

AGENDA

2nd Ordinary Council Meeting

Tuesday 19 November 2024

The Ordinary Meeting of the City of Palmerston will be held in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston commencing at 5.30pm.

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



AMELIA VELLAR
CHIEF EXECUTIVE OFFICER



city of
PALMERSTON

A Place for People

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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
- 4 AUDIO/AUDIOVISUAL CONFERENCING PREVIOUSLY GRANTED
- 5 DECLARATION OF INTEREST
 - 5.1 Elected Members
 - 5.2 Staff
- 6 CONFIRMATION OF MINUTES
 - 6.1 Confirmation of Minutes

THAT the Minutes of the Council Meeting held on 5 November 2024 pages 11492 to 11501 be confirmed.
 - 6.2 Business Arising from Previous Meeting
- 7 MAYORAL REPORT

MAYORAL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	7.1
REPORT TITLE:	Mayoral Update Report - October 2024
MEETING DATE:	Tuesday 19 November 2024
AUTHOR:	Mayor, Athina Pascoe-Bell

COMMUNITY PLAN

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

PURPOSE

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

KEY MESSAGES

- As the principal member of Council the Mayor undertakes regular activities and attends events to speak on behalf of the Council.
- During the month of October 2024, the Mayor undertook meetings with Ministers, MLA's and Government Agencies, as well as regular media interviews with ABC Radio, First Nations Radio and Katie Woolf 360.
- This report will provide context on a number of community events that were attended by the Mayor on behalf of Council.

RECOMMENDATION

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

DISCUSSION

As the principal member of Council, the Mayor undertakes regular activities and attends events to speak on behalf of the Council.

An overview of events attended by the Mayor during the month of October 2024 is as follows:

- Preview Reception for the Charles Darwin University (CDU) Danala Education and Community Precinct
- Amerigo Vespucci World Tour Opening Ceremony
- Olympic/Paralympic Welcome Home Event
- RSPCA Save the Paws Ball
- Diplomatic Reception celebrating the 79th Anniversary of Indonesian Independence Day
- Palmerston Development Consent Authority (DCA) Meeting
- Meeting with Member for Drysdale, Clinton Howe
- Meeting with Member for Blain, Matthew Kerle
- Meeting with Minister for Housing, Local Government and Community Development, Steven Edgington
- Opening of the First Session of 15th Parliament of the Northern Territory
- Legacy NT Lunch
- Palmerston Christian College Thank You for your Support Event
- Meeting with Leader of the Opposition, Selina Uibo
- Robertson Barracks Open Day 2024

- Palmerston Regional Business Association (PRBA) Sunset Harbour Cruise
- City of Palmerston Elected Member Stall at Palmerston Markets
- Heartkids, Two Feet and a Heartbeat Walk
- Regional Capitals Australia (RCA) Board Meeting
- Under Treasurer's delivery of the Territory's economic outlook
- Anti-Poverty Week Breakfast
- Children's Week Event 2024
- AFLW Dreamtime in Darwin Luncheon
- Voices of the Top End
- Judging Ghostly Gatherings Halloween Best Costume Competition
- Territory Savvy Photoshoot and Interview
- Photo opportunity with City of Palmerston Tree Planting Contractors

PARBA 10th Birthday Celebration

I was delighted to attend PaRBA's 10th Birthday Community Fun Day at Palmerston Recreation Centre on behalf of City of Palmerston. City of Palmerston partner with PaRBA by providing the Palmerston Recreation Centre (venue) to increase recreation and services to Palmerston and surrounds youth. PaRBA's youth programs are free, include casual activities, food and fun for young people. Youth Drop in Sports runs Monday to Thursday 3-5pm, and Fridays 6-9pm (Dry Season) and 6-8pm (Wet Season) during school terms. Entry is through the gate on Frances Drive (McDonald's side of centre).



L-R Hon Chief Minister Lia Finocchiaro, PaRBA Chairperson Lisa Lock, Mayor Athina Pascoe-Bell and Hon Attorney General Marie Clare Boothby cutting the cake at PaRBA's 10th Birthday celebration

Meeting with Hon Minister Steven Edgington

I was pleased to meet with Minister Edgington to discuss several differing topics within his various portfolio's that relate to City of Palmerston. Meeting with both Local and Federal Ministers is important as it provides an opportunity to advocate for government funding, and to relay issues and concerns relevant to our municipality. I have had the pleasure of meeting with several of the new ministers and Members of Electorates within Palmerston since the August 2024 Elections, including the Chief Minister and the Leader of the Opposition.



Mayor Athina Pascoe-Bell and Hon Steve Edgington MLA

Palmerston Regional Business Association (PRBA) Harbour Cruise and Networking Event

I had the pleasure of attending the PRBA Harbour Cruise and Networking Event along with Deputy Mayor Mark Fraser. It was a delightful event, and I enjoyed several robust conversations whilst watching the sun dip down into the Arafura Sea. PRBA hold monthly meetings and work to promote and support local businesses and community organisations by providing business updates and allowing businesses and organisations to support each other in a social setting. Established in September 1998, PRBA has continued to grow and now enjoys a broad membership that spans across Palmerston, Darwin and Rural surrounds. City of Palmerston is proud to sponsor the PRBA, as a Council we are driven to encourage more businesses to our municipality and for local employment to grow.



L-R Michelle Hayward, PRBA Treasurer Cheryl Mallet and City of Palmerston Mayor Athina Pascoe-Bell

Meeting with Regional Director QLD/NT Department of Home Affairs, Charlie Shandil

I enjoyed meeting with the Regional Director QLD/NT of Department of Home Affairs, Charlie Shandil. Department of Home Affairs. We discussed migration and social issues impacting Palmerston residents. Around 50% of Palmerston's residents were born overseas or have a parent born overseas.! City of Palmerston is proud of our cultural diversity and my favourite part of being Mayor is presiding at Citizenship Ceremonies to welcome new conferees to our municipality.



L-R City of Palmerston Mayor Athina Pascoe-Bell and Charlie Shandil, Regional Director QLD/NT Department of Home Affairs

Autism NT Fundraising Luncheon 2024

Autism Northern Territory is the peak body for Autism in the Northern Territory and their office is located at 10D Goyder Centre, 25 Chung Wah Terrace, Palmerston. Established in 2002, they are a not-for-profit organisation which receives government funding, but they also rely strongly on donations. The Annual Fundraising Luncheon is a wonderful opportunity to help raise funds for this worthy cause. 1 in 48 people in the Northern Territory have an Autism diagnosis and Autism NT provide assistance, education and advocacy not only for the individual but also for families and caregivers.



L-R Councillor Lucy Morrison, Mayor Pascoe-Bell and Councillor Sarah Henderson at the Autism NT Fundraising Luncheon 2024

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

A Place for People

- 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
27.1.1	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)(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.
27.1.2	Contract Assessment	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. This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(e) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.
27.1.3	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)(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.

		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.
27.1.4	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.
27.2.1	Confidential Restricted	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(f) 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 in relation to a complaint of a contravention of the code of conduct.
27.2.2	Confidential Restricted	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(a) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.

11 PETITIONS

12 NOTICES OF MOTION

13 OFFICER REPORTS

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.1.1
REPORT TITLE:	Parking Strategy Update
MEETING DATE:	Tuesday 19 November 2024
AUTHOR:	General Manager of Infrastructure, Nadine Nilon
APPROVER:	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.
- As the Strategy was over five (5) years old and is due for a complete review, in July 2024, Council resolved that:
 - The strategy would be reviewed, and free parking would continue, along with the existing time zones, and
 - That a new Parking Strategy would be developed in 2025, which included consideration of ongoing free parking.
- In September 2024, Council's remaining parking meters that were within timed zones were removed, providing improved accessibility for users of the city centre as (free) tickets were no longer required to be obtained.
- This report provides Council with the proposed next steps to develop a Parking Strategy, including consideration of a Parking Policy.
- All existing parking would remain as per the previous resolutions of Council, including free parking.

RECOMMENDATION

1. THAT Report entitled Parking Strategy Update be received and noted.
2. THAT a Council workshop is held in February 2025 in relation to the development of a new City of Palmerston Parking Strategy, including options for a Parking Policy.

BACKGROUND

At the 1st 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

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 four (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 2019-2024, 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

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.

In July 2024, it was proposed that a new Parking Strategy would be developed with consideration and alignment with relevant Council strategies, plans and policies, along with stakeholder engagement.

At the 2nd Ordinary Council Meeting in July 2024, Council resolved the following;

13.1.2 Parking Strategy Update

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 2nd 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.*

CARRIED 10/1435 - 16/07/2024

This report provides Council with an update on the schedule for the development of a new Parking Strategy with consideration for a Parking Policy.

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.

The 2019 Parking Strategy provided a strategic plan for the management of parking in the CBD and aimed to maximise the use of existing parking infrastructure, contribute to economic activity and guide decisions on parking now and into the future. A strategy would typically have objectives and a plan to guide implementation, with appropriate resources made available to achieve the desired outcomes. A strategy relating to parking isn't legislatively required. There is no current driver to change parking outcomes within the Palmerston city centre, however Council may want to focus on specific, future-focused objectives through a strategy.

Council has the option to present its position and objectives in relation to parking within a Council Policy rather than within a Strategy, or in addition to. A Council Policy relating to parking would present Council's position in relation to its intent of the provision of parking and consider matters such as parking continuing to be free and with the aim to maximise accessibility to support businesses and the community.

As a result, it is considered that the first step for Council is to determine whether it is seeking a strategy or policy to be developed, which will be based on the objectives that Council is looking to achieve. To do this, it is recommended that a Council workshop is held in early 2025 to explore the options and desired outcomes relating to a potential new strategy and/or policy in relation to parking.

CONSULTATION AND MARKETING

Following the workshop, the preparation of the Strategy and/or Policy can commence. It would be recommended that any new strategic document or policy would have community engagement prior to its adoption, with the timing to be determined following the next Council report on the matter.

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

- General Manager Community

POLICY IMPLICATIONS

There are no policy implications for this Report.

BUDGET AND RESOURCE IMPLICATIONS

This review has been undertaken utilising and within existing resources.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This Report addresses the following City of Palmerston Strategic Risks:

5. **Infrastructure**
Failure to plan, deliver and maintain fit for purpose infrastructure.

STRATEGIES, FRAMEWORK AND PLANS IMPLICATIONS

The City of Palmerston Parking Strategy remains in place whilst this process is underway. However, no further implementation activities are occurring at this time.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

Nil

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.1.2
REPORT TITLE:	Nomination to Regional Capitals Australia for a General Board Membership (NT)
MEETING DATE:	Tuesday 19 November 2024
AUTHOR:	Executive Support Officer, Jodi Holden
APPROVER:	Chief Executive Officer, Amelia Vellar

COMMUNITY PLAN

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

PURPOSE

This Report seeks Council approval to endorse City of Palmerston Mayor's nomination for a general board membership Northern Territory (NT) with Regional Capitals Australia (RCA).

KEY MESSAGES

- In June 2024, Council resolved to join the Regional Capitals Australia (RCA) for 2024-2025 and to seek to become a Board Member.
- City of Palmerston Mayor and CEO have received correspondence from the RCA Board, inviting nominations for a general board membership (NT) for the coming year.
- City of Palmerston is currently the only member from the Northern Territory.
- RCA is a pre-eminent regional federal advocacy organisation with a 13-year history of putting the needs of regional cities on the national policy and funding agenda.
- By gaining a board seat on RCA City of Palmerston will be able to advocate for Council's priorities with a collective group of 20 Councils at an Australian Government level and is able to play a more active role in direction, issues and priorities ensuring adequate representation of issues for our region.

RECOMMENDATION

1. THAT Report entitled Nomination to Regional Capitals Australia for a General Board Membership (NT) be received and noted.
2. THAT Council endorse Mayor Pascoe-Bell's nomination to Regional Capitals Australia for a general board Membership (NT).

BACKGROUND

City of Palmerston (CoP) has and continues to proactively advocate for our community directly and through various groups with the Australian and Northern Territory Government.

CoP has been successful in many areas it has advocated for including delivery of projects and programs and has a proven track record in delivering these projects and programs on time and within budget. Nomination to the board of RCA will maximise our membership and enable us further access to policy makers and ensure adequate representation for our region.

More information on RCA and the various policy, advocacy and report work they have done can be found at <https://www.regionalcapitalsaustralia.org/>.

City of Palmerston Mayor and CEO have received correspondence from the board of RCA, inviting City of Palmerston to nominate to the board of RCA.

RCA mission states: To provide a national alliance that champions maximum growth and prosperity for Australia's regional capital cities.

RCA vision states: To see Australia's regional capital cities attain the investment needed to reach their full social and economic potential.

This provides another opportunity for CoP to advocate on both local and national issues for our community.

This report seeks Council consideration of the invitation to nominate to the board of RCA.

At the 1st Ordinary Council Meeting of 4 June 2024 Council made the following decisions:

13.1.2 Invitation to Join Regional Capitals Australia

Moved: Councillor Eveleigh

Seconded: Councillor Henderson

1. THAT Report entitled Invitation to Join Regional Capitals Australia be received and noted.
2. THAT Council endorses City of Palmerston joining Regional Capitals Australia for 2024-2025 with the Mayor as Council's representative.
3. THAT Council seek to become a Board Member of Regional Capitals Australia.
4. THAT the Mayor be authorised to travel within Australia for Regional Capitals Australia business while City of Palmerston is a member of Regional Capitals Australia
5. THAT a report on the 2024-2025 Regional Capitals Australia activities and City of Palmerston membership for 2024-2025 be provided to Council at the First Ordinary Meeting in May 2025.

CARRIED 10/1369 – 4/06/2024

DISCUSSION

RCA has written to CoP inviting it to nominate for a general board position for the coming year, **Attachment 13.1.2.1**.

RCA is a pre-eminent regional federal advocacy organisation with a 13-year history of putting the needs of regional cities on the national policy and funding agenda.

RCA states that in the halls of Federal Parliament, the term 'regional capital' has become synonymous with regional cities that are not only highly liveable and productive but are also experiencing a new wave of growth.

RCA membership currently consists of 20 Councils from around Australia consisting of:

- Albury City Council
- Armidale Regional Council
- Ballarat City Council
- Broken Hill City Council
- City of Bunbury
- City of Busselton
- City of Greater Geelong
- City of Greater Geraldton
- City of Kalgoorlie-Boulder
- City of Karratha
- City of Palmerston
- City of Port Lincoln
- City of Wagga Wagga
- Dubbo Regional Council
- Fraser Coast Regional Council
- Greater Geelong City Council
- Griffith City Council
- Latrobe City Council
- Shire of Broome
- Town of Port Hedland

Becoming a board member provides an opportunity to advocate for Palmerston and the Northern Territory, including for Australian Government partnerships to deliver on outcomes from the Community Plan. It provides additional opportunities to deliver for our community whilst ensuring sustainability through financial partnerships.

As we head into a federal election being a board member of RCA will provide CoP with greater advocacy power and potential Australian Government commitments.

Nominations for a Board position are to be made in writing to the Regional Capitals Australia Secretariat by Tuesday 26 November 2024. Details of the voting process are included at **Attachment 13.1.2.2**.

It is being recommended that Council endorse Mayor Pascoe-Bell's nomination to Regional Capitals Australia for a general board membership (NT).

CONSULTATION AND MARKETING

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

POLICY IMPLICATIONS

There are no policy implications for this Report.

BUDGET AND RESOURCE IMPLICATIONS

If CoP becomes a Board Member this will involve three face to face meetings in Canberra including advocacy work with Government and up to six virtual meetings. It is acknowledged that CoP may not be able to attend all meetings depending on timing and other factors.

There will be some travel involved for the Mayor accompanied by the CEO, this will be accommodated from within the approved operational budget.

In addition to RCA meetings and advocacy, CoP will seek opportunities with any travel to Canberra for the Mayor to advocate for Palmerston with Government and Opposition members on a direct and individual basis for the Palmerston community.

There are no additional financial costs in nominating for a board position on RCA.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

Failure to participate in such collectives may result in CoP missing opportunities for our community and development of Palmerston.

Becoming a board member provides an opportunity to advocate for Palmerston and the Northern Territory, including for Australian Government partnerships to deliver on outcomes from the Community Plan. Failure to advocate may result in missed opportunities to deliver for our community whilst ensuring sustainability through financial partnerships. It will provide CoP with collective support and outcomes; work being undertaken by RCA could also inform future CoP plans and strategies.

As we head into a federal election being a board member of RCA will provide CoP with greater advocacy power and potential Australian Government commitments. In addition, being on the RCA Board provides an opportunity to directly influence RCA priorities and directions.

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.
6. **Governance**
Failure to effectively govern.

STRATEGIES, FRAMEWORK AND PLANS IMPLICATIONS

CoP strategies, plans, and frameworks (e.g environmental sustainability frameworks, playground, creative industries, etc) will inform CoP engagement with RCA and advocacy work.

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. Mayor Athina Pascoe- Bell and Ms Amelia Vellar, City of Palmerston [13.1.2.1 - 2 pages]
2. RCA Nomination for Executives 2024 [13.1.2.2 - 1 page]



11 October 2024

Mayor Athina Pascoe-Bell and Ms Amelia Vellar
City of Palmerston
PO Box 1
Palmerston NT 0831

Via: Mayor@palmerston.nt.gov.au, palmerston@palmerston.nt.gov.au

Dear Mayor Athina Pascoe-Bell and Ms Amelia Vellar,

Re: Regional Capitals Australia – Notice of Annual General Meeting

Regional Capitals Australia would like to provide notice to all members of the details of the 2024 Annual General Meeting (AGM). Please find details below:

Meeting details:

Date: Tuesday 10 December 2024

Time:

4:00pm– 5:00pm AEDT

3:00pm– 4:00pm AEST

2:30pm– 3:30pm ACST

1:00pm– 2:00pm AWST

Location: Videoconference

Registration:

<https://www.eventbrite.com.au/e/regional-capitals-australia-2024-annual-general-meeting-tickets-1035378423737>

The agenda for the AGM will be as follows:

1. Welcome;
2. Confirmation of Quorum;
3. Meeting Minutes;
4. Annual Statement and Financial Audit;
5. Appoint Returning Officer;
6. Board Nominations;
7. Announcement of Board Members;
8. Member Motions; and
9. General Business.

We ask that member motions and nominations to the Board be advised by Tuesday 26 November 2024, 2 weeks prior to the meeting to allow for inclusion in the agenda.

Regional Capitals Australia

PO Box 320, Wagga Wagga, NSW 2650

M: 0422 280 456 – E: secretariat@regionalcapitalsaustralia.org



During the Annual General Meeting, the following positions are required to be filled in alignment with the Regional Capitals Australia Constitution (The RCA AGM voting process is attached to this letter for further information):

- Chairperson;
- Deputy Chairperson;
- Secretary; and
- Treasurer.

In addition to the Executive positions, nominations will also be sought for six (6) general Board Positions. These positions will fill the role of State/ Territory Representatives:

- New South Wales;
- Victoria;
- Queensland;
- Northern Territory;
- South Australia; and
- Western Australia.

Nominating for the Committee:

If you are interested in nominating for a Board position please do so in writing to the Regional Capitals Australia Secretariat on secretariat@regionalcapitalsaustralia.org by **Tuesday 26 November 2024**. Please provide your name and desired position in the email.

Nominations will also be accepted during the AGM, however it is recommended to nominate early to allow other members to consider your nomination.

If you have any questions in the interim, please do not hesitate to contact our Secretariat Rachael Sweeney on 0422 067 858 or email secretariat@regionalcapitalsaustralia.org.

Yours faithfully,

A handwritten signature in black ink, appearing to read "Peter Carter", written over a light blue horizontal line.

Mayor Peter Carter
Deputy Chair, Regional Capitals Australia
Mayor, Town of Port Hedland Council

Regional Capitals Australia
PO Box 320, Wagga Wagga, NSW 2650
M: 0422 280 456 – E: secretariat@regionalcapitalsaustralia.org



Nomination for Executive Positions on RCA Board

Voting process

1. Positions will be declared vacant by the RCA Chair, as per Rule 50 of the Constitution:
https://www.dropbox.com/scl/fi/gl9bdjao5xtzucn0w7ogi/RCA_Constitution_Model-rules-for-an-incorporated-association.pdf?rlkey=u7izxdxxlihkfsnuth2kfi76&dl=0
2. Confirmation of existing nominations will be tabled and a call for further nominations will be made as per Rule 51 of the Constitution.
3. If more than one person is nominated, a ballot is required as per Rule 54 of the Constitution.
The following process will take place:
 - Chair will appoint a member as a returning officer to conduct the ballot (in this case the RCA Secretariat);
 - As the vote will be held in teleconference, members are to email the Returning Officer (RCA Secretariat) to cast their vote at rsweeney@collectiveposition.com;
 - The email must contain the name of the candidate and the position they are being nominated for; and
 - Please note there is one vote per council.
4. Members to cast their vote for each position as required.
5. Secretariat will advise the outcome once all nominations have been received.

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.1.3
REPORT TITLE:	Abandoned Personal Effects Policy
MEETING DATE:	Tuesday 19 November 2024
AUTHOR:	Regulatory Services Manager, Danny Hughes
APPROVER:	General Manager Community, Konrad Seidl

COMMUNITY PLAN

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

PURPOSE

This Report seeks Council's approval for the implementation of the Abandoned Personal Effects Policy.

KEY MESSAGES

- The proposed Abandoned Personal Effects Policy will support City of Palmerston efforts toward a safe, clean, tidy, and family friendly community.
- There is no existing policy or sound legal mechanism to support abandoned personal effects management.
- Abandoned personal effects is unsightly, unhygienic, and has safety concerns for the public.
- The proposed Abandoned Personal Effects policy will provide a clear position on how City of Palmerston will respond to abandoned property issues.
- The Policy and approach aim to increase community confidence in City of Palmerston effort toward a clean, tidy and safe community and provide a level of protection for property left in public places.
- The policy relies on section 23 of the *Local Government Act 2019* to implement enforcement action for City of Palmerston to seize, impound, or dispose of abandoned personal effects.

RECOMMENDATION

1. THAT Report entitled Abandoned Personal Effects Policy be received and noted.
2. THAT Council approves the policy, being **Attachment 13.1.3.1** contained in this report entitled Abandoned Personal Effects Policy.

BACKGROUND

City of Palmerston is committed to a safe, clean, tidy, and family friendly community through responsible property ownership, and maintaining an effective, fair, practical, and consistent approach to upholding community values and public expectation of council.

Throughout the municipality, particularly around the CBD, park areas and bushland, abandoned property is often observed. Abandoned personal effects is unsightly and may pose a health or safety risk to the public and does not serve community values and meet public expectations. Abandoned or left items may be stolen and having a Policy in place to deal with these items may provide some level of protection.

This report is requesting Council approve the proposed Abandoned Personal Effects Policy for the protection of property and the safety and wellbeing of members of the public.

DISCUSSION

City of Palmerston staff have observed an increased incidence of abandoned property within the municipality. Abandoned personal effects is being left in parks, around buildings, footpaths, and car park areas. Abandoned personal property is unsightly and may pose a safety risk to members of the public. Some abandoned personal effects may be of value and could be subject to damage or theft.

Council staff have identified that there are deficiencies within the By-Laws that do not give clear enforcement powers to seize abandoned personal effects. Furthermore, concerns were raised regarding work health safety practices in relation to handling abandoned personal effects.

City of Palmerston assessed whether current By-Laws could be used to seize and dispose of abandoned personal effects. There are currently no clear provisions in the By-Laws which allow City of Palmerston to seize abandoned personal effects in public places, except in the case of abandoned shopping trolleys. Legal advice was sought to determine how City of Palmerston could approach abandoned personal effects.

City of Palmerston can utilise section 23 of the *Local Government Act 2019*. Section 23 reads as follows:

"A council may do all things necessary or convenient to be done for, or in relation to, the performance of the council's functions".

Legal advice suggested the introduction of an Abandoned Personal Effects policy in the short term and then to amend the By-Laws at a later stage.

The proposed policy (**Attachment 13.1.3.1**) provides an approach for council officers (authorised persons) to seize and impound personal effects which has been abandoned in public places. Personal effects may be disposed of if it remains unclaimed for 14 days or if it is found to be soiled, dirty, or unhygienic and poses a safety risk, then council officers can immediately dispose of it.

If the policy should be approved, all authorised persons will conduct training regarding the handling of personal effects which may include biohazard materials. This is to minimise and prevent injury to council staff and satisfy the legal requirements under the *Work Health and Safety (National Uniform Legislation) Act 2011*. A detailed procedure has been developed to help guide officers in the implementation of the policy, and service providers will be informed of the process.

The Abandoned Personal Effects policy will satisfy City of Palmerston's objectives of achieving a safe and family friendly community where everyone belongs.

CONSULTATION AND MARKETING

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

- Health Safety & Wellbeing 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

As there were no legislative By-Laws providing enforcement powers to rangers to seize abandoned personal effects, legal advice was sought through Ward Keller Territory Law Firm. This item and recommendation is in line with the legal advice provided.

This Report addresses the following City of Palmerston Strategic Risks:

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

STRATEGIES, FRAMEWORK AND PLANS IMPLICATIONS

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

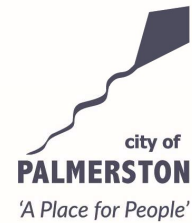
COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

1. Abandoned Personal Effects Policy [13.1.3.1 - 3 pages]

ABANDONED PERSONAL EFFECTS



COUNCIL POLICY

POLICY DETAILS

OWNER	Chief Executive Officer	RESPONSIBLE OFFICER	General Manager Community
APPROVAL DATE	[Approval Date]	NEXT REVIEW DUE	[Next Review Due]
RECORDS NUMBER	D605156	COUNCIL DECISION	[Council Decision]

1. PURPOSE

The purpose of this policy is to provide direction and guidance in relation to managing abandoned personal effects in the Palmerston municipality. The current legislative By-laws do not grant City of Palmerston the authority to deal with abandoned personal effects left in public places.

Notwithstanding this, City of Palmerston is granted broad powers under section 23 of the *Local Government Act 2019* (the Act) “to do all things necessary or convenient to be done for, or in relation to, the performance of the council's function”.

The policy underpins City of Palmerston’s Community Plan by satisfying the core outcome of ‘Family and Community’ by providing a safe and family friendly community where everyone belongs.

2. PRINCIPLES

City of Palmerston aims to deliver the council functions with regards to a family-friendly community, a liveable city, and to remain trusted by the community by protecting property and safety of the public.

City of Palmerston ensures our commitment of a safe, clean, tidy and family friendly community through responsible property ownership, and to maintaining an effective, fair, practical, and consistent approach to upholding community values and public expectations of council.

3. DEFINITIONS

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

TERM	DEFINITION
Abandoned Personal Effects	Items that are located <i>within or on</i> City of Palmerston property or building with no known owner or guardian of the property in proximity.
Authorised Person	Means a person appointed under Section 183 of the <i>Local Government Act 2019</i> . All rangers are appointed as authorised persons.
Public Places	For the intent purposes of this document, a public place means any place or area owned, managed, or controlled by the CoP or under agreeable contract with another landowner to service that area by the CoP

4. POLICY STATEMENT

Abandoned personal effects may be unsightly, may become a health and safety risk to community and may not meet or serve community values and public expectations of council.

Pursuant to section 23 of the Act, an Authorised Person may:

4.1.1. Issue a notice of Intent

A notice of intent will be placed at the site of the abandoned personal effects stating the intent to impound and remove the property.

4.1.2. Impounding personal effects

An Authorised Person may impound abandoned personal effects from the location within the timeframes stated on the sign/notice.

4.1.3. Community safety

Council may arrange for the area to be cleared and cleaned of any other items such as perishables, broken or soiled items and litter than cannot or should not be impounded, stored and or held due to safety and health risks.

4.1.4. Storage of unclaimed personal effects

City of Palmerston may handle, transport, and store non-perishable property for a period of two (2) weeks to allow for the owner to come forward to claim the property.

4.1.5. Claiming impounded personal effects

If the property is claimed after impounding, collection will require a completed Statutory Declaration of ownership of the impounded property.

4.1.6. Disposal of unclaimed personal effects

Unclaimed personal effects may be disposed of after a two-week holding period.

5. ASSOCIATED DOCUMENTS

- City of Palmerston Community Plan

6. REFERENCES AND RELATED LEGISLATION

- *Local Government Act NT 2019*

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.1
REPORT TITLE:	Major Capital Projects Update - November 2024
MEETING DATE:	Tuesday 19 November 2024
AUTHOR:	Project Lead, Richard Azzopardi
APPROVER:	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:
 - Playground Renewals
 - Road Reseal and Reconstruction Programs
 - Tree Replacement Program
 - Dark Spot Lighting Upgrade Program
 - FiberSense
- Capital projects and programs 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 - November 2024 be received and noted.

BACKGROUND

Council has a \$16.39 million Capital Works Programs in 2024/25. These 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 13.2.1.1**
- Archer Waste Management Facility Upgrade **Attachment 13.2.1.2**
- Zuccoli Community Hub **Attachment 13.2.1.3**
- Enterprise Resource Planning Project (ERP) **Attachment 13.2.1.4**

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

Playground Renewals

The results of the community consultation for the upgrade of Sanctuary Lakes Playground and Marlow Lagoon Junior Playground were presented to Council in October 2024. These findings have also been shared with the playground contractor who will provide updated 2D renderings of the final designs by the end of November 2024. Works will be completed early in 2025, when site access is available following the wet season.

Lighting assessments have been conducted for each playground to inform the development of lighting designs. These designs will be provided to the playground installer before work begins, ensuring that the necessary lighting conduits are installed to enable lighting to be installed.

The replacement of the Tom Price Park playground with a new swing set is nearing completion, and will be opened within the coming weeks.

Road Reseal and Reconstruction Programs

Road reseal works have commenced for the 2024/25 program. The following roads & intersections resurfacing were completed in October 2024, with a total cost in the order of \$150,000.

- Woodlake Boulevard, Durack, near Nichols Street.
- Victoria Drive, Gray.
- Deviney Road and Marjorie Street intersection, Pinelands.
- Hardy Road and Stuart Hwy Service Road intersection, Pinelands.

This year's program identifies a up to a further 33 roads for treatment, dependant on final costs & grant funding. The remaining works are expected to be completed by May 2025. The overall budget for the programmed works totals \$1.9 million.

Tree Replacement Program

The first planting event has commenced with approximately 1000 trees to be planted in the following locations:

- Tracy Park
- Lockwood Drain
- Sirius Park
- Gunter Drain
- Wood Drain
- Sibbald Drain
- Hobart Park
- Farrar Boulevard
- Woodroffe Drain.
- Moulden Park

- Yarrawonga Industrial Area

All tree planting for the first round will be completed by the end of November 2024. These trees will then be maintained for an additional 24 months. The second round of tree planting is scheduled for March 2025, with 1,000 more trees to be planted.

Dark Spot Lighting Upgrade Program

A period contractor has been engaged to undertake public lighting upgrade projects, and works have commenced on the 2024/25 Dark Spots upgrade program. Upgrades in the following locations were completed in October 2024, at a total cost in the order of \$200,000.

- Allamurr Court, Gray
- Harrison Park, Woodroffe
- Essington Park, Gray

Designs for upgrades on Stockwhip Drive and Cunningham Crescent have been completed and issued to the contractor. Works in these locations is expected to be complete in early 2025.

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 be used for planning and improvements to the city. The installation is complete, and the Digital Asset system is live, with alerts of disruption (i.e. digging) near the fibre being received to allow the issuing of work permits as required. The first version (1.0) of the Digital City system has been developed with the final deployment stage underway, which will inform the next version (1.2) to be developed. Following the traffic system being established, future phases 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

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 Centre [13.2.1.1 - 3 pages]
2. Archer Waste Management Facility Upgrade [13.2.1.2 - 2 pages]
3. Zuccoli Community Hub [13.2.1.3 - 2 pages]
4. Enterprise Resource Planning Project (ER P) [13.2.1.4 - 1 page]



A Place for People

DRIVER COMMUNITY CENTRE

November 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 - \$2.5 million of grant funding (if received)

Anticipated Completion Date:

- 100% Design - November 2024
- Building permit - January 2025
- Construction - To be determined once funding has been finalised.

Contractor: Design - GHD Woodhead

Status Update

Percentage Complete: 95% Design

Actual Costs to Date (design): \$227,764

Cost to complete (design): \$33,835

Works to Date Summary:

The final detailed design and Quantity Survey cost estimate were reviewed in October with some final amendments underway. The revised 100% design drawings and Quantity Surveyor cost estimate report are now expected late November 2024, with Building Permit and construction documentation due to be issued in January 2025, which will complete the design package. The cost for the project, including contingencies, based on the 90% design was estimated at \$3 million.

The design includes a total internal floor area of 353 square metres, with a total internal occupancy of 100 users across three (3) 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

Upcoming Works:

Updated 100% design drawings and cost estimate to be submitted November 2024, with building permit and construction ready tender documentation to be issued in January 2025. This will complete the construction documentation package and will provide for the future Public Tender Package.



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DRIVER COMMUNITY CENTRE

November 2024 Update

Project Risks:

The construction of project is dependent on funding and CoP are seeking grants to facilitate this. In the absence of grant funding, Council may have to consider deferring the project or allocating funding for the project to proceed.

There is a risk that once a Building Permit is issued, that works may not commence prior to its expiry, however the permit ensures that all factors for construction to occur have been considered which reduces risks when tendering for a builder. Further to this, the Building Permit demonstrates that the project is shovel ready which can make the project more attractive to funding providers.

Visualisations:



Entrance



Internal



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DRIVER COMMUNITY CENTRE

November 2024 Update



Site Layout



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ARCHER WASTE MANAGEMENT FACILITY UPGRADE

November 2024 Update

Project Overview

Summary: Redevelopment of the Archer Waste Management Facility (AWMF) includes the construction of a new recycling area (inclusive of a cardboard compactor), relocation of the gatehouse to facilitate the recycling area upgrade, improvements to access and roads, and the construction of a general waste push-pit to improve safety and functionality.

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

Total Budget: \$1,292,508 (2024/25)

Funding Source(s):

- City of Palmerston - \$1,192,508
- Northern Territory Government – \$100,000 (installation of the cardboard compactor)

Anticipated Completion Date(s):

- Gatehouse Relocation – Completed June 2024
 - Cardboard Compactor – December 2024 (to be confirming following final program)
 - Recycling area – March 2025
-

Status Update

The tender for the design and construction of the recycling area, including the cardboard compactor was awarded on 17th October 2024 to CMA Contracting.

Design is progressing with the updated construction program to be provided by Contractor, with estimated completion end of March 2025.

Upcoming Works:

- Design finalisation and construction of the recycling area and installation of cardboard compactor.
- Review and update of AWMF Upgrade Communications Strategy based on project staging.

Project Risks:

Construction is due to commence during the wet season and is a risk that prolonged wet weather may impact timing of completion.

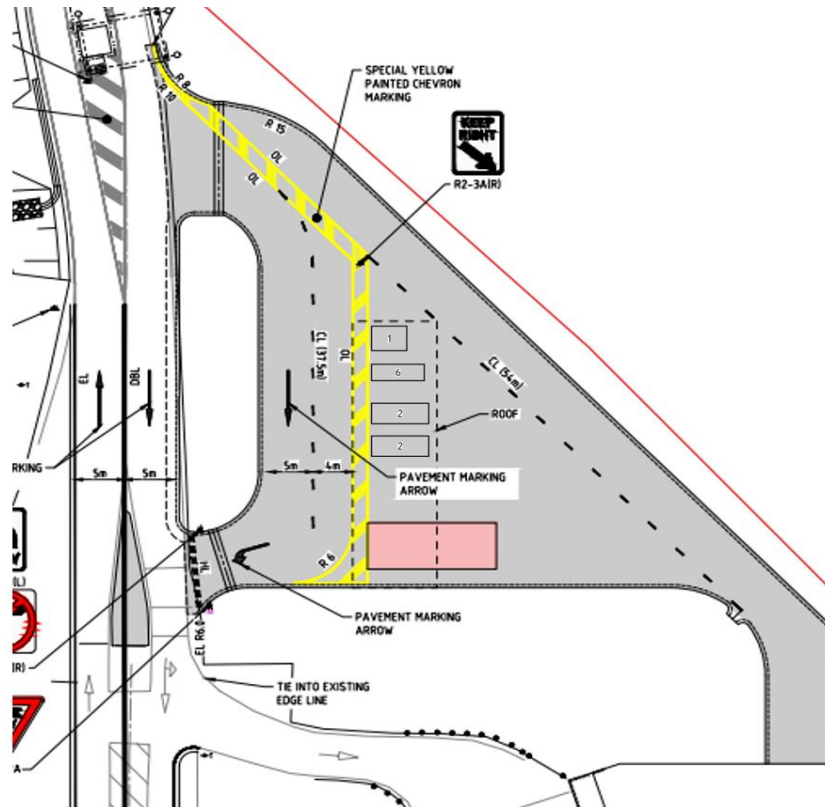
The complexity of the site and availability of sub-contractors to progress the project may lead to further delays during construction.

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 the implementation of the project communication strategy.



ARCHER WASTE MANAGEMENT FACILITY UPGRADE

November 2024 Update



Recycling Area Site Layout



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ZUCCOLI COMMUNITY HUB

November 2024 Update

Project Overview

Summary: The Master Plan for the Zuccoli Community aims to provide an integrated multi-purpose precinct to meet open space, recreation and community needs for the rapidly growing Zuccoli and wider City of Palmerston communities. The Master Plan details the proposed stages of construction. This report pertains to the construction of Stage 2: Pump Track and Walking Trail.

Stage 2 – Pump Track & Sensory Trail

Total Budget: \$1,156,563 (2024/25)

Funding Source(s):

- City of Palmerston - \$494,674
- Federal Government – \$411,889 LRCI (Local Roads & Community Infrastructure)
- Northern Territory Government - \$250,000

Anticipated Completion Date:

- Stage 2 – 2025

Additional Information:

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

Status Update

Works to Date Summary:

Stage 2 works consists of the pump track, the walking path, shade structures, BBQ facilities and associated civil works. The tender assessment has been completed; however, the tender was not awarded as no viable submissions were received.

A design has been completed for the civil works, including earthworks and stormwater.

A revised project staging plan has been developed to facilitate a revised tender package/s that will enable the project to be delivered. The new staged approach includes the following:

- Construction of the walking trail – this was initially to be the sensory walking trail, however, will initially be focussed on being an accessible pathway into and through the site
- Design for landscape works for Stage 2, including pump track and other Stage 2 infrastructure
- Civil earthworks, including stormwater – construction to occur early-mid 2025
- Pump track – construction to commence mid 2025
- Other Stage 2 infrastructure, including elevated walkway, skate park, basketball/multi-purpose court and exercise equipment to be constructed as funding is available

Upcoming Works:

Work progressing in the next two months include;

- Pathway construction is commencing in November 2024 (shown in blue on map on next page)
- Public Request For Quote (RFQ) has been advertised and is closing 15 November for completion of the landscape design and infrastructure to be constructed within Stage 2
- Tender for the civil earthworks, including stormwater based on the current design.

ZUCCOLI COMMUNITY HUB

November 2024 Update



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Project Risks:

The allocated budgets are based on concept designs and high-level estimates. The tenders will inform the final cost requirements and where required, additional funds may be sought, or alternative staging of activities will be determined.

The site does require significant earthworks which provides an opportunity for different levels throughout the space, however this presents a risk to civil works requirements and management of stormwater.



Stage 2 - Approximate Scope of Work - Details to be confirmed in landscape design (blue line marking pathway commencing November 2024)



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ENTERPRISE RESOURCE PLANNING PROJECT

November 2024 Update

Project Overview

Summary: 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 three [3] financial years)

Funding Source(s): City of Palmerston

Completion Date: 2026

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

Status Update

Percentage Complete: 20%

Actual Costs to Date (consultancy): \$244,717

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 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.

The Project Management Plan was approved in June 2024, along with the initial Communications Plan. The Business Case was approved in October 2024, which included an options benefit-cost analysis that will inform the next stages of the project, including tender documentation. The Tender Evaluation Panel, in conjunction with the Probity Auditor, has also been established which will ensure appropriate governance is followed during the tender and vendor selection process.

Meetings have been held with all business areas and approximately 75% of business requirements and process maps (required for the tender package) have been completed.

Upcoming Works:

The project team are finalising the remaining functional requirements with SMEs, including gaining approval from business process owners. All other requirements are being scheduled for confirmation with SMEs and stakeholders.

The Procurement Plan is scheduled to be reviewed and approved by the Tender Evaluation Panel in November with all tender documents, including requirements are aimed at being ready for review by the Tender Evaluation Panel prior to Christmas.

Project Risks:

As an ERP system and business process changes will affect every CoP operation, change management is a key risk that has been identified and is critical to the project's success.

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.2
REPORT TITLE:	Financial Report for the Month of October 2024
MEETING DATE:	Tuesday 19 November 2024
AUTHOR:	Finance Manager, Jeffrey Guilas
APPROVER:	General Manager Finance and Governance, Wati Kerta

COMMUNITY PLAN

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

PURPOSE

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

KEY MESSAGES

- This report presents the October 2024 financial report and is representative of the year-to-date income and expenditure as of 31 October 2024.
- The financial health check ratios indicate that overall, the Council has commenced the year in a positive financial position.
- Total operating income is \$39.23 million which is 93% of the annual budget. Council has received 85% of the federal assistance grants. The rates and charges for the 2024-25 financial year have been levied and recognised as income.
- Capital income is at 2% of the \$8.99 million budget. Grants that meet the income recognition criteria will be recorded as income when it meets its grant obligations, which is generally when capital expenditure is incurred.
- Capital expenditure is \$0.29 million which is 2% of the \$16.39 million approved Capital budget, of which \$5.56 million was rolled over from the last financial year and \$2.5 million is uncommitted grant funded works. There is a further \$0.81 million in commitments where works have commenced or are awaiting payment.
- As at 31 October 2024, operating surplus (excluding depreciation) is at \$29.25 million.
- As at 31 October 2024, the total cash and cash investments were \$29.37 million, which includes \$16.75 million in term deposits in various banking institutions with less than 12 months to maturity and \$12.62 million in our general bank account.
- Total outstanding rates debt are \$19.55 million. This includes \$1.62 million of accumulated unpaid rates from prior years, of this \$0.95 million of accumulated unpaid rates relate to rates levied in 2023-24 financial year. \$192,552.30 of prior years rates debt has been collected in the month of October 2024.
- Total payments to creditors in October 2024 amounted to \$3.33 million, of which \$2.93 million (75%) 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 variations during October 2024 that met the criteria under Regulation 42 of the *Local Government (General) Regulations 2021*.

RECOMMENDATION

THAT Report entitled Financial Report for the Month of October 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 period; 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:

- Annual Budget is the total budget per the municipal plan for the 2024-25 financial year, plus the approved capital expenditure roll-over from 2023-24 (refer Decision 10/1476, 2nd Ordinary meeting in August).
- Year-to-date actuals (YTD Actuals) is the actual income and expenditure from 1 July 2024 to the current reporting date, 31 October 2024.
- The forecast amount is the YTD budget. The cashflow is based on projected cashflow for the year and on last year trends. Variance is due to timing difference. This report should be read in conjunction with the following:
 - Dashboard report found at Attachment 13.2.2.1 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 13.2.2.2 presenting the financial position of Council as at 31 October 2024, noting that the 2023-24 End of Financial Year adjustments are still underway, therefore, the Balance Sheet accounts are yet to be finalised, and subject to external audit.

DISCUSSION

Financial Health

- The financial health check ratios provide Council with a quick snapshot of the Council's financial position, noting that the figures may not include the adjustments to the 2023-24 final year-end transactions.
- The October 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 (operating surplus divide by operating income) of 75% is higher than the KPI due to the rates and charges for 2024-25 financial year being levied in August 2024 and the 85% Financial Assistance Grant received in advance for the year.
- The debt service ratio (net operating income divide by debt repayments plus interest) for October 2024 is 103.08 which indicates that Council has the capacity to meet loan obligations. This is high, due to the rates levied and recognised as income and 85% Financial Assistance Grant received in advance for the year.
- Rates collection shows that 50% of rates revenue has been collected, this is due to the rates being due on 31 October. To date \$17.73 million of the 2024-25 rates has been collected.
- The current ratio (Current Assets divide by Current Liability) is 7.49 times as at 31 October 2024 which 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 2024-25 as at 31 October 2024. Refer **Attachment 13.2.2.1**.
- Total Operating Income as at 31 October 2024 is \$39.23 million, which is 93% of the Annual Budget of \$42.14 million. Rates and charges are levied in August 2024.
- Total Operating Expenditure at 31 October 2024 is \$13.98 million, this mainly consists of the following:
 - \$4.06 million Employee Costs
 - \$2.98 million Materials & Contractors
 - \$4 million Depreciation (non-cash)
 - \$0.48 million Utilities
 - \$0.60 million Other Expenses such as program running cost and training costs.
 - \$0.57 million Professional services such as External consultants and Management fee for Odegaard.

Capital Overview

The dashboard provides an overview of Council's capital expenditure for 2024-25 as per **Attachment 13.2.2.1**. The cashflow forecast of the capital expenditure is based on projected cashflow for the year and on last year's trends.

Capital Expenditures

The 2024-25 Capital Expenditure budget is \$16.39 million. This includes \$5.56 million capital budget from last financial year that was rolled over to the current financial year.

The pie chart in the dashboard as per **Attachment 13.2.2.1** shows that out of the \$16.39 million capital expenditure budget, the actual capital expenditure is \$0.29 million which is 2% of the budget.

In addition to the \$0.29 million actual expenditure, there is a further \$0.81 million in commitments where works have commenced and awaiting payments. The current expenditure combined with the commitments presents a 7% expenditure against the original capital budget. However, it should be noted that there are a number of projects where contracts are in place and final details are being finalised to enable a financial commitment.

In addition, \$2.5 million of the capital expenditure relates to grant funding that has not been committed or part of a current grant agreement. These funds represent approximately 15% of the capital budget and are unable to be spent until funding is confirmed.

Capital Funding

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

The table below provides a breakdown of the budgeted capital grants income for 2024-25 (A), funds that has been received (B) and funds still yet to be received (C).

Capital Project 24-25	Total Grant Income for 2024-25 (A)	Grant Funds received to date (B)	Grant Funds yet to be received (C)
Driver Community Facility	\$1.25M		\$1.25M
New Pathway (\$4M Greening and Cooling)	\$0.24M	\$0.24M	
Tree Planting and Replacement (\$4M Greening & Cooling)	\$0.02M	\$0.02M	
Dark Spot (\$4M Greening and Cooling)	\$0.25M	\$0.25M	
New Pathway	\$0.25M		\$0.25M
Tree Planting and Replacement	\$0.25M		\$0.25M
Dark Spot	\$0.25M		\$0.25M
Play Space Renewals and Upgrades	\$0.25M		\$0.25M
Road Safety Program (R2R)	\$0.25M		\$0.25M
Black Spot Program 24/25	\$0.27M		\$0.27M
Sustainability Programs	\$0.25M		\$0.25M
Hobart Park Exeloo and Park Upgrade	\$0.45M		\$0.45M
LRCI Phase 4 Part A	\$0.41M	\$0.39M	\$0.02M
Zuccoli Community Hub IPG (Pump Park/Skates)	\$0.25M	\$0.25M	
Water Aquifer Prevention Strategy	\$0.1M	\$0.1M	
Palmerston Library Modernisation	\$0.04M	\$0.04M	
Artwork – Sculpture	\$0.25M		\$0.25M
21/22 Custom Holding Pen	\$0.10M	\$0.10M	
Archer Recycling Modernisation Project	\$0.02M		\$0.02M
Mitchell Creek & Escarpment Feasibility Study	\$0.04M	\$0.04M	
Road Reconstruction including LRCI Phase4 Part B	\$0.38M		\$0.38M
Total	\$5.57M	\$1.43M	\$4.14M

- 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.
- As at 31 October 2024, \$115,562 of grant revenue has met the grant agreement obligations and has been recognised as income.

Cash and Investments

Trading Account: \$12.62 million

Investments: \$16.75 million

Year to Date interest revenue: \$0.47 million

Cash at Bank and Investments				
Duration	No.	(Million)\$ Value	% of total Portfolio	Limit
Cash at bank	1	\$12.62M	NA	NA
<12months	11	\$16.75M	100%	100%
Total	12	\$29.37M	100%	

The investment portfolio is compliant with the Council Investments Policy.

- As at 31 October 2024, the Council held \$16.75 million in term deposits across four financial institutions.
- Cash held by Council in the National Australia Bank (NAB) Trading account as at 31 October 2024 was \$12.62 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 13.2.2.2**.

Receivables

Council has \$21.19 million in Receivables, which is made up of the following

- \$19.68 million in Rates, which includes rates levied during 2024-2025,
- \$0.15 million Infringements outstanding,
- \$0.95 million Other Receivables to be received for grants.
- \$0.13 million general debtors which consist of amount to be received from Dept of Chief minister \$0.07 million and \$0.08 million for the long grass and upgrade bins.
- \$0.66 million related to GST and accrued interest for Term deposit.
- \$0.27 million as allowance for Doubtful Debt with PAYG \$0.21 million to be paid.

Rates

- The dashboard at **Attachment 13.2.2.1** highlights the rates levied for the 24/25 financial year are \$35.59 million, of which \$17.73 million has been already collected.
- Item 2.4 *Debtors Control* at **Attachment 13.2.2.2** provides for the summary of the overdue rates and shows that there is \$0.95 million in overdue rates still to be collected from the 2023-24 financial year, and a further rates debt of \$672,014 from prior years.
- 844 properties have outstanding rates for previous years.
- 8565 Ratepayers have made their first instalment payment.
- Total of 535 properties have either direct debit or payment arrangement in place (totalling to \$648,730).
- 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 on 58 properties for debts from 2018/19 and earlier. Additionally, 139 ratepayers have been notified that statutory charges will be applied if their outstanding debts are not settled. Of these, 20 statutory charges are currently in the approval process, with more expected in the coming weeks.
- All 2023-24 Financial Hardship applications have expired. 14 new applications were received that are currently being processed for the 2024-25 financial year.
- A balance of \$467,014 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 \$150,307 as at 31 October 2024; this consists of Animals (\$123,911), Public Place (\$6,356), Litter (\$50) and Parking (\$19,990).

The graph in the dashboard at **Attachment 13.2.2.1** shows the total infringements issued and collected for the month of September 2024.

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Sundry Debtors

Sundry Debtors as at 31 October 2024 is \$133,276 as presented in **Attachment 13.2.2.2**. This balance relates mostly to \$58,276 is related to long grass maintenance, upgraded bin and recoverable amount from employee \$75,000 to be received from Department of Infrastructure. More details are available in section 2.4 *Debtor Control Account*.

Trade Creditors Paid

Total payments to creditors in October 2024 amounted to \$3.33 million, of which \$2.93 million (88%) were paid to local suppliers.

During October 2024, the significant vendor payments consisted of \$0.55 million to City of Darwin, \$0.52 million to VTG Waste & Recycling and \$0.42 million to Cleanaway Pty for waste management, \$0.32 million to Programmed Property Services for landscaping, \$0.19 million to Australian Taxation Office, \$0.18 million towards utilities/electricity, and \$0.12 million to Veolia Environmental Service (Australia) Pty Ltd for waste management.

Borrowings

Total external borrowings of \$5.43 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 31 October 2024 being \$0.70 million. The interest rate is fixed at 2.78% for the duration of the loan and is paid on a quarterly basis. This loan was 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 \$4.73 million. This is a 20-year loan with current variable interest rate of 5.60% with the principal being repaid quarterly. This loan is renegotiated every 5 years and repriced quarterly. The next repricing of this variable rate is due on 28 December 2024.

Other Compliance matters

- Council is compliant with payment and reporting of all tax liabilities as outlined below:
 - Council has remitted \$757,994 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 30 September 2024 has been finalised and lodged in October 2024 as a Goods Services Tax refund of \$207,129. The September 2024 BAS will be finalised and lodged in October 2024. On September quarter we paid FBT instalment for \$31,995.00.
 - 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

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Procurement – over \$100,000

The following public procurement processes were undertaken for projects estimated to be over

\$100,000 in October:

Procurement	Awarded To	Contract Value	Contract Type	Length of Period of Contract	Local Supplier
Tree Planting Panel Contract	iWater Pty Ltd	Maximum annual value of \$766,040.00 inc GST	Schedule of Rates	Period of 5 years	Yes
	Tropical Tree Services Pty Ltd	Maximum annual value of \$766,040.00 inc GST	Schedule of Rates	Period of 5 years	Yes
Archer Waste Facility Stage 2: Desing and Construction of the recycling Facility	CMA Contracting Pty Ltd	\$1,413,335.00 inc GST	Lump Sum	N/A	Yes

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:

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.



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ATTACHMENTS

1. Dashboard [**13.2.2.1** - 1 page]
2. EOM Financial Report October 2024 [**13.2.2.2** - 25 pages]

As at 31 October 2024

DASHBOARD

\$29.25 M

Operating Surplus (excluding Depn)

Annual Budget is at \$5.19 M

\$0.22 M

Capital Income

Annual Budget is at \$9 M

\$0.29 M

Capital Expenditure

Annual Budget is at \$16.39 M

\$29.37 M

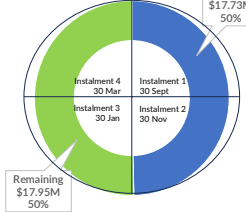
Cash Held

Financial Health Ratios	MP KPI	As at October 24	Status
Operating Surplus Ratio	> 0%	75%	High as a result of Rates being levied and recognised as income. This will decrease over the coming months.
Debt Service Ratio	> 2.0	103.08	High as a result of Rates being levied and recognised as income. This will decrease over the coming months.
Rates Collection	>95%	50%	on track
Current Ratio	> 1.5	7.49	High as a result of Rates being levied and recognised as income. This will decrease over the coming months.

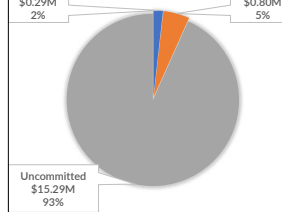
Legends

On Track Explanation Required Off Track

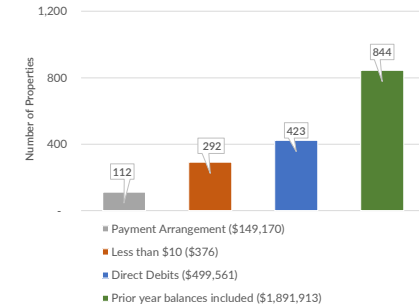
Rates & Charges Collected



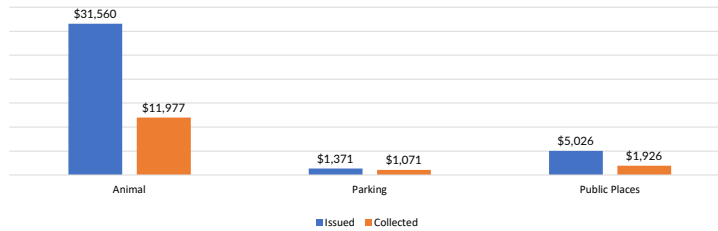
Capital Expenditure



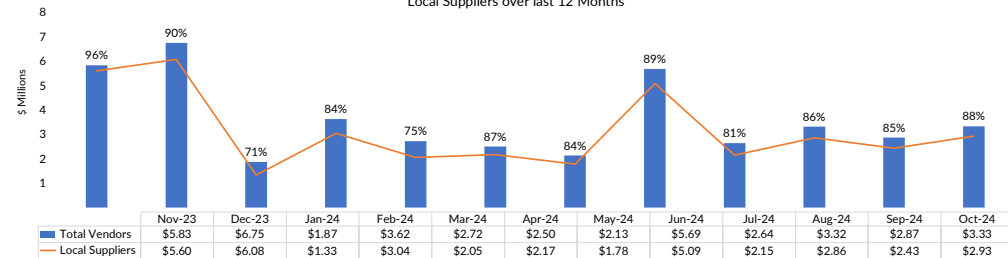
Properties with Rates Outstanding



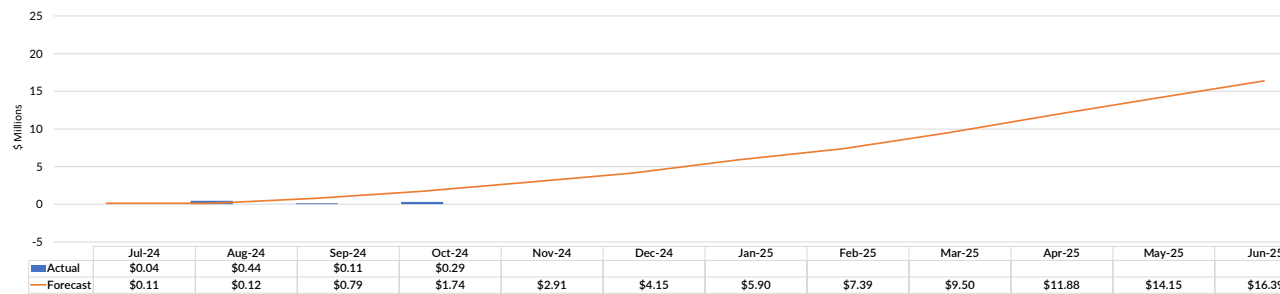
Infringments Issued & Collected from 1 July to 30 September 2024



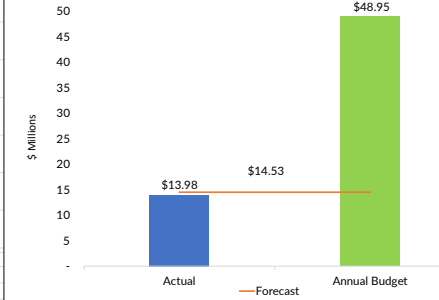
Local Suppliers over last 12 Months



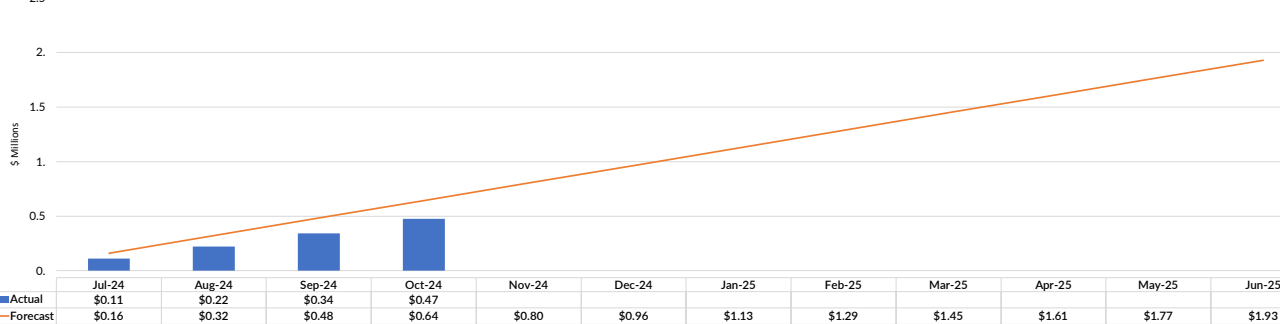
Accumulative Capital Expenditure



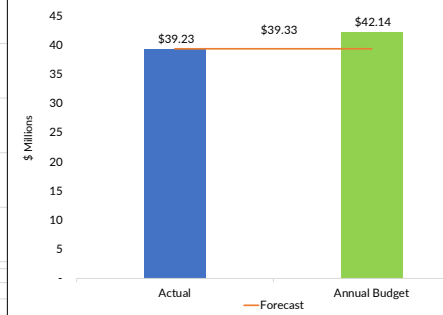
Total Operating Expenditure



Accumulative Interest Received



Total Operating Income





Financial Management Reports

October 2024

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

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October 2024

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	2.2	Reserve Balance
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	2.9	Elected Member Expenses
	2.10	CEO Credit Card

Certification By Chief Executive Officer

I, Amelia Jane Vellar, 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 October 2024 best reflects the financial affairs of the Council.



Amelia Jane Vellar
Chief Executive Officer

COUNCIL AGENDA Attachment 13.2.2.2

Section 2 Financial Results

Executive Summary as at
% of year passed

31 October 2024

33.33%

1.2 - Executive Summary

Description	Annual Budget \$	YTD Actual \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget	Notes
Operating Income						
Rates	27,609,403	27,518,763	100%	27,609,403	100%	
Charge	8,111,851	8,159,063	101%	8,111,851	101%	
Fees & Charges	1,022,895	395,974	39%	340,965	116%	
Grants, Subsidies & Contributions	3,457,077	2,486,131	72%	2,617,848	95%	
Interest & Investment Revenue	1,929,865	629,098	33%	643,288	98%	
Other Income	13,000	36,013	277%	4,333	831%	1
Operating Income	42,144,091	39,225,042	93%	39,327,689	100%	
Operating Expenditure						
Employee Costs	-13,091,941	-4,060,474	31%	-4,363,980	93%	2
Materials & Contractors	-13,279,609	-2,977,317	22%	-2,510,116	119%	3
Depreciation, Amortisation & Impairment	-12,000,000	-4,000,000	33%	-4,000,000	100%	
Elected Members Allowances	-497,676	-156,773	32%	-165,892	95%	
Elected Members Expenses	-90,617	-8,595	9%	-24,448	35%	
Professional Services	-2,214,782	-570,044	26%	-511,546	111%	
Auditor's Remuneration	-48,537	-37,738	78%	-38,000	99%	
Utilities	-2,464,117	-482,743	20%	-821,372	59%	4
Legal Expenses	-315,700	-94,005	30%	-88,582	106%	
Telephone & Other Communication Charges	-217,582	-135,543	62%	-160,095	85%	
Donations, Sponsorships & Grants	-255,000	-39,865	16%	-73,333	54%	5
Software, Hardware, Stationery, Subscriptions	-1,229,837	-198,364	16%	-384,127	52%	6
Insurance	-677,090	-501,960	74%	-677,090	74%	4
Borrowing Costs	-297,781	-115,286	39%	-99,260	116%	7
Other Expenses	-2,274,721	-598,221	26%	-615,108	97%	
Operating Expenditure	-48,954,990	-13,976,928	29%	-14,532,950	96%	
OPERATING SURPLUS/(DEFICIT)	-6,810,899	25,248,114		24,794,739		
Capital Income						
Net gain (loss) on disposal or revaluation of assets	180,000	77,273	43%	67,500	114%	8
Developer Contributions	240,000	27,825	12%	60,000	46%	
Asset Income	3,000,000	0	0%	0	0%	
Grants received	5,575,492	115,562	2%	5,508,359	2%	9
Capital Income	8,995,492	220,661	2%	5,635,859	4%	
Net SURPLUS / (DEFICIT) transferred to Equity Statement	2,184,594	25,468,775		30,430,598		
Asset Purchase	-6,103,884	-175,572	3%	-324,000	54%	
Asset Upgrade	-10,284,866	-119,080	1%	-1,411,094	8%	
Capital Expenditure	-16,388,751	-294,651	2%	-1,735,094	17%	10

Section 2 Financial Results

31 October 2024

33.33%

Executive Summary as at
% of year passed

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	-12,000,000	-4,000,000	33%	-4,000,000	100%	
Plus Gifted Assets	3,000,000	0	0%	0	0%	
NET CAPITAL SURPLUS/(DEFICIT)	-5,204,157	29,174,123		32,695,504		
Less Repayment of Borrowings	-504,000	-169,561	34%	-168,000	101%	
Reserve Movement	5,708,158	0	0	5,708,158	0	
NET OPERATING SURPLUS/(DEFICIT)	1	29,004,562		38,235,662		

Notes

1. Maintenance charges for long grass and bin upgrades were higher than anticipated
2. Vacant positions during the period
3. High due to pre-cyclone clean up expenses
4. Invoices received but not processed before the 31st of October. These have since been paid
5. The timing of the payment of grants and sponsorships from Community Benefit Scheme is related to approved applications
6. Payment of Software, hardware and subscriptions are expected later in the year
7. The variable interest rate for the loan was slightly higher than expected
8. Variance is due to cashflowing. Sale of fleet occurred prior to the expected date
9. Grants is recognised when the grant obligations have been met, which is when expenditure on capital project has occurred
10. Most of the capital projects are in the planning and RFQ stage.



Approved by: Finance Manager

COUNCIL AGENDA Attachment 13.2.2.2

Section 2 Financial Results

Budget Summary Report By Directorate as at
% of year passed

31 October 2024
33.33%

1.3 - Operating Income

Description	Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget	Notes
Office of the Chief Executive						
Office of the CEO	1,104,259	958,283	87%	960,833	100%	
Office of the Chief Executive	1,104,259	958,283	87%	960,833	100%	
Deputy Chief Executive						
Deputy Chief Executive	0	0	0%	0	0%	
Finance & Governance						
GM Finance & Governance	69,205	22,674	33%	23,068	98%	
Financial Services	1,296,332	435,900	34%	432,111	101%	
Rates	27,816,422	27,575,131	99%	27,678,409	100%	
Finance & Governance	29,181,959	28,033,705	96%	28,133,588	100%	
Community & Culture						
Diversity and Inclusion Activities	10,000	0	0%	2,000	0%	
Library Services	757,994	27,361	4%	161,845	17%	1
Senior Citizens	2,000	0	0%	400	0%	
Youth Services	300,000	300,000	100%	300,000	100%	
Animal Management	420,000	224,812	54%	140,000	161%	2
Parking & Other Ranger Services	73,850	9,073	12%	24,617	37%	3
Community & Culture	1,563,844	561,245	36%	628,861	89%	
Infrastructure						
Civic Centre	151,150	55,529	37%	50,383	110%	
Driver Resource Centre	1,000	0	0%	333	0%	
Gray Community Hall	20,000	4,555	23%	6,667	68%	4
Private Works	50,000	21,993	44%	16,667	132%	
Recreation Centre	25,000	6,298	25%	8,333	76%	
Roads & Transport	1,359,668	1,224,672	90%	1,218,385	101%	
Subdivisional Works	105,000	8,218	8%	35,000	23%	5
Waste Management	8,111,851	8,195,077	101%	8,111,851	101%	
Odegaard Drive Investment Property	466,160	154,267	33%	155,387	99%	
Durack Heights Community Centre	4,200	1,200	29%	1,400	86%	
Infrastructure	10,294,029	9,671,809	94%	9,604,406	101%	
OPERATING INCOME	42,144,091	39,225,042	93%	39,327,689	100%	

General Note:

Cashflow is based on last year trends. Variance is due to timing difference

Notes

1. Due to annual Grant for library services not yet received
2. Due to greater number of dog registrations and renewals than expected
3. Due Lower infringements and court fines recovery than anticipated
4. Due Lower bookings and venue hire than expected
5. Fewer development fees were received for subdivisions for the period due to timing of the development



Approved by: Finance Manager

COUNCIL AGENDA Attachment 13.2.2.2

Section 2 Financial Results

Budget Summary Report By Directorate as at
% of year passed

31 October 2024

33.33%

1.3 - Operating Expenditure

	Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget	Notes
Office of the Chief Executive						
Councillors	-588,293	-165,368	28%	-190,340	87%	
Office of the CEO	-1,263,274	-474,848	38%	-396,137	120%	1
Office of the Chief Executive	-1,851,567	-640,216	35%	-586,477	109%	
Deputy Chief Executive / People & Place						
Deputy Chief Executive Officer	-692,591	-199,912	29%	-197,530	101%	
Customer Experience	-366,522	-66,315	18%	-122,174	54%	2
People and Customer	-1,200,840	-541,408	45%	-336,655	161%	3
Public Relations and Communications	-935,292	-274,367	29%	-294,082	93%	
Arts & Culture	0	-158	0%	0	0%	
City Activation	-1,483,833	-213,443	14%	-342,668	62%	2
Deputy Chief Executive / People & Place	-4,679,078	-1,295,604	28%	-1,293,110	100%	
Finance & Governance						
GM Finance & Governance	-570,906	-173,957	30%	-190,015	92%	
Records Management	-301,453	-65,579	22%	-92,023	71%	2
Financial Services	-13,524,778	-4,495,026	33%	-4,576,259	98%	
Rates	-105,700	-18,610	18%	-22,162	84%	
Governance	-1,390,270	-813,394	59%	-860,873	94%	
Information Technology	-1,920,795	-426,707	22%	-669,823	64%	2
Fleet	-259,925	-49,241	19%	-66,871	74%	4
Finance & Governance	-18,073,827	-6,042,514	33%	-6,478,025	93%	
Community & Culture						
Community Development	-646,042	-295,748	46%	-210,799	140%	3
Diversity and Inclusion Activities	-58,568	-8,651	15%	-8,923	97%	
Families & Children	-29,111	-667	2%	-8,795	8%	
Health and Wellbeing Services	-42,000	-8,085	19%	-10,000	81%	
Library Services	-1,575,102	-427,921	27%	-498,747	86%	
Senior Citizens	-6,656	-10,066	151%	-6,656	151%	5
Youth Services	-417,019	-225,101	54%	-249,931	90%	
Director Community & Culture	-491,185	-96,670	20%	-163,728	59%	
Safe Communities	-20,000	-3,525	18%	-5,619	63%	
Animal Management	-72,834	-17,453	24%	-20,873	84%	
Parking & Other Ranger Services	-930,540	-313,388	34%	-305,914	102%	
Community & Culture	-4,289,057	-1,407,275	33%	-1,489,985	94%	
Infrastructure						
Aquatic Centre	-1,030,818	-219,858	21%	-279,722	79%	
Civic Centre	-275,487	-31,885	12%	-54,634	58%	
Depot	-75,392	11,202	-15%	-17,740	-63%	6
Driver Resource Centre	-31,101	-7,490	24%	-9,073	83%	

Section 2 Financial Results

Budget Summary Report By Directorate as at
% of year passed

31 October 2024
33.33%

1.3 - Operating Expenditure

	Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget	Notes
Emergency Operations	-10,557	0	0%	0	0%	
Gray Community Hall	-71,823	-19,327	27%	-31,496	61%	
Director Infrastructure	-1,334,859	-327,575	25%	-445,570	74%	
Open Space	-5,431,479	-1,043,846	19%	-1,172,660	89%	
Private Works	-108,633	-33,767	31%	-36,211	93%	
Recreation Centre	-325,716	-132,500	41%	-105,276	126%	
Roads & Transport	-1,636,652	-319,873	20%	-400,435	80%	
Stormwater Infrastructure	-174,177	-15,927	9%	-15,000	106%	
Street Lighting	-1,217,408	-125,547	10%	-395,277	32%	7
Subdivisional Works	-25,000	-41	0%	-3,868	1%	7
Waste Management	-7,806,644	-2,168,409	28%	-1,558,295	139%	
Odegaard Drive Investment Property	-131,580	-30,066	23%	-42,296	71%	
Durack Heights Community Centre	-59,837	-12,918	22%	-14,984	86%	
CBD Car Parking	-69,727	-5,243	8%	-21,290	25%	8
Goyder Square	-244,571	-108,248	44%	-81,524	133%	9
Infrastructure	-20,061,461	-4,591,319	23%	-4,685,352	98%	
OPERATING EXPENDITURE	-48,954,990	-13,976,928	29%	-14,532,949	96%	

General Note:

Cashflow is based on last year trends. Variance is due to timing difference

Notes

1. Due to termination payments made to the outgoing CEO
2. Due to vacant positions and lower consultant and legal fees during the period
3. Due to temporary staff which is offset by lower employee expenses
4. Due to timing of vehicle registrations and lower maintenance costs for the period
5. Expenses related to seniors day were higher than budgeted. All expenses for the year have been paid for
6. This relates to reversal of expenses accrued in 2023-24 financial year, some of the related invoices have not been received
7. Lower streetlights and Subdivision works undertaken during the period than expected
8. Reduced maintenance cost due to the decommissioning of parking meters
9. Due to extra maintenance costs not expected and will be absorbed in savings elsewhere



Approved by: Finance Manager

COUNCIL AGENDA Attachment 13.2.2.2

Section 2 Financial Results

Budget Summary Report By Directorate as at
% of year passed

31 October 2024

33.33%

1.3 - Capital Income

	Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget	Notes
Office of the Chief Executive						
Office of the Chief Executive	0	0	0%	0	0%	
Deputy Chief Executive						
Arts & Culture	250,000	0	0%	250,000	0%	
Deputy Chief Executive	250,000	0	0%	250,000	0%	
Finance & Governance						
Financial Services	3,000,000	0	0%	0	0%	
Fleet	180,000	77,273	43%	67,500	114%	
Finance & Governance	3,180,000	77,273	2%	67,500	114%	
Community & Culture						
Library Services	44,219	0	0%	44,219	0%	
Animal Management	100,700	25,950	26%	33,567	77%	
Community & Culture	144,919	25,950	18%	77,786	33%	
Infrastructure						
Driver Resource Centre	1,250,000	0	0%	1,250,000	0%	
Director Infrastructure	511,889	0	0%	511,889	0%	
Open Space	1,225,173	56,914	5%	1,225,173	5%	
Roads & Transport	1,410,312	5,299	0%	1,410,312	0%	
Street Lighting	756,722	27,400	4%	756,722	4%	
Subdivisional Works	240,000	27,825	12%	60,000	46%	
Waste Management	26,478	0	0%	26,478	0%	
Infrastructure	5,420,573	117,438	2%	5,240,573	2%	
CAPITAL INCOME	8,995,492	220,661	2%	5,635,859	4%	

General Note:

Capital Grants largely makes up Capital Income. Grants is recognised when the grant obligations have been met, which is when expenditure on capital project has occurred.



Approved by: Finance Manager

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						
Office of the Chief Executive	0	0	0.00%	0	0.00%	
Deputy Chief Executive						
Arts & Culture	-500,000	0	0%	0	0%	1
Deputy Chief Executive	-500,000	0	0	0	0%	
Finance & Governance						
Information Technology	-1,038,883	-15,338	1%	-180,000	9%	1
Fleet	-350,000	0	0%	0	0%	1
	-1,388,883	-15,338	0	-180,000	0	
Community & Culture						
Library Services	-161,219	0	0%	0	0%	1
Animal Management	-100,700	-25,950	26%	-26,000	100%	
Community & Culture	-261,919	-25,950	0	-26,000	100%	
Infrastructure						
Aquatic Centre	-580,000	6,859	-1%	-10,000	-69%	2
Civic Centre	-67,100	0	0%	0	0%	1
Depot	-14,800	-1,518	10%	-1,500	101%	
Driver Resource Centre	-1,358,187	-65,411	5%	-65,000	101%	
Director Infrastructure	-1,161,889	0	0%	-150,945	0%	1
Open Space	-3,933,958	-118,177	3%	-419,603	28%	1
Recreation Centre	-86,000	0	0%	0	0%	1
Roads & Transport	-4,094,385	-42,129	1%	-456,004	9%	1
Stormwater Infrastructure	-160,000	0	0%	0	0%	1
Street Lighting	-1,429,822	-47,561	3%	-150,747	32%	1
Waste Management	-1,342,508	14,573	-1%	-275,296	-5%	2
Durack Heights Community Centre	-9,300	0	0%	0	0%	1
Infrastructure	-14,237,948	-253,363	2%	-1,529,094	17%	
CAPITAL EXPENDITURE	-16,388,751	-294,651	2%	-1,735,094	17%	

General Note:

There is approximately \$190K in commitments to 31 October 2024 and will be paid in November

Notes

1. These projects are yet to be commenced or in the initial stages of commencement.
2. This relates to reversal of expenses accrued in 2023-24 financial year, some of the related invoices have not been received



Approved by: Finance Manager

Section 2
Financial Results

Capital Expenditure & Funding as at 31 October 2024
% of year passed 33.33%

1.4 - Capital Expenditure & Funding

CAPITAL EXPENDITURE	Annual Budget	Actuals
Land & Buildings	5,507,213	71,447
Infrastructure (including roads, footpaths, park furniture)	8,107,833	166,941
Fleet	350,000	0
Other Assets (including furniture & office equip)	1,008,883	15,338
TOTAL CAPITAL EXPENDITURE	16,388,751	294,651
TOTAL CAPITAL EXPENDITURE FUNDED BY:	Annual Budget	Actuals
Operating Income	4,715,100	156,831
Capital Grants	5,575,492	115,562
Transfers from Cash Reserves	6,098,158	22,258
Borrowings	0	0
TOTAL CAPITAL EXPENDITURE FUNDING	16,388,751	294,651



Approved by: Finance Manager

COUNCIL AGENDA Attachment 13.2.2.2

Section 2
Financial Results
Balance Sheet as at 31 October 2024
% of year passed 33.33%

2.1 - Balance Sheet

Balance Sheet	YTD	
Assets		
Current Assets:		
Cash & cash equivalents		
Cash on Hand	1,355	Petty Cash
Tied Funds	11,829,372	Tied funds equals restricted reserve and unearned Grant income
Untied Funds	788,137	
Investments		
Untied Funds	16,753,642	
Receivables		
Rates and Charges	19,842,361	
Other Receivables	1,348,802	
TOTAL CURRENT ASSETS	50,563,670	
Non-Current Assets:		
Infrastructure, property, plant & equipment	543,277,296	
Investment property	5,500,000	
Work in progress	7,285,383	
TOTAL NON-CURRENT ASSETS	556,062,679	
TOTAL ASSETS	606,626,348	
Liabilities		
Current Liabilities:		
Payables	2,299,279	
Unearned Grant Income (AASB1058)	2,562,121	Unearned grant income
Borrowings	602,846	
Provisions	1,290,999	
TOTAL CURRENT LIABILITIES	6,755,244	
Non-Current Liabilities:		
Borrowings	4,828,940	
Provisions	2,023,895	
TOTAL NON-CURRENT LIABILITIES	6,852,835	
TOTAL LIABILITIES	13,608,079	
NET ASSETS	593,018,270	
Equity		
Accumulated Surplus	228,836,650	
Profit & Loss - current Year	33,948,959	
Net Reserves	5,197,648	
Working Capital Reserve	5,711,243	
Net Transfers to & from Reserves	- 9,780,846	
Election Reserve	100,000	Internally restricted reserve
Disaster reserve	500,000	Internally restricted reserve
Unexpended Capital works	4,103,508	Internally restricted reserve
Developer Funded reserve	989,011	Internally restricted reserve
Waste Reserve	3,574,733	Internally restricted reserve
Revaluation reserves	325,035,012	
Council equity interest	593,018,270	
TOTAL EQUITY	593,018,270	



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COUNCIL AGENDA Attachment 13.2.2.2

Section 2 Financial Results

Statement of Reserves as at 31 October 2024
% of year passed 33-33%

2.2 - Statement of Reserves - Budget Movements 2024/25

OTHER RESERVES	Opening Balance \$ 01/07/2024	Surplus Analysis to Reserves \$	Original Budget 2024/25 to Reserves \$	Original Budget 2024/25 from Reserves \$	1st Review 2024/25 to Reserves \$	1st Review 2024/25 from Reserves \$	2nd Review 2024/25 to Reserves \$	2nd Review 2024/25 from Reserves \$	Balance at the YTD 2024/25 \$
Externally Restricted Reserves									
Unexpended Grants Reserve	-								-
Externally Restricted Reserves	-								-
Internally Restricted Reserves									
Election Expenses Reserve	100,000								100,000
Disaster Recovery Reserve	500,000								500,000
Unexpended Capital Works Reserve	4,103,508								4,103,508
Developer Funds In Lieu Of Construction	989,011								989,011
Waste Management Reserve	3,574,733								3,574,733
Asset Renewal Reserve	-								-
Major Initiatives Reserve	-								-
Internally Restricted Reserves	9,267,252								9,267,252
Unrestricted Reserves									
Working Capital Reserve	5,711,243								5,711,243
Unrestricted Reserves	5,711,243								5,711,243
Total Reserves	14,978,495								14,978,495

Notes

The 2023-24 End of Year adjustments are still underway, which will help in forming the budgeted opening balance for 2024-25 financial year



Approved by: Finance Manager

COUNCIL AGENDA Attachment 13.2.2.2

Section 2
Financial Results
31 October 2024
33:33%

Investments Management Report as at
% of year passed

2.3 - Investment Management Report

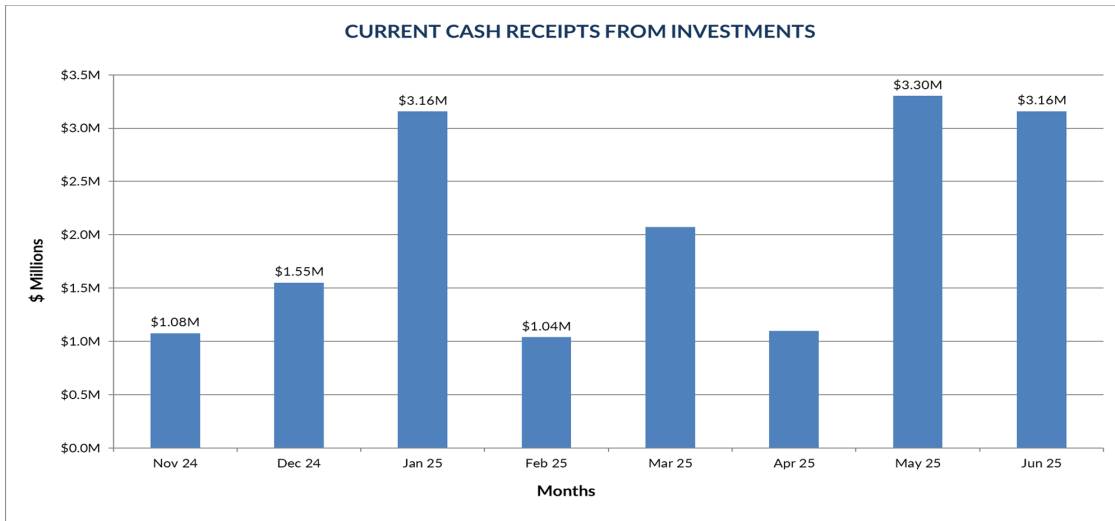
COUNTERPARTY	RATING	AMOUNT	INTEREST RATE	MATURITY DATE	DAYS TO MATURITY	INSTITUTION TOTALS
AMP	S&P A2	\$ 1,051,000	5%	November 12, 2024	12	
AMP	S&P A2	\$ 2,000,000	5%	May 25, 2025	206	\$ 3,051,000.00
CBA	S&P A1+	\$ 3,149,508	5%	May 24, 2025	205	\$ 3,149,508.49
JUDO	S&P A2	\$ 1,000,000	5%	February 25, 2025	117	\$ 1,000,000.00
NAB	S&P A1+	\$ 1,000,000	5%	October 9, 2025	343	
NAB	S&P A1+	\$ 1,500,000	5%	December 5, 2024	35	
NAB	S&P A1+	\$ 1,503,498	5%	January 10, 2025	71	
NAB	S&P A1+	\$ 1,500,000	5%	January 24, 2025	85	
NAB	S&P A1+	\$ 1,049,636	5%	April 26, 2025	177	
NAB	S&P A1+	\$ 3,000,000	6%	June 30, 2025	242	\$ 9,553,133.71
TOTAL SHORT TERM INVESTMENT		\$ 16,753,642		Average Days to Maturity	149	

Investment Distribution by Credit Rating		
Credit Rating	% of Portfolio	Counterparty Limit
A1 & A1+	76%	100%
A2	24%	60%
A3	0%	40%

Investment Distribution by Individual institution		
ADI	% of Total	Max Individual limit
National Australian Bank (NAB)	57%	60%
Commonwealth Bank (CBA)	19%	60%
AMP Bank Limited	18%	40%
Judo Bank	6%	40%

Interest Income Year to Date	Amount
Total Year to Date Interest on Cash at Bank	\$ 120,479
Total Year to Date Investment Earnings	\$ 298,663
Total Year to Date Interest from internal loan	\$ 16,621
Total Year to Date interest penalty income	\$ 39,068
Total YTD Interest Income	\$ 474,831

Cash at bank & Investments	Amount
Trading Account	\$ 12,617,509
Short Term Investment	\$ 16,753,642
Petty Cash	\$ 1,355
Total Funds	\$ 29,372,506



PROPERTY INVESTMENT

PROPERTY ADDRESS	VALUATION BASIS	VALUE	INCOME YTD	EXPENSE YTD	NET PROFIT YTD	COMPARATIVE YTD YIELD AT CASH RATE OF 4.35%
48 Odegaard Drive, Rosebery	Fair Value	\$ 5,500,000	\$ 154,267	\$ 30,066	\$ 124,201	\$ 80,624

Approved by: Finance Manager

COUNCIL AGENDA Attachment 13.2.2.2

Section 2
Financial Results

Debtor Control Accounts as at
% of year passed

31 October 2024
33.33%

2.4 Debtor Control Accounts

RATES OUTSTANDING

Report Month	Debtor Rates & Charges	Current Year (CY)	Outstanding % of CY Rates	Payments Received in Advance
Oct-24	\$17,933,412	\$17,933,412	50.3%	\$467,014

RATES OVERDUE BY YEARS

Total	2023-24	2022-23	2021-22	2020-21	2019-20	2018-19	2017 & Prior
Rates and Charges Overdue Amount (Incl. Interest)	\$1,621,441	\$949,427	\$362,102	\$167,873	\$76,658	\$35,777	\$17,096
	100%	58.6%	22.3%	10.4%	4.7%	2.2%	1.1%
Number Of Properties	844	844	244	122	63	30	15

INFRINGEMENTS

Total	2024-25	2023-24	2022-23	2021-22	2020-21	2019-18	2018-17
Animal Infringements	123,910.79	19,583.00	29,967.00	27,692.86	22,273.93	17,945.00	5,944.00
Public Places	6,356.00	3,100.00	139.00	1,632.00	1,485.00		
Parking Infringements	19,990.64	300.00	5,618.00	2,675.00	4,400.20	2,265.00	4,692.44
Litter Infringements	50.00	-	50.00	-	-	-	-
Signs	-	-	-	-	-	-	-
Other Law and Order	-	-	-	-	-	-	-
Net Balance on Infringement Debts	150,307.43	22,983.00	35,774.00	31,999.86	28,159.13	20,210.00	10,636.44
	100%	15.3%	23.8%	21.3%	18.7%	13.4%	7.1%
Number of Infringements	1,297	122	339	269	252	172	139

SUNDRY DEBTORS:

Total	Under 30 days	31 - 60 Days	61 - 90 Days	Over 90Days
\$133,275.55	\$4,349.00	\$9,151.00	\$14,556.74	\$105,218.81
100%	3.3%	6.9%	10.9%	78.9%



Approved by: Finance Manager

COUNCIL AGENDA Attachment 13.2.2.2

SECTION 2

Financial Results

Creditor Accounts Paid 31 October 2024
% of year passed 33.33%

2.5 - Creditor Accounts Paid

Creditor Name	Creditor Payment Type	Amount \$	Notes
549	City of Darwin	General Creditors	552,798.40
V03609	VTG Waste & Recycling Pty Ltd	General Creditors	515,397.79
639	Cleanaway Pty Ltd.	General Creditors	416,798.12
V03073	Programmed Property Services	General Creditors	321,307.14
2	Australian Taxation Office - PAYG	General Creditors	191,075.00
V01904	Veolia Environmental Service (Australia) Pty Ltd	General Creditors	123,413.17
V00295	Jacana Energy	Utilities	112,377.35
V00318	QuickSuper Clearing House	Superannuation	98,588.20
V05373	LG Services Pty Ltd	General Creditors	79,739.43
2161	GHD Pty Ltd	General Creditors	71,952.10
54	Powerwater	Utilities	63,907.33
V03556	Belgravia Health & Leisure Group Pty Ltd	General Creditors	61,986.66
V02162	RMI Security - Conigrave Pty Ltd	General Creditors	57,669.74
5104	JLM Contracting Services Pty Ltd	General Creditors	51,976.89
4538	Byrne Consultants	General Creditors	50,372.58
V01860	Hays Specialist Recruitment (Australia) Pty Ltd	General Creditors	43,595.44
V00250	Ward Keller	General Creditors	35,603.70
V01643	KPMG	General Creditors	24,268.81
V05022	TSA Management Pty Ltd	General Creditors	21,296.00
4190	National Australia Bank - Corporate Credit Cards	General Creditors	20,244.58
V00368	iWater NT Pty Ltd	General Creditors	19,981.50
V04397	2 Foote Plumbing & Gas	General Creditors	18,029.88
V05213	Insight Investigations Pty Ltd	General Creditors	17,275.52
3189	Seek Limited	General Creditors	16,500.00
V02605	QIT Plus Pty Ltd	General Creditors	15,180.00
1469	RTM - Police, Fire and Emergency	General Creditors	14,888.50
V03776	Business Fuel Cards Pty Ltd	General Creditors	13,211.70
V04870	H2o Pty Ltd	General Creditors	12,901.32
V05105	Litchfield Welding	General Creditors	12,342.00
V01612	News Pty Limited (News Corp Australia)	General Creditors	11,908.47
V05236	LG Community Partners Pty Ltd	General Creditors	11,660.00
V05401	Laminex Group Pty Ltd	General Creditors	10,950.50
5640	Think Water - Winnellie & Virginia	General Creditors	9,965.85
53	Eggins Electrical	General Creditors	9,930.10
V01801	Pumptech NT	General Creditors	9,186.10
V05234	Mills Oakley	General Creditors	8,808.80
V00474	Lane Communications	General Creditors	8,648.86
V05216	Dave Howie Advisory Pty Ltd	General Creditors	7,933.75
V04317	Randstad Pty Ltd	General Creditors	7,896.64
V04798	Australian Radio Network Pty Limited	General Creditors	7,425.00
V01716	Bentley McGuinness Media Pty Ltd	General Creditors	7,247.00
V00036	Workplace Training & Advisory Australia Pty Ltd	General Creditors	6,919.00
2587	Top End RACE	General Creditors	6,785.71
5508	Open Systems Technology Pty Ltd - CouncilFirst	General Creditors	6,600.00

COUNCIL AGENDA Attachment 13.2.2.2

V04934	Fewmore Contracting	General Creditors	6,479.00	
V04859	Keegan Group Pty Ltd	General Creditors	6,468.00	
5520	BFX Furniture Pty Ltd	General Creditors	6,199.00	
V03973	AANT Salary Packaging	General Creditors	5,867.30	
479	JLT Risk Solutions Pty Ltd	General Creditors	5,844.30	
V01118	Wilson Security Pty Ltd	General Creditors	5,517.96	
V04997	Celotti Pty Ltd	General Creditors	5,261.43	
V01584	Salary Packaging Australia	General Creditors	4,427.82	
5387	Odd Job Bob - Darren John Fillmore	General Creditors	3,974.91	
V01789	Next Energy Lighting Pty Ltd	General Creditors	3,672.65	
3099	Iron Mountain Australia Pty Ltd	General Creditors	3,380.48	
V05379	Outdoor Furniture Ideas Pty Ltd	General Creditors	3,298.60	
V05024	The Array Learn Make Play Ltd	General Creditors	2,750.00	
V02025	Event Hospitality & Entertainment	General Creditors	2,700.00	
256	The Bookshop Darwin	General Creditors	2,420.14	
V02790		Refunds & Reimbursements	2,389.00	1
V02229	Studio B Designs	General Creditors	2,162.60	
V04244	Jenda27	General Creditors	2,079.00	
V01258	Top End Mental Health Consumer Organisation	Grants, Sponsorships, Donations & Prizes	2,000.00	
V01494	Paul Maher Solicitors	General Creditors	1,980.00	
V05233	Head Oceania Pty Ltd	General Creditors	1,980.00	
V03853	Service Air	General Creditors	1,966.04	
V00605	Cross Cultural Consultants	General Creditors	1,838.60	
V00682	Leigh Dyson Plumbing	General Creditors	1,804.00	
V04917	OverDrive Australia	General Creditors	1,724.62	
712	Paradise Landscaping (NT) Pty Ltd	General Creditors	1,710.00	
V05396		Refunds & Reimbursements	1,679.60	1
V03020	Ur Fitness DJ	General Creditors	1,600.00	
V03799	Pilates with Alex Hurt	General Creditors	1,550.00	
V05414	Swell Palmerston	General Creditors	1,500.00	
V05438	Demetrios Prodoumou	General Creditors	1,500.00	
253	Territory FM 104.1 Darwin - CDU	General Creditors	1,487.20	
87	Industrial Power Sweeping Services Pty	General Creditors	1,474.59	
V01691	Blackwoods	General Creditors	1,407.92	
41	Harvey Distributors	General Creditors	1,379.84	
V04803	Top End Sounds Pty Ltd T/A Territory Events & Hire	General Creditors	1,365.00	
V05367	MEC NT Pty Ltd	General Creditors	1,355.20	
4871	Reface Industries	General Creditors	1,323.52	
V01619	Merit Partners Pty Ltd	General Creditors	1,320.00	
V05294	Party Passport Entertainment and Events Pty Ltd	General Creditors	1,320.00	
4029	Totally Workwear Palmerston	General Creditors	1,275.00	
4398	Quality Indoor Plants Hire	General Creditors	1,186.65	
V02854	Captovate Pty Ltd	General Creditors	1,122.00	
V01420	CENTRELINK (PAYROLL)	General Creditors	1,117.30	
695	Hang It	General Creditors	1,100.00	
2294	Modern Teaching Aids Pty Ltd	General Creditors	1,058.64	
215	Employee Assistance Services NT Inc (EASA)	General Creditors	1,027.47	
395		Refunds & Reimbursements	1,006.67	1
V00125	Planning Institute of Australia	General Creditors	1,000.00	
V00939	Defend Fire Services Pty Ltd	General Creditors	985.09	

COUNCIL AGENDA Attachment 13.2.2.2

V04126	Picture This NT	General Creditors	965.00	
353	Otis	General Creditors	922.05	
V01144	Palmerston and Rural Swimming Club	General Creditors	850.00	
V05239	Imagine That Face Painting	General Creditors	800.00	
V05427		Refunds & Reimbursements	800.00	1
V00730	Tip Top Circus Entertainment	General Creditors	770.00	
V04170	Keylog Pty Ltd	General Creditors	770.00	
V03976	Luva Cuppa	General Creditors	729.00	
V00200	Red Earth Automotive Pty Ltd	General Creditors	707.00	
V04531	Mulga Security Pty Ltd	General Creditors	680.13	
V01663	Jape Furnishing Superstore	General Creditors	660.00	
V03274	Top End Critters	General Creditors	600.00	
5676	Royal Wolf Trading Australia Pty Ltd	General Creditors	587.91	
2186	Optus Billing Services Pty Ltd	General Creditors	540.00	
4735	Palmerston and Rural Party Hire	General Creditors	529.00	
35	WINC Australia Pty Limited	General Creditors	511.04	
2977	Optic Security Group NT	General Creditors	500.52	
V05146	Teo Pellizzeri	General Creditors	500.00	
3313	Zip Print	General Creditors	478.50	
V04710	Sydney Tools Pty Ltd	General Creditors	466.92	
V05393		Refunds & Reimbursements	455.40	1
V03117	Up Here Photography	MyPalmerston	450.00	
V04455	Tangibilis Physiotherapy	General Creditors	425.00	
V02285	Territory Native Plants	General Creditors	405.72	
V04624	Niesha Korman	General Creditors	400.00	
36	DLK Security Pty Ltd Trading As Darwin Lock & Key	General Creditors	396.63	
V03683	Rural Garden Supplies Humpty Doo	General Creditors	374.00	
V02542	Roadside Services and Solutions Pty Ltd	General Creditors	373.27	
123	Kerry's Automotive Group - KAP Motors Pty Ltd	General Creditors	323.00	
2199	SBA Office National	General Creditors	312.73	
2336	Flick Anticimex Pty Ltd	General Creditors	312.68	
V05074	On Point Creative NT	General Creditors	300.00	
V05266	Laura Wielobinski	General Creditors	300.00	
V05385		Refunds & Reimbursements	300.00	1
V00475	Outback Batteries Pty Ltd	General Creditors	297.00	
V00075	Mercury Group of Companies Pty Ltd (T/A Fit2Work)	General Creditors	289.74	
V05259	Uniprint NT	General Creditors	275.00	
V04091		Refunds & Reimbursements	272.00	1
5036	Dormakaba Aust P/L T/as Territory Door Services	General Creditors	264.00	
V03791	Mercer Marsh Benefits	General Creditors	257.82	
V00582	Ezko Property Services (Aust) Pty Ltd	General Creditors	253.00	
V01534		Refunds & Reimbursements	250.00	1
V04547	Nishie Panchal	Grants, Sponsorships, Donations & Prizes	250.00	
V05052	Noah Davis	Grants, Sponsorships, Donations & Prizes	250.00	
V05383	Cloe Jeffrey (Nikita Peckham - Parent)	Grants, Sponsorships, Donations & Prizes	250.00	
V05397	Ethan Cameirao	Grants, Sponsorships, Donations & Prizes	250.00	
3428	Bunnings Group Limited	General Creditors	248.02	
V04876	Rachaels Designacake	General Creditors	220.00	
V00542	Industry Health Solutions	General Creditors	209.00	
V05410		Refunds & Reimbursements	200.00	1

COUNCIL AGENDA Attachment 13.2.2.2

V01936	Arjays Sales & Services Pty Ltd	General Creditors	184.25	
V05405	DAVID MILLAR	General Creditors	180.00	
V04959	Karima Faqiri	General Creditors	175.00	
V03262	WOW Wipes	General Creditors	158.73	
2009	The Big Mower (NT) Pty Ltd	General Creditors	151.80	
V05291	B3 Band	General Creditors	150.00	
V00964	HD Enterprises Pty Ltd T/a HD Pumps	General Creditors	143.00	
V04480		Refunds & Reimbursements	136.36	1
V05381		Refunds & Reimbursements	125.00	1
V05382		Refunds & Reimbursements	125.00	1
V05389		Refunds & Reimbursements	125.00	1
V05390	Darwin Buffaloes Football Club	General Creditors	125.00	
V05394		Refunds & Reimbursements	125.00	1
V05408		Refunds & Reimbursements	125.00	1
V05392		Refunds & Reimbursements	120.00	1
2915	Territory Uniforms	General Creditors	110.40	
5471	Palmerston Christian College	Grants, Sponsorships, Donations & Prizes	100.00	
853	Woodroffe Primary School	Grants, Sponsorships, Donations & Prizes	100.00	
V01810	Jacana Energy - Payroll Deductions	General Creditors	100.00	
V04753	Forrest Parade Primary School	Grants, Sponsorships, Donations & Prizes	100.00	
V05115	Karl Hell	General Creditors	64.31	
1270		Refunds & Reimbursements	60.00	1
V00128	Kiki Troumouliaris	General Creditors	60.00	
V05406		Refunds & Reimbursements	51.55	1
V05424		Refunds & Reimbursements	51.55	1
V05425		Refunds & Reimbursements	51.55	1
V05391		Refunds & Reimbursements	20.00	1
V05411		Refunds & Reimbursements	12.00	1
			3,333,143.35	

Investments

-

Total Creditor Payments (excludes investments placed)

3,333,143.35

Total Payments made to Local suppliers this month

2,927,681.00

Percentage of this month's payments made to local suppliers

87.84%

Notes

- Names redacted to de-identify personal details



Approved by: Finance Manager

SECTION 2
Financial Results

Creditor Accounts Outstanding as at 31 October 2024
% of year passed 33.33%

2.6 - Creditor Accounts Outstanding

Creditor No.	Creditor Name	Amount \$	Notes
4190	National Australia Bank - Corporate Credit Cards	46,916.04	1
V02563	Amcom Pty Ltd Acc no 68842	105.78	2
4483	Isubscribe Pty Ltd	(95.00)	3
V03556	Belgravia Health & Leisure Group Pty Ltd	(360.00)	3
4221	Institute of Public Works Engineering - IPWEA	(1,237.50)	3
V01494	Paul Maher Solicitors	(1,980.00)	3
V01612	News Pty Limited (News Corp Australia)	(2,435.31)	3

NOTES:

1. Please note that NAB credit relates to credit card end of Month automatic payments waiting for invoices to be entered after reconciliation are completed.
2. Please note Amcom is in credit and waiting for a refund from supplier.
3. Please note payments returned due to error in invoices.

Please note that all creditors are outstanding less than 30 days



Approved by: Finance Manager

Section 2
Financial Results

Commercial Leases as at
% of year passed

31 October 2024

33.33%

2.7 - Commercial Leases

	Revised Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget	Notes
Income						
Library Services	30,000	5,646	19%	10,000	56%	1
GM Finance & Governance	69,205	22,674	33%	23,068	98%	
Civic Centre	151,150	55,529	37%	50,383	110%	
Income	250,355	83,850	33%	83,452	100%	
Expenditure						
GM Finance & Governance	-12,000	-6,901	58%	-4,000	173%	
Expenditure	-12,000	-6,901	58%	-4,000	173%	
Profit/(Loss)	238,355	76,949		79,452		

Notes

1. The rental agreement for 10 Boulevard has expired in August and was not renewed



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
Project Cost taken from FILOC	3,337,849
Repayments 2019/20	(200,000)
Repayments 2020/21	(313,615)
Repayments 2021/22	(321,849)
Repayments 2022/23	(330,299)
Repayments 2023/24	(338,971)
Loan Balance at 1/07/2024	1,833,114
Expected Repayments 2024/25	(347,871)
Expected Loan Balance as at 30/06/2025	1,485,244

Making the Switch (FILOC)					
Principal as of 1/7/2024	Principal Loan Repayments for 2024-25	Principal Loan Repayments YTD	Interest for 2024-25	Interest YTD	Loan balance as of 31/10/2024
1,833,114	-347,871	-114,098	44,288	16,621	1,719,017

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
Repayments 2023/24	(80,000)
Loan Balance at 1/07/2024	320,000
Expected Repayments 2024/25	(80,000)
Expected Loan Balance as at 30/06/2025	240,000

SWELL Loan (FILOC)			
Principal as of 1/7/2024	Principal Loan Repayments for 2024-25	Principal Loan Repayments YTD	Loan balance as of 31/10/2024
320,000	-80,000	0	320,000

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.

2.8 - Council Loans

EXTERNAL LOANS

Archer Landfill Rehabilitation Balances (NAB)	
Total Loan Amount	1,960,000
Repayments 2019/20	(221,414)
Repayments 2020/21	(228,223)
Repayments 2021/22	(234,634)
Repayments 2022/23	(241,037)
Repayments 2023/24	(248,082)
Loan Balance at 1/07/2024	786,610
Expected Repayments 2024/25	(254,975)
Expected Loan Balance as at 30/06/2025	531,635

Archer Landfill Rehabilitation (NAB)					
Principal as of 1/7/2024	Principal Loan Repayments for 2024-25	Principal Loan Repayments YTD	Interest for 2024-25	Interest YTD	Loan balance as of 31/10/2024
786,610	-254,975	-84,184	-19,243	7,274	702,427

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)	
Total Loan Amount	5,000,000
Repayments 2023/24	-187,500
Loan Balance at 31/12/2023	4,812,500
Expected Repayments 2024/25	-250,000
Expected Loan Balance as at 30/06/2025	4,562,500

SWELL (NAB)					
Principal as of 1/7/2024	Principal Loan Repayments for 2024-25	Principal Loan Repayments YTD	Interest for 2024-25	Interest YTD	Loan balance as of 31/10/2024
4,812,500	-250,000	-83,333	-263,362	91,390	4,729,167

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 13.2.2.2

Section 2 Financial Results

Elected Member Expenses 31 October 2024
% of year passed 33.33%

2.9 - Elected Member Expenses

	Revised Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget	Notes
Operating Expenditure						
Superannuation	-44,461	-14,348	32%	-14,820	97%	
Mayoral Allowance	-116,600	-39,292	34%	-38,867	101%	
Mayor Vehicle Allowance	-25,000	-8,424	34%	-8,333	101%	
Mayoral Professional Dev Allowance	-4,000	0	0%	-1,333	0%	
Deputy Mayoral Allowance	-41,800	-7,885	19%	-13,933	57%	
Elected Members Councillor Allowances	-147,600	-52,370	35%	-49,200	106%	
Elected Members Professional Dev Allowance	-28,000	0	0%	-9,333	0%	
Elected Members Meeting Allowance	-70,000	-27,900	40%	-23,333	120%	1
Information Technology Capital Entitlement	-9,600	0	0%	-3,200	0%	
Acting Mayor Allowance	-10,615	-6,553	62%	-3,538	185%	
Contractors	-51,450	0	0%	-17,150	0%	
Stationery & Office Consumables	0	-40	0%	0	0%	
Printing & Photocopying Costs	-2,000	-82	4%	0	0%	
Furniture & Equipment expensed	-1,433	0	0%	-478	0%	
Other Sundry Expenses	-7,857	-338	4%	-1,062	32%	
Food & Catering Costs	-11,085	-1,228	11%	-2,594	47%	
Course Seminar & Conference Registration	-10,557	-5,995	57%	-1,701	352%	2
Air Travel	-3,093	-178	6%	-1,222	15%	
Travel Accommodation	-2,111	0	0%	-179	0%	
Travel Related Costs Other	-1,031	-734	71%	-63	1168%	3
Operating Expenditure	-588,293	-165,368	28%	-190,340	87%	

General Note:

End of Financial Year adjustments for 2023-24 are still underway, therefore, the Balance Sheet accounts are yet to be finalised, and subject to external audit

Notes:

1. Related to expenses for extra meetings attended by elected members
2. Expenses mainly relate to the APSACC conference attended by the councillors
3. Relates to vehicle expenses of elected members



Approved by: Finance Manager

Section 2
Financial Results

CEO Credit Card Transactions as at 31 October 2024
% of year passed 33.33%

2.10 - CEO Credit Card Transactions

Cardholder Name: Amelia Vellar
Cardholder Position: CEO
Period Oct-24

Transaction Date	Amount \$	Supplier's Name	Reason for the Transaction
23/10/2024	\$ 6.40	City of Darwin	Attending meeting
23/10/2024	\$ 6.40	City of Darwin	Attending meeting
Total	\$ 12.80		

Cardholder Name: Nadine Nilon
Cardholder Position: Acting CEO
Period Oct-24

Transaction Date	Amount \$	Supplier's Name	Reason for the Transaction
	\$ -		No Transactions
Total	\$ -		



Approved by: Finance Manager

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.3
REPORT TITLE:	Community Benefit Scheme - October Update
MEETING DATE:	Tuesday 19 November 2024
AUTHOR:	Community Development Officer, Kate Townsend
APPROVER:	General Manager Community, Konrad Seidl

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 Community Benefit Scheme activity from October 2024.

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 2024/25 Community Benefit Scheme allocated \$230,000 to benefit the community.
- At the end of October, \$172,300 has been expended with \$57,700 remaining for projects and activities which benefit the Palmerston Community in 2024/25.

RECOMMENDATION

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

BACKGROUND

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

The Community Benefit Scheme for 2024/25 provides a budget of \$230,000 for grants, donations and sponsorship, and \$20,000 for Environmental Initiatives.

DISCUSSION

In October 2024, four (4) projects or activities were funded by City of Palmerston (CoP) through the Community Benefit Scheme (CBS). A detailed list of all funds expended is included in **Attachment 13.2.3.1**.

A Place for People

Sponsorship

No sponsorships were awarded in the October reporting period.

This financial year, City of Palmerston has supported three (3) sponsorships to a total value of \$7,000.

Grants

No Community Grants were awarded in the October reporting period.

This financial year, City of Palmerston has supported five (5) Community Grants to the total value of \$14,800.

Individual Representation Support

Five (5) Individual Representation Support (IRS) Grants were awarded in October 2024 under the CEO’s delegation to a total value of \$1,250.

This financial year, City of Palmerston has supported 61 Individual Representation Support grants, and one Team Support Grant to the total value of \$16,250.

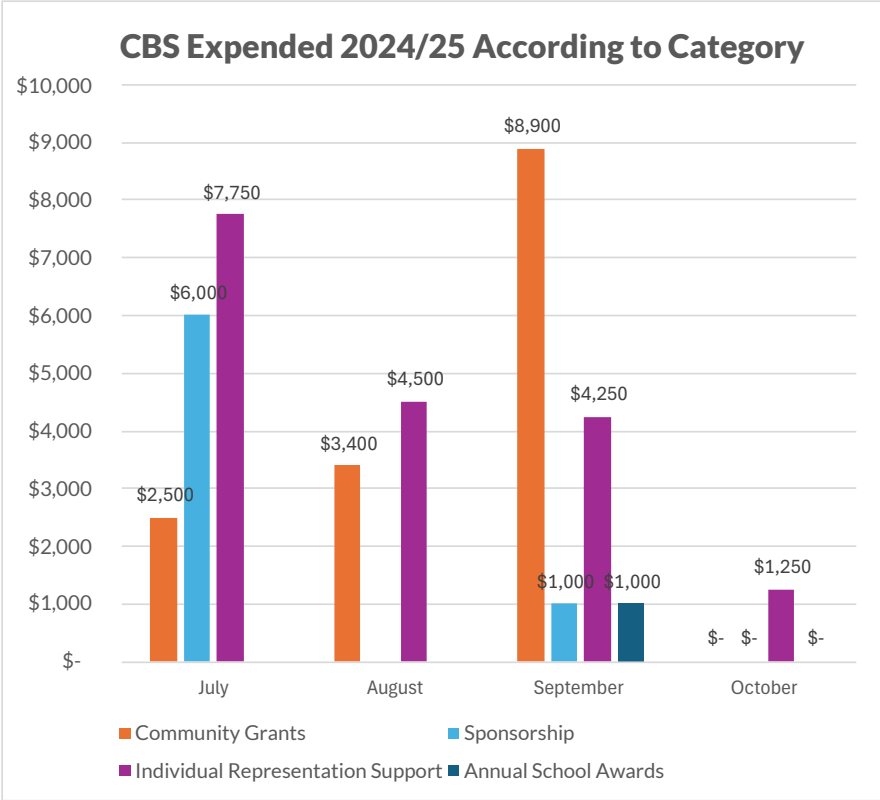
Annual School Awards

No Annual School Awards Donations were made in the October reporting period.

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

Environmental Initiative Grants

No Environmental Initiative Grants were awarded in October 2024.



Multiyear Sponsorship Agreements

No new multiyear sponsorship agreements were presented to Council in October.

This financial year, a balance of \$133,500 is committed to 11 multiyear agreements, as shown in the table below.

Organisation	Financial Years			Agreement
	2024/25	2025/26	2026/27	
Palmerston and Litchfield Seniors	\$22,000	\$22,000	\$25,000	Year one (1) of three (3)
Palmerston Golf and Country Club	\$30,000	\$30,000		Year two (2) of three (3)
Palmerston Rugby Union Club	\$5,000	\$5,000		Year two (2) of three (3)
Riding for the Disabled Top End	\$15,000	\$15,000		Year two (2) of three (3)
Northern Sharks Rugby League Club	\$10,000	\$10,000		Year two (2) of three (3)
PaRBA	\$10,000	\$10,000		Year two (2) of three (3)
Palmerston Netball	\$10,000			Year three (3) of three (3)
Palmerston Rovers Football Club	\$10,000			Year three (3) of three (3)
Palmerston Saints Hockey Club	\$1,500			Year three (3) of three (3)
Palmerston Magpies Football Club	\$10,000			Year three (3) of three (3)
RSPCA	\$10,000			Year three (3) of three (3)
Total	\$133,500	\$92,000	\$25,000	

CONSULTATION AND MARKETING

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

City of Palmerston will be promoting the Environment Grants over the coming month to raise awareness and increase applications in this area.

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 2024/25 financial year for grants, donations, sponsorships is \$230,000. The 2024/25 Environmental Initiatives budget is a further \$20,000.

In total \$172,300 has been expended for grants, donations and sponsorship with \$57,700 remaining for projects and initiatives which benefit the Palmerston Community.

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*.

A Place for People

This Report addresses the following City of Palmerston Strategic Risks:

6. Governance
Failure to effectively govern.

STRATEGIES, FRAMEWORK AND PLANS IMPLICATIONS

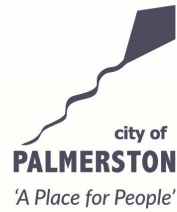
This report relates to the [Creative Industries Plan 2023-27](#), the [Inclusive, Diverse and Accessible Policy Framework](#) and the [Sustainability Strategy 2022-2026](#).

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 Recipient October 2024 [13.2.3.1 - 5 pages]



GRANTS DONATIONS & SPONSORSHIP RECIPIENTS

OCTOBER 2024

Community Grants

DATE	NAME	ACTIVITY	AMOUNT
31/7/2024	Heartkids LTD	Two Feet and A Heartbeat Walk	\$500
31/7/2024	Tamil Society	Indian Music Night	\$2000
20/8/2024	Korean Association	Korean Thanksgiving	\$3400
17/9/2024	Arafura Music Collective	Connecting Community Through Music	\$6900
23/9/2024	TEMHCO	Open Art Exhibition	\$2,000
Grants Total			\$14,800

Sponsorship

DATE	NAME	ACTIVITY	AMOUNT
16/7/2024	Palmerston Cricket Club	Club Sponsorship	\$4,000
31/7/2024	Palmerston Raiders RLFC	Home Game Sponsorship	\$2,000
26/9/2024	Planning Institute of Australia	NT Awards for Planning	\$1,000
Sponsorship Total			\$7,000

Multiyear Sponsorship Agreements

DATE	NAME	ACTIVITY	TYPE	AMOUNT
2022/23	Palmerston Rugby Club	Club Sponsorship	Multiyear Sponsorship	\$5,000
Multiyear Sponsorship Total				\$133,500

Annual School Awards

DATE	NAME	AMOUNT
September 2024	Driver Primary School	\$100
September 2024	Durack Primary School	\$100
September 2024	Forrest Parade School	\$100
September 2024	Good Shepherd Lutheran College	\$100
September 2024	Gray Primary School	\$100
September 2024	Moulden Park Primary School	\$100
September 2024	Palmerston College 7-9	\$100
September 2024	Palmerston College 10-12	\$100
September 2024	Rosebery Primary School	\$100
September 2024	Palmerston Christian College	\$100
Annual School Awards Total		\$1000

Individual Representation Support

DATE	NAME	ACTIVITY	AMOUNT
July 2024	A.T U'18	Australian Schools Boxing Championships	\$250
July 2024	C.J U'18	Junior State Age Netball Championships	\$250
July 2024	C.J-W U'18	Southern States Championships	\$250
July 2024	C.L U'18	Southern States Championships	\$250
July 2024	I.T. U'18	Australian Schools Boxing Championships	\$250
July 2024	J.B U'18	Australian Schools Boxing Championships	\$250
July 2024	M.L U'18	Southern States Championships	\$250
July 2024	N.J-W U'18	Southern States Championships	\$250
July 2024	O.L U'18	Southern States Championships	\$250
July 2024	R.S U'18	Southern States Championships	\$250
July 2024	S.D U'18	Junior State Age Netball Championships	\$250
July 2024	X. F U'18	Australian Schools Boxing Championships	\$250
July 2024	A.L U'18	Football Team School Sport Australia	\$250
July 2024	J.D U'18	National Youth Touch Football Championships	\$250

GRANTS DONATIONS & SPONSORSHIP RECIPIENTS | LAST UPDATED OCTOBER 2024 | 2

COUNCIL AGENDA Attachment 13.2.3.1

DATE	NAME	ACTIVITY	AMOUNT
July 2024	C.G-M U'18	Touch Football Championships	\$250
July 2024	M.L U'18	Southern States Championships	\$250
July 2024	J.E U'18	Southern States Championships	\$250
July 2024	Z.M U'18	School Sport Australia Championships	\$250
July 2024	H.S U'18	Auscycling Nationals BMX Championships	\$250
July 2024	R.C U'18	Southern States Championships	\$250
July 2024	C.M U'18	Netball Queensland Junior State Age Championships	\$250
July 2024	S.T U'18	Southern States Championships	\$250
July 2024	A.C U'18	Southern States Championships	\$250
July 2024	H.S U'18	Australian Secondary Schools Rugby League Nationals	\$250
July 2024	E.B U'18	Australian Irish Dancing Association's Regional Championships	\$250
July 2024	T.B U'18	Australian Irish Dancing Association's Regional Championships	\$250
July 2024	P.T U'18	Basketball Championships	\$250
July 2024	M.K U'18	Australian Schools Sports Rugby League	\$250
August 2024	K.A U'18	School Sport Australia Championships	\$250
August 2024	T.W U'18	Singa Cup 2024	\$250
August 2024	M.P U'18	SSA AFL	\$250
August 2024	C.S U'18	SSA Netball	\$250
August 2024	S.C U'18	SSA Cricket	\$250
August 2024	S.C U'18	SSA Netball	\$250
August 2024	R.C U'18	Ironman World Championships	\$250
August 2024	K.S U'18	SSA Cricket	\$250
August 2024	S.T U'18	SSA Netball	\$250
August 2024	K.B U'18	Hockey Australia National Championships	\$250
August 2024	X.G U'18	National Hockey Championships	\$250
August 2024	I.B U'18	Premier Football	\$250
August 2024	J.C U'18	Rugby League	\$250
August 2024	NT Christian Schools	Hydrogen Grand Prix	\$1250

GRANTS DONATIONS & SPONSORSHIP RECIPIENTS | LAST UPDATED OCTOBER 2024 | 3

COUNCIL AGENDA

Attachment 13.2.3.1

DATE	NAME	ACTIVITY	AMOUNT
September 2024	N.D U'18	Track and Field	\$250
September 2024	S.D	Lawn Bowls	\$250
September 2024	X.R	Soccer	\$250
September 2024	M.M	Lawn Bowls	\$250
September 2024	A.H	Basketball	\$250
September 2024	A.W	Lawn Bowls	\$250
September 2024	G.M	Volleyball NT Titles	\$250
September 2024	M.W	Premier Invitational Football Tournament	\$250
September 2024	F.G	Australian Junior Motorcross	\$250
September 2024	A.R	Tassel Trophy Challenge	\$250
September 2024	A.R.S	U14 National Hockey Championships	\$250
September 2024	N.P	U12 School Sport Australia Cricket	\$250
September 2024	C.H	Australia All Schools Athletics	\$250
September 2024	R.H	Aust All School Athletics	\$250
October 2024	E.C U'18	First Nations Football Cup	\$250
October 2024	T.C U'18	SSA - Touch Football	\$250
October 2024	M.R U'18	Scouts Jamboree	\$250
October 2024	J J U'18	Soccer	\$250
October 2024	E.B U'18	Rugby League	\$250
Individual Representation Support Total			\$16,250

GRANTS DONATIONS & SPONSORSHIP RECIPIENTS | LAST UPDATED OCTOBER 2024 | 4



Totals

FUNDING TYPE	AMOUNT
Community Grants	\$14,800
Sponsorship	\$7,000
Multiyear Sponsorship Agreement	\$133,500
Individual Representation Support	\$16,000
Annual School Awards	\$1000
Environmental Initiatives	\$0
Total	\$172,300
CBS Remaining	\$57,700
Environmental Initiatives Remaining	20,000



A Place for People

14 INFORMATION AND CORRESPONDENCE

14.1 Information

14.2 Correspondence

15 REPORT OF DELEGATES

16 QUESTIONS BY MEMBERS

17 GENERAL BUSINESS

18 NEXT ORDINARY COUNCIL MEETING

THAT the next Ordinary Meeting of Council be held on Tuesday, 10 December 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 5 November 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

'A Place for People'



A Place for People

COUNCIL MINUTES

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

PRESENT

ELECTED MEMBERS

Mayor Athina Pascoe-Bell (Chair)
Deputy Mayor Mark Fraser
Councillor Damian Hale
Councillor Lucy Morrison
Councillor Sarah Henderson

STAFF

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, Jodi Holden

GALLERY

One member of the public
Two members of staff

Initials: _____



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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 Chair declared the meeting open at 5.30pm.

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies

Moved: Deputy Mayor Fraser
Seconded: Councillor Morrison

1. THAT the apology received from Councillor Eveleigh for 5 November 2024 be received and noted.
2. THAT the apology received from Councillor Garden for 5 November 2024 be received and noted.

CARRIED (5/0) - 10/1590 - 5/11/2024

3.2 Leave of Absence Previously Granted

THAT it be noted the following Elected Members have an approved Leave of Absence previously granted for this meeting:

*Councillor Eveleigh
Councillor Giesecke*

4 AUDIO/AUDIOVISUAL CONFERENCING PREVIOUSLY GRANTED

THAT it be noted the following Elected Members have previously been granted attendance via Audio/Audiovisual Conferencing for this meeting:

Councillor Giesecke

5 DECLARATION OF INTEREST

5.1 Elected Members

Moved: Councillor Morrison
Seconded: Councillor Henderson

THAT the Declaration of Interest received from Mayor Pascoe-Bell for Item 27.2.1 be received and noted.

CARRIED (5/0) - 10/1591 - 5/11/2024

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 5 NOVEMBER 2024

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COUNCIL MINUTES

5.2 Staff

Nil

6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

Moved: Councillor Morrison
Seconded: Deputy Mayor Fraser

THAT the Minutes of the Council Meeting held on 15 October 2024 pages 11479 to 11486 be confirmed.

CARRIED (5/0) - 10/1592 - 5/11/2024

6.2 Business Arising from Previous Meeting

Nil

7 MAYORAL REPORT

Nil

8 DEPUTATIONS AND PRESENTATIONS

Nil

9 PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)

Nil

10 CONFIDENTIAL ITEMS

10.1 Moving Confidential Items into Open

10.1.1 Leave of Absence Requests

Moved: Councillor Garden
Seconded: Councillor Morrison

1. THAT the leave of absence received from Councillor Eveleigh for 30 October to 3 November 2024 inclusive be received and noted.
3. THAT the leave of absence received from Councillor Morrison for 10 October to 16 October 2024 inclusive be received and noted.
5. THAT the leave of absence received from Deputy Mayor Fraser for 27 September to 6 October 2024 inclusive be received and noted.
7. THAT the leave of absence received from Deputy Mayor Fraser for 19 October to 20 October 2024 inclusive be received and noted.

CARRIED (7/0) - 10/1535 - 17/09/2024

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 5 NOVEMBER 2024

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COUNCIL MINUTES

10.1.2 Leave of Absence Requests

Moved: Councillor Hale
Seconded: Councillor Giesecke

2. THAT the leave of absence received from Deputy Mayor Fraser for 2 November to 5 November 2024 inclusive be received and noted.
3. THAT the leave of absence received from Councillor Hale for 17 October to 18 October 2024 inclusive be received and noted.
4. THAT the leave of absence received from Councillor Hale for 22 October to 24 October 2024 inclusive be received and noted.
5. THAT the leave of absence received from Councillor Hale for 26 October to 28 October 2024 inclusive be received and noted.
6. THAT the leave of absence received from Councillor Hale for 31 October to 3 November 2024 inclusive be received and noted.

CARRIED (5/0) - 10/1584 - 15/10/2024

10.1.3 Palmerston Alcohol Management Plan Update

Moved: Deputy Mayor Fraser
Seconded: Councillor Hale

1. THAT Report entitled Palmerston Alcohol Management Plan Update be received and noted.
2. THAT Council endorses the Mayor (or representative) to meet with the Minister for Alcohol Policy to recommence conversations about partnering with the new Northern Territory Government in relation to alcohol management in Palmerston and the City of Palmerston Draft Alcohol Management Plan with the inclusion of the request of Domestic Violence support.
3. THAT the Council Decision relating to the Report entitled Palmerston Alcohol Management Plan Update be moved to the Open Minutes.

CARRIED (5/0) - 10/1610 - 5/11/2024

10.1.3 General Business

Moved: Councillor Henderson
Seconded: Deputy Mayor Fraser

1. THAT General Business Item 30.1 is considered 'confidential' pursuant to 99(2) and 293(1) of the *Local Government Act 2019* and section 51(1)(c)(ii) of the *Local Government (General) Regulations 2021* as the matter 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.

Initials: _____



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COUNCIL MINUTES

2. THAT a report be presented with a draft policy on Elected Member absences that outlines criteria on what is and is not considered an acceptable reason, to be presented by the 10 December 2024 Ordinary Council Meeting.
3. THAT this decision be moved to open minutes.

CARRIED (6/0) - 10/1612 - 5/11/2024

10.2 Moving Open Items into Confidential

Nil

10.3 Confidential Items

Moved: Councillor Henderson
Seconded: Deputy Mayor Fraser

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
27.1.1	Council Property Agreements and Contracts	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(e) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.
27.1.2	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)(a) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual. 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. 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

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		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.
27.1.3	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.
27.1.4	Council Project Initiative	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(c)(iv) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person.
27.2.1	Confidential Restricted	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(f) 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 in relation to a complaint of a contravention of the code of conduct.

CARRIED (5/0) - 10/1593 - 5/11/2024

11 PETITIONS

Nil

12 NOTICES OF MOTION

Nil

13 OFFICER REPORTS

13.1 Action Reports

13.1.1 Review of Council Committee Remuneration

Moved: Councillor Morrison
Seconded: Councillor Henderson

1. THAT Report entitled Review of Council Committee Remuneration be received and noted.

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 5 NOVEMBER 2024

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COUNCIL MINUTES

2. THAT Council endorses Option Four from report entitled Review of Council Committee Remuneration as the applicable remuneration for Council Advisory Committee members and that this remuneration commence from the next applicable committee meeting with the Terms of Reference amended accordingly.

CARRIED (5/0) - 10/1594 - 5/11/2024

13.1.2 Vibrant Economy Advisory Committee Minutes - 21 October 2024

Moved: Deputy Mayor Fraser
Seconded: Councillor Morrison

1. THAT Report entitled Vibrant Economy Advisory Committee Minutes - 21 October 2024 be received and noted.
2. THAT the unconfirmed Vibrant Economy Advisory Committee Minutes provided as **Attachment 13.1.2.1** to report entitled Vibrant Economy Advisory Committee Minutes - 21 October 2024 be received and noted.
3. THAT Council endorse the proposed recommendations from the Palmerston Vibrant Economy Advisory Committee meeting held on 21 October 2024, being:
 - a. THAT the Vibrant Economy Advisory Committee meetings for 2025 be scheduled as follows:
 - i. 5:30pm Tuesday 28 January 2024 In Council Chambers
 - ii. 5:30pm Tuesday 29 April 2024 In Council Chambers
 - b. THAT a review of the Vibrant Economy Advisory Committee meeting schedule take place after the declaration of the poll following the Local Government Election in 2025.
 - c. THAT the theme of the inaugural business workshop is;
 - i. 'What can City of Palmerston do to assist business and economic growth'.

CARRIED (5/0) - 10/1595 - 5/11/2024

13.1.3 Annual Report and Financial Statements

Moved: Mayor Pascoe-Bell
Seconded: Councillor Henderson

THAT the matter lay on the table pending the Auditors opinion to be presented at a special meeting held prior to 15 November 2024.

CARRIED (5/0) - 10/1596 - 5/11/2024

Initials: _____



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COUNCIL MINUTES

13.1.4 Risk Management and Audit Committee Meeting Minutes - 29 October 2024

Moved: Councillor Hale
Seconded: Deputy Mayor Fraser

1. THAT Report entitled Risk Management and Audit Committee Meeting Minutes - 29 October 2024 be received and noted.
2. THAT the unconfirmed Risk Management and Audit Committee minutes provided at **Attachment 13.1.4.1** to Report entitled Risk Management and Audit Committee Meeting Minutes - 29 October 2024 be received and noted.
3. THAT Council adopts the following endorsements by the Risk Management and Audit Committee:
 - a. THAT the proposed 2025 Risk Management and Audit Committee Meeting schedule being:
 - i. Tuesday 25 February 2025
 - ii. Tuesday 27 May 2025
 - iii. Tuesday 29 July 2025
 - iv. Thursday 23 October 2025
 - b. THAT the Risk Management and Audit Committee adopts the proposed Work Plan at **Attachment 9.1.1.1** contained in the report entitled Risk Management and Audit Committee Meeting Schedule 2025 that aligns with the Committee meeting schedule.
 - c. THAT the Council Policy Review – Asset Management – RMA10/151 be removed from the next Risk Management and Audit Committee Action Report as Council has endorsed this policy at the 17 September 2024 Council meeting.

CARRIED (5/0) - 10/1597 - 5/11/2024

13.1.5 Darwin Symphony Orchestra In Palmerston 2025

Moved: Councillor Henderson
Seconded: Deputy Mayor Fraser

1. THAT Report entitled Darwin Symphony Orchestra In Palmerston 2025 be received and noted.
2. THAT Council endorses the inclusion of the Darwin Symphony Orchestra event series within the 2025-26 budget.

CARRIED (5/0) - 10/1598 - 5/11/2024

13.2 Receive and Note Reports

13.2.1 Christmas in Palmerston 2024

Moved: Deputy Mayor Fraser
Seconded: Councillor Morrison

THAT Report entitled Christmas in Palmerston 2024 be received and noted.

CARRIED (5/0) - 10/1599 - 5/11/2024

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 5 NOVEMBER 2024

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COUNCIL MINUTES

14 INFORMATION AND CORRESPONDENCE

14.1 Information

Nil

14.2 Correspondence

Nil

15 REPORT OF DELEGATES

Moved: Deputy Mayor Fraser
Seconded: Mayor Pascoe-Bell

THAT the verbal report received by Deputy Mayor regarding Palmerston Regional Business Association (PRBA) Sunrise Harbour Cruise & Networking event be received and noted.

CARRIED (5/0) - 10/1600 - 5/11/2024

16 QUESTIONS BY MEMBERS

Moved: Councillor Morrison
Seconded: Councillor Hale

THAT the question asked by Councillor Morrison regarding contacting community groups in regards to the Community Benefit Scheme Environmental Grants, and the response provided by the General Manager Community be received and noted.

CARRIED (5/0) - 10/1601 - 5/11/2024

17 GENERAL BUSINESS

Nil

18 NEXT ORDINARY COUNCIL MEETING

Moved: Deputy Mayor Fraser
Seconded: Councillor Henderson

THAT the next Ordinary Meeting of Council be held on Tuesday, 19 November 2024 at 5:30pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

CARRIED (5/0) - 10/1602 - 5/11/2024

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MINUTES ORDINARY COUNCIL MEETING - 5 NOVEMBER 2024

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COUNCIL MINUTES

19 CLOSURE OF MEETING TO PUBLIC

Moved: Deputy Mayor Fraser
Seconded: Councillor Henderson

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

CARRIED (5/0) - 10/1603 - 5/11/2024

20 ADJOURNMENT OF MEETING AND MEDIA LIAISON

Nil

The open section of the meeting closed at 6.04pm for the discussion of confidential matters.

The closed section of the meeting reopened at 6.06pm.

The Chair declared the meeting closed at 7.30pm.

Chair

Print Name

Date

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 5 NOVEMBER 2024

11501