

# AGENDA

## 2nd Ordinary Council Meeting

### Tuesday 16 July 2024

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

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



**LUCCIO CERCARELLI**  
CHIEF EXECUTIVE OFFICER



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# TABLE OF CONTENT

- 1 ACKNOWLEDGEMENT OF COUNTRY .....5
- 2 OPENING OF MEETING .....5
- 3 APOLOGIES AND LEAVE OF ABSENCE.....5
  - 3.1 Apologies .....5
  - 3.2 Leave of Absence Previously Granted.....5
  - 3.3 Leave of Absence Request .....5
- 4 REQUEST FOR AUDIO/AUDIOVISUAL CONFERENCING .....5
- 5 DECLARATION OF INTEREST .....5
  - 5.1 Elected Members.....5
  - 5.2 Staff.....5
- 6 CONFIRMATION OF MINUTES.....5
  - 6.1 Confirmation of Minutes .....5
  - 6.2 Business Arising from Previous Meeting .....5
- 7 MAYORAL REPORT .....5
  - 7.1 Mayoral Update Report - June 2024 .....6
- 8 DEPUTATIONS AND PRESENTATIONS .....10
- 9 PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS).....10
- 10 CONFIDENTIAL ITEMS.....10
  - 10.1 Moving Confidential Items into Open.....10
  - 10.2 Moving Open Items into Confidential.....10



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10.3 Confidential Items.....	10
11 PETITIONS .....	11
12 NOTICES OF MOTION .....	11
13 OFFICER REPORTS.....	11
13.1 Action Reports.....	12
13.1.1 Community Benefit Scheme Sponsorship Application - Palmerston Cricket Club.....	12
13.1.2 Parking Strategy Update.....	22
13.1.3 Appointment of Deputy Mayor - 28 July 2024 to 20 February 2025 (inclusive).....	26
13.2 Receive and Note Reports .....	29
13.2.1 Financial Report - June 2024.....	29
13.2.2 Finance and Governance Quarterly Report April - June 2024 .....	65
13.2.3 Overgrown Grass and Untidy Allotments.....	71
13.2.4 Community Benefit Scheme - End of Financial Year 2023/24 Update.....	75
13.2.5 Major Capital Projects Update - July 2024 .....	94
13.2.6 People and Place Quarterly Report - April to June 2024 .....	105
14 INFORMATION AND CORRESPONDENCE.....	135
14.1 Information.....	135
14.2 Correspondence.....	135
14.2.1 Resignation to Contest Election - Councillor Eveleigh.....	135
15 REPORT OF DELEGATES.....	137
16 QUESTIONS BY MEMBERS .....	137
17 GENERAL BUSINESS.....	137



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18 NEXT ORDINARY COUNCIL MEETING .....137

19 CLOSURE OF MEETING TO PUBLIC.....137

20 ADJOURNMENT OF MEETING AND MEDIA LIAISON .....137

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- 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 2 July 2024 pages 11381 to 11387 be confirmed.
  - 6.2 Business Arising from Previous Meeting
- 7 MAYORAL REPORT

## MAYORAL REPORT

2nd Ordinary Council Meeting

<b>AGENDA ITEM:</b>	7.1
<b>REPORT TITLE:</b>	Mayoral Update Report - June 2024
<b>MEETING DATE:</b>	Tuesday 16 July 2024
<b>AUTHOR:</b>	Mayor, Athina Pascoe-Bell

### COMMUNITY PLAN

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

### PURPOSE

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

### KEY MESSAGES

- Meetings with Ministers, MLA's and Government Agencies and residents.
- Attending Community Events on Councils behalf.
- Media Interviews with Katie Woolf 360, ABC, First Nations Radio and Channel Nine News.

### RECOMMENDATION

THAT Report entitled Mayoral Update Report - June 2024 be received and noted.

### DISCUSSION

A snapshot of events attended by the Mayor on behalf of Council during the month of June 2024:

- Palmerston Markets – Elected Members Stall
- Citizenship Ceremony
- Arafura Music Collective
- The Nepal Festival 2024
- TOPROC (Top End Region of Councils) Quarterly Meeting
- PRBA Elaborate Evening Event at Karawa Training Restaurant
- Mark Turner, Member for Blain
- Palmerston Street Art Festival Launch
- Palmerston Youth Festival Program Launch
- Palmerston College visit to Chambers
- Darwin Salties NBL Game 1
- Brekkie in the Park
- Mayors Cup = Raiders V Sharks
- Palmerston Street Art Festival Wrap Up Party
- Refugee Week Citizenship Ceremony

Meetings with other industry groups and media:

- Palmerston Development Consent Authority (DCA) Meeting
- Launch of Palmerston Youth Rep Groups Passion Project – focusing on promoting correct bin usage in Palmerston
- Media Opportunity with AFANT and Northern Territory Government Fisheries Department

City of Palmerston working with AFANT and NTG Fisheries

I would like to thank the Northern Territory Government and Amateur Fishermen’s Association NT (AFANT) for their partnership with City of Palmerston to have new lakebed aerators installed into Sanctuary Lakes (B and C) and Durack Lake 5 and if you look closely at the lakes, you will see bubbles on the surface in several locations. These aerators lay on the bottom of the lake and aerate all the way to the top, unlike fountains that only aerate the top section of water. The aerators support clear lakes and healthy waterways by maintaining oxygen saturation. Perfect timing with the start of the fourth season of ‘Hooked of Palmerston’ which will run until September. Find out more info at <https://palmerston.nt.gov.au/hookedpalmerston>



**L-R City of Palmerston Mayor Athina Pascoe-Bell, AFANT CEO David Ciaravolo and NTG Fisheries Officer Vikki Richardson**

Launch of the Palmerston Youth Festival Program 2024

Along with the Chief Minister Eva Lawler, I was excited to launch the Palmerston Youth Festival Program for 2024. This is my favourite event on the City of Palmerston calendar, running from the 6 to 12 July 2024, and it is absolutely packed with free events and activities. I would like to thank the Northern Territory Government for their financial support to ensure that the City of Palmerston can continue to provide this much-loved festival to our community. It is a great opportunity to allow our youth to engage and have fun in a safe and supportive environment and without doubt each year the festival gets bigger and better. I would like to thank all the staff who have worked hard once again to bring this iconic Palmerston event to fruition again in 2024.



**Mayor Athina Pascoe-Bell launching the Palmerston Youth Festival Program 2024 with Chief Minister Eva Lawler**

Palmerston College Visit

Along with Acting Chief Executive Officer Amelia Vellar, I held a presentation to explain a little bit about how Council works, why the Mayor traditionally wears the robe and chain and the different responsibilities I have as the Mayor. I thoroughly enjoyed the time spent in Chambers with these polite and engaging students and wish them all well in their futures.



**Palmerston College Students with Acting CEO Amelia Vellar and Mayor Athina Pascoe-Bell visiting the City of Palmerston Chambers.**



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**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
25.2.1	Council Performance, Service Delivery and Budget Review	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(c)(iv) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person.
25.2.2	Council Performance, Service Delivery and Budget Review	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(c)(i) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person.
25.2.3	Legal Advice	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.  This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(c)(ii) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the maintenance or administration of the law.



city of  
**PALMERSTON**

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## COUNCIL AGENDA

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		This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(d) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information subject to an obligation of confidentiality at law, or in equity.
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- 11 PETITIONS
- 12 NOTICES OF MOTION
- 13 OFFICER REPORTS

## COUNCIL REPORT

2nd Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.1.1
<b>REPORT TITLE:</b>	Community Benefit Scheme Sponsorship Application - Palmerston Cricket Club
<b>MEETING DATE:</b>	Tuesday 16 July 2024
<b>AUTHOR:</b>	City Activation Officer, Tree Gillam
<b>APPROVER:</b>	Acting General Manager People and Place, Emma Blight

### COMMUNITY PLAN

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

### PURPOSE

This Report seeks Council approval of a Community Benefit Scheme Sponsorship Application from Palmerston Cricket Club.

### KEY MESSAGES

- Council provides funding through the Community Benefit Scheme to eligible community groups and organisations to deliver activities, projects and services that benefit the Palmerston Community.
- Palmerston Cricket Club is a community club based in Woodroffe and was established in 1985.
- The club has 106 junior players from Under 9s - 19's and 100 senior players across seven (7) grades, including a women's team.
- Palmerston Cricket Club received funding from the Northern Territory Government in the 2024 budget to further develop the grounds, with Woodroffe Oval set to be resurfaced, an expansion to the playing surface and the installation of new lighting and fences around the playing field, expanding the ground to accommodate both cricket and AFL.
- Council Officer's recommend Council provide sponsorship of Palmerston Cricket Club at the Platinum level (\$4,000).

### RECOMMENDATION

1. THAT Report entitled Community Benefit Scheme Sponsorship Application - Palmerston Cricket Club be received and noted.
2. THAT Council endorses a sponsorship agreement with Palmerston Cricket Club with a one-off payment of \$4,000, covering a three (3) year sponsorship agreement as outlined in **Attachment 13.1.1.1** to report entitled Community Benefit Scheme Sponsorship Application - Palmerston Cricket Club to be funded from the Community Benefit Scheme.

### BACKGROUND

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

This is the first time City of Palmerston has received a sponsorship application from Palmerston Cricket Club (PCC).

PCC is a welcoming and inclusive environment, valuing diversity and encouraging participation from all community members.

They have a strong volunteering culture, and actively encourage social events throughout the year. The clubhouse and grounds on Woodroffe Avenue continue to be a focal point for these activities.

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

## **DISCUSSION**

Established in 1985, PCC is a community club based in Woodroffe. Participating annually in the Darwin and Districts Cricket Competition, the PCC consistently provides high-quality cricket pathways for players of all ages. Cricket is a beloved sport in the Palmerston community.

In 2023 the club had 106 junior players from Under 9s - 19's and 100 senior players across seven (7) grades, including a women's team. The club fielded multiple teams in Finals, resulting in two (2) premierships.

PCC plays a vital role in promoting healthy lifestyles, fostering social inclusion, and contributing to the development of young athletes within the community, offering health benefits such as improved physical fitness, coordination, and teamwork.

On 17 June 2024, PCC submitted the following CBS Sponsorship application **Attachment 13.1.1.1** outlining several sponsorship opportunities recognising City of Palmerston in the following ways:

### **\$10,000 - Diamond (with terms available from one (1) to three (3) years):**

- Website recognition
- Certificate of Appreciation
- Recognition at social functions
- Logo on YouTube live streamed games x 2
- Club Cap x 3
- Logo on training shirt
- Sponsored club shirt x 2
- Boundary signage 3050mm x 750mm (as supplied)
- Club Signage
- Naming rights to the training facility at Cazaly's Oval
- Cricket practice net signage

NB with the \$10,000 Diamond Sponsorship, all required signage will be provided by the PCC.

### **\$4,000 - Platinum - One-off payment upfront, covering three (3) years:**

- Website recognition
- Certificate of Appreciation
- Recognition at social functions
- Logo on YouTube live streamed games
- Club Cap x 2
- Logo on training shirt
- Sponsored club shirt x 2
- Boundary signage 3050mm x 750mm (as supplied)

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### \$2,500 - Gold – Annual

- Website recognition
- Certificate of Appreciation
- Recognition at social functions
- Logo on YouTube live streamed games
- Club Cap x 2
- Logo on training shirt
- Sponsored club shirt
- Boundary signage 3050mm x 750mm (as supplied)

### \$1,500 - Silver – Annual

- Website recognition
- Certificate of Appreciation
- Recognition at social functions
- Logo on YouTube live streamed games
- Club Cap

### \$750 - Bronze – Annual

- Website recognition
- Certificate of Appreciation
- Recognition at social functions
- Logo on YouTube live streamed games

City of Palmerston's sponsorship will further strengthen the inclusivity of the Club by:

- maintaining the Palmerston community's only unlocked cricket nets, ensuring free and open access for individuals regardless of background or financial limitations
- providing a vibrant space for community sporting groups and casual players to enjoy, fostering social interaction and community spirit
- creating a platform for young people to connect, develop teamwork skills, and build lasting friendships through their shared passion for cricket
- attract new players, particularly youth, by providing modern and inviting infrastructure that encourages participation in organised sport
- offer a safe and accessible space for community members of all ages, genders, and abilities to engage in recreational cricket, promoting physical activity and overall well-being
- support the development of talented young athletes by providing them with the necessary training infrastructure to excel and become positive role models for the community
- help to create a lasting impact on the Palmerston community, promoting health, inclusion, and social well-being for all residents

This sponsorship is an opportunity to partner with PCC, a popular and fast-growing club that is set to experience a huge expansion to both its members and its sponsorship reach with the announcement in the 2024 Northern Territory Government Budget, of funding to further develop the grounds on which PCC is located. To expand and become both a cricket and AFL ground, Woodroffe Oval is set to be resurfaced, given an expansion to the playing surface and the installation of new lighting and fences around the playing field. There will also be an upgrade to the clubhouse, including the kitchen and kiosk facilities, a multipurpose social room and four (4) new change rooms for players and umpires.

While the \$10,000 Diamond Sponsorship offers extensive benefits, a \$4,000 Platinum Sponsorship represents a more balanced and strategic investment. This option provides substantial visibility and support for the club while offering a cost effective solution that ensures long term stability for PCC. The

Platinum Sponsorship covers a three year term with an upfront payment providing City of Palmerston with value for money over an extended period.

This approach maximises the impact of our sponsorship and aligns with Council's commitment to fostering community engagement and supporting local development in a fiscally responsible manner.

Based on the above, Council Officer's recommend Council sponsor PCC for a Platinum Sponsorship at a one (1) off cost of \$4,000, covering a three (3) year term.

## **CONSULTATION AND MARKETING**

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

- City Activation Manager

## **POLICY IMPLICATIONS**

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

## **BUDGET AND RESOURCE IMPLICATIONS**

The Community Benefit Scheme budget for 2024/25 is \$230,000.

Currently \$133,500 has been committed from the 2024/2025 Community Benefit Scheme Budget with \$96,500 remaining unallocated for further projects and activities that benefit the Palmerston Community.

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

Officers have recommended the Platinum sponsorship level due to its upfront payment structure, which provides immediate financial support to the club.

This approach maximises the impact of our sponsorship and aligns with Council's commitment to fostering community engagement and supporting local development in a fiscally responsible manner.

This Report addresses the following City of Palmerston Strategic Risks:

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

## **STRATEGIES, FRAMEWORK AND PLANS IMPLICATIONS**

This application meets more than one (1) objective in the City of Palmerston Community Plan.

Objectives

- 1.1 We focus on families
- 1.2 The wellbeing of our community is a focus for all our work
- 3.2 To celebrate our rich culture and diversity
- 4.2 Infrastructure is fit for purpose
- 6.3 Healthy working partnerships



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## **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. 20240619 - PCC Sponsorship Proposal 2024 [13.1.1.1 - 5 pages]





## Palmerston Cricket Club Sponsorship Opportunities

Your sponsorship will help us provide top-quality facilities, training programs, and equipment to our players of all ages and abilities. In return, we offer you valuable exposure to our passionate cricket community and beyond.

### Introduction

Established in 1985, the Palmerston Cricket Club (PCC) is a community club based in Woodroffe, Palmerston. Participating annually in the Darwin and Districts Cricket Competition, the PCC consistently provides high-quality cricket pathways for players of all ages.

The Palmerston Cricket Club caters to a diverse community and our numbers continue to grow.

In 2023 the club had 106 junior players across Under 9s, 12s, 15s, 18s and 19s and 100 senior players across 7 grades, including a women's team.

This represents a significant number of families in Palmerston who are passionate about cricket and actively participate in organised sport. Additionally, PCC's facilities are open for use by local schools, community sporting groups, and casual players.

We are especially proud of our commitment to junior development and the ongoing pursuit of building sustainable and competitive opportunities for girls & women in cricket.

In 2023, the PCC fielded multiple teams in Finals, resulting in 2 premierships. We have a strong volunteering culture, and actively encourage social events throughout the year. The clubhouse and grounds on Woodroffe Avenue continue to be a focal point for these activities.

#### Woodroffe Oval expansion

Woodroffe Oval is set become a true year-round multi-purpose sporting facility.

In the 2024 Budget, funding was announced to further develop the grounds on which the Palmerston Cricket Club is located.

In order to expand to become both a cricket and an AFL ground, Woodroffe Oval in 2024 is set to receive resurfacing and an expansion to the playing surface, installing new fences around the playing field and lighting.

There will also be an upgrade to the clubhouse including to the kitchen and kiosk facilities, a multipurpose social room and 4 new change rooms for players and umpires.

Your sponsorship is an opportunity to get into a popular and fast-growing club that is set to experience a huge expansion to both its members and its sponsorship reach.

Palmerston Cricket Club - [palmerstoncricketclub@outlook.com](mailto:palmerstoncricketclub@outlook.com) - 57 Woodroffe Avenue, Woodroffe



## Community benefit to your sponsorship

The Palmerston Cricket Club plays a vital role in promoting healthy lifestyles, fostering social inclusion, and contributing to the development of young athletes within the community.

### **Promoting Healthy Lifestyles and Physical Activity:**

Cricket is a beloved sport in the Palmerston community, offering health benefits such as improved physical fitness, coordination, and teamwork. Your sponsorship will help us:

- attract new players, particularly youth, by providing modern and inviting infrastructure that encourages participation in organised sport.
- offer a safe and accessible space for community members of all ages, genders, and abilities to engage in recreational cricket, promoting physical activity and overall well-being
- support the development of talented young athletes by providing them with the necessary training infrastructure to excel and become positive role models for the community.

### **Fostering Social Inclusion and Participation:**

The Palmerston Cricket Club is a welcoming and inclusive environment, valuing diversity and encouraging participation from all community members.

Your sponsorship will further strengthen this inclusivity by:

- maintaining the Palmerston community's only unlocked cricket nets, ensuring free and open access for individuals regardless of background or financial limitations
- providing a vibrant space for community sporting groups and casual players to enjoy, fostering social interaction and community spirit
- creating a platform for young people to connect, develop teamwork skills, and build lasting friendships through their shared passion for cricket.

Your sponsorship will help to create a lasting impact on the Palmerston community, promoting health, inclusion, and social well-being for all residents.

Palmerston Cricket Club - [palmerstoncricketclub@outlook.com](mailto:palmerstoncricketclub@outlook.com) – 57 Woodroffe Avenue, Woodroffe



## Sponsorship levels

BENEFIT					
	DIAMOND <b>\$10,000</b> annual - terms available from 1 to 3 years	PLATINUM <b>\$4000</b> one-off payment upfront, covering three years	GOLD <b>\$2500</b> annual	SILVER <b>\$1500</b> annual	BRONZE <b>\$750</b> annual
Website recognition	✓	✓	✓	✓	✓
Certificate of appreciation	✓	✓	✓	✓	✓
Recognition at social functions	✓	✓	✓	✓	✓
Logo on YouTube live streamed games	✓ x 2	✓	✓	✓	✓
Club cap	✓ x 3	✓ x 2	✓ x 2	✓	
Logo on training shirt	✓	✓	✓		
Sponsored club shirt	✓ x 2	✓ x 2	✓		
Boundary signage 3050mm x 750mm (as supplied)	✓	✓	✓		
Clubhouse signage	✓				
Naming rights to the Training Facility at Cazaly's Oval	✓				
Cricket practice net signage	✓				

Palmerston Cricket Club - [palmerstoncricketclub@outlook.com](mailto:palmerstoncricketclub@outlook.com) – 57 Woodroffe Avenue, Woodroffe



## Signage

- \$10,000 Diamond Sponsors – All required signage will be provided by the PCC.
- \$4000 Platinum Sponsors – Signage will be initially provided through the PCC.
- \$2500 Gold Sponsor – Boundary signage will be provided by the PCC.
- \$1500 Silver and \$750 Bronze Sponsors - Supply their own playing field signage or PCC can arrange signage quotes through RISE Sign & Print.
- The club welcomes discussion on any further signage options.
- The club recommends using RISE Sign & Print for all signage requirements.

example signage:



## Contact

Adrian Gallagher  
President  
0429 095 724  
[palmerstoncricketclub@outlook.com](mailto:palmerstoncricketclub@outlook.com)

Palmerston Cricket Club - [palmerstoncricketclub@outlook.com](mailto:palmerstoncricketclub@outlook.com) – 57 Woodroffe Avenue, Woodroffe

# COUNCIL AGENDA Attachment 13.1.1.1



Images courtesy of From The Sideline Sports Photography

Palmerston Cricket Club - [palmerstoncricketclub@outlook.com](mailto:palmerstoncricketclub@outlook.com) - 57 Woodroffe Avenue, Woodroffe

## COUNCIL REPORT

2nd Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.1.2
<b>REPORT TITLE:</b>	Parking Strategy Update
<b>MEETING DATE:</b>	Tuesday 16 July 2024
<b>AUTHOR:</b>	Executive Manager Projects and Infrastructure Services, Karl Hell
<b>APPROVER:</b>	General Manager of Infrastructure, Nadine Nilon

### COMMUNITY PLAN

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

### PURPOSE

The purpose of this Report is to update Council on the current City of Palmerston Strategy and proposed next steps.

### KEY MESSAGES

- The City of Palmerston City Centre Parking Strategy was adopted by Council 9 May 2019, with reviews recommended at 12 months, and then 4 years after adoption.
- The Parking Strategy was developed to assist Council to create 'A Place for People' through the management of parking that balances movement, community and business needs, place-making and economic growth.
- As the Parking Strategy is due for review, it is proposed that a revised strategy is developed in 2025.
- Whilst the new strategy is developed, it is recommended that parking in all zones remain free.
- To support turnover of vehicles, demand driven time management of parking will continue to occur through enforcement activities until the new Strategy comes into force.
- The current provider of the parking machine services has advised this month, that on the cessation of 3G networks, the parking meters will no longer be operable. A cost to upgrade the meters has been provided, being over \$70,000. A further report will be presented to Council in August 2024 in relation to the parking meters.

### RECOMMENDATION

1. THAT Report entitled Parking Strategy Update be received and noted.
2. THAT a new Parking Strategy be prepared in 2025, to replace the 2019 City of Palmerston Parking Strategy, with a report to Council by the 2<sup>nd</sup> Ordinary Meeting in November 2024 to present the schedule of the Strategy development.
3. THAT Council approve the continuation of free parking, existing timed zones, and notes the consideration of future free parking as part of the development of the new Parking Strategy.

### BACKGROUND

At the 1<sup>st</sup> Ordinary Council Meeting of May 2019 Council adopted the City Centre Parking Strategy;

[https://palmerston.nt.gov.au/sites/default/files/uploads/files/2019/CoP\\_Parking%20Study\\_Parking%20Strategy.pdf](https://palmerston.nt.gov.au/sites/default/files/uploads/files/2019/CoP_Parking%20Study_Parking%20Strategy.pdf)

Prior to this, and within the previous strategy period, parking fees were introduced in June 2017, following the installation of parking meters throughout the city centre.

To support businesses and access for the community, free parking commenced 1 July 2019 in 1 hour, 2 hour and 4-hour time zones. In March 2020, Council increased the coverage of free parking to include all day parking zones. Council approved the continuation of time managed free parking to all parking zones in March 2021;

*13.2.1 Palmerston City Centre Parking Strategy Review*

2. THAT Council approve the continuation of free parking, with a review to be included in the Parking Strategy Implementation Plan on the potential of pricing parking, prior to the end of the City Centre Parking Strategy in 2024.
3. THAT Council approve Attachment 13.2.1.2 to Report entitled Palmerston City Centre Parking Strategy Review as the updated Parking Strategy Implementation Plan.
4. THAT Council approve the following changes to parking zones;
  - a) Rolyat Street parking time limit is removed.
  - b) Maluka Drive and Wilson Street parking time limit of 4 hours is retained, with the requirement for a ticket removed.
  - c) Palmerston Circuit 30-minute parking zone is changed to a 15 minute zone.

*Carried 9/1508 – 02/03/2021.*

In accordance with item two of the above decision, parking remains free in both time restricted and all-day parking zones across the City Centre, subject to a valid ticket which is issued through the parking meters for 1, 2 and 4-hour time zones.

The Parking Strategy (Strategy) was based on the following key objectives,



Develop Palmerston as a 'A Place for People'



Create a vibrant City Centre: Influence planning outcomes to improve economic vitality, connectivity, local amenity, access, lighting and mobility within the city centre.



Ensure adaptability of the City Centre into the future: improve natural shade (trees), walking, cycling, accessibility and public transport options to and within the City Centre; and



Demand management approach. Maximise the use of existing infrastructure and making the best use of existing parking spaces to allow for investment in innovative alternatives.

The Strategy adopted in 2019 was supported by an Implementation Plan which set out several outcomes to allow for a controlled implementation of the Parking Strategy. This included a recommendation that the Strategy be reviewed at 12 months and 4 years after adoption. As the Strategy was adopted in 2019, it is now due for review.

A number of key implementation outcomes were completed over the last 4 years of the Strategy, including but not limited to:

- Development of a hierarchy for off-street and on street parking areas.
- Refinement of parking zones in 2021.
- Completion of surveys to confirm demand and usage of existing parking areas.

## **DISCUSSION**

Great cities are defined by their vibrant CBD's and car parking is a critical element of the transportation system that supports a vibrant CBD. People are more likely to visit the CBD if they know they can get a convenient parking space with linked paths of travel that provides access to points of interest, business and public transport. Getting parking right is an important factor for the potential growth of the City Centre.

A Parking Strategy provides a long-term strategic plan for the management of parking in the CBD and aims to maximise the use of existing parking infrastructure, contribute to economic activity and guide decisions on parking now and into the future. These were the themes incorporated into the Strategy adopted in 2019 and it is proposed that the new Strategy will build on these foundations.

The overall intent of the current Strategy remains relevant, however the changes to free parking and availability of parking have resulted in a shift in focus for the required implementation. Further, Council has adopted new strategies and frameworks in the last few years that the Strategy isn't aligned to.

Observation and research indicate that parking demand isn't static, it reflects the land uses and activity within the area. There are currently buildings which are underutilised and future changes in land use or tenants will influence the demand for parking. Current parking space supply for the City Centre, as a whole, exceeds observed demand. However, parking demand is dynamic and for this reason and to foster adaptability to change and innovation it is proposed that a new Parking Strategy is developed to enable agility and responsiveness to external factors.

It is proposed that the new Parking Strategy will be developed with consideration and alignment with relevant Council strategies, plans and policies and will include stakeholder engagement.

Whilst the new strategy is developed, it is recommended to continue with the current activities of the existing strategy and relevant Council decisions, including:

- Continuation of time managed free parking;
- Continuation of timed parking zones; and
- Active enforcement.

The parking meters were installed in 2017 and are now over seven (7) years old. The meters are reaching the end of their useful life with associated increasing maintenance costs. Further to this, the current provider of the parking machine services provided advice to Council, June 2024, that the current parking meter network and operations is reliant on 3G network connectivity. The 3G network will cease operations August 2024 and as a result the parking meters will no longer be operable as their functionality is 3G network dependent. The current market cost to upgrade the meters is over \$70,000.

The parking meters are only utilised for tickets in timed zones to support turnover and enforcement activities. A detailed review is underway in relation to the future viability of the meters and alternatives. Council will be updated as required as this matter progresses.

## **CONSULTATION AND MARKETING**

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



- Executive Manager Environment
- Regulatory Services Manager
- Finance Manager
- Civil Operations Team Leader
- Environmental Officer

No external parties were consulted in the preparation of this report, however, as the new Parking Strategy is developed consultation will be required with external stakeholders.

## **POLICY IMPLICATIONS**

There are no policy implications for this Report.

## **BUDGET AND RESOURCE IMPLICATIONS**

The continuation of free parking will not have a significant financial impact and has been considered as part of the adopted Municipal Plan.

The development of a new strategy will occur within existing budgets.

The cost to service and maintain Council's 30 meters, is in the order of \$70,000 per year. As noted, the cost of upgrading the meters to enable network connectivity when the 3G service ends, has been quoted at over \$70,000. The meters are over 7 years old, at the end of their useful life, and subject to increasing maintenance costs. A further report will be prepared in relation to the parking meters.

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

This Report addresses the following City of Palmerston Strategic Risks:

3. Economic Development  
Failure to articulate, provide and promote to value proposition for Palmerston as an economic centre to attract investment.
5. Infrastructure  
Failure to plan, deliver and maintain fit for purpose infrastructure.

The report outlines the purposes of the previous Strategy and the requirement to develop a new Strategy. The development of the new Strategy is aimed at delivering best outcomes from a consistent, evidence based, consultative approach to meet the objectives of the Community Plan.

## **STRATEGIES, FRAMEWORK AND PLANS IMPLICATIONS**

The 2019 Parking Strategy, Community Infrastructure Plan, Inclusive, Diverse and Assessable Policy Framework, Palmerston Local Economic Plan and the Disability Inclusion and Access Plan have been considered in the development of the Parking Strategy 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

<b>AGENDA ITEM:</b>	13.1.3
<b>REPORT TITLE:</b>	Appointment of Deputy Mayor - 28 July 2024 to 20 February 2025 (inclusive)
<b>MEETING DATE:</b>	Tuesday 16 July 2024
<b>AUTHOR:</b>	Executive Support Officer, Jodi Holden
<b>APPROVER:</b>	Chief Executive Officer, Luccio Cercarelli

### COMMUNITY PLAN

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

### PURPOSE

This Report seeks Council to appoint a Deputy Mayor for a period of 207 days from 28 July 2024 to 20 February 2025, inclusive.

### KEY MESSAGES

- The current appointment of Deputy Mayor is due to expire on 28 July 2024.
- Section 61(3) of the *Local Government Act 2019* requires that an appointment of a Deputy Principal Member (Deputy Mayor) be made.
- Council Policy 'Appointment of Deputy Mayor' in accordance with section 62(2) of the *Local Government Act 2019* sets out that a Deputy Mayor shall be appointed for a period of 207 days.
- Council acknowledges that at times the Mayor will not be available to perform their duties and the position of Deputy Mayor will be required to act in the position.
- This report seeks Council to appoint a Deputy Mayor for the period 28 July 2024 to 20 February 2025 (inclusive).

### RECOMMENDATION

1. THAT Report entitled Appointment of Deputy Mayor - 28 July 2024 to 20 February 2025 (inclusive) be received and noted.
2. THAT Council appoint Councillor \_\_\_\_\_ as Deputy Mayor for the period of 207 days in accordance with Council Policy, Appointment of Deputy Mayor, commencing 28 July 2024 to 20 February 2025 (inclusive).

### BACKGROUND

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

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

During the 2<sup>nd</sup> Ordinary Council Meeting of 12 December 2023 Council made the following decision:

*13.1.2 Appointment of Deputy Mayor - 2 January to 27 July 2024*

*Moved: Councillor Fraser  
Seconded: Councillor Garden*

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

*CARRIED 10/1133 - 12/12/2023*

As this period is now nearing completion, Council is required to seek nominations for Deputy Mayor for the period 28 July 2024 to 20 February 2025 (inclusive).

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

**DISCUSSION**

As the previous appointment term is coming to conclusion, Council now needs to appoint a Councillor as Deputy Mayor for the period 28 July 2024 to 20 February 2025 (inclusive).

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

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

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

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

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

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

**CONSULTATION AND MARKETING**

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

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

**POLICY IMPLICATIONS**

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

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

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

## **BUDGET AND RESOURCE IMPLICATIONS**

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

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

This Report addresses the following City of Palmerston Strategic Risks:

### **6. Governance**

Failure to effectively govern.

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

*Election or appointment of principal member and deputy principal member*

(1) *If election is the basis of filling the office of the principal member, the office is to be filled at each general election.*

(2) *If appointment is the basis of filling the office of the principal member of a council, the council must, at the first meeting of a council after a general election, appoint one of its members to be the principal member.*

(3) *The council may appoint another one of its members to be the deputy principal member of the council.*

The appointment will come into effect from 28 July 2024.

## **STRATEGIES, FRAMEWORK AND PLANS IMPLICATIONS**

This Report relates to the following City of Palmerston Strategies, Framework and Plans:

- Inclusive, Diverse and Accessible Policy Framework

This report relates to the principles of the City of Palmerston Inclusive, Diverse and Accessible Policy Framework which states under Principle 3: Visible, that visible means that role models representing all types of Palmerston citizens are supported and promoted.

This report provides an appointed elected member of City of Palmerston an opportunity to represent the Mayor when the Mayor is unavailable or unwell. In the Mayors absence the Deputy Mayor will perform extra duties such as chair Council meetings, preside over citizenship ceremonies and attend media interviews on the Mayors behalf.

## **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

<b>AGENDA ITEM:</b>	13.2.1
<b>REPORT TITLE:</b>	Financial Report - June 2024
<b>MEETING DATE:</b>	Tuesday 16 July 2024
<b>AUTHOR:</b>	Finance Manager, Jeffrey Guilas
<b>APPROVER:</b>	General Manager Finance and Governance, Wati Kerta

### COMMUNITY PLAN

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

### PURPOSE

The purpose of the Report is to present to Council the Financial Report for June 2024.

### KEY MESSAGES

- This report presents the June 2024 financial report and is representative of the year-to-date income and expenditure as at 28 June 2024. These figures do not include the final year-end transactions and accruals, and will vary from the financial statements to be presented in the Annual report for 2023-2024
- The financial health check ratios indicate that overall, the Council is in a positive financial position.
- Total operating income is at 100% of the annual budget. This includes \$33.38 million rates and charges levied with 95% of this has been paid.
- Total operating expenditure is at 92% against the \$46 million budget. The end-of-year accruals such as provisions for employee entitlements, utilities, and other invoices yet to be received will increase the operating expenditure.
- Capital income is at 69% of the \$13 million budget. Income from gifted assets and grants that met the recognition criteria are yet to be recorded.
- Capital expenditure is at 73% of the \$26.81 million approved Capital budget. The capital program is being assessed to determine the eligibility of a Capital roll-over into the 2024-25 financial year which will be presented in a report to Council.
- As at 28 June 2024, operating surplus (excluding depreciation) is currently at \$6.84 million. The revised annual budget expected a \$2.75 million surplus to fund capital expenditure. The difference of \$4.09 million is largely due to lower than expected employee costs and the timing of invoices received and processed, noting that these figures do not include the final year-end transactions and accruals.
- As at 28 June 2024, the total cash and cash investments were \$22.66 million, which includes \$17.8 million in term deposits in various banking institutions with less than 12 months to maturity and \$4.86 million in our general bank account.
- Total outstanding rates debt are \$2.6 million. This includes \$1.7 million of unpaid rates that were levied in 2023-24 financial year, which represent 5% of the \$33.4 million of rates and charges raised.
- Total payments to creditors in June 2024 amounted to \$5.68 million, of which \$5.09 million (86%) were paid to local suppliers.
- The Council is compliant with its statutory obligations such as Pay-as-You-Go Withholdings, Goods and Services Tax, and Superannuation Guarantee reporting.

- There were no contract variations during June 2024 that met the criteria under Regulation 42 of the *Local Government (General) Regulations 2021*.

## RECOMMENDATION

THAT Report entitled Financial Report - June 2024 be received and noted.

## BACKGROUND

In accordance with *Local Government (General) Regulations 2021 - Part 2 (Division 7)*, the preceding month's Financial Report must be presented to Council. Regulation 17(1) of the General Regulation requires a monthly report from the Chief Executive Officer to provide the Council with the actual income and expenditure for the year to date; the most recently adopted annual budget; and details of any material variances between the most recent actuals and the most recently adopted annual budget.

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

- Revised Budget is the total budget per the municipal plan for the 2023-24 financial year plus key Council decisions that have impacted the budget.
- Year-to-date actuals (YTD Actuals) is the actual income and expenditure from 1 July 2023 to the current reporting date, 28 June 2024.
- As this is the final month of the year, the June 2024 YTD budget equals the Annual budget.
- This report should be read in conjunction with the following:
  - Dashboard report found at Attachment 13.2.1.1 which is a traffic-light reporting system highlighting the current health status and areas of interest to Council. Further details are then reported in the body of the report.
  - Financial reports are included at Attachment 13.2.1.2 presenting the financial position of Council as at 28 June 2024.

## DISCUSSION

### Financial Health

- The financial health check ratios provide the Council with a quick snapshot of the Council's financial position, noting that the figures do not include the final year-end transactions and accruals, and will vary from the financial statements to be presented in the Annual report for 2023-2024
- The June 2024 ratios are benchmarked against the forecast ratios as per the Municipal Plan. If the ratio indicates that Council is not on target, a detailed explanation is provided. The ratios show Council's ability to monitor the cashflows (in and out) and ensure that Council has sufficient cash to cover its obligations.
- The operating surplus ratio of 19% is higher than the KPI due to the expenditures that are yet to be processed as part of the end of year transactions and accruals.
- The debt service ratio of 10.77 indicates Council has the capacity to meet loan obligations. This ratio is high due to high operating surplus which is a result of expenditures that are yet to be received and approved.
- As at June 2024, a total of \$31.65 million (95%) of the \$33.38 million in rates and charges had been collected.
- The current ratio (Current Assets/Current Liability Ratio) of 3.27 as at 28 June 2024 demonstrates that Council has enough resources to meet its short-term obligations.

### Operating Overview

The dashboard provides an overview of Council's operating income and expenditure for 2023-24 as at 28 June 2024. Refer **Attachment 13.2.1.1**.

- Total Operating Income as at 28 June 2024 is \$37.79 million, which is slightly higher than the Annual Budget of \$37.51 million. This is mainly due to income received from bin upgrades and higher interest rates for Term Deposits.
- Total Operating Expenditure at 28 June 2024 is \$42.22 million, which is 92% of the Annual Budget. This mainly consists of the following:
  - \$11.14 million Employee Costs
  - \$11.27 million Depreciation (non-cash)
  - \$10.59 million Materials and Contractors
  - \$0.72 million Insurance
  - \$2.09 million Utilities
  - \$2.05 million Other Expenses such as program running cost and training costs.
  - \$1.95 million Professional services such as Belgravia management fees, Community Satisfaction Survey, Management fee for Odegaard.
- Total actual Operating Expenditure is below the forecast for June by \$3.81 million. The underspend is due to a combination of the following:
  - employee expenses are underspent (\$1.07 million), due to employee vacancies during the year noting this does not take into account the end of year accruals.
  - materials and contractors are underspent by \$2.01 million mainly due to pending approvals and invoices that are yet to be received from suppliers.
  - professional service is underspent by \$0.28 million and Other Expense is underspent by \$0.15 million noting this does not take into account the end of year accruals related to advertising costs and program running costs for events.

### Capital Overview

The dashboard provides an overview of Council's capital expenditure for 2023-24 as per **Attachment 13.2.1.1**. The cashflow forecast of the capital expenditure was cash-flowed evenly over 12 months. This does not allow for the seasonal nature of construction.

### Capital Expenditures

The 2023-24 Capital Expenditure budget is \$26.81 million which consists of \$7.85 million from original budget plus \$18.96 million from the First and Second Budget Reviews.

The pie chart in the dashboard as per **Attachment 13.2.1.1** shows that out of the \$26.81 million capital expenditure budget, the actual capital expenditure is \$19.59 million which is 73% of the budget. Expenditure this financial year includes \$14.03 million Swimming, Wellness, Events, Leisure and Lifestyle (SWELL) expenditure, including \$0.67 million in SWELL Secondary Space Upgrade, \$1.01 million in Open Space, \$1.81 million in Roads & Transport, \$0.15 million in Recreation Centre, \$0.40 million in Fleet and \$0.20 million for the Durack Heights Community Centre.

In addition to the \$19.59 million actual expenditure there is a further \$0.89 million in commitments where works have commenced and likely to be considered as part of the end of year accruals. The current expenditure combined with the commitments presents a 76% expenditure against the revised capital budget. Due to the timing, the completion of some of these projects may occur in the next financial year. The remaining unspent capital program is being assessed to determine the eligibility of a Capital roll-over, this review will be presented in a report to Council to ensure the delivery of critical community infrastructure.

### Capital Funding

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

The table below provides a breakdown of the grant income that has been received and still yet to be received.

Capital Project	Total Grant Income	Grant Funds received to date	Grant Funds yet to be received
New Pathways	\$0.25M	\$0.25M	-
Tree Planting (Greening and Cooling)	\$0.25M	\$0.25M	-
Roads to Recovery Funds - 2023/24	\$0.41M	\$0.41M	
LRCI (Local Roads and Community Infrastructure) Phase 4	\$0.41M	\$0.38M	\$0.03M
Public Lighting (Dark Spots)	\$0.32M	\$0.32M	-
Pump/Skate Park Zuccoli	\$0.25M	\$0.25M	-
Aquatic Centre Re-Roof	\$0.20M	\$0.20M	-
Holding Pen	\$0.11M	\$0.11M	-
LRCI Phase 3	\$0.41M	-	\$0.41M
SWELL Secondary Hall Space Upgrade	\$0.46M		\$0.46M
SWELL – Commonwealth Funding	\$5.00M	\$5.00M	
SWELL – NTG Funding (remaining portion)	\$0.29M	\$0.29M	
Archer Waste Management Upgrade	\$0.28M	\$0.28M	-
Archer Recycling Modernisation	\$0.10M	\$0.01M	\$0.09M
Water Aquifer Preservation	\$0.10M	\$0.10M	
Fiber sense (Smart Technology Project)	\$0.5M	\$0.5M	
Lake Aerator Project	\$0.10M	\$0.10M	
Palmerston Youth Drop In Refund from DIPL	\$0.09M	\$0.09M	
<b>Total</b>	<b>\$9.53M</b>	<b>\$8.54M</b>	<b>\$0.99M</b>

- Grants that have been received are recognised as a grant liability until the assessment of income criteria has been met such as meeting the grant agreement obligations.
- In addition to the above, \$100,467 was received for the Black Spot programme, which relates to last financial year.
- Some of the grant income has not been recognised due to the requirement of project completion and final acquittal reports. As at 28 June 2024, \$8.51 million of grant revenue has met the grant agreement obligations and has been recognised as income.

### Cash and Investments

Trading Account: \$4.87 million

Investments: \$17.79 million

Year to Date interest revenue: \$1.40 million

Cash at Bank and Investments				
Duration	No.	(Million)\$ Value	% of total Portfolio	Limit
Cash at bank	1	\$4.87M	NA	NA
<12months	11	\$17.79M	100%	100%
<b>Total</b>	<b>12</b>	<b>\$22.66M</b>	<b>100%</b>	

The investment portfolio is compliant with the Council Investments Policy.

- As at 28 June 2024, the Council held \$17.79 million in term deposits across four financial institutions.
- Cash held by Council in the National Australia Bank (NAB) Trading account as at 28 June 2024 was \$4.87 million earning 4.45% interest per annum.
- Performance of our investments against our policy and details on our investments are provided in section 2.3 of the Investments Management Report: **Attachment 13.2.1.2**.



## Receivables

Council has \$4.33 million in Receivables, majority of which relates to Rates, Charges and Infringements outstanding of \$2.83 million, and Other Receivables includes \$1.5 million income expected from grants.

## Rates

- The Dashboard at **Attachment 13.2.1.1** shows the 2023-24 Rates and Waste Charges issued and collected. In July 2023, \$33.38 million rates and charges were levied for 2023-2024. As at 28 June 2024, Council has received \$31.65 million of rates and charges payments. This is equivalent to 95% of the total rates and charges levied.
- For the 2023-24 financial year, there is \$1.73 million in overdue rates still to be collected, and a further rates debt of \$911,987 from prior years.
- 3601 properties have an outstanding rate for the current year, 1877 properties owe less than \$10 (totalling to \$4,832). Total of 126 properties have either Direct debit or a Payment arrangement in place (totalling to \$109,813). The remaining 1598 properties owe a total of \$1,614,968 for the current year, with 357 properties also have debt owed from previous years totalling \$911,987. Action has been taken on these properties and will be the focus of the debt collection strategies.
- The Local Government Act 2019 allows Council to place an overriding statutory charge on a property where rates have been outstanding for at least 6 months, which gives Council priority over other registered and unregistered mortgages, charges, and encumbrances except for a previously registered overriding statutory charge.
- The Council currently holds overriding statutory charges over 67 properties for debt 2018/19 and prior.
- There are 18 ratepayers that have approved financial hardship applications for the 2023-24 financial year totalling up to \$109,034.63.
- There are 166 ratepayers that have a payment arrangement in place.
- A balance of \$1.97 million of rates received in advance is accounted for in the balance sheet as a liability as it relates payment of rates for a future period.

## Infringements

- Total infringements outstanding is \$134,475 as at 28 June 2024; this consists of Animals (\$111,378), Public Place (\$3,256), Litter (\$50) and Parking (\$19,791).
- The graph in the dashboard at Attachment 13.2.1.1 shows the total issued and collected per type of infringement for the month of July 2023 to June 2024.

## Sundry Debtors

Sundry Debtors as at 28 June 2024 is \$408,870 as presented in **Attachment 13.2.1.2**. This balance relates mostly to outstanding grants income from the NT Government and invoices raised for upgrades and additional bins during 2023-24 as well as maintenance of yards and long grass recovery. More details are available in section 2.4 Debtor Control Account.

## Trade Creditors Paid

Total payments to creditors as of June 2024 amounted to \$5.68 million, of which \$5.09 million (89%) were paid to local suppliers.

During June 2024, the primary vendor payments consisted of \$1.47 million to Fulton Hogan Industries for Energy for road capital works, \$0.62 million to Programmed Property Services for waste/landscape maintenance, \$0.46 million to Cleanaway, \$0.3 million to City of Darwin, and \$0.23 million to Veolia.

## Borrowings

Total external borrowings of \$5.60 million is made up of the following:

- Archer Land Fill Rehabilitation loan

The total amount borrowed from NAB was \$1.96 million with the balance as at 28 June 2024 being \$0.79 million. The interest rate is fixed at 2.78% for the duration of the loan and is paid on a quarterly basis. This loan is for 8 years and is due to conclude on 30 June 2027.

- **SWELL loan**

The \$5 million approved loan for the SWELL project was drawn down during December 2023 with a current balance of \$4.81 million. This is a 20-year loan with current variable interest rate of 5.49%. This loan is renegotiated every 5 years and repriced quarterly. The next repricing of this variable rate is due on 28 September 2024.

**Other Compliance matters**

- Council is compliant with payment and reporting of all tax liabilities as outlined below:
  - Council has remitted \$2.92 million Year-to-Date (YTD) in Pay-As-You-Go (PAYG) tax to the Australian Taxation Office (ATO). The PAYG withholding tax is regularly reported to the Australian Taxation Office on a fortnightly basis by Council.
  - The Business Activity Statement (BAS) balance for the month ended 31 May 2024 reported during June 2024 as a Goods Services Tax refund of \$0.13 million. The June 2024 BAS will be finalised during July 2024.
  - Council has the required insurances to manage the current risk exposure.

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

**CONSULTATION AND MARKETING**

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

- Finance team.
- Governance team

**POLICY IMPLICATIONS**

This report in line with the reporting requirements under the Local Government Act and Council Policies.

**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:

*A Place for People*

2. **Financial Sustainability**

Failure of Council to be financially sustainable to deliver key services and infrastructure for the community.

**STRATEGIES, FRAMEWORK AND PLANS IMPLICATIONS**

This Report relates to the following City of Palmerston Strategies, Framework and Plans:

- Community Plan
- Municipal Plan
- Long Term Financial Plan

**COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION**

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

**ATTACHMENTS**

1. Dashboard [13.2.1.1 - 1 page]
2. EOM Financial Report - June 2024 [13.2.1.2 - 28 pages]

As at 28 June 2024

# DASHBOARD

# COUNCIL AGENDA Attachment 13.2.1.1

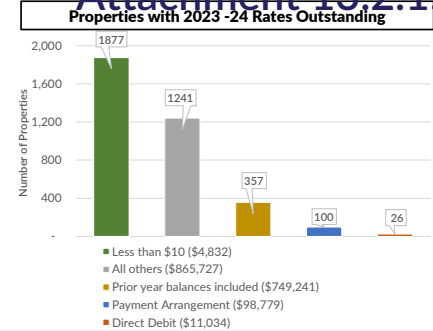
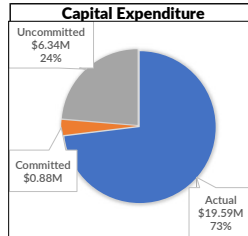
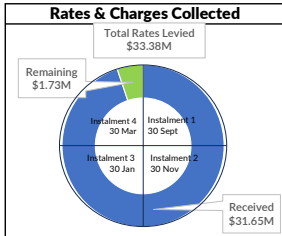
**\$6.84 M** ■  
Operating Surplus (excluding Deprn)  
-----  
Annual Budget is at \$2.75 M

**\$9.02 M** ■  
Capital Income  
-----  
Annual Budget is at \$13.1 M

**\$19.59 M** ■  
Capital Expenditure  
-----  
Annual Budget is at \$26.81 M

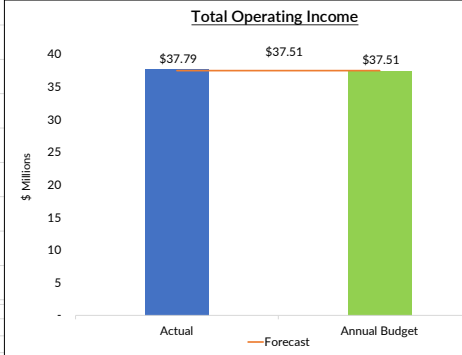
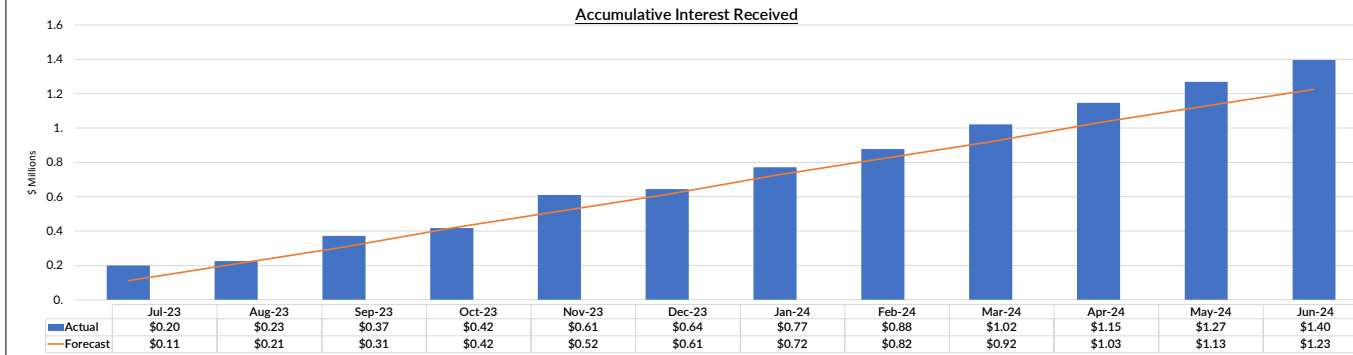
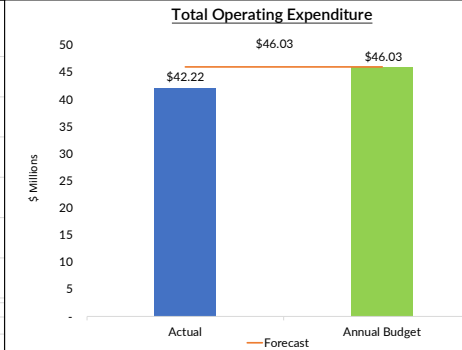
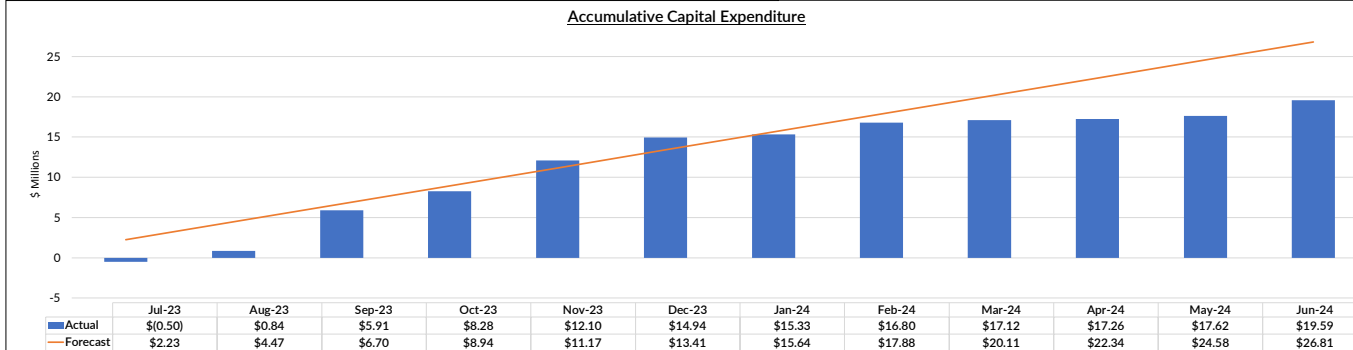
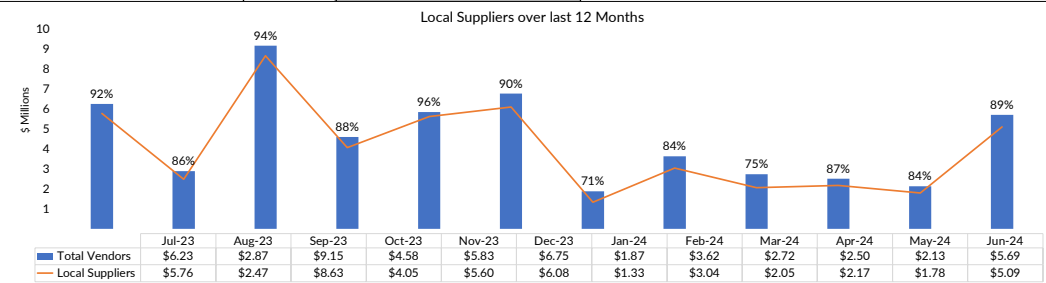
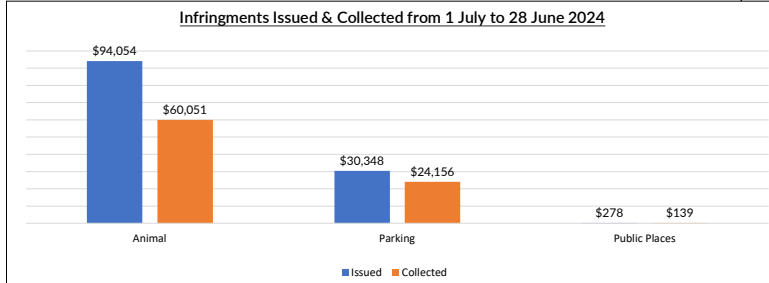
**\$22.66 M**  
Cash Held  
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Financial Health Ratios	MP KPI	As at June 24	Status
Operating Surplus Ratio	>13%	19%	Due to invoices that are yet to be received/approved.
Debt Service Ratio	>8.51	10.77	Due to invoices that are yet to be received/approved.
Rates Collection	>95%	95%	
Current Ratio	>2.74	3.27	



**Legends**

- On Track
- Explanation Required
- Off Track





# Financial Management Reports

June 2024

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

# TABLE OF CONTENTS

June 2024

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

## Certification By Chief Executive Officer

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

- ❖ The internal controls implemented by Council are appropriate; and
- ❖ The Council's Financial Report for June 2024 best reflects the financial affairs of the Council.



Luccio Franco Cercarelli  
Chief Executive Officer

# COUNCIL AGENDA Attachment 13.2.1.2

## Section 2 Financial Results

Executive Summary as at  
% of year passed

28 June 2024  
100%

### 1.2 - Executive Summary

Description	Annual Budget \$	YTD Actual \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget	Notes
<b>Operating Income</b>						
Rates	25,806,363	25,731,791	100%	25,806,363	100%	
Charge	7,534,269	7,651,961	102%	7,534,269	102%	
Fees & Charges	933,318	1,006,567	108%	933,318	108%	1
Grants, Subsidies & Contributions	1,550,864	1,499,558	97%	1,550,864	97%	
Interest & Investment Revenue	1,671,202	1,850,167	111%	1,671,202	111%	2
Other Income	15,785	49,416	313%	15,785	313%	3
<b>Operating Income</b>	<b>37,511,801</b>	<b>37,789,460</b>	<b>101%</b>	<b>37,511,801</b>	<b>101%</b>	
<b>Operating Expenditure</b>						
Employee Costs	-12,207,233	-11,141,389	91%	-12,207,233	91%	4
Materials & Contractors	-12,601,768	-10,589,563	84%	-12,601,768	84%	5
Depreciation, Amortisation & Impairment	-11,270,000	-11,270,000	100%	-11,270,000	100%	
Elected Members Allowances	-428,200	-385,373	90%	-428,200	90%	6
Elected Members Expenses	-39,745	-63,578	160%	-39,745	160%	7
Professional Services	-2,226,119	-1,950,843	88%	-2,226,119	88%	8
Auditor's Remuneration	-39,848	-61,090	153%	-39,848	153%	9
Utilities	-2,332,117	-2,094,119	90%	-2,332,117	90%	8
Legal Expenses	-315,700	-336,117	106%	-315,700	106%	10
Telephone & Other Communication Charges	-264,456	-190,354	72%	-264,456	72%	8
Donations, Sponsorships & Grants	-255,000	-212,218	83%	-255,000	83%	11
Software, Hardware, Stationery, Subscriptions	-1,061,090	-935,955	88%	-1,061,090	88%	8
Insurance	-615,083	-719,108	117%	-615,083	117%	12
Borrowing Costs	-179,477	-219,877	123%	-179,477	123%	
Other Expenses	-2,194,335	-2,048,886	93%	-2,194,335	93%	8
<b>Operating Expenditure</b>	<b>-46,030,171</b>	<b>-42,218,469</b>	<b>92%</b>	<b>-46,030,171</b>	<b>92%</b>	
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>-8,518,370</b>	<b>-4,429,010</b>		<b>-8,518,370</b>		
<b>Capital Income</b>						
Net gain (loss) on disposal or revaluation of assets	299,737	232,048	77%	299,737	77%	13
Developer Contributions	200,000	278,489	139%	200,000	139%	14
Asset Income	3,000,000	0	0%	3,000,000	0%	13
Grants received	9,598,744	8,508,651	89%	9,598,744	89%	15
<b>Capital Income</b>	<b>13,098,481</b>	<b>9,019,188</b>	<b>69%</b>	<b>13,098,481</b>	<b>69%</b>	
<b>Net SURPLUS / (DEFICIT) transferred to Equity Statement</b>	<b>4,580,111</b>	<b>4,590,179</b>		<b>4,580,111</b>		
Asset Purchase	-2,661,020	-2,248,952	85%	-2,661,020	85%	
Asset Upgrade	-24,151,992	-17,339,733	72%	-24,151,992	72%	
<b>Capital Expenditure</b>	<b>-26,813,013</b>	<b>-19,588,685</b>	<b>73%</b>	<b>-26,813,013</b>	<b>73%</b>	17



# COUNCIL AGENDA Attachment 13.2.1.2

## Section 2 Financial Results

Executive Summary as at  
% of year passed

28 June 2024

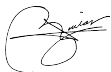
100%

### 1.2 - Executive Summary

Description	Annual Budget \$	YTD Actual \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget	Notes
Less Non-Cash Expenditure	-11,270,000	-11,270,000	100%	-11,270,000	100%	
Plus Gifted Assets	3,000,000	0	0%	3,000,000	0%	13
<b>NET CAPITAL SURPLUS/(DEFICIT)</b>	<b>-13,962,901</b>	<b>-3,728,506</b>		<b>-13,962,901</b>		
Borrowings	5,000,000	5,000,000	100%	5,000,000	100%	
Less Repayment of Borrowings	-517,000	-435,544	84%	-517,000	84%	16
Reserve Movement	9,479,901	-3,001,839	0	9,479,901	0	
<b>NET OPERATING SURPLUS/(DEFICIT)</b>	<b>0</b>	<b>-2,165,889</b>		<b>0</b>		

#### Notes

- Received higher animal registration fees, development fees, facility hire fees, and library services fees than what was projected for the year.
- The variance is due to higher interest rates for investments than budgeted.
- Received \$20k more income than anticipated for bin upgrade and \$13k from Insurance claim.
- Actual employee expenditure for the period is lower than budgeted due to vacant positions during the year.
- The final figures for materials and contractors expenditure is still subject to end of year accruals due to timing of the invoices received after 28 June and those still to be received by suppliers for goods and services delivered.
- The underspend is due to the timing of allowance payments. Elected member allowances are paid in arrears.
- The overspend is due to additional travel and conference expenses and is being absorbed within savings in other areas .
- The underspend is due to the timing of the invoices received and approved. Year-end accruals are yet to be recorded.
- Audit costs are higher than budgeted due to the additional scope of audit work completed and is being absorbed within savings in other areas and is being absorbed within savings in other areas.
- Legal cost is slightly higher than budgeted due to expenses related to legal advices including advices on Animal Management By-Laws.
- The actual expense for donations, sponsorships and grants is lower than budget due to the timing of when actual Invoices and/or grant applications are received.
- Insurance costs are higher than budgeted due to the increase in insurance costs and is being absorbed within savings in other areas.
- Asset revaluation and asset income (gifted assets) are yet to be recognised as part of end of year procedure.
- Income on subdivisional work for Zuccoli Village Phase 3.8 has been recognised. The variance is due to the timing of projects and receipt of developer contributions.
- Grants that have met the recognition criteria have been recorded as income with the remaining grants received being recognised within the grants liability. Recognition and reconciliation of grants is currently being done as part of the end of year procedure.
- Repayment of borrowings are lower than budgeted mainly due to the timing of the SWELL loan which was not drawn down until December 2023.
- There is a further \$0.89 million in commitments where works have commenced and likely to be considered as part of the end of year accruals. The capital program is being assessed to determine the eligibility of a Capital roll-over into the 2024-25 financial year.



Approved by: Finance Manager

# COUNCIL AGENDA Attachment 13.2.1.2

Section 2  
Financial Results  
28 June 2024  
100%

Budget Summary Report By Directorate as at  
% of year passed

## 1.3 - Operating Income

Description	Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget	Notes
<b>Office of the Chief Executive</b>						
Office of the CEO	324,816	163,743	50%	324,816	50%	1
<b>Office of the Chief Executive</b>	<b>324,816</b>	<b>163,743</b>	<b>50%</b>	<b>324,816</b>	<b>50%</b>	
<b>Deputy Chief Executive</b>						
Deputy Chief Executive Officer	225,000	225,000	100%	225,000	100%	
<b>Deputy Chief Executive</b>	<b>225,000</b>	<b>225,000</b>	<b>100%</b>	<b>225,000</b>	<b>100%</b>	
<b>Finance &amp; Governance</b>						
Governance	0	12,987	0%	0	0%	2
GM Finance & Governance	69,474	77,588	112%	69,474	112%	
Financial Services	1,126,042	1,251,844	111%	1,126,042	111%	3
Rates	25,942,030	25,922,155	100%	25,942,030	100%	
<b>Finance &amp; Governance</b>	<b>27,137,546</b>	<b>27,264,575</b>	<b>100%</b>	<b>27,137,546</b>	<b>100%</b>	
<b>Community &amp; Culture</b>						
Diversity and Inclusion Activities	0	10,000	0%	0	0%	4
City Activation	3,000	12,144	405%	3,000	405%	4
Health and Wellbeing Services	2,785	0	0%	2,785	0%	
Library Services	667,844	763,867	114%	667,844	114%	4
Senior Citizens	2,048	2,000	98%	2,048	98%	
Youth Services	300,000	305,391	102%	300,000	102%	
Animal Management	359,000	328,070	91%	359,000	91%	
Parking & Other Ranger Services	104,000	39,850	38%	104,000	38%	5
<b>Community &amp; Culture</b>	<b>1,438,677</b>	<b>1,461,323</b>	<b>102%</b>	<b>1,438,677</b>	<b>102%</b>	
<b>Infrastructure</b>						
Civic Centre	140,000	163,503	117%	140,000	117%	6
Driver Resource Centre	0	136	0%	0	0%	
Gray Community Hall	10,000	23,221	232%	10,000	232%	7
Private Works	43,333	58,502	135%	43,333	135%	8
Recreation Centre	12,000	20,175	168%	12,000	168%	7
Subdivisional Works	100,000	163,054	163%	100,000	163%	9
Waste Management	7,534,269	7,682,031	102%	7,534,269	102%	
Odegaard Drive Investment Property	446,160	454,484	102%	446,160	102%	
Durack Heights Community Centre	0	9,713	0%	0	0%	
Goyder Square	100,000	100,000	100%	100,000	100%	
<b>Infrastructure</b>	<b>8,385,762</b>	<b>8,674,819</b>	<b>103%</b>	<b>8,385,762</b>	<b>103%</b>	
<b>OPERATING INCOME</b>	<b>37,511,801</b>	<b>37,789,460</b>	<b>101%</b>	<b>37,511,801</b>	<b>101%</b>	

### Notes

1. The variance relates to Grant that is currently recognised as a liability
2. Received \$13k from Insurance claim.
3. Variance is due to additional bin upgrade income and higher interest rate on Term deposits than budgeted.
4. Additional Library and Community Events Grant funding such as International Men's Day Grant and International Day of People with Disability Grant received.
5. The variance is due to lower fines being issued during the year.
6. Rental income is higher than budgeted.
7. The facility bookings are higher than expected.
8. The variance is due to more applications received for work in public spaces, therefore higher revenue from permits and licenses.
9. Higher developer contributions were received for the year than projected.



Approved by: Finance Manager

# COUNCIL AGENDA Attachment 13.2.1.2

## Section 2 Financial Results

Budget Summary Report By Directorate as at  
% of year passed

28 June 2024

100%

### 1.3 - Operating Expenditure

	Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget	Notes
<b>Office of the Chief Executive</b>						
Councillors	-467,945	-448,951	96%	-467,945	96%	1
Office of the CEO	-1,252,641	-1,025,404	82%	-1,252,641	82%	2
<b>Office of the Chief Executive</b>	<b>-1,720,586</b>	<b>-1,474,355</b>	<b>86%</b>	<b>-1,720,586</b>	<b>86%</b>	
<b>Deputy Chief Executive / People &amp; Place</b>						
Deputy Chief Executive Officer	-704,735	-627,533	89%	-704,735	89%	3
Customer Experience	-359,974	-259,169	72%	-359,974	72%	2
People and Customer	-1,069,464	-1,412,002	132%	-1,069,464	132%	4
Public Relations and Communications	-896,801	-812,183	91%	-896,801	91%	
<b>Deputy Chief Executive / People &amp; Place</b>	<b>-3,030,974</b>	<b>-3,110,887</b>	<b>103%</b>	<b>-3,030,974</b>	<b>103%</b>	
<b>Finance &amp; Governance</b>						
GM Finance & Governance	-518,046	-505,655	98%	-518,046	98%	
Records Management	-399,642	-307,025	77%	-399,642	77%	2
Financial Services	-12,762,086	-12,876,143	101%	-12,762,086	101%	
Rates	-95,700	-29,585	31%	-95,700	31%	5
Governance	-1,258,293	-1,192,315	95%	-1,258,293	95%	
<b>Finance &amp; Governance</b>	<b>-15,033,767</b>	<b>-14,910,723</b>	<b>99%</b>	<b>-15,033,767</b>	<b>99%</b>	
<b>Community &amp; Culture</b>						
Arts & Culture	-80,547	-73,418	91%	-80,547	91%	7
Community Development	-1,151,306	-1,281,887	111%	-1,151,306	111%	
Diversity and Inclusion Activities	-36,000	-28,127	78%	-36,000	78%	7
City Activation	-533,510	-529,670	99%	-533,510	99%	
Families & Children	-47,679	-39,135	82%	-47,679	82%	8
Health and Wellbeing Services	-42,000	-33,196	79%	-42,000	79%	7
Library Services	-1,513,946	-1,435,285	95%	-1,513,946	95%	7
Senior Citizens	-6,656	-7,743	116%	-6,656	116%	6
Youth Services	-417,019	-307,744	74%	-417,019	74%	
Director Community & Culture	-566,470	-183,480	32%	-566,470	32%	2
Safe Communities	-20,000	-14,032	70%	-20,000	70%	8
Animal Management	-166,161	-70,004	42%	-166,161	42%	8
Parking & Other Ranger Services	-1,021,889	-1,095,428	107%	-1,021,889	107%	
<b>Community &amp; Culture</b>	<b>-5,603,183</b>	<b>-5,099,151</b>	<b>91%</b>	<b>-5,603,183</b>	<b>91%</b>	
<b>Infrastructure</b>						
Information Technology	-1,879,370	-1,572,221	84%	-1,879,370	84%	9
Aquatic Centre	-661,924	-554,100	84%	-661,924	84%	10
Civic Centre	-238,173	-228,314	96%	-238,173	96%	
Depot	-74,377	-69,149	93%	-74,377	93%	
Driver Resource Centre	-39,673	-22,703	57%	-39,673	57%	
Emergency Operations	-10,557	-7,566	72%	-10,557	72%	
Gray Community Hall	-96,929	-89,150	92%	-96,929	92%	

## Section 2 Financial Results

Budget Summary Report By Directorate as at  
% of year passed

28 June 2024  
100%

### 1.3 - Operating Expenditure

	Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget	Notes
Director Infrastructure	-802,929	-810,658	101%	-802,929	101%	
Open Space	-5,406,321	-3,839,875	71%	-5,406,321	71%	11
Private Works	-105,776	-133,792	126%	-105,776	126%	6
Recreation Centre	-315,465	-307,169	97%	-315,465	97%	
Roads & Transport	-1,610,315	-1,264,925	79%	-1,610,315	79%	11
Stormwater Infrastructure	-150,768	-153,185	102%	-150,768	102%	
Street Lighting	-1,232,055	-1,212,037	98%	-1,232,055	98%	
Subdivisional Works	-20,000	-66,915	335%	-20,000	335%	6
Waste Management	-7,296,038	-6,638,444	91%	-7,296,038	91%	11
Odegaard Drive Investment Property	-127,007	-154,101	121%	-127,007	121%	13
Durack Heights Community Centre	-61,553	-57,927	94%	-61,553	94%	7
CBD Car Parking	-63,351	-62,385	98%	-63,351	98%	
Goyder Square	-228,028	-246,037	108%	-228,028	108%	
Fleet	-221,052	-132,701	60%	-221,052	60%	12
<b>Infrastructure</b>	<b>-20,641,661</b>	<b>-17,623,353</b>	<b>85%</b>	<b>-20,641,661</b>	<b>85%</b>	
<b>OPERATING EXPENDITURE</b>	<b>-46,030,171</b>	<b>-42,218,469</b>	<b>92%</b>	<b>-46,030,171</b>	<b>92%</b>	

**Notes**

1. The underspend in Elected member payment is due to payments made in arrears.
2. The variance is due to positions being vacant during periods of time throughout the year.
3. Employee costs are higher in this area but offset by underspends in other areas.
4. The variance is due to advertising costs related to recruitment and external consultant hire.
5. The debt recovery costs being underspent.
6. The variance is due to higher works being undertaken in these areas than projected.
7. The underspend is due to timing of contractors invoices and will be included as part of end of year accruals.
8. The underspend is mainly due to vacant positions and timing of invoices being received.
9. The underspend is mainly due to the timing of the expense for software licenses.
10. The underspend is due to the timing of invoices, payments and approval of contractor payments and will be incorporated in end of year accruals.
11. The underspend is due to timing of receipt of contractors invoices and will be included as part of end of year accruals.
12. The underspend is due to repairs and maintenance expenses being lower than budgeted.
13. The overspend is due to repairs and maintenance costs being higher than budgeted and will be absorbed within savings in other areas.



Approved by: Finance Manager

Budget Summary Report By Directorate as at  
% of year passed

## 1.3 - Capital Income

	Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget	
Office of the Chief Executive						
<b>Office of the Chief Executive</b>	<b>0</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	
Deputy Chief Executive						
<b>Deputy Chief Executive</b>	<b>0</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	
Finance & Governance						
Financial Services	3,000,000	0	0%	3,000,000	0%	1
<b>Finance &amp; Governance</b>	<b>3,000,000</b>	<b>0</b>	<b>0%</b>	<b>3,000,000</b>	<b>0%</b>	
Community & Culture						
Library Services	48,185	922	2%	48,185	2%	2
Animal Management	110,300	9,600	9%	110,300	9%	2
<b>Community &amp; Culture</b>	<b>158,485</b>	<b>10,522</b>	<b>7%</b>	<b>158,485</b>	<b>7%</b>	
Infrastructure						
Information Technology	350,366	500,000	143%	350,366	143%	
Aquatic Centre	5,527,936	5,519,304	100%	5,527,936	100%	
Gray Community Hall	0	475	0%	0	0%	
Director Infrastructure	978,365	705,743	72%	978,365	72%	2
Open Space	720,465	612,411	85%	720,465	85%	2
Roads & Transport	1,018,418	781,129	77%	1,018,418	77%	2
Street Lighting	319,967	0	0%	319,967	0%	2
Subdivisional Works	200,000	278,489	139%	200,000	139%	3
Waste Management	374,743	176,450	47%	374,743	47%	2
Durack Heights Community Centre	150,000	202,132	135%	150,000	135%	5
Goyder Square	0	485	0%	0	0%	
Fleet	299,737	232,048	77%	299,737	77%	4
<b>Infrastructure</b>	<b>9,939,996</b>	<b>9,008,666</b>	<b>91%</b>	<b>9,939,996</b>	<b>91%</b>	
<b>CAPITAL INCOME</b>	<b>13,098,481</b>	<b>9,019,188</b>	<b>69%</b>	<b>13,098,481</b>	<b>69%</b>	

**Notes**

1. The capital income for gifted assets is recognised as part of the end of year adjustments.
2. This capital income relates to grants, which must meet recognition criteria to be recorded as income. Therefore, the variance is due to the timing of the project and will be assessed as part of the capital roll-over review.
3. The variance is due to the higher developer contributions received relating to Zuccoli Village Phase 3.8.
4. Variance is due to disposal of fewer aged fleet vehicles than budgeted.
5. Grant income recognised for Durack Heights Community Centre was more than budgeted is offset by savings from other projects.



Approved by: Finance Manager

# COUNCIL AGENDA Attachment 13.2.1.2

## Section 2 Financial Results

Budget Summary Report By Directorate as at 28 June 2024  
% of year passed 100%

### 1.3 - Capital Expenditure

	Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget	Notes
Office of the Chief Executive						
<b>Office of the Chief Executive</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	
Deputy Chief Executive						
<b>Deputy Chief Executive</b>	<b>0</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	
Finance & Governance						
	<b>0</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	
<b>Community &amp; Culture</b>						
Arts & Culture	-83,234	-82,294	99%	-83,234	99%	
Library Services	-188,894	-26,139	14%	-188,894	14%	1
Animal Management	-110,300	-9,600	9%	-110,300	9%	1
<b>Community &amp; Culture</b>	<b>-382,428</b>	<b>-118,033</b>	<b>0</b>	<b>-382,428</b>	<b>31%</b>	
<b>Infrastructure</b>						
Information Technology	-1,081,298	-530,606	49%	-1,081,298	49%	1
Aquatic Centre	-13,433,864	-14,032,485	104%	-13,433,864	104%	
Civic Centre	-56,320	-34,974	62%	-56,320	62%	1
Depot	-151,146	-36,517	24%	-151,146	24%	1
Driver Resource Centre	-194,940	-55,949	29%	-194,940	29%	1
Director Infrastructure	-1,761,797	-754,962	43%	-1,761,797	43%	1
Open Space	-3,383,825	-1,009,962	30%	-3,383,825	30%	1
Recreation Centre	-156,972	-154,906	99%	-156,972	99%	
Roads & Transport	-3,025,399	-1,810,027	60%	-3,025,399	60%	1
Stormwater Infrastructure	-184,320	-8,550	5%	-184,320	5%	1
Street Lighting	-780,469	-236,267	30%	-780,469	30%	1
Subdivisional Works	-100,000	0	0%	-100,000	0%	1
Waste Management	-1,502,927	-200,662	13%	-1,502,927	13%	1
Durack Heights Community Centre	-222,150	-202,132	91%	-222,150	91%	
Fleet	-395,158	-402,655	102%	-395,158	102%	
<b>Infrastructure</b>	<b>-26,430,584</b>	<b>-19,470,652</b>	<b>74%</b>	<b>-26,430,584</b>	<b>74%</b>	
<b>CAPITAL EXPENDITURE</b>	<b>-26,813,013</b>	<b>-19,588,685</b>	<b>73%</b>	<b>-26,813,013</b>	<b>73%</b>	

**Note**

1. Individual projects will be assessed as part of the roll over process



Approved by: Finance Manager

Section 2  
Financial Results

Capital Expenditure & Funding as at 28 June 2024  
% of year passed 100%

### 1.4 - Capital Expenditure & Funding

CAPITAL EXPENDITURE	Annual Budget	Actuals
Land & Buildings	21,048,649	16,429,138
Other Assets (including furniture & office equip)	460,280	351,802
Fleet	395,158	402,655
Infrastructure (including roads, footpaths, park furniture)	4,908,925	2,405,090
<b>TOTAL CAPITAL EXPENDITURE</b>	<b>26,813,013</b>	<b>19,588,685</b>
<b>TOTAL CAPITAL EXPENDITURE FUNDED BY:</b>		
Operating Income	4,398,742	2,044,371
Capital Grants	9,598,744	8,502,411
Transfers from Cash Reserves	7,815,526	4,041,902
Borrowings	5,000,000	5,000,000
<b>TOTAL CAPITAL EXPENDITURE FUNDING</b>	<b>26,813,013</b>	<b>19,588,685</b>



Approved by: Finance Manager

# COUNCIL AGENDA Attachment 13.2.1.2

Section 2  
Financial Results  
Major Capital Works as at 28 June 2024  
% of year passed 100%

## 1.5 - Major Capital Works

Project Code	Class of Assets	Capital Project (>\$150,000 threshold)	Total Prior Year(s) Actuals \$ (A)	Revised Budget 2023-24 (B)	Total Planned Budget \$ (C=A+B)	YTD Actuals \$ (D)	Total Actuals \$ (E=A+D)	% Spent (F=E/C)	Total Yet to Spend \$ (G=C-E)	Project Status	Expected Project Completion Date
PRJ10057	Buildings	Driver Resource Centre Upgrade	65,301	184,700	250,000	37,109	102,409	41%	147,591	Design	Future years
PRJ10068	Fleets	Fleet Purchases	412,214	395,158	807,372	402,655	814,869	101%	-7,497	Completed	Mar-24
PRJ10133	Buildings	Vibrant Zuccoli PR6JECT-5 (Zuccoli Community Hub)	0	250,000	250,000	0	0	0%	250,000	Civil design phase	Future years
PRJ10272	IT	Smart Technology Project (FiberSense)	1,206,866	531,298	1,738,164	98,000	1,304,866	75%	433,298	Completed - remaining funds to be used in operation	2023-24
PRJ10280	IT	IT - ERP Review	0	350,000	350,000	244,717	244,717	70%	105,283	In progress	Future years
PRJ10303	Buildings	Water Aquifer Preservation Strategy	0	200,000	200,000	0	0	0%	200,000	Not commenced	Future years
PRJ10310	Land Improvements	21/22 Archer Waste Management Facility Renewals	171,815	1,302,927	1,474,743	127,139	298,954	20%	1,175,788	In progress	Future years
PRJ10378	Buildings	SWELL Secondary Space Upgrade	74,257	519,175	593,432	672,294	746,551	126%	-153,119	Completed	Apr-24
PRJ10380	Buildings	Pump Parks/skate parks Zuccoli	14,249	675,751	690,000	52,079	66,328	10%	623,672	In progress	Dec-24
PRJ10384	Buildings	Durack Community Arts Centre A/C & Solar (LRCI R3)	10,191	212,883	223,074	202,132	212,323	95%	10,751	Completed	Nov-23
PRJ10388	Buildings	SWELL - Construction	7,200,886	13,189,039	20,389,925	13,184,957	20,385,843	100%	4,082	Completed	Dec-23
PRJ10394	Land Improvements	Archer Recycling Modernisation Project	0	200,000	200,000	73,523	73,523	37%	126,478	In progress	Future years
PRJ10468	Land Improvements	LRCI Phase 4 Projects	0	411,889	411,889	0	0	0%	411,889	Design	Dec-24
PRJ10471	Buildings	Aquatic Centre Re-roof	0	465,000	465,000	504,301	504,301	108%	-39,301	Completed	Apr-24
PRJ10508	Roads & Transport	Reseal Program - Victoria Parade	0	212,119	212,119	172,466	172,466	81%	39,653	Completed	May-24
PRJ10509	Roads & Transport	Reseal Program - Woodlake Blvd	0	558,000	558,000	563,416	563,416	101%	-5,416	Completed	May-24
<b>TOTAL</b>			<b>9,155,779</b>	<b>19,657,938</b>	<b>28,813,718</b>	<b>16,334,786</b>	<b>25,490,566</b>	<b>88%</b>	<b>3,323,152</b>		

### Notes

1. Revised budget for 2023 includes carry forwards where relevant
2. Detail regarding projects to be completed in future financial years to be added in future reports



Approved by: Finance Manager



# COUNCIL AGENDA Attachment 13.2.1.2

Section 2  
Financial Results  
Balance Sheet as at 28 June 2024  
% of year passed 100%

## 2.1 - Balance Sheet

Balance Sheet	YTD	
<b>Assets</b>		
<b>Current Assets:</b>		
Cash & cash equivalents		
Cash on Hand	1,355	Petty Cash
Tied Funds	4,865,963	Tied funds equals restricted reserve and unearned Grant income
Investments		
Tied Funds	12,020,819	Tied funds equals restricted reserve and unearned Grant income
Untied Funds	5,775,823	
Receivables		
Rates and Charges	2,831,232	
Other Receivables	1,496,838	
<b>TOTAL CURRENT ASSETS</b>	<b>26,992,031</b>	
<b>Non-Current Assets:</b>		
Infrastructure, property, plant & equipment	550,611,230	
Investment property	5,800,000	
Work in progress	16,142,116	
<b>TOTAL NON-CURRENT ASSETS</b>	<b>572,553,346</b>	
<b>TOTAL ASSETS</b>	<b>599,545,377</b>	
<b>Liabilities</b>		
<b>Current Liabilities:</b>		
Payables	3,401,482	
Unearned Grant Income (AASB1058)	2,979,898	Unearned grant income
Borrowings	587,053	
Provisions	1,278,779	
<b>TOTAL CURRENT LIABILITIES</b>	<b>8,247,212</b>	
<b>Non-Current Liabilities:</b>		
Borrowings	5,012,250	
Provisions	1,792,224	
<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>6,804,474</b>	
<b>TOTAL LIABILITIES</b>	<b>15,051,686</b>	
<b>NET ASSETS</b>	<b>584,493,692</b>	
<b>Equity</b>		
Accumulated Surplus	228,836,650	
Profit & Loss - current Year	- 14,998,506	
Net Reserves	4,926,387	
Working Capital Reserve	5,446,362	
Net Transfers to & from Reserves	- 14,426,859	
Unexpended Grant reserve	2,375,184	Externally restricted reserve
Election Reserve	100,000	Internally restricted reserve
Disaster reserve	500,000	Internally restricted reserve
Unexpended Capital works	6,512,568	Internally restricted reserve
Developer Funded reserve	812,749	Internally restricted reserve
Waste Reserve	2,338,544	Internally restricted reserve
Major initiative	1,267,839	Internally restricted reserve
Revaluation reserves	365,729,161	
Council equity interest	584,493,692	
<b>TOTAL EQUITY</b>	<b>584,493,692</b>	



Approved by: Finance Manager

# COUNCIL AGENDA Attachment 13.2.1.2

Section 2  
Financial Results  
Statement of Reserves as at 28 June 2024  
% of year passed 100%

## 2.2 - Statement of Reserves - Budget Movements 2023/24

OTHER RESERVES	Opening Balance \$ 01/07/2023	Surplus Analysis to Reserves \$	Original Budget 2023/24 to Reserves \$	Original Budget 2023/24 from Reserves \$	1st Review 2023/24 to Reserves \$	1st Review 2023/24 from Reserves \$	2nd Review 2023/24 to Reserves \$	2nd Review 2023/24 from Reserves \$	Balance at the YTD 2023/24 \$
<b>Externally Restricted Reserves</b>									
Unexpended Grants Reserve	-	2,375,184	-	-	-	(2,375,184)	-	-	-
<b>Externally Restricted Reserves</b>	-	2,375,184	-	-	-	(2,375,184)	-	-	-
<b>Internally Restricted Reserves</b>									
Election Expenses Reserve	50,000	50,000	-	-	-	-	-	-	100,000
Disaster Recovery Reserve	500,000	-	-	-	-	-	-	-	500,000
Unexpended Capital Works Reserve	6,512,568	-	-	-	-	(6,512,568)	-	-	0
Developer Funds In Lieu Of Construction	753,712	330,299	-	(220,000)	-	-	-	-	864,011
Waste Management Reserve	2,323,900	14,644	27,122	(29,841)	-	-	-	-	2,335,825
Asset Renewal Reserve	-	-	-	-	-	-	-	-	-
Major Initiatives Reserve	914,866	352,973	-	(250,000)	-	(125,000)	-	(892,839)	(0)
<b>Internally Restricted Reserves</b>	<b>11,055,046</b>	<b>747,916</b>	<b>27,122</b>	<b>(499,841)</b>	<b>-</b>	<b>(6,637,568)</b>	<b>-</b>	<b>(892,839)</b>	<b>3,799,836</b>
<b>Unrestricted Reserves</b>									
Working Capital Reserve	5,296,362	150,000	633,528	(750,000)	-	(136,400)	1,248,367	(97,086)	6,344,771
<b>Unrestricted Reserves</b>	<b>5,296,362</b>	<b>150,000</b>	<b>633,528</b>	<b>(750,000)</b>	<b>-</b>	<b>(136,400)</b>	<b>1,248,367</b>	<b>(97,086)</b>	<b>6,344,771</b>
<b>Total Reserves</b>	<b>16,351,407</b>	<b>3,273,100</b>	<b>660,650</b>	<b>(1,249,841)</b>	<b>-</b>	<b>(9,149,152)</b>	<b>1,248,367</b>	<b>(989,925)</b>	<b>10,144,606</b>



Approved by: Finance Manager

# COUNCIL AGENDA Attachment 13.2.1.2

Section 2  
Financial Results  
28 June 2024  
100%

Investments Management Report as at  
% of year passed

## 2.3 - Investment Management Report

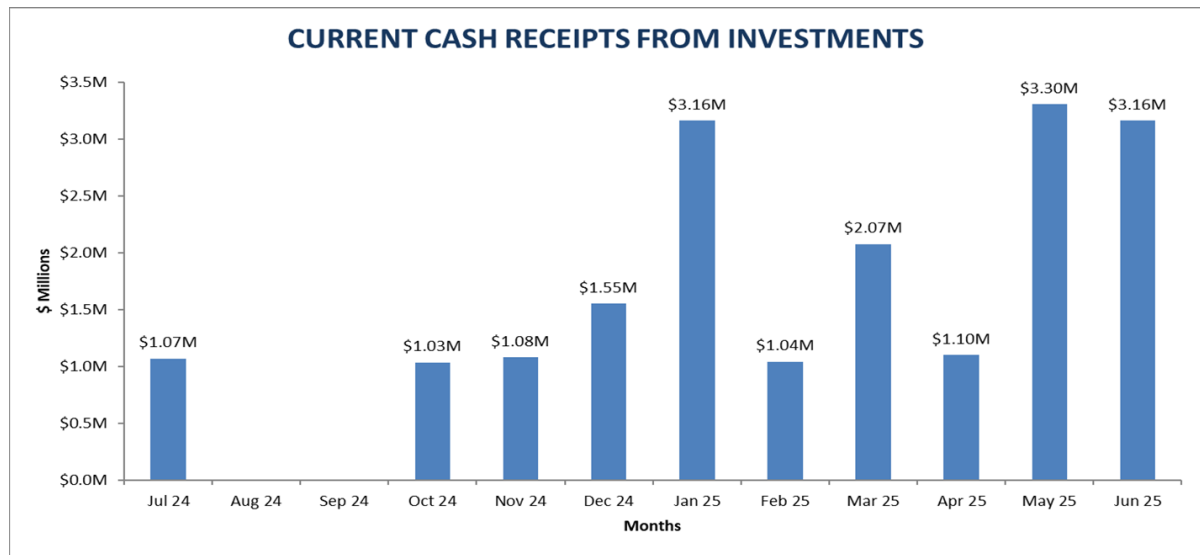
COUNTERPARTY	RATING	AMOUNT	INTEREST RATE	MATURITY DATE	DAYS TO MATURITY	INSTITUTION TOTALS
AMP	S&P A2	\$ 1,043,000.00	5.15%	July 23, 2024	25	
AMP	S&P A2	\$ 1,051,000.00	5.05%	November 12, 2024	137	
AMP	S&P A2	\$ 2,000,000.00	5.00%	May 25, 2025	331	\$ 4,094,000.00
CBA	S&P A1+	\$ 3,149,508.49	4.87%	May 24, 2025	330	\$ 3,149,508.49
JUDO	S&P A2	\$ 1,000,000.00	5.18%	February 25, 2025	242	\$ 1,000,000.00
NAB	S&P A1+	\$ 1,000,000.00	5.15%	October 9, 2024	103	
NAB	S&P A1+	\$ 1,500,000.00	5.10%	December 5, 2024	160	
NAB	S&P A1+	\$ 1,503,498.09	5.10%	January 10, 2025	196	
NAB	S&P A1+	\$ 1,500,000.00	5.21%	January 24, 2025	210	
NAB	S&P A1+	\$1,049,635.62	5.20%	April 26, 2025	302	
NAB	S&P A1+	\$ 3,000,000.00	5.50%	June 30, 2025	367	\$ 9,553,133.71
<b>TOTAL SHORT TERM INVESTMENT</b>		<b>\$ 17,796,642.20</b>		<b>Average Days to Maturity</b>	<b>218</b>	

Investment Distribution by Credit Rating		
Credit Rating	% of Portfolio	Counterparty Limit
A1 & A1+	71%	100%
A2	29%	60%
A3	0%	40%

Investment Distribution by Individual institution		
ADI	% of Total	Max Individual limit
National Australian Bank (NAB)	54%	60%
Commonwealth Bank (CBA)	18%	60%
AMP Bank Limited	23%	40%
Judo Bank	6%	40%

Interest Income Year to Date	Amount
Total Year to Date Interest on Cash at Bank	\$ 564,047.45
Total Year to Date Investment Earnings	\$ 634,483.48
Total Year to Date Interest from internal loan	\$ 53,187.08
Total Year to Date interest penalty income	\$ 143,964.83
<b>Total YTD Interest Income</b>	<b>\$ 1,395,682.84</b>

Cash at bank & Investments	Amount
Trading Account	\$ 4,865,962.78
Short Term Investment	\$ 17,796,642.17
<b>Total Funds</b>	<b>\$ 22,662,604.95</b>



### PROPERTY INVESTMENT

PROPERTY ADDRESS	VALUATION BASIS	VALUE	INCOME YTD	EXPENSE YTD	NET PROFIT YTD	COMPARITIVE YTD YIELD AT CASH RATE OF
48 Odegaard Drive, Rosebery	Fair Value	5800000	\$ 454,484.28	\$ 154,100.90	\$ 300,383.38	4.35%
						251,608.77

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# COUNCIL AGENDA Attachment 13.2.1.2

Section 2  
Financial Results

Debtor Control Accounts as at 28 June 2024  
% of year passed 100%

## 2.4 Debtor Control Accounts

### RATES OVERDUE

Report Month	Total	Prior Years (PY)	Current Year (CY)	Outstanding % of CY Rates Income	Payments Received in Advance \$
Jun-24	\$2,641,600	\$911,987	\$1,729,613	5.12%	\$1,967,544
Jun-23	\$2,325,554	\$734,450	\$1,591,104	4.95%	\$1,879,072

### RATES OVERDUE BY YEARS

	Total	2023/24	2022/23	2021/22	2020/21	2019/20	2018/19	2017/18	2016/17 & prior
Overdue Amount	\$2,641,600	\$1,729,613	\$509,803	\$213,827	\$102,365	\$48,809	\$23,091	\$6,342	\$7,750
	100%	65.5%	19.3%	8.1%	3.9%	1.8%	0.9%	0.2%	0.3%
Number Of Properties		3601	357	158	78	39	21	7	4

### INFRINGEMENTS

	Total	2023/24	2022/23	2021/22	2020/21	2019/20	2018/19	2017/18	2016/17 & prior
Animal Infringements	111,377.43	34,003	29,644	23,013	18,335	5,928	505	0	-50
Public Places	3,256.00	139	1,632	1,485	0	0	0	0	0
Parking Infringements	19,791.20	6,192	2,550	4,659	2,265	4,666	40	-40	-541
Litter Infringements	50.00	50	0	0	0	0	0	0	0
Signs	0.00	0	0	0	0	0	0	0	0
Other Law and Order	0.00	0	0	0	0	0	0	0	0
Net Balance on Infringement Debts	\$134,474.63	\$40,384.00	\$33,825.50	\$29,157.60	\$20,600.00	\$10,593.53	\$545.00	-\$40.00	-\$591.00
	100%	30.0%	25.2%	21.7%	15.3%	7.9%	0.4%	0.0%	-0.4%
Number of Infringements	1,276	383	284	258	176	147	4	1	23

### SUNDRY DEBTORS:

	Balance Total	CURRENT	30 DAYS	60 DAYS	90 DAYS & OVER
	\$408,869.89	\$2,150.00	\$375,720.60	\$581.21	\$30,418.08
	100%	0.5%	91.9%	0.1%	7.4%



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# COUNCIL AGENDA Attachment 13.2.1.2

SECTION 2  
Financial Results  
Creditor Accounts Paid 28 June 2024  
% of year passed 100%

## 2.5 - Creditor Accounts Paid

Vendor No.	Creditor Name	Creditor Payment Type	Amount \$
4256	AMP Bank	Investment	2,000,000.00
V03200	Fulton Hogan Industries Pty Ltd	General Creditors	1,476,683.90
V03073	Programmed Property Services	General Creditors	622,583.15
639	Cleanaway Pty Ltd.	General Creditors	455,240.08
549	City of Darwin	General Creditors	317,322.50
V01904	Veolia Environmental Service (Australia) Pty Ltd	General Creditors	233,689.40
2	Australian Taxation Office - PAYG	General Creditors	209,497.00
3936	Arafura Tree Services and Consulting	General Creditors	158,541.80
V04094	Information Professionals Pty Ltd	General Creditors	140,134.51
V01835	Deloitte Private Pty Ltd	General Creditors	139,111.50
54	Powerwater	Utilities	129,813.84
V03553	Fiber Sense Operations Pty Ltd	General Creditors	114,950.00
4538	Byrne Consultants	General Creditors	99,775.50
5104	JLM Contracting Services Pty Ltd	General Creditors	97,240.36
V00318	QuickSuper Clearing House	Superannuation	86,138.93
V03609	VTG Waste & Recycling Pty Ltd	General Creditors	68,748.06
V00295	Jacana Energy	Utilities	65,984.00
5508	Open Systems Technology Pty Ltd - CouncilFirst	General Creditors	63,302.04
V00368	iWater NT Pty Ltd	General Creditors	61,451.50
87	Industrial Power Sweeping Services Pty	General Creditors	58,371.80
1607	Sterling NT Pty Ltd	General Creditors	57,861.58
V04317	Randstad Pty Ltd	General Creditors	54,064.59
V02162	RMI Security - Conigrave Pty Ltd	General Creditors	49,888.36
V01789	Next Energy Lighting Pty Ltd	General Creditors	47,572.20
V01860	Hays Specialist Recruitment (Australia) Pty Ltd	General Creditors	42,956.24
2587	Top End RACE	General Creditors	37,693.34
2161	GHD Pty Ltd	General Creditors	32,827.03
V04498	HCS Constructions NT Pty Ltd	General Creditors	30,671.00
V03556	Belgravia Health & Leisure Group Pty Ltd	General Creditors	30,271.60
V00855	ESRI Australia	General Creditors	30,250.00
V00343	MAGIQ Software Ltd. T/A - NCS Chameleon Ltd	General Creditors	29,621.00
V00582	Ezko Property Services (Aust) Pty Ltd	General Creditors	28,994.28
V00682	Leigh Dyson Plumbing	General Creditors	28,154.50
V04603	Darwin Symphony Orchestra	General Creditors	27,500.00
V01643	KPMG	General Creditors	22,990.00
V04802	AHG Building Contractors Pty Ltd	General Creditors	18,212.26
V04069	Quantum Library Supplies	General Creditors	15,185.00
V01801	Pumptech NT	General Creditors	14,564.00
5615	EcOz Environmental Consulting	General Creditors	14,185.80
V04877	TDH Chartered Accountants	General Creditors	14,049.00
V04997	Celotti Pty Ltd	General Creditors	13,811.14
2742	Neighbourhood Watch NT Inc	Grants, Sponsorships, Donations & Prizes	12,680.00
V02521	Darwin Commercial Construction and Maintenance Pty	General Creditors	12,553.37
V04859	Keegan Group Pty Ltd	General Creditors	11,983.40

# COUNCIL AGENDA Attachment 13.2.1.2

V05022	TSA Management Pty Ltd	General Creditors	11,374.00
V04018	Clubhouse Territory Inc	General Creditors	11,000.00
5651	Minter Ellison Lawyers	General Creditors	10,993.95
V04934	Fewmore Contracting	General Creditors	10,639.20
V02814	Agon Environmental Pty Ltd	General Creditors	10,307.00
V00157	McArthur Management Services (Vic) P/L	General Creditors	10,113.84
2336	Flick Anticimex Pty Ltd	General Creditors	9,911.24
V02229	Studio B Designs	General Creditors	9,542.50
V02546	No Problems Just Solutions Pty Ltd T/A Land Surveys	General Creditors	9,405.00
V05207	Konrad Seidl	Refunds & Reimbursements	8,939.52
V00545	Earl James & Associates	General Creditors	7,700.00
V00592	Dreamedia	General Creditors	7,419.50
V04789	ACECOM NT PTY LTD T/A ACECOM FIRE & SECURITY	General Creditors	7,343.41
V04979	Davidson Executive and Boards Pty Ltd	General Creditors	7,332.60
5	Australia Post	General Creditors	7,321.23
V04352	MH Training Pty Ltd	General Creditors	7,150.00
3099	Iron Mountain Australia Pty Ltd	General Creditors	6,757.50
5640	Think Water - Winnellie & Virginia	General Creditors	6,726.75
V01009	Australian Parking and Revenue Control Pty Limited	General Creditors	5,926.77
V03973	AANT Salary Packaging	General Creditors	5,867.30
V03767	WRM Water & Environment Pty Ltd	General Creditors	5,808.00
4065	Southern Cross Protection Pty Ltd	General Creditors	5,731.83
V04167	All About Party Hire	General Creditors	5,726.00
3787	Top End Sounds Pty Ltd T/A Total Event Services	General Creditors	5,574.26
V04996	Peppermint Consulting Pty Ltd	General Creditors	5,500.00
3438	NT Shade & Canvas Pty Ltd	General Creditors	5,415.50
V05195	Michelle North	Refunds & Reimbursements	5,000.00
V02309	Mousellis and Sons Pty Ltd	General Creditors	4,990.02
V05226	Wincity Collective Pty Ltd	General Creditors	4,950.00
5525	Easyweb Digital Pty Ltd	General Creditors	4,840.00
3880	PAWS Darwin Limited	General Creditors	4,800.00
V01748	FE Technologies Pty Ltd	General Creditors	4,578.20
3313	Zip Print	General Creditors	4,466.00
V00250	Ward Keller	General Creditors	4,312.00
V00399	Palmerston & Regional Basketball Assoc (PARBA)	General Creditors	3,737.39
V01565	Waste and Management Services Pty Ltd	General Creditors	3,712.50
V04917	OverDrive Australia	General Creditors	3,415.25
4735	Palmerston and Rural Party Hire	General Creditors	3,400.50
V02854	Captovate Pty Ltd	General Creditors	3,300.00
V05218	The Christmas Party Darwin	General Creditors	3,300.00
V00971	Go Transit Media Group Pty Limited	General Creditors	3,298.68
4871	Reface Industries	General Creditors	3,080.00
V04812	RingCentral Australia Pty Ltd	General Creditors	3,067.82
V01584	Salary Packaging Australia	General Creditors	2,951.88
4963	Centratech Systems Pty Ltd	General Creditors	2,832.92
5387	Odd Job Bob - Darren John Fillmore	General Creditors	2,776.95
22	Norsign Pty Ltd	General Creditors	2,758.80
V02198	Total Glass Solutions NT Pty Ltd	General Creditors	2,673.00
V00228	Outback Tree Service	General Creditors	2,645.50
53	Eggins Electrical	General Creditors	2,607.01

# COUNCIL AGENDA

## Attachment 13.2.1.2

5435	Access Hardware (NT) Pty Ltd	General Creditors	2,570.91
V01106	Darwin Toilet Hire	General Creditors	2,475.00
712	Paradise Landscaping (NT) Pty Ltd	General Creditors	2,464.00
2977	Optic Security Group NT	General Creditors	2,365.04
5114	S.E. Rentals Pty Ltd	General Creditors	2,330.90
V01489	Darwin Basketball Association Inc	General Creditors	2,200.00
V05221	Australian Performing Arts Centres Limited	General Creditors	2,200.00
3486	Gold Medal Services (NT) Pty Ltd	General Creditors	2,092.75
V03719	Local Government NSW	General Creditors	2,090.00
V01976	Walking Off the War Within Inc	Grants, Sponsorships, Donations & Prizes	2,000.00
V04348	Accrete Pty Ltd	General Creditors	2,000.00
V05242	Robert Chandler	Refunds & Reimbursements	2,000.00
V02056	Information Consultants Pty Ltd	General Creditors	1,980.00
V01812	C R Campbell - Electrical and Data Contractors	General Creditors	1,974.50
5006	Australian Human Resources Institute Ltd (AHRI)	General Creditors	1,840.00
V01160	Colleagues Nagels Pty Ltd	General Creditors	1,822.28
V00605	Cross Cultural Consultants	General Creditors	1,799.00
V01850	Sam Eyles Refrigeration and Air Conditioning P/L	General Creditors	1,778.55
V00443	Forecast Machinery	General Creditors	1,713.23
V03800	Endorsed Enterprises (Tennis Palmerston)	General Creditors	1,705.00
5713	Clean Fun T/A Darwin Outdoor Cinema Hire/Darwin Laundries	General Creditors	1,628.00
V03923	Anna Thomson	General Creditors	1,612.00
V03020	Ur Fitness DJ	General Creditors	1,600.00
256	The Bookshop Darwin	General Creditors	1,572.68
V01277	Michael Trikilis	General Creditors	1,500.00
V04045	Nichaloff Levi Colin	General Creditors	1,500.00
V00939	Defend Fire Services Pty Ltd	General Creditors	1,486.05
V02285	Territory Native Plants	General Creditors	1,468.15
4398	Quality Indoor Plants Hire	General Creditors	1,454.15
4029	Totally Workwear Palmerston	General Creditors	1,405.00
V04455	Tangibilis Physiotherapy	General Creditors	1,387.98
V04153	Midas Document Management Services	General Creditors	1,372.80
V05152	Canet Roydon Vas	Refunds & Reimbursements	1,352.01
V04552	Foster and Tarrant	Refunds & Reimbursements	1,324.00
V00099	Palmerston Lions NT	General Creditors	1,300.00
V03649	Normist Pty Ltd T/A Darwin Bolt Supplies	General Creditors	1,198.00
3683	Area9 IT Solutions	General Creditors	1,152.80
5254	True North	General Creditors	1,145.65
V03431	Monsterball Amusements	General Creditors	1,122.00
V03274	Top End Critters	General Creditors	1,100.00
V01420	CENTRELINK (PAYROLL)	General Creditors	1,053.00
5315	Adamant Property Services Pty Ltd	General Creditors	1,011.95
V05202	Tropical Lifestyle Homes NT	Refunds & Reimbursements	997.50
5410	Majestix Media Pty Ltd	General Creditors	968.00
V00315	HWL Ebsworth Lawyers	General Creditors	940.50
V01609	NT Recycling Solutions Pty Ltd - (NTRS)	General Creditors	935.00
V03282	WSP Australia Pty Limited	General Creditors	880.00
2199	SBA Office National	General Creditors	879.71
V04625	Gem Executive Pty Ltd	General Creditors	841.50
V00271	NTIT (Fuji Xerox Business Centre NT)	General Creditors	835.19

# COUNCIL AGENDA

## Attachment 13.2.1.2

V00773	Akron Group NT Pty Ltd	General Creditors	825.00
V05196	Christopher and Rachel Trevillion	Refunds & Reimbursements	802.00
V01161	Medimobile Pty Ltd	General Creditors	742.50
V01785	M&S Mowing Plus	General Creditors	715.00
V00101	Bellamack Pty Ltd	Refunds & Reimbursements	700.00
V01144	Palmerston and Rural Swimming Club	General Creditors	700.00
V05120	OPA School of Hellenic Dance - Bill Catis	General Creditors	700.00
V05241	Timo Lindenschmid	Refunds & Reimbursements	700.00
4977	Masterplan	General Creditors	671.01
123	Kerry's Automotive Group - KAP Motors Pty Ltd	General Creditors	665.90
399	St John Ambulance (NT) Incorporated	General Creditors	665.00
4731	Yeni Redding	General Creditors	660.00
V01397	RSPCA Darwin	Refunds & Reimbursements	660.00
V03853	Service Air	General Creditors	632.06
V05189	Hazel Egan	Refunds & Reimbursements	630.00
4007	The Ark Animal Hospital Pty Ltd	General Creditors	619.66
V05214	One Mile Brewery Pty Ltd	General Creditors	616.00
V04531	Mulga Security Pty Ltd	General Creditors	604.56
V05188	Alison Lowe	Refunds & Reimbursements	600.00
V02542	Roadside Services and Solutions Pty Ltd	General Creditors	593.72
5676	Royal Wolf Trading Australia Pty Ltd	General Creditors	587.91
V00475	Outback Batteries Pty Ltd	General Creditors	578.00
2186	Optus Billing Services Pty Ltd	General Creditors	570.00
4528	Miranda's Armed Security Officers Pty	General Creditors	566.50
5686	Aussie Telecom Pty Limited	General Creditors	556.51
V05228	Joseph Griffith	Refunds & Reimbursements	505.00
V03746	Kim Koole Music	General Creditors	500.00
V04985	DPSH Industries Pty Ltd T/A Northern Panel Works	General Creditors	500.00
V05175	Darwin Syncettes	General Creditors	500.00
V05194	Madison & Imogen Walker (Sally-Mother)	Grants, Sponsorships, Donations & Prizes	500.00
V05223	Luke Pearce Arts	General Creditors	500.00
V05246	Isabelle McGrath - (Mother-Alison Lowe)	Grants, Sponsorships, Donations & Prizes	500.00
4561	Bendesigns	General Creditors	484.00
V03834	Tabellarius Pty LTd TA Pack & Send	General Creditors	480.00
V02999	Keep Moving Pty Ltd	General Creditors	478.49
272	City Wreckers	General Creditors	462.00
V03665	Bilske Investments Pty Ltd T/A Outback Pest Co	General Creditors	440.00
V04381	Telstra Limited	General Creditors	439.00
2915	Territory Uniforms	General Creditors	406.32
V01818	Riece Ranson	Grants, Sponsorships, Donations & Prizes	400.00
V03774	Northern Territory Aids & Hepatitis Council INC	General Creditors	400.00
V05230	Kororia Raewyn Atuahiva	General Creditors	400.00
18	Integrated Land Information System	General Creditors	390.00
V05150	FirstAidPro Darwin	General Creditors	388.00
4120	EnvisionWare Pty Ltd	General Creditors	387.59
V03894	F45 Palmerston	MyPalmerston	385.00
V04823	Early Childhood Australia NT	General Creditors	385.00
5417	Institute of Public Works Engineering - IPWEAQ (Qld & NT)	General Creditors	374.00
35	WINC Australia Pty Limited	General Creditors	359.54
V03990	Ecotreat Solutions NT	General Creditors	353.32



# COUNCIL AGENDA

## Attachment 13.2.1.2

V00270	Janie Andrews (Artist and Designer)	General Creditors	350.00
V00660	Richard Fejo	General Creditors	333.00
2238	Hollands Print Solutions Pty Ltd	General Creditors	332.51
V01774	Kill Em All Pest Solutions Pty Ltd	General Creditors	330.00
V05229	Rizza Pascua	Refunds & Reimbursements	325.00
V01948	Scorptec Computers -Scorpion Technology Unit Trust	General Creditors	313.00
V02167	Sanity Music Stores Pty Ltd	General Creditors	312.58
V03971	Darwin Catering Company	General Creditors	305.00
V04770	Matt Stiles	General Creditors	271.95
215	Employee Assistance Services NT Inc (EASA)	General Creditors	252.01
V02225	Aaliyah Mukhlis (Parent: Kiani Anderson)	Grants, Sponsorships, Donations & Prizes	250.00
V03936	Crystal Robins	General Creditors	250.00
V03976	Luva Cuppa	General Creditors	250.00
V04086	Ethan Mow	Grants, Sponsorships, Donations & Prizes	250.00
V04228	Kian't Lam (Marius 't Lam-Parent)	Grants, Sponsorships, Donations & Prizes	250.00
V04665	Peyton Reid	Grants, Sponsorships, Donations & Prizes	250.00
V05209	Bryce Anderson (Parent: Kaitlyn Anderson)	Grants, Sponsorships, Donations & Prizes	250.00
V05248	Gabriel TeMaro (Laddawan TeMaro-Parent)	Grants, Sponsorships, Donations & Prizes	250.00
V04624	Niesha Korman	General Creditors	240.00
5036	Dormakaba Aust P/L T/as Territory Door Services	General Creditors	236.50
30	Colemans Printing Pty Ltd	General Creditors	234.30
3788	HPA Incorporated	General Creditors	215.00
V00542	Industry Health Solutions	General Creditors	209.00
V02977	Myfanwy Powell T/A Darwin Bellydance	General Creditors	200.00
V03983	Queers Write	General Creditors	200.00
V04931	Vheasna Keszia Jamilah V Frenandez	General Creditors	200.00
V05012	Julie Hall T/A Team Aquarium	General Creditors	200.00
V05210	Ingrid Van Herp (TEB Production Pty Ltd)	Refunds & Reimbursements	200.00
V05243	Lasantha Forando Muthuthanthrige	Refunds & Reimbursements	200.00
112	Beaurepaires	General Creditors	195.42
V00964	HD Enterprises Pty Ltd T/a HD Pumps	General Creditors	170.30
V03262	WOW Wipes	General Creditors	168.58
V05045	Michelle Nicolson T/A Palmerston Computerized Embroidery	General Creditors	161.98
V04923	Garrards Pty Ltd	General Creditors	127.27
V00933	Carers NT	Refunds & Reimbursements	125.00
V04329	Mark Kevin Sabido	Refunds & Reimbursements	125.00
V04422	Taiwanese Community of the Northern Territory	Refunds & Reimbursements	125.00
V04830	Arafura Music Collective	Refunds & Reimbursements	125.00
V04866	Elyce Ruthenberg	Refunds & Reimbursements	125.00
V05197	Taylor Mathews	Refunds & Reimbursements	125.00
V05208	Santos Finance Ltd	Refunds & Reimbursements	125.00
V05244	Leila Heinrich	Refunds & Reimbursements	125.00
V05245	Torrese Bell	Refunds & Reimbursements	125.00
V00075	Mercury Group of Companies Pty Ltd (T/A FitzWork)	General Creditors	121.77
V05166	Bilawuk Pty Ltd	General Creditors	120.00
V05171	Terence Black	Refunds & Reimbursements	103.10
V01810	Jacana Energy - Payroll Deductions	General Creditors	100.00
V05205	Mrs Irene Rust	Refunds & Reimbursements	98.50
V05206	Yashara Martin	Refunds & Reimbursements	98.00
3648	Mobile Locksmiths Australia Pty Ltd	General Creditors	88.00

# COUNCIL AGENDA Attachment 13.2.1.2

V05131	Penelope Paton	Refunds & Reimbursements	60.00
566	Stickers & Stuff	General Creditors	55.00
V02410	Peter Brady	Refunds & Reimbursements	51.55
V03198	Joseph Gordon	Refunds & Reimbursements	51.55
V05154	Angelie Bautista De Guzman	Refunds & Reimbursements	51.55
V05170	Paul van Deventer	Refunds & Reimbursements	51.55
V01938	Windcave Pty Limited	General Creditors	49.50
V03992	Booktopia Pty Ltd	General Creditors	49.07
V02545	Amazon Web Services Inc	General Creditors	35.82
V05101	Ezyas Car Wash NT	General Creditors	25.00
V04986	Bridge NT Pty Ltd T/A Bridge Toyota	General Creditors	14.59
V00694	Subscribe-Software Pty Ltd	General Creditors	2.00
<b>TOTAL</b>			<b>7,686,479.20</b>

Investments	2,000,000.00
Total Creditor Payments (excludes investments placed)	<u>5,686,479.20</u>
<b>Total Payments made to Local suppliers this month</b>	<b><u>5,088,261.51</u></b>

**Percentage of this month's payments made to local suppliers** **89.48%**




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Approved by: Finance Manager

SECTION 2  
Financial Results

Creditor Accounts Outstanding as at 28 June 2024  
% of year passed 100%

## 2.6 - Creditor Accounts Outstanding

Vendor No.	Creditor Name	Amount \$
4190	National Australia Bank - Corporate Credit Cards	55,239.84
V02563	Amcom Pty Ltd Acc no 68842	488.11
V05211	Carl O'Connor	(25.00)
V02399	Leeanne Lee	(51.55)
V02999	Keep Moving Pty Ltd	(478.49)
V00318	QuickSuper Clearing House	(7,084.20)
<b>TOTAL</b>		<b>48,088.71</b>

Please note that Amcom Pty has a pending credit awaiting invoice matching in the system.

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

Please note QuickSuper Clearing House represents May Superannuation payments due for payment in July 2024.

Please note that all creditors are outstanding less than 30days



Approved by: Finance Manager

Section 2  
Financial Results

Commercial Leases as at 28 June 2024  
% of year passed 100%

### 2.7 - Commercial Leases

	Revised Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget	Notes
<b>Income</b>						
Library Services	30,000	36,018	120%	30,000	120%	1
GM Finance & Governance	69,474	77,588	112%	69,474	112%	1
Civic Centre	140,000	163,503	117%	140,000	117%	1
<b>Income</b>	<b>239,474</b>	<b>277,109</b>	<b>116%</b>	<b>239,474</b>	<b>116%</b>	
<b>Expenditure</b>						
GM Finance & Governance	-12,463	-14,803	119%	-12,463	119%	2
<b>Expenditure</b>	<b>-12,463</b>	<b>-14,803</b>	<b>119%</b>	<b>-12,463</b>	<b>119%</b>	
<b>Profit/(Loss)</b>	<b>227,011</b>	<b>262,307</b>		<b>227,011</b>		

Notes

1. The variance is due to higher monthly rental income than what was budgeted.
2. The expenditure includes the repairs and maintenance relating to commercial lease which was higher than budgeted.



Approved by: Finance Manager

## 2.8 - Council Loans

### INTERNAL LOANS

Making the Switch Balances (FILOC)	
1st Withdrawal June 2019	640,000
2nd Withdrawal June 2020	2,583,849
Public lighting officer June 2020	114,000
<b>Project Cost taken from FILOC</b>	<b>3,337,849</b>
Repayments 2019/20	(200,000)
Repayments 2020/21	(313,615)
Repayments 2021/22	(321,849)
Repayments 2022/23	(330,299)
<b>Loan Balance at 1/07/2023</b>	<b>2,172,085</b>
Repayments 2023/24	-338,971
<b>Loan Balance as at 28/06/2024</b>	<b>1,833,114</b>

Making the Switch (FILOC)					
Principal as of 1/7/2023	Principal Loan Repayments for 2023-24	Principal Loan Repayments YTD	Interest for 2023-24	Interest YTD	Loan balance as of 28/06/2024
2,172,085	-338,971	-338,971	53,187	53,187	1,833,115

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

SWELL Loan (FILOC)	
Project Cost taken from FILOC	400,000
Expected Loan Repayments 2023/24	(80,000)
<b>Expected Loan Balance at 30/06/2024</b>	<b>320,000</b>
Repayments 2023/24	-
<b>Loan Balance as at 28/06/2024</b>	<b>400,000</b>

SWELL Loan (FILOC)			
Principal as of October 2024	Principal Loan Repayments for 2023-24	Principal Loan Repayments YTD	Loan balance as of 28/06/2024
400,000	-	-	400,000

The above table shows the loan amount taken from the FILOC Reserve for SWELL construction. An amount of \$80K is repaid on yearly basis and no interest is charged. The loan repayments will end in 2028.

#### Note

The first repayment of SWELL loan taken out of FILOC will be done on 30/06/2024

## 2.8 - Council Loans

### EXTERNAL LOANS

Archer Landfill Rehabilitation Balances (NAB)	
<b>Total Loan Amount</b>	<b>1,960,000</b>
Repayments 2019/20	(221,414)
Repayments 2020/21	(228,223)
Repayments 2021/22	(234,634)
Repayments 2022/23	(241,037)
<b>Loan Balance at 1/07/2023</b>	<b>1,034,692</b>
Repayments 2023/24	-248,082
<b>Loan Balance as at 28/06/2024</b>	<b>786,610</b>

Archer Landfill Rehabilitation (NAB)					
Principal as of 1/7/2023	Principal Loan Repayment For 2023/2024	Principal Loan Repayment YTD	Interest for 2023/2024	Interest YTD	Loan balance as of 28/06/2024
1,034,692	-248,082	-248,044	26,137	26,330	786,648

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.

SWELL (NAB)	
<b>Total Loan Amount</b>	<b>5,000,000</b>
<b>Loan Balance at 31/12/2023</b>	<b>5,000,000</b>
Repayments 2023/24	-187,500
<b>Loan Balance as at 28/06/2024</b>	<b>4,812,500</b>

SWELL (NAB)					
Principal as of December 2023	Principal Loan Repayment For 2023/2024	Principal Loan Repayment YTD	Interest for 2023/2024	Interest YTD	Loan balance as of 28/06/2024
5,000,000	-187,500	-187,500	140,360	140,360	4,812,500

The External Loan - SWELL is for a term of 20 years commencing 29 December 2023 and concluding 28 September 2043. The interest rate is variable for the duration of the loan and is paid on a quarterly basis.



Approved by: Finance Manager

# COUNCIL AGENDA Attachment 13.2.1.2

## Section 2 Financial Results

Elected Member Expenses 28 June 2024  
% of year passed 100%

### 2.9 - Elected Member Expenses

	Revised Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget	Notes
<b>Operating Expenditure</b>						
Superannuation	0	-24,305	0%	0	0%	
Mayoral Allowance	-114,000	-104,940	92%	-114,000	92%	
Mayor Vehicle Allowance	-25,000	-15,068	60%	-25,000	60%	
Mayoral Professional Dev Allowance	-4,000	-4,000	100%	-4,000	100%	
Deputy Mayoral Allowance	-39,200	-26,481	68%	-39,200	68%	
Elected Members Councillor Allowances	-132,000	-128,797	98%	-132,000	98%	
Elected Members Professional Dev Allowance	-28,000	-4,069	15%	-28,000	15%	
Elected Members Meeting Allowance	-70,000	-62,400	89%	-70,000	89%	
Information Technology Capital Entitlement	-9,600	-2,962	31%	-9,600	31%	
Communications Entitlement	-6,400	0	0%	-6,400	0%	
Acting Mayor Allowance	0	-12,350	0%	0	0%	
Computer Hardware Expensed	0	-665	0%	0	0%	
Advertising	0	-40	0%	0	0%	
Stationery & Office Consumables	-516	-102	20%	-516	20%	
Printing & Photocopying Costs	-2,062	-1,150	56%	-2,062	56%	
Furniture & Equipment expensed	-1,433	-271	19%	-1,433	19%	
Other Sundry Expenses	-7,857	-6,531	83%	-7,857	83%	
Food & Catering Costs	-11,085	-7,614	69%	-11,085	69%	
Course Seminar & Conference Registration	-10,557	-19,655	186%	-10,557	186%	1
Air Travel	-3,093	-7,372	238%	-3,093	238%	1
Travel Accommodation	-2,111	-18,940	897%	-2,111	897%	1
Travel Related Costs Other	-1,031	-1,239	120%	-1,031	120%	1
<b>Operating Expenditure</b>	<b>-467,945</b>	<b>-448,951</b>	<b>96%</b>	<b>-467,945</b>	<b>96%</b>	

Note

1. The Overspend is due to travel and accommodation which was greater than expected and will be absorbed within savings in other areas.



Approved by: Finance Manager

Section 2  
Financial Results

CEO Credit Card Transactions as at  
% of year passed

28 June 2024  
100%

### 2.10 - CEO Credit Card Transactions

**Cardholder Name:** Amelia Vellar  
**Cardholder Position:** Acting CEO  
**Period** Jun-24

Transaction Date	Amount \$	Supplier's Name	Reason for the Transaction
3/06/2024	\$ 28.66	CabFare Payments	Professional Development Course - Travel Taxi Fare
19/06/2024	\$ 11.82	Darwin City Council	Business Travel Expenses - Parking Fees
<b>Total</b>	<b>\$ 40.48</b>		

**Cardholder Name:** Nadine Nilon  
**Cardholder Position:** Acting CEO  
**Period** Jun-24

Transaction Date	Amount \$	Supplier's Name	Reason for the Transaction
26/06/2024	\$ 29.98	Newsxpress Palmerston	Employee Farwell Departure Gift
26/06/2024	\$ 100.00	BCF Palmerston	Employee Farwell Departure Cards
<b>Total</b>	<b>\$ 129.98</b>		



Approved by: Finance Manager



## COUNCIL REPORT

2nd Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.2.2
<b>REPORT TITLE:</b>	Finance and Governance Quarterly Report April - June 2024
<b>MEETING DATE:</b>	Tuesday 16 July 2024
<b>AUTHOR:</b>	Executive Assistant to General Manager Finance and Governance, Navya Desamala
<b>APPROVER:</b>	General Manager Finance and Governance, Wati Kerta

### COMMUNITY PLAN

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

### PURPOSE

This Report summarises the key activities undertaken by the Finance and Governance Directorate during the April to June 2024 quarter.

### KEY MESSAGES

- During the quarter, a total of \$10.31 million was paid to vendors, with \$9.04 million (88%) paid to local suppliers.
- This quarter saw an additional 124 properties added to our Municipality. This brings the total number of rateable properties to 15,324. This excludes the number of dwellings on a property.
- The total number of ratepayers now receiving rates notices digitally is 3516, which reflects 24% of rates notice and improves sustainability.
- Council adopted its 2024-25 Municipal Plan and Budget, 2025-34 Long-Term Financial Plan, 2024-25 Fees and Charges, and the 2024-25 Declaration of Rates and Charges was completed in line with statutory requirements.
- A number of governance activities occurred during the quarter which included the six grant acquittals, Freedom of Information requests, confirmation of insurance policies for 2024-25, a Risk Management and Audit Committee meeting.
- Council's Policy Review Schedule is to date with the review and adoption of two Council Policies.
- Review of the information sheet regarding applying to access information held by Council request was completed which included information session for staff on the different ways the public can request and access information.
- The Interim Audit on Council's presentation of financial information was conducted by the External Auditor during the quarter, a report will be presented to the Risk Management and Audit Committee in August 2024.

### RECOMMENDATION

THAT Report entitled Finance and Governance Quarterly Report April - June 2024 be received and noted.

A Place for People

## BACKGROUND

Council is provided with a report on key activities undertaken by the Finance and Governance Directorate on a quarterly basis that aligns with the relevant Community Plan outcomes.

## DISCUSSION

The Finance and Governance quarterly update identifies the activities undertaken during the quarter that supports the delivery of the Community Plan outcome.

**Community Plan Outcome 2: Vibrant Economy – Palmerston is a destination city for employment, it is a place where businesses are encouraged to set up and grow.**

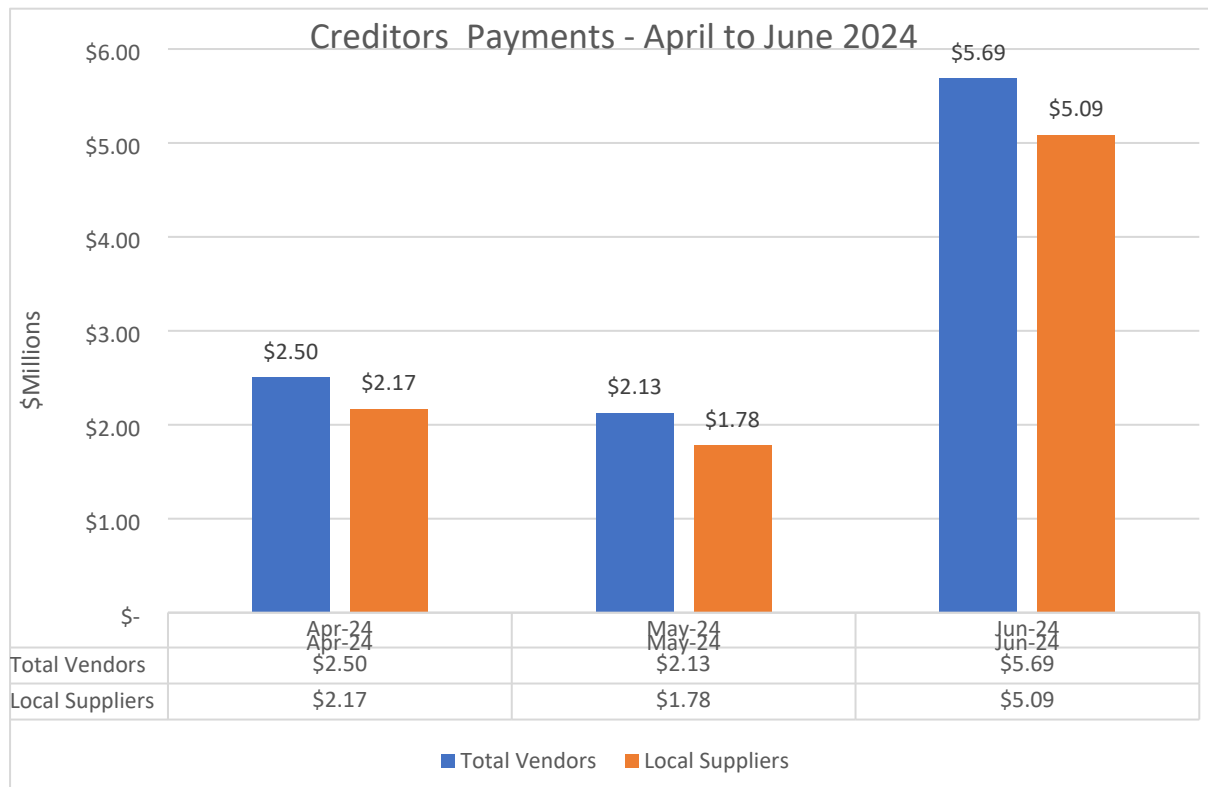
### Investment

Council's Investment into the City of Palmerston is presented in the Municipal Plan and Long-Term Financial Plan, which was adopted at the 18 June 2024 Council Meeting.

There is an additional 124 properties added to our Municipality. This brings the total number of rateable properties to 15,324.

### Support Local

\$10.31 million has been paid to local suppliers between the period 1 April 2024 to 30 of June 2024. This total makes up 88% of all creditor payments over the same period which amounted to \$9.04 million.



**Community Plan Outcome 5: Environmental Sustainability - Palmerston is an environmentally friendly, liveable city that promotes renewable practices and sustainability.**

**Electronic Rate Notices**

The April to June 2024 quarter recorded a reduction of ratepayers registered to receive electronic notices. The total number of ratepayers now receiving rates notices digitally is 3479, which reflects 24 % of rates notices, this is down by 249 compared to June 2023 and is due to the changeover of property owners.

**Community Plan Outcome 6: Governance - Council is trusted by the community and invest in things that the public value.**

**Grants Management**

The following grant reporting requirements were finalised for the quarter:

- NTG Capital grant Funding – Swimming Wellness Events Leisure Lifestyle (SWELL) – Final report and acquittal
- Commonwealth Grant Agreement – SWELL – Final report and acquittal.
- Australia Day Council NT – Australia Day Citizen Ceremony 2024 – Acquittal.
- National Australia Day Council - Australia Day Citizen Ceremony 2024 – Acquittal.
- Darwin, Palmerston and Litchfield Regional Flexible Grants 2023-24 - Fencing for SWELL - Final report and acquittal.
- Roads to Recovery – Quarterly report January-March 2024.
- Immediate Priority Grant – Palmerston Fitness Centre and Youth Centre Roof Replacement and Solar Installation – Acquittal.

**Procurement – over \$100,000**

The following public procurement processes were undertaken for projects over \$100,000 in the April - June quarter:

Procurement	Awarded To	Contract Value	Contract Type	Length of Period Contract	Local Supplier
Men's Shed Accessible Toilet Construction	Aussie Mandias T/As Top End RACE	\$108,908.47 inc GST	Lump sum	N/A	Yes
Arched Closed Landfill Environmental Monitoring	Agon Environmental Pty Ltd	\$107,338.00 inc GST	Schedule of Rates	Initial period of 12 months with option to extend	Yes

The following public procurement activities for projects over \$100,000 are in the planning and preparation stage and are scheduled to be released in the next quarter:

- Replacement of vandalised equipment at Tom Price Park in Gunn
- Zuccoli Hub – Stage 2 Skate Park & Pump Track Design & Construct
- Pre-cyclone Clean Up 2024
- Civil Works Panel Contract

The following public procurement activities for projects over \$100,000 are in the assessment stage and are scheduled to be awarded in the next quarter:

- Footpath Connectivity and renewal
- Public Litter Bin Collection

The following public procurement activities for projects over \$100,000 are currently open for tender or quotation and are scheduled to be awarded in the next quarter:

*A Place for People*

- Grounds Maintenance
- Municipal Landscaping
- Clean and Reline Bore – Marlow Lagoon

### Freedom of Information

- Three Freedom of Information (FOI) requests were received in the April to June quarter. The applications are currently under review by the relevant officers.

### Declaration of Rates and Charges 2024-25

The Declaration of Rates and Charges 2024-25 was adopted at the Second Ordinary Council Meeting on 18 June 2024, after which, it was made available on Council’s website and in the local newspaper.

### Municipal Plan 2024-25 and Long-Term Financial Plan 2025-34

The Municipal and Long-Term Financial Plans were adopted at the Second Ordinary Council Meeting on 18 June 2024.

On 13 May 2024, the Municipal Plan and Budget 2024-25 commenced the 28 days public consultation. Communications and media were undertaken to ensure the Plan received public exposure and residents were provided with multiple opportunities to provide feedback on the document. The feedback received was presented to Council at the Ordinary Meeting on the 18 June and responses were sent to all those who provided feedback. The Municipal Plan 2024-25 was updated to reflect administrative changes and feedback received during the public consultation period.

The Long-Term Financial Plan (LTFP) 2025-34 commenced 28 days public consultation on the 13 May 2024 together with the Municipal Plan and Budget for 2024-25. There was no feedback received from the public on the LTFP. The LTFP was also reviewed by external consultants PVW Partners. The recommendations from the external consultant resulted in few administrative changes that have been incorporated in the Long-Term Financial Plan.

The adopted Municipal Plan 2024-25 and Long-Term Financial Plan 2025-34 were presented to the Department of Chief Minister and Cabinet and the Minister for Local Government. The Plans are available on Council’s website.



## **Fees and Charges 2024-25**

The City of Palmerston Fees and Charges 2024-25 were endorsed by Council on the 18 June 2024. Majority of the fees and charges remained the same as 2023-24 as Council continues to provide many free services and minimise the cost to the community to access Council facilities and services. The fees and charges are available on Council's website.

## **Review of Council Policies**

The following Council Policies were reviewed and updated for the quarter, in line with the endorsed Policy Review Schedule:

- Audio/Audiovisual Conferencing
- Recognition of Service to the Community

## **Risk Management**

The Risk Management and Audit Committee (RMAC) meeting was held on 11 June 2024, with the following achievements noted:

- RMAC has appointed two new Independent Members.
- An update was provided on the 3-year internal audit program
- Endorsement on the review of the RMAC Terms of Reference
- An update on the ERP implementation project was presented.

## **Insurance**

A review of the Council's insurance program is carried out each year to ensure sufficient risk coverage and financial sustainability for the City of Palmerston. The insurance policies for 2024-25 were placed in June 2024.

## **Interim Audit**

KPMG has completed the interim audit as of 31 March 2024. The interim audit will provide a more thorough review of the current management controls and improvements which have been put in place to address the prior year's issues. The interim audit report is yet to be provided by KPMG. It is expected that Council and the Risk Management audit committee be provided with a report on the audit outcomes prior to the end of the financial year.

## **CONSULTATION AND MARKETING**

All staff within the directorate contributed to the development of this report.

## **POLICY IMPLICATIONS**

There are no policy implications for this Report.

## **BUDGET AND RESOURCE IMPLICATIONS**

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

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

This Report addresses the following City of Palmerston Strategic Risks:

6. Governance  
Failure to effectively govern.

## **STRATEGIES, FRAMEWORK AND PLANS IMPLICATIONS**

This report relates to the following City of Palmerston Strategies, Framework and Plans:



*A Place for People*

- Community Plan
- Municipal Plan

## **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

<b>AGENDA ITEM:</b>	13.2.3
<b>REPORT TITLE:</b>	Overgrown Grass and Untidy Allotments
<b>MEETING DATE:</b>	Tuesday 16 July 2024
<b>AUTHOR:</b>	General Manager Community, Konrad Seidl
<b>APPROVER:</b>	General Manager Community, Konrad Seidl

## COMMUNITY PLAN

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

## PURPOSE

This Report presents to Council for information the current process for untidy allotments and improvements to be introduced over 2024/25.

## KEY MESSAGES

- City of Palmerston is a 'Place for People', and untidy allotments can impact amenity and the safety of the community.
- An untidy allotment could include overgrown grass, excessive litter or build-up of materials which could be considered hoarding.
- Safety and Amenity is a whole of community responsibility and the City of Palmerston endeavours to raise awareness, educate and ensure compliance through service requests, routine patrols, and annual programs.
- City of Palmerston recognises the need to enhance community awareness, community compliance, and patrol/monitoring regimes.
- The 2024/25 program for untidy allotments will include enhanced community awareness, increased patrols and monitoring and clear timelines for reminders and compliance.

## RECOMMENDATION

THAT Report entitled Overgrown Grass and Untidy Allotments be received and noted.

## BACKGROUND

At the 1<sup>st</sup> Ordinary Council Meeting of 4 June 2024, Council made the following decisions:

### *17.1 Report for Council*

*Moved: Councillor Fraser*  
*Seconded: Deputy Mayor Giesecke*

*THAT Council be provided with a report for outlining the process for overgrown grass and untidy allotments by the Second Ordinary Council Meeting in July 2024.*

*CARRIED 10/1373 - 4/06/2024*

This report provides Council with an overview of matters pertaining to untidy allotments, the existing practice and the enhanced 2024/25 approach.

## DISCUSSION

City of Palmerston has a key role in monitoring and responding to properties of concern.

There are many other agencies that may be engaged directly or after City of Palmerston investigation or intervention. Some examples of this include:

Issue	Context	Responsible Agency
Hoarding of Property	Safety Hazard Fire	NT Police, Fire & Emergency Services
Public Health	Safety Health Hazard - Vermin, Disease, Asbestos, Contaminated Land, Air Quality, and Toxic Waste	Northern Territory Environment Protection Authority
Health	Mental Health Concern	NT Department of Health
Litter	Excessive Litter/Rubbish on property impacting visual amenity and adjoining property	Northern Territory Environment Protection Authority
Social Housing	Untidy allotment requiring agency support to resolve	Northern Territory Government Department of Territory Families, Housing and Communities

### Existing Practice

The current practice for Hoarding of Property, Public Health Matters, Health, and Litter matters has been investigation and action on observation/patrol or in response to complaint from the community.

This season Long Grass program included:

- Correspondence sent to vacant landowners
- A full patrol of City of Palmerston suburbs
- Identification of non-compliant properties and at-risk properties (which may include properties with dwellings)
- Warrants to conduct clearing and mitigation works on properties
- Clearing and Mitigation works carried out by contractors (Costs incurred for contractor (plus 10%) are charged to property owner as per City of Palmerston Fees and Charges)
- Infringements issued for non-compliance.

City of Palmerston responded directly to concerns raised by the community on specific properties identified as posing a risk.

A proportion of non-compliant properties with dwellings are owned or managed by Northern Territory Government Department of Territory Families, Housing and Communities, who respond on a complaint's basis.

### 2024/25 Approach

The proposed approach for untidy allotments across City of Palmerston in 2024/25 includes:

#### Community Engagement and Civic Responsibility

- Communication and marketing campaign raising awareness of community civic responsibility to maintain properties (vacant or with buildings or dwellings) toward a safety and amenity outcomes for Palmerston.



- Engaging information on website to highlight community responsibilities and compliance timelines.
- Engagement material/collateral developed to be utilised at community events, stalls, and Councillor engagement opportunities.

### Agency Collaboration

- Strengthened relationships with key and interested parties such as Northern Territory Government Department of Territory Families, Housing and Communities, NT Police, Fire & Emergency Services, Northern Territory Environment Protection Authority, NT Department of Health, Northern Territory Environment Protection Authority.
- Establishment of routine meetings with Northern Territory Government Department of Territory Families, Housing and Communities to support resident awareness, compliance, and community outcomes.

### Pro-active Patrols

- Rangers will pro-actively monitor the community and engage/take action on high-risk properties as they become apparent.

### Bi-Annual Inspection Program

- A letter will be sent to all ratepayers in April and September to highlight their responsibilities related to:
  - The management of Long Grass
  - The need to keep properties safe, and tidy in relation to:
    - Unnecessary hoarding
    - Litter and waste
    - Dangerous goods
  - Preparation for Cyclones (including Cyclone waste collection)
  - Compliance requirements, penalties, and council action on non-compliance
- The Bi-Annual letter will be followed by whole of Palmerston patrol and inspection of properties.
- Dependant on the circumstances (hoarding, litter, dangerous goods, long grass) further engagement, contractor works, or an infringement may apply. For matters related to long grass, a contractor will be engaged, and an infringement will be issued.

Operational Policies and Procedures are currently being updated to align with the revised approach.

## **CONSULTATION AND MARKETING**

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

- General Manager Infrastructure
- Regulatory Services Unit

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

- Northern Territory Government Department of Territory Families, Housing and Communities.

## **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. The operational works to undertake this program is within the 2024/25 City of Palmerston Municipal Budget.

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

This Report addresses the following City of Palmerston Strategic Risks:

**1. Community Safety**

Failure of Council to effectively plan and deliver its role in community safety.

This legislation related to this report is the:

- Palmerston (Public Places) By-Laws 2001
  - Section 11 - Requirement by council for owner or occupier of land to execute work or take other action.
  - Section 31 - Depositing etc. litter
  - Section 32 - Land to be cleared
  - Section 34 - Deposit of offensive matter etc. on a public place

## **STRATEGIES, FRAMEWORK AND PLANS IMPLICATIONS**

This report strongly aligns to the City of Palmerston Vision 'A Place for People' and the element of 'In Palmerston, everyone is safe'.

This report strongly aligns to City of Palmerston Community Plan outcome:

**1. Family and Community**

Palmerston is a safe and friendly community where everyone belongs

## **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

<b>AGENDA ITEM:</b>	13.2.4
<b>REPORT TITLE:</b>	Community Benefit Scheme - End of Financial Year 2023/24 Update
<b>MEETING DATE:</b>	Tuesday 16 July 2024
<b>AUTHOR:</b>	Community Development Officer, Kate Townsend
<b>APPROVER:</b>	General Manager Community, Konrad Seidl

### COMMUNITY PLAN

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

### PURPOSE

This report provides Council with a summary of the 2023-24 Community Benefit Scheme

### KEY MESSAGES

- City of Palmerston is a Place for People, and the Community Benefit Scheme demonstrates Council's commitment toward enhancing social wellbeing and cohesion, developing the capability of community groups, and building connectivity within the community.
- City of Palmerston provides funding through the Community Benefit Scheme to eligible community groups and organisations to deliver activities, projects and services that benefit the Palmerston community.
- The 2023-24 Community Benefit Scheme allocated \$235,260 to benefit the community.
- A committed balance of \$133,500 in multiyear sponsorships will be carried over to the new 2024-25 financial year.
- A funding agreement has been withdrawn by Palmerston Boxing Club, who has informed Council of their intention to dissolve.

### RECOMMENDATION

1. THAT Report entitled Community Benefit Scheme - End of Financial Year 2023/24 Update be received and noted.
2. THAT Council note Palmerston Boxing Club has advised Council of their intention to dissolve the association and therefore withdraw their Community Benefit Scheme multiyear sponsorship agreement and grant agreement as detailed in report entitled Community Benefit Scheme - End of Financial Year 2023/24 Update.

### BACKGROUND

City of Palmerston (CoP) provides funding through the Community Benefit Scheme (CBS) to eligible community groups and organisations to deliver activities, projects and services that benefit the Palmerston community. The funding supports programs that enhance social wellbeing and cohesion, developing the capability of community groups and building connectivity within the community.

This report provides Council with a summary of the Community Benefit Scheme 2023/24 applications highlighting requests approved in June 2024 and a summary of all funding agreements this financial year.

This report also details a withdrawn funding agreement from the Palmerston Boxing Club.

On the 12 December 2023 Council made the following Decision:

*13.1.1 Community Benefit Scheme Sponsorship Request – Palmerston Boxing Club*

*Moved: Councillor Fraser  
Seconded: Councillor Henderson*

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

*CARRIED 10/1132 – 12/12/2023*

## DISCUSSION

In financial year of 2023/24, there was \$235,260 awarded through the CBS to support activities and events which benefit the Palmerston Community. This is the first time that Council has awarded the full budget amount of \$230,000. The Community Benefit Scheme has seen a significant growth in the 2023/24 financial year which can be attributed to two (2) predominate factors; firstly, growth in NT School Sport Events over the last two (2) years, this has increased utilisation of Individual Representation Support Grants. Furthermore, City of Palmerston staff have focused on building capacity of community organisations to strengthen governance and increase understanding of the application process and funding requirements to improve confidence toward applying.

In March 2024, City of Palmerston partnered with the Northern Territory Government, Department of Sport, Recreation and Strategic Infrastructure to deliver a Club Development Planning Workshop to Palmerston Sporting Clubs. The purpose of the workshop was to strengthen community sporting organisations' planning processes, supporting them identify projects that contribute to their long-term organisational aims through available funding from City of Palmerston, the Northern Territory Government and Federal Government. The workshop was well attended with positive feedback on the value to attendees. Future workshops will focus on the individual elements which go into making a strong funding proposal to ensure Palmerston Community Organisations are well positioned to secure funding from a variety of sources to meet current and future needs of our community.

### Three Year Comparison

The following table provides a comparison of the funding allocated for each CBS category over the past three (3) years:

	2021/22	2022/23	2023/24
Community grants	\$49,013*	\$17,995	\$41,010
Sponsorships		\$12,500	\$39,000
Multi-year agreements	\$85,422	\$111,500	\$116,500
Individual Representation Support	\$18,550	\$37,250	\$37,750
Annual School Awards	\$1,000	\$1,700	\$1,000
Environment Initiatives	\$18,131**	\$0	\$6,000
<b>TOTAL</b>	<b>\$153,985</b>	<b>\$180,905</b>	<b>\$241,260</b>

\*Sponsorships and grants were delivered as one (1) category in 2021/22.

\*\*\$11,000 of this amount was returned in 2022/23 due to the Harvest Corner Association dissolving before projects were completed.

The following provides an overview of CBS activity in June 2024, as well as summary for the 2023/24 financial year. A detailed list of all recipients is included in **Attachment 13.2.4.1** to report entitled Community Benefit Scheme - End of Financial Year 2023/24 Update,

### Sponsorship

Three (3) Sponsorship Agreements were awarded in June 2024:

- The Darwin Special Children's Christmas Party was awarded for \$3,000 by Council. Fourteen Palmerston Organisations have been invited to send participants to the event in December at the Darwin Convention Centre.
- The Darwin Basketball Association was awarded \$2,000 under the CEO's delegation to support the delivery of the Darwin Salties Wheelchair Basketball event to be held at the Palmerston Recreation Centre.
- Walking off the War Within NT was awarded \$2,000 under the CEO's delegation to support the delivery of their annual event at East Point, Darwin.

This financial year, City of Palmerston has supported eight (8) sponsorships to a total value of \$39,000.

### Grants

Five (5) Community Grants were awarded in June 2024:

- Kentish Lifelong Learning and Care \$5,000 by Council to support the delivery of the Palmerston Aboriginal and Torres Strait Islander Children's Day on 4 August 2024.
- The Legacy Club of the Northern Territory \$8640 by Council to support the delivery of nine (9) Widow and Beneficiaries Luncheons to be held in Palmerston.
- Neighbourhood Watch NT \$12,680 by Council to deliver Safe Palmerston Initiatives including Community Connection Events, and personal protection workshops to Palmerston Residents.
- Northern Territory Rugby Union for \$500 under the CEO delegation to support the Palmerston Junior 7's in September
- The Y NT for \$2,000 under the CEO's delegation to support the 2024 NT Youth Parliament.

This financial year, City of Palmerston has supported ten (10) Community Grants to the total value of \$41,010.

### Annual School Awards

No Annual School Awards Donations were made in June 2024.

This financial year, City of Palmerston has supported ten (10) Annual School Awards to the total value of \$1000.

### Environmental Initiative Grants

No Environmental Initiative Grants were awarded in June 2024.

This financial year City of Palmerston has supported one (1) Environmental Initiative to the value of \$6,000.

### Individual Representation Support

Fourteen Individual Representation Support (IRS) Grants were awarded in June 2024 under the CEO's delegation in June to a total value of \$3,500, bringing the total IRS to 144 including one (1) team grant for 2023/24.

This financial year, the total amount allocated for IRS is \$37,750.

### Multiyear Sponsorship Agreements

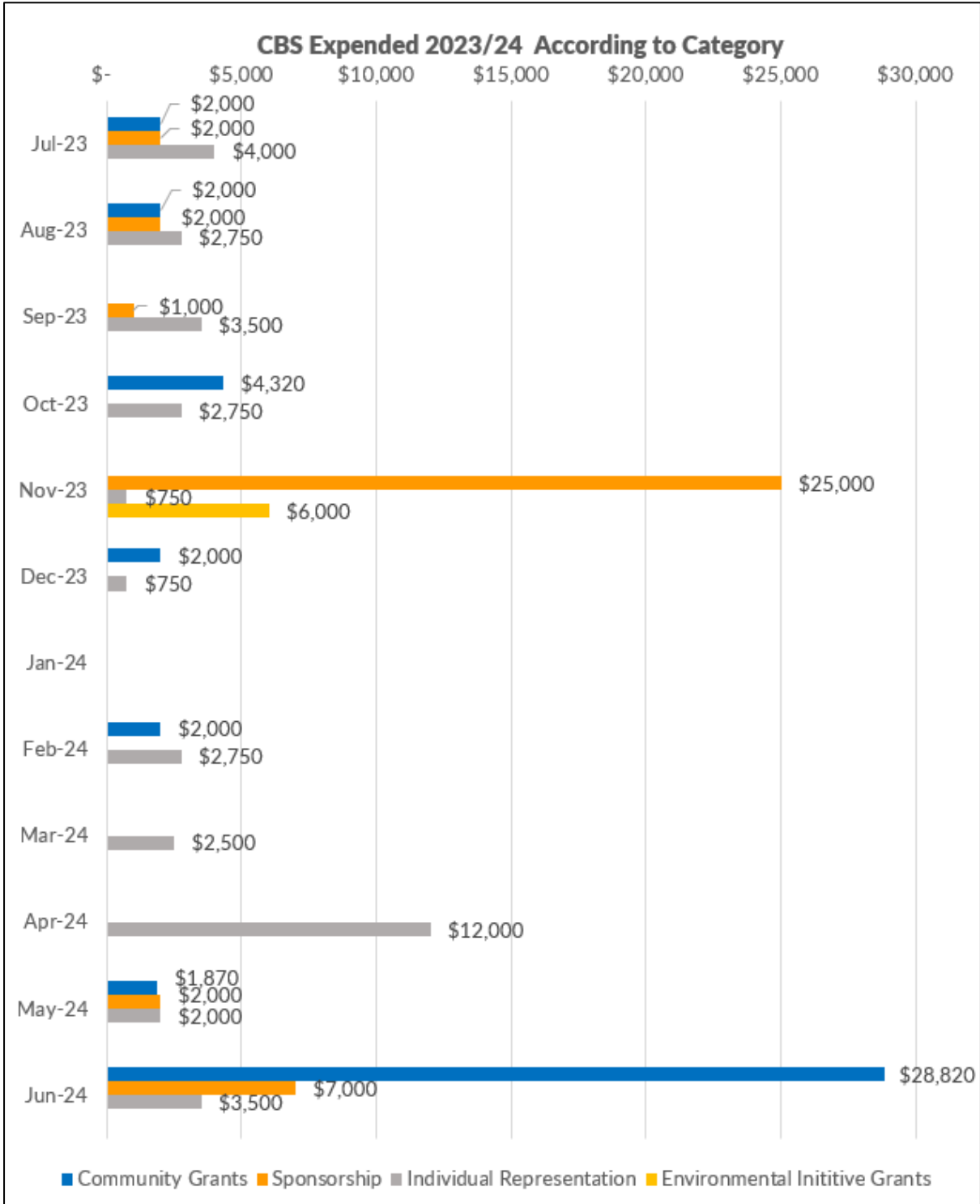
No new multiyear sponsorship agreements were presented to Council in June 2024.

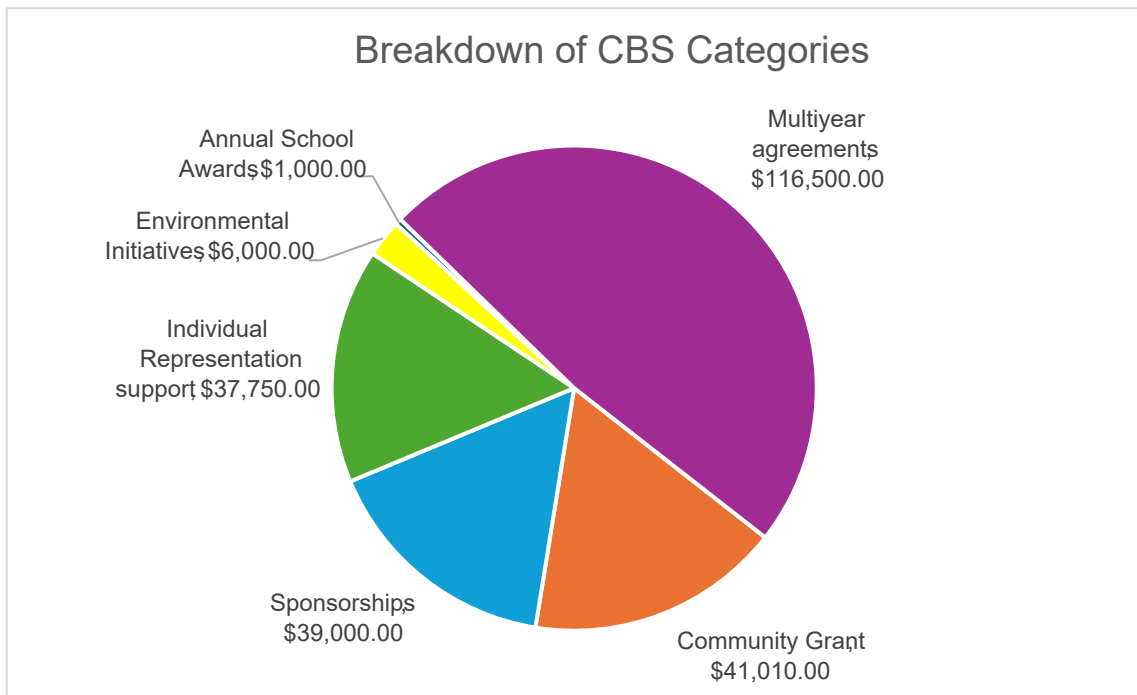
A funding agreement has been withdrawn from Palmerston Boxing Club who have indicated they intend to dissolve. This agreement was endorsed by Council on 12 December 2023 for a three (3) year sponsorship agreement for \$5,000 annually and a \$2,000 community grant for a member management system. On 24 June 2024, Palmerston Boxing Club Informed Council of their intention to dissolve the Association. Consequently, the three (3) year sponsorship agreement and the grant funding for \$2,000 have been withdrawn. No funds had been paid to the Club. The \$7,000 committed to the club for this financial year has been cancelled, and the committed balance carried forward into 2024/25 and 2025/26 has been adjusted to reflect this change.

This financial year, City of Palmerston has supported eleven multi-year agreements to the total value of \$116,500. This amount does not include \$30,000 which was allocated to the Palmerston Golf and Country Club for the NT Championship, or \$5,000 allocated to the Palmerston Boxing Club which were both returned to the budget due to the respective organisations inability to meet the conditions of funding owing to cancelation of the event, and dissolution of the Association.

In the next financial year, a committed balance of \$133,500 is being carried over in eleven multiyear agreements.

The graph below entitled *2023/24 Expended Community Benefit Scheme*, shows expenditure from July 2023 to June 2024. Further to this table titled *Committed Multiyear Sponsorships Agreements* details receipts of multiyear agreements. A detailed list of all funds expended is included as **Attachment 13.2.4.1**. Photos of a selection of funding recipients have been featured following the graphs.





**Committed Multiyear Sponsorship Agreements**

Applicants Name	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
Palmerston and Litchfield Seniors	\$20,000 Annually			\$22,000	\$22,000	\$25,000
Clubhouse Territory	\$10,000 Annually					
Palmerston Netball		\$10,000 Annually				
Palmerston Rovers Football Club		\$10,000 Annually				
Palmerston Saints Hockey Club		\$1,500 Annually				
Palmerston Magpies Football Club		\$10,000 Annually				
RSPCA		\$10,000 Annually				
Palmerston Golf and Country Club		\$30,000	\$30,000*	\$30,000	\$30,000	
Palmerston Rugby Union Club			\$5,000 Annually			
Riding for the Disabled Top End			\$20,000	\$15,000	\$15,000	
Northern Sharks Rugby League Club			\$10,000 Annually			
Palmerston Boxing Club			\$5,000 Annually**			
PaRBA			\$10,000 Annually			
<b>Total</b>			<b>\$116,500</b>	<b>\$133,500</b>	<b>\$92,000</b>	

\* Deferment of NTPGA in 2024 to 2025.

\*\*Palmerston Boxing Club intends to dissolve, and funding agreement has been withdrawn.



Individual Support Recipients 2023/24

 <p><b>Mel Brookhouse</b> Rugby</p>	 <p><b>Emma Turton</b> Rugby</p>	 <p><b>Mariama Little</b> Rugby</p>
 <p><b>Zanetta Rea</b> AFL</p>	 <p><b>Ryan Carroll</b> Rugby</p>	 <p><b>Millani Parrs</b> AFL</p>
 <p><b>Chloe Wong</b> Calisthenics</p>	 <p><b>Lilly Robinson</b> Basketball</p>	 <p><b>Alyssa Firth</b> Basketball</p>
 <p><b>Jonte Jones</b> Soccer</p>	 <p><b>Olivia Firth</b> Basketball</p>	 <p><b>Imogen Baldwin</b> Soccer</p>

 <p><b>Sienna Boxall Netball</b></p>	 <p><b>Jack Rowe Basketball</b></p>	 <p><b>Palmerston Boxing Club</b></p>
 <p><b>Reagan Horne Athletics</b></p>	 <p><b>Tatius Calma AFL</b></p>	 <p><b>Zoe Lovegrove AFL</b></p>
 <p><b>Sid Slugget AFL</b></p>	 <p><b>Lucy McNaught Tennis</b></p>	 <p><b>Taylah Easton Netball</b></p>
 <p><b>Ashton Warfe Basketball</b></p>	 <p><b>Dimitris Antognoni Athletics</b></p>	 <p><b>Jack Wickham Warhammer</b></p>

A Place for People

Community Grants



**Taiwanese Association of the Northern Territory Dragon Boat Festival**



**Vietnamese Family Association Vietnamese New Year**



**Walking Off the War Within Darwin**



**Working Group Lead by Kentish Lifelong Learning and Care Aboriginal and Torres Strait Islander Children's Day.**

A Place for People

Sponsorship Recipients



**Two Two One Mental Health Charity  
Mental Health Professionals Conference**



**Darwin Symphony Orchestra  
Family Proms**



**Forrest Parade School  
Forrest Farmers Fair**

Multiyear Sponsorship Recipients



**Palmerston Rugby Union Football Club**



**Clubhouse Territory**



**Palmerston Netball**



**Palmerston and Litchfield Seniors**



**Palmerston Rovers Football Club**



**Palmerston Magpies**



**Riding for the Disabled Top End**



**RSPCA Darwin**



**Northern Sharks NRL Club**



**PARBA**

## CONSULTATION AND MARKETING

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

## POLICY IMPLICATIONS

Council Policy - *Grants, Donations and Sponsorships* provides governance for the Community Benefit Scheme. Section 4.9.5 of this policy requires a report detailing decisions made regarding Community Benefit Scheme funding requests to be tabled at the Council meeting each month.

## BUDGET AND RESOURCE IMPLICATIONS

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

As of the end of the 2023/24 financial year, \$235,260 has been expended for projects from the CBS budget which will benefit the Palmerston community, with no funds remaining in the Community Benefit Scheme 2023/24 budget. The \$5,260 overspend on the allocated budget has been identified to come from savings in the Families and Children budget of the Community Directorate.

In addition, \$6,000 has been expended for Environmental Initiatives with \$14,000 remaining.

There is \$116,500 in multi-year agreements in 2023/24, with a committed balance of \$133,500 being carried over into 2024/25.

## RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

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

This Report addresses the following City of Palmerston Strategic Risks:

2. **Financial Sustainability**  
Failure of Council to be financially sustainable to deliver key services and infrastructure for the community.
4. **Inclusion, Diversity and Access**  
Failure to balance meeting needs of Palmerston's cultural mosaic
6. **Governance**  
Failure to effectively govern.

## STRATEGIES, FRAMEWORK AND PLANS IMPLICATIONS

This report relates to the [Creative Industries Plan 2023-27](#), the [Inclusive, Diverse and Accessible Policy Framework](#) and the [Sustainability Strategy 2022-2026](#).

## COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

## ATTACHMENTS

1. Grants Donations and Sponsorship Recipients June 2024 (1) [13.2.4.1 - 7 pages]

# COUNCIL AGENDA Attachment 13.2.4.1

## Grants, Donations and Sponsorship Recipients June 2024.

Date	Name	Activity	Type	Amount
<b>Community Grants</b>				
18/07/2023	Kentish Lifelong Learning and Care	Aboriginal and Torres Strait Islander Children's Day	Community	\$2,000
11/8/2023	Walking Off The War Within	Walking Off The War Within Annual Challenge	Community	\$2,000
30/10/2023	Arafura Music Collective	Connecting Community Through Music	Community	\$4320
12/12/2023	Palmerston Boxing Club	Member Management System	Community	\$2000
06/02/2024	Australian Vietnamese Family Association	Vietnamese New Year (Tet) Festival	Community	\$2,000
17/05/2024	Taiwanese Family Association	Dragon Boat Festival	Community	\$1,870
18/6/2024	Kentish Lifelong Learning and Care	Aboriginal and Torres Strait Islander Children's Day	Community	\$5,000
18/6/2024	Neighbourhood Watch NT	Safe Palmerston Initiatives	Community	\$12,680
18/6/2024	Legacy NT	Widows and Beneficiaries Luncheons in Palmerston	Community	\$8640
27/6/2024	Northern Territory Rugby Union	Palmerston Junior 7's	Community	\$500
27/6/2024	The Y NT	NT Youth Parliament	Community	\$2,000
<b>Total</b>				\$41,010
<b>Individual Representation Support</b>				
14/07/2023	Under 18	Southern State Rugby Union		\$250
21/07/2023	Under 18	Southern States Rugby Union		\$250
14/07/2023	Under 18	Southern States Rugby Union		\$250
14/07/2023	Under 18	NT Links Netball		\$250
14/07/2023	Under 18	NT School Sports Cricket		\$250
14/07/2023	Under 18	NT School Sports Cricket		\$250

## COUNCIL AGENDA Attachment 13.2.4.1

14/07/2023	Under 18	Southern States Rugby Union	\$250
14/07/2023	Under 18	u16s Basketball Nationals	\$250
14/07/2023	Under 18	Australian Tennis	\$250
19/07/2003	Under 18	SSA Netball	\$250
19/07/2023	Under 18	Southern States Rugby	\$250
21/07/2023	Under 18	SSA AFL	\$250
21/07/2023	Under 18	U15 Boys Australia Touch Football Championship	\$250
17/07/2023	Under 18	School Sport Australia Championship - Soccer	\$250
21/07/2023	Under 18	12 Years Tennis Championship	\$250
21/07/2023	Under 18	NT Titans Rugby Southern States	\$250
4/08/2023	Under 18	U12G NT AFL	\$250
27/07/2023	Under 18	Girls U12 AFL	\$250
25/08/2023	Under 18	School Sport NT - Football	\$250
17/07/2023	Under 18	Touch Football Nationals	\$250
18/08/2023	Under 18	NT u14s Basketball	\$250
4/08/2023	Under 18	SSA Netball	\$250
25/08/2023	Under 18	NT u14s Basketball	\$250
25/08/2023	Under 18	Premier Soccer	\$250
17/07/2023	Under 18	SSA - Touch Football	\$250
25/8/2023	Under 18	U14 Basketball National Club	\$250
1/9/2023	Over 18	Senior NT Lawn Bowls	\$250
1/09/2023	Under 18	16's Girls Australian Secondary School Championship	\$250
1/9/2023	Under 18	Basketball U14 Club Championship	\$250
8/9/2023	Under 18	Dance Competition National	\$250
25/8/2023	Under 18	2023 Hockey Australia Championship	\$250
1/9/2023	Under 18	Southern States Rugby	\$250
25/8/2023	Under 18	Uk Essex International Jamboree	\$250
28/8/2023	Under 18	School Sports Tennis Championship	\$250
29/8/2023	Under 18	2023 Premier Invitational Gold Coast -Football	\$250
4/9/2023	Under 18	2023 Australian Sides Championship - Bowls	\$250
6/9/2023	Under 18	National Soccer Youth Championship	\$250
9/9/2023	Under 18	Tennis School Sport Australia	\$250
12/9/2023	Under 18	School Sports NT Track and Field	\$250



# COUNCIL AGENDA Attachment 13.2.4.1

15/9/2023	Under 18	School Sports NT Track and Field	\$250
11/9/2023	Under 18	School Sports NT Track and Field	\$250
25/9/2023	Under 18	South Queensland Basketball Tour	\$250
2/10/2023	U'18	Bolt to Brisbane Tennis	\$250
12/10/2023	Palmerston Boxing Club	Arrernte Community Boxing Night	\$2000
21/11/2023	Under 18	South Queensland Basketball Tour	\$250
21/11/2023	U'18	Disneyland Dance tour	\$250
21/11/2023	U'18	Disneyland Dance tour	\$250
21/11/2023	U'18	Australian All Schools Athletics	\$250
22/11/2023	U'18	Greg Norman Golf Tournament	\$250
21/12/2023	U'18	Evolution Dance Competition	\$250
21/12/2023	U'18	Evolution Dance Competition	\$250
30/11/2023	U'18	All Australian Athletics	\$250
18/12/2023	U'18	JL Swish Tour	\$250
06/2/2024	U'18	Touch Football Nationals	\$250
29/2/2024	U'18	Top End Region AFL	\$250
29/2/2024	U'18	Top End Region AFL	\$250
29/2/2024	U'18	Top End Region AFL	\$250
29/2/2024	U'18	Top End Region AFL	\$250
29/2/2024	U'18	Top End Region AFL	\$250
29/2/2024	U'18	Top End Region AFL	\$250
29/2/2024	U'18	Top End Region AFL	\$250
29/2/2024	U'18	Top End Region AFL	\$250
29/2/2024	U'18	Top End Region AFL	\$250
29/2/2024	U'18	Top End Region AFL	\$250
29/2/2024	U'18	Top End Region AFL	\$250
8/3/2024	U'18	Touch Football	\$250
8/3/2024	U'18	Touch Football	\$250
8/3/2024	U'18	AFL	\$250
8/3/2024	U'18	Hockey	\$250
8/3/2024	U'18	AFL	\$250
8/3/2024	U'18	Netball	\$250
8/3/2024	U'18	Hockey	\$250
8/3/2024	U'18	Hockey	\$250
8/3/2024	U'18	Judo	\$250
8/3/2024	U'18	AFL	\$250
15/3/2024	U'18	Touch Football	\$250
15/3/2024	U'18	Touch Football	\$250
15/3/2024	U'18	Dance	\$250
15/3/2024	U'18	AFL	\$250
15/3/2024	U'18	Warhammer 40K	\$250
15/3/2024	U'18	Dance	\$250

# COUNCIL AGENDA Attachment 13.2.4.1

15/3/2024	U'18	Dance	\$250
15/3/2024	U'18	Soccer	\$250
8/4/2024	U'18	Touch Football	\$250
8/4/2024	U'18	Touch Football	\$250
8/4/2024	U'18	Touch Football	\$250
8/4/2024	U'18	Dance	\$250
8/4/2024	U'18	Scout Camp	\$250
8/4/2024	U'18	Athletics	\$250
8/4/2024	U'18	Athletics	\$250
8/4/2024	U'18	Athletics	\$250
8/4/2024	U'18	Athletics	\$250
8/4/2024	U'18	Football	\$250
8/4/2024	U'18	Netball	\$250
8/4/2024	U'18	BMX	\$250
8/4/2024	U'18	Netball	\$250
8/4/2024	U'18	Baseball	\$250
8/4/2024	U'18	Netball	\$250
11/4/2024	U'18	Meeting of Styles	\$250
11/4/2024	U'18	Meeting of Styles	\$250
15/4/2024	U'18	Netball	\$250
16/4/2024	U'18	Football	\$250
18/4/2024	U'18	Football	\$250
18/04/2024	U'18	Basketball	\$250
18/04/2024	U'18	Touch Football	\$250
18/04/2024	U'18	Irish Dancing	\$250
18/04/2024	U'18	Top End Region Tennis	\$250
18/04/2024	U'18	Football	\$250
19/04/2024	U'18	Irish Dancing	\$250
19/04/2024	U'18	Netball	\$250
22/04/2024	U'18	Irish Dancing	\$250
22/04/2024	U'18	Irish Dancing	\$250
22/04/2024	U'18	Calisthenics	\$250
22/04/2024	U'18	Calisthenics	\$250
22/04/2024	U'18	Irish Dancing	\$250
22/04/2024	U'18	Irish Dancing	\$250
30/04/2024	U'18	Calisthenics	\$250
30/04/2024	U'18	Calisthenics	\$250
30/04/2024	U'18	Calisthenics	\$250
30/04/2024	U'18	Touch Football	\$250
30/04/2024	U'18	Netball	\$250
30/04/2024	U'18	Football	\$250
30/04/2024	U'18	Irish Dancing	\$250
30/04/2024	U'18	Irish Dancing	\$250
1/5/2024	U'18	Football	\$250

# COUNCIL AGENDA

## Attachment 13.2.4.1

24/5/2024	U'18	Rugby Union	\$250
24/5/2024	U'18	Touch Rugby	\$250
24/5/2024	U'18	Rugby Union	\$250
24/5/2024	U'18	Calisthenics	\$250
24/5/2024	U'18	Rugby Union	\$250
27/05/2024	U'18	Rugby Union	\$250
17/6/2024	U'18	Irish Dancing	\$250
17/6/2024	U'18	Irish Dancing	\$250
17/6/2024	U'18	Rugby Union	\$250
17/6/2024	U'18	Rugby Union	\$250
17/6/2024	U'18	Calisthenics	\$250
17/6/2024	U'18	Rugby Union	\$250
17/6/2024	U'18	Rugby Union	\$250
21/6/2024	U'18	Rugby Union	\$250
21/6/2024	U'18	Touch Football	\$250
21/6/2024	U'18	Rugby Union	\$250
24/6/2024	U'18	Netball	\$250
26/6/2024	U'18	Rugby Union	\$250
26/6/2024	U'18	Rugby Union	\$250
26/6/2024	U'18	Rugby Union	\$250
<b>Total</b>			\$37,750
<b>Multiyear Sponsorship Agreements</b>			
19/04/2022	Clubhouse Territory	Multiyear agreement	\$10,000
6/07/2022	Palmerston Netball	Multiyear agreement	\$10,000
4/05/2021	Palmerston and Litchfield Seniors	Multiyear agreement	\$20,000
10/08/2022	Palmerston Rovers Football Club	Multiyear agreement	\$10,000
21/02/2023	Palmerston Magpies	Multiyear agreement	\$10,000
15/11/2023	Palmerston Saints	Multiyear agreement	\$1,500
23/05/2023	RSPCA Darwin	Multiyear agreement	\$10,000
4/04/2023	Palmerston Golf and Country Club	Multiyear agreement	\$30,000
1/8/2023	Riding for the Disabled Top End	Multiyear agreement	\$20,000
1/8/2023	Palmerston Rugby Union Football Club	Multiyear agreement	\$5,000
5/9/2023	Northern Sharks Rugby League Football Club	Multiyear agreement	\$10,000

## COUNCIL AGENDA Attachment 13.2.4.1

12/12/2023	Palmerston Boxing Club	Multiyear agreement	\$5,000
20/2/2024	Palmerston and Regional Basketball Association	Multiyear Agreement	\$10,000
<b>Total</b>			<b>\$116,500</b>
<b>Sponsorship</b>			
25/07/2023	Forrest Parade Primary School	Forrest Farmers Fair	\$2,000
31/8/2023	Two-Two-One Mental Health Charity	Mental Health Professionals Conference	\$2000
21/9/2023	Australian Institute of Planning	Northern Territory Symposium	\$1000
7/11/2023	Darwin Symphony Orchestra	Family Proms Concert Series	\$25,000
21/5/2024	Palmerston and Regional Business Association	Networking event in City of Palmerston	\$2,000
26/6/2024	Darwin Basketball Association	Darwin Salties Wheelchair Basketball	\$2,000
13/6/2024	Walking Off The War Within Darwin	Annual Walk	\$2,000
13/6/2024	Special Children's Christmas Parties	Darwin Special Children's Christmas Party	\$3,000
<b>Total</b>			<b>\$39,000</b>
<b>Annual School Awards</b>			
	Driver Primary School	Annual School Awards	\$100
	Mother Teresa Catholic Primary	Annual School Awards	\$100
	Moulden Primary School	Annual School Awards	\$100
	Palmerston Christian School	Annual School Awards	\$100
	Palmerston College	Annual School Awards	\$100
	Roseberry Primary School	Annual School Awards	\$100
	Forrest Parade School	Annual School Awards	\$100
	Bakewell Primary School	Annual School Awards	\$100
	Gray Primary School	Annual School Awards	\$100

# COUNCIL AGENDA Attachment 13.2.4.1

	Zuccoli Primary School	Annual School Awards	\$100
<b>Total</b>			<b>\$1,000</b>
<b>Environmental Initiative Grants</b>			
21/7/2023	Landcare NT	Local Flora, Fauna, and Biodiversity Education sessions	\$6000
<b>Total</b>			<b>\$6000</b>
<b>Community Benefit Scheme</b>			\$235,260
<b>Total Environment Initiatives</b>			\$6,000
<b>Total</b>			<b>\$241,260</b>
<b>Amount Remaining CBS</b>			<b>-\$5,260</b>
<b>Amount Remaining Environmental Initiatives</b>			<b>\$14,000</b>

## COUNCIL REPORT

2nd Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.2.5
<b>REPORT TITLE:</b>	Major Capital Projects Update - July 2024
<b>MEETING DATE:</b>	Tuesday 16 July 2024
<b>AUTHOR:</b>	Executive Manager Projects and Infrastructure Services, Karl Hell
<b>APPROVER:</b>	General Manager of Infrastructure, Nadine Nilon

### 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 update Council on the status of current Major Capital Projects.

### KEY MESSAGES

- Council has several major capital projects underway that have a planned, or contracted value, greater than \$1 million.
- The following projects have updates included as attachments of this report:
  - Driver Community Centre
  - Archer Waste Management Facility Upgrade
  - Zuccoli Community Hub – Future Stages
  - Enterprise Resource Planning Project (ERP)
- Updates on other relevant projects additional to those listed are also included within this report with updates, these include:
  - FiberSense
- Capital projects occurring with a value less than \$1 million are updated within the infrastructure Directorate quarterly reports, and relevant financial reporting.

### RECOMMENDATION

THAT Report entitled Major Capital Projects Update - July 2024 be received and noted.

### BACKGROUND

Council has allocated \$10.8 million to the Capital Works Programs in 2024/25, in addition there are a number of projects that are underway from 2023/24 and will be recommended to be rolled over into 2024/25. These programs include a broad range of asset renewal programs along with major capital projects from planning and development stages to delivery.

Capital projects are any project where a Council asset is built or renewed. This can include new assets, such as a new shade over a playground, or replacement (also referred to as renewal of assets such as road resurfacing). Typically, Council's programs and projects are reported through specific project communications with updates provided in the quarterly and financial reports.

As there are several major projects underway, with values of over \$1 million each, a monthly update report is prepared to provide Council with regular updates on these significant projects.

## **DISCUSSION**

Updates on the following major capital projects are included as attachments to this report:

- Driver Community Centre **Attachment 13.2.5.1**
- Archer Waste Management Facility Upgrade **Attachment 13.2.5.2**
- Zuccoli Community Hub **Attachment 13.2.5.3**
- Enterprise Resource Planning Project (ERP) **Attachment 13.2.5.4**

Council is also progressing other relevant major capital works, as summarised below.

**FiberSense** - FiberSense uses underground fiber optic cables and technology to detect vibrations from machinery, vehicles, pedestrians and more. The vibrations are converted into data that will be able to used for planning and improvements to the city. The installation is complete and the DigitalAsset system is live and used to receive alerts of disruption (i.e. digging) near the fibre which is then cross-referenced with issued works permits where required. The DigitalCity system is under development, with the first phase relating to traffic counts and congestion in a testing phase of its deployment, with the schedule to go 'live' in the new financial year. Future phases are being road-mapped and will include pedestrians and parking.

## **CONSULTATION AND MARKETING**

Consultation occurs as relevant to each project and its status.

## **POLICY IMPLICATIONS**

There are no policy implications for this Report.

## **BUDGET AND RESOURCE IMPLICATIONS**

The projects are being delivered within the 2024-25 Capital Works Program. Individual budget updates are included with the current project summaries.

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

There is a risk that failure to deliver on these projects in the time frame specified may result in community dissatisfaction. City of Palmerston is actively working with relevant consultants and contractors to bring these projects to practical completion.

This Report addresses the following City of Palmerston Strategic Risks:

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

## **STRATEGIES, FRAMEWORK AND PLANS IMPLICATIONS**

The Community Infrastructure Plan, Inclusive, Diverse and Assessable Policy Framework, Disability Inclusion and Access Plan and Sustainability Strategy are considered as part of each project.

## **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.



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## **ATTACHMENTS**

1. Driver Community Resource Centre [13.2.5.1 - 3 pages]
2. Archer Waste Management Facility Upgrade Council Update [13.2.5.2 - 2 pages]
3. Zuccoli Community Hub [13.2.5.3 - 2 pages]
4. Enterprise Resource Planning Project ( ER P) [13.2.5.4 - 1 page]





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## DRIVER COMMUNITY CENTRE

July 2024 Update

### Project Overview

**Summary:** The Driver Community Centre was constructed in the mid 1980's as a Childcare Facility co-located adjacent to Driver Primary School. The existing facility is reaching end of life and requires redevelopment to better address the needs of the community.

**Estimated Construction Budget:** \$3.0 million

**Funding Source(s):**

- Design - City of Palmerston - \$250,000
- Construction - To be determined.

**Anticipated Completion Date:**

- Design - July 2024
- Construction - To be determined once funding has been finalised.

**Contractor:** Design - GHD Woodhead

### Status Update

**Percentage Complete:** 80% Design

**Actual Costs to Date (design):** \$102,409.00

**Works to Date Summary:**

A public quotation process was undertaken for the provision of Needs Assessment and preliminary design. The contract was awarded to GHD in October 2022. The Needs Assessment and the preliminary design was completed in 2023. GHD are now progressing the detailed design and construction documentation stages, including 3D renders and fly through for consultation purposes. The cost for the project based on the preliminary design is estimated at \$3 million.

Community consultation occurred following the preliminary design and the recommendations for inclusion into the final design were endorsed by Council at the Ordinary Council Meeting 12 December 2023.

The detailed design is now progressing, with completion of the design anticipated for end of July 2024.

The design includes a total internal floor area of 353 square metres, with a total internal occupancy of 100 users across three spaces (pods), each with adjacent outdoor space.

Room	Usable area	Storage area	Occupancy
Pod 1	71	10	20
Pod 2	80	9	30
Pod 3	111	6	50
General storage	N/A	14	N/A
Kitchen facilities	13	N/A	N/A



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## DRIVER COMMUNITY CENTRE

July 2024 Update



Site Layout



Conceptual Design



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## DRIVER COMMUNITY CENTRE

July 2024 Update



Conceptual Design



Conceptual Design

### Upcoming Works:

Detailed design to be completed, including structural, services, renders, flythrough and landscaping to provide for planning approvals, building permit and cost estimate refinement and development of construction documentation.

### Project Risks:

The current cost estimates are based on current costs and the preliminary design. As the design is finalised, estimates can be refined however as funding for construction is not secured at this time, the actual cost of the project will be dependent on the market at the time of tendering.



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## ARCHER WASTE MANAGEMENT FACILITY UPGRADE

July 2024 Update

### Project Overview

**Summary:** Upgrade of the Archer Waste Management Facility (AWMF) includes design and construction of a new recycling area, including a cardboard compactor, improvements to access and roads, relocation of the gate house, service upgrades, and an undercover general waste push-pit area to improve safety and functionality.

**Website Link:** <https://palmerston.nt.gov.au/operations/major-projects/archer-waste-management-facility-awmf-upgrade>

**Project Budget:** \$1,800,000

**Funding Source(s):**

Waste and Recycling Facility Upgrade Works	City of Palmerston	\$1,200,000
	Northern Territory Government	\$400,000 Priority Infrastructure Fund
Cardboard Compactor	City of Palmerston	\$100,000
	Northern Territory Government	\$100,000 NT Recycling Modernisation

**Anticipated Completion Date(s):**

- Gatehouse Relocation – June 2024
- Cardboard Compactor installation and commissioning – October 2024
- Recycling area stage – Dry season 2024
- Remaining stages – 2024/25

### Status Update

**Percentage Complete:** Gatehouse Relocation 98% Complete. Tender Design 100% complete for Stage 2 (recycling area, including cardboard compactor)

**Gatehouse Redevelopment Contract Sum:** \$262,663.90

**Actual Costs to Date (claims approved):** 0 or 0% of contract sum

**Approved Cost Variations:** 0%

**Works to Date Summary:**

The Tender Design documentation for the recycling area, including the cardboard compactor has been completed with ongoing design development for the transfer station to be undertaken. The design development is being driven by the complexities of the site, the need to maintain operations during construction and the final design being able to be delivered within the budget. Works progressed this month:

- Cardboard compactor procurement is completed, and delivery is being coordinated with the construction of the recycling area with installation and commissioning anticipated to occur in October 2024.
- Contract for the gatehouse redevelopment and civil works was awarded to M&J Builders. Works commenced on site April 2024 and were completed June 2024, with the occupancy permit issued for the gatehouse and shade structure June 2024. Final handover documentation are being completed in the next 2 weeks.



## ARCHER WASTE MANAGEMENT FACILITY UPGRADE

July 2024 Update

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- Tender documentation for the construction of the recycling area, including installation of the cardboard compactor to be completed and released to the public by end of July 2024.



### Upcoming Works:

- Issue of Tender for the construction of the recycling area and installation of cardboard compactor.
- Progress and completion of detailed design for transfer facility.
- Review and update of AWMF Upgrade Communications Strategy based on project staging.

### Project Risks:

The complexity of the site and availability of design consultants and internal resources to progress the project has led to delays. Cost escalation presents as a project risk, and this is being managed through design and scope review.

The AWMF is highly utilised by the City of Palmerston residents and community engagement and consultation is critical to project success. There is a potential risk of community dissatisfaction during the project construction phase. This is being mitigated through the establishment of a temporary waste transfer facility during construction and communication strategy.



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## ZUCCOLI COMMUNITY HUB

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July 2024 Update

### Project Overview

**Summary:** The Master Plan for the Zuccoli Community aims to provide an integrated multi-purpose community precinct to meet open space, recreation and community needs for the rapidly growing Zuccoli community and wider City of Palmerston. The project has been divided into three stages, subject to funding;

- Stage 1 dog park featuring water play amenities, public restroom facilities – Complete.
- Stage 2 pump track, nature/sensory walking trail – Current stage.
- Future stages – skate park, basketball court, community buildings including community centre, library, playground, gardens.

**Website Link:** <https://palmerston.nt.gov.au/operations/major-projects/zuccoli-and-surrounds-community-hub-construction-0>

**Estimated Total Budget:** \$30 million

**Current Stage Funding Source(s):**

- City of Palmerston - \$675,571
- Federal Government – \$411,889 LRCI (Local Roads & Community Infrastructure) – Walking Trail
- Northern Territory Government - \$250,000 – Pump Track

**Completion Date:**

- Civil Design – Completed
- Design and Construction of pump track – November 2024
- Civil works, sensory trail, shade and BBQ facilities – April 2025

**Contractor:** Pump track and sensory trail - TBA

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### Status Update

**Percentage Complete:** 100% Civil Design

**Actual Costs to Date (design):** \$52,078.60 (ex GST)

**Works to Date Summary:**

The master plan, geotechnical investigation and detailed survey informed the civil design completed early 2024. The civil design is used as the base requirements to inform the Stage 2 works, which consist of the pump track, civil works, sensory walking path, shade and BBQ facilities. As the site does have a natural grade from the road towards the dog park, and creek, the levels have been designed to maximise accessibility whilst also being used to define the spaces.

The image below details the extent Stage 2 works as including the basketball court and skate park, these are not currently funded for completion based on budget estimates, however the earthworks and site preparation will occur for these as part of Stage 2.

ZUCCOLI COMMUNITY HUB

July 2024 Update



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**Upcoming Works:**

- Finalisation and release of Civil Works, Pump Track and Sensory Walking Trail design and construct tender in July 2024

**Project Risks:**

The estimated budgets are based on concept designs and high-level estimates. The tenders will inform the final cost requirements and where required, additional funds or staging of activities will occur.



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## ENTERPRISE RESOURCE PLANNING PROJECT

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July 2024 Update

### Project Overview

**Summary:** The City of Palmerston (CoP) requires an effective system capable of delivering efficient and quality services to the community while meeting the organisation's internal corporate needs. An enterprise Resource Planning (ERP) Project has been identified to enable a strategic approach to Council's systems.

**Project Budget:** \$2 million (over 3 financial years)

**Funding Source(s):** City of Palmerston

**Completion Date:** 2026

**Contractor:** Project Management Support - Information Professionals Group (IPG)

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### Status Update

**Percentage Complete:** 20%

**Actual Costs to Date (consultancy):** \$269,188.50

#### Works to Date Summary:

CoP currently uses several systems to meet its core operational requirements, some of which have partial integration, and most operate independently. While the systems are updated regularly and meet compliance requirements, the limited integration impacts business processes.

A gap analysis of existing systems was completed in 2022 and is being used to form the basis of the project priorities and deliverables. In November 2023, a specialist consulting group was engaged to lead the project's delivery, including gap analysis review, project planning, tender documentation, and change management coordination. An internal Project Control Group (PCG) has been established to oversee the project, including resourcing requirements. A Probity Auditor has also been engaged to commence reviewing tender documentation.

The PCG has approved the detailed Project Management Plan. A mapping of subject matter experts (SMEs), product owners, and stakeholders per directorate and system is in the final approval phase. Business case benefits workshops are scheduled this month, and a detailed communications plan has been drafted. While reviews and approvals are in progress, the project team is continuing to progress activities relating to business processes and data management, change management, governance, risk, and cybersecurity. The project is coming towards the end of the initiation phase.

#### Upcoming Works:

The current priority is the finalisation of project documentation to enable the tender documentation to be prepared. The current high-level project schedule, as per the completed Project Plan, is:

- Planning and Procurement – Oct 2024
- Design (of selected system/s) – Feb 2025
- Development - Aug 2025
- Deployment (Implementation) – Mar 2026
- Handover (Go-Live)- May 2026

#### Project Risks:

Risk management is an important part of the project development. A risk assessment is being prepared, noting that change management is a key risk that has been identified and critical to the project's success.



## COUNCIL REPORT

2nd Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.2.6
<b>REPORT TITLE:</b>	People and Place Quarterly Report - April to June 2024
<b>MEETING DATE:</b>	Tuesday 16 July 2024
<b>AUTHOR:</b>	Executive Assistant to General Manager People & Place, Emily Dehne
<b>APPROVER:</b>	Deputy Chief Executive Officer, Amelia Vellar

### COMMUNITY PLAN

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

### PURPOSE

This Report presents the key activities undertaken by the People and Place Directorate in the April to June, 2024 quarter.

### KEY MESSAGES

- Two (2) Community Engagements occurred during the April to June quarter; the Draft Animal Management Policy and Municipal Plan and Budget.
- Five (5) marketing campaigns dedicated to events and programs were delivered.
- The quarter saw an increase of 569 followers across all social media platforms.
- The directorate delivered an extensive list of creative assets including FlicNics and Live at the Lake, Municipal Plan and Budget document, Palmerston Youth Festival creative assets, Animal Management, Events calendar, and Library general services flyer.
- Eight (8) media releases were circulated, receiving 47 pieces of earned media.
- New users to the website increased by 2.3%.
- The Customer Experience Team interacted with an average of 52 community members per business day, via walk-ins, phone and email with a total of 3,193 interactions during this reporting period.
- May saw the highest number of customer interactions for the quarter, and April saw the highest number of payments received.
- Finance and Regulatory Services interactions made up the majority of this quarter's interactions with the Customer Experience team. Regulatory Services enquiries were a mix of payments and questions about the New Palmerston Animal Management By-Laws that are coming in to effect on 1<sup>st</sup> July 2024.
- There were 152 after hours calls received from April to June 2024, a slight reduction from the previous two (2) quarters. The majority of these calls were Regulatory Services enquiries.
- 702 payments were received this quarter; a reduction from 1,285 in the previous quarter. The majority of these were for dog registration and infringement payments, closely followed by rates payments. The highest majority of payments were received in April.
- ANZAC Day Dawn Service drew a substantial turnout.
- Darwin Symphony Orchestra held its first Family Proms Concert in the Recreation Centre.
- Council held a Citizenship Ceremony on Thursday 4 April at Gray Hall, welcoming 34 new Australians from 11 different countries. As well as Saturday 1 June outdoors at the Sanctuary Lakes.
- The event was rebranded from the Multicultural Festival to Culture Fest to attract a broader audience and better align with a more elegant design.

- The Dry season kicked off with our annual Live at the Lakes sessions, celebrating live music, togetherness and community.
- Over 210 people attended FlicNics to watch the screening of Wonka at the Durack Community Centre, Durack, while 121 people visited Sanctuary Lakes to watch Super Mario Bros 2023.
- Held from 17 to 29 June, the Palmerston Street Art Festival saw 14 walls throughout the City being transformed into stunning murals.

## **RECOMMENDATION**

THAT Report entitled People and Place Quarterly Report - April to June 2024 be received and noted.

## **BACKGROUND**

The People and Place Directorate provides a quarterly report to Council on key activities undertaken during the quarter. The Directorate includes Marketing and Communications, City Activation, People and Customer Experience, which includes Safety and Wellbeing, and Strategic Projects.

This Report presents to Council key activities undertaken by People and Place in the April to June 2024 quarter.

## **DISCUSSION**

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

### Marketing and Communications

#### Community Engagement

- Draft Animal Management Policy – 14 May – 4 June 2024
  - Reported on at the 2<sup>nd</sup> Ordinary Council meeting of 18 June 2024.
- City of Palmerston's Municipal Plan and budget – 13 May – 10 June 2024
  - Reported on at the 2<sup>nd</sup> Ordinary Council meeting of 18 June 2024
- 2024 Community Events Feedback – April – June 2024
  - In an effort for continuous improvement, increasing efficiencies and introducing sustainable practices, we have developed short feedback surveys applicable to the events that we offer via a new seamless consumer journey. Since April, a total of 42 event goers have completed the feedback survey with our staff actively seeking genuine responses from the community.

#### Marketing Campaigns

City of Palmerston promoted the following events and programs via placements including social media, newspaper, print, radio, and television:

- Animal management by-laws (education and consultation)
- Municipal Plan and Budget (consultation)
- Always-on Event campaign – 'Free. Fun. Near. You'
  - Brekkie in the Park
  - FlicNics
  - Live at the Lake
  - 'Recycle Right' Community Workshop
  - Culture Fest
  - ANZAC Day
  - Palmerston Pride

A Place for People

- Family Proms Concert Series (collaboration)
- RSPCA Million Paws Walk (collaboration)
- Palmerston Library School holiday program
- Palmerston Street Art Festival (collaboration)
- Territory Day
- Get Active, Palmerston

### Social Media

City of Palmerston has three (3) social media accounts of which the Marketing and Communications team manages two (2): City of Palmerston and Palmerston Youth Festival.

The Palmerston Youth Festival (PYF) account has been renamed in 2024, and repurposed from 'Yo Palmy'. This was a strategic adjustment to reach a younger audience, create a better brand representation (very clear that it's owned by City of Palmerston) and assist with important information without flooding the City of Palmerston page. The PYF page will remain active when the festival ends and will be used to connect with youth, showcase events for younger audiences, sharing opportunities and a place to collaborate.

This change was a tool to assist having better reach and to ensure our messaging isn't lost on City of Palmerston's page.

### City of Palmerston Social Media Platform

#### Facebook

City of Palmerston's Facebook page has seen an increase in followers of over 1%; this continues to be a steady growth across all reporting quarters. Although there were less published posts and stories, reach and page visits increased. The increase can be attributed to the paid advertising.

The top-performing organic post on this account during this quarter was the announcement of 'Hooked On Palmerston' returning. The reach and engagement on this quarter's top post in comparison to last quarter is significantly less (Taylor Swift in Palmerston parks). This could suggest that by using trends, humour and socially relevant content to align with posts, engagement is likely to be high.

Metrics	January - March	April - June	% change
Followers	18,304	18,502	1.07%
Reach	107,700	112,248	4.05%
Paid reach	74,555	76,014	1.91%
Page visits	17,256	18,696	7.7%
Posts	64	55	-16.36%
Stories	19	13	-46.15%

#### Top 5 performing organic posts

Content topic	Reach	Impressions	Engagement	Likes and reactions	Comments	shares
Hooked On	11,330	12,009	1,075	96	44	19
Works at Archer Waste Management Facility	8,551	8,551	213	15	1	6
Culture Fest: photo album	7,894	8,255	1,818	74	5	6

A Place for People

Events on the weekend (May)	5,438	5,438	541	33	7	1
Darwin Festival is coming to Palmerston	4,332	4,616	N/A (as it was shared post)	157	14	12

### Instagram

City of Palmerston's Instagram page had an increase of 3.3% followers, this growth remains on par with last quarter and is a strong steady result. Although reach decreased, more users visited our page, and more posts and stories were published. During this quarter a reel was shared from Culture Fest, using a current digital trend, this performed the best during the quarter. This suggests that using current trends (music and content themes) should be considered as a tactic in City of Palmerston's social platforms.

Metrics	January - March	April - June	% change
Followers	2,138	2,211	3.3%
Reach	16,359	13,828	-18.3%
Page visits	440	740	40.5%
Posts	17	33	48.5%
Stories	16	32	50%
Reels	0	1	100%

### LinkedIn

Results from City of Palmerston's LinkedIn page show direct correlation between fewer published posts (5) with lower impressions and engagement rate. This isn't surprising and is expected to increase with more posts. Followers continue to steadily increase.

Metrics	January - March	April - June	% change
Followers	2,453	2,533	3.1%
Impressions	20,249	10,821	-87.1%
Posts	16	11	-45.5%
Engagement rate	12.54%	12.09%	-3.7%

### City of Palmerston Social Media Campaigns (paid advertising)

City of Palmerston had three (3) paid advertising campaigns across its social media channels targeting those in Palmerston and surrounding regions and focusing on the monthly 'What's on campaign'. This showcases what City of Palmerston is providing and doing around Palmerston, with a heavy spotlight on events. This 'always-on' approach has been a successful marketing tactic with effective reach and better return on spend.

### Paid advertising results

Total reach	Impressions	Total Reach	Cost
May What's On	98,230	84,655	\$200
April What's On	92,669	49,617	\$200
June What's On	84,655	48,622	\$200

### Palmerston Youth Festival Social Media

Palmerston Youth Festival platforms have seen a large increase in reach and page visits. Facebook followers saw strong growth of over 7%. The initial growth is contributed to the paid advertising from the page, as opposed to organic posts. As organic posts increase, in the next month, so too will engagements and reach.

A Place for People

### Facebook Results

Metrics	January - March	April - June	% change
Followers	2,509	2,713	7.5%
Reach	3,090	66,567	95.4%
Paid reach	0	61,174	100%
Page visits	631	2,750	77.1%
Posts	24	10	-140%
Stories	0	4	100%

### Instagram Results

Metrics	January - March	April - June	% change
Followers	877	891	1.57%
Reach	1,053	19,437	94.6%
Paid reach	0	18,297	100%
Page visits	180	230	21.7%
Posts	26	7	-73%
Stories	5	5	0
Reels	0	0	0

### Creative Assets

Images below (in order): magazine advertisements, booklet, flyer, social media tile, website banner, poster and newspaper advertisement.



**CITY OF PALMERSTON**  
**EVENTS 2024**  
free entry fun near you

**JUNE**

- 01 PRIDE STORYTIME**  
Celebrating Inclusion | 10am-11am  
City of Palmerston Library
- 08 LIVE AT THE LAKE 'LIVE MUSIC'**  
Manly Boots duo | 5-7.30pm  
Sanctuary Lakes, Gunn
- 17-20 PALMERSTON STREET ART FESTIVAL**  
Palmerston CBD
- 20 WORLD REFUGEE DAY**  
Bilingual Storytime (Italian) | 10am  
City of Palmerston Library
- 22 FLICNIC'S 'OUTDOOR MOVIE'**  
Super Mario Bros, 2023 (PG) | 7pm  
Sanctuary Lakes, Gunn
- 23 BREKKIE IN THE PARK**  
Free breakfast and activities | 8am-10am  
Hobart Park, Johnston (Hobart Cres)

**JULY**

- 01 TERRITORY DAY**  
Live music and fireworks | 5pm-8pm  
Goodline Park, Rosebery
- 06-12 PALMERSTON YOUTH FESTIVAL (PYF)**  
Day 1: Geekfest Top End  
Day 2: NAIDOC Week Pool Party  
Day 3: Pride  
Day 4: Sportsfest  
Day 5: Palmy's Got Talent  
Day 6: Pamper Palmy  
Day 7: PYF Wrap Up Party  
Various locations in Palmerston  
Visit [palmerston.nt.gov.au/PYF](http://palmerston.nt.gov.au/PYF)
- 07-14 NAIDOC WEEK**  
Activities for kids | 10am weekdays  
City of Palmerston Library
- 18 FLICNIC'S 'OUTDOOR MOVIE'**  
Barbie 2023 (PG) | 7pm  
Joan Fejo Park, Rosebery
- 20 LIVE AT THE LAKE 'LIVE MUSIC'**  
Prayer Corby | 5pm-7.30pm  
Sanctuary Lakes, Gunn

**24-18 JULY SCHOOL HOLIDAY PROGRAM**  
Activities for kids  
10am weekdays  
City of Palmerston Library

[palmerston.nt.gov.au](http://palmerston.nt.gov.au)  
@cityofpalmerston



**CITY OF PALMERSTON**  
**EVENTS 2024**  
free fun near you

**JULY 01 TERRITORY DAY**  
Live music and fireworks | 5pm-8pm  
Goodline Park, Rosebery

**06-12 PALMERSTON YOUTH FESTIVAL (PYF)**  
Day 1: Geekfest Top End  
Day 2: NAIDOC Pool Party  
Day 3: Youth Pride  
Day 4: Sportsfest  
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Day 6: Pamper Palmy  
Day 7: Wrap Up Party  
Various locations in Palmerston  
Visit [palmerston.nt.gov.au/PYF](http://palmerston.nt.gov.au/PYF)

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Prayer Corby | 5pm-7.30pm  
Sanctuary Lakes, Gunn

[@cityofpalmerston](http://cityofpalmerston) [palmerston.nt.gov.au](http://palmerston.nt.gov.au)



**JUNE 2024**

- 01** PRIDE STORYTIME  
Celebrating inclusion | 10am-11am  
City of Palmerston Library
- 08** LIVE AT THE LAKE 'LIVE MUSIC'  
Mandy Boots duo | 5pm-7.30pm  
Sanctuary Lakes, Gunn
- 17-29** PALMERSTON STREET ART FESTIVAL  
Palmerston CBD
- 20** WORLD REFUGEE DAY  
Bilingual Storytime (Italian) | 10am  
City of Palmerston Library
- 22** FLICNICS 'OUTDOOR MOVIE'  
Super Mario Bros. 2023 (PG) | 7pm  
Sanctuary Lakes, Gunn
- 23** BREKKIE IN THE PARK  
Free breakfast and activities  
8am-10am | Hobart Park, Johnston  
(Hobart Cres)
- 24-18 JULY** SCHOOL HOLIDAY PROGRAM  
Activities for kids  
10am weekdays  
City of Palmerston Library

2 3

**Flicnics**

**FREE MOVIE**  
UNDER THE STARS  
IN PALMERSTON

**SATURDAYS**  
MOVIES START AT 7PM

<b>25 MAY</b> WONKA 2023 (PG) DURACK COMMUNITY CENTRE, DURACK	<b>22 JUNE</b> SUPER MARIO BROS. 2023 (G) SANCTUARY LAKES, GUNN
<b>13 JULY</b> BARBIE 2023 (PG) JOAN FEJO PARK, ROSEBERY	<b>10 AUGUST</b> MARRY ME 2022 (M) ZUCCOLI (WILLIAM KIRKBY)
<b>FREE ENTERTAINMENT FROM 5:30PM</b> BYO PICNIC & BLANKET	<b>21 SEPTEMBER</b> MIGRATION (G) SWELL PALMERSTON

PALMERSTON.NT.GOV.AU  
@CITYOFPALMERSTON



**Live at the lake**

**FREE LIVE MUSIC**  
BY LOCAL ARTISTS IN PALMERSTON

**FREE Culture Fest**  
A world of flavour, rhythm and colour


**Food Music Dance**

**SATURDAY**  
20 APRIL 2024  
5PM - 8:30PM  
GOYDER SQUARE & FRANCES DRIVE  
PALMERSTON






City of Palmerston's  
**Animal Management Policy**



**What's next for you?**  
Following two rounds of community consultation, City of Palmerston welcomes community feedback on its Animal Management Policy.





**Key changes:**






- Compulsory registration and microchipping for dogs and cats.
- Residents can have up to two dogs and two cats per property without a license.
- Domestic livestock and poultry owners must apply for an 8-character Property Identification Code.

palmerston.nt.gov.au | @cityofpalmerston

**Palmerston Youth Festival creative**

Type	Creative
Bus	 <p><b>FREE EVENT</b> <b>SATURDAY 6 JULY</b> 5PM - 10PM <b>GOYDER SQUARE, PALMERSTON LIBRARY &amp; PALMERSTON RECREATION CENTRE</b></p> <ul style="list-style-type: none"> <li>* Cosplay special guest, Immersive Interactive Experience, Esports, silent disco + more!</li> <li>* Food trucks</li> <li>* Pre-sign up and on the day competitions</li> </ul> <p>PALMERSTONYOUTHFESTIVAL.COM.AU @PALMERSTONYOUTHFESTIVAL</p>
TMS	 <p><b>FREE EVENT</b> <b>PALMERSTON YOUTH FESTIVAL</b> 6-12 JULY</p> <p>DAY 1 - SAT 6 JULY DAY 2 - SUN 7 JULY DAY 3 - MON 8 JULY DAY 4 - TUE 9 JULY DAY 5 - WED 10 JULY DAY 6 - THURS 11 JULY DAY 7 - FRI 12 JULY</p> <p>SEEK IN PRIZES TO BE WON THROUGHOUT THE FESTIVAL</p>

A Place for People

<p>Digital</p>	 <p><b>PALMERSTON YOUTH FESTIVAL WRAP UP PARTY</b></p> <p>DAY 7</p> <p><b>CYRIL</b></p> <p>FREE EVENT</p>	
<p>Print</p>	 <p><b>6-12 JULY 2024</b></p> <p>PALMERSTONYOUTHFESTIVAL.COM.AU</p> <p>@PALMERSTONYOUTHFESTIVAL</p>	 <p>NORTHERN TERRITORY GOVERNMENT</p> <p>city of PALMERSTON 'A Place for People'</p>
<p>Program</p>	 <p><b>2024 PROGRAM OF EVENTS</b></p> <p>PALMERSTONYOUTHFESTIVAL.COM.AU @PALMERSTONYOUTHFESTIVAL</p> <p>NORTHERN TERRITORY GOVERNMENT</p> <p>city of PALMERSTON 'A Place for People'</p> <div data-bbox="756 954 1129 1471"> <p><b>\$25K IN PRIZES TO BE WON THROUGHOUT THE FESTIVAL</b></p> <ul style="list-style-type: none"> <li>Day 1 - Geekfest Top End <ul style="list-style-type: none"> <li>Cosplay <input type="checkbox"/> Pre-register only</li> <li>Ultimate Super Smash Bros <input type="checkbox"/> Pre-register only</li> <li>Just Dance <input checked="" type="checkbox"/></li> <li>Purple Brick Road <input checked="" type="checkbox"/></li> <li>Video Game Development <input type="checkbox"/> Pre-register only</li> </ul> </li> <li>Day 2 - NAIDOC Pool Party <ul style="list-style-type: none"> <li>Raffle <input checked="" type="checkbox"/></li> </ul> </li> <li>Day 3 - Sportfest <ul style="list-style-type: none"> <li>3x3 Football Australia Competition <input checked="" type="checkbox"/></li> </ul> </li> <li>Day 4 - Youth Pride <ul style="list-style-type: none"> <li>Trivia <input checked="" type="checkbox"/></li> <li>Bingo <input checked="" type="checkbox"/></li> </ul> </li> <li>Day 5 - Palmy's Got Talent <ul style="list-style-type: none"> <li>Talent Show <input type="checkbox"/> Pre-register only</li> </ul> </li> <li>Day 6 - Pampar Palmy <ul style="list-style-type: none"> <li>Raffle <input checked="" type="checkbox"/></li> </ul> </li> <li>Day 7 - Palmerston Youth Festival Wrap up Party <ul style="list-style-type: none"> <li>Performance Mentorship <input type="checkbox"/> Pre-register only</li> <li>Door Prize <input checked="" type="checkbox"/></li> </ul> </li> <li>Overall Festival <ul style="list-style-type: none"> <li>Evaluation Survey Prize <input type="checkbox"/> Post event</li> </ul> </li> </ul> <p><input type="checkbox"/> Closing dates vary, please scan the QR codes for details</p> <p><input checked="" type="checkbox"/> Sign up on the day</p> <p>Scan for competition and event details</p>  <p>PALMERSTONYOUTHFESTIVAL.COM.AU @PALMERSTONYOUTHFESTIVAL</p> <p>city of PALMERSTON 'A Place for People'</p> </div>	



A Place for People

**DAY 1**

**GECKFEST**  
T O P E N D

**SATURDAY 6 JULY 5PM – 10PM**  
GOYDER SQUARE, PALMERSTON RECREATION CENTRE AND LIBRARY

**CONNECTED**  
Northern Lights NT  
Immersive Interactive Experience  
Community Room 2 – Palmerston Recreation Centre

As the lights dim, "konnected" commences. Beginning with a futuristic honeycomb grid, the experience swiftly propels participants into the outer reaches of the cosmos, navigating through underwater vistas, and transitioning into a Troon-like universe pulsating with light patterns and neon tunnels. The voyage culminates in a microcosm of animated circuit boards, before seamlessly merging back into the futuristic honeycomb universe.

**SILENT DISCO**  
Express Dance Studio  
Gulwa Recording Studio – Palmerston Library

Head into Gulwa Studio and dance till you drop with Geekfest Top End's silent disco.

**FOOD TRUCKS**  
NT Poffertjes, Fat Kabab, The Smoothie Van, The Bami, Spiral Spuds and Yogi's Way.  
Goyder Square

Enjoy the delicious range of food and snacks that are available for purchase.

**VIRTUAL REALITY & FREE PLAY GAMING**  
LevelUp Esports  
Stadium – Palmerston Recreation Centre

Put on a headset and step out of reality or hop on a console and make the most of the free play gaming area.

**BRICK IT STATION**  
Yenz Entertainment  
Stadium – Palmerston Recreation Centre

Stop in at the Brick It Station and enjoy endless fun with mountains of Lego.

**BOARD GAME LOUNGE**  
GG Social  
Stadium – Palmerston Recreation Centre

Hangout in the board game lounge and take part in a variety of board games including Exploding Kitten and Catan.

**GAME JAM**  
The Array  
Stadium – Palmerston Recreation Centre

Drop in and see the results of the Game Jam competition.

**18+ GAMING ROOM**  
Next Tier  
Palmerston Library Community Room

Enter the 18+ Free Playroom to play Tekken 8, MK1, Call of Duty and some retro games!

**THE GHOST BUSTERS**  
Frances Drive  
Yenz Entertainment  
Foyer – Palmerston Recreation Centre

Who you gonna call? Hang out with the Territory's own ghost fighting team or pose for a photo!

**STEM LAB**  
Inspired NT  
Stadium – Palmerston Recreation Centre

Explore a range of science activities engaging your senses and challenging your mind.

**FACE PAINTING AND GLITTER ME SILLY**  
Yenz Entertainment  
Foyer – Palmerston Recreation Centre

Add some more sparkle and magic by visiting Yenz.

**INDIE CORNER**  
Stadium – Palmerston Recreation Centre

Enjoy the showcase from local game developers.

**ARTIST ALLEY**  
Various artists  
Stadium – Palmerston Recreation Centre

Artist Alley, where art meets pop culture in a dynamic and vibrant space. Join us in celebrating the artistry and passion that fuel our collective love for creativity and storytelling.

**CIRCUS AREA**  
Tip Top Circus  
Goyder Square

Spin some plates or test your juggling skills with Tip Top.

**MEIEVAL LAND**  
Kaos Horde  
The Boulevard

Go back in time with blacksmithing and leather work demonstrations.

**K-POP**  
with PSYCH3  
Community Room 1 – Palmerston Recreation Centre

Learn how to pop and lock with K-Pop Workshops and Performance.

**COSPLAY SPECIAL GUEST**  
AITF4

Cosplay Special Guest "AITF4", Stephanie Vander Hayden will join Geekfest Top End as a Cosplay Judge, answer questions on stage and pose for photo ops. In 2022, AITF4 won the Australian leg of the Cosplay Central Crown Championships and went on to represent Australia at the Finals in Chicago and has 37.9k followers on Instagram.

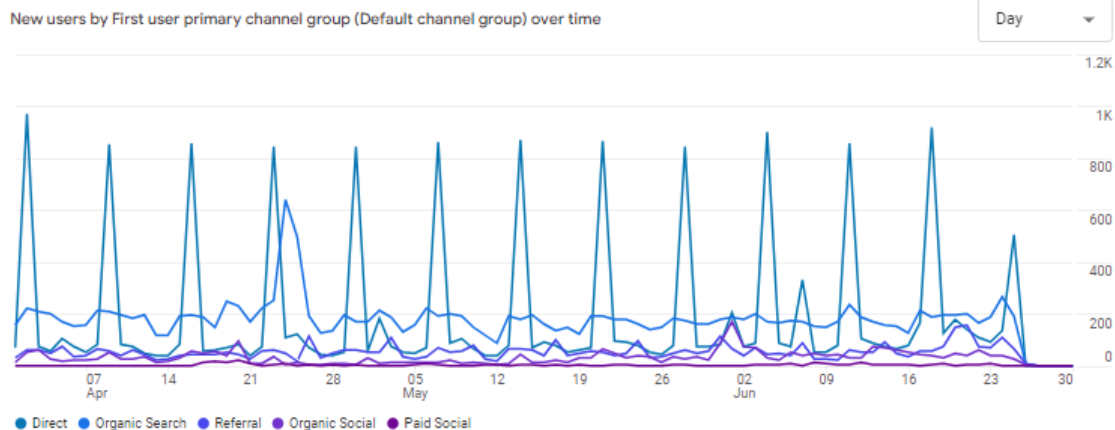
**Public Relations/Media**

During the most recent quarter, City of Palmerston actively engaged with the media, with a total of eight (8) media releases published. These releases covered a diverse range of topics, including Animal By-laws, Palmerston Youth Festival, Palmerston Street Art Festival, Darwin Festival in Palmerston, Municipal Plan and Hooked On.

City of Palmerston's media interactions extended across various platforms, including television, radio, newspapers, newsletters, and online news sources, totalling 47 interactions (this is not paid advertising). Specifically, there were four (4) TV appearances, 15 newspaper features, eight (8) online news presence and 20 radio engagements, which included Council's regular radio interviews.

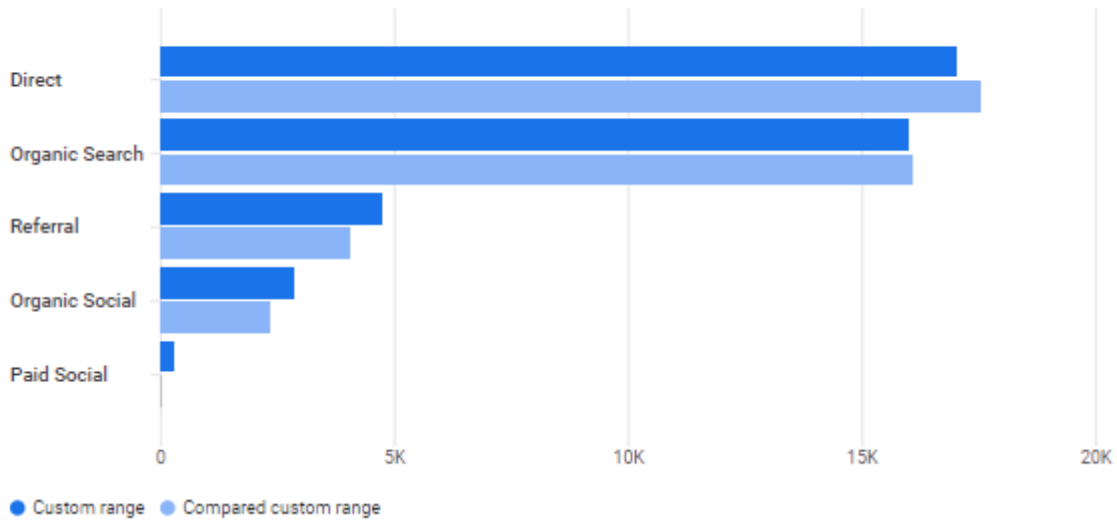
**Website**

The 2<sup>nd</sup> quarter of the year showed new users to the site increase by 2.3% in comparison to the previous period, and up 33% compared to the same period in the previous year.



New users to site between 1 April – 30 June 2024

New users by First user primary channel group (Default channel group)



Users by device 1 April – 30 June 2024

**Overview**

Metrics	Jan – Mar	Apr – June	% change
New Users	40,138	41,082	+ 2.3
Engaged Sessions	31,801	29,725	-6.53
Engagement rate	46.94%	43.25%	7.86%
Engagement time	51 secs	47s	-8%
Event count	393,228	367,659	-6.5%

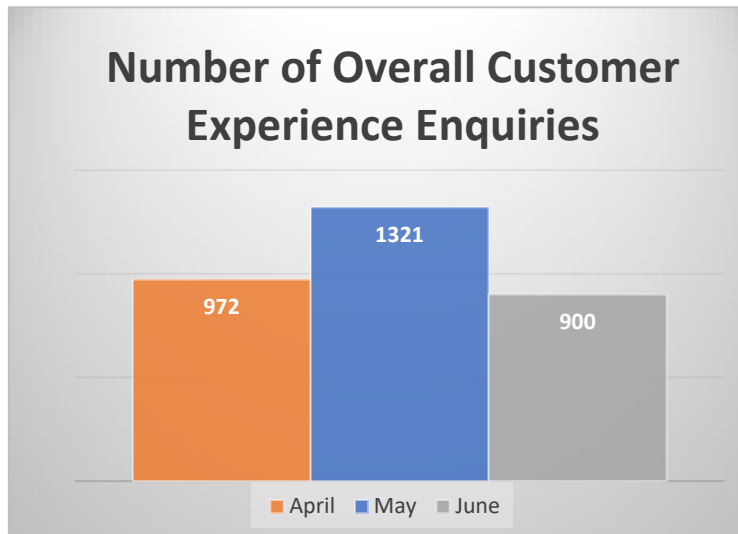
Session times and engagements are down on the website which could be due to a number of reasons including an increase in information via other platforms such as flyers, outdoor advertising, and social media. When comparing data to the same period the year prior, new users have increased by 33%. The decrease in this period’s statistics may also indicate poor useability of the website, which has been identified and acted on with a website redevelopment currently underway.

**Our Customer Experience**

**Community Interactions**

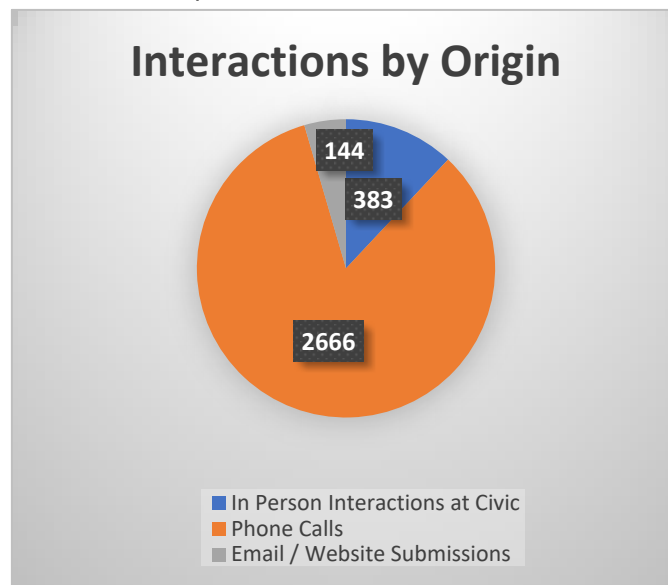
The Customer Experience Team interacted with an average of 52 community members per business day, via walk-ins, phone and email, with a total of 3,193 interactions during this reporting period. This compares to 5,185 (82 per day) for the same period last year in 2023, and 6004 (96 per day) for the same period the year before in 2022.

The month of May saw the highest number of average interactions per day for this quarter (1321), followed by April (972) and the least number seen in June (900). The most significant interactions in this quarter included rates and dog registration after overdue reminders were sent, dogs at large, bin issues (missed, broken, stolen etc), and disability parking permit renewals. Generally this quarter is usually the quieter one for the year, as there are no due dates for dog registrations, rates etc, and we would mainly see day to day enquiries.



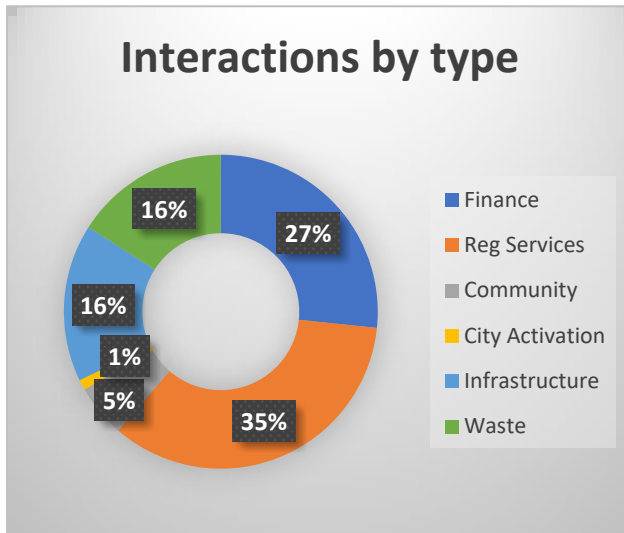
Phone calls remain the most popular method of interaction for our community, attributing to 83% of the main interactions this quarter.

There were 2,666 phone calls received this quarter compared to 2,070 for the previous quarter. This increase may have been impacted by information shared to the public about the new Animal Management By-Laws and Procedures that were planned to come into effect on 1 July 2024. The public had a number of questions, and hence the increase in phone calls.



In person interactions at Civic Plaza accounted for 12% of the interactions this quarter, and email/website submissions just 5%.

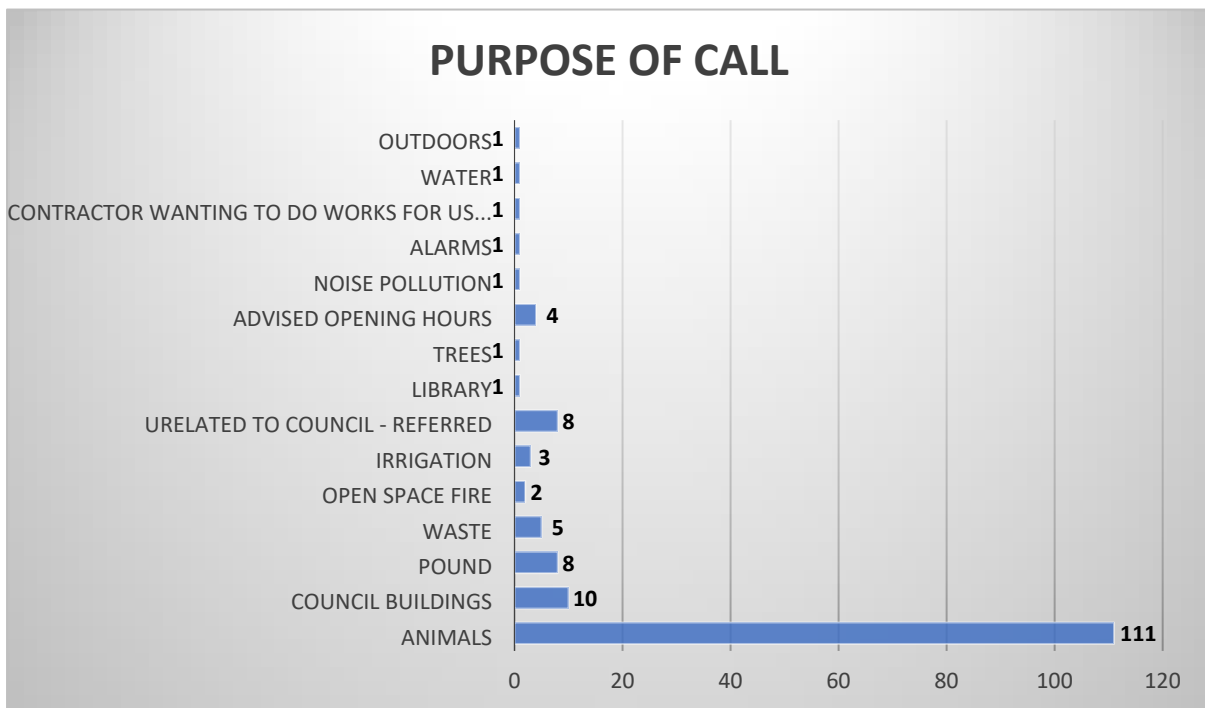
The highest number for type of interactions this quarter were for Regulatory Services (35%), and then Finance related enquiries - including rates (27%). This is a change this quarter, as the highest number of interactions in recent quarters has been for Finance related enquiries, which is not the case this quarter. The next types of interactions were then followed by Waste and Infrastructure queries both at 16% each, and then Community (5%) and City Activation (1%) related queries.



The Customer Experience Team resolved an average of 69% of all interactions received at the first point of contact, a 4% increase from the previous quarter. Consistent with recent quarters, the highest resolution at first contact was for Waste Management Enquiries (97%). These include stolen bins, broken bins, missed pickups, and new bin services, and bin upgrades or downgrades. This was followed by Finance Enquiries (81%), City Growth and Operations queries (78%) and Regulatory Services (77%).

#### After hours calls

There have been 152 afterhours calls received from April to June 2024. The calls were evenly spread over each month.



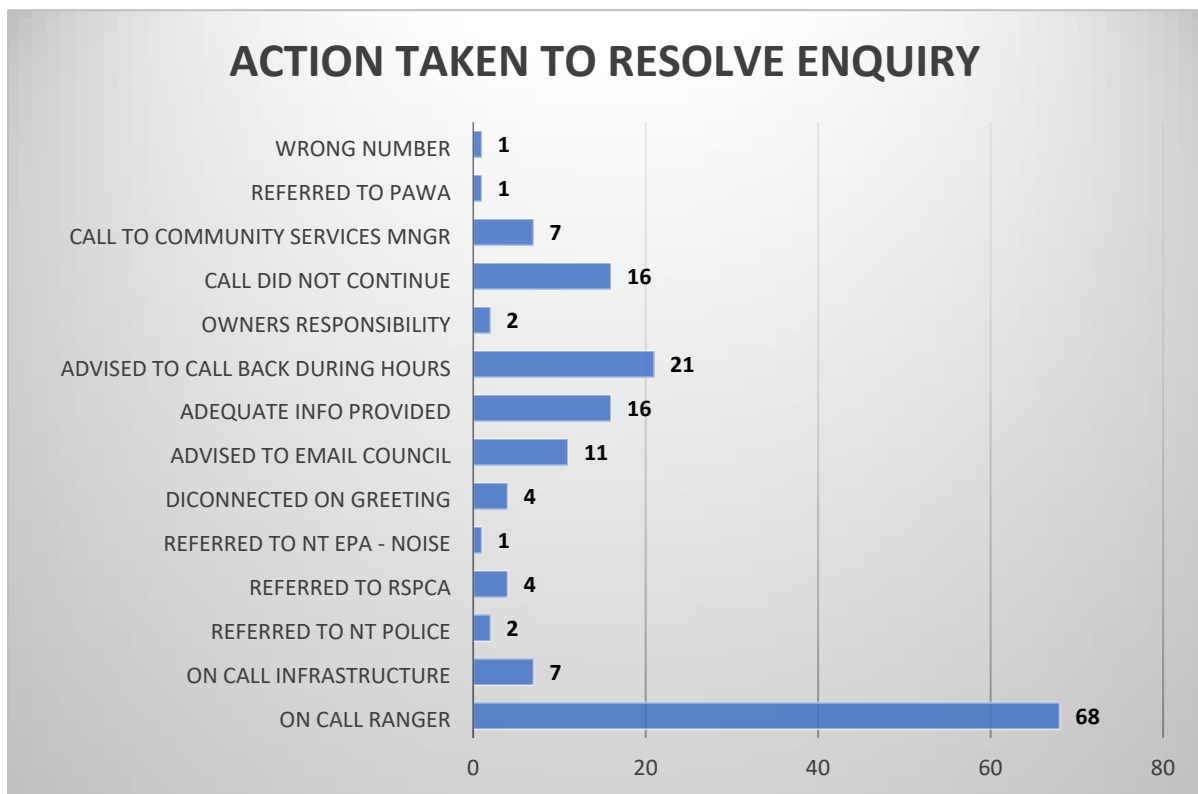
The main purpose for after hours calls in the April to June quarter was for Animal related queries (70%). This is consistent with other quarters, with dog related topics being the main reason for after hours calls. Of the 111 calls received for Rangers' attention or information, 107 were related to dogs, 3 for cats, and 1 for a turtle. 68 of these animal queries were for lost, roaming or found dogs. 17 were for matters requiring urgent Ranger attention. Other remaining topics were for lost animals, injured animals, dogs in the pound, general queries, barking dogs and dogs in the pound.

The next main reasons were for Council Buildings (booking issues, building alarms etc), followed by pound queries and queries unrelated to council (e.g. RSPCA, Police, Fire).

*A Place for People*

There were no afterhours rates queries this quarter. As for previous quarters, there were a small number of calls that disconnected, were wrong number or did not continue the conversation.

In relation to the action taken, the majority of calls (42%) were again the highest reason for customers to call after hours, and most of these were forwarded to the on-call ranger. The next highest action taken was for the caller to be directed to call back during council opening hours and/or send an email to council. This was followed by adequate information provided to the caller, and next, a call to the Community Services Manager, or a call to the Infrastructure Manager.



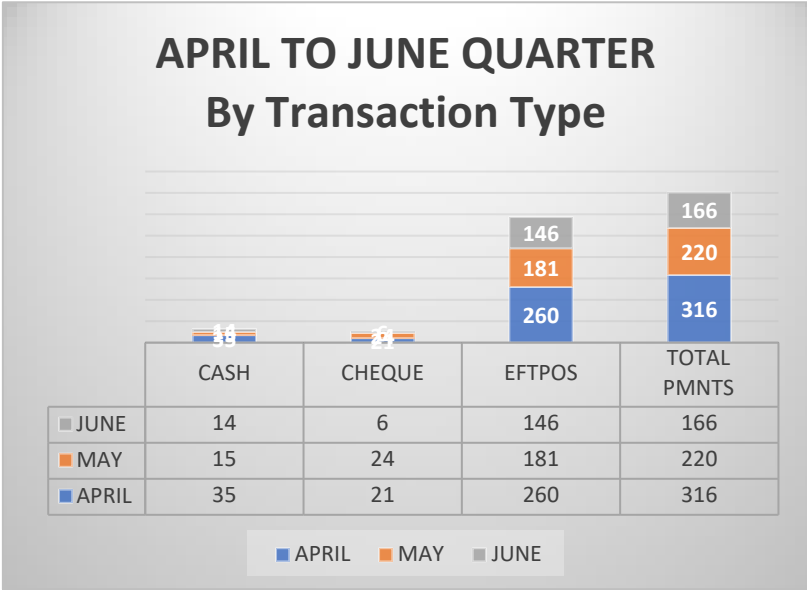
The afterhours call service remains an important feature to ensure our commitment to the Customer Service Charter, by making it easy for customers to contact us, and to provide a service for us to be able to communicate information to our customers, and for us to be able to listen to our customers even when the office is closed for the day/weekend.

As for previous quarters, Regulatory Services enquiries, particularly dog related enquiries, has a significantly higher call rate than all other enquiries, showing this as the leading cause of customers to attempt to interact with us over the phone when our offices are closed.

#### Payments

There were 702 payments received this quarter. The highest amount of payments were received in April, followed by May, and then June with the least. This was predictable, as the months moved further from rates payment due dates.

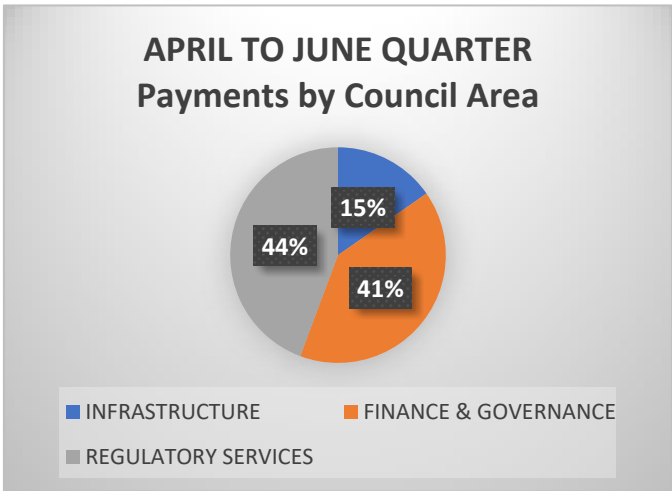
As per previous quarters, EFTPOS was the predominant method of payment, followed by cash, and lastly by cheque.

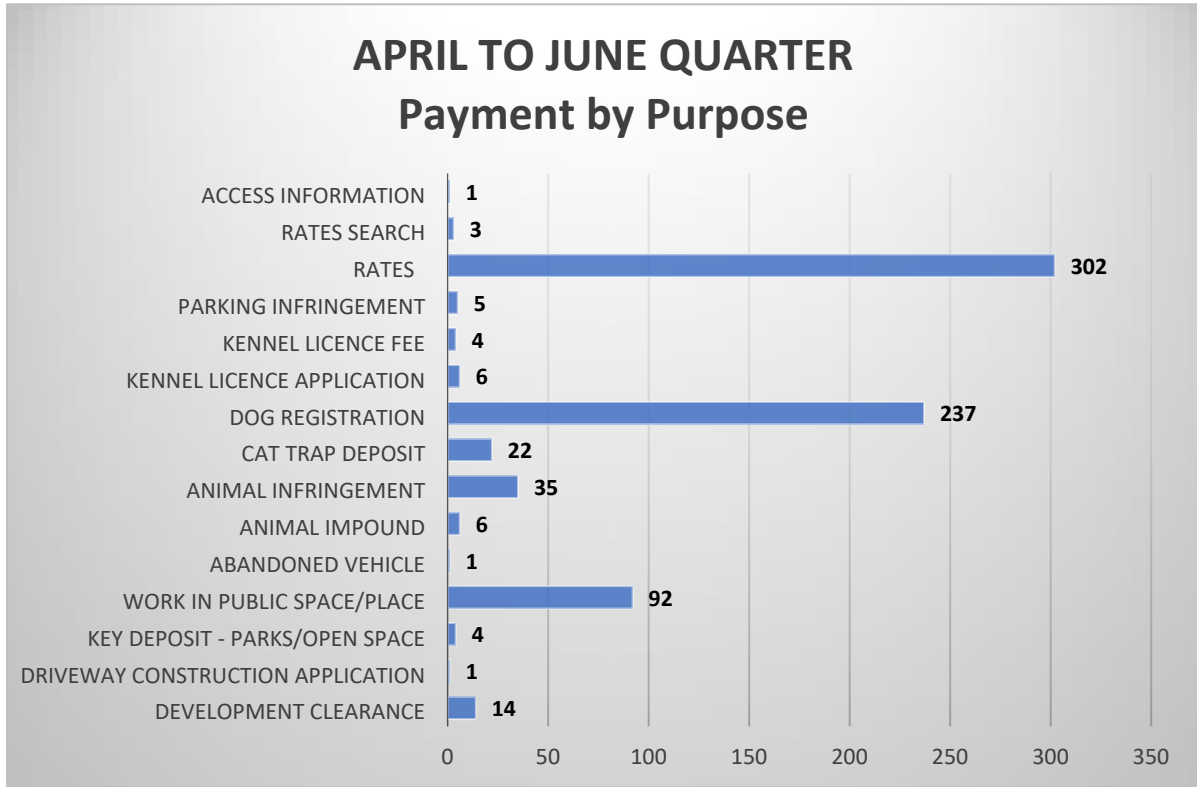


EFTPOS was the leading method every month of the quarter. Of the other two (2) transaction types, cheque payment was more popular in May, however, cash was more popular in April and June.

In this quarter, Regulatory Services payments were the predominant reason for payments, particularly after a reminder notice for overdue dog registrations was sent out. Finance and Governance payments made up the next largest majority of payments this quarter, with automatic overdue rates reminders also sent out. Infrastructure payments were again in the minority over the other two (2) areas, as these are dependent on requirement, rather than at particular timeframes in the year.

The purpose of the majority of payments received at Customer Experience in this quarter were for Rates payments, followed by Dog Registrations. Next most popular purpose was for work in public places, and then animal infringements. The least popular purpose for payments was Access of Information, Abandoned Vehicle charges and Driveway Construction Applications. Animal infringements, cat trap deposits and Development Clearances still also equated to a number of payments in the quarter.



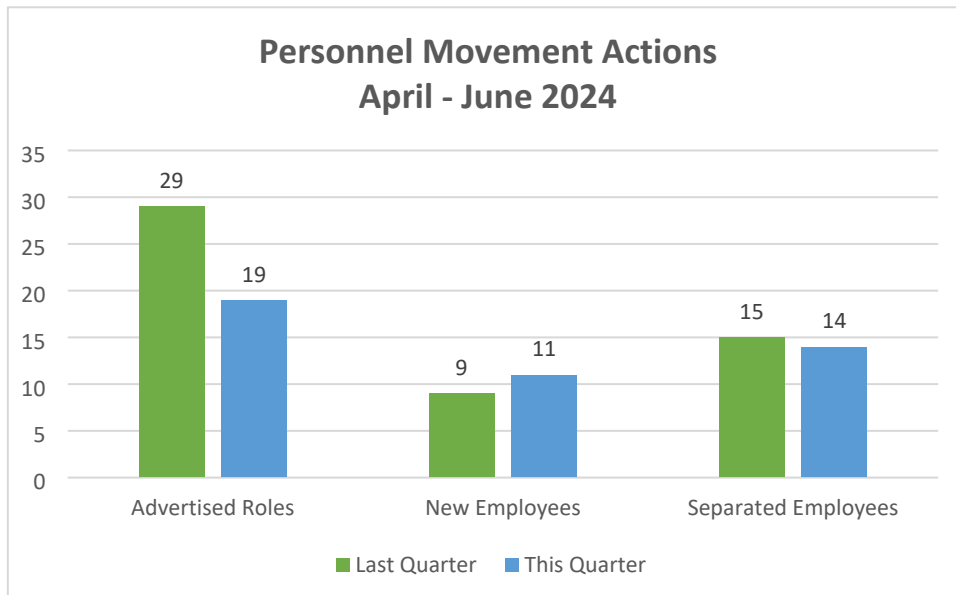


**Our People**

Recruitment and retention of staff continue throughout this quarter.

To support operations, we have backfilled many of the vacant roles through short term arrangements while ongoing recruitment is undertaken, resulting in unoccupied roles being a rate of 14.60%. Council continues to undertake recruitment activities including putting existing staff on higher duties, using agency staff and casuals. This support ensures we are able to continue to deliver our services to the community and maintain our focus on the wellbeing of our staff.

The City of Palmerston is leveraging the ongoing Enterprise Agreement negotiations as a strategic opportunity to further enhance its ability to attract and retain top talent. The current Agreement is set to expire in April 2024 and negotiations have commenced and will be finalised soon.



**Table: Breakdown of Personnel Movement Actions across April to June 2024**

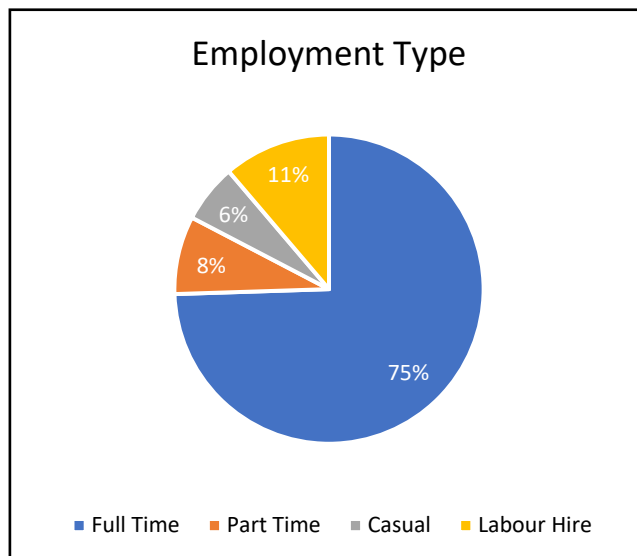
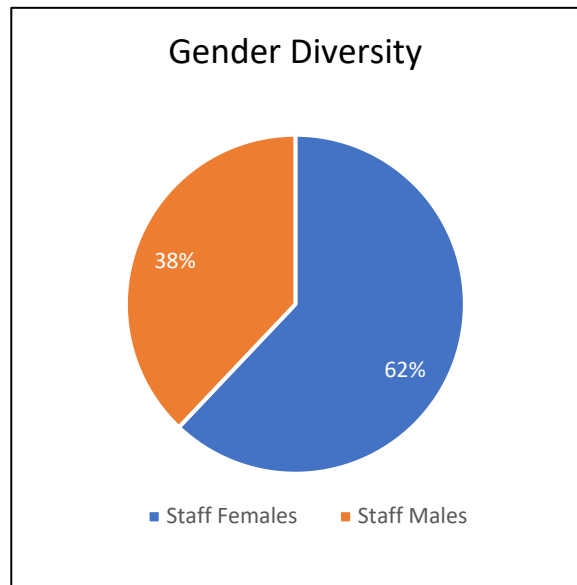
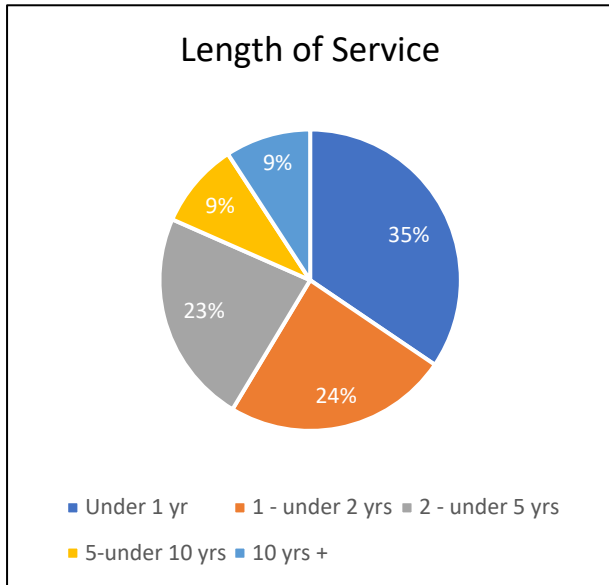
Recruitment and Merit Selection training continued through the quarter to ensure staff are aware of obligations and responsibilities in applying meritorious recruitment and constructive onboarding. This helps to ensure that the Council’s hiring processes remain fair, efficient, and aligned with the organisation's strategic goals and values.

The People and Customer team has launched its Ranger Trainee Program in collaboration with GTNT Group, a leading provider of employment and training services in the Northern Territory. The program has commenced with one trainee undertaking a Certificate III in Animal Care while assigned to the Regulatory Services team. This 12-month traineeship is designed to equip participants with practical skills and industry-recognised qualifications, with the ultimate goal of securing employment for graduates upon completion of the program.

**Quarterly Workforce Statistics**

As of 30 June 2024, our staff comprised people from over 17 different nationalities demonstrating a culturally diverse workforce reflective of our community. Employees, excluding labour hire comprise 54 females and 33 males and the average age of a staff member is 39.54 years, a slight decrease from the last quarter. The average length of service with City of Palmerston is 2.71 years, with 12 staff completing eight (8) plus years of service.





**Professional Development of our People**

Investing in our people is an investment in our community, and over the past quarter there has been continued support for the professional development of City of Palmerston employees, providing a range of training activities and development opportunities.

These development opportunities included, but was not limited to:

- Manual Handling Training
- First Aid Training
- Purchase Order and MyESS (CouncilFirst)
- ArcGIS Training
- Recruitment and Selection Training
- Traffic Control Training
- Dog Safe Workplace Training

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- Economic Development Education and Training Program
- ALIA National Conference
- Psychosocial Hazards Workshop for Executives
- Working with Cultural Differences

## Health and Wellbeing

To commemorate the National Reconciliation Week, a breakfast barbeque was organised for staff members on 31 May 2024.



Staff members joined the Breakfast BBQ

On 22 and 23 May, City of Palmerston organised an employee wellbeing activity – Ergonomic awareness in partnership with Tangibilis Physiotherapy. There were two (2) sessions conducted. Several employees took time to participate and benefited from these sessions.



Staff members engaging in Ergonomics Awareness session

During the month of June, to celebrate the World Craft Day, an employee mindfulness painting activity was organised for City of Palmerston staff members.

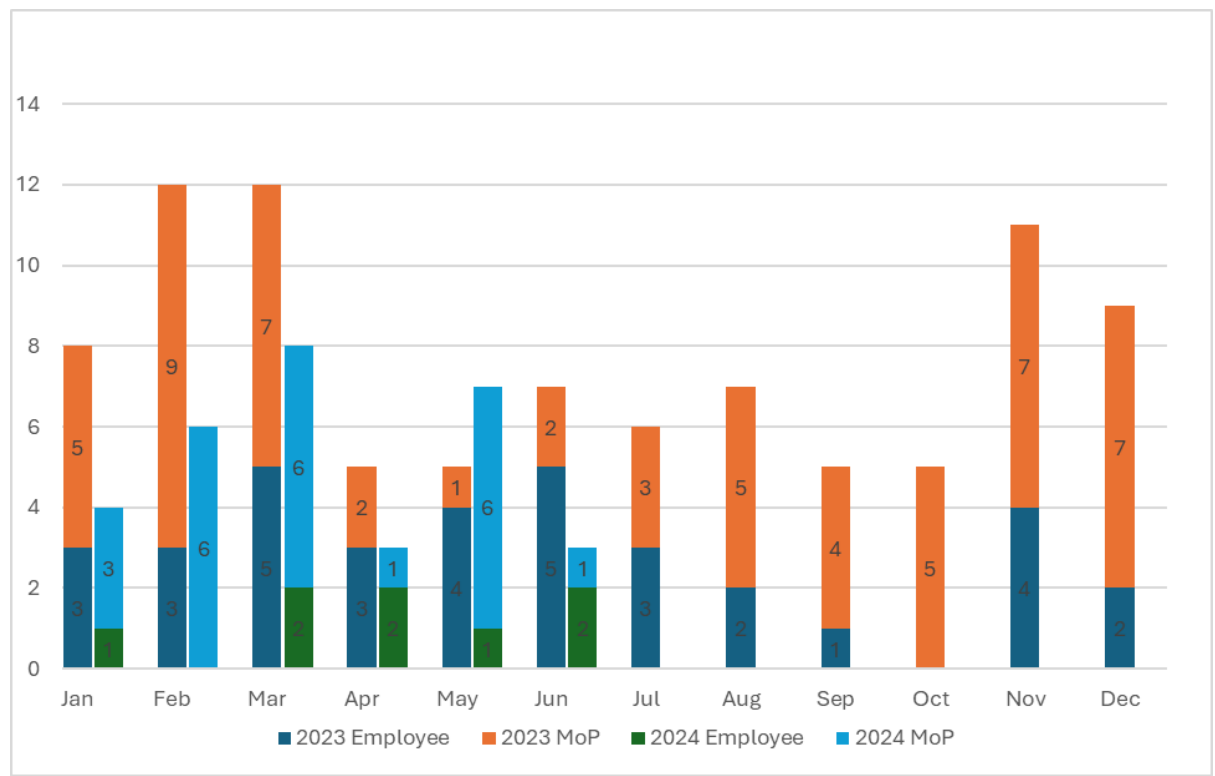
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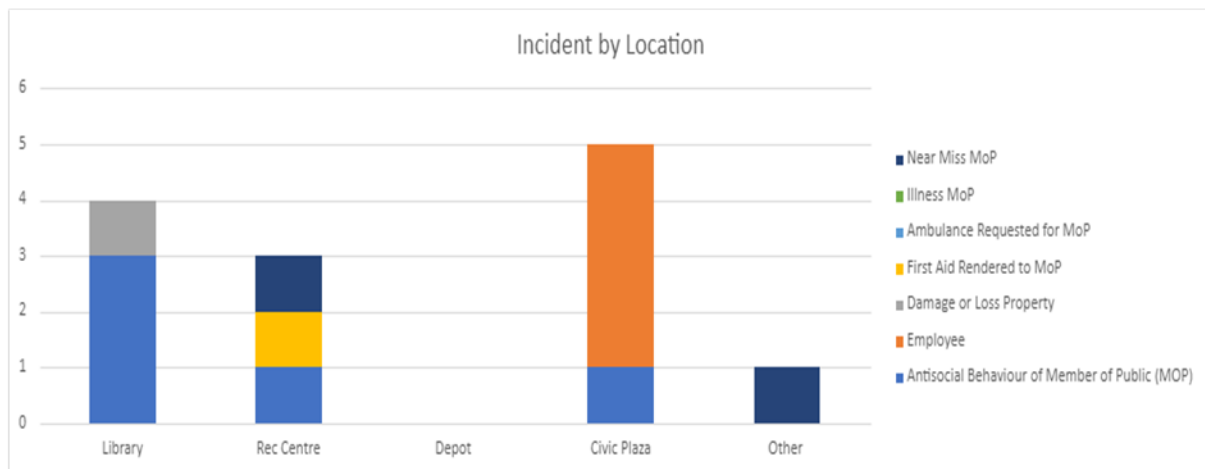
Mindfulness painting activity for staff members

**Safety**

This quarter saw a decrease in reported incidents in comparison to the previous quarter in both employees and Members of public. These incidents were primarily reported at the library followed by the Recreation Centre with some of these requiring staff to contact ambulance, police or security for support and assistance. Consistent with previous quarters, many of these incidents related to antisocial behaviour being observed by staff, with no direct impact on our staff.



Incident Comparison by Month and Year



**Incidents by Location**

**City Activation**

**Events**

**Anzac Day Dawn Service**

This year Council assisted the RSL in running the ANZAC Day Dawn Service. The service drew a substantial turnout (estimated to be 2,000 people), with attendees paying homage to the ANZACs as the sun rose to the sound of the bugle.

Among the distinguished guests in attendance were the following VIPs, including:

- Mayor Athina Pascoe-Bell,
- City of Palmerston Elected Members,
- CEO and DCEO of the City of Palmerston:
- Chief Minister
- NT Shadow Minister of Veterans Affairs
- CO I CSR
- RSM 1 CSR
- CO HMAS Coonawarra
- OC 114 MCRU
- Sqn WOFF 114 MCRU
- Department of Veteran Affairs Representative
- Mates4Mates Representative
- Assistant Commissioner NT Police
- Minister for Health Timor-Leste
- Consul General Timor-Liete
- Members of the RSL Palmerston Sub Branch
- Veterans

Following the service, attendees were invited to breakfast alongside fellow ANZACs, veterans, and families. The morning's events concluded with the ANZAC Day March through the streets of Palmerston organised by the RSL.

The Sikh Community and Lions contributed to the day by providing free water to all who attended the Dawn Service and March.



**Elected Members attending the ANZAC Day Dawn Service**

**Darwin Symphony Orchestra Family Proms**

On 11 May 2024, the Darwin Symphony Orchestra (DSO) brought a morning of fun and inspiring music to the Palmerston Recreation Centre, with two (2) performances of the Family Proms, one (1) at 9:30am and the other at 11:00am.



**John Toomey, Orchestra Conductor creating a musical story with the audience**

The venue provided a fitting backdrop with a simple stage and lighting set up, so children could get close to their favourite instruments, listen to a wide variety of sounds, and learn how an orchestra works.

The DSO drew a good turnout (estimated 350), with attendees engaging in a fun musical experience introducing children to the world of orchestral music.

The Deputy Mayor gave an opening address on behalf of City of Palmerston.

The Family Proms event indirectly supports innovation by exposing children and families to the world of music and orchestras in an engaging and accessible way.



**Up and coming new Orchestra Conductor**

By offering instrument demonstrations and the chance to conduct the orchestra, it encourages creative thinking and fosters an early interest in music and the arts. This, in turn, contributes to the community's development and capacity building, aligning with the strategy of fostering innovation in the community.

### **Citizenship Ceremony – 4 April**

Council held a Citizenship Ceremony on Thursday 4 April at Gray Hall, welcoming 34 new Australians from 11 different countries, including Democratic Republic of Congo, Great Britain, Fiji, India, Indonesia, Ireland, Kenya, Nepal, Netherlands, New Zealand, Pakistan, Philippines, Republic of South Sudan, South Africa, Sri Lanka, and Thailand, celebrating with over 120 people in attendance.



**Kim Koole singing**



**Dignitaries applauding the new Citizens**



**Group Picture of all the new conferees and Dignitaries**

#### **Culture Fest – 20 April**

This year, the event was rebranded from the Multicultural Festival to Culture Fest to attract a broader audience and better align with a more elegant design. The event was a resounding success and created an enjoyable experience for all attendees, who shared plenty of positive feedback throughout the day. The turnout was fantastic, with approximately 1,100 community members attending—a remarkable 90% increase from last year.

The diverse lineup of performers, including community favourites like SAMs Dance Studio, OPA Dance, Bailamos, PHL the Beat, Rock and Roll, and Balinese groups, delivered captivating performances that impressed the audience with the finale act as the African drumming and fire show.

The new venue layout, encompassing both Frances Drive and Goyder Square, was well-received, providing a perfect setting for community members to relax and connect away from the hustle and bustle. A standout feature was the stage roof, with purple, green, and red colours, enhancing the event's ambience.

The decorations, such as festoon lighting, the Culture Fest arch, directional signage showing distances from Palmerston to countries worldwide, and additional picnic tables and picket fences, created a lively and festive atmosphere. Bunting with flags from various countries added a touch of cultural celebration, highlighting the event's cultural diversity.

This event truly brought the community together, celebrating unity and diversity in a vibrant, welcoming environment.



**Bailamos Dance Group**



**PNG Dance Group**



**OPA Dance Group**



**Attendees at Culture Fest**



**SAMs Dance Studio**



**a vendor selling toys**

**Live at the Lake – Saturday 18 May and 8 June**

We welcomed the Dry season by kicking off our annual Live at the Lakes sessions, celebrating live music, togetherness and community. The community enjoyed the tunes of the Kim and Kat duo at Flinders Park as well as Mandy Boots at Sanctuary Lakes, while spending quality time with their loved ones and friends. A substantial attendance of 262 attendees and 500 attendees were recorded for respective events, and this is expected to increase throughout the rest of the year’s events. The events have a relaxed atmosphere, with numerous families visibly enjoying themselves and actively engaging in the experience.



The new addition of entertainment activities to the events was appreciated by community members. The favourable cooler Dry season weather creates the perfect ambience for enjoying evenings in the park with friends and family. By dedicating the first 30 minutes to upcoming young artists, we provided opportunities for the 'Reverie band' and 'Trips' to showcase their talent.



Live at the Lake attendees and entertainment activities

**FlicNics – Saturday 25 May and 22 June**

Over 210 people attended FlicNics to watch the screening of Wonka at the Durack Community Centre, Durack, while 121 people visited Sanctuary Lakes to watch Super Mario Bros 2023. FlicNics has maintained a steady interest, drawing a consistent crowd.

Pre-entertainment, including face painting and roving entertainment, was popular with families. Children happily entertained themselves by riding their bikes, throwing balls, and rolling down the hills. FlicNics brought the community together and created a welcoming atmosphere for all involved.

Some notable feedback from our community include:

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- 'This is the first show we have attended this year. The kids always enjoy the outdoor movies. The food trucks and face painting is a great addition. Keep it up Palmerston City Council'.
- 'What a great community initiative. Thank you very much!'
- 'Keep doing them and ones for different age groups. Thank you'.



## FlicNics Movie Night

### Citizenship Ceremony – 1 June

Another Citizenship Ceremony was held outdoors on Saturday, June 1, on a lovely dry-season morning at the beautiful Sanctuary Lakes. 63 new Conferees took their pledges and received their Australian Citizenship in the presence of multiple dignitaries, including His Honour Professor the Honourable Hugh Heggie AO PSM, Administrator of the Northern Territory and Honourable Eva Lawler, Chief Minister of the Northern Territory. The event received lots of positive feedback and was attended by over 180 people.



**Conferees at the Citizenship Ceremony**



**Crystal Robins singer**



**Attendees at the ceremony**



**Family receiving their Citizenship Certificate from Mayor Athina Pascoe-Bell and His Honour Professor the Honourable Hugh Heggie AO PSM, Administrator of the Northern Territory**

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## Palmerston Street Art Festival

The Palmerston Street Art Festival invited both local and international artists to infuse Palmerston with vibrant colours and creativity. Held from 17 to 29 June, the festival saw 14 walls throughout the City being transformed into stunning murals. Notably, 13 of the artists participating in the event hailed from the Northern Territory, showcasing our local talent.

The festival concluded on Saturday 29 June, with a lively street party. The celebration featured local entertainment, live art demonstrations, and a variety of food and drink options, creating a festive atmosphere.

The artist line up for 2024 included:

- Sofles
- Jesse Bell
- Miss Polly
- Jason Lee
- Caleb Dude
- Izzy Craven
- Trent Bundirrik Lee
- Snaps
- Riece Hours



Two (2) of the Palmerston Street Art Festival murals



The Palmerston Street Art Festival Wrap Up Party

### **CONSULTATION AND MARKETING PROCESS**

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

- Executive Manager People and Customer
- Marketing and Communications Manager
- People and Customer Manager
- Human Resources Lead
- Customer Experience Coordinator
- City Activation Manager
- City Activation Officer
- Community Events Coordinator

### **POLICY IMPLICATIONS**

There are no policy implications for this Report

### **BUDGET AND RESOURCE IMPLICATIONS**

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

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

This Report addresses the following City of Palmerston Strategic Risks:

3. **Economic Development**  
Failure to articulate, provide and promote the value proposition for Palmerston as an economic centre to attract investment.
4. **Inclusion, Diversity and Access**  
Failure to balance meeting needs of Palmerston's cultural mosaic
6. **Governance**  
Failure to effectively govern.

### **STRATEGIES, FRAMEWORK AND PLANS IMPLICATIONS**

There are no strategy, framework or plan implications for this Report.



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## **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

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## 14 INFORMATION AND CORRESPONDENCE

### 14.1 Information

### 14.2 Correspondence

#### **14.2.1 Resignation to Contest Election - Councillor Eveleigh**

1. THAT correspondence dated 10 July 2024 entitled Resignation to Contest Election - Councillor Eveleigh be received and noted.
2. THAT Council note Councillor Eveleigh's resignation is for the purpose of campaigning in the 2024 Northern Territory Election.

**From:** Danielle Eveleigh  
**Sent:** Wed, 10 Jul 2024 02:53:18 +0000  
**To:** Luccio Cercarelli  
**Subject:** Resignation

Good Afternoon,

Due to being a candidate in the Northern Territory Election 2024, I advise of my resignation from the City of Palmerston Council as of 30 July 2024.

Kind Regards,  
Danielle Eveleigh



Danielle Eveleigh

Councillor

m: 0400 268 012

a: PO Box 1, Palmerston NT 0831 Australia

w: [www.palmerston.nt.gov.au](http://www.palmerston.nt.gov.au) e: [Councillor.Eveleigh@palmerston.nt.gov.au](mailto:Councillor.Eveleigh@palmerston.nt.gov.au)



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



We are committed to ensuring our facilities and welcome all people of all ethnicity and faith.



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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, 6 August 2024 at 5:30pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

19 CLOSURE OF MEETING TO PUBLIC

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

20 ADJOURNMENT OF MEETING AND MEDIA LIAISON



## MINUTES

### **1st Ordinary Council Meeting Tuesday 2 July 2024**

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

Council business papers can be viewed on the City of Palmerston website [www.palmerston.nt.gov.au](http://www.palmerston.nt.gov.au)

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## COUNCIL MINUTES

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Minutes of Council Meeting  
held in Council Chambers  
Civic Plaza, 1 Chung Wah Terrace, Palmerston  
on Tuesday 2 July 2024 at 5:30pm.

### PRESENT

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#### ELECTED MEMBERS

Mayor Athina Pascoe-Bell *via audio/visual*  
Deputy Mayor Benjamin Giesecke *via audio/visual*  
Councillor Sarah Henderson (Chair)  
Councillor Amber Garden  
Councillor Damian Hale  
Councillor Danielle Eveleigh  
Councillor Mark Fraser

#### STAFF

Acting Chief Executive Officer, Amelia Vellar  
General Manager Infrastructure, Nadine Nilon  
General Manager Finance and Governance, Wati Kerta  
General Manager Community, Konrad Seidl  
Acting General Manager People and Place, Emma Blight  
Minute Secretary, Kate Roberts

#### GALLERY

Nil members of the public  
Four members of staff

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

MINUTES ORDINARY COUNCIL MEETING - 2 JULY 2024

11381



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## COUNCIL MINUTES

### 1 ACKNOWLEDGEMENT OF COUNTRY

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

### 2 OPENING OF MEETING

The Mayor declared the meeting open at 5.32pm.

Moved: Councillor Garden  
Seconded: Councillor Eveleigh

THAT in accordance with clauses 4.1.4 and 4.1.5 of Council's Audio/Audiovisual Conferencing policy the Council endorse Councillor Henderson as the Chair for the 1st Ordinary Council Meeting of 2 July 2024, due to the Mayor and Deputy Mayor not being physically present.

CARRIED 10/1411 – 2/07/2024

### 3 APOLOGIES AND LEAVE OF ABSENCE

#### 3.1 Apologies

Moved: Councillor Garden  
Seconded: Councillor Fraser

THAT the apology received from Councillor Morrison for 2 July 2024 be received and noted.

CARRIED 10/1412 – 2/07/2024

#### 3.2 Leave of Absence Previously Granted

Nil

#### 3.3 Leave of Absence Request

Moved: Councillor Fraser  
Seconded: Councillor Hale

1. THAT Council note Mayor Pascoe-Bell was on leave of absence for the period 25 to 28 June 2024, inclusive.
2. THAT the leave of absence received from Mayor Pascoe-Bell for 5 to 30 August 2024 inclusive be received and noted.
3. THAT the leave of absence received from Councillor Morrison for 3 to 17 July 2024 inclusive be received and noted.
4. THAT the leave of absence received from Councillor Hale for 3 to 5 July 2024 inclusive be received and noted.
5. THAT the leave of absence received from Councillor Hale for 10 to 12 July 2024 inclusive be received and noted.

CARRIED 10/1413 – 2/07/2024

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

MINUTES ORDINARY COUNCIL MEETING - 2 JULY 2024

11382



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COUNCIL MINUTES

4 REQUEST FOR AUDIO/AUDIOVISUAL CONFERENCING

Moved: Councillor Fraser  
Seconded: Councillor Eveleigh

1. THAT Council note Mayor Pascoe-Bell is attending via Audio/Audiovisual Conferencing as they are physically prevented from attending the meeting due to being a greater distance than 100km from the appointed place of meeting and this request was approved by the Chief Executive Officer.
2. THAT Council note Deputy Mayor Geisecke is attending via Audio/Audiovisual Conferencing as they are physically prevented from attending the meeting due to being a greater distance than 100km from the appointed place of meeting and this request was approved by the Chief Executive Officer.

CARRIED 10/1414 - 2/07/2024

5 DECLARATION OF INTEREST

5.1 Elected Members

Nil

5.2 Staff

Nil

6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

Moved: Councillor Garden  
Seconded: Councillor Fraser

THAT the Minutes of the Council Meeting held on Tuesday 18 June 2024 pages 11367 to 11377 be confirmed.

CARRIED 10/1415 - 2/07/2024

6.2 Business Arising from Previous Meeting

Nil

7 MAYORAL REPORT

Nil

8 DEPUTATIONS AND PRESENTATIONS

Nil

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

MINUTES ORDINARY COUNCIL MEETING - 2 JULY 2024

11383



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COUNCIL MINUTES

9 PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)

Nil

10 CONFIDENTIAL ITEMS

10.1 Moving Confidential Items into Open

Nil

10.2 Moving Open Items into Confidential

Nil

10.3 Confidential Items

Nil

11 PETITIONS

Nil

12 NOTICES OF MOTION

Nil

13 OFFICER REPORTS

13.1 Action Reports

13.1.1 Community Wellbeing Advisory Committee Minutes - 13 June 2024

Moved: Councillor Garden  
Seconded: Councillor Eveleigh

1. THAT Report entitled Community Wellbeing Advisory Committee Minutes - 13 June 2024 be received and noted.
2. THAT the unconfirmed Community Wellbeing Advisory Committee minutes provided as **Attachment 13.1.1.1** to report entitled Community Wellbeing Advisory Committee Minutes - 13 June 2024 be received and noted.

CARRIED 10/1416 - 2/07/2024

13.1.2 Council Policy Review - Community Consultation

Moved: Councillor Eveleigh  
Seconded: Councillor Fraser

1. THAT Report entitled Council Policy Review - Community Consultation be received and noted.

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

MINUTES ORDINARY COUNCIL MEETING - 2 JULY 2024

11384



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## COUNCIL MINUTES

2. THAT Council endorse the draft Community Engagement Policy, **Attachment 13.1.2.3**, for the purposes of community engagement, to commence in July 2024 for a period of 28 days, expected for endorsement from Council in October 2024.

CARRIED 10/1417 - 2/07/2024

### 13.1.3 Laneway Management Policy - Draft for Consultation

Moved: Councillor Garden  
Seconded: Councillor Hale

1. THAT Report entitled Laneway Management Policy - Draft for Consultation be received and noted.
2. THAT Council to endorse the draft Laneway Management Policy, **Attachment 13.1.3.2.**, for the purposes of community consultation to commence in July 2024 for a period of 28 days for expected endorsement from Council in October 2024.

CARRIED 10/1418 - 2/07/2024

### 13.1.4 Risk Management and Audit Committee Terms of Reference

Moved: Councillor Garden  
Seconded: Councillor Eveleigh

1. THAT Report entitled Risk Management and Audit Committee Terms of Reference be received and noted.
2. THAT Council rescind Council Policy Risk Management and Audit Committee Terms of Reference being **Attachment 13.1.4.1** to Report entitled Risk Management and Audit Committee Terms of Reference.
3. THAT Council adopt the updated Risk Management and Audit Committee Terms of Reference being **Attachment 13.1.4.3** to Report entitled Risk Management and Audit Committee Terms of Reference, subject to amendments to ensure consistency with the Local Government Act and Council's policies, and an adjustment to the relevant experience clause.

CARRIED 10/1419 - 2/07/2024

## 13.2 Receive and Note Reports

### 13.2.1 Community Quarterly Report - April to June 2024

Moved: Councillor Hale  
Seconded: Councillor Eveleigh

THAT Report entitled Community Quarterly Report - April to June 2024 be received and noted.

CARRIED 10/1420 - 2/07/2024

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

MINUTES ORDINARY COUNCIL MEETING - 2 JULY 2024

11385



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COUNCIL MINUTES

13.2.2 Infrastructure Quarterly Report - April to June 2024

Moved: Councillor Fraser  
Seconded: Councillor Garden

THAT Report entitled Infrastructure Quarterly Report - April to June 2024 be received and noted.

CARRIED 10/1421 - 2/07/2024

13.2.3 Play Space Strategy Update

Moved: Councillor Fraser  
Seconded: Councillor Eveleigh

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

CARRIED 10/1422 - 2/07/2024

14 INFORMATION AND CORRESPONDENCE

14.1 Information

Nil

14.2 Correspondence

Nil

15 REPORT OF DELEGATES

Nil

16 QUESTIONS BY MEMBERS

Moved: Councillor Eveleigh  
Seconded: Councillor Hale

THAT the question asked by Councillor Eveleigh regarding after hours times of Rangers during Territory Day, and the response provided by the General Manager Community be received and noted.

CARRIED 10/1423 - 2/07/2024

17 GENERAL BUSINESS

Nil

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

MINUTES ORDINARY COUNCIL MEETING - 2 JULY 2024

11386





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COUNCIL MINUTES

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18 NEXT ORDINARY COUNCIL MEETING

Moved: Councillor Hale  
Seconded: Councillor Eveleigh

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

CARRIED 10/1424 - 2/07/2024

19 CLOSURE OF MEETING TO PUBLIC

Moved: Councillor Hale  
Seconded: Councillor Eveleigh

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

CARRIED 10/1425 - 2/07/2024

20 ADJOURNMENT OF MEETING AND MEDIA LIAISON

Nil

The open section of the meeting closed at 6.10pm for the discussion of confidential matters.

The Chair declared the meeting closed at 6.14pm.

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Chair

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Print Name

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Date

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

MINUTES ORDINARY COUNCIL MEETING - 2 JULY 2024

11387