 13.1.2 be received and noted.
4. THAT the Declaration of Interest received from Mayor Athina Pascoe-Bell for Item 13.2.1 be received and noted.
5. THAT the Declaration of Interest received from Deputy Mayor Garden for Item 22.1 and 22.2 be received and noted.
6. THAT the Declaration of Interest received from Councillor Giesecke for Item 22.1 and 22.2 be received and noted.

CARRIED 10/424 – 5/07/2022

5.2 Staff

Nil

6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

Moved: Councillor Morrison
Seconded: Councillor Eveleigh

THAT the Minutes of the Council Meeting held on 21 June 2022 pages 10765 to 10774 be confirmed.

CARRIED 10/425 – 5/07/2022

6.2 Business Arising from Previous Meeting

Nil

7 MAYORAL REPORT

Nil

8 DEPUTATIONS AND PRESENTATIONS

Nil

9 PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)

Nil

10 CONFIDENTIAL ITEMS

10.1 Moving Confidential Items into Open

Nil

Initials:

MINUTES ORDINARY COUNCIL MEETING - 5 JULY 2022

10781

COUNCIL MINUTES

10.2 Moving Open Items into Confidential

Nil

10.3 Confidential Items

Nil

11 PETITIONS

Nil

12 NOTICES OF MOTION

Nil

13 OFFICER REPORTS

13.1 Action Reports

Councillor Eveleigh declared a conflict of interest and left the meeting at 5:38pm.

13.1.1 Community Benefit Scheme - Sponsorship Application - Palmerston Rovers Football Club

Moved: Councillor Henderson
Seconded: Deputy Mayor Garden

1. THAT Report entitled Community Benefit Scheme - Sponsorship Application - Palmerston Rovers Football Club be received and noted.
2. THAT Council approves the application from the Palmerston Rovers Football Club for a three-year agreement for \$10,000 Gold Level sponsorship per year to be funded from the Community Benefit Scheme as detailed in report entitled Community Benefit Scheme - Sponsorship Application - Palmerston Rovers Football Club.

CARRIED 10/426 – 5/07/2022

Councillor Eveleigh returned to the meeting at 5:43pm.

Mayor Athina Pascoe-Bell and Councillor Hale declared a conflict of interest and left the meeting at 5:43pm.

Deputy Mayor Garden took place of the chair.

Initials:

COUNCIL MINUTES

13.1.2 Community Benefit Scheme - Palmerston Raiders Football Club Sponsorship Application – Mayor's Cup

Moved: Councillor Morrison
Seconded: Councillor Giesecke

1. THAT Report entitled Community Benefit Scheme - Palmerston Raiders Football Club Sponsorship Application - Mayor's Cup be received and noted.
2. THAT Council approves the 2022/2023 sponsorship application from Palmerston Raiders Football Club to host the Mayor's Cup for \$2,750 as detailed in the report entitled Community Benefit Scheme - Palmerston Raiders Football Club Sponsorship Application - Mayor's Cup.

CARRIED 10/427 – 5/07/2022

Mayor Pascoe-Bell and Councillor Hale returned to the meeting at 5:46pm.

Mayor Pascoe-Bell resumed place of the Chair.

13.1.3 Strategic Risk Appetite Statement

Moved: Councillor Henderson
Seconded: Councillor Morrison

1. THAT Report entitled Strategic Risk Appetite Statement be received and noted.
2. THAT Council endorses the Strategic Risk Appetite Statement at **Attachment 13.1.3.1** of the Report entitled Strategic Risk Appetite Statement
3. THAT Council notes that the next Risk Management and Audit Committee Strategic Risk Workshop be held on 21 July 2022

CARRIED 10/428 – 5/07/2022

13.1.4 Community Recording Studio Fees and Charges 2022-2023

Moved: Councillor Henderson
Seconded: Councillor Hale

1. THAT Report entitled Community Recording Studio Fees and Charges 2022-2023 be received and noted.
2. THAT Council approves the following fees and charges for the 'Gulwa' Community Recording Studio to be added to the Fees and Charges for 2022-2023, commencing from 1 July 2022:
 - Refundable deposit: \$200.
 - Hire rate for commercial and private individuals and organisations - \$50 per hour.
 - Hire rate for community and not-for-profit individuals and organisations-\$10 per hour.

CARRIED 10/429 – 5/07/2022

Initials:

COUNCIL MINUTES

13.1.5 Orange Sky CBD Service

Moved: Deputy Mayor Garden
Seconded: Councillor Hale

1. THAT Report entitled Orange Sky CBD Service be received and noted.
2. THAT Council approve Orange Sky to continue to offer their laundry and shower service outside of the Palmerston Recreation Centre on an ongoing basis, managed as part of Council's operational community service program.

CARRIED 10/430 – 5/07/2022

13.2 Receive and Note Reports

Mayor Pascoe-Bell declared a conflict of interest and left the meeting at 6:01pm.

Deputy Mayor Garden took place of the chair.

13.2.1 Infrastructure Quarterly Report - April - June 2022

Moved: Councillor Giesecke
Seconded: Councillor Henderson

THAT Report entitled Infrastructure Quarterly Report - April - June 2022 be received and noted.

CARRIED 10/431 – 5/07/2022

Mayor Pascoe-Bell returned to the meeting at 6:09pm and resumed place of the Chair.

13.2.2 Finance and Governance Quarterly Report April - June 2022

Moved: Deputy Mayor Garden
Seconded: Councillor Eveleigh

THAT Report entitled Finance and Governance Quarterly Report April - June 2022 be received and noted.

CARRIED 10/432 – 5/07/2022

14 INFORMATION AND CORRESPONDENCE

14.1 Information

Nil

14.2 Correspondence

Nil

Initials:



A Place for People

COUNCIL AGENDA Attachment 24.1.1

COUNCIL MINUTES

15 REPORT OF DELEGATES

Nil

16 QUESTIONS BY MEMBERS

Moved: Councillor Eveleigh
Seconded: Councillor Morrison

THAT the question asked by Councillor Eveleigh regarding dogs able to escape through dog Park fencing and is this being investigated, and the response provided by the Chief Executive Officer be received and noted.

CARRIED 10/433 – 5/07/2022

17 GENERAL BUSINESS

Nil

18 NEXT ORDINARY COUNCIL MEETING

Moved: Deputy Mayor Garden
Seconded: Councillor Morrison

THAT the next Ordinary Meeting of Council be held on Tuesday, 19 July 2022 at 5:30pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

CARRIED 10/434 – 5/07/2022

19 CLOSURE OF MEETING TO PUBLIC

Moved: Councillor Henderson
Seconded: Deputy Mayor Garden

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 10/435 – 5/07/2022

20 ADJOURNMENT OF MEETING AND MEDIA LIAISON

Nil

The open section of the meeting closed at 6:21pm for the discussion of confidential matters.

The Chair declared the meeting closed at 6:44pm.

Initials: _____



COUNCIL MINUTES

Chair

Print Name

Date

UNCONFIRMED

Initials: