



AGENDA

2nd Ordinary Council Meeting

Tuesday 18 June 2024

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

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

A handwritten signature in black ink, appearing to read 'A. Vellar'.

AMELIA VELLAR
ACTING CHIEF EXECUTIVE OFFICER

TABLE OF CONTENT

1	ACKNOWLEDGEMENT OF COUNTRY.....	5
2	OPENING OF MEETING	5
3	APOLOGIES AND LEAVE OF ABSENCE.....	5
3.1	Apologies	5
3.2	Leave of Absence Previously Granted.....	5
3.3	Leave of Absence Request	5
4	REQUEST FOR AUDIO/AUDIOVISUAL CONFERENCING	5
5	DECLARATION OF INTEREST	5
5.1	Elected Members.....	5
5.2	Staff.....	5
6	CONFIRMATION OF MINUTES.....	5
6.1	Confirmation of Minutes	5
6.2	Business Arising from Previous Meeting	5
7	MAYORAL REPORT	5
7.1	Mayoral Update Report - May 2024.....	6
8	DEPUTATIONS AND PRESENTATIONS	12
9	PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS).....	12
10	CONFIDENTIAL ITEMS.....	12
10.1	Moving Confidential Items into Open.....	12
10.2	Moving Open Items into Confidential.....	12



A Place for People

10.3 Confidential Items.....	12
11 PETITIONS	12
12 NOTICES OF MOTION	12
13 OFFICER REPORTS.....	12
13.1 Action Reports.....	13
13.1.1 Community Benefit Scheme – NT Legacy Grant Application	13
13.1.2 SWELL - Provision of Lockers.....	23
13.1.3 Community Benefit Scheme - Aboriginal and Torres Strait Islander Children's Day ...	29
13.1.4 Community benefit Scheme – Neighbourhood Watch Grant Application	51
13.1.5 Fees & Charges 2024-25	94
13.1.6 Declaration of Rates and Charges 2024-25.....	125
13.1.7 Adoption of the Municipal Plan 2024-25.....	132
13.1.8 Adoption of the Long-Term Financial Plan 2025-34.....	210
13.1.9 Risk Management and Audit Committee Minutes - 11 June 2024.....	234
13.1.10 Reconciliation Action Plan Update	243
13.1.11 Adoption of City of Palmerston Animal Management Policy.....	254
13.2 Receive and Note Reports.....	272
13.2.1 Major Capital Projects Update - June 2024.....	272
13.2.2 Community Benefit Scheme - May Update	283
13.2.3 Palmerston Youth Festival 2024	295
13.2.4 Financial Report for the Month of May 2024	301
14 INFORMATION AND CORRESPONDENCE.....	334



A Place for People

14.1 Information.....334

14.2 Correspondence.....334

 14.2.1 City of Palmerston (Animal Management) By-Laws 2024334

15 REPORT OF DELEGATES.....336

16 QUESTIONS BY MEMBERS336

17 GENERAL BUSINESS.....336

18 NEXT ORDINARY COUNCIL MEETING336

19 CLOSURE OF MEETING TO PUBLIC.....336

20 ADJOURNMENT OF MEETING AND MEDIA LIAISON336

A Place for People

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

THAT the Minutes of the Council Meeting held on 4 June 2024 pages 11353 to 11362 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 - May 2024
MEETING DATE:	Tuesday 18 June 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

In May 2024, the Mayoral activities included:

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

RECOMMENDATION

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

DISCUSSION

An overview of events attended by the Mayor on behalf of Council during the month of May 2024:

- Official Launch of LIBBY
- City of Palmerston Street Art Festival announcement
- NTG Pre-Budget Briefing 2024-25
- 2024 Darwin Festival Launch
- Australian Honours and Awards Investiture Ceremony
- City of Palmerston National Simultaneous Storytime
- Driver Primary School Year 5/6 Local Government talk
- 2024 National Volunteer Week Reception
- Halikos Rebranding Launch
- City of Palmerston Reconciliation Week Storytime Session
- USS Emory S Land Tour
- NT Clontarf – Top End Billy Cart Derby
- Hooked on Palmerston – Juvenile Barramundi release
- Palmerston Markets – Elected Member Stall

Meetings with Ministers, MLA's and Government Agencies:

- Minister Kate Worden, Minister for Environment, Climate Change and Water Security
- Minister Joel Bowden, Minister for Department of Infrastructure, Planning and Logistics
- Chief Minister Eva Lawler, Member for Drysdale
- NT Police Assistant Commissioner Matthew Hollamby
- Community Languages Australia (CLA)
- Official Opening of the Fourth International Conference on the Hellenic Diaspora

Meetings with other industry groups and media:

- SoldierOn Announcement
- Liquor Accord Meeting
- Urban Development Institute of Australia (UDIA NT (Northern Territory)) President Andrew Giles

City of Palmerston Library Storytime Session

I was delighted to take part in the National Simultaneous Storytime session along with many other libraries around Australia who read the same book at the same time. The chosen book must be read at a particular time and be written by an Australian Author with an Australian Illustrator. The book I read simultaneously with Paula Bun using Auslan was Bowerbird Blues, and it was well received by both young and old as were the songs we sang and signed before the book reading commenced. I would like to thank both Tiffany Brown and Paula Bun from Deaf Connect Darwin for their time and Auslan interpretations on the day.



L-R Nadine Benson, CoP (City of Palmerston) Library Community Engagement Coordinator, CoP Mayor Athina Pascoe-Bell and Deaf Connect Darwin interpreter Paula Bun.



National Simultaneous Storytime held on 22 May 2024

Driver Primary School Year 5/6 Student Local Government talk

I accepted an invitation by Driver Primary School to be interviewed by the 5/6 students as part of their Civics and Citizenship unit of work in Term Two. I visited a total of four classrooms and was impressed with the lovely manners and the level of student engagement, and everyone it seemed had a question to ask me! I would like to thank the school captain and vice captains for escorting me to the classrooms and for the lovely card and flowers I received to thank me.



Mayor Athina Pascoe-Bell being interviewed by Year 5/6 students



L-R School Captains Aaliyah, Madeline and Madelynn with Mayor Athina Pascoe-Bell

RSPCA Workplace Visit

Does your workplace support the RSPCA? City of Palmerston do, and we were rewarded with a Workplace visit by Kanga for our efforts. Kanga visited the City of Palmerston Library, Recreation Centre and Civic Plaza including Chambers prior to our final Animal Management Network Meeting – what Pawsome timing! I would once again like to thank the staff for the huge body of work that was undertaken with the Animal Bylaws, all the stakeholders that were involved and lastly the residents who let us know what is important to them. The new Animal Bylaws will commence on 1 July. Update: Kanga has been adopted!



L-R Mayor Athina Pascoe-Bell, Rachel Grierson, Fundraising and Marketing Manager from the RSPCA Northern Territory, City of Palmerston CEO Luccio Cercarelli, Councillor Amber Garden and totally pawsome special guest Kanga.

City of Palmerston Reconciliation Week Storytime Session with special guests

I was back at the Library for Storytime, although I wasn't reading this time, I had the pleasure of introducing two special guests; His Honour Professor the Honourable Hugh Heggie AO PSM, Administrator of the Northern Territory and Ms Ruth Jones. His Honour read the Heartbeat of the Land by Cathy Freeman, and to celebrate Reconciliation Week City of Palmerston had sapling giveaways of native trees which tied in so well with the storyline of the book. I would like to thank both His Honour and Ms Jones, the staff and everyone who came along to celebrate.



L-R Mrs Ruth Jones, His Honour Professor the Honourable Hugh Heggie AO PSM, Administrator of the Northern Territory and City of Palmerston Mayor Athina Pascoe-Bell.

Hooked on Palmerston

It was exciting to release over 100 juvenile Barramundi into selected Palmerston Lakes alongside Minister Joel Bowden. Hooked on Palmerston has returned for the fourth season and is a wonderful excuse to enjoy the lakes in Palmerston this Dry Season, especially if you don't have a boat. The competition runs from June to September. You will find all the information including registration details and T&Cs on the City of Palmerston website and remember to always be CrocWise.



Mayor Pascoe-Bell releasing fish at Lake 10, Durack.

A Place for People

POLICY IMPLICATIONS

There are no policy implications relating to this report.

BUDGET AND RESOURCE IMPLICATIONS

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

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

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
25.1.1	Council Committee Recommendations	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(c)(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.

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

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.1.1
REPORT TITLE:	Community Benefit Scheme – NT Legacy Grant Application
MEETING DATE:	Tuesday 18 June 2024
AUTHOR:	Community Services Manager, Sheree Jeeves
APPROVER:	General Manager Community, Konrad Seidl

COMMUNITY PLAN

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

PURPOSE

This Report seeks Council approval for a funding agreement with Northern Territory Legacy to deliver nine (9) monthly Widow and Beneficiaries Luncheons in the City of Palmerston.

KEY MESSAGES

- Council provides funding through the Community Benefit Scheme (CBS) to eligible community groups and organisations to deliver activities, projects and services that benefit the Palmerston Community.
- Northern Territory Legacy (NT Legacy) supports the partners and children of those who have given their lives and health for our Country.
- Northern Territory Legacy is seeking support from the City of Palmerston to the value of \$14,940 to deliver nine (9) monthly Widow and Beneficiaries Luncheons in the City of Palmerston at the Palmerston Golf and Country and Club, Cazaly's, and Palmerston Tavern.
- Council Officers recommend the endorsement of a funding agreement with NT Legacy to the value of \$8,640 to support nine (9) Widow and Beneficiaries Luncheons in Palmerston with costs associated with travel for those outside of Palmerston not supported.

RECOMMENDATION

1. THAT Report entitled Community Benefit Scheme – NT Legacy Grant Application be received and noted.
2. THAT Council endorse a funding agreement with Northern Territory Legacy from the 2023/24 Community Benefit Scheme for \$8,640 to fund nine (9) monthly Widow and Beneficiaries Luncheons in the City of Palmerston as per **Attachment 13.1.1.1** contained in Report entitled Community Benefit Scheme – NT Legacy Grant Application.

BACKGROUND

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

This Report seeks Council consideration of a Community Benefit Scheme application from Northern Territory Legacy to fund nine (9) monthly Widow and Beneficiaries Luncheons in City of Palmerston (CoP) as per their application **Attachment 13.1.1.1** to Report entitled Community Benefit Scheme – NT Legacy Grant Application.

DISCUSSION

On 9 April 2024, Northern Territory Legacy applied to City of Palmerston through the Community Benefit Scheme for grant funding to the value of \$14,940 to deliver nine (9) monthly Widows and Beneficiaries social functions in Palmerston over one (1) year as per their application **Attachment 13.1.1.1** to Report entitled Community Benefit Scheme – NT Legacy Grant Application.

Northern Territory Legacy is there to support the partners and children of those who gave their lives or their health for our country. Their team of volunteers cater to the mental, physical, financial, and social wellbeing of families of fallen or incapacitated veterans. There are approximately 80 Widows and Beneficiaries in the Top End region who enjoy the social inclusion of NT Legacy's monthly functions throughout the year, of which 24 are Palmerston residents.

The monthly Widows and Beneficiaries social functions cater to up to 30 Beneficiaries to attend offering opportunities for socialising. The Palmerston residents make up the majority of those that attend the monthly functions. The monthly luncheons are held throughout the Top End, but this application would see nine (9) of 12 luncheons held in Palmerston. The lunches are a social outing for those who are generally socially isolated and have mobility issues. For many these outings are the only social outing they will attend for the month as it is affordable.

The application presents the following outcomes for the community in alignment with the Community Plan:

Objective 1:1 We focus on families

Our military families are catered for by providing social outings in the Palmerston region which positively impacts upon mental health and wellbeing. Our beneficiaries of all ages engage in regular outings and excursions in large groups as well as smaller outings to the Palmerston library, the Recreation Centre and other opportunities provided by the City of Palmerston.

Objective 2:1 Palmerston's economic future is bright

By supporting the restaurants, clubs, pubs, cafés in Palmerston, NT Legacy is indeed supporting locally. We also support the local businesses in the area when providing gifts for our beneficiaries and access the local shopping centres for their household needs and replacement and household repair items.

Objective 3:1 To celebrate our rich culture and diversity

Our beneficiaries are from vastly differing cultural backgrounds and enjoy the array of cultural diversity and tolerance when visiting and dining in Palmerston.

Objective 4:1 We support and foster innovation

As a not-for-profit, NT Legacy recognises Palmerston's innovative approach to fostering business development and therefore offers a large part of its service delivery from Palmerston.

Northern Territory Legacy will recognise City of Palmerston in the following ways:

- Monthly social media updates, Facebook, Instagram, and LinkedIn of the lunches with CoP logo
- Advertise the CoP logo on all written communications as a major partner
- Advertise the CoP partnership and logo at all Beneficiaries lunches

- Provide the CoP logo on our national website as a partner of the Legacy Club of the Northern Territory
- Advertise our partnership and CoP logo in all partnered Defence publications
- Verbal acknowledgement provided at each event
- Invitations will be provided to CoP Elected Members to attend 4 events annually.

The funds requested will be used to provide social inclusion opportunities through nine (9) free lunches to 30 Widows and Beneficiaries in Palmerston at the Cazaly's, Palmerston Golf Club and Palmerston Tavern over 12 months. Northern Territory Legacy has worked in partnership with Cazaly's and Palmerston Tavern to obtain in-kind support including vouchers and a special rate for meals to minimum value of \$4,800. \$6,300 of the total funds requested is to provide transportation for those residing outside of Palmerston to attend the events.

The applicant has indicated that the events will go ahead without funding from the City of Palmerston but will be at a cost to participants and the location will not be predominately based in Palmerston.

Recommended Support \$8,640

The Monthly Widow's and Beneficiaries Luncheon provides a valuable opportunity for those who have experienced the impact of a loved one serving in the Defence force to come together to build social connections and receive vital emotional and psychological support. 82% of Legacy Beneficiaries are over 76 years of age, a demographic group which is more likely to experience financial distress resulting in social isolation. Without the grant funding, these luncheons would be paid events which would create barriers for some community members.

Whilst only 30% of the overall Top End Beneficiaries are from Palmerston, majority of attendees at each event are the 24 Palmerston members (which represents up to 80% of Palmerston members attendance at events). This representation and opportunity may be diminished if the events were to proceed at a cost or alternate venues outside of Palmerston. This proposal shows Council's commitment to support the seniors and Defence community in Palmerston and supports community wellbeing through social inclusion in line with the Inclusive, Diverse and Accessible Policy Framework. The proposal also presents the opportunity to support local business with nine (9) of the twelve (12) annual luncheons to be held in Palmerston. The costs not supported represent \$6,300 for minibus transport for those residing outside of Palmerston.

CONSULTATION AND MARKETING

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

POLICY IMPLICATIONS

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

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

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

BUDGET AND RESOURCE IMPLICATIONS

The CBS Budget for 2023/24 financial year for grants, donations and sponsorships is \$230,000. \$202,940 has been expended with \$27,060 remaining to support future projects and event which benefit the Palmerston Community.

The CBS applications presented to Council at this meeting of 18 June include the amounts of:

A Place for People

- \$12,680
- \$5,000
- \$8,640
- Totalling at \$26,320

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This Report addresses the following City of Palmerston Strategic Risks:

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

STRATEGIES, FRAMEWORK AND PLANS IMPLICATIONS

This application aligns to the City of Palmerston Community Plan:

Outcome 1. Family and Community. Objective 1.1 We Focus on Families: Support and Places to gather for parents, single people and the elderly.

This application aligns to the City of Palmerston Inclusive, Diverse and Accessible Policy Framework:

Principle 1: Community, Leisure and Social Participation: Support local businesses, organisations, facilities and venues to increase accessibility and inclusion. Continue to support and promote events and activities run by community organisations, and assist organisers to expand accessibility and inclusion options.

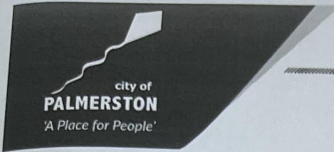
This report aligns to the Palmerston Local Economic Plan 2021-2031: Attract target populations (Defence families, students and migrants) to Palmerston.

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. NT Legacy Application [**13.1.1.1** - 6 pages]



APPLICATION FORM

GRANTS AND DONATIONS

REQUESTS IN EXCESS OF \$2000

Organisation Name: Legacy Club of the Northern Territory
Contact Name: Suzi Spedding
Position of Contact: Project Manager
Telephone: _____ Mobile: 0447962596
Email: pm@legacynnt.org
Address: 11 Namarluk Drive Ludmilla
Postal Address: PO Box 1492 Darwin 0801
Account Name: NT Legacy
Account Number: [REDACTED] BSB: [REDACTED]
Amount Requested: \$14,940 ABN: 38449530211
Activity Name: Monthly Social Events Activity Date: 3rd Wednesday Monthly
Location of Activity: Palmerston Tavern, Cazaly's and Palmerston Golf Club

Environmental Initiative (Please tick if this request relates to an Environmental Initiative)

ATTACHED WRITTEN APPLICATION WHICH INCLUDES:

PLEASE ATTACH THE FOLLOWING DOCUMENTATION TO YOUR WRITTEN APPLICATION:

- Details of project, Detailed project budget, Evidence of alternate sources of funding to a minimum of 30% of project costs.
- Most recent audited financial statement (If application exceeds \$10,000)
- Proof of registration as Community, NFP or Incorporated body
- Contact details of Elected Office Holders
- Proof of appropriate insurance, certificate of currency
- Minuted details of your organisation's resolution to request funding

Please see overleaf for further information about Environmental Initiatives

Funding of this proposed activity/event/item will benefit the Palmerston Community, by:

See attached

and relates to the following goals and strategies in the City of Palmerston Community Plan:

See Attached

Signed: [Signature] Date: 9/4/24

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

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

PO Box 1 Palmerston NT 0831

8935 9922

8935 9900

palmerston@palmerston.nt.gov.au

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

CITY OF PALMERSTON - GRANTS REQUESTS EXCESS \$2000 APPLICATION / 1



City of Palmerston x NT Legacy Sponsorship Proposal

NT Legacy invites City of Palmerston to become our major partner and annual sponsor of our Widows and Beneficiaries monthly social functions in Palmerston for up to 80 widows, Beneficiaries & their families. Generally, 30 Beneficiaries attended each function. NT Legacy caters to the mental, physical, financial and social wellbeing of the families of fallen or incapacitated veterans. Our widows and beneficiaries reside across the NT and enjoy the social inclusion of monthly lunches in and around the Palmerston region. Locations such as the Palmerston Tavern, Cazaly's and Palmerston Golf club provide ease of access for our busses and taxi's, particularly for those members who are less mobile. These establishments provide affordable and nutritious variety of menu options which are Senior friendly as well as plenty of room to move for those with mobility devices.

Funding of our monthly lunches will benefit the Palmerston community by providing additional income into the town. By visiting regularly, the Beneficiaries and their families from Darwin and Katherine and beyond will be more inclined to visit again knowing the services and infrastructure available in Palmerston.

These functions align with the goals and strategies within the City of Palmerston Community Plan:

Objective 1:1

Our military families are catered for by providing social outings in the Palmerston region which positively impacts upon mental health and wellbeing. Our beneficiaries of all ages engage in regular outings and excursions in large groups as well as smaller outings to the Palmerston library as well as the Leisure centre and other opportunities provided by the City of Palmerston.

Objective 2:1

By supporting the restaurants, clubs, pubs, cafés in Palmerston, NT Legacy is indeed supporting local. We also support the local businesses in the area when providing gifts for our beneficiaries and access the local shopping centres for their household needs and replacement and household repair items.

Objective 3:1

Our beneficiaries are from vastly differing cultural backgrounds and enjoy the array of culturally diversity and tolerance when visiting and dining in Palmerston.

Objective 4:1

As a not-for-profit NT Legacy recognises Palmerston's innovative approach to fostering business development and therefore offers a large part of its service delivery from Palmerston.

[Type here]

COUNCIL AGENDA Attachment 13.1.1.1

Budget:

6 x Lunches (Based on 30 attendees) Cazaly's and Palmerston Golf	\$ 6,300
In Kind Cazaly's and Palmerston Golf Club 6 x \$50 Vouchers	\$ 300
3 x Lunches (Based on 30 attendees) Palmerston Tavern Meals only	\$ 2,340
Mini Bus Transport	\$ 6,300
NT Legacy In Kind – Provision of Soft Drinks for All Lunches Approx	\$ 4,500
NT Legacy In Kind – Provision of Supporters / Volunteers to Events	
NT Legacy In Kind – Additional provision of Specialised Transportation as required	
Total Request from CoP	\$14,940

Together with City of Palmerston, NT Legacy can provide a variety of accessible, affordable, and family friendly events for all of those who fall under the NT Legacy umbrella.

Our Social events are a wonderful opportunity for City of Palmerston staff to engage with the beneficiaries and volunteer their time to assist at the luncheon by delivering gifts & interacting with our members.

It would be an honour to partner with City of Palmerston & we will proudly provide advertising of City of Palmerston as a major partner

- Via monthly social media updates, Facebook, Instagram and LinkedIn of the lunches with CoP logo
- Advertise the CoP Logo on all written communication as our Major Partner
- Advertise the CoP partnership and Logo at all Beneficiary Lunches
- Provide the CoP Logo on our National Website as a Partner of the Legacy Club of the the Northern Territory.
- Advertise our Partnership and CoP logo in all partnered Defence Publications
- Verbal acknowledgment will be provided at each event.
- Invitations will be provided to Elected CoP Members to attend 4 events annually.



LEGACY'LUNCH

ALTERNATE DROP

TWO COURSE MENU

\$35 PER PERSON

MAIN

COOKED TWICE SIRLOIN STEAK

Served with sautéed green bean, pumpkin purée, fondant potato and red wine jus.

OVEN BAKED THREAD-FIN SALMON

Served with confit cherry tomatoes, steamed broccolini and lemon butter sauce.

DESSERT

HOMEMADE STRAWBERRY CHEESECAKE

Served with strawberry sauce, white chocolate shards and fresh strawberries.

CHOCOLATE MUD CAKE

Served with dust chocolate, whipped cream, chocolate wafer stick and fresh raspberries.

PALMERSTON CITY, NT
**PALMERSTON
TAVERN**

1110 CHUNG WAH TC, PALMERSTON CITY,
NT,0832
PH: (08) 8932 1568
E:
palmerstontavernmanager@alhgroup.com.au

Quotation #00001

Date: 09/04/2024

Valid Until: 09/04/2025

Customer ID: 123456

CUSTOMER

Northern Territory Legacy
60 Winnellie Rd, Winnellie NT
Mobile 0447 962 596

DESCRIPTION	QUANTITY	PRICE	TOTAL
2 course Meal (main and dessert)	30	\$26	\$780
Post Mix / Soft Drink supplied	1	\$500	\$500

TERMS & CONDITIONS

- Above information is not an invoice and only an estimate of goods/services.
- Payment will be due 14 days prior to provision or delivery of goods/services.

SUBTOTAL: \$1280.00
TOTAL: **1280.00**

Please confirm your acceptance of this quote:

Signature over printed name

Date signed

Hi Suzi,

Thanks for responding.

- Bus Hire From Casuarina Library to Palmerston Tavern and return x 3
- Bus Hire From Casuarina Library to Palmerston Golf and Country Club x 3
- Bus Hire from Casuarina Library to Cazaly's Palmerston x 3

The price for 30 passengers each way will \$350 each way.

If 24 passengers we can do \$200 each way.



Kind regards,



Andrew Nickolls
ATL Group of Companies - Australian Transport & Lesiure

 [Luxury Transport Group 1300-97-4949](tel:1300-97-4949)

 [ATL Freight and Storage 1300-079-014](tel:1300-079-014)

 www.luxurytransportgroup.com |  www.vehiclefreight.com.au

 www.atlstorage.com.au |  www.snowymountainsairportlink.com



IMPORTANT: The contents of this email and any attachments are confidential. They are intended for the named recipient(s) only. If you have received this email by mistake, please notify the sender immediately and do not disclose the contents to anyone or make copies thereof.



Please consider the environment before printing this e-mail!

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.1.2
REPORT TITLE:	SWELL - Provision of Lockers
MEETING DATE:	Tuesday 18 June 2024
AUTHOR:	Community Services Manager, Sheree Jeeves
APPROVER:	General Manager Community, Konrad Seidl

COMMUNITY PLAN

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

PURPOSE

This Report seeks Council approval to install lockers at SWELL (Swimming, Wellness, Events, Leisure, Lifestyle) to support the user experience at the facility.

KEY MESSAGES

- The Swimming, Wellness, Events, Leisure and Lifestyle (SWELL) facility opened to the community on Sunday 17 December following a major upgrade.
- A frequent request from the community since opening has been for the addition of lockers so that attendees can safely store their valuables from theft or weather conditions ensuring peace of mind and convenience throughout their visits.
- At the Council Meeting of 5 March 2024, Council requested a report for options of lockers for users at SWELL.
- The addition of lockers at SWELL will enhance the offering provided by City of Palmerston to the community for the newly upgraded leisure facility to encourage use and community wellbeing outcomes.
- This report provides options for provision of lockers at SWELL for Council's consideration including indicative costs.
- Council officer's recommend installing Compact Laminate Lockers at SWELL.

RECOMMENDATION

1. THAT Report entitled SWELL - Provision of Lockers be received and noted.
2. THAT Council approve for staff to proceed with the installation of Option 3 Compact Laminate Lockers at SWELL as outlined in Report entitled SWELL - Provision of Lockers.

BACKGROUND

At the 1st Ordinary Council Meeting of 5 March 2024 Council made the following decision:

17.1 SWELL Locker Installation

Moved: Councillor Morrison
Seconded: Councillor Hale

THAT a report be prepared for the options for provision of lockers for users at SWELL by First Ordinary Council Meeting on 7 May 2024.

CARRIED 10/1236 - 5/03/2024

DISCUSSION

The Swimming, Wellness, Events, Leisure, and Lifestyle (SWELL) aquatic facility held its grand opening in December of 2023, with high attendance numbers in the following months:

	January	February	March	April
Adult Casual Entry	8373	7211	4953	5205
Child Casual Entry	5176	4400	3372	4351
Adventure Play Entry	1663	737	545	925
Total	15,212	12,348	8,870	10,481

Since the opening, City of Palmerston and SWELL operator Belgravia Leisure have received regular requests from the community for lockers to be installed. By incorporating locker facilities within SWELL, visitors can safely store their valuables from theft or weather conditions ensuring peace of mind and convenience throughout their visit. The addition of lockers at SWELL will enhance the offering provided by City of Palmerston to the community for the newly upgraded leisure facility to encourage use and community wellbeing outcomes.

City of Darwin were able to provide feedback on the lockers they have installed:

FACILITY	FEEDBACK
Parap Pool, City of Darwin	<ul style="list-style-type: none"> Made out of metal and laminate These have lasted 5+ years and are still in good condition considering they are exposed to humidity and some rain. Some of the metal parts are starting to rust Located in the changerooms - can be an issue for visitors coming in as a couple or group wanting to share a locker Built in locks that are not easy to replace once damaged or visitors lose keys All same size lockers, quite small for those with larger bags.
Nightcliff Pool, City of Darwin	<ul style="list-style-type: none"> Made out of robust plastic material that is withstanding the outdoor environment, not as visually appealing Located outside changerooms which works well Lock with padlocks - practical and easy to replace if one gets broken / keys lost Different size lockers, some small and some large which is recommended, particularly at Nightcliff where they get a lot of tourists with larger bags.

This report provides Council with three (3) options of lockers for consideration.

Option one (1) – Do not install lockers

Maintaining the current landscape without implementing the new amenities.

This approach avoids financial implications associated with new purchase, installation, and operations. However, it has the potential downside of stagnation and missed opportunities for enhancing the community’s recreational offerings and tourism appeal.

City of Palmerston and Belgravia Leisure have received regular enquiries about locker facilities indicating a clear demand for security and convenience, suggesting that failing to act may lead to dissatisfaction among the community and visitors.

Recommendation: This option is not recommended.

Option two (2) – Heavy Duty Plastic Lockers (HDPL)

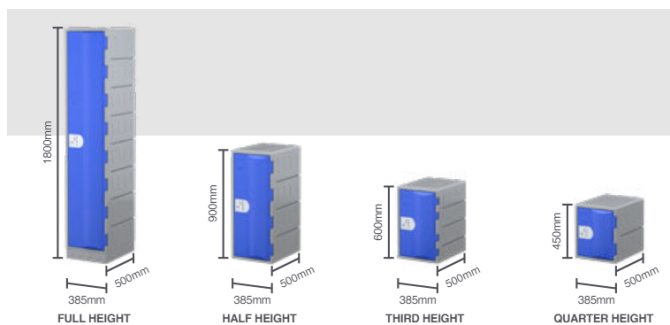
Implementing 20 (four (4) down, five (5) across) Heavy Duty Plastic Lockers (HDPL) at the cost of approximately \$11,500. These can be ordered in four (4) different colour options and have multiple door sizing options, as shown below. Digital locks are not available for HDPL, City of Palmerston can choose between a keylock or padlatch at the time of order. These lockers are designed for strength and resilience to withstand heavy, regular use and exposure to moisture and sunlight. These lockers are Waterproof and UV Proof, making them suitable for both indoor and outdoor areas. Aesthetically, the HDPL are not as appealing to align with the newly upgraded SWELL facility.

By having a limited option on choices for locks with only the keylock or padlatch available, they could be subject to vandalism and require management to prevent loss or damage to the keys or locks. If opting for a padlatch, the advantage of them is visitors have flexibility to bring their own or Belgravia can provide them for easy convenience.

Recommendation: The HDPL are considered to provide a durable option against weather and vandalism, however they are not as aesthetically suitable to the newly upgraded SWELL facility. They are also limited in the lock types that can be installed, with padlatch or keylock systems needing to be managed and susceptible to vandalism. The HDPL are not the preferred option for lockers at SWELL.

Approximate prices for Heavy Duty Plastic Lockers:

Item	Quantity	Total (ex GST)
Heavy Duty Plastic Lockers (including freight)	20 (four (4) down x five (5) across)	\$5,500
Installation		\$1,000
Estimated Footing (if required)		\$5,000
Total		\$11,500



HDPL - Different size options



Heavy Duty Plastic Lockers

Option three (3) – Compact Laminate

The Compact Laminate Lockers while is the most expensive choice, offer a complete customisation service, durability, and weather resistance. Made out of compact laminate that prevents corrosion and rust that will best suit a chlorinated area, these lockers also feature the option to add a vinyl matte laminate overlay with custom imagery that can match the branding of the facility and comes in a range of colours to personalise the carcass and doors of the unit. These also provide a choice between waterproof digital locks or an alternative lock that suits user needs.

These lockers are water and weatherproof with stainless steel hinges to prevent rust/corrosion. They are known for superior strength, durability, and longevity for regular use. The lockers can be installed with digital locks, padlatch or keylock. Digital locks can offer higher advanced security features such as keypad codes, RFID wristbands and encryption reducing the risk of vandalism compared to traditional padlocks and keys. They also add a higher degree of customisation programming such as change access codes and restrict access during specific times. The use of digital locks can contribute to a more modern appeal where visitors can appreciate the convenience of quick access without physical keys.

The below table shows a breakdown of the approximate costs in choosing the vinal overlay plus installation of digital locks.

Recommendation: These lockers provide the greatest protection against weather conditions and vandalism, provide a modern sleek visual appearance and greater options for locks. In considering durability, ease of access, aesthetics and operational management the Compact Laminate Lockers are recommended.

Approximate pricess for Compact Laminate Lockers:

Item	Quantity	Total (ex GST)
Compact Laminate Lockers	20 (four (4) down x five (5) across)	\$10,000
Vinyl Wrap	1	\$3000
Freight to SWELL	1	\$900
Installation	1	\$1,500
Digital Locks	20	\$3,000
Estimated Footing (if required)		\$5,000
Total Cost (ex GST)		\$23,400



Examples of Compact Laminate Lockers with Custom Imagery

A Place for People

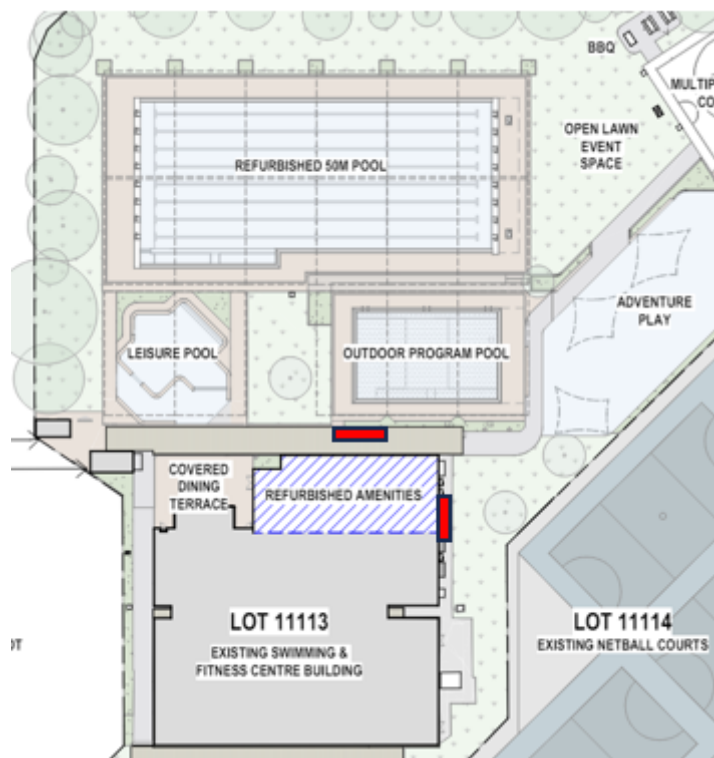
Location

The following factors are important in the selection of location:

- Accessibility
- Convenience for users
- CCTV and visual coverage
- Technical suitability.

Belgravia Leisure has been consulted regarding the possible locations and lockers for the facility.

There are two (2) locations that are currently being considered as shown below in red, the selection of location will be finalised for installation following Council endorsement.



CONSULTATION AND MARKETING

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

- Senior Projects Manager
- Executive Manager Projects and Infrastructure Services

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

- Belgravia Health & Leisure Group
- City of Darwin
- Darwin Waterfront

Darwin Waterfront was contacted about their lockers that are provided by a third party. There is no upfront costs and the third party manage any maintenance or other issues with the lockers. The third party takes a percentage of the user fees from the lockers. However, when council officers contacted the company involved, they couldn't guarantee supply of the lockers in the timeframes required by Council.

Further to the timing issue, the engagement of a third party to supply the lockers would further require a public expression of interest to ensure market fairness.

POLICY IMPLICATIONS

There are no policy implications for this Report.

BUDGET AND RESOURCE IMPLICATIONS

The cost of option three (3) – Compact Laminate Lockers is approximately \$23,400 and will be sourced from within the SWELL facility capital 2024/25 Budget.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

If council chooses option one (1) and does not install lockers there is a risk that this will drive some users of the facility to other locations and will leave community members feeling unheard.

If Council supports the preferred option three (3) this will expend a significant portion (approximately a third) of the proposed SWELL capital funding for this coming year which is considered by officer's as reasonable given that the facility is new so has less risk than other aging assets.

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.

STRATEGIES, FRAMEWORK AND PLANS IMPLICATIONS

This application aligns to the City of Palmerston Community Plan:

Outcome 1. Family and Community. Objective 1.1 We Focus on Families: Support and Places to gather for parents, single people and the elderly.

This application aligns to the City of Palmerston Inclusive, Diverse and Accessible Policy Framework:

Principle 1: Community, Leisure, and Social Participation: Support local businesses, organisations, facilities and venues to increase accessibility and inclusion.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

Nil

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.1.3
REPORT TITLE:	Community Benefit Scheme - Aboriginal and Torres Strait Islander Children's Day
MEETING DATE:	Tuesday 18 June 2024
AUTHOR:	Community Development Officer, Kate Townsend
APPROVER:	General Manager Community, Konrad Seidl

COMMUNITY PLAN

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

PURPOSE

This Report seeks Council endorsement of a community grant for Kentish Lifelong Learning and Care for \$5,000 to deliver Aboriginal and Torres Strait Islander Children's Day.

KEY MESSAGES

- Council provides funding through the Community Benefit Scheme (CBS) to eligible community groups and organisations to deliver activities, projects and services that benefit the Palmerston Community.
- Aboriginal and Torres Strait Islander Children's Day is an important national event which serves to address the differences in health and wellbeing outcomes for Aboriginal and Torres Strait Islander Children.
- The event is held annually on 4 August to communally celebrate the birthdays of children of the Stolen Generation and has become an opportunity to draw awareness and support to improving infant and child health outcomes.
- The Palmerston Aboriginal and Torres Strait Islander Children's Day Working Group is made up of five (5) community organisations which include: Kentish Lifelong Learning and Care, Red Cross, Palmerston Children and Family Centre, 54 Reasons and the City of Palmerston.
- The event attracted over 200 community members and 11 stakeholders to Tiverton Park in 2023.
- The working group is seeking \$5,000 from City of Palmerston to support the 2024 event to cover expenses including cultural activities including the Welcome to Country, cultural wildlife experiences, screen printing, puppet show and story time.

RECOMMENDATION

1. THAT Report entitled Community Benefit Scheme - Aboriginal and Torres Strait Islander Children's Day be received and noted.
2. THAT Council endorse a grant agreement with Kentish Lifelong Learning and Care from the 2023/24 Community Benefit Scheme for \$5,000 to support the Palmerston Aboriginal and Torres Strait Islander Children's Day Event on 4 August 2024 as per **Attachment 13.1.3.1** in Report entitled Community Benefit Scheme - Aboriginal and Torres Strait Islander Children's Day.

BACKGROUND

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

The Palmerston Aboriginal and Torres Strait Islander Children's Day has previously received support from the City of Palmerston through Kentish Lifelong Learning and Care in 2023 to the value of \$2,000 which was made under the CEO's delegation on 7 July 2023. This funding was used to support cultural activities as well as portable toilets for Tiverton Park for the event. In 2022, Council supported the event with internal activities funding to cover toilet hire.

DISCUSSION

On 21 February 2024, Kentish Lifelong Learning submitted a multi-year sponsorship application to the City of Palmerston's (CoP) Community Benefit Scheme on behalf of the Aboriginal and Torres Strait Islander Children's Day Working Group for \$5,000 annually for three (3) years. The application is to support the Aboriginal and Torres Strait Islander Children's Day Event on August 4, 2024-2026, at Tiverton Park in Moulden as per **Attachment 13.1.3.1** to Report entitled Community Benefit Scheme - Aboriginal and Torres Strait Islander Children's Day, to be funded from the Community Benefit Scheme.

Kentish Lifelong Learning and Care is a registered charity and is leading the project team for this event, which is made up of five (5) organisations including, Red Cross, 54 Reasons, the Palmerston Child and Family Centre and City of Palmerston. The event aims to increase engagement of Aboriginal and Torres Strait Islander Children with services and support to improve health outcomes of children aged zero (0) to four (4) years old.

Aboriginal and Torres Strait Islander Children's Day is an important national event which serves to address the difference in health and wellbeing outcomes of Aboriginal and Torres Strait Islander Children. The day of the event, 4 August, has historically been used to communally celebrate the birthdays of Aboriginal and Torres Strait Islander Children who were taken from their families at a young age; the Stolen Generations, who did not know their birthday. Aboriginal and Torres Strait Islander peoples felt a day was needed to celebrate their children, to give them confidence and make them feel special and included.

The event is conservatively anticipating upwards of 300 people in attendance. In addition to the Working Group there are 11 organisations providing services and support on the day which include but are not limited to:

- Hoops For Health
- Eunoia Lane
- Smith Family
- Road Safety NT
- Power and Water
- NT Hearing
- Deadly Vision
- Danila Dilba
- Larrakia Nation
- NT Children's Commissioner.

Many other organisations and community stakeholders contribute donations and in-kind support in aid of the event. The Working Group has shown that it is highly capable of coordinating stakeholders and community investment to consistently deliver a community event which provides quality outcomes for the Palmerston Community. CoP funding will be used to cover events costs such as cultural activities including wildlife cultural programs, stencil printing, puppet shows and learning resources.

The Event Working Group has secured funding from CoP through the Community Benefit Scheme this financial year for \$2,000 in grant funding to support the 2023 event. This funding was applied for during the 2022/23 financial year with approval and payment occurring during 2023/24. Prior to this in 2022, a small amount of support was provided by CoP for toilets at the event location in Tiverton Park.

The *Grants, Donations and Sponsorship* Policy restricts financial support to one (1) successful application per financial year. However, the policy allows for special consideration where the application is deemed to have merit. This application is recommended based on special consideration as funding will be used to support two (2) separate events over two (2) years. This is a result of late funding approval for the 2023 event. The funding application presented here is to fund the 2024 event. Approval is required to allow enough time for the working group to have certainty of funds for the delivery of the event early in the new financial year. In future years, if an application is received for this event, it is anticipated to be funded from the preceding year.

The Event Working Group has committed to acknowledging Council's support in the following ways:

- City of Palmerston's logo on all marketing materials including online, social media, banners, posters, and flyers
- Acknowledgement in all promotions
- Acknowledgement of meaningful efforts towards reconciliation which can be identified in the City of Palmerston Reconciliation Action Plan.
- Verbal acknowledgement during the official speeches as well as intermittently throughout the event by the MC/DJ.

CoP will also hold a stall at the event, offering children's activities as part of participation in the working group.

Recommended Support - \$5,000

In Palmerston, 13% of residents identify as having Aboriginal or Torres Strait Islander background with a disproportionate number experiencing disadvantage or marginalization. The Working Group has consistently shown it has the skills and expertise to deliver a high standard of community events, to achieve a positive outcome for the community in an area of need. Committing to this agreement demonstrates CoP's commitment to supporting Aboriginal and Torres Strait Islander people and has strong alignment to the development of CoP first Reconciliation Action Plan (RAP).

Whilst this application is the second this financial year, it shows merit for special consideration as funding will be used to support two (2) separate events over two (2) years.

This application was initially received as a multiyear sponsorship request but has been recommended as a Community Grant due to strong alignment to Community Development Outcomes. Grant requests cannot be reoccurring due to the need for a budget including business quotes, therefore this recommendation is to fund only the 2024 event.

CONSULTATION AND MARKETING

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

- Manager of City Activations

- Deputy Chief Executive Officer.

The following external parties were consulted:

- The Palmerston Aboriginal and Torres Strait Islander Children's Day Working Group.

POLICY IMPLICATIONS

The application discussed in this report does not conform to the Council *Grants, Donations and Sponsorships* Policy as this is the second application for this organisation this financial year. But as per this policy, the application does show merit for consideration by Council. This is a result of late funding approval for the 2023 event. The funding application presented here is to fund the 2024 event.

BUDGET AND RESOURCE IMPLICATIONS

The CBS Budget for 2023/24 financial year for grants, donations and sponsorships is \$230,000. \$202,940 has been expended with \$27,060 remaining to support future projects and event which benefit the Palmerston Community.

The CBS applications presented to Council at this meeting of 18 June include the amounts of:

- \$12,680
- \$5,000
- \$8,640
- Totalling at \$26,320.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This Report addresses the following City of Palmerston Strategic Risks:

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

STRATEGIES, FRAMEWORK AND PLANS IMPLICATIONS

This application will directly relate to the forthcoming City of Palmerston Reconciliation Action Plan which is in development.

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

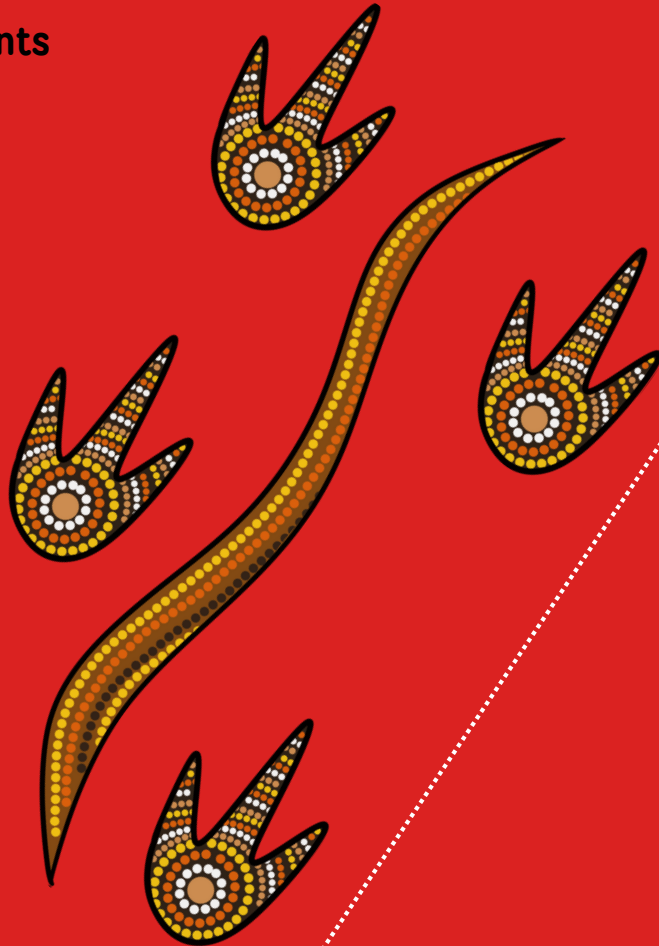
1. 2024 ATSI Childrens Day Sponsorship proposal [13.1.3.1 - 18 pages]



Aboriginal and Torres Strait Islander Children's Day.



Table of contents



01

History of the Event

02

Working Group Members

03

Our impact

04

Measuring impact

05

Funding impact

06

The opportunity

History of Aboriginal and Torres Strait Islander Children's Day

Aboriginal and Torres Strait Islander Children's Day is an important national event which serves to address the differences in health and wellbeing outcomes of Aboriginal and Torres Strait Islander Children. The day of the event, 4 August has historically been used to communally celebrate the birthdays of Aboriginal and Torres Strait Islander Children who were taken from their families at a young age, without knowing their birthday – the Stolen Generations. Aboriginal and Torres Strait Islanders peoples felt a day was needed to celebrate our children, to give them confidence and make them feel special and included.



Working Group Members



Project Lead: **Kentish – Lifelong Learning and Care**

A not-for-profit which is passionate about supporting the community by providing flexible, safe and affordable services throughout the Northern Territory

Palmerston Child and Family Centre

Offers education and care for children ages six weeks through to five years and is here to support children's growth and development whilst working with families and community.

Red Cross

Mobilises the power of humanity to bring people and communities together in times of need.

54 Reasons

Champions children's rights to development, safety and justice, delivering local services in every state and Territory to help children and young people improve their life outcomes.

City of Palmerston

Is a safe, friendly, family City that offers a high-quality lifestyle. As a community, we want to foster the wellbeing of families and our community.

Our impact

"We support the voices of our children in calling for a future where they are proud and empowered by their culture to speak their truth and be listened to by all Australians."

- Founder



11 Services Providers

Engaged to deliver activities

200 Attendees

Attendees to the 2023 event.

4847 (13%) Palmerston residents

Identify as Aboriginal or Torres Strait Islander
profile.id.com.au 2024.

Measuring impact

The Palmerston Aboriginal and Torres Strait Islander Children's Day is a vibrant community event that promotes cultural understanding and fosters connections within the Palmerston community. In 2023 the event showcased local organizations and support programs while creating opportunities for families to engage with their community to over 200 attendees. It addresses the health and wellbeing outcomes of Aboriginal and Torres Strait Islander children, acknowledging their strengths and challenges. Through the integration of cultural elements, engaging activities, and essential health services, the event offers a wide range of benefits for the community



Key indicator

Number of families attending

Number of key service providers engaged

Increase awareness and knowledge of Aboriginal and Torres Strait Islander Children's Day

Activity / Project

Through strategic partnerships, marketing and promotion activities attendees will continue to grow.

Strong leadership and guidance by the working group will help to attract new service providers.

With a strong focus on the why of the event, more people will understand the importance of this event



Funding Request

\$5,000 Multiyear Agreement from 2024 – 2026

The working group is enthusiastic to ensure the Palmerston Aboriginal and Torres Strait Islander Children's Day Event, is established as the key event held in the Top End Region. As such, the working group is seeking a multi year funding agreement to allow the confident forward planning and building of the event in Palmerston.

In 2024, Aboriginal and Torres Strait Islander Children's Day lands on a Saturday providing an exciting opportunity to significantly grow the level of engagement within the Palmerston Community. Initial discussions being held to have the event hosted at SWELL, which will further help to attract a variety of families and service providers.

A multiyear agreement will allow the investment in marketing collateral which can be used over successive years to promote the event to attendees and service providers and improve efficiency. There will also be the opportunity to purchase resources such as the official Children's Day bag for every child attending which has previously not been possible due to the timing of receiving funding.



The benefits to the City of Palmerston

01

City of Palmerston Logo on all marketing material and acknowledgement in all promotions.

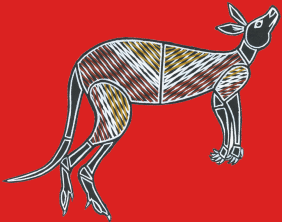
02

Verbal acknowledgement during official speeches as well as intermittently throughout the event by the MC/DJ

03

Acknowledgement of meaningful efforts towards reconciliation which can be listed in the City of Palmerston RAP.

Contact us

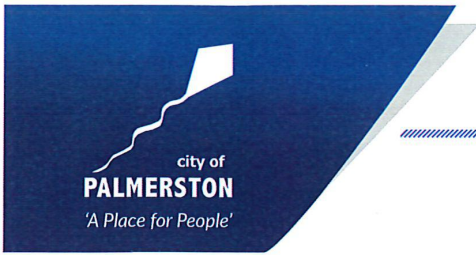


Kentish Life Long Learning and Care
Sarah Peris
08 8932 2457
sarah.peris@kentish.org.au



**Thank you
for your
consideration**





APPLICATION FORM

SPONSORSHIP

REQUESTS OF ANY VALUE

Organisation Name: Kentish Lifelong Learning & Care

Contact Name: Sarah Peris

Position of Contact: Team Leader

Telephone: 0889322457 Mobile: 0448189060

Email: sarah.peris@kentish.org.au

Postal Address: PO Box 1325 Palmerston NT 0831

Residential Address: 2/5 McCourt Road Yarrowonga NT 0830

Account Name: Kentish Lifelong Learning & Care

Amount Requested: 15,000.00 ABN: 57075339180

Activity Name: National Aboriginal and Tori Activity Date: 4th August 2024

Location of Activity: Tiverton Park Moulden NT

ATTACHED WRITTEN APPLICATION WHICH INCLUDES:

- A copy of the Sponsorship Package which details all levels/categories of sponsorship including costs and benefits to City of Palmerston.

Funding of this proposed activity/event/item will benefit the Palmerston Community, by:

Connecting ATSI Children to essential support and health services to improve outcomes and wellbeing.

and relates to the following goals and strategies in the City of Palmerston Community Plan:



1.1 Focus on Families 1.2 Wellbeing of our community is a focus for all our work.

Signed:  Date: 20.02.2024

Sarah Fowler, CEO

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

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

 PO Box 1 Palmerston NT 0831  8935 9922

 palmerston@palmerston.nt.gov.au  8935 9900

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

COUNCIL AGENDA Attachment 13.1.3.1



0457426369
Mobile: 0457426369
Email: dale@dingocockatoo.com
ABN: 81631786700

Dingo Cockatoo Aboriginal Culture

Quote

For: Grassroots Action Palmerston Aboriginal Corporation
gapnt.org@gmail.com
0404 397 514

Quote No: 192
Date: 22/02/2024

Ship To:

Tracking No
Ship Via
FOB

Description	Quantity	Rate	GST	Amount
For the delivery of Cultural Wildlife encounters Participants learn about the cultural significance of different animals. How the were created to how they are hunted & cooked. Date: Sunday 4th August 2024 Time:10-2pm Location:Tiverton Park Moulden	1	\$1,000.00	10%	\$1,000.00
Payment Details A 25% deposit of \$275.00 is required by 22/02/2024 .		Subtotal		\$1,000.00
		GST 10%		\$100.00
		Shipping		\$0.00
		Total		\$1,100.00
		Withholding 0%		\$0.00
		Total		\$1,100.00
		Deposit due 22/02/2024		\$275.00



QUOTE



yenzentertainment@hotmail.com

M: 0439627299

ABN: 88 727 910 317

Yeni Redding
PO Box 142
Howard Springs
NT 0835

Date : 14/02/2024

QUOTE# Q2024018

To: Jody Mummery
Contact:

Description			
	QTY	Hrs	Cost
Aboriginal and Torres Strait Islander Children's Day Tiveton Park Moulden Sunday 4 th August 2024 10.00am – 2.00pm Face Painting **Providing own Shade and setup**	1	4	\$600.00
SUB TOTAL			\$600.00
GST 10%			\$60.00
TOTAL			\$660.00

To secure this quote confirmation is needed within 7 Days

Any questions or further assistance please don't hesitate to contact me.

Yeni Redding
0439627299

** Please read all terms and conditions. Pg2 /2



Bits and bobs of business stuff .. Terms & Conditions

- CONFIRMATION-

- * A client agrees to all terms and conditions when confirmation has been given by both parties (Client & Yenz Entertainment) making the booking secure.
- * Client agrees to make payment in full on the confirmed quote and invoice.

- CANCELLATIONS-

* Once confirmation is given the booking is solid. Any cancellations made 14 days or more prior to the event date will incur a minimum 50 % of the invoice fee. If any additional cost related to the booking ie. Travel & Accommodation, Registration Fees, Special supplies, outsourced Entertainment fees & Deposits or any other out of the ordinary cost involved, which has been paid for by Yenz Entertainment in advance, will be charged in full to the client to cover these losses.

* Entertainment being canceled due to client arranged travel arrangement changes, that cant be accommodated by Yenz Entertainment, will be subject to the cancellation terms and conditions and payment will still be required.

* Payment in full is required for any cancellations made after the 14 day period.

- REFUND-

* If by rare chance Yenz Entertainment or fellow artists booked by Yenz ,on behalf of a client, isnt able to attend an event all endeavors will be made to find a replacement artists. If it so happens a replacement can not be found any advanced payments made to Yenz Entertainment for the unavailable artist will be fully refunded to the client.

- PAYMENT METHODS

* Payment can be made by means of EFT. Cash or cheque on the day if prior arrangements have been made. Credit card or Paypal payments can be made but need to be arranged prior to event.

* All PayPal Credit Card Payments will have a transaction fee of 2.6% applied. Please advise prior to event date if you wish to pay via this method.

- SAFETY-

* Safety is a priority and if at any point there is concern for personal safety for Yenz Entertainment crew or fellow booked artists the Client will be informed. If the situation can not be rectified the artists will not be able to continue providing the agreed services for the client. No refunds will be given. This includes weather conditions, weather warnings, crowd control issues and COVID19 disruptions.

- PUBLIC LIABILITY -

* Yenz Entertainment holds its own private public liability but does not hold any responsibility for personal injuries, loss of property or income by those attending and or participating, at their own risk, in activities provided by Yenz Entertainment.

- WEATHER-

* Face Paints and Balloons are harshly effected by direct sun or extreme hot weather. Artists will not be able to paint in unprotected conditions.

* Sun smart and weather smart is important to Yenz Face Painting and if the booked event is being held in the great outdoors during the day a solid shaded area is needed to insure protection from the sun, heat and wet weather depending on the season. If solid shade can not be supplied by the client Yenz Entertainment can supply its own shade marquee but this needs to be arranged at time of booking. If the event is being held at night good lighting is needed to insure the quality and the quantity of the services being provided is maintained. A well lit area to be provided by the client.

* Please note that Shade cloth shades or patchy Tree shade does not provide adequate protection from the harsh UV rays. Long periods of exposure to the sun is not recommended by the Cancer Council and Skin Cancer Specialists, even when using sun screen. A solid shade marquee can be provided by Yenz Entertainment but must be arranged at time of booking.



Taleena Lui-Villaflor
Email taleena.villaflor@icloud.com

QUOTE **DATE: 22/02/2024**

TO: City of Palmerston

08 8935 9919

0459 288 043

PO Box 1, Palmerston NT 0831 Australia

FROM: Taleena Lui-Villaflor

12 Mahogany Crescent

Karama NT 0812

Contact: 0432033071

Qty	Description	Total
1	Aboriginal & Torres Strait Children's Day Sunday 4 th August 2024 Stencil Printing on Calico Bags x 50	\$500.00
	TOTAL	\$500.00



Taleena Lui-Villaflor
Email taleena.villaflor@icloud.com

QUOTE **DATE: 22/02/2024**

TO: City of Palmerston

08 8935 9919

0459 288 043

PO Box 1, Palmerston NT 0831 Australia

FROM: Taleena Lui-Villaflor

12 Mahogany Crescent

Karama NT 0812

Contact: 0432033071

Qty	Description	Total
1	Aboriginal & Torres Strait Children's Day Sunday 4 th August 2024 Stencil Printing on T-Shirts x 50	\$1000.00
	TOTAL	\$1000.00

COUNCIL AGENDA Attachment 13.1.3.1

Name: June Mills

PH: 0457 755 858

QUOTE

Grassroots

Description	HRS	Rate	GST	Amount
ATSI Children's Day Celebrations Palmerston Puppet Show & Story time 2 nd August 2024		\$500.00		\$500.00
			Sub Total:	
			Includes GST:	
			Total:	\$500.00

Balance Due: \$500.00



Congratulations your booking has been approved!

The next step to finalise your booking is to make payment within 48 hours, please see tax invoice below.

If you have not yet paid for your hire, please make payment via the links below. If you are paying with cash on arrival please let us know when we speak to you next.

We will be in touch prior to your event to confirm the event details and staff arrival times, please ensure you are responding to this email with any immediate changes by Tuesday 4pm the week of your event.

TAX INVOICE

By Progress Pty Ltd Trading As GIGGLING GECKOS

ABN: 34 162 403 287

4/25 Mighall Place, Holtze, NT
PH: 0416 166 326

EMAIL: info@gigginggeckos.com.au

Invoice No. 5618

Ref:

Date: 03/06/2024

Invoice Address

Tiventon Park
Moulden, 0830

Venue Address

Tiventon Park
Moulden, 0830

Invoice Contact

Name: Grassroots Action Palmerston Aboriginal Corporation- Jody Mummery QUOTE
Phone:
Mobile: 0421745411
Email: jody@gapnt.com.au

Hire Details

Event Date: 02/08/2024
Start Time: 10:00AM
End Time: 12:00PM

Items Hired

[Crocodile Crunch](#)

Product Price:	\$330.00
1x Operator	\$160.00
1x Generator	\$180.00
Discount	-\$50.00
Net Total:	\$620.00
GST:	\$62.00
Balance:	\$682.00

INVOICE IS INCLUSIVE OF GST

NETT 7 DAYS

Payment Options:

*******NOTE NEW BANKING DETAILS*******

Cash upon arrival - Please have correct amount as we may not have change.

Secure online credit card payment, click here:

BANK EFT: Westpac - By Progress Pty Ltd

BSB: 036 069

ACC: 178 178

Use booking Reference Number 5618 and your name as reference.

[Thank you for your business and supporting a N.T. born & bred family](#)

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.1.4
REPORT TITLE:	Community benefit Scheme – Neighbourhood Watch Grant Application
MEETING DATE:	Tuesday 18 June 2024
AUTHOR:	Community Services Manager, Sheree Jeeves
APPROVER:	General Manager Community, Konrad Seidl

COMMUNITY PLAN

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

PURPOSE

This Report seeks Council endorsement of a community grant for Neighbourhood Watch for \$12,680 to deliver six (6) Safety for Palmerston activities across 2024-2025.

KEY MESSAGES

- Council provides funding through the Community Benefit Scheme (CBS) to eligible community groups and organisations to deliver activities, projects and services that benefit the Palmerston Community.
- Neighbourhood Watch NT (NHWNT) is a not-for-profit, incorporated organization committed to helping create safer, better connected and more inclusive communities. Neighbourhood Watch NT (NHWNT) is a not-for-profit, incorporated organisation committed to helping create safer, better connected and more inclusive communities.
- NHWNT is seeking funding of \$12,680 to provide several events throughout the year that support community engagement and safety education.
- The engagement will provide preventative safety information that is easily implementable to help build the safety tool belt of Palmerston residents.
- Support for Community Safety initiatives, demonstrates Council commitment to addressing key community concerns toward safety and wellbeing outcomes for City of Palmerston.

RECOMMENDATION

1. THAT Report entitled Community benefit Scheme – Neighbourhood Watch Grant Application be received and noted.
2. THAT Council endorse a grant agreement with Neighbourhood Watch from the 2023/24 Community Benefit Scheme for \$12,680 to deliver six Safety for Palmerston activities in 2024-2025 as per their application **Attachment 13.1.4.1** to Report entitled Community benefit Scheme – Neighbourhood Watch Grant Application.

BACKGROUND

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

This Report seeks Council consideration of a Community Benefit Scheme application from Neighbourhood Watch to fund six (6) Safety for Palmerston activities in Palmerston as per their application **Attachment 13.1.4.1** to report entitled Community benefit Scheme – Neighbourhood Watch Grant Application.

DISCUSSION

On 7 May 2024 Neighbourhood Watch NT applied to City of Palmerston through the Community Benefit Scheme for \$12,680 to fund six (6) Safety for Palmerston activities across 2024-2025.

Neighbourhood Watch NT (NHWNT) is a not-for-profit, incorporated organisation committed to helping create safer, better connected and more inclusive communities. Their organisation operates under two key pillars: Education and Connection. They believe raising awareness of Safety Strategies and resources will create safer communities.

NHWNT would like to partner with City of Palmerston to provide several events throughout the year that support community engagement and safety education. NHWNT have based their application on the six (6) criteria identified in Palmerston's International Safe Community report 2012 which includes:

- Partnerships
- Sustainable Programs
- High risk groups and environments
- Injury data
- Evaluation
- Networks.

The referenced Safe Community Program was previously run by City of Palmerston through a Safe Communities Committee. This Program no longer exists and has been replaced by the Palmerston Safety Network and the Palmerston Community Safety Advisory Committee.

NHWNT have requested \$12,680 to deliver six (6) events in Palmerston over the course of 12 months which include:

- Two (2) school holiday connection events
 - Event Cinemas – a local Police Officer and Neighbourhood Watch staff will run activities and engage with local families to educate and raise awareness about safety, create positive rapport and teach families the strategies they can implement to achieve best safety practices. The events attracts up to 160 community members.
 - Palmerston Golf and Country Club: Mini Golf – this event can host up to 80 community members, encouraging connection with other Palmerston families. The event includes engagement by Police and Neighbourhood Watch staff at each hole to provide important safety information, awareness and education.
- Meet and greet at Palmerston Markets – a booth with a Police Officer to meet and greet Palmerston residents to communicate best safety practices and information about community safety groups.
- Three (3) Personal Protection workshops targeted at the following demographics:
 - Women
 - Community
 - Seniors
- These workshops host up to 25 participants each to learn easily implementable safety practices including a directional segment and a participative/hands-on segment. These workshops are supported by an NT Police representative.

The community benefits from this application include:

- Improved community connections and engagement

- Education and awareness for community safety
- Improved safety practices for Palmerston residents, particularly high-risk target groups.

NHWNT will recognize City of Palmerston in the following ways:

- City of Palmerston Logo on advertising and promotional material
- Feature City of Palmerston signage and banners at each event
- Logo featured on social media and website acknowledging event support
- Verbal acknowledgement at events.

City of Palmerston can further support through joint marketing and promotion.

This application aligns to City of Palmerston's Community Plan: Outcome 1 Family and Community: Palmerston is a safe, friendly, and family city that offers high quality lifestyle; a happy sanctuary. When people feel safe, are secure and support in their community, they participate actively and can fully enjoy what Palmerston has to offer.

Recommended Support \$12,680.

This proposal presents a great opportunity for City of Palmerston to demonstrate strong partnerships with local community organisations in the delivery of safety initiatives, which is a clear priority for the Palmerston community. Safety is a critical issue identified annually in City of Palmerston Community Survey, with 70% of respondents identifying safety issues as a key concern in 2023. This proposal presents an opportunity for City of Palmerston to show commitment in responding to community feedback regarding safety concerns. The proposal targets key demographics in relation to safety including women, children, and seniors and will increase the visibility and awareness of Neighbourhood Watch in Palmerston.

It is suggested that the funding agreement stipulates that NHWNT heavily promote their Home Security Self Assessments at each engagement opportunity to further contribute to community safety. It will also be requested that the Mayor of City of Palmerston has the opportunity for attendance and give a speech where appropriate to further acknowledge the funding contribution.

CONSULTATION AND MARKETING

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

- Neighbourhood Watch

POLICY IMPLICATIONS

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

BUDGET AND RESOURCE IMPLICATIONS

The CBS Budget for 2023/24 financial year for grants, donations and sponsorships is \$230,000. \$202,940 has been expended with \$27,060 remaining to support future projects and event which benefit the Palmerston Community.

The CBS applications presented to Council at this meeting of 18 June include the amounts of:

- \$12,680
- \$5,000
- \$8,640
- Totalling at \$26,320

A Place for People

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This Report addresses the following City of Palmerston Strategic Risks:

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

STRATEGIES, FRAMEWORK AND PLANS IMPLICATIONS

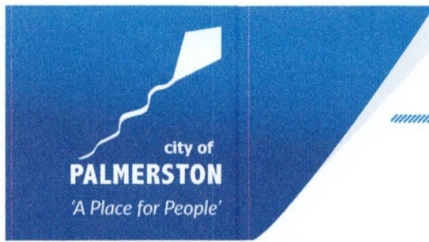
This report aligns to the [Inclusive, Diverse and Accessible Policy Framework](#).

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. ELIGIBILITY NHWNT [13.1.4.1 - 39 pages]



APPLICATION FORM

GRANTS AND DONATIONS

REQUESTS IN EXCESS OF \$2000

Organisation Name: Neighbourhood Watch Northern Territory INC

Contact Name: Veronica Larson

Position of Contact: CEO

Telephone: _____ Mobile: 04137 996 198

Email: ceo@nhwnt.org.au

Address: Nightcliff Police Station

Postal Address: PO Box 36 Parap NT 0875

Account Name: Neighbourhood Watch Northern Territory

Account Number: [REDACTED] BSB: [REDACTED]

Amount Requested: \$12,680.00 ABN: 58984560335

Activity Name: Safety for Palmerston Activity Date: 2024 - 2025

Location of Activity: Varried locations

Environmental Initiative (Please tick if this request relates to an Environmental Initiative)

ATTACHED WRITTEN APPLICATION WHICH INCLUDES:

PLEASE ATTACH THE FOLLOWING DOCUMENTATION TO YOUR WRITTEN APPLICATION:

- Details of project, Detailed project budget, Evidence of alternate sources of funding to a minimum of 30% of project costs.
- Most recent audited financial statement (If application exceeds \$10,000)
- Proof of registration as Community, NFP or Incorporated body
- Contact details of Elected Office Holders
- Proof of appropriate insurance, certificate of currency
- Minuted details of your organisation's resolution to request funding

Please see overleaf for further information about Environmental Initiatives

Funding of this proposed activity/event/item will benefit the Palmerston Community, by:

Showing the residents of Palmerston their safety matters, providing them practical, implementable safety resources to help them feel and be safer.

and relates to the following goals and strategies in the City of Palmerston Community Plan:

Supporting the Crime efforts for the City of Palmerston

Signed: Veronica Larson Date: 3/05/2024

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

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

PO Box 1 Palmerston NT 0831

8935 9922

8935 9900

palmerston@palmerston.nt.gov.au

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

CITY OF PALMERSTON - GRANTS REQUESTS EXCESS \$2000 APPLICATION / 1

Project Proposal

City of Palmerston and Neighbourhood Watch
Joint Safety Campaign



Presented To
Kate Townsend
Laura Hardman, Community Development Officer

Presented by
Veronica Larson
Ally Slack

Table of Contents

3	About NHWNT	9	Summary
4	Mission and Vision	10	Online Content Examples
5	Proposal		
6	Proposed Timeline		



PROJECT PROPOSAL

About Neighbourhood Watch NT

Neighbourhood Watch NT (NHWNT) is a not-for-profit, incorporated organisation committed to helping create safer, better connected and more inclusive Territory communities. Our organisation operates under two key pillars: Education and Connection. We believe that raising awareness of Safety strategies and resources will create safer communities.

NHWNT has been in the Territory since 1989 and serve the whole of the Northern Territory connecting with each community to serve them on a level that speaks directly to their safety needs and concerns.

Our strategic goals are to provide relevant and inclusive community safety information to all Territorians through education, and to help bring residents together to build safer and better-informed communities through connection.

NHWNT works diligently to create campaigns and tools that the community can use to stay safe and is eager to hear from individuals on how best we can support them in the Territory.



Who We Are

Operational Team



Veronica Larson

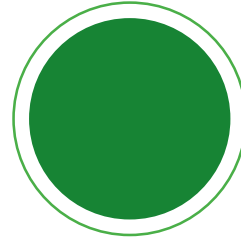
CHIEF EXECUTIVE
OFFICER

e: ceo@nhwnt.org.au
m: 0437 996 198



Ally Slack

MARKETING & ADMIN
OFFICER



TBA

POLICE SUPPORT
OFFICER

Board of Management

- Ruth Palmer
- Hannah Finbow
- Jenny Duggan
- Shellie Lay
- Janelle Tonkin
- Dan Shane
- Fletcher Austin

Mission and Vision

NHWNT's Mission and Vision are one:
To create safer, better connected and
more inclusive communities.

Proposal

Neighbourhood Watch NT (NHWNT) is here to provide preventative safety information that helps to lessen the chances of Palmerston residents being victims of opportunistic crime.

NHWNT would like to partner with The Safe Communities Program and the City of Palmerston to provide several events throughout the year that support community engagement and safety education.

NHWNT knows that one in four Territorians report feeling lonely and by providing events meant to create a safe space for Palmerston residents of all ages to get together, we will increase the chances of connection. In addition, NWHT provides preventative safety information that is easily implementable to help build the safety tool belt of Territory residents.

NHWNT measures up to The Safe Communities Program's indicators by supporting high-risk groups and environments and provide programs, events and resources for vulnerable groups across all ages. We care about building better connected, more inclusive Territory neighbourhoods and encouraging Territorians to be the best neighbour possible.

NHWNT has put together a list of community connection events that we can host with your financial backing. The proposed list keeps consistent safety connection opportunities available in Palmerston throughout the year. Please note that the proposed schedule is flexible and we're happy to add to or take away from what we're currently showing. We're grateful to already have been listed under the City of Palmerston's Community Safety page and hope to deepen our partnership and increase safety education and connection for Palmerston residents.

NHWNT will recognise the City of Palmerston's generosity and support to their community by having their logo on all event posters, sharing thank you posts about each event on our socials and in our quarterly newsletters which can include a link to the City of Palmerston's page if you wish, a City of Palmerston stand up sign (supplied by the City of Palmerston), a thank you on any radio or print opportunities we are offered and an invitation on each event.

Thank you in advance for your time and assistance with the grant application process, I appreciate you.

Proposed Timeline

01 July 2024 – 01 July 2025

The following is a draft schedule of what NHWNT would like to offer Palmerston in 2024/25:

August: School Holidays Family Cinema Event. Police attend and interact with kids and families; we have a colouring in contest and provide a few gift cards to help them make it special. The idea is to provide parents and children with a safe, affordable connection event where they can learn about safety, create a positive rapport with police, ask safety questions, get rewarded for answering safety questions, learn what family safety strategies they can implement to achieve the best safety practices. The cinema can see up to 160 people and we typically hit high numbers and have great participation from kids and their guardians.

October: Personal Safety Session: Community. This is an all ages, all sexes workshop. We can host up to 25 participants and usually wind up with a diverse audience. They'll learn easily implementable safety practices that will help them to feel and be safer. This workshop also includes a directional segment as well as the demonstrative and participative/hands-on segment. The NT Police support us and attend all workshops to assist with demonstrations and kick shield practice. They also answer questions for participants. We have been partnering with her and Victims of Crime NT for over five years to bring affordable and informative safety practices to Territorians.

December: Booth and Police Officer at Palmerston Market. We would bring biscuits as they're a huge hit at the markets. The idea is to meet and greet as many Palmerston residents as possible. The markets have people at of all ages and we can communicate the best safety practices with them as well as let them all know they can volunteer in Palmerston for community safety groups and we'll help get them started. Often times just a pair or individuals are walking by so it is simple to really connect with them, hear their concerns and provide them with the best suited information to support them.

PROJECT PROPOSAL

February: Personal Safety Session(s) series: Women's. We can host up to 25 women in this workshop. A women's workshop is designed to make women feel more comfortable and the information is tailored to them. They learn implementable practices that will allow them to feel and be safer. There is a directional segment with a power point show and dialogue between attendees and the facilitator who is a 6th degree black belt, long-time owner of Personal Protection Strategies. There is also a demonstrative segment as well as a hands-on segment. The NT Police support us and attend all workshops to assist with demonstrations and kick shield practice. They also answer questions for participants. We have been partnering with her and Victims of Crime NT for over five years to bring affordable and informative safety practices to Territorians.

April: School Holiday Family Golf Event. This affordable event can host up to 80 attendees. It is a terrific way to encourage families to get out of their normal routines and connect with other families from Palmerston. We can place people that don't already know each other into groups and provide safety information at each hole. We can also provide prizes and police asking safety questions along the way to ensure we're educating Palmerston residents on the best safety practices and providing an opportunity for connection. It's also important that the kids see the police as safe, approachable people who they can talk to. This is a great opportunity to provide that needed interaction.

June: Personal Safety Session: Seniors. This is a senior specific workshop. 55 years of age and older is preferred as we keep the information tailored to their needs and concerns. They'll learn easily implementable safety practices that will help them to feel and be safer. This workshop also includes a directional segment as well as the demonstrative and participative/hands-on segment. The NT Police support us and attend all workshops to assist with demonstrations and kick shield practice. They also answer questions for participants. We have been partnering with her and Victims of Crime NT for over five years to bring affordable and informative safety practices to Territorians.

PROJECT PROPOSAL

Research behind project

NHWNT has a successful track record of hosting well attended events that meet KPIs and provide actual improved connection and safety practices to Territorians.

Relationship to brand

The City of Palmerston and NHWNT brands are well known and have a passion for supporting their community. In this case, as safety is number one on the City of Palmerston's list, the joint effort would be not only on brand but a partnership that would serve the community and hold a larger impact with residents.

What needs to be implemented to achieve this project

In order to achieve this project in full, NHWNT's team will collaborate with vendors and venues to ensure the events are well coordinated and attended. NHWNT also creates an Eventbrite for some of the events including Personal Protection Workshops as well as the golf and cinema events. In addition, reminders are set and sign ups at the door provide us an easy way to track attendance.

With the funding to pay for the needed items we can provide memorable, safe and helpful events in Palmerston.

Summary

After discussing with the City of Palmerston team what best would suit their needs, we made a plan based on safety being the number one concern reported back on the city surveys.

List reasons behind it and the people involved

The largest reason for this campaign is that it is the number one issue reported on City of Palmerston Surveys is safety. Providing preventative personal safety is what NHWNT is all about. Our Darwin team will attend the events, pick up and drop off City of Palmerston signage/materials and arrange all necessary venues, logistics and create and distribute the posters for each event.

How much the overall project will cost

Budget breakdown attached.

How will we accomplish our goal

By providing the best experience and interaction possible with all Palmerston residents.

Steps we will take

We will take the steps needed to be prepared for each event, in advance, starting with our events layout for 2024/25.

People we will work with

We will work with venues/organisations such as Personal Protection Strategies, Cazalys, Palmerston Markets, Victims of Crime NT, NT Police, Events Centre Palmerston and of course the City of Palmerston.

Estimated time of completion

We will host our last event in July 2025.

Examples of online content

See what people on social media are interested in.

Previous promotion of event:

The image shows a screenshot of a Facebook post from 'Neighbourhood Watch NT' published on October 17, 2022. The post text reads: 'Join us at 5:30pm on Thursday, 20th October at the Palmerston Library Community Room for a FREE Zumba class - let's dance our way to a connected community. This event is open to anyone, regardless of age or fitness level. Please wear comfortable clothing and bring a refillable water bottle. Register on Eventbrite: <https://bit.ly/3rHPKzQ>'.

Below the post is a promotional flyer for the Zumba class. The flyer has a green background and features the following text: 'ZUMBA LET'S DANCE OUR WAY TO A CONNECTED COMMUNITY! Join Neighbourhood Watch NT and Zumba Fitness with Sophie for a 45 minute Zumba class! THURSDAY 20 OCTOBER 5:30-6:30 PM PALMERSTON LIBRARY Community Room'. It includes a QR code for registration, contact information (Phone: 0437 996 198, Email: nhwnt@nhwnt.org.au), and logos for Neighbourhood Watch NT, Northern Territory Government, and Neighbourhood Watch NT. The flyer also contains three photographs: a Zumba class in a room with colorful lights, an outdoor Zumba class in a park, and a group photo of the participants.

PROJECT PROPOSAL

Safety Messaging:

The image shows a Facebook post from 'Neighbourhood Watch NT' dated January 22 at 12:30 AM. The post contains text advising residents to ask neighbors for help with mail and bins when away, and to complete an absentee advice form. Below the text is a photo of a man in a pink shirt with a speech bubble that says 'If you're away... Ask a neighbour to collect your mail and put the bin out'. At the bottom of the post are logos for Territory Community Safety, Neighbourhood Watch NT, and Northern Territory Government. A link to 'FORM.JOTFORM.CO Absentee Advice Form' is provided with a 'Learn more' button. Engagement stats show 64 likes and 7 comments.

Neighbourhood Watch NT
January 22 at 12:30 AM · 🌐

If you are going away consider asking your neighbours or friends to collect your mail, put your bins out and mow your lawns.

Complete the Absentee Advice Form when you are going away for an extended period to provide Emergency Services with contact details if there is an issue at your property.

If you're away...

Ask a neighbour to collect your mail and put the bin out

Territory Community Safety | NEIGHBOURHOOD WATCH NT | Proudly supported by NORTHERN TERRITORY GOVERNMENT

FORM.JOTFORM.CO i

Absentee Advice Form Learn more

Please click the link to complete this form.

64 7 comments 1 share

PROJECT PROPOSAL

Personal Safety Sessions:



Stalls:



BOARD OF MANAGEMENT	
CHAIRPERSON Name: Ruth Palmer Phone: 0450 428 314 Email: rpalmer@propertycouncil.com.au	VICE CHAIR Hannah Finbow Phone: 0417 370 488 Email: ricandhannahquilly@hotmail.com
PUBLIC OFFICER Name: Phone: Email:	SECRETARY Name: Phone: Email:
TREASURER <i>Vacant</i> Phone: Email:	KATHERINE REGIONAL REPRESENTATIVE Jenny Duggan Phone: 0439 722 726 Email: astralcontracting@bigpond.com
LGANT Dan Shane Phone: 89 589 500 Email: daniel.shane@centraldesert.nt.gov.au	NT POLICE REPRESENTATIVE Assistant Commissioner Janelle Tonkin Phone: 0459 876 265 Email: janelle.tonkin@pfes.nt.gov.au
SOUTHERN REPRESENTATIVE Name: Phone: Email:	BOARD MEMBER Name: Phone: Email:
BOARD MEMBER Shellie Lay Phone: 0411 553 121 Email: shellie@simplefinancesolutions.com.au	BOARD MEMBER Vacant Phone: Email:
OPERATIONAL STAFF	
CHIEF EXECUTIVE OFFICER Veronica Larson Phone: Wk: 0497 008 807 / 0417 785 275 Email: executive@nhwnt.org.au	NHWNT SUPPORT POLICE OFFICER Police Auxiliary: Currently Vacant Phone Wk: 08 8999 0847 / 04 0394 631 Email: nhwnt@nhwnt.org.au
SOUTHERN ENGAGEMENT OFFICER Veronica Larson Phone: Wk: 0437 996 198 / 0417 785 275* Email: southern@nhwnt.org.au	MARKETING AND ADMIN OFFICER Ally Slack Phone: 8999 0847 Email: admin@nhwnt.org.au

NEIGHBOURHOOD WATCH NORTHERN TERRITORY INC.

ABN: 58 984 560 335

SPECIAL PURPOSE FINANCIAL REPORT

FOR THE YEAR ENDED
30 JUNE 2023



Neighbourhood Watch Northern Territory Inc
ABN: 58 984 560 335
PO Box 36
PARAP NT 0820

Phone: 08 8999 0847

Email: executive@nhwnt.org.au
Web: www.nhwnt.org.au

NEIGHBOURHOOD WATCH NORTHERN TERRITORY INC
SPECIAL PURPOSE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023

INDEX

Section	Description	Page
1)	Committee of Management Report	3
2)	Auditors Independence Declaration	4
3)	Responsible Persons Declaration	5
4)	Audit Report	6-7
5)	Statement of Comprehensive Income	8
6)	Statement of Financial Position	9
7)	Statement of Changes to Equity	10
8)	Statement of Cash Flows	11
9)	Notes To and Forming Part of the Special Purpose Financial Report	12-16

NEIGHBOURHOOD WATCH NORTHERN TERRITORY INC
SPECIAL PURPOSE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023

COMMITTEE OF MANAGEMENT REPORT

Our committee submits the financial report of the Neighbourhood Watch Northern Territory Inc. for the financial year ended 30 June 2023.

Committee of Management Members

The names of the committee members throughout the year and at the date of this report are:

Geoffry Boyton (Chairperson)	Malone Jennifer (Chairperson)
Andy Lewis (Treasurer)	Gabrielle Mappas (Public Officer)
Jennifer Duggan (Board Member)	Mark Snowdon (Board Member)
Shellie Lay (Board Member)	Sandy Alp (Board Member)
Jocelyn Cull (Board Member)	

Principal Activities

Neighbourhood Watch Northern Territory Inc is a community based, not-for-profit organisation dedicated to ensuring best practice advice is provided and accessible to all Territorians. NHWNT develop and promote public awareness campaigns, community education presentations, resources and a suite of toolkits that help Territorians stay secure, become more connected and feel safer in their community.

Significant Changes

No significant changes in the nature of these activities occurred during the year.

Operating Results

	30 June 2023	30 June 2022
	\$	\$
The operating result was a surplus / (deficit) for the year of	(83,216)	(34,689)

Geoffry Boyton
Chairperson

Gabrielle Mappas
Public Officer

Signed in accordance with a resolution of the committee this: 1st day of November 2023



MACLEOD
CORPORATION PTY LTD.

A.B.N. 25 082 636 968

Unit 8, 76 Proudlove Parade
ALBANY WA 6330

PO Box 5779
ALBANY WA 6332

ph 08 9841 2118

m. 0412 375 667

e. paul@macleodcpa.com.au

www.macleodcpa.com.au

29th October 2023

The Board
Neighbourhood Watch Northern Territory Inc.
PO Box 2063
ALICE SPRINGS NT 0810

By Email Only: executive@nhwnt.org.au

Dear Board,

AUDITOR'S INDEPENDENCE DECLARATION

Pursuant to Section 60.40 of the
Australian Charities and Not For Profits Commission Act 2012.

In relation to the audit for the year ended 30 June 2023, I declare that, to the best of my knowledge and belief, there have been no contraventions of the audit independence requirements of:

1. The Australian Charities and Not For Profits Commission Act 2012, or
2. The Accounting Professional and Ethical Standards Board.
3. Any applicable code of professional conduct.

Yours sincerely,

Paul Gilbert FCPA MBA
Macleod Corporation Pty Ltd



LIABILITY LIMITED BY A SCHEME APPROVED UNDER PROFESSIONAL STANDARDS LEGISLATION
Macleod Corporation Pty Ltd is a CPA practice

CERTIFIED PRACTISING ACCOUNTANTS



NEIGHBOURHOOD WATCH NORTHERN TERRITORY INC
SPECIAL PURPOSE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023

RESPONSIBLE PERSONS DECLARATION

The responsible persons declare that in their opinion:

- i) This financial report has been prepared as a special purpose financial report on the basis that Neighbourhood Watch Northern Territory Inc. is a non-reporting entity because there are no users of this financial report, who would otherwise be dependent on general purpose financial reports to satisfy all of their information needs.
- ii) The Special Purpose Financial Report presents fairly the financial position of Neighbourhood Watch Northern Territory Inc. as at 30 June 2023 and the income and expenditure for the year then ended in accordance with the accounting policies described in the notes to the Special Purpose Financial Report.
- iii) There are reasonable grounds to believe that Neighbourhood Watch Northern Territory Inc. will be able to pay all of its debts, as and when they become due and payable.
- iv) The financial report and notes satisfy the requirements of the Australian Charities and Not-for-profit Commission Regulation 2013.

Signed in accordance with subsection 60.15(2) of the Australian Charities and Not-for-profit Commission Regulation 2013.

Geoffrey Boyton
Chairperson

Gabrielle Mappas
Public Officer

Signed in accordance with a resolution of the committee this: 1st day of November 2023

INDEPENDENT AUDITOR'S REPORT

To: The Members of Neighbourhood Watch Northern Territory Inc.

Report on the Financial Report

We have audited the accompanying financial report of Neighbourhood Watch Northern Territory Inc., which comprises the Statement of Financial Position as at 30 June 2023, the Statement of Comprehensive Income, Statement of Changes in Equity, Statement of Cash Flows for the year then ended and notes comprising a summary of significant accounting policies, other explanatory information, and the statement by committee members.

In our opinion the financial report of Neighbourhood Watch Northern Territory Inc, has been prepared in accordance with Division 60 of the Australian Charities and Not-for-Profits Commission Act 2012, including:

- (a) giving a true and fair view of the Centre's financial position as at 30 June 2023, and of its financial performance for the year then ended; and
- (b) complying with Australian Accounting Standards to the extent described in Note 1, and Division 60 the Australian Charities and Not-for-profits Commission Regulation 2013.



**MACLEOD
CORPORATION PTY LTD.**

A.B.N. 25 082 636 968

Unit 8, 76 Proudlove Parade
ALBANY WA 6330

PO Box 5779
ALBANY WA 6332

ph 08 9841 2118

m. 0412 375 667

e. paul@macleodcpa.com.au

www.macleodcpa.com.au

Basis of Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Report section of our report. We are independent of the association in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 Code of Ethics for Professional Accountants (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Emphasis of Matter - Basis of Accounting

We draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared for the purpose of fulfilling the association's financial reporting responsibilities under the ACNC Act. As a result, the financial report may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

Emphasis of Matter – Cash Receipts

As is common for organisations of this type, it is not practicable for Neighbourhood Watch Northern Territory Inc to maintain an effective system of internal control over monies received, until their initial entry in the accounting records. Accordingly, our audit in relation to this income was limited to amounts that have been recorded in the accounting records. Our opinion is not modified in respect of this matter.

Responsibility of the Management for the Financial Report

Management of the association are responsible for the preparation of the financial report that gives a true and fair view and have determined that the basis of preparation described in Note 1 to the financial report is appropriate to meet the requirements of the ACNC Act and the needs of the members. Management's responsibility also includes such internal control as management determine is necessary to enable the preparation of a financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

In preparing the financial report, management are responsible for assessing the association's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intend to liquidate the registered entity or to cease operations, or have no realistic alternative but to do so.

Management are responsible for overseeing the association's financial reporting process.



LIABILITY LIMITED BY A SCHEME APPROVED UNDER PROFESSIONAL STANDARDS LEGISLATION

Macleod Corporation Pty Ltd is a CPA practice



Auditor's Responsibilities for the Audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken based on the financial report.

As part of an audit in accordance with Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We are also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the association.
- Conclude on the appropriateness of association's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the association to cease to continue as a going concern.
- Evaluate the overall presentation, structure, and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with Management regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Report on Other Legal and Regulatory Requirements

In accordance with the requirements of section 60-30 of the ACNC Act. We are satisfied that:

- a) we have received all information, explanation, and assistance necessary for the conduct of the audit.
- b) management has kept financial records sufficient to enable a special purpose financial report to be prepared and audited.
- c) management has kept other records as required by the ACNC Act.



Paul Gilbert FCPA MBA
Macleod Corporation Pty Ltd

Dated this: 18th day of October 2023



LIABILITY LIMITED BY A SCHEME APPROVED UNDER PROFESSIONAL STANDARDS LEGISLATION
Macleod Corporation Pty Ltd is a CPA practice

CERTIFIED PRACTISING ACCOUNTANTS



COUNCIL AGENDA

Attachment 13.1.4.1

**NEIGHBOURHOOD WATCH NORTHERN TERRITORY INC.
STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 30 JUNE 2023**

	Note	2023 \$	2022 \$
<u>INCOME</u>			
Grant Income	2	253,553	252,232
Interest Income		772	33
Donations		1,050	0
Other Income		2,568	2,163
		257,943	254,428
<u>EXPENDITURE</u>			
Accounting & Bookkeeping		1,090	2,647
Advertising & Promotion		7,285	30,811
Audit Fees		700	636
Bank Fees & Charges		23	0
Business Expenses		0	807
Depreciation		2,792	0
Educational Workshops		14,455	5,548
Equipment Purchases		726	2,707
Event Expenses		7,543	2,614
Facilities (Rent/Cleaning)		3,156	6,828
Gifts & Donations		318	892
Insurance		2,200	2,860
IT Expenses		0	7,497
Loss on Sale of Assets		934	0
Meeting Costs		5,983	1,721
Merchandise		5,005	0
Office Expenses		5,061	3,413
Payroll Expenses		215,017	169,996
Professional Services		0	1,039
Program Costs		19,587	4,412
Staff Training & Recruitment		7,700	7,141
Storage		0	55
Subscriptions/Memberships		1,277	0
Telephone & Internet		8,486	4,254
Travel & Accommodation		17,245	20,410
Uniforms		1,418	59
Volunteer Expenses		10,771	7,909
Website Expenses		2,387	2,568
Other Expenses		0	2,293
		341,159	289,117
Operating Result Surplus/(Loss)	8	(83,216)	(34,689)

The accompanying notes form part of these financial statements.

COUNCIL AGENDA

Attachment 13.1.4.1

**NEIGHBOURHOOD WATCH NORTHERN TERRITORY INC.
STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2023**

	Note	2023 \$	2022 \$
CURRENT ASSETS			
Cash on Hand		0	0
Cash at Bank	2	98,612	170,320
Accounts Receivable	3	0	3,769
TOTAL CURRENT ASSETS		98,612	174,089
NON-CURRENT ASSETS			
Office Equipment	4	0	5,515
Computer Equipment	4	10,855	9,625
Equipment	4	0	2,555
TOTAL NON-CURRENT ASSETS		10,855	17,695
TOTAL ASSETS		109,467	191,784
CURRENT LIABILITIES			
Accounts Payable	5	28,095	19,605
Provision for Employee Entitlements	6	8,288	0
TOTAL CURRENT LIABILITIES		36,383	19,605
NON-CURRENT LIABILITIES			
Provision for Employee Entitlements	6	0	0
TOTAL NON-CURRENT LIABILITIES		0	0
TOTAL LIABILITIES		36,383	19,605
NET ASSETS		73,084	172,179
Represented by:			
EQUITY			
Accumulated Surplus		73,084	172,179
Asset Revaluation Reserve		0	0
TOTAL EQUITY		73,084	172,179

The accompanying notes form part of these financial statements.

NEIGHBOURHOOD WATCH NORTHERN TERRITORY INC.
STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2023

	Note	2023 \$	2022 \$
<hr/>			
EQUITY			
<u>Accumulated Surplus</u>			
Balance as at the beginning of period		172,179	206,868
Prior period adjustment		(15,879)	0
Net result for the period		(83,216)	(34,689)
		<hr/>	<hr/>
Balance as at the end of period		73,084	172,178
<u>Asset Revaluation Reserve</u>			
Balance as at the beginning of the period		0	0
Revaluations of Non- Current Assets		0	0
Revaluation Movement		0	0
		<hr/>	<hr/>
Balance as at the end of the period		0	0
TOTAL EQUITY		<hr/> <hr/>	<hr/> <hr/>

The accompanying notes form part of these financial statements.

NEIGHBOURHOOD WATCH NORTHERN TERRITORY INC.
STATEMENT OF CASHFLOWS
FOR THE YEAR ENDED 30 JUNE 2023

	Note	2023 \$	2022 \$
CASHFLOWS FROM OPERATING ACTIVITIES			
Receipts – Government Grants		257,322	262,174
– Interest		772	33
– Other Income		3,618	2,163
Payments – Suppliers		(125,461)	(122,357)
– Employees		(206,729)	(175,612)
Net Cash flows from / (used in) Operating Activities	8	<u>(70,478)</u>	<u>(33,599)</u>
CASHFLOWS FROM INVESTING ACTIVITIES			
Proceeds from sale of property, plant & equipment		0	0
Purchase of Property, Plant & Equipment		(1,230)	0
Net Cash flows used in Investing Activities		<u>(1,230)</u>	<u>0</u>
CASHFLOWS FROM FINANCING ACTIVITIES			
Capital Grants- Other		0	0
Repayment of Borrowings		0	0
Net Cash flows used in Financing Activities		<u>0</u>	<u>0</u>
NET INCREASE/(DECREASE) IN CASH HELD		<u>(71,708)</u>	<u>(33,599)</u>
Add: Opening Cash Balance Forward		170,320	203,919
CLOSING CASH CARRIED FORWARD		<u>98,612</u>	<u>170,320</u>

The accompanying notes form part of these financial statements.

NEIGHBOURHOOD WATCH NORTHERN TERRITORY INC
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR YEAR ENDED 30 JUNE 2023

NOTE 1 – STATEMENT OF ACCOUNTING POLICIES

The Committee of Management have prepared the financial statements on the basis that the entity is a non-reporting entity because there are no users dependent on general purpose financial reports. This financial report is therefore a special purpose financial report that has been prepared to meet Committee of Management's financial reporting requirements under the Neighbourhood Watch Northern Territory Inc constitution.

The financial report has been prepared in accordance with the significant accounting policies disclosed below, which the Committee of Management have determined are appropriate to meet the needs of the members. Such accounting policies are consistent with the previous period unless stated otherwise.

The financial report has been prepared in accordance with the requirements of the Associations Incorporation Act and the following Australian Accounting Standards:

- AASB 101, Presentation of Financial Statements
- AASB 107, Statement of Cash Flows
- AASB 108, Accounting Policies, Changes in accounting Estimates and Errors
- AASB 1031, Materiality
- AASB 1048, Interpretation of Standards
- AASB 1054, Australian Additional Disclosures.

No other applicable Accounting Standards, Australian Accounting Interpretations or other authoritative pronouncements of the Australian Accounting Standards Board have been applied.

The financial report has been prepared on a modified accrual basis of accounting including the historical cost convention and the going concern assumption.

The following material accounting policies, which are consistent with the previous periods unless otherwise stated, have been adopted in the preparation of the financial report:

a) Income Tax

Charitable Institution

The Australian Charities and Not-for-Profits Commission has registered the Association as a Charitable Institution pending. Consequently, the Australian Taxation office has endorsed the Association, and it is eligible for the following concessions:

- (i) GST concession.
- (ii) FBT Exemption.
- (iii) Income taxation exemption.

No change in its tax status because of activities undertaken during the year is likely.

b) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, deposits held at call with banks, and other short-term highly liquid investments with original maturities of three months or less. Bank overdrafts are shown within short-term borrowings in current liabilities on the statement of financial position.

NEIGHBOURHOOD WATCH NORTHERN TERRITORY INC
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR YEAR ENDED 30 JUNE 2023

c) Inventories

Inventories held in respect of books for the library have been valued by using the weighted average cost on a continual basis, after adjustment for loss of service potential.
Inventories held in respect of books held for resale have been valued at the lower of cost and net realisable value.

d) Investments

Investments comprise available-for-sale financial assets designated as available-for-sale, but which are not deemed to be held principally for trading purposes and include equity investments. Investments are initially recognised at fair value plus transaction costs.
Subsequent gains or losses arising from changes in fair value are included as a separate component of equity in the available-for sale revaluation reserve except for interest, dividends and foreign exchange gains and losses on monetary assets, which are recognised directly in the income statement. When the investment is sold, the cumulative gain or loss relating to the investment is transferred from the available-for-sale revaluation reserve to the income statement.

e) Property, Plant and Equipment (PPE)

Land and buildings including development and construction is measured at cost adjusted for market value. Neighbourhood Watch Northern Territory Inc has a policy of revaluing land and buildings every three years. A provision for increase or decrease in market value is recognised in the statement of financial position to re-state cost, and a corresponding market value adjustment is recorded in the Asset Revaluation Reserve.

Plant and equipment are measured on the cost basis less depreciation and any impairment losses.

Right of use assets where a lessee is granted the right to use an asset over the life of the asset (together with the lease payment obligation liability) have not been brought to account, which is otherwise a requirement of AASB16 "Leases".

Materiality

Assets with an economic life more than one year are only capitalised where the cost of acquisition exceeds materiality threshold of \$500.

Depreciation

The depreciable amount of plant and equipment is depreciated on a diminishing value and straight-line basis over the asset's useful life to the entity commencing from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

The depreciation rates used for each class of depreciable assets are:

<u>Class of Fixed Asset</u>	<u>Depreciation Rate</u>
Office Equipment	20–30% DV
Computer Equipment	4% DV

f) Employee Benefits

Provision is made for the association's liability for employee benefits arising from services rendered by employees to the end of the reporting period. Employee benefits have been measured at the amounts expected to be paid when the liability is settled. No employee entitlement to annual leave or long service leave has been brought to account as at balance date as the liability is not considered material.

NEIGHBOURHOOD WATCH NORTHERN TERRITORY INC
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR YEAR ENDED 30 JUNE 2023

g) Provisions

Provisions are recognised when the Centre has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result, and that outflow can be reliably measured. Provisions are measured at the best estimate of the amounts required to settle the obligation at the end of the reporting period.

h) Revenue and Other Income

Non-reciprocal grant revenue is recognised in profit or loss when the entity obtains control of the grant, and it is probable that the economic benefits gained from the grant will flow to the entity and the amount of the grant can be measured reliably.

When grant revenue is received whereby the entity incurs an obligation to deliver economic value directly back to the contributor, this is considered a reciprocal transaction and the grant revenue is recognised in the statement of financial position as a liability until the service has been delivered to the contributor, otherwise the grant is recognised as income on receipt.

Donations and bequests are recognised as revenue when received.

Interest revenue is recognised as it accrues using the effective interest method, which for floating rate financial assets is the rate inherent in the instrument.

Dividends are recognised as revenue when received.

Revenue from the rendering of a service is recognised upon the delivery of the service to the customers.

The fair value of volunteer services contributed has not been recognised in accordance with AASB 1058 "Income of Not-for-Profit Entities". As a consequence, no volunteer labour expense and correspondingly no volunteer income has been brought to account.

i) Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Tax Office. In these circumstances, the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables in the assets and liabilities statement are shown inclusive of GST.

j) Going Concern & Economic Dependency

The accounts have been prepared on a going concern basis. The ability of the centre to continue as a going concern is dependent upon continued support from the NT Government and Alice Springs community. At the date of this report the committee have no reason to believe that the NT Government and the Alice Springs community will not continue to fund the operations of the Centre.

k) Comparatives

Comparative figures for the previous year have been reclassified to conform to the new format financial report.

COUNCIL AGENDA Attachment 13.1.4.1

NEIGHBOURHOOD WATCH NORTHERN TERRITORY INC NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR YEAR ENDED 30 JUNE 2023

Note	2023 \$	2022 \$
2 GRANT INCOME		
Centrelink	7,800	0
Community Benefit Fund	5,046	0
Jacana	3,000	0
NT Policing Grant Funding	224,320	180,288
Project Based Grant Funding	0	27,200
NT Government Grant	13,387	44,744
	253,553	252,232
3 CASH AT BANK		
Westpac Daily Account – 6331	36,040	4,127
Westpac Interest Account – 6358	58,633	163,361
Westpac Debit Darwin Account – 6366	2,011	904
Westpac Debit Kath - 6374	1,928	1,928
	98,612	170,320
4 RECEIVABLES		
Accounts Receivable	0	0
GST Tax Credit Control Account	0	3,769
	0	3,769
5 PROPERTY PLANT & EQUIPMENT		
Office Equipment at Cost	0	5,515
Less: Accumulated Depreciation	(0)	(0)
	0	5,515
Computer Equipment at Cost	12,419	9,625
Less: Accumulated Depreciation	(1,564)	(0)
	10,855	9,625
Equipment at Cost	0	2,555
Less: Accumulated Depreciation	(0)	(0)
	0	2,555
Total Land & Buildings	10,855	17,695

COUNCIL AGENDA Attachment 13.1.4.1

**NEIGHBOURHOOD WATCH NORTHERN TERRITORY INC
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR YEAR ENDED 30 JUNE 2023**

Note	2023 \$	2022 \$		
4 a) Movement in Carrying Amounts	Office Equipment	Computers	Equipment	Total
Balance 1 July 2021	5,515	9,625	2,555	17,695
Additions	0	0	0	0
Disposals / Write Off	0	0	0	0
Depreciation	0	0	0	0
Balance 30 June 2022	5,515	9,625	2,555	17,695
Additions	0	12,419	0	12,419
OWDV Adjustments		(8,070)		(8,070)
Disposals / Write Off	(5,515)	(327)	(2,555)	(8,397)
Depreciation	0	(2,792)	0	(2,792)
Balance 30 June 2023	0	10,855	0	10,855
		2023 \$	2022 \$	
5 ACCOUNTS PAYABLE				
Trade Creditors		13,152	(3,615)	
Income in Advance		6,825	0	
Goods & Services Tax Payable Control Account		6,443	4,324	
PAYG Withholding		0	6,042	
Superannuation		2,023	10,460	
Payroll Liabilities		(348)	2,395	
		28,095	19,606	
6 EMPLOYEE ENTITLEMENTS				
Provision for Annual Leave		8,288	0	
Provision for Long Service Leave		0	0	
		8,288	0	
Current		8,288	0	
Non-Current		0	0	
		8,288	0	

NEIGHBOURHOOD WATCH NORTHERN TERRITORY INC
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR YEAR ENDED 30 JUNE 2023

Note	2023 \$	2022 \$
7 RELATED PARTY TRANSACTIONS		
Members of the Board may have entered transactions with Neighbourhood Watch Northern Territory Inc. All transactions with related parties have been conducted on an arm's length basis and on terms and conditions, that are no more favourable than those available to non-related parties.		
8 RECONCILIATION OF PROFIT FOR THE YEAR TO NET CASHFLOWS FROM OPERATING ACTIVITIES		
Surplus/(Loss) from Operating Activities	(83,216)	(34,689)
<u>Non-cash flows in profit:</u>		
Depreciation & Amortization	2,792	0
<u>Changes in assets and liabilities, net effects of:</u>		
- (Increase)/Decrease in receivables	3,769	10,119
- Increase/(Decrease) in payables	6,177	(9,029)
Net Cashflow from / (used in) Operating Activities	<u>(70,478)</u>	<u>(33,599)</u>

COUNCIL AGENDA Attachment 13.1.4.1

Neighbourhood Watch NT

ABN 58984560335

PO Box 36
Parap, NT 0820
Phone: 08 8999 0847

QUOTE

3 MAY 2024

TO:
Kate Townsend
City of Palmerston
PO Box 1, Palmerston, NT 0831
Phone: 61 8 8935 9919

PAYMENT TO:
Neighbourhood Watch NT
BSB: 035-302
Account # 446358

**Fees for service to deliver a boosted home security campaign plan to Territorians via advertisements TV, Cinema & Social Media.

VENDOR	EVENT DESCRIPTION	PROPOSED DATES	PRICE	GST	TOTAL
Events Cinemas Palmerston	School Holiday Connection Event	August 2024	\$3,680.00	\$368.00	\$3,680.00
Topped Off	Palmerston Market, Meet and Greet (payment for bikky's to hand out)	August 2024	\$800.00	\$80.00	\$800
Personal Protection Strategies	Personal Protection Workshop Facilitation (Women's)	February 2025	\$2,000.00	\$200.00	\$2,000.00
Darwin Catering	Personal Protection Workshop (Catering)	February 2025	\$400.00	\$40.00	\$400.00
Personal Protection Strategies	Personal Protection Workshop Facilitation (Community)	October 2024	\$2,000.00	\$200.00	\$2,000.00
Darwin Catering	Personal Protection Workshop (Catering)	October 2024	\$400.00	\$40.00	\$400.00
Personal Protection Strategies	Personal Protection Workshop Facilitation (Seniors)	June 2025	\$2,000	\$200.00	\$2,000.00
Darwin Catering	Personal Protection Workshop (Catering)	June 2025	\$400.00	\$40.00	\$400.00
Palmerston Golf & Country	School holiday connection event	April 2025	\$1,000.00	\$100.00	\$1,000.00
Subtotal			\$12,680.00	\$1,268.00	
TOTAL DUE					\$12,680.00

Neighbourhood Watch NT
Email: ceo@nhwnt.org.au

THANK YOU FOR YOUR COMMITMENT TO COMMUNITY SAFETY!

COUNCIL AGENDA

Attachment 13.1.4.1

QUOTE

Valid until Feb 18, 2024

A\$800.00

TOPPED OFF

+61 448 757 195

QUOTE NUMBER QT-DA9D369A-DRAFT

ISSUE DATE

EXPIRATION DATE Feb 18, 2024

QUOTE FOR
NHWNT
nhwnt@nhwnt.org.au

COOKIES Stamped with "Stay Safe" - Green icing.

DESCRIPTION	QTY	UNIT PRICE	AMOUNT
CUSTOM COOKIES - STAMPED	200	A\$4.00	A\$800.00
	Subtotal		A\$800.00
	Total		A\$800.00

Questions? Call TOPPED OFF at +61 448 757 195.

Page 1 of 1

COUNCIL AGENDA Attachment 13.1.4.1



**Darwin Catering Company /
The Lunch Room Cafeteria**

The Lunch Room Cafeteria
Building Red 1, Level 1,
7 Ellengowan Drive, NT 0810
ABN: 22 146 643 085

www.darwincateringcompany.com.au
info@darwincateringcompany.com.au
Phone: 08 8946 7755

Quote 11713

Date: 23/01/2024
Delivery: Tue 30/01/2024

Deliver to

Veronica Larson
Neighborhood Watch NT
Darwin NT 0800
Phone: 0417 785 275

Invoice to

Veronica Larson
Neighborhood Watch NT
Darwin NT 0800
southern@nhwnt.org.au
Phone: 0417 785 275

Product(s)	QTY	Price	Total	Tax
05:20 pm				
Fruit Platter	10	\$10.00	\$100.00	\$9.09 (10%)
Traditional Sandwich Platter	10	\$7.00	\$70.00	\$6.36 (10%)
Chips & Dips Platter	5	\$9.00	\$45.00	\$4.09 (10%)
Sliders Platter hot	10	\$16.50	\$165.00	\$15.00 (10%)
			Subtotal (Incl. Tax):	\$380.00
			Delivery (Incl. Tax):	\$20.00
			Tax:	\$36.36
			Total:	\$400.00
			Balance Due	\$400.00

Terms

Due on the day of delivery, unless you have an account with alternate payment terms.

Date: 11/01/20223

Event Hospitality & Entertainment
478 George Street
Sydney, NSW, 2000
ABN: 99 000 024 439

To: Neighborhood Watch NT
Veronica Larson

Event Sales Contact:
Manisha Partali
manisha_partali@evt.com

Booking Request		Description	Amount (Incl. GST)
Site	Event Cinemas Palmerston	Cinema Hire	3,680.00
Date	Thursday 11/04/2024	Booking Fee - Waived	0.00
Film	TBC		
Cinema	160 capacity		
			Amount
Total			3,680.00

Booking Request		Description	Amount (Incl. GST)
Site	Event Cinemas Palmerston	Cinema Hire	3,680.00
Date	Thursday 26/09/2024	Booking Fee - Waived	0.00
Film	TBC		
Cinema	160 capacity		
			Amount
Total			3,680.00



QUOTATION

Neighbourhood Watch NT

Date
25 Jan 2024

Expiry
24 Feb 2024

Quote Number
QU-0005

ABN
92 499 438 419

Personal Protection
Strategies
PO BOX 417
HOWARD SPRINGS
NT 0835
AUSTRALIA

Personal Safety Workshops

Seniors Personal Safety - Darwin and rural area

Description	Quantity	Unit Price	GST	Amount AUD
3 Hour Personal Safety Workshop - Darwin and Rural area	1.00	2,000.00	10%	2,000.00
			Subtotal	2,000.00
			TOTAL GST 10%	200.00
			TOTAL AUD	2,200.00



QUOTATION

Neighbourhood Watch NT

Date
25 Jan 2024

Expiry
24 Apr 2024

Quote Number
QU-0022

ABN
92 499 438 419

Personal Protection
Strategies
PO BOX 417
HOWARD SPRINGS
NT 0835
AUSTRALIA

Personal Safety Workshops

Community Personal Safety - Darwin and rural area

Description	Quantity	Unit Price	GST	Amount AUD
Community Personal Safety Workshop - Darwin and rural area	1.00	2,000.00	10%	2,000.00
			Subtotal	2,000.00
			TOTAL GST 10%	200.00
			TOTAL AUD	2,200.00



QUOTATION

Neighbourhood Watch NT

Date
25 Jan 2024

Expiry
24 Apr 2024

Quote Number
QU-0023

ABN
92 499 438 419

Personal Protection
Strategies
PO BOX 417
HOWARD SPRINGS
NT 0835
AUSTRALIA

Personal Safety Workshops

Women's Personal Safety Workshop - Darwin and rural area

Description	Quantity	Unit Price	GST	Amount AUD
Women's Personal Safety - Darwin and rural area	1.00	2,000.00	10%	2,000.00
			Subtotal	2,000.00
			TOTAL GST 10%	200.00
			TOTAL AUD	2,200.00

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.1.5
REPORT TITLE:	Fees & Charges 2024-25
MEETING DATE:	Tuesday 18 June 2024
AUTHOR:	Finance Data and Systems Lead, Harry Do
APPROVER:	General Manager Finance and Governance, Wati Kerta

COMMUNITY PLAN

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

PURPOSE

This report provides Council with the draft Fees and Charges for the 2024-2025 financial year, seeking Council's consideration and adoption.

KEY MESSAGES

- Section 289 of the *Local Government Act 2019* (NT), provides that Council, may, by resolution, impose a fee to be charged for a service.
- The majority of the Fees and Charges are recommended to remain the same for the 2024-2025.
- Free parking continues in the CBD to support the growth of our local business community.
- To allow opportunities for businesses to grow in Palmerston, fees for outdoor dining remain free.
- Community venue hire will remain free for 2024-25 except for private/business use which will be charged the same fees as 2024-25.
- Council has approved free pool access at the Swimming Wellness Events Leisure and Lifestyle facility until 30 June 2026.
- There are a small number of Fees and Charges that have been increased to enable the delivery of those services as costs are increasing, such as additional waste services and driveway construction.
- The fees and charges relating to animal management are presented within this report for adoption, which changes made to align with the recently gazetted Animal Management By-Laws, which come into effect on 1 July 2024.

RECOMMENDATION

1. THAT Report entitled Fees & Charges 2024-25 be received and noted.
2. THAT Council adopts the Fees and Charges 2024-2025 at **Attachment 13.1.5.1** contained in Report entitled Fees & Charges 2024-25 to be effective from 1 July 2024.
3. THAT Council adopts the Animal Fees and Charges at **Attachment 13.1.5.2** contained in Report entitled Fees & Charges 2024-25 to be incorporated into the Fees and Charges 2024-2025 effective from 1 July 2024.

BACKGROUND

Section 289 of the *Local Government Act 2019* (NT) allows Council to impose a fee to be charged for a service, by resolution.

A review of the Fees and Charges is carried out every year in conjunction with the Municipal Plan. Council staff carry out an assessment of the services offered to the community in line with the Community Plan to ensure that the desired outcomes are being achieved and that arising issues are also being addressed adequately.

Council has previously considered the overall draft Fees and Charges 2024-25 as part of the Budget Development workshops and these were incorporated into the draft Municipal Plan 2024-25, which was presented for Council endorsement at the Special Meeting of 8 May 2024. This report presents the final detailed draft Fees and Charges 2024-25 for Councils consideration and adoption.

DISCUSSION

City of Palmerston’s Fees and Charges have been reviewed and prepared considering the previous Municipal Plan 2023-24, Council Community Plan and related strategies and plans. This review recognised the Council's current and future financial capacity to continue delivering quality services and provide facilities and infrastructure to the community while commencing new initiatives and projects to achieve the outcomes set out in the Community Plan.

The majority of fees and charges for Municipal Plan 2024-25 are recommended to remain the same; however, some adjustments have been included to ensure that Council maintains the service levels provided to the community. The total revenue budgeted for Fees and Charges for 2024-2025 is in the order of \$1,079,894.

Council continues to provide many free services and has waived further charges, such as but not limited to:

- Free SWELL access to the community until 30 June 2026.
- Free parking in the CBD and no application fees or space hire for outdoor dining. to support growth for our local business community.
- Community venue hire will again be free for not-for-profit groups until 30 June 2025. Private/business groups will be charged the same fees as 2024-25

Animal Management By-Laws

Due to the timing of consultation for the Municipal Plan 2024-25 and the gazettal of the Animal Management By-Laws, the new charges for cat registration were not included in the Fees and Charges circulated with the Municipal Plan 2024-25. However, the fees and charges for cat registration underwent significant community consultation as part of the legislative amendment process. As such, cat registration fees will come into effect 1 July 2024 and will be incorporated into City of Palmerston's fees and charges once approved by Council.

The table below highlights the new cat registration fees, with the full list of the proposed fees and charges for animal management, including dogs, being found at **Attachment 13.1.5.2**.

ENTIRE CAT REGISTRATION			
Description	Unit of Measure	2023-24	2024-25
Full-year Fee	Per cat	N/A	\$109

Aged & Disability Pensioner Fee	Per cat	N/A	\$26.00
DESEXED CAT REGISTRATION			
Description	Unit of Measure	2023-24	2024-25
Full-year Fee	Per cat	N/A	\$54.50
Aged & Disability Pensioner Fee	Per cat	N/A	\$13.00

Waste Management – Optional Services

Property owners are able to request additional residential waste services, which are provided for through the Fees and Charges. The increase of these charges relating to waste services reflect the increases to all waste services which are impacted by increasing disposal costs and contracted services. A property owner (or resident with owner permission) is able to opt-in or out of these services at any time.

OPTIONAL BIN SERVICES – WASTE MANAGEMENT			
Description	Unit of Measure	2023-24	2024-25
Additional General Waste Bin 240L	Per bin	\$318.00	\$339.00
Additional Recycling Bin 240L	Per bin	\$113.00	\$120.00
Upgrade General Waste Bin 240L	Per bin	\$167.00	\$174.00
Additional General Waste Kerbside - Bin 120L	Per bin	\$274.00	\$294.00
Additional Recycling Kerbside Bin 240L	Per bin	\$113.00	\$120.00

CONSULTATION AND MARKETING

Fees and Charges are not subject to legislatively required community consultation; however, once adopted Council will inform the community of the Fees and Charges for 2024-25.

Council has previously considered the overall draft Fees and Charges 2024-25 as part of the Budget Development workshops and was incorporated into the draft Municipal Plan 2024-25 which was presented for Council endorsement at the Special Meeting 8 May 2024.

Once endorsed this will be communicated as part of the communication and marketing of the Municipal Plan 2024-25 and will be made available on the website as at 1 July 2024.

POLICY IMPLICATIONS

The proposed Fees and Charges are in line with all Council policies.

BUDGET AND RESOURCE IMPLICATIONS

The presented information is considered in the budget 2024-2025 and also the LTFP model.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

Fees and charges can be adopted and amended at any time during the year.

Section 289 (1), (2) and (3) of the Local Government Act 2019, states the following in relation to fees for services.

- (1) A council may, by resolution, impose a fee to be charged for a service

(2) The amount of the fee may be fixed in revenue units; however, the Council must show the equivalent dollar value in any publication of the fee on its website, or any other material published by the Council

(3) Any service for which a fee is charged must be an optional service or a service provided on request

Section 239(6)(d) of the Local Government Act 2019, states that a charge must not consist of any payments for an optional service.

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

STRATEGIES, FRAMEWORK AND PLANS IMPLICATIONS

- Community Plan
- Municipal Plan 2024-25
- Long-Term Financial Plan 2025-34

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. CoP fees and charges 2425 [13.1.5.1 - 24 pages]
2. Animal Management Fees and Charges Attachment [13.1.5.2 - 3 pages]



FEES AND CHARGES 2024-25



Above: Community Room, Recreation Centre
Front cover image: Basketball Stadium,
Recreation Centre



This document has been printed
on recycled material.

CONTENTS

Definitions	1
Administration	2
Rates	3
Dog Registration Fees	4
Community Facilities	6
Property	10
Public Places	10
Library Services	11
Carparking	13
Outdoor Dining Licence	13
Pop Up Dining Licence	13
Regulatory Service	14
Signage	15
Subdivision and Development	17
Driveway Crossover	18
Building Construction Application	18
Work on Public Places	19
Waste Management	20

DEFINITIONS

GST Free	Items are exempt from GST under Division 81 of the GST Act
Incl. GST	Charges listed are inclusive of GST

ADMINISTRATION

ANNUAL REPORT	UNIT OF MEASURE	2024-25	GST
Copy (Black & White)	Per copy	✓ Free	
Perusal of report in Council offices		✓ Free	

MUNICIPAL PLAN	UNIT OF MEASURE	2024-25	GST
Copy (Black & White)	Per copy	✓ Free	
Perusal of report in Council offices		✓ Free	

CHEQUES DISHONoured	UNIT OF MEASURE	2024-25	GST
At 1st presentation	Per cheque	Cost of bank fees	Inc. GST
At 2nd presentation	Per cheque	Cost of bank fees	Inc. GST

FREEDOM OF INFORMATION	UNIT OF MEASURE	2024-25	GST
Information Act fees & Charges	As prescribed	As prescribed	

FREEDOM OF INFORMATION	UNIT OF MEASURE	2024-25	GST
Administration fee to issue courtesy letter for Debt collection for Infringement notice	Per infringement notice	\$39.00	Inc. GST

RATES

RATE BOOK INSPECTION FEES	UNIT OF MEASURE	2024-25	GST
Perusal at Council office		✓ Free	
Written Extract	Per assessment	\$50.00	GST Free

REPRODUCTION OF ORIGINAL RATES NOTICE	UNIT OF MEASURE	2024-25	GST
Current Rating Year	Per notice	✓ Free	
Prior Rating Years < 5 years	Per notice	✓ Free	
Prior Rating Years > 5 years	Per notice	\$25.00	Inc. GST

RATE DEBT COLLECTION FEE	UNIT OF MEASURE	2024-25	GST
Letter of Demand	Per letter	charge of external contractor	Inc. GST
Field Call	Per field call	charge of external contractor	Inc. GST
Statement of Claim	Per Statement of Claim	charge of external contractor	Inc. GST

Additional Court Costs may apply and are determined by the Courts.



This page will be replaced with fees and charges as a result of Animal Management By-laws, subject to adoption by Council



Dogs at Marlow Lagoon
Dog Park, 2022

COMMUNITY FACILITIES

GRAY HALL - MEETING ROOM	UNIT OF MEASURE	2024-25	GST
Business/Private	Per day	\$200.00	Inc. GST
Business/Private	Per hour	\$40.00	Inc. GST
Not for profit	Per day	✓ Free	
Not for profit	Per hour	✓ Free	

GRAY HALL - FUNCTION SPACE	UNIT OF MEASURE	2024-25	GST
Business/Private	Per day	\$300.00	Inc. GST
Business/Private	Per hour	\$60.00	Inc. GST
Not for profit	Per day	✓ Free	
Not for profit	Per hour	✓ Free	

GRAY HALL - WHOLE BUILDING	UNIT OF MEASURE	2024-25	GST
Business/Private	Per day	\$600.00	Inc. GST
Business/Private	Per hour	\$120.00	Inc. GST
Not for profit	Per day	✓ Free	
Not for profit	Per hour	✓ Free	



COMMUNITY FACILITIES CONT.

DURACK COMMUNITY ARTS CENTRE - ART ROOM	UNIT OF MEASURE	2024-25	GST
Business/Private	Per day	\$200.00	Inc. GST
Business/Private	Per hour	\$40.00	Inc. GST
Not for profit	Per day	✓ Free	
Not for profit	Per hour	✓ Free	

DURACK COMMUNITY ARTS CENTRE - CREATIVE SPACE	UNIT OF MEASURE	2024-25	GST
Business/Private	Per day	\$300.00	Inc. GST
Business/Private	Per hour	\$60.00	Inc. GST
Not for profit	Per day	✓ Free	
Not for profit	Per hour	✓ Free	

DRIVER RESOURCE CENTRE - COMMUNITY ROOM	UNIT OF MEASURE	2024-25	GST
Business/Private	Per day	\$200.00	Inc. GST
Business/Private	Per hour	\$40.00	Inc. GST
Not for profit	Per day	✓ Free	
Not for profit	Per hour	✓ Free	

DRIVER RESOURCE CENTRE - MEETING ROOM 1 AND MEETING ROOM 2	UNIT OF MEASURE	2024-25	GST
Business/Private	Per day	\$100.00	Inc. GST
Business/Private	Per hour	\$20.00	Inc. GST
Not for profit	Per day	✓ Free	
Not for profit	Per hour	✓ Free	

RECREATION CENTRE - COMMUNITY ROOM 1	UNIT OF MEASURE	2024-25	GST
Business/Private	Per day	\$200.00	Inc. GST
Business/Private	Per hour	\$40.00	Inc. GST
Not for profit	Per day	✓ Free	
Not for profit	Per hour	✓ Free	

COMMUNITY FACILITIES CONT.

RECREATION CENTRE - COMMUNITY ROOM 2	UNIT OF MEASURE	2024-25	GST
Business/Private	Per day	\$300.00	Inc. GST
Business/Private	Per hour	\$60.00	Inc. GST
Not for profit	Per day	✓ Free	
Not for profit	Per hour	✓ Free	

STADIUM HIRE - HOURLY RATES	UNIT OF MEASURE	2024-25	GST
Business/Private - Rent	Per court	\$60.00	Inc. GST
Business/Private - Lights	Per court	\$40.00	Inc. GST
Business/Private - Airconditioning	Per court	\$45.00	Inc. GST
Not for profit - Rent	Per court	✓ Free	
Not for profit - Lights	Per court	✓ Free	
Not for profit - Airconditioning	Per court	✓ Free	
Out of hours staff charges Monday to Friday prior to 8am and after 7pm	Per person per hour	\$45.00	Inc. GST
Out of hours staff charges weekends and public holidays	Per person per hour	\$75.00	Inc. GST

LIBRARY COMMUNITY ROOM	UNIT OF MEASURE	2024-25	GST
Business/Private	Per day	\$200.00	Inc. GST
Business/Private	Per hour	\$40.00	Inc. GST
Not for profit	Per day	✓ Free	
Not for profit	Per hour	✓ Free	
Laptop hire	Per laptop/ per session	✓ Free	
Digital projector	Per session	✓ Free	
TV Hire	Per session	✓ Free	

ALL HALLS/ROOMS	UNIT OF MEASURE	2024-25	GST
Booking Deposit - Refundable	Per usage	\$125.00	GST Free
Additional Cleaning (if required)	Per usage	At cost of Cleaning + GST	Inc. GST

COMMUNITY FACILITIES CONT.

COMMUNITY BBQ TRAILER	UNIT OF MEASURE	2024-25	GST
Rent	Per usage	✓ Free	
Booking Deposit – Refundable	Per usage	\$200.00	GST Free

Available for use by members of the community, local organisations and groups.

GULWA RECORDING STUDIO	UNIT OF MEASURE	2024-25	GST
Business/Private	Per hour	\$50.00	Inc. GST
Not for profit	Per hour	\$10.00	Inc. GST
Booking Deposit – Refundable		\$200.00	GST Free

Library community room

PROPERTY

DAMAGE/DISTRUCTION TO ANY COUNCIL PROPERTY	UNIT OF MEASURE	2024-25	GST
<p>Damage or destruction to any property of Council will be recovered from the responsible person.</p> <p><i>This could be either the holder of the permit/ licence, the hirer or any other liable person causing damage.</i></p>	Per damaged asset	Cost for replacement or reinstatement to Council plus 15% administrative charge plus GST	Inc. GST

PUBLIC PLACES

PRIVATE & NOT-FOR-PROFIT COMMUNITY GROUPS	UNIT OF MEASURE	2024-25	GST
Key Deposit – Refundable	Per key	\$60.00	GST Free
Cleaning Deposit – Refundable	Per usage	✓ Free	
Additional Cleaning (if required)	Per usage	At cost of cleaning + GST	Inc. GST

COMMERCIAL USE	UNIT OF MEASURE	2024-25	GST
Key Deposit – Refundable	Per key	\$60.00	GST Free
Cleaning Deposit – Refundable	Per usage	\$150.00	GST Free
Additional Cleaning (if required)	Per usage	At cost of Cleaning + GST	Inc. GST

BUSKING PERMIT	UNIT OF MEASURE	2024-25	GST
Busking permit	Per permit	✓ Free	

LIBRARY SERVICES

NON TERRITORY RESIDENT BORROWER	UNIT OF MEASURE	2024-25	GST
Refundable Deposit – Plus	Per resident	✓ Free	
Non-refundable Administration fee	Per resident	✓ Free	

LOST BORROWER CARD REPLACEMENT	UNIT OF MEASURE	2024-25	GST
Lost Borrower Card Replacement	Per card	✓ Free	

PHOTOCOPYING & PRINTING	UNIT OF MEASURE	2024-25	GST
B/W – A4 Single	Per page	\$0.20	Inc. GST
B/W – A4 Double	Per page	\$0.40	Inc. GST
B/W – A3 Single	Per page	\$0.40	Inc. GST
B/W – A3 Double	Per page	\$0.80	Inc. GST
Colour – A4 Single	Per page	\$1.00	Inc. GST
Colour – A4 Double	Per page	\$2.00	Inc. GST
Colour – A3 Single	Per page	\$2.00	Inc. GST
Colour – A3 Double	Per page	\$4.00	Inc. GST

PUBLIC PERSONAL COMPUTERS	UNIT OF MEASURE	2024-25	GST
Computer & Internet Usage	Maximum time limits applies	✓ Free	

FAX SERVICE	UNIT OF MEASURE	2024-25	GST
Send outgoing fax	Per page	✓ Free	
Receive incoming fax	Per page	✓ Free	

INTER LIBRARY LOAN (IF CHARGED BY HOST LIBRARY)	UNIT OF MEASURE	2024-25	GST
As charged by host library	Per loan	As charged by host library	GST Free

LIBRARY SERVICES CONT.

REPLACEMENT OF LOST OR DAMAGED ITEMS	UNIT OF MEASURE	2024-25	GST
Replacement of library resources	Per item	At replacement cost of item + GST	Inc. GST

LAMINATING SERVICE	UNIT OF MEASURE	2024-25	GST
A3	Per sheet	\$4.00	Inc. GST
A4	Per sheet	\$2.00	Inc. GST
Wallet size	Per sheet	\$1.00	Inc. GST

LIBRARY BAGS	UNIT OF MEASURE	2024-25	GST
Library bag	Per bag	\$5.00	Inc. GST



CAR PARKING

PARKING PERMITS ZONE A,B,C,D & E	UNIT OF MEASURE	2024-25	GST
3 Months permit	Per permit	✓ Free	
6 Months permit	Per permit	✓ Free	
9 Months permit	Per permit	✓ Free	
1 Year Permit	Per permit	✓ Free	

OUTDOOR DINING

OUTDOOR DINING LICENCE (CLASS 1)	UNIT OF MEASURE	2024-25	GST
Class 1: Up to 4 tables / 8 Seats (whichever is the lesser	Per annum	✓ Free	

OUTDOOR DINING LICENCE (CLASS 2)	UNIT OF MEASURE	2024-25	GST
Class 2: All other applications (with or without a Licence to Serve Alcohol)	Per annum	✓ Free	

POP UP DINING

POP UP DINING LICENCE	UNIT OF MEASURE	2024-25	GST
1 Year Permit	Per annum	\$25.00	GST Free

REGULATORY SERVICES

DISABILITY PERMITS	UNIT OF MEASURE	2024-25	GST
Permanent Disability (renewable every 3 years)	Per permit	✓ Free	
Temporary Disability (time limited)	Per permit	✓ Free	

LONG GRASS	UNIT OF MEASURE	2024-25	GST
Long grass	Per block	Cost +10% admin fee	Inc. GST
Block Inspection fee	Per inspection	✓ Free	

Penalty interest for outstanding invoices charged daily at 8% per annum.

IMAGE

XXXX

SIGNAGE

ANIMATED SIGNS	UNIT OF MEASURE	2024-25	GST
Application Fee	Per application	\$45.00	GST Free
Annual Fee	Per sign	\$240.00	GST Free

SIGNAGE ON PRIVATE LAND	UNIT OF MEASURE	2024-25	GST
Banners for temporary advertising on private land for maximum 2 weeks	Per application	\$45.00	GST Free
Banners, Balloons, Blimps and kites on private land	Per application	\$45.00	GST Free
Signs on private land viewable from a public place	Per application	\$45.00	GST Free

BANNERS/SIGNS ON COUNCIL LAND	UNIT OF MEASURE	2024-25	GST
Weekly fee for Commercial Use	Per banner/sign	\$75.00	GST Free
Weekly fee for Not-for-profit Organisations	Per banner/sign	\$45.00	GST Free

BANNER ON STREET LIGHT POLES	UNIT OF MEASURE	2024-25	GST
Application Fee	Per application	\$45.00	GST Free
Weekly Fee	Per banner	\$5.00	GST Free
Erection and Removal of Banners	Per banner	at cost for Council + 15% + GST	Inc. GST

SIGNS OVERHANGING A PUBLIC PLACE	UNIT OF MEASURE	2024-25	GST
Application Fee	Per application	\$45.00	GST Free
Annual Fee	Per sign	\$125.00	GST Free

PERMANENT SIGNS ON ROAD	UNIT OF MEASURE	2024-25	GST
Application Fee	Per application	\$45.00	GST Free
Annual Fee	Per sign	\$125.00	GST Free

REMOVABLE SIGNS ON PUBLIC LAND (A-FRAME)	UNIT OF MEASURE	2024-25	GST
Application Fee	Per application	✓ Free	
Annual Fee	Per sign	✓ Free	

SIGNAGE CONT.

OTHER SIGNAGE IN OPEN SPACE	UNIT OF MEASURE	2024-25	GST
Bunting	Per application	\$45.00	GST Free
Murals	Per application	\$45.00	GST Free
Flags	Per application	\$45.00	GST Free
Event Signage	Per application	\$45.00	GST Free
Blue Finger Signs	Per application	\$45.00	GST Free

GENERAL SERVICE AND COMMUNITY GROUPS	UNIT OF MEASURE	2024-25	GST
Churches, self help groups, childcare centres, schools, public sporting facilities			
Application Fee	Per application	✓ Free	
Annual Fee	Per sign	✓ Free	
Cost to erect	Per sign	✓ Free	

BUSINESS GROUPS	UNIT OF MEASURE	2024-25	GST
Shopping Centres, home businesses, vet clinics, medical/dental clinics, commercial childcare, private sporting clubs and community clubs			
Application Fee	Per application	✓ Free	
Annual Fee	Per sign	✓ Free	
Cost to erect	Per sign	✓ Free	

REAL ESTATE SIGNS ON FENCES	UNIT OF MEASURE	2024-25	GST
Application Fee	Per application	\$45.00	GST Free
Annual Fee	Per sign	\$135.00	GST Free

ADVERTISING ON FENCES	UNIT OF MEASURE	2024-25	GST
Application Fee	Per application	\$45.00	GST Free

COLLECTION AND RETURN OF MOVABLE SIGNAGE	UNIT OF MEASURE	2024-25	GST
Fee for the collection of moveable signs during a cyclone upon declaration of Stage 2 by the Territory Controller			
Return Fee	Per sign	\$112.50	Inc. GST

SUBDIVISION AND DEVELOPMENT

COUNCIL ACCEPTANCE OF ASSETS	UNIT OF MEASURE	2024-25	GST
<p>Construction costs include the (direct) cost of constructing all assets that will be handed over to Council for ownership. Construction Cost has the definition within the NT Subdivision Development Guidelines. If early payment is accepted, it is made at the risk of the Developer and no refunds will apply.</p>			
Prior to Practical Completion/ On Maintenance	per approval	1.5% of construction cost of all assets handed to Council + GST	Inc. GST

FUNDS IN LIEU OF CONSTRUCTION (FILOC)	UNIT OF MEASURE	2024-25	GST
<p>Applies when Council accepts payment for assets in lieu of construction by the developer</p>			
		Construction cost plus 25%	Inc. GST



DRIVEWAY CROSSOVER

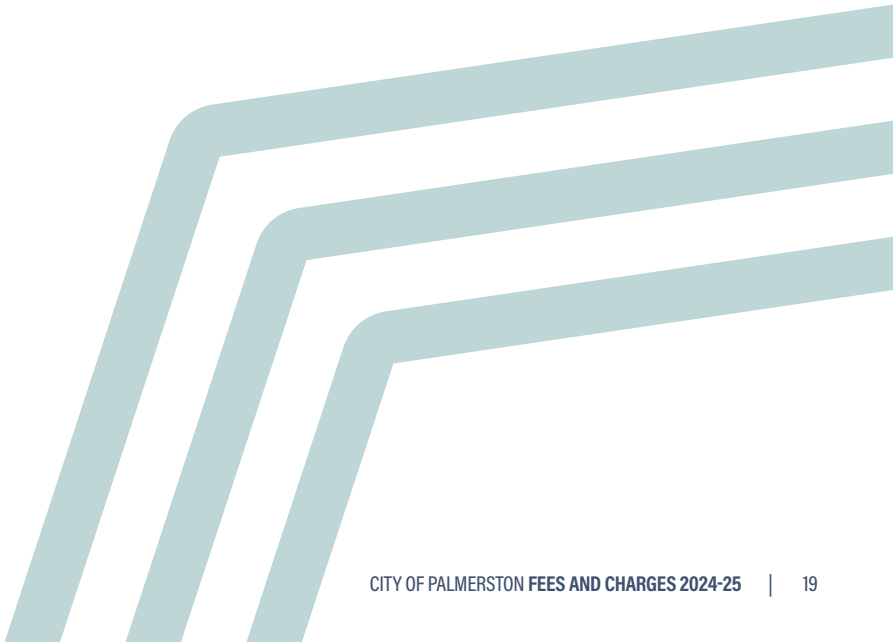
DRIVEWAY CROSSOVER (REINFORCED)	UNIT OF MEASURE	2024-25	GST
100 mm Standard	Per m ²	\$130.00	Inc. GST
150 mm Commercial	Per m ²	\$147.00	Inc. GST
200 mm Industrial	Per m ²	\$183.00	Inc. GST
Crossover	Per m	\$172.00	Inc. GST
Saw cut, remove and dispose kerb/gutter	Per m	\$120.00	Inc. GST
Saw cut, remove and dispose concrete less than 120mm thick	Per m ²	\$200.00	Inc. GST
Pathways - 100mm (Reinforced)	Per m ²	\$130.00	Inc. GST

BUILDING CONSTRUCTION

BUILDING CONSTRUCTION	UNIT OF MEASURE	2024-25	GST
Driveway Plan Approval (First driveway)	Per application	✓ Free	
Driveway Plan Approval (Second driveway)	Per application	\$98.00	Inc. GST
Stormwater Plan Approval (where connection provided)	Per application	✓ Free	
Stormwater Plan Approval (where connection is not provided)	Per application	\$100.00	Inc. GST
Clearance	Per application	\$100.00	Inc. GST
Additional Inspection	Per inspection	\$65.00	Inc. GST

WORK ON PUBLIC PLACES

PUBLIC PLACES	UNIT OF MEASURE	2024-25	GST
<p>All applications shall be lodged with proof of public liability insurance. Amount of inspections required will be verified after lodgement of application depending on works. A permit will be issued for a maximum of 1 week unless otherwise determined by CoP. This includes a minimum of 2 inspections.</p>			
Application Fee (includes two inspections)	Per application	\$155.00	GST Free
Additional Inspection	Per inspection	\$65.00	Inc. GST
	Per week	\$43.00	GST Free
Additional fee for permits required for more than one week	1 month	\$110.00	GST Free
	6 months	\$540.00	GST Free
	1 year	\$1,080.00	GST Free
Hoarding fee	Per m ² per week	\$2.90	GST Free
Car parking bay Hire	Per bay per week	\$60.00	GST Free
Private waste bins and containers on road reserves – Maximum of 4 day period	Per application	\$55.00	GST Free

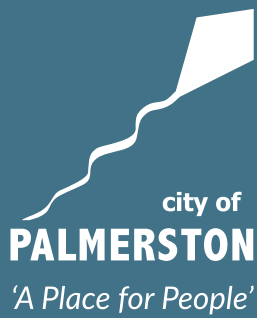


WASTE MANAGEMENT


OPTIONAL BIN SERVICES	UNIT OF MEASURE	2024-25	GST
<p>Multiple dwelling (four or more dwellings per lot) properties are currently limited under the Declaration of Rates to the following: a general waste collection of four (4) garbage collection visits per week with a maximum of one (1) 240L bin per four (4) dwellings; and, a recycling collection Service of one (1) collection visit per week with a maximum of one (1) 240L mobile bin per two (2) dwellings to be collected on each recycling collection visit.</p> <p>A body corporate is able to apply for an additional service on behalf of the multiple dwelling to be invoiced annually or on a pro-rata basis per additional bin.</p>			
Additional General Waste Bin 240L	Per bin	\$339.00	GST Free
Additional Recycling Bin 240L	Per bin	\$120.00	GST Free
<p>Single dwelling properties and multiple dwellings (three (3) or less dwellings per lot) are currently limited under the Declaration of Rates to the following; a kerbside general waste collection service of two (2) garbage collection visits per week with a maximum of one (1) 120L general waste mobile bin per visit; and a kerbside recycling collection service of one (1) collection visit per fortnight with a maximum of one (1) 240L recycling mobile bin per visit.</p> <p>A property owner is able to apply for an additional service to be invoiced annually or on a pro-rata basis per additional bin.</p>			
Upgrade General Waste Bin 240L	Per bin	\$174.00	GST Free
Additional General Waste Kerbside Bin 240L	Per bin	\$294.00	GST Free
Additional Recycling Kerbside Bin 240L	Per bin	\$120.00	GST Free

IMAGE

XXX



 Civic Plaza, 1 Chung Wah Terrance

 08 8935 9922

 palmerston@palmerston.nt.gov.au

 palmerston.nt.gov.au



Animal Fees & Charges

Full Registration and Licence Fees for Cats and Dogs for the Year

Category	Detail	2024/2025	GST
Standard Fees Registration and Licencing	Dangerous Dog Registration Fee	\$350.00	GST Free
	Entire Dog Registration	\$109.00	GST Free
	Entire Cat Registration	\$109.00	GST Free
	Desexed Dog Registration	\$54.50	GST Free
	Desexed Cat Registration	\$54.50	GST Free
	Concession/ Pensioner Fee (Entire Dog)	\$26.00	GST Free
	Concession/ Pensioner Fee (Entire Cat)	\$26.00	GST Free
	Concession/ Pensioner Fee (Desexed Dog)	\$13.00	GST Free
	Concession/ Pensioner Fee (Desexed Cat)	\$13.00	GST Free
	Accredited Assistance Animals	No charge	
	Foster Animal Registration	Temporary 3-month registration- No Charge.	No charge
	Application Fee- Additional Animal Licence	\$160.00	GST Free
	Annual Licence Fee	\$222.00	GST Free

Quarterly Fee Structure (applicable to new animals only)



Animal Fees & Charges

Quarterly Payment Options	1 September to 30 November	1 December to 28 February	1 March to 31 May	1 June to 31 August
Entire Dog and Cat Registration	\$109.00	\$81.75	\$54.50	\$27.25
Desexed Dog and Cats or NACA Trained	\$54.50	\$40.85	\$27.25	\$13.55
Concession/ Pension Entire Dog or Cat	\$26.00	\$19.50	\$13.00	\$6.50
Concession/ Pension Desexed Dog or Cat	\$13.00	\$9.75	\$6.50	\$2.25
Dangerous Dog Registration	\$350.00	\$262.50	\$175.00	\$87.50
Annual Animal Licence Fee *Licence application will remain the same*	\$222.00	\$166.50	\$111.00	\$55.50

Additional fees supported



Animal Fees & Charges

Category	Detail	2024/2025	GST
<u>Pound services and additional fees</u>			
General Fees	Supported Desexing and Microchipping Campaign*	\$10.00	Inc. GST
	Tag replacement	\$11.00	GST included
	Cat Trap Hire Fee- refundable deposit	\$51.55	
	Barking Citronella Collar – refundable deposit	\$51.00	
	Citronella Canisters	\$36.00	Inc. GST
Impound Dog Fees	Microchipping- Conditions of Release for non-microchipped dogs	\$12.00	Inc. GST
	Unregistered dog release fee	\$212.00	GST Free
	Registered dog release fee	\$145.00	GST Free
	Additional fee for dog impounded out of hours	\$88.00	GST Free
	Daily charge	\$57.00	GST Free

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.1.6
REPORT TITLE:	Declaration of Rates and Charges 2024-25
MEETING DATE:	Tuesday 18 June 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

This report seeks Council approval to declare the Rates and Charges for the 2024-25 financial year.

KEY MESSAGES

- Council must declare its Rates and Charges on or before 30 June each year and in line with the Local Government Act 2019 (the Act).
- In accordance with section 237 of the Act, Council declares that it intends to raise, for general purposes by way of rates, an amount of \$27,552,403. This will be raised by the application of differential valuation-based charges (differential rates) with differential minimum amounts (minimum amounts) being payable in application of each of those differential rates as set out in the Declaration of Rates and Charges for the financial year ending 30 June 2025.
- To enable Council to provide waste management services for the benefit of all residential land within the Municipality and the occupiers of such land, Council intends to raise an amount of \$8,111,851 which will be raised by the imposition of the waste charges as set out in the Declaration of Rates and Charges for the financial year ending 30 June 2025.
- An early-bird incentive draw will be offered to a total of \$3,000 with two successful ratepayers, being natural persons, business owners or sports groups winning \$1,500 each.
- The Declaration of Rates and Charges also sets out the due dates for the payment of rates, in full and in instalments and also provides the interest rate to be applied to overdue rates, which is 8%.

RECOMMENDATION

1. THAT Report entitled Declaration of Rates and Charges 2024-25 be received and noted.
2. THAT the Chief Executive Officer's Certificate of Assessment in accordance with Section 29(1) of the Local Government (Accounting) Regulations being **Attachment 13.1.6.1** to report entitled Declaration of Rates and Charges 2024-25 be received and noted.
3. THAT council adopts **Attachment 13.1.6.2** to report entitled Declaration of Rates and Charges 2024-25 as its Declaration of Rates and Charges, and notes this will be placed on its website and in the Newspaper advising residents of the Rates and Charges for 2024-25.

BACKGROUND

Under Section 237 of the Act, Council is required to declare its Rates and Charges each year on or before 30 June, and within 21 days of this declaration, publish a notice on its website and in the newspaper.

Council included the proposed rates and charges for public consultation for a period of 28 days in the Draft Municipal Plan 2024-25.

DISCUSSION

Council is required each year to make a public declaration of its Rates and Charges which is then made available on Council's website and in the local newspaper. It outlines the total rates revenue that is estimated to be collected, what rates Council will charge for different types of properties, the total funds to be collected from the Waste Service Charge and the different Waste Services Charges for differing types of properties.

In accordance with Section 226(1)(b) of the Act, Council will be levying rates according to the zone of a property.

In Council's 2024-25 budget, the general rates charge sees with the Residential Rates in the dollar decreasing by 11%, and an increase of \$65 increase on the 2024-25 minimum to \$1,391 for Residential Properties and for Commercial and Industrial by 4.9% or a \$66 increase on the 2024-25 minimum. This will generate an expected general rate income of \$ 27,552,403.69

Council's waste management charge increases by \$30 compared to 2024-25 charges for kerbside collection services. The total expected income from waste management charges is \$8,111,851.

The Declaration includes the continuation of Council's incentive in the form of an 'Early Bird Draw' for ratepayers to the value of \$3,000. This will consist of two monetary prizes to the value of \$1,500 each, for two ratepayers who pay their rates in full by the first instalment deadline of 30 September 2024. This is to encourage the early and full payment of Rates and Charges to City of Palmerston in accordance with the terms and conditions available on Council's website <https://palmerston.nt.gov.au/live/rates>.

The Declaration of Rates and Charges has been reviewed by HWL Ebsworth Lawyers who have advised that in their opinion it is compliant with the requirements of the Act.

CONSULTATION AND MARKETING

The rating estimates were published in the City of Palmerston's draft Municipal Plan and Budget 2024-25 and was made available for public comment for a period of 28 days from 13 May 2024.

In preparing this report the following external parties were consulted:

- HWL Ebsworth

POLICY IMPLICATIONS

The declaration of rates, takes into consideration Council Policy, Rating Policy, which sets the framework for the principles of rating and the rating methodology that is to be applied when levying rates within the Palmerston Municipality.

BUDGET AND RESOURCE IMPLICATIONS

Council has prepared a balanced budget for 2024-25 based on raising rates revenue of \$27,552,403 and revenue from waste management charge totalling \$8,111,851.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

Section 237 of the Local Government Act 2019 states that Council shall declare its rates on or before 30 June in each year.

In accordance with the Section 29 of the Local Government (Accounting) Regulations, the Chief Executive Officer is required to certify to Council that the assessment record is a comprehensive record of all rateable land within the area to their knowledge, information, and belief.

The Declaration of Rates and Charges has been reviewed by HWL Ebsworth who have advised that in their opinion it is compliant with the requirements of the Act.

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

STRATEGIES, FRAMEWORK AND PLANS IMPLICATIONS

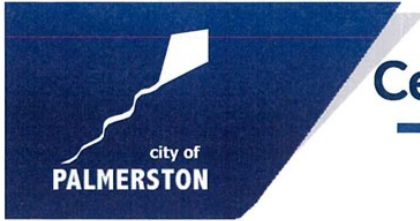
- Municipal Plan and Budget 2024-25
- Community Plan

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

1. 20240613 Certificate of Assessment Records [13.1.6.1 - 1 page]
2. declaration of rates 24 25 (3) [13.1.6.2 - 3 pages]



A Place for People

Certification of Assessment Records

As per Section 29 Local Government (General)
Regulations

This is to certify that, to the best of my knowledge, information and belief, the assessment record maintained by Council under section 230 of the *Local Government Act 2019* is a comprehensive record of all rateable land within the municipality.

Signed: 

Date: 13/6/2024

Amelia Vellar
Acting Chief Executive Officer



DECLARATION OF RATES & CHARGES 2024-25

Notice is hereby given pursuant to section 241 of the Local Government Act 2019 (the Act), that the following rates and charges were declared by City of Palmerston at the second Ordinary Council Meeting held Day, 18 June 2024, pursuant to Chapter 11 of the Act in respect of the financial year ending 30 June 2025.

Rates

City of Palmerston (Council) makes the following declaration of rates pursuant to Chapter 11 of the Local Government Act 2019 (the Act).

- 1) Council, in accordance with section 227 of the Act, adopts the unimproved capital value as the basis for determining the assessed value of allotments within the Palmerston local government area (the Municipality).
- 2) Council, in accordance with section 237 of the Act declares that it intends to raise, for general purposes by way of rates, an amount of \$27,552,403 which will be raised by the application of differential valuation-based charges (differential rates) with differential minimum amounts (minimum amounts) being payable in application of each of those differential rates for the financial year ending 30 June 2025.
- 3) Council declares the following differential rates with minimum amounts being payable in application of each of those differential rates:
 - a) With respect to all rateable land within that part of the Municipality zoned R, RR (excluding RR properties located in the suburb of Marlow Lagoon), LR, LMR, MR, HR, CL, FD, PS, SP8, SP10, SP11 and SP1*20 under the NT Planning Scheme, a differential rate of 0.584490% of the assessed value of such land, with the minimum amount being payable in the application of that differential rate being \$1,391 multiplied by:
 - i) the number of separate parts or units that are adapted for separate occupation or use (as described in section 226(5) of the Act) on each allotment of land; or
 - ii) the number one whichever is greater.
 - b) With respect to all rateable land within that part of the Municipality zoned RR in the suburb of Marlow Lagoon under the NT Planning Scheme, a differential rate of 0.480179% of the assessed value of such land, with the minimum amount being payable in the application of that differential rate being \$1,391 multiplied by:
 - i) the number of separate parts or units that are adapted for separate occupation or use (as described in section 226(5) of the Act) on each allotment of land; or
 - ii) the number one, whichever is greater.
 - c) With respect to all rateable land within that part of the Municipality zoned GI and LI under the NT Planning Scheme, a differential rate of 0.555575% of the assessed value of such land, with the minimum amount being payable in the application of that differential rate being \$1,413 multiplied by:
 - i) the number of separate parts or units that are adapted for separate occupation or use (as described in section 226(5) of the Act) on each allotment of land; or
 - iii) the number one, whichever is greater.
 - d) With respect to those classes of rateable land within the Municipality zoned SP9 with a parcel area less than 10,000m² a differential rate of 0.584490% of the assessed value of such land, with the minimum amount being payable in the application of that differential rate being \$1,391 multiplied by:
 - i) the number of separate parts or units that are adapted for separate occupation or use (as described in section 226(5) of the Act) on each allotment of land; or
 - ii) the number one, whichever is the greater.
 - e) With respect to those classes of rateable land within the Municipality zoned SP9 with a parcel area greater than 20,000m², a differential rate of 0.584490% of the assessed value of such land, with the minimum amount being payable in the application of that differential rate being \$1,391 multiplied by:
 - i) the number of separate parts or units that are adapted for separate occupation or use (as described in section 226(5) of the Act) on each allotment of land; or
 - ii) the number one, whichever is the greater.
 - f) With respect to all other rateable land within the Municipality, a differential rate of 0.833492% of the assessed value of such land, with the minimum amount being payable in the application of that differential rate being \$1,413 multiplied by:
 - i) the number of separate parts or units that are adapted for separate occupation or use (as described in section 226(5) of the Act) on each allotment of land; or
 - ii) the number one, whichever is greater.



DECLARATION OF RATES & CHARGES 2024-25

Charges

- 4) In accordance with section 239 of the Act, Council declares that to enable the provision of waste management services which Council provides for the benefit of all residential land within the Municipality and the occupiers of such land, it intends to raise an amount of \$8,111,851 which will be raised by the imposition of the following charges for the financial year ending 30 June 2025.

For the purposes of this paragraph 4:

"*allotment*" has the meaning set out in section 225 of the Act. "*residential dwelling*" means a dwelling house, flat or other substantially self-contained residential unit or building on residential land used or capable of being used for residential purposes and includes a unit within the meaning of the Unit Titles Act 1975 and the Unit Title Schemes Act 2009. "*residential land*" means land used or capable of being used for residential purposes (but does not include land on which there is no residential dwelling).

- a) THAT Council declares a charge of \$557 per annum per residential dwelling in respect of waste management services are provided to, or which Council is willing and able to provide to each residential dwelling within the Municipality other than a residential dwelling as described in paragraph b) below. The waste management services are:

- i) for single residential dwellings and multiple residential dwellings with three (3) or less dwellings per allotment:
 - A) a kerbside general waste collection service of two (2) garbage collection visits per week, collecting waste contained in a maximum of one (1) 120 litre general waste mobile bin per visit; and
 - B) a kerbside recycling collection service of one (1) collection visit per fortnight, collecting recycled materials contained in a maximum of one (1) 240 litre recycling mobile bin per visit.
- ii) for multiple residential dwellings with four (4) or more dwellings per allotment:
 - A) a general waste collection service of four (4) garbage collection visits per week, collecting waste contained in a maximum of one (1) 240 litre mobile bin per four (4) dwellings on each garbage collection visit; and
 - B) a recycling collection service of one (1) collection visit per week, collecting recycled materials contained in a maximum of one (1) 240 litre recycling mobile bin per two (2) dwellings on each recycling collection visit.

In respect of the garbage and recycling collection services to these allotments, a dedicated onsite waste and recycling bin storage enclosure must be provided by the occupiers of the allotment in a form that complies with Council's requirements from time to time in respect of such enclosures;

- iii) one pre-cyclone season hard waste collection as scheduled by Council;
 - iv) access to the Archer Waste Management Facility for the disposal of items accepted at the facility;
 - v) maintenance and replacement of waste management infrastructure and facilities as determined by Council;
 - vi) waste reduction and environmental programs and projects as determined by Council; and
 - vii) public litter collection & street sweeping as determined by Council.
- b) Council declares a charge of \$279 per annum per residential dwelling in respect of properties where the number of residential dwellings exceeds 25 and the property has its own alternative regular waste collection service arrangements that are approved by Council and meet the requirements of by-law 27 of the Palmerston (Public Places) By-laws 2001 and such other requirements that Council may determine from time to time in respect of such services. The services are:
- i) one pre-cyclone season hard waste collection as scheduled by Council.
 - ii) access to the Archer Waste Management Facility for the disposal of items accepted at the facility.
 - iii) maintenance and replacement of waste management infrastructure and facilities as determined by Council.
 - iv) waste reduction and environmental programs and projects as determined by Council.
 - v) public litter collection & street sweeping as determined by Council.

Relevant interest rate

- 5) The relevant interest rate for the late payment of rates and charges is fixed in accordance with section 245 of the Act at the rate of 8% per annum and is to be calculated on a daily basis.

Payment



DECLARATION OF RATES & CHARGES 2024-25

- 6) a) In accordance with section 244 of the Act, rates and charges declared under this declaration may be paid by four (4) approximately equal instalments by the following dates, namely:
- First Instalment, 30 September 2024
 - Second Instalment, 29 November 2024
 - Third Instalment, 30 January 2025
 - Fourth Instalment, 31 March 2025
- Instalments falling due on a weekend or public holiday may be paid by the following business day without incurring a penalty.
- i) Details of due dates and specified amounts will be listed on the relevant notice of rates and charges.
 - ii) Variations to those options for payment will be administered according to the conditions outlined on the notice of rates and charges.
 - iii) A ratepayer who fails to abide by such conditions may be sued for recovery of the principal amount of the rates and charges, interest accrued on late payment, and costs reasonably incurred by Council in recovering or attempting to recover the rates and charges. If rates are payable by the owner of the land and are not paid by the due date, they become a charge on the land to which they relate, except within an Aboriginal Community Living Area. In addition, if rates and charges are in arrears for at least 6 months, Council may apply to register its charge as an overriding statutory charge over the land and if rates and charges have been in arrears for at least 3 years and the overriding statutory charge has been registered for at least 6 months, Council may sell the land to recover unpaid rates and charges.
- b) THAT in accordance with section 243 of the Act, a cash incentive of \$3,000 be provided to encourage the prompt payment of rates and charges for the financial year ending 30 June 2025, where payment in full is made on or before 30 September 2024. The incentive will be offered through the conduct of a draw to be known as the 'Early Bird Draw' whereby the City of Palmerston will offer a monetary prize to two (2) successful recipients of \$1,500 each in accordance with the terms and conditions available on Council's website.

Amelia Vellar
Acting Chief Executive Officer

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.1.7
REPORT TITLE:	Adoption of the Municipal Plan 2024-25
MEETING DATE:	Tuesday 18 June 2024
AUTHOR:	Governance Lead, Angie Torr
APPROVER:	General Manager Finance and Governance, Wati Kerta

COMMUNITY PLAN

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

PURPOSE

This Report seeks Council approval for the adoption of the Municipal Plan 2024-25.

KEY MESSAGES

- Council is required by the *Local Government Act 2019* (NT) (Local Government Act) to adopt its Municipal Plan on or before 30 June in the previous financial year.
- Council's annual Municipal Plan contains details of Councils service delivery plan and the allocated budget for the forthcoming financial year.
- The structure of the Municipal Plan reflects the six outcomes of Council's Community Plan.
- Council must present a balanced budget for 2024-25.
- Council's 2024-25 budget includes no changes to existing service levels, the inclusion of 331K of new program inclusions an increase in Residential Rates by 4.3% with a \$39 increase on the minimum and Commercial and Industrial by 4.9% with a \$60 increase on the minimum.
- The Municipal Plan and Budget 2024-25 includes Elected Member allowances as required by the Local Government Act.
- The Municipal Plan includes a budget of \$10.83 million for capital works for the 2024-25 year which includes the staged delivery of projects including the Zuccoli Community Hub, the Driver Community Hall and the commencement of a Marlow Lagoon Master Plan.
- Council completed 28 days of public consultation for the draft Municipal Plan. During this period, copies of the plan were made available to the public through website, newspaper, and social media for feedback.
- Council wrote to the Department of Chief Minister and Cabinet seeking feedback to ensure that the Municipal Plan and Budget 2024-25 is compliant with the Local Government Act.
- Council received eight submissions on the Municipal Plan and Budget 2024-25, one being a response from the Department of Chief Minister and Cabinet (DCMC), one from Palmerston and Litchfield Seniors Association, another from Palmerston and Regional Basketball Association and five from community members.
- Recommendations and comments on the feedback received are outlined within the report. No significant issues were identified.
- The Municipal Plan and Budget 2024-25 complies with the legislative requirements of the Local Government Act.
- As a result of feedback, minor changes have been incorporated into the draft Municipal Plan.

RECOMMENDATION

1. THAT Report entitled Adoption of the Municipal Plan 2024-25 be received and noted.
2. THAT in accordance with Section 35(1) of the Local Government Act 2019 Council adopt the Draft Municipal Plan and Budget 2024-25 at **Attachment 13.1.7.1** to this report entitled Adoption of the Municipal Plan 2024-25 that incorporates the commentaries and actions outlined in this report as City of Palmerston Municipal Plan and Budget 2024-25.
3. THAT Council writes to the respondents acknowledging and thanking them for their feedback on the Municipal Plan and Budget 2024-25 and detailing identified actions.
4. THAT Council provide the adopted City of Palmerston Municipal Plan and Budget 2024-25 to the Department of Chief Minister and Cabinet in accordance with Section 35 (2) of the Local Government Act 2019 before the 30 June 2024 with a copy also provided to the Minister for Local Government.

BACKGROUND

The structure of the Municipal Plan and Budget 2024-25 is based on Councils Community Plan, supporting the six outcomes. These six outcomes form the basis of performance and service plans that Council will work towards achieving in the coming 2024-25 fiscal year and reported against in Councils Annual Report.

At the Special Council Meeting of 8 May 2024, Council endorsed the following recommendations:

2. *THAT Council endorses the City of Palmerston draft Municipal Plan 24-25 being **Attachment 13.1.7.2** contained in this report entitled Adoption of the Municipal Plan 2024-25 for 28 days public consultation, following the inclusion of minor amendments as detailed in this report.*
3. *That Council be presented with the City of Palmerston draft Municipal Plan 24-25 inclusive of the feedback from the public consultation for adoption at the 2nd Ordinary Council Meeting on 18 June 2024.*
4. *That the decisions relating to Report entitled Adoption of the Municipal Plan 2024-25 be moved into the Open Minutes following the Municipal Plan media release.*

CARRIED 10/1337 – 8/05/2024

DISCUSSION

This report presents Council with an overview of the 2024-25 Municipal Plan, Long-Term Financial Plan encompassing the consolidated draft budget for the same period. It emphasizes Council's ability to uphold current service standards, detailing both approved expenditures and new initiatives.

The draft Municipal Plan which includes the Budget for 2024-25 is presented at **Attachment 13.1.7.1**.

Consistent with legal requirements, this year's Municipal Plan follows a structure similar to the previous year. Grounded in the Community Plan, the draft Municipal Plan, Long-Term Financial Plan and Budget for 2024-25 is organised around six (6) outcomes, each supported by 14 objectives. These objectives serve as the foundation for performance plans, guiding Council's efforts in the upcoming fiscal year and reporting obligations outlined in the Annual Report for 2024-25.

The Municipal Plan covers the following key areas:

- CEO and Mayor's Message, including highlights of Councillors, their allowances, and Council's staffing structure and plan.
- Council's performance measurement methods, informed by community feedback obtained from the Council's Community Satisfaction Survey.
- The program, project, and service delivery plan aligned with the six outcomes outlined in the Community Plan.
- Opportunities and challenges faced by Council, along with strategies to enhance relationships with other levels of government and the community through collaborative efforts.
- Council's Financial Statements, which was supported in principle at the Workshop held on Tuesday 30 April 2024

The structure of the 2024-25 budget adheres to the guidelines outlined in the Local Government Act. It integrates operational and capital income and expenditure within the income statement, providing a comprehensive view of Council's overall financial capacity.

This budget is presented as balanced, ensuring continuity in delivering services to our community. It acknowledges Council's present and future financial capabilities to sustain quality service provision, facility maintenance, infrastructure development, and the initiation of new projects aligned with the objectives of the Community Plan.

The City of Palmerston remains financially robust and viable. Through prudent budgeting, planning, and financial management, Council pledges to uphold the delivery of high-quality services to the community.

Noteworthy aspects of the budget include:

- The minimum rate for residential will increase by \$65 rise to \$1391, where results in 10,273 (68.5%) of the residential properties are on the minimum
- Commercial and industrial rate applied to the UCV will increase of 4.9%, along with a \$66 increase to the minimum.
- \$8.1 million generated for waste charges.
- \$1 million generated from set statutory and user charges and fees.
- Initiatives such as free parking in the City Centre and complementary entry to the Swimming & Fitness Centre for pool users.
- Operational Grant revenue and contributions totalling \$3.5 million, including Federal Assistance Grants.
- Employee expenses amounting to \$13.1 million.
- Allocation of \$331K for new program inclusions, including:
 - Introduction of Animal Management By-Laws (\$95K)
 - Software Subscriptions - Finance and accounting efficiency (\$11)
 - Diversity, Inclusion and Access Plan Initiatives (\$10K)
 - Weed management (\$40K)
 - Fire management (\$40K)
 - City Activation and Economic Activities (\$95K)
 - Safety Community Event (\$40K)
- Capital expenditure of \$10.83 million, with \$4.3 million funded by capital grants and other external funding, \$4.7 million from operational income, and \$2.2 million from reserves.
- Capital projects include:
 - Zuccoli Community Hub Design (\$300,000)
 - Marlow Lagoon Master Plan (\$150,000)
 - Enterprise Resource Planning (\$750,000)

- Driver Community Hall Phase 1 (\$1.25 million)
- Public Lighting (\$556,400)
- Tree Planting (\$500,000)
- Roads (\$2.08 million)
- Playspace renewals and upgrades (\$846,600)
- Creative Industries - Public art (\$500,000).

The 2024-25 budget is presented as a balanced budget with Council continuing to provide a consistent level of service to our community. The Plan recognises Councils current and future financial capacity to continue delivering quality services, provide facilities and infrastructure while commencing new initiatives and projects to achieve the outcomes in the Community Plan.

CONSULTATION AND MARKETING

Public Consultation

Consultation on the draft Municipal Plan and Budget 2024-25 commenced on 13 May for a period of 28 days. To ensure widespread public exposure and to provide multiple opportunities to provide submissions, the following consultation and marketing was delivered:

- Long and short format video produced
- A dedicated website page including an online form for submissions
- Media release distributed on Monday 13 May 2023. The following City of Palmerston staff were consulted in preparing this report:
- Newspaper advertisements: Quarter page Ad in the NT News on 15 and 22 May 2024.
- Social Media: Facebook and LinkedIn.
- Copies of the Draft Municipal Plan and LTFP at Council buildings.
- Posters at all customer touch points

Further details of the communications for the Municipal Plan and Budget is provided at **Attachment 13.1.7.3.**

During public consultation, Council wrote to the Department of Chief Minister and Cabinet (DCMC) seeking departmental feedback to ensure that the Municipal Plan and Budget 2024-25 being adopted is compliant with the legislative requirements of the Local Government Act.

Council received eight submissions on the Municipal Plan and Budget 2024-25, with notable responses received from the DCMC, Palmerston and Litchfield Seniors Association and Palmerston and Regional Basketball Association. Another five general submissions were received from the public.

The submission received from DCMC provided feedback on compliance aspects of the Municipal Plan which have now been actioned and incorporated into the final document. The submission from Palmerston and Litchfield Seniors Association provided a mixture of grammatical amendments and feedback which suggested highlighting the connection between Palmerston and it's Seniors. This feedback was also incorporated into the final document. Lastly, the submission from Palmerston and Regional Basketball Association praised the continuation of free venue hire and the impact that has on the association in terms of benefits to them.

City of Palmerston have drafted responses to the notable submissions received, thanking the organisations for taking the time to provide submissions.

The feedback received and the proposed response or action is provided at **Attachment 13.1.7.2.**

The Municipal Plan and Budget 2024-2025 has been updated to reflect administrative changes and feedback received during the public consultation period, with the final draft for Council endorsement provided as **Attachment 13.1.7.1**.

In preparing this report, the following staff were consulted:

- Executive Leadership Team
- Marketing and Communications Manager

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

- Department of Chief Minister and Cabinet

POLICY IMPLICATIONS

The Municipal Plan is in line with the requirements under the Local Government Act and all Council Policies.

BUDGET AND RESOURCE IMPLICATIONS

If adopted the Municipal Plan and Budget 2024-25 will set Council service plan and budget for the 2024-25 financial year.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

Council has prepared a Municipal Plan in line with the requirements of the Local Government Act. During public consultation Council received a submission from the Department of Chief Minister and Cabinet, all recommended amendments have been addressed. Council is required to adopt the Municipal Plan and Budget 2024-25 by 30 June each year.

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

STRATEGIES, FRAMEWORK AND PLANS IMPLICATIONS

Approval of the Municipal Plan and Budget 2024-25 will result in the achievement of environmentally sustainable outcomes through the implementation of energy efficiency initiatives.

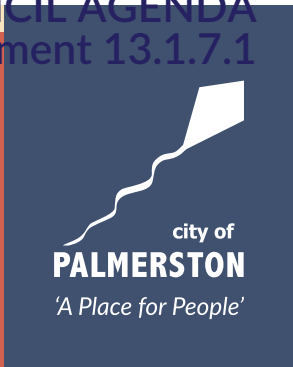
The Municipal Plan and Budget 2024-25 delivers on the City of Palmerston Strategies, Framework and Plans for the 2024-25 period.

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. Co P Municipal Plan 2024-25 COUNCIL [**13.1.7.1** - 64 pages]
2. 20240611 Municipal Plan Feedback Attachment [**13.1.7.2** - 6 pages]
3. Municipal plan marketing overview [**13.1.7.3** - 3 pages]



DRAFT MUNICIPAL PLAN 2024-25






Above: Smoking ceremony, SWELL facility, 2023.
Front cover image: Zuccoli Dog Park, 2023.

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.

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

 This document has been printed on recycled material.

CONTENTS

Introduction	1
Message from the Mayor	3
Message from Chief Executive Officer	4
Our Year: 2024–25	5
Your Rates	7
Our Council	9
Executive Leadership Team	12
Our people	13
Our Performance	15

01

Family and
community

17

02

Vibrant
Economy

23

03

Cultural
diversity

27

04

A future
focus

31

05

Environmental
sustainability

35

06

Governance

39

Opportunities and challenges	45
Financial Statements	49

INTRODUCTION

City of Palmerston’s Municipal Plan formalises all the services, programs, projects, and initiatives we have in store for the Palmerston community in 2024–25. This document goes beyond outlining our plans, it details how we will allocate resources, including Council rates, fees, and charges, and how we will bring important community projects to life.

At the heart of our efforts is you, our vibrant community. In 2018, City of Palmerston collaborated with the community to draft City of Palmerston’s Community Plan, a blueprint that sets our course for the next decade. Our shared vision, ‘A Place for People’, underscores our commitment to leveraging our strengths to ensure the people and community of Palmerston flourish for generations to come.

We strive to cultivate a welcoming, vibrant, and family-friendly city where diversity is celebrated, and unity thrives. In Palmerston, we want everyone to feel a sense of belonging and safety, where each individual is valued.

We understand the importance of preserving our natural environment, while also fostering economic growth and embracing innovation to drive positive social change. The Community Plan embodies these ideals and serves as a roadmap for our priorities, shaped directly by input from our community members.

Aligning our actions with the aspirations outlined in the Community Plan, we aim to provide certainty to our residents, businesses, and fellow Territorians about what they can expect from Council over the next decade. Together, we’ll work towards achieving the long-term outcomes our community desires and deserves. Thank you for being an integral part of shaping the future of Palmerston.

COMMUNITY PLAN OUTCOMES

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

02 Vibrant economy: Palmerston is a destination city for employment. It is a place where businesses are encouraged to set up and grow.

03 Cultural diversity: In Palmerston, we celebrate our cultures in a way that values our diversity.

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

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

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

*THE OUTCOMES INCLUDE THE OBJECTIVES
WE NEED TO ACHIEVE AND THE WAYS WE’LL
MEASURE OUR SUCCESS IN ACHIEVING THEM.*





POPULATION¹

41,113



MEDIAN AGE

31.8



GEOGRAPHICAL AREA

72KM²



GROSS REGIONAL
PRODUCT²

\$1.723 B



TOTAL BUDGET
EXPENSES

\$59.7 M

PUBLIC CONSULTATION

City of Palmerston undertakes an extensive 28 day consultation period which is in line with the *Local Government Act 2019 (NT)* (Local Government Act) and *Local Government (General) Regulations 2021 (NT)* (Local Government Regulations).

Source:

¹ ABS Estimated Residential Population 2023.
(<https://dbr.abs.gov.au>)

² [National Institute of Economic and Industry Research \(NIEIR\) ©2023](https://economy.id.com.au/rda-northern-territory/gross-regional-product?WebID=200). 2023. Compiled and presented in economy. id by .id (informed decisions). Data are based on a 2020/21 price base for all years. NIEIR-ID data are inflation adjusted each year to allow direct comparison, and annual data releases adjust previous years' figures to a new base year. (<https://economy.id.com.au/rda-northern-territory/gross-regional-product?WebID=200>)

MESSAGE FROM THE MAYOR

It is both an honour and a privilege to continue to serve this community as Mayor. I and all the Elected Members strive to ensure the continued growth and sustainability of our city, while meeting the diverse needs of our community. I am thrilled to address you as we embark on another year of continued improvement for our Palmerston community.

I am honoured to present City of Palmerston's Municipal Plan 2024-25, outlining our ongoing commitment to improving our community's lifestyle and wellbeing. Our Council remains steadfast in its dedication to fostering a vibrant, thriving, family-friendly and inclusive city.

Recognising the many challenges faced by our community including the increased living costs, we are committed to maintaining high standards of service delivery while minimising increases to Council fees and charges where possible and providing financial hardship rates concessions to people in need. We will continue to advocate on behalf of our community for partnerships with the Australian and Northern Territory Governments for the delivery of projects in Palmerston.

We are pleased to announce our continued support through initiatives such as the Community Benefit Scheme, free community events and facility hire, ongoing free entry to SWELL, verge beautification assistance, and ongoing support for local businesses.

A significant highlight of the upcoming year will be the roll out of the new Animal Management By-Laws. After significant process including multiple community consultations, the By-Laws were endorsed by Council and will be enacted as of 1 July 2024. The By-Laws are a significant improvement on the old By-Laws, future-proof animal management for the community and address matters raised by our community. We appreciate that there are some big changes for the community in these new By-Laws, such as the inclusion of cats, poultry and livestock, and significant penalties for animal attacks, and Council will be undertaking education to enable better understanding and compliance, as well as offering incentives for people to microchip, register their animals and contain cats within their property.

In line with our commitment to community development, we will continue with further stages of the Zuccoli Community Hub including designing the new community hall and library buildings. The planning and delivery for the redevelopment of the Driver Community Centre is underway and will continue through this Municipal Plan. Projects including in this budget are to ensure that our facilities meet the needs of our growing and diverse community.

The safety of our community remains a top priority, and we are implementing various initiatives, including youth programs, activation of spaces through events and activities, and improved public lighting, to enhance community safety and well-being.

We are looking forward to further implementation of the Local Economic Plan with an emphasis on fostering business growth, investment, and city activation.

Sustainability remains a core priority for Council, as we strive to reduce our environmental footprint, enhance recycling efforts, and promote energy efficiency initiatives. We are excited to begin the upgrade of the Archer Waste Management Facility to help support these efforts and see the implementation of new infrastructure.

I extend my gratitude to you the community, staff, and all stakeholders for your ongoing support. Together, we will continue to build a sustainable, vibrant, and inclusive city that truly embodies our vision of *A Place for People*.

Thank you and let us look forward to a year of progress and prosperity.



Athina Pascoe-Bell



MESSAGE FROM CHIEF EXECUTIVE OFFICER

City of Palmerston's Municipal Plan 2024-25 underscores our unwavering commitment to delivering quality programs and services, maintaining, and delivering new infrastructure, and fostering sustainability for you, our community.

The process of developing the City's budget for the upcoming year has presented challenges, with the continuing rising costs throughout out all industries, labour market constraints, general cost of living for our community and revaluations of land. These challenges necessitate careful consideration to minimise the impact on our community while upholding service excellence, delivering infrastructure needs, and advancing Palmerston as *A Place for People*.

City of Palmerston continues to grow, presenting many opportunities and challenges. This growth will see new residential areas being developed and the need for the continued development and renewal of community infrastructure to ensure the lifestyle and well-being of our community.

The budget is the basis of what services, programs, and infrastructure that we need to deliver to continue to deliver the Community Plan outcomes and meet our community's needs. This will include delivery of a \$48 million operational budget and \$10.8 million capital expenditure.

Our extensive, diverse, inclusive, and very popular community events and creative industries will also continue to be delivered such as Palmerston Youth Festival, Australia Day Celebrations, Brekkie in the Park, Proms by the Darwin Symphony Orchestra and Christmas Wonderland. We are continuing to work on further collaborations with the Creative Industries to bring new events to the Palmerston community.

We will continue to support the local economy and businesses with our commitment to delivery of the Palmerston Local Economic Plan, procurement policy and city activation.

The plan includes investing in our people through various initiatives such as implementation of a new Enterprise Bargaining Agreement, continuous training and development opportunities, improved technologies and increasing staff levels to ensure the ongoing delivery of exceptional programs and services, and customer experience to meet our growing community's needs.

City of Palmerston are seeking to partner with the Australian and Northern Territory Governments for the delivery of projects. I acknowledge the support of both Governments in delivering outcomes for the Palmerston.

Lastly, we recognise the diversity of our community, and we remain dedicated to engaging with you to gather feedback and insights. Your input is invaluable as we strive to continually improve and adapt to meet the evolving needs of our community.

It is an honour and a privilege as Chief Executive Officer to lead the dedicated team of City of Palmerston. The Community remain at the centre of all we do with a strong ongoing focus on the customer experience.

I would like to thank the community for their ongoing support in making Palmerston *A Place for People*.



Luccio Cercarelli



OUR YEAR AHEAD



4.9%

RESIDENTIAL INCREASE TO THE MINIMUM RATE BEING A \$65 INCREASE



4.9%

INCREASE IN THE COMMERCIAL AND INDUSTRIAL ON THE UCV, AND A \$66 INCREASE TO THE MINIMUM RATE



\$10.83M

TOTAL CAPITAL WORKS SPEND



\$250,000

COMMUNITY BENEFIT SCHEME



\$50,000

WASTE EDUCATION PROGRAMS



\$95,000

CITY ACTIVATION AND ECONOMIC DEVELOPMENT



+

INTRODUCTION OF THE REVISED ANIMAL MANAGEMENT BY-LAWS



+

CREATING A MARLOW LAGOON MASTER PLAN



\$846,600

PLAYSPACE RENEWALS
AND UPGRADES



\$2.08M

ROADS CAPITAL
PROGRAM



\$1.25M

DRIVER COMMUNITY
HALL PHASE 1



\$300,000

ZUCCOLI COMMUNITY
HUB DESIGN



\$750,000

ENTERPRISE RESOURCE
PLANNING



\$500,000

TREE PLANTING



DEVELOP A
RECONCILIATION
ACTION PLAN



\$715,000

PATHWAYS AND
LANEWAYS



\$500,000

CREATIVE INDUSTRIES -
PUBLIC ART



FREE PARKING, FREE
FACILITY HIRE AND
FREE ENTRY TO SWELL



\$556,400

LIGHTING UPGRADES
AND RENEWAL



\$340,000

PRE-CYCLONE CLEAN-UP

YOUR RATES

As the overall costs of living and business across the country rises, City of Palmerston and its community have faced the economic reality of rising costs in supplies and services.

We as a Council are deeply aware of the impacts to residents of Palmerston and their household. While Council aims to mitigate these impacts, the ongoing challenges of economic pressures, supply constraints and general elevated cost of living, have also contributed to increased costs for contracts, goods and services to Council. Despite this, Council has strived to keep the rate increase as minimal as possible, aiming to alleviate too much financial burden on the community, whilst upholding high standards of service delivery.

For the 2024-25 financial year, many residents will see an increase in the value of their Unimproved Capital Value (UCV) as a result of the recent valuations conducted by The Valuer General, Department of Infrastructure, Planning and Logistics. As City of Palmerston apply the unimproved capital value method as the basis for determining the assessed rates for each property, majority of residents would have seen a significant increase in their rates. To alleviate this burden Council has undertaken a rate modelling strategy for the 2024-25 financial year, to reduce the residential rate which is applied to the

UCV (also known as RID -rate in the dollar). This is balanced by increases in the minimum rate for all properties and an increase in the rate on the UCV for industrial and commercial properties. This shifts the increase more evenly across the majority of residential residents.

Minimum rates for Residential properties in Palmerston will increase by \$65, while the RID will decrease. This will result in 10,273 (68.5%) of the residential properties remaining on the minimum rate of \$1,391.

Commercial and industrial properties will see a \$66 increase to the minimum rate and an increase of 4.9% to the RID. This will result in 446 (43.5%) properties remaining on the minimum rate of \$1,413.

Over the last five years, the minimum rates have increased by 10.8% or \$129, all whilst delivering a number of facilities programs and events to council, not to mention free parking, facility hire and free entry to SWELL.

Council's Long Term Financial Plan (LTFP) covers a ten year period and is Council's principle document for ensuring it remains financially sustainable in the longer term and is available at palmerston.nt.gov.au/council/forms-and-publications/publications.

RATING ZONE	RATE ON UCV	MINIMUM RATE	CHANGE
R, RR (Excluding RR in the suburb of Marlow Lagoon) LR, LMR, MR, HR, CL, FD, PS, SP8, SP9 (<10,000m ²), SP9(>20,000m ²), SP10, SP11 and SP1*20	0.584490%	\$1,391	\$65 increase to the minimum from 2023-24 11% decrease on the to the Rate on the UCV
RR in the Suburb of Marlow Lagoon	0.480179%	\$1,391	\$65 increase to the minimum from 2023-24 11% decrease on the to the Rate on the UCV
GI and LI	0.555575%	\$1,413	\$66 increase to the minimum from 2023-24 Increase of 4.9% to the Rate on the UCV
All Other Rateable Land	0.833492%	\$1,413	\$66 increase to the minimum from 2023-24 Increase of 4.9% to the Rate on the UCV

WASTE MANAGEMENT CHARGE	2019-20	2020-21	2021-22	2022-23	2023-34	BUDGET YEAR 2024-2025
Residential Kerbside Collection	\$490	\$490	\$480	\$480	\$527	\$557
Manual Service Collection (<25 units)	\$490	\$490	\$480	\$480	\$527	\$557
Multiple Dwelling 25 units +	\$240	\$240	\$240	\$240	\$264	\$279
Upgrade to 240L Annual Service Charge	\$149	\$149	\$149	\$149	\$167	\$174
Additional General Waste Kerbside Bin 120L*	N/A	N/A	\$250	\$256	\$274	\$294
Additional Recycling Kerbside Bin*	N/A	N/A	\$110	\$113	\$113	\$120
Additional General Waste Manual Bin*	N/A	\$394	\$290	\$297	\$318	\$339
Additional Recycling Waste Manual Bin*	N/A	\$245	\$110	\$113	\$113	\$120

*These are charged through Fees and Charges, for more information visit www.palmerston.nt.gov.au

EARLY BIRD DRAW

Each year, Council runs a draw which gives two lucky ratepayers, who have paid their rates in full by the first instalment date, \$1,500 each. Early Bird Draw Terms and Conditions will be available in August at palmerston.nt.gov.au.

If you are experiencing any form of hardship that affects payment of rates or other charges applied by Council, then we strongly urge you to contact us, so together we can discuss options and/or arrange a suitable payment plan.

City of Palmerston offers additional concessions and property owners can apply for more than one concession at a time. If you have any queries regarding your eligibility for any of the concessions, please contact Council's Finance Team on (08) 8935 9961 or email: rates@palmerston.nt.gov.au.

CONCESSIONS

Council offers eligible concession holders a Rates Concession on rates. If you have any queries regarding your eligibility, please contact:

NT Concession Scheme: 1800 777 704

Palmerston Community Care Centre: (08) 8999 3344

FINANCIAL HARDSHIP

In times of financial hardship, Council offers a Rates Concession for both residential and commercial ratepayers. Financial hardship is defined as a situation where a ratepayer is unable, due to illness, unemployment, or other reasonable causes, discharge their financial obligations towards City of Palmerston.

OUR COUNCIL

City of Palmerston's 10th Council consists of seven Councillors and the Mayor. The 10th Palmerston Council was elected by residents on the 28 August 2021 and sworn in for a four-year term on the 14 September 2021.

ELECTED MEMBERS



MAYOR ATHINA PASCOE-BELL

Athina and her husband settled in Palmerston in 2004, choosing Marlow Lagoon as their home. They've built their life there, raising their children, now 12 and 15. With 20 years in spatial science, split between private and public sectors in NSW and NT, Athina brings extensive governance and planning expertise. Recently, she pursued a Bachelor of Laws at CDU to enhance her contribution to the community. Beyond work, she enjoys outdoor activities with Scouts and indulges her creativity in sewing, crochet, and occasional woodworking. Athina prioritises sound decision-making and quality outcomes and is eager to collaborate with diverse community groups within the Palmerston community and beyond.



COUNCILLOR AMBER GARDEN

Amber has been a Palmerston resident for over two decades and boasts 17+ years of expertise in human resources, team management, workplace health and safety, and administration. Her experience spans various sectors including construction, local government, health, and research. Re-elected to Council in 2021, she leverages over a decade of local government administration experience, adept in Council meeting procedures, financial reporting, and governance under the Local Government Act. Committed to an active and vibrant community, Amber focuses on enhancing animal management, safety, and accessibility to create a liveable city for all.



COUNCILLOR BENJAMIN GIESECKE

Ben, a Territory resident since 2004, launched his career in property after earning a Bachelor of Business (Property). Residing in Palmerston for close to two decades with his wife and newborn son, he brings vast expertise in residential and commercial valuations, urban economics, real estate, property law, and investments. Ben's attention to detail stems from his successful career in the property industry. Actively engaged with the local multicultural community, he's dedicated to his term as Councillor, striving to make Palmerston truly "A Place for People".

COUNCIL AGENDA Attachment 13.1.7.1

COUNCILLOR DAMIAN HALE



Damian has called the Northern Territory home since 1974, residing in Maningrida, Katherine, and Darwin before settling in the Gunn suburb with his wife Maria. With prior experience as the Federal Member for Solomon from 2007 to 2010, Damian is well-equipped to advocate for the Palmerston Community on significant future matters. He is currently the assistant coach for Palmerston Raiders Rugby League Club as well as the NT Titans Men's Senior Team. His background includes work with the Australian Workers Union and his current role as Director at Balcor, a local Indigenous-owned NDIS provider.

COUNCILLOR SARAH HENDERSON



Sarah, a dedicated community advocate and entrepreneur, has been an integral part of the Palmerston community for thirty years. Together with her husband, she has raised five children in Palmerston, and now her grandchildren are growing up in this vibrant community. Actively engaged in various Palmerston community groups over the years, Sarah participates in multiple committees and clubs, particularly supporting the seniors in her community. Throughout this term, Sarah is committed to enhancing services, extending support to fellow community members, and advancing Palmerston's sustainability objectives.

COUNCILLOR DANIELLE EVELEIGH



Elected in 2021, Danielle (Dani), a Palmerston resident for 20+ years, has a Bachelor of Business and is currently completing her Law Degree. With a background in human resources, industrial relations, and change management, Dani aims to promote community and economic growth in Palmerston. Dedicated to creating a welcoming and safe environment, Dani a mother, actively supports diversity, disability, and mental health initiatives. She serves on the boards of the Top End Women's Legal Service and Autism NT, coordinates the "Walking off The War Within" annual suicide prevention, chairs City of Palmerston Community Wellbeing Advisory Committee and can be seen at most Council run events.

COUNCILLOR LUCY MORRISON



Lucy has lived in the Northern Territory since 2008, after moving to the Top End from Queensland. With nearly 20 years' experience in the communications and media industry, she has worked as a journalist, and other media roles, as well as in public relations. Lucy's local government and NT Government roles and experience provide her deep governmental insight which she uses to help the community navigate the sometimes heavy bureaucracy. Passionate about healthy living and an active lifestyle, she advocates for involvement in sports and community activities. Lucy focuses on park beautification, city greening, lake management, and fostering community participation at events and activities.

COUNCILLOR MARK FRASER



Mark has been a Palmerston resident for over two decades and together with his wife Nora, have raised a family in Palmerston. Mark speaks fluent Bahasa Malay from his time in S.E Asia where he was immersed in the culture whilst working with a number of diverse people from multiple disciplines. He also has extensive experience in the heavy industrial manufacturing and services for resource industries. As a grandfather now, Mark is actively involved with many local sports, and other community and industry organisations, and you'll often spot him and his grand children at most Council run events.

ALLOWANCES

Elected Members are provided with financial support in recognition of the significant amount of voluntary work required in representing their community. As a result of changes to legislation, the Northern Territory Remuneration Tribunal reviewed the Local Government Councils and Local Authority Members allowances in 2022. These have since been revised and on the 14 February 2024, the Chief Minister tabled the Determination of Allowances for Members of Local Council at Parliamentary Sitings. The updated allowances come into effect on the 1 July 2024 and are detailed below:

ALLOWANCE TYPE	PRINCIPAL MEMBER	DEPUTY PRINCIPAL MEMBER	COUNCILLOR'S
Annual Allowance	\$24,600.00	\$24,600.00	\$24,600.00
Additional Allowance	\$92,000.00	\$17,200.00	-
Extra Meeting Allowance	-	\$10,000.00	\$10,000.00
Professional Development Allowance	\$4,000.00	\$4,000.00	\$4,000.00
Travel Vehicle Allowance	-	-	\$10,000.00
Provision of Motor Vehicle	\$25,000.00	-	-
TOTAL	\$145,600.00	\$55,800.00	\$48,600.00

Further information can be found:
[cmc.nt.gov.au/supporting-government/
boards-and-committees/reports-determinations](http://cmc.nt.gov.au/supporting-government/boards-and-committees/reports-determinations)

Councillors and the Deputy Mayor are entitled to claim an Extra Meeting Allowance up to a yearly maximum of \$10,000 and the claimable allowance is \$200 for meetings up to 2 hours, \$300 for meetings between 2 and 4 hours, and \$500 for meetings over 4 hours. Details of other entitlements for Elected Members are outlined in Council Policy "Elected Member Allowances and Expenses" available on Council's website.

LOCAL GOVERNMENT REPRESENTATION REVIEW

Legislative changes resulting from the *Local Government Act 2019 (NT)* established an independent Local Government Representation Committee to make determinations about Ward boundaries and representation for all of the Territory's councils. The Committee released its report on 9 February 2023 noting no changes for 16 of the 17 councils. City of Palmerston was the only Council that had changes recommended, with the determination that a 3-ward structure would be implemented. Council has expressed strong objection to the decision, advocating for Palmerston to remain undivided (no wards). This will not come into effect until after the 2024-25 financial year.

Below: Elected Members, SWELL facility, 2023.



EXECUTIVE LEADERSHIP TEAM

In line with the *Local Government Act 2019* (NT), Council employs a Chief Executive Officer (CEO) and delegates responsibilities to carry out the day-to-day functions of Council. The CEO is responsible for the overall administration of Council and works closely with the Elected Members to ensure Council’s goals and objectives are met. The CEO is supported in his responsibilities by a Deputy Chief Executive Officer, and three General Managers, who all form Council’s Executive Leadership Team (ELT). The ELT lead 96.35 staff and operate across five key areas: Office of the Chief Executive Officer, People and Place, Infrastructure, Community, Finance and Governance.



LUCCIO CERCARELLI
Chief Executive Officer

Responsibilities include:

- Office of the Mayor and Elected Members
- Executive Support
- Council and Committee Services
- Business Performance and Improvement
- Advocacy
- Strategy and Insights
- Strategic Initiatives and Partnerships
- Strategic Organisational Planning



AMELIA VELLAR
Deputy Chief Executive Officer, General Manager People and Place

Responsibilities include:

- Sponsorships and partnerships
- Government relationships
- Strategic Projects
- Marketing and Communication
- Organisational Culture and Development
- Engagement
- People
- Customer Experience
- Safety and Wellbeing
- Arts and Culture
- Placemaking



KONRAD SEIDL
General Manager Community

Responsibilities include:

- Recreation and Leisure
- Regulatory Services
- Library Services
- Community Health and Wellbeing
- Community Facility Management
- Community Development
- Local History and Heritage
- Community Grants



NADINE NILON
General Manager Infrastructure

Responsibilities include:

- Fleet Management
- Asset Management
- Stormwater and Transport
- Public Lighting
- Building Maintenance
- Infrastructure Design and Delivery
- Project Management
- Waste and Resource Recovery Services
- Environmental Sustainability
- City and Statutory Planning
- Lake Management
- Resilience and Disaster Management
- Natural Environment Management
- Parks and Open Spaces
- Outdoor Workforce
- Smart Cities and Innovation
- Information Technology



WATI KERTA
General Manager Finance and Governance

Responsibilities include:

- External and Internal Audit programs
- Economic Development
- Financial Management
- Governance
- Procurement
- Property and Commercial
- Corporate Reporting
- Information and Records Management
- Risk Management

OUR PEOPLE



Above: Council staff, SWELL grand opening, 2023.

City of Palmerston is committed to providing its employees with a comprehensive set of benefits and conditions through City of Palmerston's Enterprise Agreement.

The current agreement ensures clarity and fairness in our employment policies, offering enhanced recreational leave entitlements, salary sacrifice options, access to employee assistance programs, and discounted health insurance. City of Palmerston is dedicated to recognising the invaluable contributions of our staff by enhancing our people policies for the benefit of the Community. This includes bolstering leave provisions, improving flexible working arrangements and further demonstrating our commitment to supporting the well-being and needs of our workforce.

In 2023-24 we saw the New Careers Program roll out, providing a unique opportunity for people completing their studies and looking for work in their chosen career, to enter and gain experience within a local Government environment.

Rolling out City of Palmerston's Employee Value Proposition (EVP) and embedding our Customer Service Charter are a primary focus for 2024-25. Focussing on our culture, values and behaviours are key to embedding the important work that was done internally on the EVP. This work reinforces a focus on 'Investing in the community, through investing in our people', which resulted in a focus on employee attraction and retention, and aligns with the pillars of our Customer Service Charter which are:

- Make it Easy
- Perform with Pride
- Listen, Learn and Act
- Evaluate and Improve

Council is committed to creating a positive work environment that exists through the core process of professional development and collaboration. With a supportive team environment, we are genuinely committed to make a tangible and positive impact on the community.

The extension of the Civic Plaza opening hours was well received by the community, as was the extension of customer service options now offered through the Library. As these services expand, so too does our commitment to offer opportunities for our internal staff to continuously upskill, which in turn provides value to the community.

Additionally, we encourage members of the community to access Council information via the City of Palmerston app, which can be downloaded via Apple and Google Play stores. For those preferring to access Council information via the website, you will be able to access information better via the refreshed website design.

Continuous upgrades of the app will be rolled out in the 2024-25 financial year and include options such as:

- Adding important events directly to the smart device calendar
- Participating in community engagement via online feedback
- general refresh in line with the website and stronger brand enhancements

In accordance with section 165 of the Local Government Act, City of Palmerston directly employs a CEO who is ultimately responsible for the employment of all employees, in accordance with Council's approved Staffing Plan.

The Staffing Plan for 2024-25 allows for close to 100 employees who operate under the CEO's direction and are divided into our five directorates:

- Office of the Chief Executive Officer
- People and Place
- Community
- Infrastructure
- Finance and Governance

These positions are the equivalent of 101.35 full-time employees (known as full-time equivalents, or FTEs). This does not include casual or limited tenure positions of 12 months or less. Short-term projects, vacancies and leave without pay can temporarily change the actual number of FTEs during the financial year.

THE TOTAL BUDGET FOR EMPLOYEE COSTS FOR 2024-25 IS \$13.1M, WHICH INCLUDES WAGES, SUPERANNUATION EMPLOYEE INSURANCE.

OUR PERFORMANCE

HOW WE MEASURE PERFORMANCE

To gain an understanding of the community’s attitude, perceptions and satisfaction of various facilities, events and services Council provides, Council relies on the yearly Community Satisfaction Survey. The survey allows us to monitor our performance and identify successful outcomes, community priorities and areas for improvement.

City of Palmerston’s Community Plan, which was developed in 2018, was based around six key outcome areas. The survey reports on the following six outcomes of the Community Plan, collecting detailed feedback on key services and priorities for the community:

- Family and Community
- Vibrant Economy
- Cultural Diversity
- A Future Focus
- Environmental Sustainability
- Governance

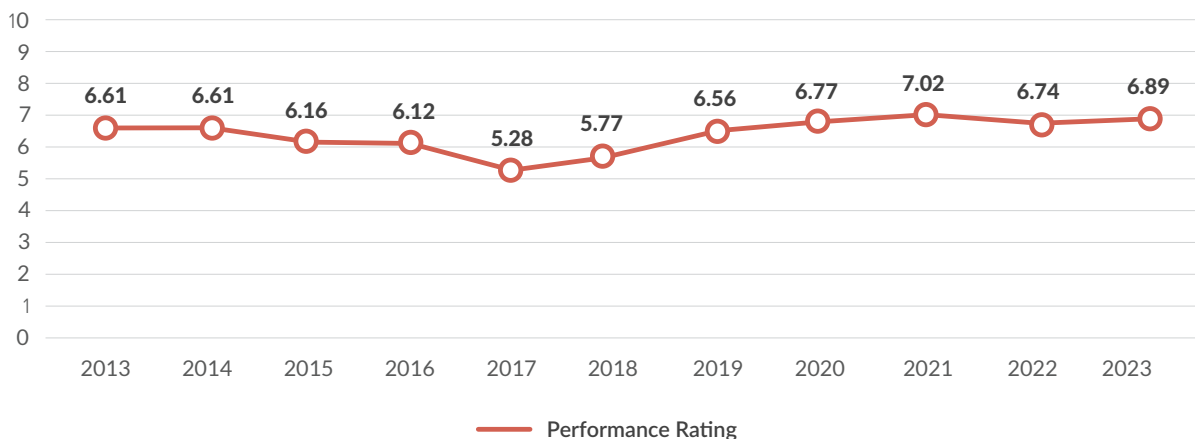
In 2023, we received feedback from 600 residents via telephone and 35 online. Overall, Council performance increased slightly to an average score of 6.89/10, with improvements in key areas such as kerbside waste collection, library services, improved recycling opportunities and delivering quality events and activities that support culturally diverse community members.

The Net Promoter Score of minus 18 still indicates a favourable sentiment, albeit slightly lower than last year. This score is a standardised measure which can range from -100 (100% detractors) to +100 (100% promoters). A Net Promoter Score is calculated by subtracting the proportion of detractors from the proportion of promoters. The 2023 score of minus 18 is a relatively good score when compared to a benchmark of minus 19 for three other Australian Councils, noting that this is not a traditional measure for Council.

Challenges persist in community engagement, business support, and innovation. Crime, safety, cleanliness, and homelessness emerged as key concerns. Noteworthy achievements include upgraded facilities and enhanced green spaces.

Communication remains an area for enhancement, with residents expressing preferences for alternative channels like social media and email. Addressing these gaps will be pivotal in fostering stronger community-council interactions.

OVERALL SCORE TREND



In 2023, there were increases in all scores for the six Community Plan Key Outcome Areas compared to the previous year. This has brought the scores closer to those observed in the 2021 survey, which was our highest customer survey response in the past 10 years.

KEY AREA	2019	2020	2021	2022	2023	CHANGE
Family and Community	6.68	6.80	7.16	6.89	6.96	+ 0.07
Vibrant Economy	6.01	6.28	6.55	6.24	6.44	+ 0.20
Cultural Diversity	7.04	7.21	7.50	7.31	7.39	+ 0.08
A Future Focus	6.70	6.84	7.02	6.70	6.84	+ 0.14
Environmental Sustainability	7.16	7.33	7.36	7.08	7.29	+ 0.21
Governance	6.01	6.17	6.52	6.19	6.43	+ 0.24
AVERAGE PERFORMANCE	6.56/10	6.77/10	7.02/10	6.74/10	6.89/10	+ 0.15

Some of the highest performance services continue to be kerbside waste collection (8.09/10), providing libraries and library services to the community (8.06/10) and providing and maintaining Archer Waste Management Facility. The highest increases experience in comparison to the previous year was Maintaining Lakes (+0.79), effectiveness of Council (0.35+) and providing community with the opportunity to comment on Council's decision making and interact with Council (0.42+).

The lower scoring measures was across supporting and attracting new and existing businesses (5.96/10 – an increase of 0.13 from 2022) and advocating for the community in planning issues (6.19/10) – an increase of 0.07+ from 2022).

In 2023, a review of the Communications strategy and Social Media strategy was completed with an action to continue to deliver educational, timely and accurate information via a variety of platforms.

Consideration will be taken towards accessibility of information for all residents and visitors alike, as well as beginning electronic mail as a key communication tactic.

A focus for Council in 2024-25 will be the implementing elements of the Local Economic Plan 2021 – 2031. The Plan was developed in collaboration with the Northern Territory Government and provides current businesses confidence for the future. It aims to identify support mechanisms to help attract and develop new and existing business opportunities.

Council remains dedicated to ongoing community engagement and gathering valuable feedback on delivered services. Identifying opportunities for improvement is crucial in laying the groundwork for future actions by the council. The next customer satisfaction survey is scheduled for September 2024.

01

FAMILY AND COMMUNITY

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

OBJECTIVES

- We focus on families
- The wellbeing of our community is a focus for all our work.



Above: Meeting the Easter Bunny, Palmerston Shopping Centre, 2024.

WE FOCUS ON FAMILIES

City of Palmerston strives to support a safe, friendly and family orientated city that offers a high-quality lifestyle.

We will continue to support and work in collaboration with organisations representing the varied and diverse cultures and demographics within the Palmerston community through events and programs, capacity building and networking.

To honour the significance of children and families as a core demographic in Palmerston, we will be celebrating Children's Week again in October, highlighting the United Nations Convention on the Rights of the Child. Likewise, in May, we commemorate National Families Week, emphasising the pivotal role families play in our community. Throughout 2024-25, we proudly present a diverse lineup of free family-friendly outdoor events, including Flicnics, On Frances Street parties, and Live at the Lake, fostering community bond in a relaxed and welcoming environment. Our busy event calendar features other favourite community events such as Halloween, Christmas Wonderland and Easter. In 2023, our Christmas Wonderland event drew over 16,000 attendees and featured a hybrid makers-market and a successful all-abilities night. Our seniors group play an integral part in our community and we continue to invest in Seniors Day in August each year.

The Palmerston Youth Festival (PYF) will return in July 2024. The PYF showcases the amazing talents and interests of young people within our community. The festival is supported by the Northern Territory Government and coordinated by City of Palmerston, with collaboration and partnerships with local organisations, businesses and young people. Diversity is honoured throughout the festival with celebrations of Geek Culture, LGBTQIA+, Aboriginal and Torres Strait Islander traditions, performing arts and sports, all being highlights of this year's festival.

City of Palmerston's Library remains an important community space for Palmerston residents. The library will continue to meet the information and recreation needs of the community by offering free access to high quality services and collections. Library visitors will continue to be able to participate in a variety of programs with a focus on personal development, building connections, and enhancing literacy and lifelong learning.

The Zuccoli Community Hub aims to enhance the Palmerston community's lifestyle and wellbeing by

offering substantial community and recreational amenities. Its Master Plan integrates features like an off-leash dog park, walking trails, a skate park with a pump track, a playground, a specialised children's library, a community centre and a contemplative garden. The phased delivery of the Community Hub has been an ongoing priority, with the initial phase, which included a regional dog park, and a public toilet completed in April 2023. The upcoming second phase will introduce a pump track and walking trail with construction slated for the 2024-25 period.

THE WELLBEING OF OUR COMMUNITY IS A FOCUS FOR ALL OUR WORK

City of Palmerston is dedicated to continuing to provide beneficial activities to the Palmerston community and strives to do so through initiatives such as Brekkie in the Park and Get Active. Both programs promote inclusive and safe health and wellbeing lifestyle opportunities to our community. In addition to providing health outcomes for our community, these programs also support local businesses by promoting local providers. Brekkie in the Park will be held in our local park areas and provides valuable opportunity for City of Palmerston employees and Elected Members to genuinely engage with the community.

CITY OF PALMERSTON REMAINS DEDICATED TO ENABLING EVERYONE TO FEEL WELCOME AND AT HOME IN OUR CITY BY FOSTERING A SENSE OF SAFETY AND INCLUSIVITY.

Continuing to provide accessibility to Council facilities in 2024-25, reaffirms Council's commitment to the interests of families and community members. Council offers free venue hire across various facilities, including the Recreation Centre, Library Community Room, Durack Community Arts Centre, Gray Community Hall, and Driver Family Resource Centre. These spaces accommodate a wide array of activities, spanning from fitness sessions and cultural workshops to gatherings tailored for seniors, youth, and children. This initiative underscores our ongoing efforts for genuine community engagement and maintaining Palmerston as a welcoming environment for families.

Beyond the above-mentioned benefits, the Council

will continue free access to SWELL until 2026. Other benefits for our community members include complimentary Wi-Fi services across our parks and facilities, ensuring connectivity and accessibility across Marlow Lagoon, Sanctuary Lakes, Flinders, Bill Lewis, Deleny, Joan Fejo, and Phyllis Uren Parks, as well as at Durack Community Arts Centre, Gray Community Hall, SWELL, and the CBD.

City of Palmerston will support the management of Harvest Corner Community Garden, by supporting the management group to offer community activities and events. Steps Group Australia, Life Without Barriers and Helping People Achieve will be upholding the vision for the community garden to provide a shared gardening space for the Palmerston community that allows members to engage with each other and nature, be active and learn new skills, improving health, wellbeing and community connectedness in an inclusive environment.

Council will continue to sponsor Lighting Up Palmerston requests, whereby the Water Tower, Recreation Centre and Library are lit to raise awareness of important events and causes such as mental health awareness, health conditions and child safety.

Palmerston's play spaces offer a space for community members to connect, play and relax. The Palmerston Play Space Strategy 2022 was developed to ensure a more robust and consistent approach to playground planning and maintenance in the City's open space network. The Play Space Strategy provides guidance on Council's strategic direction, planning, consultation, decision making and investment in play spaces over the next 10 years.

As Council continues to implement the Play Space Strategy a new and updated maintenance program focuses on improvements and accessibility upgrades to play space infrastructure, including playgrounds.

A budget of \$846,600 has been allocated for the 2024-25 year to improve the current Play Space areas and will continue to focus on replacing sand with soft fall, replacing aged play infrastructure and incorporating additional all abilities equipment, and improving shade to increase activation and utilisation.

Other initiatives that are planned to be undertaken to progress implementation of the Play Space Strategy include:

- Review of existing play space diversity and quality of play experiences and environments.
- Review and improve the information available to the community about play spaces in Palmerston and promote the range of play opportunities available.
- Continual improvement of inspection and maintenance activities.

Reflecting on Council's commitment to the overall wellbeing of our residents and ensuring community safety remains a top priority, City of Palmerston is set to introduce new Animal Management By-Laws on 1 July 2024, marking a substantial step towards enhancing community safety and pet welfare. The By-Laws went through an exhaustive consultation process with relevant stakeholders and community and were endorsed by Council in March 2024.

Key revisions within the By-Laws include:

- Incorporation of modern and contemporary practices in alignment with community expectations
- Provisions for the management and ownership of various animals, notably cats and livestock
- A review of prescribed penalties in relation to offences
- Strengthened licensing requirements and the registration process for dangerous animals
- Compulsory microchipping for both cats and dogs
- A comprehensive educational and marketing campaign will accompany the rollout of these By-Laws, offering support programs and services to the community to ensure widespread compliance such as:
 - > Delivery of desexing and microchipping programs for both cats and dogs
 - > Regular animal education programs to promote responsible pet ownership
 - > Financial rebates for building cat runs and enclosures.



Above: Zuccoli Dog Park, 2023.

Furthermore, there will be deliberation on the feasibility of establishing a cattery facility, prompted by the inclusion of cat ownership within the Animal Management By-Laws. This endeavor represents a significant project, contingent upon available land space and resources.

Ensuring Palmerston remains a safe and welcoming destination for families is at the forefront of our priorities. Teaming up with the Northern Territory Government, we've implemented enhanced security measures around Goyder Square to address anti-social behaviour. Moreover, Council is actively exploring initiatives to revitalise the CBD, aiming to improve commercial sustainability and deter criminal activity. Council's proposed rejuvenation plan will be instrumental in achieving these goals.

A proactive and significant step in this endeavour is already underway in partnership with the Northern Territory Government. The Crime Prevention Through Environment Design (CPTED) audit is a comprehensive assessment into various design-based recommendations to enhance safety and security within the CBD. This proactive approach aims to cultivate a secure and inviting atmosphere for both residents and visitors alike.

Council anticipates a ripple effect of positive outcomes by implementing these safety recommendations, including a revitalisation of the CBD. Enhancing safety will benefit local families and serve as a magnet for tourists and potential visitors, promoting economic growth. Additionally, local business operators stand to gain from the increased foot traffic and improved perception of safety, ultimately contributing to the overall vibrancy of our community.



Above: Zuccoli Dog Park, 2023.



Above: Multicultural Festival, Goyder Square, 2023.

MEASURES OF SUCCESS

These measures are indicators of our success in achieving these two objectives:



Increased participation in community events, activities and programs



Increased use of free venue hire



Increased compliance in areas such as number of registered dogs, valid licences to keep more than two dogs



Continued reduction in crime due to engagement, particularly youth-related crime



Community feedback on regulatory education and awareness initiatives



Decreased number of infringements issued to the members of the public



Community satisfaction with the services that are provided by Council and an increase in usage of these services.

02

VIBRANT ECONOMY

Outcome: Palmerston is a destination city for employment. It is a place where businesses are encouraged to set up and to grow.

OBJECTIVES

- Improve Palmerston's image
- Palmerston's economic future is bright



Above: Cheeky Cheeky Churros food truck, SWELL grand opening, 2023.

IMPROVE PALMERSTON'S IMAGE

City of Palmerston's brand and visual identity are defining elements that are vital to represent who we are as a Council and a community.

To realise a positive image, we will be looking at showcasing an inclusive and holistic personality that the community can resonate with. In 2024-25, efforts will continue to maintain brand consistency across all community facing communication to ensure recognition for all the events, programs, initiatives and services that are delivered.

Ongoing projects, initiatives and proposed plans that are designed to support positive impact to our region's growth and direction will aid to deliver:

- Improved open space and family friendly facilities
- Improved accessibility to more council owned assets and facilities
- Continued opportunities through development programs, particularly for young people
- Local economic growth through increased local business opportunities and support
- More tools to curb criminal activity and anti-social behaviour.

WITH THE SUPPORT OF THE NORTHERN TERRITORY GOVERNMENT, FURTHER IMPLEMENTATION OF THE PALMERSTON LOCAL ECONOMIC PLAN WILL OFFER SUBSTANTIAL BENEFITS TO BOTH EXISTING AND EMERGING BUSINESSES IN THE AREA.

To support these developments and more, Council convened a new Palmerston Vibrant Economy Advisory Committee in 2023 to advise Council on actions and priorities in this space. The role of the Vibrant Economy Advisory Committee includes:

- Provide advice to Council identifying economic development opportunities, improving the services provided to the community
- Provide strategic business focus, industry perspective and balanced input for the

implementation of the Local Economic Plan and its Action Plan

- Provide business perspective and advise on economic development issues and opportunities and Council's relevant plans and strategies.

As an integral component of the Palmerston Local Economic Plan, enhancements to the Invest Palmerston website will be made, leveraging it as a pivotal resource to assist local businesses and foster economic growth. A marketing campaign and tactics will be launched to complement these endeavours, alongside a development program aimed at guiding both new and established businesses.

Council will continue to sponsor key community events and organisations through the Community Benefit Scheme. These sponsorships help create vibrancy and improve the image of Palmerston by creating community connection. Some key sponsorships include the Palmerston RSL Sub-branch for the delivery of ANZAC day, RSPCA NT Darwin Regional Branch for the Marlow Lagoon based Million Paws Walk and Darwin Festival events being held in Goyder Square for the first time in 2024.

PALMERSTON'S ECONOMIC FUTURE IS BRIGHT

Palmerston's Local Economic Plan 2021-2031 continues to serve as a blueprint for the Council's long-term economic priorities, empowering us to establish stronger support systems for both existing and prospective local businesses. Our approach to realising this goal revolves around fostering a well-structured, sustainable economy that actively involves youth, entrepreneurs, and our broader business community. By collaborating with local businesses and associations, we aim to raise awareness of vendor opportunities within the municipality.

City of Palmerston's Business Survey is a key deliverable in the Palmerston Local Economic Plan, it was completed in April 2024. The results from the Business Survey will inform Council's role in supporting existing businesses in our community and how we will attract new investment.

In 2022, Palmerston expanded its land area through the Municipal boundary expansion, with local industries standing to gain significant advantages through this development. The strategic location of Wishart, coupled with ample space, presents both current and future businesses in the area with access to Council services, programs, and facilities.

This expansion not only opens doors for enhanced economic prospects for Palmerston, but it also positions the area as prime real estate, given its proximity to Darwin City, East Arm, and rural locales, further fuelling growth opportunities.

RECOGNISING THE SIGNIFICANCE OF NURTURING DEVELOPMENT, COUNCIL EMPHASISES THE IMPORTANCE OF MAINTAINING INFRASTRUCTURE WHILE CULTIVATING THE DISTINCT IDENTITY FOR PALMERSTON.

Community engagement remains central to decision-making processes, with ongoing consultation and thorough review of development applications. Additionally, Council advocates for the community's interests by providing feedback to the NT Government.

Council remains committed to improving the city's appeal, with a particular emphasis on supporting local businesses to drive employment opportunities and enhance business occupancy rates. The initiative of free all-day parking in the CBD will be maintained in 2024-25, incentivising locals and visitors to shop local, contributing further to the local economy.

The Community Benefits Scheme (CBS) presents a valuable opportunity for not-for-profit organisations to access economic assistance to put on events and activities that benefit the local community. The funding provided by Council, goes beyond benefitting the initial recipient, it generates a positive economic impact when the funds are then further invested in Palmerston based goods and services. This also supports local artists and young people at a grassroots level to support their growth and development.

A review of the CBS program will see the process to become a lot more streamlined and easier to administer. Commercial entities can apply for CBS grant funding if the request is for an environmental initiative which meets the outcomes of City of Palmerston's Community Plan. Initiatives may include waste reduction strategies, water or energy efficiency opportunities or rehabilitation of the environment e.g. native planting.

Through the Crime Prevention Through Environment audit, we can look to implement safety measures and revitalise the CBD. We anticipate this to have a ripple effect of positive outcomes for not only local families but will also serve as a magnet for tourists and potential visitors, fostering economic growth. Additionally, local business operators stand to gain from the increased foot traffic and improved perception of safety, ultimately contributing to the overall vibrancy of our community.



Left: Playground, Marlow Lagoon recreation area, 2024.



Above: Community event, Goyder Square, 2023.

MEASURES OF SUCCESS

These measures are indicators of our success in achieving these objectives:



The people of Palmerston choose to shop locally



Employment rates increase



More funds are available for Council to invest in the community



The population of Palmerston is growing (families stay)



There are more businesses located in Palmerston.



More tourists visit Palmerston

03

CULTURAL DIVERSITY

OUTCOME

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

OBJECTIVES

- To celebrate our rich culture and diversity
- Recognise and support diversity through our partnerships and leadership



Above: Multicultural Festival
Aboriginal performance, Goyder
Square, 2023.

TO CELEBRATE OUR RICH CULTURE AND DIVERSITY

City of Palmerston is dedicated to fostering an inclusive, diverse, and accessible community, as outlined in the Community Plan, Inclusive, Diverse and Accessible Policy Framework (IDA) and Disability Inclusion and Access Plan (DIAP).

This group of policy frameworks underpin the delivery of all our programs and services, ensuring they are properly tailored to the needs of all members of the community, regardless of their age, ability or background. A key initiative for 2024-25 will see the development and implementation of the “Accessible and Inclusive Event Guidelines” to ensure that all community events are accessible to everyone, in line with the objectives of the DIAP.

COUNCIL PROUDLY EMBRACES THE RICH CULTURAL DIVERSITY OF OUR COMMUNITY AND ARE COMMITTED TO FACILITATING AND SUPPORTING CULTURAL EVENTS AND PROGRAMS, INCLUDING NAIDOC WEEK, INTERNATIONAL WOMEN'S DAY, INTERNATIONAL DAY OF PEOPLE WITH DISABILITIES AND PRIDE.

These initiatives foster collaboration and connections across diverse cultures. Community working groups will be established to ensure inclusivity and diversity at various events.

The continuation of the Palmerston Community Wellbeing Advisory Committee will provide further strategic advice on the actions and priorities of the Inclusive, Diverse, and Accessible Policy Framework (IDA) and Disability Inclusion and Access Plan (DIAP). The committee will continue to meet quarterly with the aim to provide advice to Council about programs and initiatives that support the increase of access to cultural diversity and inclusivity.

The Library will continue to provide programs that celebrate our cultural diversity such as Bilingual Storytimes and Drag Queen Storytimes, and programs which provide accessibility, such as Auslan Storytimes by Deaf Connect. The Library has been connecting with Dementia Australia to work towards making the Library a certified Dementia friendly space. This includes staff training and liaising with Dementia Australia to determine potential improvements to the Library environment and services.

City of Palmerston's Creative Industries Plan 2023 – 2027 provides a framework for the sustainable growth and development of Palmerston's creative sector. The Plan sets out a vision of Palmerston as a vibrant and innovative creative hub and provides a roadmap for achieving this. The Plan outlines goals, strategies and actions that will encourage the growth and development of Palmerston's creative sector by providing a supportive environment, encouraging collaboration and partnerships, and investing in infrastructure and resources. The Plan also seeks to ensure that the benefits of the creative sector are shared by all members of the community, and that the growth of the creative sector contributes to the wider economic development of our city.

Durack Community Arts Centre will play an integral role in supporting actions identified in the Creative Industries Plan. The Arts Centre will host a range of arts-based activities such as creative workshops, programs, and community exhibitions as part of its commitment to fostering arts and culture in the area. In order to upskill the creative arts community, the Council will host entrepreneur development workshops, the program aims to empower artists to better understand how to start and market their own business and to attend networking opportunities in Palmerston.

Council will also offer artist-in-residence programs, giving local artists the opportunity to create and showcase their work. The Council will also introduce public art initiatives, allowing the community to experience art in a new way. 2024 will see the first Palmerston Street Art Festival being delivered in partnership with the Northern Territory Government.

Welcoming new citizens to Palmerston is a great way to see how vibrant and diverse our community is. In 2022-23, over 200 people became Australian citizens from over 33 countries including Iran, Ghana, and the Philippines. Council looks forward to welcoming more new citizens in 2024-25 when we hold up to five Australian citizenship ceremonies.

RECOGNISE AND SUPPORT DIVERSITY THROUGH OUR PARTNERSHIPS AND LEADERSHIP

Living and working on Larrakia Country is a privilege, and we're committed to integrating the values and goals of reconciliation into every aspect of our organisation through the actions and goals of our Reconciliation Action Plan.

Our relationship with the Larrakia community has always been positive and mutually respectful, and we're excited to embark on this journey of reconciliation together, not just with the Larrakia people, but with all First Nations People.

Each year, Council allocates funding through the Community Benefit Scheme (CBS) to facilitate community led and delivered initiatives which benefit the Palmerston Community. The CBS includes Community Grants, which support a varied range of events, activities and projects which reflect the needs and cultural diversity of our community.

The Individual Representation Support will continue to help alleviate the cost of representation for Palmerston residents. This funding allows those selected the opportunity to expand their knowledge and skills at a state, national or international level. Young leaders in our schools are also recognised each year with the annual school awards.

Council's partnership with Palmerston and Regional Basketball Association will continue with the ongoing support of Youth Drop-in Sports. This program provides after school sporting activities which not only provide physical development, but promote social connections, a sense of responsibility and wellbeing. The young people engaged in the program can develop organisational and life skills through program participation. Participants are mentored and supported to create healthy relationships and encouraged to pursue pathway and employment opportunities. Youth Drop in Sports is held in the Recreation Centre Stadium, providing a safe and airconditioned environment where all young people are welcomed!

The Australia Day Awards provide an invaluable opportunity to pause and reflect on the significant contributions made by our residents to improving the outcomes of our community. By shining a spotlight on the incredible depth and breadth of the work being done in Palmerston we can show our deepest and most sincere appreciation for our volunteers. In 2024-25 City of Palmerston will make it easier for residents to nominate outstanding volunteers and has planned to hold a special event to celebrate all nominees.



Left: Colombian dancers and City of Palmerston Mayor, Palmerston Recreation Centre, 2024.



MEASURES OF SUCCESS

These measures are indicators of our success in achieving this outcome:



Increased community participation in arts and cultural activities



CBS is promoted through a variety of channels to community groups



Increase in CBS applications from diverse organisations



Existing partnerships are inclusive of emerging communities



Inclusion and accessibility are incorporated into our programming and planning



Council consults with and includes the needs of all people in our programs and planning using a mechanism we've agreed with those communities



Fostering and promoting arts and culture in our community and awareness and promotion of our local history are both improved.

Above: Multicultural Festival Chinese lion dance, Goyder Square, 2023.

04

A FUTURE FOCUS

OUTCOME

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

OBJECTIVES

- We support and foster innovation
- Infrastructure is fit for purpose our partnerships and leadership



Above: Community consultation, Palmerston Recreation Centre, 2024
Community consultation, Palmerston Recreation Centre, 2024.

WE SUPPORT AND FOSTER INNOVATION

The Fibresense project includes 60km of fiber optic cable being laid throughout Palmerston CBD and Tiger Brennan Drive to detect vibrations in real time to understand and capture vehicular and pedestrian movements.

The installation has been completed with traffic data systems being developed and implemented over the coming year. The resulting data will aid City of Palmerston in making more informed decisions regarding future pathway, amenity, and infrastructure planning.

As a part of the website redevelopment, we will be looking at ways the community can directly access live project works in systems such as ArcGIS (Council's mapping system) and our Emergency Management Dashboard. ArcGIS is a live mapping system that shows 'tasks' or 'reported actions' on things such as faulty streetlights, park issues, road repairs and more. Residents can access this system currently to report a fault and monitor works, and improvements will be made to allow the community to access this map in a more consumable format.

With the opening of our state-of-the-art Gulwa Community Recording Studio in 2022, visitors can try music recording, mixing, production, podcast recording, broadcasting, video production, and use it as a rehearsal, workshop and event space. The Library will continue to upskill the community in using the studio to further their creative endeavours.

The Library is committed to enhancing digital literacy and accessibility to technology to our community. We're excited to introduce several initiatives aimed at getting more people online. This includes upgrading our self-service tablet devices, known as Hublets to the latest versions, expanding opportunities for digital engagement.

Additionally, to address the high demand for public access computers, we're introducing three in-house laptops exclusively for member use, reducing wait times and ensuring equitable access to technology.

Furthermore, we're proud to announce the launch of Libby by Overdrive, a new e-resource platform offering a vast collection of e-books, e-audiobooks, and e-magazines, including the latest releases. With over 5,000 e-magazines available, members can enjoy digital reading across various platforms, from PCs to e-readers, and even through the convenient Libby app.

THESE INITIATIVES REFLECT OUR COMMITMENT TO FOSTERING DIGITAL LITERACY AND MAKING DIGITAL RESOURCES MORE ACCESSIBLE TO ALL MEMBERS OF OUR COMMUNITY.

Significant progress has been achieved in the development and implementation of our Enterprise Resource Planning (ERP) software. The ERP system aims to encompass all organisational systems necessary to fulfill regulatory and rating business requirements. In the upcoming year, we will initiate the phased implementation of enhanced systems. These improvements will enable the Council to deliver services to the community more efficiently and effectively. Residents will benefit from increased online service management capabilities, enhancing the overall customer experience. With the municipality's ongoing growth in size and population, the introduction of an effective ERP system will facilitate sustainable development.

We will be expanding Wi-Fi coverage to SWELL, Zuccoli Community Hub, and Driver Community Centre enhancing connectivity throughout the municipality. This promotes safety and enables direct issue reporting to the council via app, website, or social media. We strive for continual improvement and seek out service enhancements opportunities and emerging technologies in an effort to improve existing community services

INFRASTRUCTURE IS FIT FOR PURPOSE

As our Municipality continues to grow in population and size, we are presented with both opportunities and challenges.

This growth demands ongoing infrastructure and public asset improvements to meet the evolving needs of our community. Guided by our forward-thinking approach and the Community Plan, Council prioritises capital and operational planning in order to achieve meaningful outcomes for the whole community.

Each year, we develop and implement strategic programs for capital and operational works, carefully allocating resources to deliver the most impactful results for our community. These efforts drive our extensive capital works program and ensure the delivery of quality services throughout the year ahead.

In recent years, we've concentrated on fostering innovation within our infrastructure, with notable additions such as the Gulwa Community Recording Studio, SWELL, and Gray Community Hall. Moving forward, our focus shifts to maintaining these assets to the highest standards, safeguarding their integrity and longevity for the future. To sustainably manage these assets, Council utilises its Asset Management Plan to guide asset renewals and upgrades. These encompass a wide range of elements, including buildings, roads, transport safety, pathways, parks, stormwater, and lighting networks. Additionally, our programs encompass community safety initiatives, such as addressing dark spots with lighting upgrades, and road safety enhancements, ensuring a safe and vibrant environment for all.

A total of \$5.6M will be spent for renewals and \$5.2M for upgrades in 2024-25. Funding of \$18.2M is committed for operational activities such as road maintenance, building repairs, mowing parks, waste management, cleaning streets, irrigation repairs, and maintaining public lights. The funding will also go towards ensuring our assets undergo regular maintenance and service.

THESE SERVICES ENSURE COUNCIL CAN CONTINUE TO OPERATE ITS FACILITIES AND PROVIDE INFRASTRUCTURE THAT'S WELL MAINTAINED FOR ALL THE COMMUNITY TO ENJOY.

Palmerston takes pride in its 14 man-made lakes and one natural water body, which serve as vital ecological and aesthetic importance for the community. Mitchell Creek remains an important focus for Council as developments begin with the Zuccoli Community Hub, and plans for connectivity in this space. Previous efforts in the extensive lakes networked have successfully managed the invasive Salvinia weed, which posed significant challenges. Through the acquisition of an additional weed harvester and the implementation of a multi-faceted approach, Council effectively managed the weed, however this is an ongoing endeavour. Regular harvesting will be maintained on a scheduled basis throughout the year, especially during the rapid growth period in the wet season. To further prevent contamination, educational materials will be provided to the community, promoting responsible practices, and encouraging everyone to play their part in preserving these valuable water resources.

Following a thorough evaluation and community engagement process in 2023, detailed design of the Driver Community Centre will be completed this year, enabling construction to commence as soon as funding is confirmed. The anticipated cost for the construction is estimated to be around \$3 million.

To ensure we are future proofing Palmerston, a Marlow's Lagoon Masterplan will be created. This will ensure that planning for the vision for any development of this key location is considered and ready for community input.



MEASURES OF SUCCESS

These measures are indicators of our success to achieve this outcome:

Above: Basketball, SWELL grand opening, 2024.



Council consults with and includes the needs of all people in its programs and planning using a mechanism it has agreed with those communities



Improved condition data and financial valuations of assets



Increase in site visits to ArcGIS and Emergency Management system (guardian)



Optimisation of asset renewal



Council provides a platform that supports and allows for innovation by both staff members and the community



Improved community satisfaction of the Palmerston lakes

05

ENVIRONMENTAL SUSTAINABILITY

OUTCOME

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

OBJECTIVES

- Reduce our footprint on the environment
- Palmerston is a cool, shaded, green city
- Encourage personal action and taking a leadership role



Above: All abilities swing, Marlow Lagoon recreation area, 2023.

REDUCE OUR FOOTPRINT ON THE ENVIRONMENT

City of Palmerston continues its commitment to reducing its environmental impact through actioning items from the Sustainability Strategy 2022-26.

Supporting objectives under the Community plan, the Strategy seeks to preserve our natural assets, reduce our collective impacts, and evolve our practices so that liveability and opportunities for future generations are not compromised.

Four themes frame the Strategy, each with supporting priorities and actions. These themes focus on protecting our urban ecology and natural environment, empowering and connecting the community, a focus on efficiencies, and leading with purpose through responsible investment and initiatives. City of Palmerston has many ongoing and new initiatives that address actions and priorities under each theme.

City of Palmerston is continually looking to improve its fleet's sustainability and vehicle emissions, and currently has twelve hybrid vehicles and one electric vehicles. A hybrid light duty truck was added to the fleet in 2023. Future fleet purchases will be hybrid or electric where such vehicle types are available for purchase. We recognise and encourage the transition to electric vehicles and will be installing additional electric vehicle charging stations throughout the municipality as the need increases.

City of Palmerston continues investing in renewable energy sources and plans to install new solar generation systems for SWELL, Driver Community Centre, Durack Heights Art Centre and the Palmerston Operations Centre over the coming years. In order to measure and monitor our successes, City of Palmerston also continues to improve the data collected on emissions generated from operations.

The Archer Waste Management Facility (AWMF) upgrade commenced in 2023-24. The design includes a new recycling area and an undercover general waste push-pit area. The upgraded facility will support improved recovery of recyclable items in line with City of Palmerston's Sustainability Strategy. Construction is expected to be completed in 2024-25. AWMF will continue to remain open during the period of construction.

City of Palmerston continues to maintain kerbside collection of household recyclable material. To assist residents to understand best practice recycling and waste management, City of Palmerston has focused on public waste education by providing free community workshops and activities on sustainability and waste reduction. City of Palmerston will continue providing waste education opportunities for the public, including facilitating programs for local schools and community groups.

The annual pre-cyclone clean-up will be offered to residents in 2024-25 will be funded through part of the residential Waste Service Charge. The pre-cyclone clean-up initiative is designed to provide residents with the opportunity to clear their property of large objects that do not fit into general waste or recycle bins and risks becoming a dangerous projectile in a cyclone. Council will advertise and promote the recycling component of this service, encouraging residents to separate their hard rubbish to maximise the diversion of material from landfill.

TO FURTHER DEMONSTRATE CITY OF PALMERSTON'S COMMITMENT TO WASTE REDUCTION AND DIVERSION IN 2024-25, WE WILL BE TRANSITIONING TO BEING SINGLE USE PLASTIC FREE AT COMMUNITY EVENTS HELD ON CITY OF PALMERSTON PREMISES.

This will include the development of a sustainable events planning guide and a sustainable event authorised statement.

Council has made a commitment to ongoing improvements of our irrigation systems to optimise functionality and reduce water consumption. City of Palmerston continues to refurbish and upgrade its irrigation network and works will continue throughout 2024-25. City of Palmerston is also continuing to work towards establishing an Irrigation Management Plan which includes guidance on maintenance and capital expenditure to improve the irrigation system.

PALMERSTON IS A COOL, SHADED, GREEN CITY

City of Palmerston continues to face ongoing challenges related to climate change, population growth and urban heating. These issues place pressure on the built environment, service delivery and the people of Palmerston.

A healthy urban forest plays a critical role in maintaining the health and liveability within a city. City of Palmerston aims to increase the urban forest density by planting more trees and improving existing vegetation health. To achieve this, City of Palmerston commits to improving soil microbial activity and maintaining soil moisture levels throughout the year with regular mulch applications. Increasing urban forest diversity by expanding planting options will help protect against pests and pathogens. These small changes in direction are aimed at transforming the urban forest into a healthy, diverse and resilient forest that will enable our city to adapt to a changing climate, mitigate urban heat island effects and provide protection and wellbeing for the community.

As an integral component of the Sustainability Strategy's focus on environment and community, targeted tree planting initiatives will be strategically rolled out to combat known heat retention areas and improve urban biodiversity. By aligning tree planting programs with pathway development, City of Palmerston aims to enhance connectivity between public open spaces and promote pedestrian-friendly transport routes. Additionally, tree planting efforts will persist in parks, reserves, and road reserves, with City of Palmerston advancing GIS mapping and conducting baseline studies to establish monitoring strategies for urban heat and canopy cover.

The implementation of both a municipal Weed Management Plan (WMP) and a Bushfire Management Plan (BMP) will be a focus this year. Recognising the interconnectedness of weed and fire management, these plans are designed to complement each other, aiming to mitigate wildfire risks to both personal safety and property while also addressing the impacts of invasive weeds and wildfires on biodiversity. By strategically controlling weeds such as gamba and mission grass, we aim to reduce fuel loads and subsequent wildfire risks. As part of this endeavour, an annual weed control program is being developed for the Gunn Escarpment, incorporating late wet season burns. Additionally, fire management strategies, including wet season and early dry season burning, will be employed to protect life and property while promoting biodiversity. Timely burns will not only reduce the severity of wildfires but also facilitate the safe use of recreational spaces for the community's benefit.

The municipal Weed Management Plan (WMP) will outline targeted strategies to combat significant weed infestations, including gamba grass, mission grass, neem, olive hymenachne, and salvinia. Meanwhile, the Bushfire Management Plan (BMP), will delineate fire management zones and corresponding strategies to safeguard assets and biodiversity. This plan is being crafted in consultation with key stakeholders, including the NT Fire and Rescue Service, to ensure comprehensive and effective fire management practices for the community's safety and environmental preservation.

City of Palmerston continues to successfully implement the Lakes Management Plan. This plan outlines maintenance activities for the lakes, including methods for controlling aquatic weeds and vegetation, topping up lake water levels during the dry and maintaining the environment around the lakes. The plan includes initiatives for improving water quality so that the lakes meet their purposes of stormwater retention and water quality treatment, amenity and recreation opportunities, water source for irrigation and habitat for wildlife. One of the initiatives includes installing lakebed aeration systems to improve water quality. City of Palmerston installed 3 new lakebed aeration systems during 2023-24. City of Palmerston plans to install further systems during 2024-25, and to install access ramps at Marlow Lagoon so City of Palmerston can carry out aquatic vegetation management to better maintain the lagoon's health.



Above: Plant giveaway, Palmerston Recreation Centre, 2023.

MEASURES OF SUCCESS

These measures are indicators of our success to achieve this outcome:



The level of recycling/proportion of rubbish recycled is increased



A decrease in littering



Increase in canopy coverage (percentage of areas shaded by trees)



Improved biodiversity outcomes



Improved vehicle emissions reporting through Council's fuel usage reporting system



Number of vehicles using the new EV charging station



Uptake of Electric Vehicles within the Palmerston municipality



Decrease in costs associated with printing



Increase in online services.

06 GOVERNANCE

OUTCOME

Our strategies to support achieving this objective are based on using effective, accountable and adaptable processes to deliver on our Community Plan.

OBJECTIVES

- Ensure we have a leading governance model
- Community is at the centre
- Healthy working partnerships



Above: Community consultation group.

ENSURE WE HAVE A LEADING GOVERNANCE MODEL

City of Palmerston is dedicated to employing proactive strategies that consider both public perception and the political environment.

As we embark on the 2024-25 period, we are excited to introduce our forward-thinking approach to governance, exemplified by the creation of our Governance Framework. Rooted in innovation, this framework will provide clear direction and purpose for our actions and decisions. Serving as the bedrock of our operations, the Governance Framework will uphold principles of transparency, accountability, and effective decision-making, all aimed at better serving the Palmerston community.

In 2024–25, City of Palmerston will provide training to staff on governance, reporting and compliance requirements in accordance with the Local Government Act. The training program will support good decision making and include a focus on fair and transparent processes, confidentiality, privacy and conflict of interest. By equipping staff with the necessary knowledge and skills in these areas, City of Palmerston aims to empower them to effectively navigate the complexities of governance and compliance, thereby fostering public trust and confidence in the decision-making processes of City of Palmerston.

In 2022-23 City of Palmerston undertook a review of the Strategic Risk Register, which established the next three-year internal audit program. During 23-24, City of Palmerston commenced a series of internal audits. The review of the Strategic Risk Register included establishing Council's risk appetite and risk tolerance levels, assessing the effectiveness of the established controls and identifying treatment plans. City of Palmerston will continue with the internal audit plan in 2024-25. A review of the next three-year period will commence in early 2025 and will identify the next series of internal audits to occur. The outcomes of the internal audits will be reported to Council through the Risk Management and Audit Committee.

CITY OF PALMERSTON IS COMMITTED TO HAVING A FAIR, TRANSPARENT AND ACCOUNTABLE PROCUREMENT PROCESS.

Continuous improvement on the procurement documentation is performed to enhance the effectiveness for all stakeholders. Further improvements to the documentation will continue and staff training delivered to focus on the practice of best value for Palmerston outcomes.

City of Palmerston is committed to establishing and maintaining record management practices that meet its business needs, accountability requirements and stakeholder expectations.

In 2024-25 City of Palmerston will undertake several initiatives to ensure our record management strategies are best practice. We will continue to develop an Information Management Framework which will enable strategic data handling and improved decision making for records management. City of Palmerston will be carrying out internal audits on our hard copy and digital record management programs to ensure legislative compliance for records destruction, whilst developing an archiving strategy.

City of Palmerston continues to update Council policies in line with the requirements under the Local Government Act. In 2024-25, a review of Council's policy framework will ensure the mechanisms are in place to monitor the review of Council and City of Palmerston's policies and procedures as per the Local Government Act.

By fostering innovation, continuous improvement, and implementing a robust maintenance program, City of Palmerston aims to enhance its Long-Term Financial Plan. Currently, City of Palmerston maintains consistent data reporting processes for select assets, a practice that will now extend to a broader range of City of Palmerston-owned assets, including public roads, stormwater drainage, public lighting, water irrigation and buildings. Standardising asset management inspections yields stronger and improved outcomes for future planning endeavours. Leveraging new technologies, such as Fibersense data, within the new Digital Strategy, City of Palmerston is poised to evolve into a more data-driven organisation, ensuring continued development and innovation.

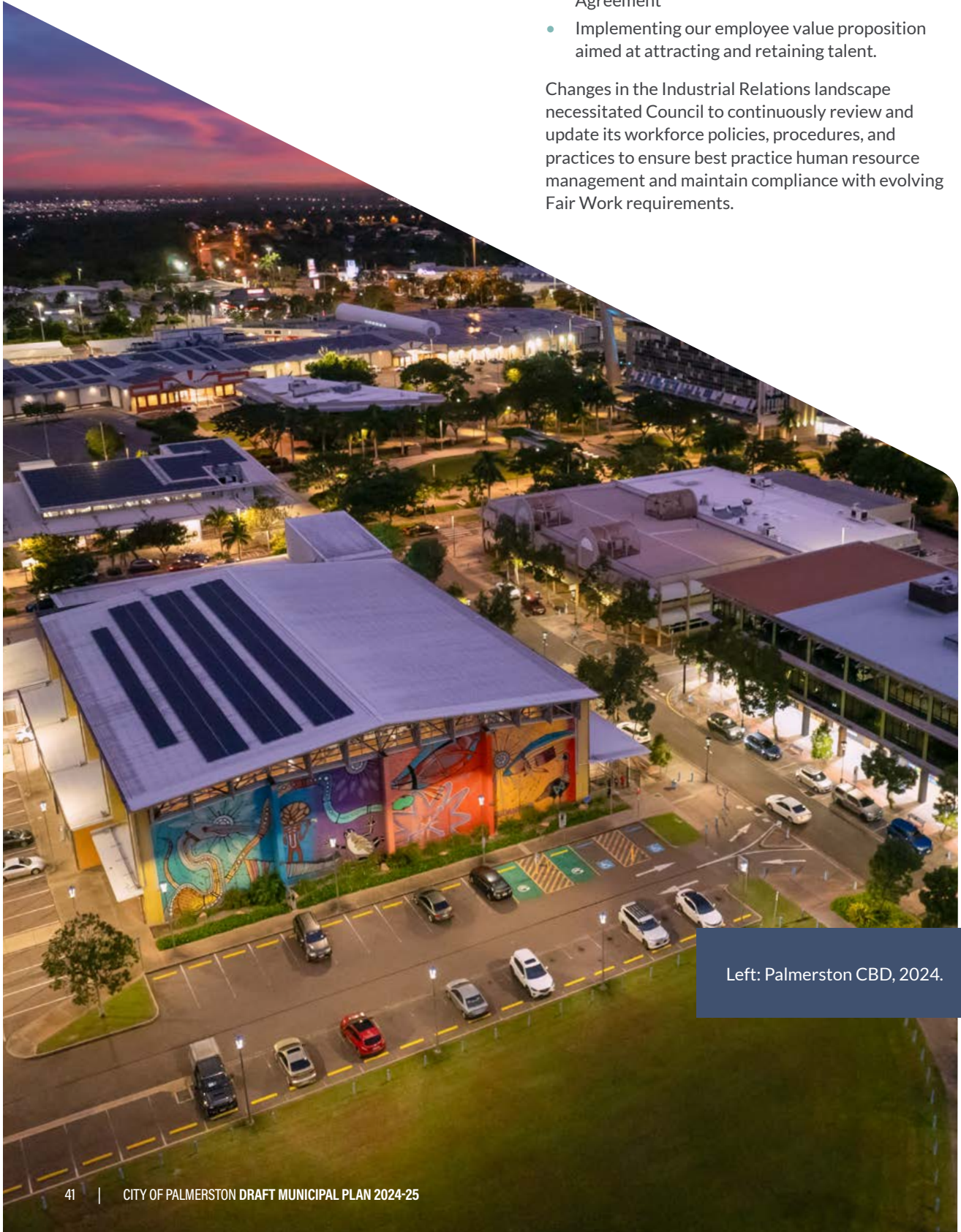
COUNCIL AGENDA Attachment 13.1.7.1

Similar to many organisations in the Territory, City of Palmerston faces challenges due to shortages of skilled staff. Recognising the pivotal role of personnel in service delivery to the community, City of Palmerston places emphasis on several priorities for 2024-25.

These include:

- Employee recruitment and retention
- Training and professional development initiatives
- Leadership cultivation
- Delivery of new well regarded Enterprise Agreement
- Implementing our employee value proposition aimed at attracting and retaining talent.

Changes in the Industrial Relations landscape necessitated Council to continuously review and update its workforce policies, procedures, and practices to ensure best practice human resource management and maintain compliance with evolving Fair Work requirements.



Left: Palmerston CBD, 2024.

COMMUNITY IS AT THE CENTRE

Maintaining and building the trust of the community is important to Council, the way in which this is done is through transparent, educational, opportunistic, reflective, and supportive communication.

All communication is strategically aligned to delivering Council's vision and values. The Communications Strategy identifies the following as key deliverables:

- Genuine community communication
- A recognised and trusted brand
- Effective communications
- Innovative digital experience
- Promoting our city

In 2024-25 a focus will be placed on genuine community engagement and consultation, with City of Palmerston upholding the principles of inclusivity, transparency, innovative, adaptability, accountability, and sustainability. A Community Engagement Strategy will be developed in line with IAP2 standards, the new Community Policy and include engagement techniques relevant for the Palmerston community.

City of Palmerston's website will be delivered with improvements made to the overall user experience. The improvements will allow quicker access to frequently used areas including online payments, registrations and forms. An overhaul of content including images will also be undertaken during this refresh and launched with a new look and colour palette that presents City of Palmerston as a more mature and contemporary organisation.

Language and accessibility remain important elements in communications and align with the DIAP. The updated internal writing style and accessibility guide will help us to achieve accessibility for our community. Our website is backed by a governance platform that essentially ensures compliance and accessibility, offering automated optimisations for improved performance. It provides a quality assurance, search engine optimisation (SEO) and compliance with Web Content Guidelines (WCAG).

The City of Palmerston App is an ongoing piece of work with the aim that all community members can access updated information on events, services, programs as well as being able to pay their rates all in the palm of their hands. The App will reflect the changes and look of the new website to maintain brand integrity.

Once again, an 'events program' will be rolled out for the dry season, presented in both print and digital formats. Additionally, various supplementary tactics such as direct email marketing will be introduced to better engage with the Palmerston community. This approach hinges on the accumulation of a robust database and aligns with our commitment to continuously enhance communication efforts.

Furthermore, City of Palmerston will continue to foster relationships with local media outlets and influencers to secure regular promotions, extending our reach to a wider audience.

HEALTHY WORKING PARTNERSHIPS

In order to meet our objectives around healthy working partnerships, City of Palmerston is dedicated to upholding our strong relationships both internally with our team and externally with our partners and networks. This commitment enables us to provide the best possible outcomes for residents of Palmerston.

Council continues to seek input through the following Advisory Committees:

- Community Wellbeing Advisory Committee
- Community Safety Advisory Committee
- Vibrant Economy Advisory Committee.

These advisory committees provide Council with advice and recommendations from community members and stakeholders in their area of expertise. The Advisory Committees are informed by the Palmerston Kids Network, Palmerston and Rural Youth Services Network, Palmerston Seniors Network and Palmerston Animal Management Network who provide inputs from their relevant community sectors.

In response to feedback from the Community Satisfaction Survey, City of Palmerston is committed to enhancing communication with stakeholders through clear and transparent channels. Open distribution of information across all Council platforms and mainstream media remains pivotal, with a focus on gaining feedback, both prior to and after initiatives are undertaken. The newly established Community Engagement Policy underscores the importance of ongoing community consultation at project and strategic levels, aligning with national standards and tailored to the needs of the local community.

Various ways collaborative conversations are through:

- Attendance at Council meetings: Open to the public, these meetings offer a dedicated public forum before official proceedings, allowing informal discussions with Councillors. Additionally, written questions can be submitted for consideration during meetings. Council to the Community sessions will continue to be held at alternative venues within the municipality for enhanced accessibility.
- Social media engagement: City of Palmerston manages multiple social media channels, providing residents with opportunities to interact and provide feedback through direct messaging. A comprehensive Social Media Strategy and Policy ensure timely and constructive communication, fostering a safe online space for feedback.
- Community Engagement Policy implementation: Encouraging ongoing feedback on projects and initiatives, this strategy incorporates IAP2 principles and diverse engagement methods, including in-person, online, print, and digital avenues.
- Annual Community Satisfaction Survey: Conducted by an external agency via various channels, including phone, in-person, and online, this survey aims to identify areas for improvement and inform operational enhancements.
- Event participation: City of Palmerston information stalls at events offer direct feedback opportunities, with online surveys available for input.



MEASURES OF SUCCESS

These measures are indicators of success for objectives:



The community is satisfied that Council values and encourages their participation in Council activities and is committed to delivering the highest possible levels of service and community engagement



The community is satisfied that Council has the right systems and processes in place to deliver services to the community



The community is satisfied that Council values its people and the culture of our organisation



The community is satisfied that Council shows corporate and social responsibility, ensures the sustainability of assets and services, and plans effectively, reporting performance to the community



Increase in engagement across social media channels



Increase in website statistics



Increase in community satisfaction on brand recognition through the community survey



Increase in community consultation.

Above: Council staff and Hugh Heggie AO PSM Northern Territory Administrator, SWELL grand opening, 2023.

OPPORTUNITIES AND CHALLENGES

Palmerston is a young and modern municipality, with a median age of 31.8, and includes many families. The second-largest city in the Northern Territory, Palmerston is a regional hub with a promising future. Rapid population growth coupled with a young demographic presents Council with the challenge of growing and renewing essential family friendly infrastructure and activities for Palmerston and surrounding communities.



Above: Zuccoli, 2023.

OPPORTUNITIES

Palmerston is centrally located between Darwin and its rural area, and conveniently close to the NT's key industry growth sectors, including Defence and energy and minerals. It is near major health, education and transport infrastructure, such as the port and railway, a university campus and a modern hospital and police station.

City of Palmerston continues to work to cater for the city's growth and demand on local infrastructure by delivering on the six outcomes of the Community Plan such as:

- Family and community
- Vibrant Economy
- Cultural Diversity
- A Future Focus
- Environmental Sustainability
- Governance.

This gives Council the ability to tackle the challenges of governance, sustainability, decision making, relevance, efficiency and thereby engage meaningfully with its stakeholders.

Council embraces the opportunities to:

- Maintain trust
- Be sustainable
- Attract and retain the right people for the right jobs
- Effectively implement Governance practices
- Make informed and timely decisions
- Deliver the strategic vision for the city
- Respond quickly to opportunities and challenges
- Develop effective relationships with stakeholders
- Respond to events that affect business continuity.

City of Palmerston staff have worked hard to develop positive relationships with the Northern Territory Government and Australian Government. This has provided Council the ability to maximise the opportunity to work in partnership with both governments to fast-track delivery of projects for the Palmerston community.

On 1 July 2022, City of Palmerston expanded its area by 37% with the changes to the municipal boundary increasing from 56km² to 72km². With this comes the addition of 11 new roads (5.46 km), over 3km of underground stormwater infrastructure and an estimated 60 streetlights.

*THE EXPANSION PRESENTS
A GREAT OPPORTUNITY
TO MAKE PALMERSTON
BIGGER, MORE DIVERSE,
AND OVER THE LONG-TERM,
INCREASE RESOURCES
TO FUND IMPORTANT
COMMUNITY PROJECTS
AND INFRASTRUCTURE
AND GROW AND IMPROVE
COUNCIL SERVICES.*

CHALLENGES

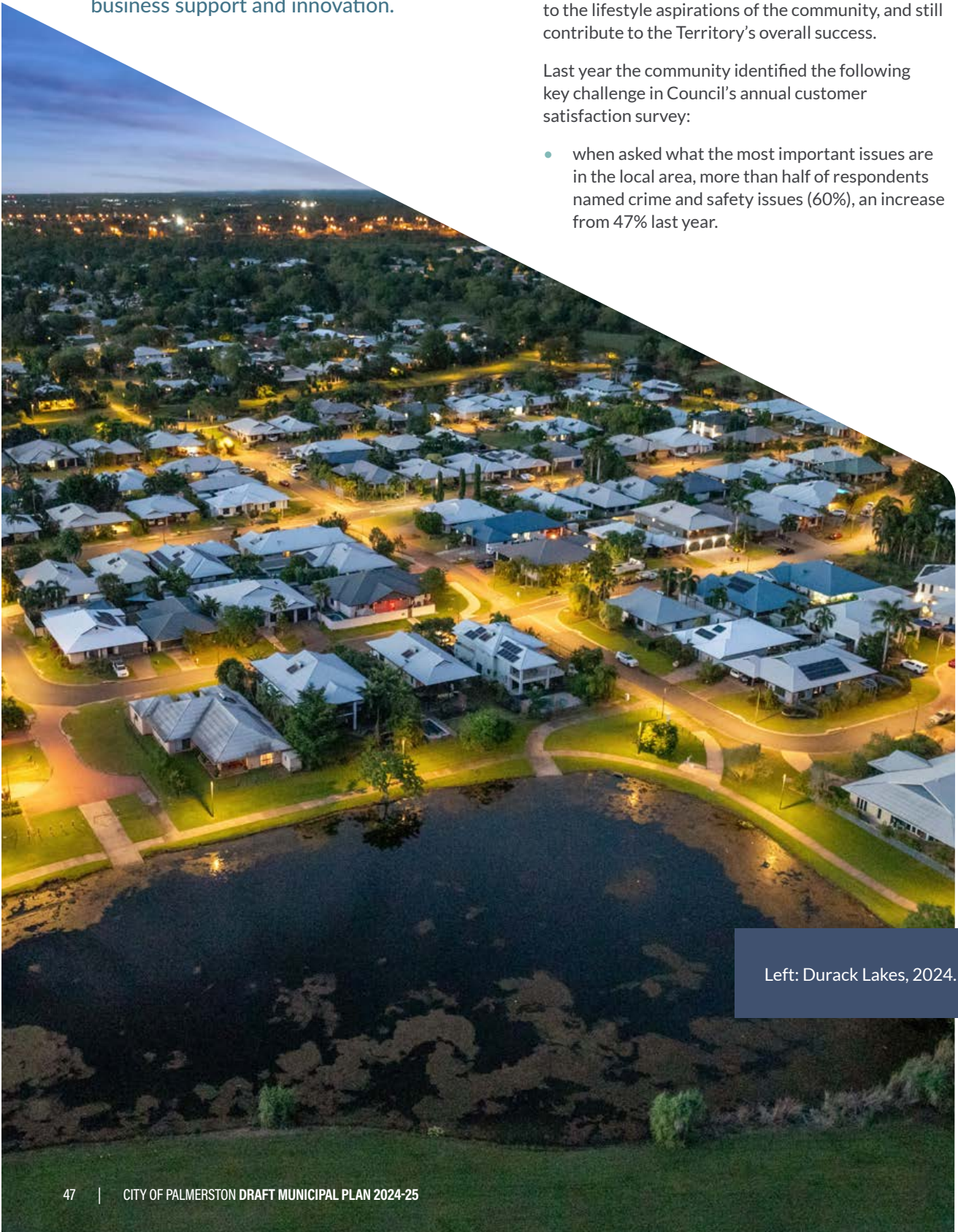
Challenges identified in the community survey responses included ongoing challenges with community engagement, business support and innovation.

Crime, safety, cleanliness and homelessness also emerged as key concerns. Noteworthy achievements included upgraded facilities and enhanced green spaces.

The challenge for City of Palmerston is to ensure it can sustain the growth and development, whilst delivering to the lifestyle aspirations of the community, and still contribute to the Territory's overall success.

Last year the community identified the following key challenge in Council's annual customer satisfaction survey:

- when asked what the most important issues are in the local area, more than half of respondents named crime and safety issues (60%), an increase from 47% last year.



Left: Durack Lakes, 2024.

The team at City of Palmerston work very closely with a variety of external stakeholders such as Larrakia Nation, NT Police and the Department of Territory Families, Housing and Community Development to assist and help reduce anti-social behaviour and crime within the CBD. These partnerships will continue, and we will look at opportunities to improve the current programs as well as develop others. Council is pleased to confirm a four-year partnership with Palmerston and Regional Basketball Association to support the Youth Drop-in Sports program which provides after school activities such as basketball, volleyball, table tennis, badminton, dodgeball, indoor soccer and handball in the Palmerston Recreation Centre.

We will continue to partner with the Northern Territory Government, to deliver security patrols in the city centre to target anti-social behaviour. In 2022, the Palmerston Community Safety Advisory Committee was established to provide strategic advice and recommendations to Council to help improve safety outcomes for the Palmerston community.

The safety of City of Palmerston is a priority focus. This year we introduce the new Animal Management By-Laws. Our regulatory services team will be introducing new regulatory policies, procedures and processes to align with the By-Laws, and continued effort will be made to regulate and manage compliance to promote public safety and amenity. There will be highly relevant animal education programs and promotions free for residents to support the policies.

Other programs impacting the safety of our community that City of Palmerston has already delivered on and continues to drive are:

- the management of laneways through the existing Council policy with Council currently considering the closure of two laneways within the Municipality
- investment in improved public lighting
- youth programs
- public places management
- advocating for the community regarding alcohol management and policing.

The survey identified our top two highest performing services as:

- kerbside waste collection (8.14/10)
- providing libraries and library services to the community (8.04/10).

Our most significant achievements in the last year were (% of total respondents):

- events and entertainment for the community / youth activities (22%)
- more green spaces (18%)
- improving facilities / redeveloping the community hall / swimming pool (15%).

FINANCIAL STATEMENTS



Above: Elected Members with Chinese lion dancers, Civic Chambers, 2024.

REVENUE STATEMENT

Council collects revenue from five main sources. General rates and waste management charges provide 85% of Council's revenue, the remainder provided by grants, fees and charges and investment income.

Council has increased the minimum rates by a moderate 4.9% with a \$65 increase to the minimum rates for Residential including Marlow Lagoon and \$66 increase to the minimum for Commercial and Industrial. The Commercial and Industrial rate in the dollar (RID) which is applied to the unimproved capital value was increase by 4.9% whereas the Residential including Marlow Lagoon saw a decrease in the rate in dollar of 11%, which assists the residential ratepayers in reducing the increases seen as a result of the increase in valuations in the unimproved capital value. Over the last 5 years, majority of the residential ratepayers saw an average increase of \$26 with no increase in the year 2020-21. Council continues to provide free parking; pool entry and facility hire. In addition, interest charged on overdue rates will remain at 8%. Council continues to maintain levels of service along with continuing to look for opportunities for continuous improvement and efficiency.

VALUATION OF UNIMPROVED CAPITAL VALUES

City of Palmerston uses Unimproved Capital Value as the basis for all land valuations in the Palmerston area to determine the rates assessment. Unimproved Capital Value is the value of the land without any improvements.

The Valuer-General, Department of Infrastructure, Planning and Logistics, sets the Unimproved Capital values of land. The value of land is reviewed by the Valuer-General every three years to take affect the following financial year. A revaluation occurred in July 2023 and will be applied for the 2024-25 financial year.

Council plays no role in the valuation of the Unimproved Capital Value. If a ratepayer is dissatisfied with their valuation, it is a matter to raise with the Valuer-General. Rates must be paid in accordance with rate notices unless otherwise notified by Council.

All land within the Council area is rateable, except for lands specifically exempt (e.g. Crown Land). Where a service that is subject to a service charge is provided to non-rateable land, a service charge is levied against the land.

WASTE SERVICE CHARGE

Council charges a fixed amount for waste management and collection and is called a waste service charge. Where multiple residential dwellings exist on the allotment of land, the charge is multiplied by the number of residential units on each allotment.

The Waste Service Charge is levied for the provision of domestic waste and recycling collection, free access to the Archer Waste Management Facility and waste management and cleaning across the city. Commercial use of Archer Recycling Centre and Waste Transfer Station is not available.

CONCESSIONS

Eligible NT Concession card holders may be entitled to a concession on rates. City of Palmerston receives a listing from Territory Families Housing and Communities (Northern Territory Government) of all the ratepayers eligible for concession at the time of levying the rates, in which the rebate is deducted and noted on the annual rate notice. If a ratepayer becomes eligible part way through the rating year, they must pay the rates in full to Council and then contact the NT Concession and Recognition Unit to obtain a refund. Contact details for NT Concession and Recognition Unit are: Postal: PO Box 37037 Winnellie NT 0821 Telephone: 1800 777 704 Email: ntconcessionandrecognition@nt.gov.au Website: ntconcessions.nt.gov.au. Applications for other concessions on rates and charges will be considered upon application to Council in line with Council Policy "Rate Concession".

LATE PAYMENT OF RATES

Any ratepayer who may, or is likely to, experience difficulty with meeting the standard instalments and due dates can contact City of Palmerston to discuss alternative payment arrangements. It should be noted that interest would still be levied in accordance with the Act under any payment arrangement. Council's determined interest for late payments will be imposed in accordance with the Act. Ratepayers can apply for a remission of interest under the Act provided they agree to a repayment arrangement to the satisfaction of City of Palmerston. Council has determined the interest rate for overdue rates will remain at 8% per annum. Pursuant to the Act, if rates have been in arrears for at least three years, Council may sell the land to recover unpaid rates and associated costs.

FEES AND CHARGES

Council has only made minimal changes to fees and charges for the 2024-25 year as Council continues to provide many free services and has waived further charges. Council will continue to provide free pool access to our community until 30 June 2026 whilst free parking and facility hire continues.

The Schedule of Fees and Charges can be viewed at Council's Civic Centre, as well as on City of Palmerston's website palmerston.nt.gov.au/council/forms-and-publications/fees-and-charges.

RATES AND CHARGES

NT PLANNING ZONE		LEVIED 2023-24	BUDGET 2024/25
R, RR (Excluding RR in the suburb of Marlow Lagoon), SD, MD, MR, HR, CL, FD, PS, SP8, SP9 (<10,000m ²), SP9 (>20,000m ²), SP10 and SP11	Rate on UCV	0.656731%	0.584490%
	Minimum Rate	\$1,326	\$1,391
	No of Properties	14,737	14,884
	Estimated Income Rates	\$20,554,637	\$21,494,258
RR in the Suburb of Marlow Lagoon	Rate on UCV	0.539527%	0.480179%
	Minimum Rate	\$1,326	\$1,391
	No of Properties	254	254
	Estimated Income Rates	\$497,734	\$487,686
GI and LI	Rate on UCV	0.529623%	0.555575%
	Minimum Rate	\$1,347	\$1,413
	No of Properties	494	494
	Estimated Income	\$2,148,369	\$2,651,806
All Other Rateable Land	Rate on UCV	0.794559%	0.833492%
	Minimum Rate	\$1,347	\$1,413
	No of Properties	531	531
	Estimated Income	\$2,495,280	\$2,645,856

WASTE SERVICE CHARGE

The Waste Service Charge for customers with a regular waste service will be charged at \$557 per household which is a \$30 increase from prior years.

WASTE MANAGEMENT CHARGE	2019-20	2020-21	2021-22	2022-23	2023-24	BUDGET YEAR 2024-2025
Residential Kerbside Collection	\$490	\$490	\$480	\$480	\$527	\$557
Manual Service Collection (<25 units)	\$490	\$490	\$480	\$480	\$527	\$557
Multiple Dwelling 25 units +	\$240	\$240	\$240	\$240	\$264	\$279
Upgrade 120L to 240L General Waste Kerbside	\$149	\$149	\$149	\$149	\$167	\$174
Additional General Waste Kerbside Bin 120L*	N/A	N/A	\$250	\$256	\$274	\$294
Additional Recycling Kerbside Bin*	N/A	N/A	\$110	\$113	\$113	\$120
Additional General Waste Manual Bin*	N/A	\$394	\$290	\$297	\$318*	\$339*
Additional Recycling Waste Manual Bin*	N/A	\$245	\$110	\$113	\$113	\$120

*These are charge through Fees and Charges, not through Rates. These charges have increased based contractual costs.

Right: Durack Lakes, 2024.

SOCIAL AND ECONOMIC EFFECTS OF RATING POLICY

City of Palmerston is committed to levying rates in a consistent, transparent and equitable manner, while ensuring that both financial and social considerations have been made when determining the most appropriate rate mix. In 2019 Council's Community Reference Group on Rates Strategy determined that the rating system and methodology utilised at City of Palmerston should follow the principles of Administrative Simplicity, Economic Efficiency and Equity. The methodologies are easy to apply, understand and comply with.

They make it difficult to avoid paying rates while being practical and cost-effective to administer. The rating methodology and rate mix consider and account for impacts of the rate burden between the differential categories and whether these will have a significant negative effect on economic behaviour. Considered fair and equitable, the methodology considers the benefits received by the ratepayer as well as their capacity to pay.



Left: Durack Lakes, 2024.

STATEMENT OF COMPREHENSIVE INCOME

\$'000'S	2023-24 REVISED BUDGET	2024-25 BUDGET
Operating Income		
Rates	25,806	27,552
Charges	7,534	8,112
Fees and Charges	933	1,080
Operating Grants & Subsidies	1,551	3,457
Interest & Investment Revenue	1,671	1,930
Other Revenue	16	13
Total Income	37,511	42,144
Operating Expenditure		
Employee Benefits and Costs	12,207	13,091
Borrowing Costs	179	298
Materials, contracts and other expenses	21,906	22,980
Elected Member Allowances	428	497
Elected Member Expenses	40	89
Depreciation, Amortisation & Impairment	11,270	12,000
Total Expenditure	46,030	48,955
BUDGET OPERATING SURPLUS /(DEFICIT)	(8,519)	(6,811)
Add: Amounts received specifically for new or upgraded assets	10,099	4,340
Add: Physical resources received free of charge (non-cash)	3,000	3,000
TOTAL COMPREHENSIVE INCOME / (LOSS)	4,638	(2,529)
Add: Depreciation	11,270	12,000
(Less): Resources free of charge	(3,000)	(3,000)
(Less): Capital Expenditure	(26,813)	(10,833)
Add: Borrowings (Loans advances)	5,000	0
(Less): Loan Repayments	(517)	(504)
Add: Net Transfer to/from reserves	9,480	1808
NET CASH BUDGET SURPLUS /(DEFICIT)	0	0



CAPITAL EXPENDITURE AND FUNDING BUDGET

CAPITAL EXPENDITURE	2024-25
Land & Buildings	2,964,500
Infrastructure (including roads, footpaths, park furniture)	5,648,600
Public Lighting	966,400
Fleet	350,000
Other Assets (including furniture & office equip)	903,600
TOTAL CAPITAL EXPENDITURE	10,833,100

TOTAL CAPITAL EXPENDITURE FUNDED BY:

Operating Income	4,335,100
Sales of Assets (including trade-ins)	180,000
Capital Grants	3,920,000
Transfers from Cash Reserves	2,198,000
Borrowings	-
Other Funding	200,000
TOTAL CAPITAL EXPENDITURE FUNDING	10,833,100

City of Palmerston's Long Term Financial Plan provides details on the Capital Expenditure and Funding Budget for the next ten years and can be found on the website.

PLANNED MAJOR CAPITAL WORKS BUDGET

CLASS OF ASSETS	BY MAJOR CAPITAL PROJECT	TOTAL PRIOR YEAR(S) ACTUALS \$	2023-2024 BUDGET \$	2024-2025 BUDGET \$	EXPECTED PROJECT COMPLETION DATE
Buildings	Building Management System (BMS) *IT Projects	\$-	\$5,800.00	\$30,000.00	Ongoing
	Aquatic Centre Capital Renewals	\$2,330.00	\$-	\$80,000.00	Ongoing
	Civic Plaza Capital Renewals	\$-	\$56,320.00	\$67,100.00	Ongoing
	Driver Resource Centre Capital Renewals	\$-	\$10,240.00	\$10,300.00	Ongoing
	Durack Community Arts Centre Capital Renewals	\$-	\$9,267.20	\$9,300.00	Ongoing
	Library Building Capital Renewals	\$-	\$30,616.00	\$67,000.00	Ongoing
	Recreation Centre Capital Renewals	\$6,420.00	\$19,238.00	\$86,000.00	Ongoing
	Depot Capital Renewals	\$6,565.85	\$14,745.60	\$14,800.00	Ongoing
	Creative Industries	\$-	\$83,233.96	\$500,000.00	4 year program
	Archer Waste Management Facility Renewals	\$84,093.63	\$-	\$50,000.00	Ongoing
Parks & Reserves	Tree Planting & Replacement	\$172,160.25	\$573,322.95	\$500,000.00	Ongoing
	Hobart Park Exeloo and Park Upgrade	\$-	\$-	\$450,000.00	Jun-25
	Play Space Renewals and Upgrades	\$61,750.01	\$497,702.00	\$846,600.00	Ongoing
	Irrigation Refurbishment	\$11,800.00	\$15,000.00	\$277,700.00	Ongoing
Furniture & Fittings	IT Projects	\$146,308.69	\$93,280.24	\$153,600.00	Ongoing
	ERP software	\$-	\$350,000.00	\$750,000.00	Jun-26
Ancillary Roads	Driveways Renewals	\$60,313.34	\$30,000.00	\$51,200.00	Ongoing
	Laneway Renewals	\$2,300.00	\$40,000.00	\$40,000.00	Ongoing
	Pathways Renewals	\$-	\$150,000.00	\$175,000.00	Ongoing
	New Pathways	\$7,784.00	\$690,440.00	\$500,000.00	Ongoing
Roads	All Ability Access	\$-	\$43,083.55	\$60,000.00	Ongoing
	New Driveways - FILOC	\$185,115.12	\$200,000.00	\$200,000.00	Ongoing
	Road Safety Program	\$91,333.98	\$50,000.00	\$320,000.00	Ongoing
	Bitumen Reseal & Asphalt Overlay Program (R2R)	\$2,646,983.49	\$1,245,392.87	\$1,318,100.00	Ongoing
	Road Reconstruction	\$391.44	\$437,586.00	\$450,000.00	Ongoing
Public Lighting	Public Lighting Upgrades (Dark Spots)	\$-	\$503,466.64	\$500,000.00	Ongoing
	Public Lighting Renewals	\$89,326.18	\$51,200.00	\$56,400.00	Ongoing
	Sustainability Programs (Solar Panels & LEDs etc)	\$20,335.60	\$92,602.34	\$410,000.00	Ongoing
Stormwater	Stormwater Renewals & Upgrades	\$8,529.44	\$184,320.00	\$160,000.00	Ongoing
Vehicles	Fleet Replacement	\$412,213.74	\$395,158.35	\$350,000.00	Ongoing
Major Projects	SWELL Café	\$-	\$-	\$500,000.00	Jun-25
	Driver Community Facility	\$65,300.50	\$184,699.50	\$1,250,000.00	Jun-26
	Marlow Lagoon Masterplan	\$-	\$-	\$150,000.00	Jun-25
	Where We Live Matters - Zuccoli Community	\$-	\$250,000.00	\$300,000.00	Jun-26
	Pump Parks/Skate Parks Zuccoli	\$14,249.00	\$675,751.00	\$150,000.00	Jun-25
TOTAL		4,095,604.26	6,982,466.20	\$10,833,100.00	

City of Palmerston's Long Term Financial Plan provides details on the Capital Expenditure and Funding Budget for the next ten years and can be found on the website.

STATEMENT OF FINANCIAL POSITION

\$'000'S	2023-24 REVISED BUDGET	2024-25 BUDGET
Assets		
Current Assets		
Cash and Cash Equivalents	4,000	4,000
Investments	27,842	27,589
Receivables	4,501	3,372
Total Current Assets	36,343	34,961
Non-Current Assets		
Infrastructure, property, plant & equipment	580,424	582,257
Investment property	5,858	5,917
Total Non-Current Assets	586,282	588,174
TOTAL ASSETS	622,625	623,135
Liabilities		
Current Liabilities		
Payables	9,250	9,517
Borrowings	442	478
Provisions	1,317	1,357
Total Current Liabilities	11,009	11,352
Non-Current Liabilities		
Borrowings	5,345	4,867
Provisions	1,869	1,926
Total Non-Current Liabilities	7,214	6,793
TOTAL LIABILITIES	18,223	18,145
NET ASSETS	604,402	604,990
Equity		
Retained Earnings(accumulated deficit)	228,474	230,035
Other Reserves	10,144	9,112
Revaluation Reserves	365,784	365,843
Council equity interest	604,402	604,990
TOTAL EQUITY	604,402	604,990

STATEMENT OF CASH FLOWS

\$'000'S	2023-24 REVISED BUDGET	2024-25 BUDGET
Cash Flows from Operating Activities		
Receipts:		
Rates & annual charges	33,312	36,794
User charges & fees	933	1,080
Investment & interest revenue received	1,671	1,930
Grants & contributions	1,551	3,457
Other	16	12
Payments:		
Employee benefits & costs	(12,114)	(12,995)
Materials, contracts & other expenses	(22,113)	(23,298)
Finance Payments	(179)	(298)
NET CASH PROVIDED (OR USED IN) OPERATING ACTIVITIES	3,077	6,682
Cash Flows from Investing Activities		
Receipts:		
Sale of investment securities	-	253
Amounts specifically for new or upgraded assets	21,658	4,340
Payments:		
Purchase of investment securities	(13,334)	
Purchase of infrastructure, property, plant & equipment	(26,813)	(10,833)
NET CASH PROVIDED (OR USED IN) INVESTING ACTIVITIES	(18,489)	(6,240)
Cash Flows from Financing Activities		
Receipts:		
Proceeds from borrowings & deposits	5,000	-
Payments:		
Repayment of borrowings & advances	(248)	(442)
NET CASH PROVIDED (OR USED IN) FINANCING ACTIVITIES	4,752	(442)
plus: CASH & CASH EQUIVALENTS - beginning of year	14,660	4,000
NET INCREASE/(DECREASE) IN CASH AND CASH EQUIVALENTS	(10,660)	-
TOTAL CASH AT BANK	4,000	4,000
plus: INVESTMENTS ON HAND - beginning of year	14,508	27,842
Net Increase/(Decrease) in investments on hand	13,334	(253)
TOTAL INVESTMENTS ON HAND	27,842	27,589
TOTAL CASH & CASH EQUIVALEND & INVESTMENTS - end of year	31,842	31,589
NET INCREASE/(DECREASE) IN CASH, CASH EQUIVALENTS & INVESTMENTS	2,674	(253)

FINANCIAL RATIOS

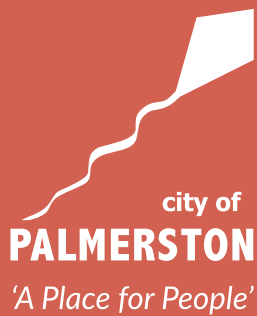
	BENCHMARK	2023-24 REVISED BUDGET	2024-25 BUDGET
Operating ratio			
This ratio measures Council's ability to contain operating expenditure within operating revenue	Greater than 0%	13%	13.02
Cash Expense Cover Ratio			
This ratio indicates the number of months Council can continue paying for its immediate expenses without additional cash inflow	3 months	11.05	10.34
Current Ratio			
This ratio represents Council's ability to meet debt payments as they fall due. It should be noted that Council's externally restricted assets will not be available as operating funds and as such can significantly impact Council's ability to meet its liabilities	1.5 times	3.3	3.08
Own Revenue			
This ratio measures the level of Council's fiscal flexibility. It is the degree of reliance on external funding sources such as operating grants and contributions. Council's financial flexibility improves the higher the level of its own source revenue	Between 60%-75%	98%	92%
Own funding / total operating revenue			
Debt Service Cover Ratio			
This ratio measures the availability of cash to service debt including interest, principal, and lease payments	Greater than 2.0	8.51	7.07
Interest Cover Ratio			
This ratio indicates the extent to which Council can service its interest-bearing debt and take on additional borrowings. It measures the burden of the current interest expense upon Council's operating cash	Greater than 4.0	29.57	18.41
Asset Sustainability Ratio			
This ratio indicates the extent to which Council is replacing its existing asset base with capital renewals of existing assets	Between 89%-110%	238%	90%

PROGRAM INCLUSIONS

INITIATIVES TO COMMENCE IN 2024-25	CAPITAL COST (\$)
Introduction of Animal Management By-Laws	95,000
Software Subscriptions – Finance and accounting efficiency	11,000
Diversity, Inclusion and Access Plan Initiatives	10,000
Weed management	40,000
Fire management	40,000
City Activation and Economic Activities	95,000
Safety Community Event	40,000
TOTAL	331,000

STATEMENT OF RESERVES

RESERVE	EXPECTED OPENING BALANCE AS AT 1 JULY 2024 \$	BUDGET TRANSFER TO RESERVES \$	BUDGET TRANSFER FROM RESERVES \$	PROJECTED RESERVE BALANCE AS AT 30 JUNE 2025 \$
Internally restricted				
Election reserves	100,000	50,000		150,000
Disaster recovery	500,000			500,000
Waste	2,335,825	231	(50,000)	2,286,056
Developer Funds In Lieu Of Construction	864,011	320,000	(200,000)	984,011
Major initiative				-
Unrestricted				
Working Capital	6,344,404	20,000	(1,948,888)	4,415,516
TOTAL	10,144,240	390,231	(2,198,888)	8,335,583



 Civic Plaza, 1 Chung Wah Terrace

 08 8935 9922

 palmerston@palmerston.nt.gov.au

 palmerston.nt.gov.au

Consultation Feedback Draft Municipal Plan 2024-25

Pages	Feedback	Recommended Action
Department of Chief Minister and Cabinet (Received 7 June 2024)		
Page 55	The “Capital Expenditure and Funding Budget” on page 55 was noted to be non-compliant with Guideline 5 Statement 2 (Table 2.1), as the budget in the Annual Plan does not show capital expenditure for the outer financial years, if any. Please include a reference to page 15 of Council’s Long Term Financial Plan (LTFP) as it is in a format compliant to Guideline 5.	Amended
Page 56	It was also noted that the “Planned Major Capital Works Budget” on page 56 was non-compliant with Guideline 5 Statement 3 (Table 3.1). Please include a reference to page 14 of the LTFP which shows capital expenditure for the outer financial years.	Amended
Page 56	The Sustainability and Compliance Team was unable to sight the resolution passed by Council regarding the draft Annual Plan and budget 2024-25. It also could not be identified as a subject matter for discussion under confidential items for the Council meetings held on 7 and 8 May 2024. For future reference, it is recommended that Council move the resolutions on the draft Annual Plan and budget from confidential to open items. This provides transparency over the process, and shows Council’s compliance with section 35(3)(a) of the Local Government Act 2019.	Noted: This was presented at a Special Meeting held on 8 May 2024, this should have been moved into the open in the next ordinary meeting after the commencement of the Public consultation. The decision has been moved into the Open at the 18 June 2024 Ordinary meeting.
Page 14	On page 14 it was noted that the total budget for employee costs in 2024-25 was stated as \$12.7 million. However, the budgeted “Employee Benefits and Costs” for 2024-25 on page 54 are \$13.1 million. Please review and amend as necessary.	Amended
Palmerston and Litchfield Seniors Association (Received 3 June 2024)		
General Feedback	Free parking and facility hire greatly assists NFP organisations provide services within the Community. We are of the view, relating to free parking; a clear statement by Council is required, regarding no tickets being placed on vehicles when parked OR make a clear statement that tickets/Disability Permits are required on all cars parked. Clarity is required and assumes a ticket should be required so Rangers are able to ascertain the time a vehicle is parked in the event of a time violation, should the Ranger be issuing infringement notices for overstaying the parking time in a region or zone.	City of Palmerston website provides a good reference to free parking. If you use the PayStay parking app, you do not need to display a ticket. If you use a parking meter, you should display a ticket. If you have a Disability Parking Permit, you are not required to obtain a ticket and entitled to park for twice as long as the sign posted period. Note: We will the Association to provide a short awareness overview at one of their upcoming morning teas.
Pages	Feedback	Recommended Action

Palmerston and Litchfield Seniors Association (Received 3 June 2024) continued ..		
General Feedback	<p>Early Bird Draw – this should be continued, and it would be nice to see the number and percentage of rate payers that pay their rates in full placed in the Municipal Plan 2024-2025.</p> <p>Financial Hardship – Council needs to promote this procedure by providing a flyer at the Council’s front desk and get it out to groups within Council eg: PLSA, 50 Plus Club.</p> <p>This initiative may assist with a greater percentage of rates being paid off eventually, rather than some rate payers simply defaulting, and no funds are paid.</p>	<p>Noted.</p> <p>CoP Will consider the inclusion of the percentage of ratepayers paying the 2023-24 rates in full by 30 September 2023 in the 2023-24 Annual Report. Implementation of the promotion of financial hardship process is in progress.</p>
Page 12	Amelia’s responsibilities include: Partnerships/Sponsorships (add the word Sponsorships)	Amended
Page 14	<p>End Paragraph 1 -- add <i>“for the benefit of the Community through staff stability and quality of staff performance”</i>.</p> <p>Whilst we are talking about staff performance and benefits, enticing staff to stay etc, we believe it assists in justifying the benefits etc by adding the above words as justification, in addition to being able to retain good quality staff.</p>	<p>Amended to the following:</p> <p>The current agreement ensures clarity and fairness in our employment policies, offering enhanced recreational leave entitlements, salary sacrifice options, access to employee assistance programs, and discounted health insurance. City of Palmerston is dedicated to recognising the invaluable contributions of our staff by enhancing our people policies for the benefit of the Community. This includes bolstering leave provisions, improving flexible working arrangements and further demonstrating our commitment to supporting the well-being and needs of our workforce.</p>
Page 15	<p>Net Promotor Score – is this necessary to be in the document? It seems difficult to understand as it is not well explained – what does it do and how does it impact on the Municipal Plan.</p> <p>I may be a dunce, but I do not understand “Net Promotor Score”.</p> <p>Negative reporting never looks good!</p>	<p>It provides a measure overall of how happy the community is with City of Palmerston. It provides. Of those surveyed there are slightly more people that would not promote Palmerston.</p> <p>This will be reviewed in more detail in next survey scheduled in Sept 2024, to determine why and how this can be improved.</p>

Pages	Feedback	Recommended Action
Palmerston and Litchfield Seniors Association (Received 3 June 2024) continued ..		
Page 16	Table includes Net Promotor Score — again what is it doing on the table and what is its impact? Again, it is not explained what its purpose or impact is	This has been removed.
Page 18	Provide more white space through using dot points where you are talking about supporting several different events. Paragraph2 – It seems “Seniors Week” has just been thrown in the sentence along with Halloween - begs the question, “how important is Seniors Week” when it is in the same sentence as Halloween- an American thing! “Children’s Week” is important! Then in paragraph 3 Council highlights “The Youth Festival” -• also important! Isn’t Seniors also important – why not add another sentence relating to celebrating of Seniors Month in August each year in conjunction with Seniors Fortnight events being held in Palmerston by one of your partners/sponsors? In fact, wordsmithing “Its Master Plan features – like an off-leash dog park which almost seems more important that the word in the paragraph “Seniors Week” – plus what happens in Seniors Week – we didn’t realise Council runs a Seniors Week?	Paragraph 2 has been amended and also now includes Our seniors group play an integral part in our community and we continue to invest in Seniors Day in August each year. Children’s week and Palmerston Youth Festival are different events with a different focus. Children’s week is a national event of which the theme changes each year to highlight the United Nations Convention on the Rights of the Child. PYF is a CoP event.
Page 25- (Column 2, paragraph 1)	We suggest you add a sentence — <i>“It assists with the support of our Seniors, particularly Seniors Fortnight managed by Palmerston And Litchfield Seniors Association”</i>	The Community Benefit Scheme is for all Palmerston residents.
Page 29- (Column 2)	There needs to be a full stop placed at the end of the paragraph. “ <i>all nominees.”</i> Adding the full stop makes the paragraph consistent with other paragraphs on the page	Amended
Page 36	Didn’t know Council ran free workshops for Waste Education — well-kept secret; are there any flyers about regarding these workshops that we can distribute to rate payers? Perhaps these workshop flyers could be sent out with the rates notices? Perhaps they could go to Community Groups for distribution?	Environmental sustainability and waste activities are carried out at different times throughout the year, including community information sessions. These are advertised through Council’s normal events promotion such as on Facebook, the City of Palmerston app and our website.

Pages	Feedback	Recommended Action
Palmerston and Litchfield Seniors Association (Received 3 June 2024) continued ..		
Page 43 – (Column 1, paragraph 3)	<p>Insert comma “Palmerston and Rural Youth Services Network, (insert comma) then Palmerston Seniors Network”</p> <p>It does not look like those two organisation names are meant to run together.</p>	Amended
Page 48 – (Column 1, last paragraph)	<p>The sentence reads: “Another important safety aspect of the community stems from incidents relating to dogs, and we finalise the new Animal Management By-Laws”.</p> <p>Should it perhaps read “relating to dogs, and we – the new Animal Management By-Laws.”</p> <p>The current sentence does not seem to make sense.</p>	<i>Added: The safety of City of Palmerston is a priority focus. This year we introduce the new Animal Management By-Laws.</i>
Page 50 – (Column 2)	<p>Website: ntconcessions.nt.gov.au – insert full stop after web address AND place a space between web address and the word “Applications”</p>	Amended
Palmerston and Regional Basketball Association (3 June 2024)		
General Feedback	<p>Free Venue Hire: A Catalyst for Community Engagement</p> <p>The proposed initiative of continuing free venue hire for Community facilities in 2023/2024 will have a significant positive impact on our organisation and the broader community.</p> <p>This ongoing initiative, enabled PaRBA to rent an office space in Palmerston in 2023, which is leading to several notable benefits:</p> <p>Increased Community Involvement: Having a dedicated office space in Palmerston has allowed us to be more present and engaged with the local community. We have been able to host more frequent and diverse events, fostering a stronger connection with residents.</p> <p>Employment Opportunities: The free venue hire has also enabled us to hire two additional part-time staff members. This not only contributes to the local economy by creating jobs but also enhances our capacity to offer more programs and services to the community. Currently PaRBA employs 11 people, with the majority of them living locally within the Palmerston community.</p>	Noted
Pages	Feedback	Recommended Action
Palmerston and Regional Basketball Association (3 June 2024) continued....		

	<p>Enhanced Program Delivery: With a stable office location, we have improved our operational efficiency, allowing us to plan and execute programs more effectively. This has resulted in increased business, higher participation rates and more successful events.</p> <p>Community Benefit Outcomes The benefits of this extends beyond our organisation to the wider community, by assisting us to deliver the following outcomes:</p> <p>Social Cohesion: Our events and programs bring together diverse groups within the community, fostering social connections and a sense of belonging.</p> <p>Youth Engagement: By providing safe, structured youth activities and employment / volunteering opportunities for young people, we help reduce youth disengagement, and promote positive self development for young people.</p> <p>Health and Well-being: Increased participation in sports and recreational activities contributes to the physical and mental health of community members.</p> <p>Economic Stimulus: Local businesses benefit from the increased activity and traffic generated by our events and programs, contributing to the overall economic vitality of Palmerston, and</p> <p>Community Safety: Youth programs and events being conducted locally which promote engagement, inclusion, and support wellbeing. With the continuation of free venue hire, we are looking forward to expanding our delivery in Palmerston this year with additional programs such as:</p> <p>The Lab: A tech and games-based social experience for young people aged 8-18+, where the goal is to have fun and make friends.</p> <p>Palmerston Youth Market Stall: An extension of our Youth Drop-In Sports program, offering volunteer opportunities for our young people through the preparation and sale of food.</p> <p>Rebound: Our sporting goods op shop. Continuation of the free venue hire initiative will continue to give us additional capacity to service the local community, by providing activities which are both safe, and family friendly.</p>	
Pages	Feedback	Recommended Action
Palmerston and Regional Basketball Association (3 June 2024) continued....		

	<p>Additionally, it will continue to assist our ability to grow as a local employer, and deliver public value by providing programs which meet current, and future community needs.</p> <p>Combined they work towards the outcomes of Family and Wellbeing, Vibrant Economy, and Governance.</p> <p>Thank you for considering our feedback, and we commend the City of Palmerston (CoP) for its forward-thinking and commitment to enhancing the community's well-being through its draft plan.</p> <p>We look forward to continuing our partnership with the CoP to create a vibrant and thriving community.</p>	Noted
Individual Community Members		
23 May 2024	<p>Municipal plans for the year 2024 to 2025 are crucial for the development and well-being of the community. These plans often focus on infrastructure improvements, public services, and community engagement initiatives to make the town a better place for everyone. It's wonderful to see the local government taking proactive steps to enhance the quality of life in the area. I commend the efforts put forth in developing a comprehensive plan that aims to foster growth, inclusivity, and prosperity for all members of the community.</p>	Noted
25 May 2024 and 26 May 2024	<p>We would like to express our sincere gratitude to the Palmerston Council for allowing us to continue our worship services in one of the recreation halls. As Christians, it is very important for us to offer our services to Almighty God, and we deeply appreciate the Council's generosity in providing us with free accommodation. We promise to take care of the facilities throughout our stay in the hall.</p>	Noted
22 May 2024	<p>free venue for community and religious activities hopefully will continue</p>	Noted
15 May 2024	<p>The link advertised in the NT News (palmerston.nt.gov.au/council/haveyoursay/2024/draftmunicipal-plan-2024-25) to have your say regarding the 2024/25 municipal plan does not work.</p>	

COUNCIL AGENDA Attachment 13.1.7.3

CHANNEL	PLACEMENT	FORMAT	MAY	JUNE
Website	CoP	Public consultation: Home page: palmerston.nt.gov.au/ Have your say: palmerston.nt.gov.au/haveyoursay	13 May - 10 June	
Print	Publications	Draft documents x 6 copies of each plan. Placed at council facilities (Civic, Rec Centre, Library).	13 May	
Newspaper	NT News	Quarter page: Public consultation Public notices: tentative - Adopted Municipal Plan and Declaration of Rates and Charges.	15 May & 22 May (quarter page)	
Social media	Facebook/ Linkedin	Advising of the public consultation. *See examples and stats below	13 May - public consultation open, link to website, video creation	
Other	Video creation with voice over Mayors radio notes Media release	https://youtu.be/OBoRm5oceqc	13 May - 10 June	

Public relations

Format	Channel	Details
Print and digital - article	NT News - 15 May The Mercury - 15 May Geelong Advertiser - 14 May Daily Telegraph - 14 May	Article title 'Rates to rise by 4.9 per cent, Zuccoli, Driver biggest winners under new municipal plan' Article title 'City of Palmeston unveils \$60 million budget, lists priorities, under 214-25 Municipal Plan'
Radio - interview and pre-record news feeds	Mix 104.9	15, 16 & 17 May

Website

The screenshot shows the City of Palmerston website. At the top, there is a navigation menu with links for SWELL, Council, Live, Community, and Operations. Below the navigation is a large image of a dog in a park. A notification banner states: "Community consultation Draft Municipal Plan 2024-25 has been updated." The main content area includes a "PROJECT STAGES" section with three stages: OPEN (This consultation is open for contributions), UNDER REVIEW, and CLOSED (This consultation is closed for contributions). A blue call-to-action button says "Join the conversation on our Draft Municipal Plan for 2024-25". Below this, there is a video player showing a community meeting.

Sessions	Users	Views per user	Event counts (download, video view, feedback form etc)
291	194	1.5	787

WHAT'S HAPPENING

Join the conversation on our Draft Municipal Plan for 2024-25

We want to hear from you on our draft Municipal plan. The plan includes the services, initiatives and events we will deliver to you over the coming 12 months. Feedback is open until 10 June 2024.

[Find out more >](#)

Promoted content



Draft Municipal Plan 2024-25

Status: Open

Our draft Municipal Plan 2024-25 is now ready for feedback from the community. The Municipal Plan is a road map for the year ahead which reflects the Council's

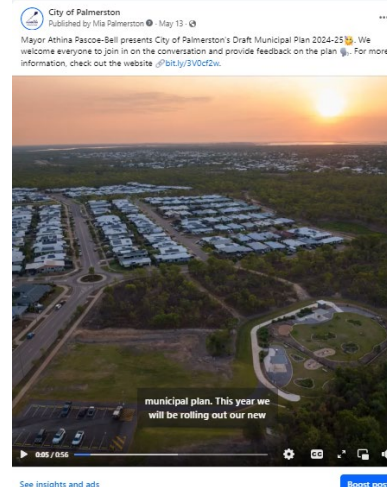
Have your say featured on home page

COUNCIL AGENDA Attachment 13.1.7.3

LinkedIn



Facebook – 4 May, 11 May, 29 May



2024-25 City of Palmerston Draft Municipal Plan

City of Palmerston welcomes feedback from the public on its draft Municipal Plan 2024-25 and Long-Term Financial Plan 2025-34.

The draft plans aim to convey Council's strategic vision and provide details about our priorities for projects, events, and services. Additionally, the plans include the Council's proposed annual budget, which covers rates, fees and charges.

To view the draft plans and submit feedback head to our website by scanning the QR code.

Consultation is open until 10 June 2024.

Luccio Cercarelli
Chief Executive Officer
palmerston.nt.gov.au
@cityofpalmerston

'NT needed curfews sooner'
New laws to ease lockdowns

Milgate questions 'assault'
Legal query on crepe of wrath

Shade price eclipses \$230k

2024-25 City of Palmerston Draft Municipal Plan

2024-25 City of Palmerston Draft Municipal Plan

STAR WARS
With digital effects, the new Star Wars movie is set to be the most ambitious yet.

NT News – Friday 15 and 22 MAY

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.1.8
REPORT TITLE:	Adoption of the Long-Term Financial Plan 2025-34
MEETING DATE:	Tuesday 18 June 2024
AUTHOR:	Governance Lead, Angie Torr
APPROVER:	General Manager Finance and Governance, Wati Kerta

COMMUNITY PLAN

Future Focused: Palmerston is an innovative city that sustains itself through the challenges of the future.
Governance: Council is trusted by the community and invests in things that the public value.

PURPOSE

This report seeks Council's adoption of the City of Palmerston Long-Term Financial Plan 2025-2034 following public consultation.

KEY MESSAGES

- Council has prepared a 10-year Long-Term Financial Plan (LTFP), which includes the draft 2024-25 budget and covers the period from 2024-2025 to 2033-34. This exceeds our legislative requirements to have a LTFP for a period of at least four fiscal years.
- The LTFP model uses a range of assumptions which external consultant PVW partners assessed as functional, with some minor administrative changes that have been made.
- The LTFP is based on delivering current service levels into the future.
- The LTFP delivers capital spend of \$106 million over the course of the 10-year plan. Part of this plan is the continuation of the major project Where We Live Matters – Zuccoli Community Hub. This project continues to be undertaken and will be completed within four financial years
- The forecasted capital expenditure is expected to be funded through different sources such as external grant funds, internal reserves, borrowings, and revenue.
- Council's forecast shows a positive operating result over the course of the LTFP.
- Council is and will continue to be financially sustainable based on the LTFP.
- Council has completed 28 days of public consultation and received no public submissions relating to the LTFP. One recommended change was received from the Department of Chief Minister and Cabinet.

RECOMMENDATION

1. THAT Report entitled Adoption of the Long-Term Financial Plan 2025-34 be received and noted.
2. THAT Council adopts City of Palmerston's Long Term Financial Plan 2025-2034 at Attachment 13.1.8.1 to Report entitled Adoption of the Long-Term Financial Plan 2025-34 incorporating minor changes.
3. THAT Council writes to the Department of Chief Minister and Cabinet acknowledging and thanking them for their feedback on the Long-Term Financial Plan 2025-2034 and detailing identified actions.

4. THAT Council provide the adopted Long Term Financial Plan 2025-2034 to the Department of Chief Minister and Cabinet in accordance with Section 200 (4) of the Local Government Act 2019 before the 30 June 2024 with a copy also provided to the Minister for Local Government.

BACKGROUND

At the Special Council Meeting of 8 May 2024, Council made the following decisions:

10.1.2 Draft Long Term Financial Plan - 2025-2034

1. THAT Report entitled *Draft Long Term Financial Plan - 2025-2034* be received and noted.
2. THAT Council endorses the City of Palmerston draft Long Term Financial Plan 2025-2034 being **Attachment 10.1.2.1** to Report entitled *Draft Long Term Financial Plan - 2025-2034* for 28 days public consultation, following the inclusion of minor amendments as discussed at the meeting.
3. THAT Council be presented with the City of Palmerston draft Long Term Financial Plan 2025-2034, inclusive of the feedback from the public consultation for adoption at the 2nd Ordinary Council Meeting on 18 June 2024.
4. THAT a comprehensive review of the Long Term Financial Plan be undertaken with a Report presented to Council on outcomes by the 2nd Ordinary Meeting in October 2024.
5. THAT the decisions be moved into the Open Minutes following the Municipal Plan and Budget 2024-25 media release.

CARRIED 10/1338 – 8/05/2024

DISCUSSION

The draft Long Term Financial Plan (LTFP) covers a ten-year period from 2024-2025 to 2033-2034. The LTFP is used to recognise the Council's current and future financial capacity to continue delivering services and provide facilities and infrastructure to the community while commencing new initiatives and projects to achieve the outcomes set out in the Council's Community Plan.

The draft LTFP includes:

- Planning assumptions used to develop the plan
- Projected income and expenditure
- Statement of financial position
- Statement of Cashflows
- Financial ratios

Council utilises this ten-year financial forecast to quantify the available cash flow for financial sustainability, ensure Council can both fund its services and asset replacement, thereby positioning itself for future opportunities. As a result, the organisation itself is strong and financially viable. Through prudent, responsible budgeting, planning and financial management; council will be able to continue to build its Reserves, continue to deliver services to the community and replace and renew assets now and into the future, ensuring the same level of services and delivering outcomes set out in the Council's Community Plan.

The draft Long-Term Financial Plan 2025-2034 commenced 28 days public consultation on the 13 May 2024 together with the Municipal Plan and Budget for 2024-25. There was no feedback received from the public on the LTFP. The LTFP was also reviewed by external consultant's PVW Partners. The recommendations from the external consultant resulted in few administrative changes that have been incorporated in the attached Long-Term Financial Plan.

Council wrote to the Department of Chief Minister and Cabinet seeking feedback on the Municipal Plan and Budget 2024-25 and the LTFP to ensure compliance with the Local Government Act.

CONSULTATION AND MARKETING

Council has undertaken public consultation for 28 days. Public consultation on the Draft Long-Term Financial Plan resulted in no public submissions being received during the consultation period.

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

- PVW partners
- Department of Chief Minister and Cabinet

POLICY IMPLICATIONS

There are no policy implications for this report, but current Council policies have been used to inform the modelling of the Draft Long-Term Financial Plan.

BUDGET AND RESOURCE IMPLICATIONS

The LTFP models an improving operating financial position for the City of Palmerston over the planning period. LTFP forecasts a capital expenditure of \$106 million over the term of this plan.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

The Local Government Act 2019 requires Council to prepare and maintain a LTFP and must be presented in line with the issued Guidelines. The plan must cover a minimum period of four years; however, many of the Council's decisions have impacts that go well beyond this time horizon. As a result, City of Palmerston has developed a 10-year financial plan. Stakeholders must understand the financial implications arising from Council's decisions and ensure the financial sustainability of City of Palmerston.

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

STRATEGIES, FRAMEWORK AND PLANS IMPLICATIONS

The delivery of the actions and projects within the Long-Term Financial Plan will improve the well-being of our community and deliver a number of improved environmental outcomes.

Long-Term Financial Plan delivers on the City of Palmerston Strategies, Framework and Plans for the 2025-34 period.



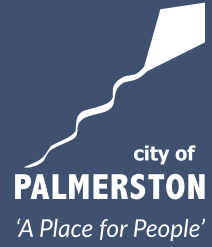
A Place for People

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. Co P Long- Term Financial Plan 2025-2034 04 [**13.1.8.1** - 20 pages]



LONG TERM FINANCIAL PLAN 2025-34



Above: Smoking ceremony, SWELL facility, 2023.
Front cover image: Aerial view of Zuccoli, 2023.

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.

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



This document has been printed on recycled material.

CONTENTS

Foreword	1
Background	3
Current Financial Position	4
Measuring Performance	5
Future Financial Position	6
Major initiatives and repairs and maintenance of assets	6
Long term Financial Plan	7
Assumptions	12
Conclusion	16



FOREWORD

City of Palmerston is pleased to present the Long-Term Financial Plan for 2025 to 2034.

The Long-Term Financial Plan for City of Palmerston spans from 2024-25 to 2033-34, acknowledging both its present and prospective financial capabilities. It is designed to sustain the provision of community services, deliver essential facilities and infrastructure to the community, and initiate fresh endeavors and projects aligned with the objectives outlined in the Community Plan.

The Long-Term Financial Plan is supported by financial modelling to project City of Palmerston's fiscal outlook for the coming decade. This not only forecasts revenue streams and expenses, the plan assists with decision making and problem solving, enabling decisions to be made on how to best achieve the Council's corporate objectives and asset management needs whilst considering its long-term financial challenges

Our Long-Term Financial Plan included in this document encompasses:

- Planning assumptions used to develop the plan
- projected income and expenditure
- statement of financial position
- statement of cash flows; and
- financial ratios.

The Long-Term Financial Plan is prepared with current and predicted economic conditions. The Plan continues to implement a 3.3% increase in rates (as per previous Long Term Financial Plan) and maintaining initiatives such as ongoing free community facility hire, complimentary pool entry, free community events, and free parking. City of Palmerston reaffirms its dedication to serving the community.

This Long-Term-Financial Plan has been prepared with the forecasted economic conditions such as 2.9% CPI increase and interest rates revenue at 3.5%. With a 3.3% increase to rates, ongoing free community facility hire, free pool entry, free community events and free parking, Council continues its commitment to the community.

Council has been able to generate continued support from Northern Territory and Federal Governments with grant funding that supports the delivery on Community Plan outcomes. This Long-Term Financial Plan is forecasting the delivery of major projects with support of grant funding, such as the Zuccoli and Surrounds Community Hub and Driver Resource Centre.

In this Plan, City of Palmerston proposes acquiring loans of up to \$2.5 million to finance these projects. This means that residents will bear the cost of the construction of the facilities as they utilise them. With this financing model, Council ensures that financial reserve balances remain healthy and continue to increase within the 10-year timeframe to ensure the cost of asset renewal can be met into the future as our City grows older.

Our Long-Term Financial Plan incorporates fundamental assumptions regarding CPI forecasts, anticipated interest rates, employee award adjustments, estimated loan repayments, and other specific income and expenses, detailed within the plan. Given the complexity of financial forecasting over a decade, these assumptions are subject to inevitable fluctuations. The Long-Term Financial Plan undergoes frequent monitoring and revision to adapt to evolving circumstances.

This Long-Term Financial Plan has been prepared with the base year being 2024-25.

The Long-Term Financial Plan model and assumptions were provided to Peel Valentine Whitehead (PVW) Partners Pty Ltd to provide advice on the succinctness of the model and assumptions used.

*THE DECISIONS MADE IN THIS PLAN HAVE BEEN
ASSESSED FOR THEIR LONG-TERM IMPACT.*



Although no assurance or opinions can be issued under this type of engagement, the advice received was that PVW Partners were satisfied with the material functionality of the Plan.

City of Palmerston's Long-Term Financial Plan aims to:

- Set out the assumptions upon which Council's financial plans and budgets have been structured
- identify some Key Performance Indicators upon which Council can benchmark its financial performance
- set the framework so that the impact of future policy decisions can be identified
- evaluate the impact of future scenarios upon Council's financial position
- provide a basis for future informed decision making
- identify issues which impact upon the financial sustainability of Council including known opportunities and threats; and
- achieve a balanced budget on a funding basis, acknowledging that continued service delivery and asset renewals are current priorities.

STATUTORY REQUIREMENTS

The *Local Government Act 2019* (NT) (the Act), mandates Council to formulate and uphold a Long-Term Financial Plan. While the Act stipulates a minimum coverage period of four years, the ramifications of many Council decisions extend far beyond this timeframe. Recognising this, Council has crafted a 10-year Financial Plan to provide ratepayers with a comprehensive understanding of the financial consequences stemming from its decisions and to safeguard City of Palmerston's financial sustainability.

BACKGROUND

PALMERSTON

Ranked as the second largest expanding city in the Northern Territory, Palmerston emerges as a regional nucleus with a bright future, positioning itself as A Place for People within the Northern Territory landscape.

With a vibrant and diverse population exceeding 40,000 residents, Palmerston experiences annual population growth, supported by an array of lifestyle amenities. These include multiple shopping centres, a PGA tournament standard golf course, conservation areas, recreational facilities, a thriving education sector, and the Palmerston Regional Hospital, catering to families choosing to make our city their home.

Benefiting from near-universal NBN coverage and a youthful population, Palmerston is evolving into a digital innovation hub. Initiatives such as e-gaming, a state-of-the-art Recording Studio, the annual GeekFest, and regional collaborations offer Smart City prospects.

On July 1, 2022, the municipal boundaries of City of Palmerston expanded to encompass parts of Berrimah, Elrundie, Tivendale, and the Wishart Business Precinct. This expansion aligns with the Northern Territory Government’s Planning for a Vibrant Future vision, projecting Palmerston’s eventual support of over 70,000 individuals. The extension of City of Palmerston’s municipal boundary mirrors both Council’s and the region’s aspirations for long-term financial sustainability and expansion.

However, this rapid growth presents Council with the challenge of developing and revitalizing crucial family-friendly infrastructure for Palmerston and its adjacent communities.

NORTHERN TERRITORY ECONOMY

All economic indicators are based on December 2023 assessments.

The Northern Territory economy is highly dependent on the government sector, mining and tourism. This dependence makes it highly prone to volatility, particularly once large capital projects wind down.

Deloitte Access Economics (DAE) forecasts the Territory economy to grow by an average of 2.4 per cent per annum over the next five years. DAE forecasts the national economy to grow by an average annual rate of 2.0 per cent over the five-year period.

DAE December quarter 2023 prepared for the Northern Territory Government, has forecast average growth in the following key economic indicators for the five years (2023/24 – 2027/28):

	Northern Territory	Australia
Economic Growth Forecast	2.4%	2.0%
Employment Growth Forecast	0.7%	1.7%
Population Growth Forecast	1.5%	1.6%
Consumer Price Index (CPI)	2.9%	3.0%

CURRENT FINANCIAL POSITION

The City of Palmerston, though relatively young, experiences robust growth in both population and infrastructure, with developers contributing millions of dollars' worth of infrastructure annually.

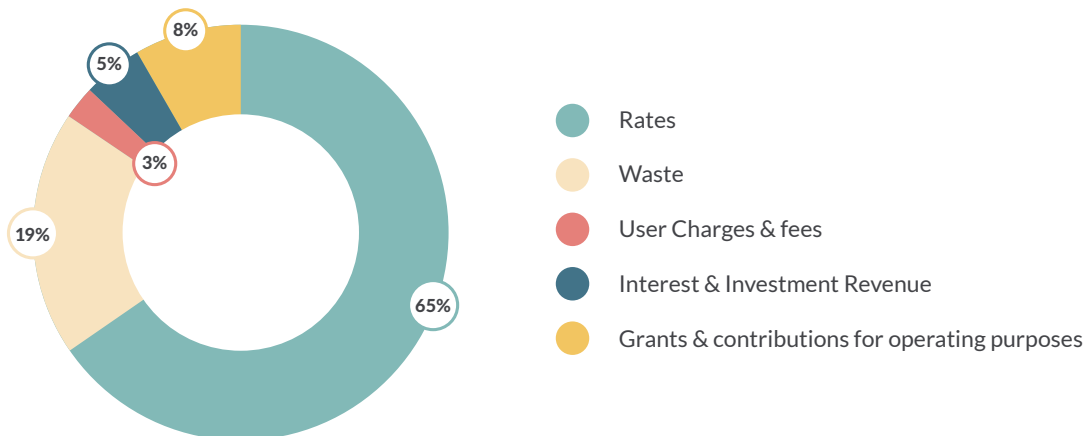
While the infrastructure remains relatively new, short to medium-term maintenance works are necessary to uphold its satisfactory condition. However, in the future, significant asset replacement will pose a substantial expense for the City. City of Palmerston diligently pursues the targets outlined in its asset management plans to ensure long-term infrastructure stability.

In our commitment to enhancing the city's amenity and liveability, City of Palmerston continues to undertake major projects such as the construction of a new Community Hub in Zuccoli and a revitalised Driver Resource Centre informed by community consultation.

Recent investments included the transformation of the Palmerston pool into the modern and dynamic Swimming, Wellness, Entertainment, Leisure and Lifestyle facility, the upgrade of the Durack Community Arts Centre and an award-winning Gray Community Hall. These efforts align with City of Palmerston's commitment to ensuring that community facilities meet the evolving needs of the local community while ensuring long-term infrastructure stability.

City of Palmerston financial reserves are deemed adequate to sustain ongoing operations without compromising service levels. Nearly 85 per cent of operational revenues are currently derived from annual rates and waste charges, providing City of Palmerston with a stable revenue base and reducing reliance on external factors beyond its control. City of Palmerston remains proactive in identifying additional revenue sources and advocating for grants from funding bodies.

OPERATING REVENUE SOURCE BY TYPE 2024-25



MEASURING PERFORMANCE

City of Palmerston will continue to track and evaluate its financial performance using standard financial indicators, which include:

- Operating Ratio:** This assesses City of Palmerston's ability to keep its operating expenses within its operating revenue. The benchmark for this ratio is greater than 0 per cent.
- Cash Expense Ratio:** This liquidity measure indicates the number of months City of Palmerston can sustain immediate expenses without additional cash flow. The benchmark for this ratio is greater than three months.
- Current Ratio:** This indicates City of Palmerston's ability to meet debt repayments as they become due. It's important to note that externally restricted assets are not available as operating funds, potentially impacting City of Palmerston's ability to meet liabilities. The minimum benchmark is greater than 1.5.
- Rates Coverage Ratio:** This measures fiscal flexibility by assessing the degree of reliance on external funding sources like operating grants and contributions for day-to-day operations. The benchmark for this ratio is between 60 – 75 per cent.
- Debt Service Cover Ratio:** This gauges the availability of operating cash to service debt, including interest, principal, and lease payments. The benchmark for this ratio is greater than 2.0.
- Interest Cover Ratio:** This indicates City of Palmerston's capacity to service interest-bearing debt and take on additional borrowing, measuring the burden of current interest expense on operating cash. The minimum benchmark for this ratio is greater than 4.
- Asset Sustainability Ratio:** This forecasts the extent to which City of Palmerston will increase or replace its asset base. A ratio of one or higher indicates the asset base is being replenished at a rate equal to or higher than asset consumption. A ratio less than one may suggest a deteriorating asset base.

Ratio	Benchmark	Ten-Year Average
Operating Ratio	Greater than 0%	15%
Cash Expense Cover Ratio	Greater than 3 months	8.89
Current Ratio	Greater than 1.5 times	2.76
Rates Coverage Ratio	Between 60%-75%	92%
Debt Service Ratio	Greater than 2 times	12.92
Interest Cover Ratio	Greater than 4 times	26.78
Asset Sustainability Ratio	Between 90%-110%	80%

FUTURE FINANCIAL POSITION

The Long-Term Financial Plan projects an enhanced financial outlook for City of Palmerston over the planning period, factoring in an average increase of 3.3 per cent in rate revenue year on year, from 2024-25 financial year.

This gradual revenue increase through modest rate hikes of 3.3 per cent and an anticipated property growth of 1 per cent is aimed at maintaining existing service levels for the community while fulfilling outcomes identified in the Community Plan for Palmerston.

The Long-Term Financial Plan also anticipates a capital expenditure of \$106 million over 10 years which include capital renewal; programs and strategic projects like Zuccoli and Surrounds Community Hub, SWELL café, and Marlow Lagoon Masterplan, alongside other community-focused initiatives. These projects are expected to attract funding from the Commonwealth and Territory Governments.

While the Plan sees a budgeted operating deficit, this is largely due to the incremental increase in depreciation, which is non-cash. Taking depreciation into consideration, City of Palmerston derives a cash surplus year on year which is reinvested back into capital projects or the financial reserves. The reinvestment into the financial reserves will be reviewed ensure long-term infrastructure stability as outlined in our asset management plan.

MAJOR INITIATIVES AND REPAIRS AND MAINTENANCE OF ASSETS

Throughout the duration of the Long-Term Financial Plan, City of Palmerston is projecting a total expenditure of \$106 million on capital works, aimed at delivering new and contemporary facilities for the Community.

In addition to replacing and renewing assets related to infrastructure such as roads, pathways, parks, public lighting, buildings, stormwater, and fleet, it remains imperative to uphold the satisfactory condition of assets within Palmerston.

The Long-Term Financial Plan assumes that the existing service standards will remain unchanged. Accordingly, City of Palmerston has based its future estimates for repairs and maintenance on this consistency, while also factoring in CPI increases in alignment with City of Palmerston's asset management plans throughout the plan's duration.

The staged development of the Zuccoli and Surrounds Community Hub, is included in the long-term plan which aims to establish a significant facility at a total value of \$20 million. Any future costs relating to Major Projects in Marlow Lagoon will be informed by the Masterplan which is expected to commence in 2024-25.



LONG TERM FINANCIAL PLAN

INCOME STATEMENT

\$'000'S	2023-24 Revised Budget	2024-25 Budget	2025- 2026 Forecast	2026- 2027 Forecast	2027- 2028 Forecast	2028- 2029 Forecast	2029- 2030 Forecast	2030- 2031 Forecast	2031- 2032 Forecast	2032- 2033 Forecast	2033- 2034 Forecast
Operating Income											
Rates & annual charges	33,340	35,664	37,165	38,729	40,360	42,059	43,830	45,675	47,598	49,603	51,691
Rates	25,806	27,552	28,737	29,972	31,261	32,605	34,007	35,470	36,995	38,586	40,245
Waste	7,534	8,112	8,428	8,757	9,099	9,453	9,822	10,205	10,603	11,017	11,446
Statutory Charges	152	185	190	196	202	207	213	220	226	233	239
User charges & fees	781	895	921	948	975	1,003	1,033	1,062	1,093	1,125	1,158
Interest & investment revenue	1,671	1,930	1,556	1,495	1,464	1,489	1,503	1,557	1,427	1,442	1,491
Other revenues	16	13	13	14	14	15	15	15	16	16	17
Grants & contributions for operating purposes	1,551	3,457	3,557	3,660	3,767	3,876	3,988	4,104	4,223	4,345	4,471
Total Income	37,511	42,144	43,403	45,042	46,782	48,649	50,582	52,633	54,584	56,764	59,067
Operating Expenditure											
Employee benefits & costs	12,207	13,091	13,549	13,956	14,374	14,806	15,250	15,707	16,178	16,664	17,164
Borrowing costs	179	298	309	369	346	328	310	292	273	254	235
Elected Member Allowances	428	497	511	526	542	557	573	590	607	625	643
Elected Member Expenses	40	39	40	41	42	44	45	46	48	49	50
Materials, contracts and other expenses	21,906	23,030	23,964	24,659	25,474	26,110	26,867	27,646	28,551	29,276	30,023
Depreciation, amortisation & impairment	11,270	12,000	12,306	12,638	12,952	13,277	13,571	13,841	14,116	14,392	14,680
Total Expenditure	46,030	48,955	50,680	52,189	53,730	55,121	56,616	58,122	59,773	61,259	62,795
BUDGETED OPERATING SURPLUS / (DEFICIT)	(8,519)	(6,811)	(7,276)	(7,147)	(6,949)	(6,473)	(6,035)	(5,489)	(5,190)	(4,496)	(3,728)
Add: Amounts received specifically for new or upgraded assets	10,099	4,340	7,663	3,022	4,630	3,380	3,380	2,380	1,380	1,380	1,380
Add: Physical resources received free of charge (non-cash)	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
BUDGET SURPLUS / (DEFICIT)	4,580	529	3,387	(1,125)	681	(93)	345	(109)	(810)	(116)	652
TOTAL COMPREHENSIVE INCOME / (LOSS)	4,580	529	3,387	(1,125)	681	(93)	345	(109)	(810)	(116)	652
Add: Depreciation	11,270	12,000	12,306	12,638	12,952	13,277	13,571	13,841	14,116	14,392	14,680
Less: Resources free of charge	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
Less: Capital Expenditure	26,813	10,833	15,431	10,807	10,125	9,969	9,575	9,784	9,909	9,909	9,909
Add: Borrowings (Loans advances)	5,000	-	1,000	1,500	-	-	-	-	-	-	-
Less: Loan Repayments	517	504	478	529	264	268	273	278	283	288	294
Add: Net Reserve Transfers	9,480	1,808	2,216	1,323	(244)	53	(1,069)	(670)	(115)	(1,079)	(2,129)
NET CASH BUDGET SURPLUS / (DEFICIT)	-	-	-	-	-	-	-	-	-	-	-

STATEMENT OF FINANCIAL POSITION

\$'000'S	2023-24 Revised Budget	2024-25 Budget	2025- 2026 Forecast	2026- 2027 Forecast	2027- 2028 Forecast	2028- 2029 Forecast	2029- 2030 Forecast	2030- 2031 Forecast	2031- 2032 Forecast	2032- 2033 Forecast	2033- 2034 Forecast
Assets											
Current Assets											
Cash and Cash Equivalents	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000
Investments	27,857	27,622	25,694	24,626	25,129	25,338	26,673	27,614	28,018	29,384	31,805
Receivables	4,501	3,371	3,472	3,603	3,743	3,892	4,047	4,211	4,367	4,541	4,725
Other	-	-	-	-	-	-	-	-	-	-	-
Total Current Assets	36,358	34,992	33,166	32,230	32,872	33,230	34,720	35,824	36,385	37,925	40,530
Non-Current Assets											
Infrastructure, property, plant & equipment	580,424	582,257	588,383	589,551	589,724	589,417	588,421	587,364	586,157	584,674	582,901
Investment property	5,800	5,800	5,800	5,800	5,800	5,800	5,800	5,800	5,800	5,800	5,800
Total Non-Current Assets	586,224	588,057	594,183	595,351	595,524	595,217	594,221	593,164	591,957	590,474	588,701
TOTAL ASSETS	622,582	623,049	627,349	627,581	628,396	628,446	628,941	628,988	628,342	628,399	629,231
Liabilities											
Current Liabilities											
Payables	9,249	9,517	9,792	10,076	10,368	10,669	10,978	11,296	11,624	11,961	12,308
Borrowings	442	478	529	264	268	273	278	283	288	294	299
Provisions	1,324	1,370	1,418	1,461	1,504	1,550	1,596	1,644	1,693	1,744	1,796
Total Current Liabilities	11,015	11,365	11,739	11,800	12,141	12,491	12,852	13,223	13,605	13,999	14,403
Non-Current Liabilities											
Borrowings	5,345	4,867	5,337	6,573	6,305	6,032	5,755	5,472	5,184	4,891	4,592
Provisions	1,879	1,944	2,012	2,073	2,135	2,199	2,265	2,333	2,403	2,475	2,549
Total Non-Current Liabilities	7,223	6,811	7,350	8,646	8,440	8,231	8,020	7,805	7,587	7,365	7,141
TOTAL LIABILITIES	18,238	18,176	19,089	20,446	20,581	20,722	20,871	21,028	21,192	21,364	21,544
NET ASSETS	604,344	604,873	608,260	607,135	607,816	607,724	608,069	607,960	607,150	607,035	607,687
Equity											
Retained earnings/ (accumulated deficit)	213,275	215,520	221,108	220,980	221,359	221,259	220,475	219,633	218,644	217,382	215,834
Other Reserves	25,343	23,627	21,427	20,429	20,731	20,739	21,868	22,601	22,780	23,926	26,127
Revaluation reserves	365,726	365,726	365,726	365,726	365,726	365,726	365,726	365,726	365,726	365,726	365,726
Council equity interest	604,344	604,873	608,260	607,135	607,816	607,724	608,069	607,960	607,150	607,035	607,687
TOTAL EQUITY	604,344	604,873	608,260	607,135	607,816	607,724	608,069	607,960	607,150	607,035	607,687

STATEMENT OF CASH FLOWS

\$'000'S	2023-24 Revised Budget	2024-25 Budget	2025- 2026 Forecast	2026- 2027 Forecast	2027- 2028 Forecast	2028- 2029 Forecast	2029- 2030 Forecast	2030- 2031 Forecast	2031- 2032 Forecast	2032- 2033 Forecast	2033- 2034 Forecast
Cash Flows from Operating Activities											
Receipts:											
Rates & waste charges	33,312	36,795	37,063	38,598	40,221	41,910	43,675	45,511	47,442	49,428	51,507
User charges & fees	933	1,080	1,111	1,144	1,177	1,211	1,246	1,282	1,319	1,358	1,397
Investment & interest revenue received	1,671	1,930	1,556	1,495	1,464	1,489	1,503	1,557	1,427	1,442	1,491
Grants & contributions	1,551	3,457	3,557	3,660	3,767	3,876	3,988	4,104	4,223	4,345	4,471
Other	16	13	13	14	14	15	15	15	16	16	17
Payments:											
Employee benefits & costs	(12,099)	(12,979)	(13,433)	(13,853)	(14,268)	(14,696)	(15,137)	(15,591)	(16,059)	(16,541)	(17,037)
Materials, contracts & other expenses	(22,113)	(23,298)	(24,240)	(24,942)	(25,766)	(26,410)	(27,176)	(27,964)	(28,878)	(29,612)	(30,368)
Finance Payments	(179)	(298)	(309)	(369)	(346)	(328)	(310)	(292)	(273)	(254)	(235)
NET CASH PROVIDED (OR USED IN) OPERATING ACTIVITIES	3,092	6,700	5,319	5,748	6,262	7,065	7,804	8,622	9,217	10,182	11,242
Cash Flows from Investing Activities											
Receipts:											
Sale of investment securities	-	235	1,927	1,067	-	-	-	-	-	-	-
Sale of infrastructure, property, plant & equipment	150	180	180	180	180	180	180	180	180	180	180
Amounts specifically for new or upgraded assets	21,508	4,160	7,483	2,842	4,450	3,200	3,200	2,200	1,200	1,200	1,200
Payments:											
Purchase of investment securities	(13,349)	-	-	-	(503)	(207)	(1,336)	(940)	(406)	(1,365)	(2,421)
Purchase of infrastructure, property, plant & equipment	(26,813)	(10,833)	(15,431)	(10,807)	(10,125)	(9,969)	(9,575)	(9,784)	(9,909)	(9,909)	(9,909)
NET CASH PROVIDED (OR USED IN) INVESTING ACTIVITIES	(18,504)	(6,258)	(5,841)	(6,718)	(5,998)	(6,796)	(7,531)	(8,344)	(8,935)	(9,894)	(10,950)
Cash Flows from Financing Activities											
Receipts:											
Proceeds from borrowings & deposits	5,000	-	1,000	1,500	-	-	-	-	-	-	-
Payments:											
Repayment of borrowings & advances	(248)	(442)	(478)	(529)	(264)	(268)	(273)	(278)	(283)	(288)	(294)
NET CASH PROVIDED (OR USED IN) FINANCING ACTIVITIES	4,752	(442)	522	971	(264)	(268)	(273)	(278)	(283)	(288)	(294)
plus: CASH & CASH EQUIVALENTS - beginning of year	14,660	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000
NET INCREASE/(DECREASE) IN CASH AND CASH EQUIVALENTS	(10,660)	-	-	-	-	-	-	-	-	-	-
TOTAL CASH AT BANK	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000
plus: INVESTMENTS ON HAND - beginning of year	14,508	27,857	27,622	25,695	24,627	25,130	25,338	26,673	27,614	28,019	29,384
Net Increase/(Decrease) in investments on hand	13,349	(235)	(1,927)	(1,067)	503	207	1,336	940	406	1,365	2,421
TOTAL INVESTMENTS ON HAND	27,857	27,622	25,695	24,627	25,130	25,338	26,673	27,614	28,019	29,384	31,805
TOTAL CASH & CASH EQUIVALENT & INVESTMENTS - end of year	31,857	31,622	29,695	28,627	29,130	29,338	30,673	31,614	32,019	33,384	35,805
NET INCREASE/(DECREASE) IN CASH, CASH EQUIVALENTS & INVESTMENTS	2,689	(235)	(1,927)	(1,067)	503	207	1,336	940	406	1,365	2,420

FINANCIAL RATIOS

	2023-24 Revised Budget	2024-25 Budget	2025- 2026 Forecast	2026- 2027 Forecast	2027- 2028 Forecast	2028- 2029 Forecast	2029- 2030 Forecast	2030- 2031 Forecast	2031- 2032 Forecast	2032- 2033 Forecast	2033- 2034 Forecast
Operating ratio											
This ratio measures Council's ability to contain operating expenditure within operating revenue	7.81%	13.02%	12.30%	13.01%	13.57%	14.66%	15.51%	16.42%	16.85%	17.88%	18.94%
Benchmark - Greater than 0%											
Cash Expense Cover Ratio											
This ratio indicates the number of months Council can continue paying for its immediate expenses without additional cash inflow	11.05	10.35	9.36	8.77	8.65	8.48	8.61	8.62	8.47	8.59	8.97
Benchmark - Greater than 3.0 months											
Current Ratio											
This ratio represents Council's ability to meet debt payments as they fall due. It should be noted that Council's externally restricted assets will not be available as operating funds and as such can significantly impact Council's ability to meet its liabilities	3.30	3.08	2.83	2.73	2.71	2.66	2.70	2.71	2.67	2.71	2.81
Benchmark - Greater than 1.5											
Own Revenue											
This ratio measures the level of Council's fiscal flexibility. It is the degree of reliance on external funding sources such as operating grants and contributions. Council's financial flexibility improves the higher the level of its own source revenue	98%	92%	92%	92%	92%	92%	92%	92%	92%	92%	92%
Benchmark - between 60 to 75%											
<i>Own funding / total operating revenue</i>											
Debt Service Cover Ratio											
This ratio measures the availability of cash to service debt including interest, principal, and lease payments	8.51	7.07	6.37	9.27	10.33	11.87	13.35	15.05	16.39	18.53	20.95
Benchmark - Greater than 2.0											
Interest Cover Ratio											
This ratio indicates the extent to which Council can service its interest bearing debt and take on additional borrowings. It measures the burden of the current interest expense upon Council's operating cash	29.57	18.41	17.26	15.90	18.34	21.73	25.30	29.62	33.68	39.93	47.61
Benchmark - Greater than 4.0											
Asset Sustainability Ratio											
This ratio indicates the extent to which Council is replacing its existing asset base with capital renewals of existing assets	238%	90%	125%	86%	78%	75%	71%	71%	70%	69%	68%
Benchmark - between 90% to 110%											

ASSUMPTIONS

This Long-Term Financial Plan has been prepared on the basis that Council will continue to deliver the same level of service to the community as it is currently providing.

The Long-Term Financial Plan also includes the following specific assumptions in relation to expected revenues and expenses.

GENERAL ASSUMPTIONS

Item	Budget Assumptions 2024-25	Forecast Assumptions 2025-2034	Comment
Residential Growth	1.0 per cent	1.0 per cent	City of Palmerston accommodation stocks grew by 3.3 per cent p.a. from 2006 to 2011, and 4.6 per cent p.a. from 2011 to 2016 according to the ABS. A conservative xx per cent growth is included in this plan.
CPI	3.1 per cent	2.9 per cent	Based on long-term forecast for CPI for the Northern Territory as per DAE (December 2023 release).

REVENUE ASSUMPTIONS

Item	Budget Assumptions 2024-25	Forecast Assumptions 2025-2034	Comment
Rate Increase	Various	3.3 per cent	This is the required amount that Council will need to raise rates to ensure that the Council is sustainable and is able to renew its current asset base.
Waste Management Charge	\$557	See comment	Annual Charges will increase in line with contractual increases including Shoal Bay charges.
Statutory Charges	0.0 per cent	0.0 per cent	Statutory Charges are not forecast to increase.
User Fees & Charges	0.0 per cent	CPI	All user fees and charges are expected to increase in-line with CPI.
Investment Interest	4 per cent	3.5 per cent	Interest is calculated on the forecast cash and investment balances reflecting stable investment rates.
Interest on overdue rates	8.0 per cent	8.0 per cent	Interest is calculated on the overdue outstanding rates balance.
Other Revenues	As estimated	CPI	Other revenues consist of program fees and sundry income items.
Operating Grants	As estimated	CPI	Operating grants include the financial assistance grant and the operating subsidy for the library from the NTG.

EXPENSE ASSUMPTIONS

Item	Budget Assumptions 2024-25	Forecast Assumptions 2025-2034	Comment
Employee Costs excluding Superannuation	At the time of publication, the enterprise agreement bargaining process was still under way. The Long-Term Financial Plan makes allowances for the outcome of the negotiations.		
Superannuation	11.5 per cent	12.0 per cent	Between the years 2024-25 to 2025-26 a further 0.5 per cent per annum is included to increase superannuation as per federal legislation. It will then remain at 12%.
Current Borrowing Costs	2.78 per cent	2.78 per cent	PAN Borrowing costs are fixed for the term of the loan.
Future Borrowing Costs	5.5 per cent	4.5 per cent	Conservative estimate.
Materials, contracts, and other expenses	CPI	CPI	Average increase anticipated.
Depreciation	N/A	N/A	Depreciation is based on current depreciation rates plus depreciation on gifted and constructed assets at an average useful life of 70 years across asset classes.

EXPENSE ASSUMPTIONS

Item	Budget Assumptions 2024-25	Forecast Assumptions 2025-2034	Comment
Capital Income	\$4.3 million	\$28.6 million	Included as detailed in the 10 years capital work program.
Capital Expenditure	\$10.83 million	\$82.3 million	Included as detailed in the 10 years capital work program.

PLANNED MAJOR CAPITAL WORKS BUDGET

CLASS OF ASSETS / MAJOR PROJECTS	2023-2024*	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031	2031-2032	2032-2033	2033-2034	TOTAL
Driveways / Pathways	1,010,440	766,200	827,328	839,616	851,904	517,792	530,080	634,528	647,357	647,357	647,357	7,919,958
Building Renewals	406,169	414,500	683,121	1,533,041	581,028	903,588	345,508	325,028	330,909	330,909	330,909	6,184,707
ERP software	350,000	750,000	700,000	-	-	-	-	-	-	-	-	1,800,000
IT Projects	93,280	153,600	153,600	153,600	153,600	153,600	153,600	153,600	157,286	157,286	157,286	1,640,339
Marlow Lagoon Masterplan	-	150,000	150,000	-	-	-	-	-	-	-	-	300,000
SWELL Café	500,000	1,000,000	-	-	-	-	-	-	-	-	-	1,500,000
Where We Live Matters - Zuccoli Community	925,751	450,000	3,783,333	1,891,667	2,000,000	2,333,333	2,333,333	1,666,667	1,000,000	1,000,000	1,000,000	18,384,084
Creative Industries	83,234	500,000	500,000	500,000	500,000	118,784	118,784	118,784	121,635	121,635	121,635	2,804,490
Driver Community Facility	184,700	1,250,000	1,750,000	-	-	-	-	-	-	-	-	3,184,700
Parks & Reserves	2,461,326	2,074,300	1,950,560	1,866,160	1,922,480	2,037,413	2,093,733	2,452,667	2,822,864	2,822,864	2,822,864	25,327,231
Sustainability Programs	687,269	966,400	1,061,440	1,066,560	1,071,680	435,200	440,320	445,440	456,131	456,131	456,131	7,542,701
Roads	918,216	2,348,100	2,267,064	2,341,381	2,419,159	2,833,902	2,914,006	3,331,449	3,710,737	3,710,737	3,710,737	30,505,489
Stormwater	184,320	160,000	204,800	215,040	225,280	235,520	245,760	256,000	262,144	262,144	262,144	2,513,152
Vehicles	505,458	350,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	4,455,458
	7,810,163	10,833,100	15,431,246	10,807,065	10,125,130	9,969,132	9,575,124	9,784,163	9,909,062	9,909,062	9,909,062	114,062,310

*only includes the budget of the projects or programs that will carry over into 2024-25.

CAPITAL EXPENDITURE AND FUNDING BUDGET

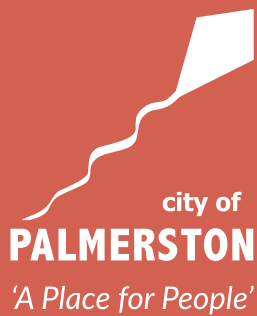
	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031	2031-2032	2032-2033	2033-2034	GRAND TOTAL
\$'000'S											
ASSET CATEGORY											
Land & Buildings	2,464,500	7,216,454	3,424,707	2,581,028	2,903,588	2,345,508	1,325,028	330,909	330,909	330,909	23,253,538
Infrastructure (including Roads, footpaths, park furniture)	7,115,000	6,961,192	6,828,757	6,990,503	6,511,944	6,676,017	7,905,534	9,020,867	9,020,867	9,020,867	76,051,550
Fleet	350,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	3,950,000
Other Assets (including furniture and equipment)	903,600	853,600	153,600	153,600	153,600	153,600	153,600	157,286	157,286	157,286	2,997,059
Total	10,833,100	15,431,246	10,807,065	10,125,130	9,969,132	9,575,125	9,784,162	9,909,062	9,909,062	9,909,062	106,252,147
FUNDING											
Operating Income	4,715,100	6,147,913	6,615,398	5,825,130	6,919,132	6,525,125	7,734,162	8,859,062	8,859,062	8,859,062	71,059,147
Capital Grants	3,920,000	7,283,333	2,641,667	4,250,000	3,000,000	3,000,000	2,000,000	1,000,000	1,000,000	1,000,000	29,095,000
Transfer from Cash Reserves	2,198,000	1,000,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	3,598,000
Borrowings	-	1,000,000	1,500,000	-	-	-	-	-	-	-	2,500,000
Total	10,833,100	15,431,246	10,807,065	10,125,130	9,969,132	9,575,125	9,784,162	9,909,062	9,909,062	9,909,062	106,252,147

CONCLUSION

Financial sustainability entails ensuring that City of Palmerston can adequately finance its services and asset replacement at a rate aligned with their deterioration. Council upholds a commitment to long-term financial sustainability and intergenerational equity, advocating for each generation to contribute proportionately rather than relying on accumulated assets, thereby burdening future generations with the responsibility of infrastructure replacement without adequate funding.

While City of Palmerston currently maintains relatively low unrestricted reserves and operates with continuous deficits, the organization remains robust and financially viable. Through prudent and responsible budgeting, planning, and financial management practices, City of Palmerston aims to bolster its reserves, sustain quality service delivery to the community, and effectively replace and renew assets both presently and in the future. This approach ensures the maintenance of consistent service levels across generations.





 Civic Plaza, 1 Chung Wah Terrance

 08 8935 9922

 palmerston@palmerston.nt.gov.au

 palmerston.nt.gov.au

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.1.9
REPORT TITLE:	Risk Management and Audit Committee Minutes - 11 June 2024
MEETING DATE:	Tuesday 18 June 2024
AUTHOR:	Executive Assistant to General Manager Finance and Governance, Navya Desamala
APPROVER:	General Manager Finance and Governance, Wati Kerta

COMMUNITY PLAN

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

PURPOSE

This Report seeks Council approval of the recommendations from the Risk Management and Audit committee meeting held on the 11 June 2024.

KEY MESSAGES

- The Risk Management and Audit Committee met on Tuesday 11 June 2024.
- The Risk Management and Audit Committee agenda and unconfirmed minutes from this meeting are available for viewing on the Council website.

RECOMMENDATION

1. THAT Report entitled Risk Management and Audit Committee Minutes - 11 June 2024 be received and noted.
2. THAT the unconfirmed Risk Management and Audit Committee minutes provided at **Attachment 13.1.9.1** to Report entitled Risk Management and Audit Committee Minutes - 11 June 2024 be received and noted.

BACKGROUND

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

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

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

DISCUSSION

The Risk Management and Audit Committee meeting was held on 11 June 2024 with the unconfirmed minutes provided at **Attachment 13.1.9.1**.

No Action Reports and one (1) Received and Note report was considered at this meeting.

CONSULTATION AND MARKETING

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

- Risk Management and Audit Committee members

POLICY IMPLICATIONS

There are no policy implications for this Report.

BUDGET AND RESOURCE IMPLICATIONS

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

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This Report addresses the following City of Palmerston Strategic Risks:

6. Governance
Failure to effectively govern.

STRATEGIES, FRAMEWORK AND PLANS IMPLICATIONS

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. 20240611 - UNCONFIRMED Risk Management and Audit Committee Minutes - 11 June 2024
[13.1.9.1 - 7 pages]



city of
PALMERSTON
'A Place for People'

MINUTES

Risk Management and Audit Committee **Tuesday 11 June 2024**

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

UNCONFORMING

'A Place for People'



A Place for People

COUNCIL AGENDA Attachment 13.1.9.1

COMMITTEE MINUTES

PRESENT

COMMITTEE MEMBERS	Clare Milikins, Independent Member (Chair) David Ray, Independent Member Craig Kirby, Independent Member(via Audiovisual) Mayor Athina Pascoe-Bell Councillor Amber Garden (via Audiovisual) Councillor Sarah Henderson
STAFF	Acting Chief Executive Officer, Amelia Vellar Acting General Manager People and Place, Emma Blight General Manager Infrastructure, Nadine Nilon General Manager Finance and Governance, Wati Kerta General Manager Community, Konrad Seidl Minute Secretary, Navya Desamala Executive Assistant Chief Executive Officer, Kate Roberts Finance Manager, Jeffrey Guilas Governance Lead, Angie Torr
GALLERY	Nil

Initials: _____



A Place for People

COUNCIL AGENDA Attachment 13.1.9.1 COMMITTEE MINUTES

1 ACKNOWLEDGEMENT OF COUNTRY

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

2 OPENING OF MEETING

The Chair declared the meeting open at 5:07 pm.

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies

Nil

3.2 Leave of Absence Previously Granted

THAT Council note Councillor Garden will be on leave of absence as previously granted on 20 February 2024 for the period 30 May 2024 to 13 June 2024, inclusive.

3.3 Leave of Absence Request

Nil

4 REQUEST FOR AUDIO/AUDIOVISUAL CONFERENCING

Moved: Mayor Pascoe-Bell
Seconded: Councillor Henderson

1. THAT the Committee note Craig Kirby is attending via Audio/Audiovisual Conferencing who will be physically prevented from attending a meeting due to being a distance greater than 100km from the appointed place of meeting.
2. THAT the Committee note Councillor Garden is attending via Audio/Audiovisual Conferencing who will be physically prevented from attending a meeting due to being a distance greater than 100km from the appointed place of meeting and that this was approved via the Chief Executive Officer.

CARRIED RMA10/133 - 11/06/2024

5 DECLARATION OF INTEREST

5.1 Committee Members

Nil

5.2 Staff

Nil

Initials: _____



A Place for People

6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

Moved: Mayor Pascoe-Bell
Seconded: Councillor Henderson

THAT the Minutes of the Risk Management and Audit Committee Meeting held on 27 February 2024 pages 258 to 263 be confirmed.

CARRIED RMA10/134 - 11/06/2024

6.2 Business Arising from Previous Meeting

Nil

7 DEPUTATIONS AND PRESENTATIONS

Nil

8 CONFIDENTIAL ITEMS

8.1 Moving Confidential Items into Open

Nil

8.2 Moving Open Items into Confidential

Nil

8.3 Confidential Items

Moved: Mayor Pascoe-Bell
Seconded: David Ray

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
16.1.1	Constitutional Arrangements 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)(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.

Initials: _____



A Place for People

COUNCIL AGENDA Attachment 13.1.9.1

COMMITTEE MINUTES

16.1.2	Council Performance, Service Delivery and Budget Review	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(c)(i) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person.
16.2.1	Council Performance, Service Delivery and Budget Review	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(c)(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.
16.2.2	Council Performance, Service Delivery and Budget Review	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(c)(i) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person.
16.2.3	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.
16.2.4	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)(e) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.

CARRIED RMA10/135 - 11/06/2024

Initials: _____



A Place for People

COUNCIL AGENDA Attachment 13.1.9.1 COMMITTEE MINUTES

9 OFFICER REPORTS

9.1 Action Reports

Nil

9.2 Receive and Note Reports

9.2.1 RMAC Work Plan

Moved: Mayor Pascoe-Bell
Seconded: Councillor Garden

THAT Report entitled RMAC Work Plan be received and noted.

CARRIED RMA10/136 - 11/06/2024

10 INFORMATION AND CORRESPONDENCE

10.1 Information

Nil

Mayor Pascoe-Bell left the meeting at 5:16 pm.

10.2 Correspondence

Nil

11 GENERAL BUSINESS

Nil

12 NEXT COMMITTEE MEETING

Moved: Councillor Henderson
Seconded: Councillor Garden

THAT the next Risk Management and Audit Committee Meeting be held on Tuesday, 27 August 2024 at 5:00pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

Mayor Pascoe-Bell returned to the meeting at 5:17 pm.

CARRIED RMA10/137 - 11/06/2024

Initials:



A Place for People

COUNCIL AGENDA
Attachment 13.1.9.1
COMMITTEE MINUTES

13 CLOSURE OF MEETING TO PUBLIC

Moved: Mayor Pascoe-Bell
Seconded: David Ray

THAT pursuant to section 99(2) and 293(3)(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 RMA10/138 - 11/06/2024

The Chair declared the meeting closed at 5:43pm.

Chair

Print Name

Date

Initials:

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.1.10
REPORT TITLE:	Reconciliation Action Plan Update
MEETING DATE:	Tuesday 18 June 2024
AUTHOR:	Acting General Manager People and Place, Emma Blight
APPROVER:	Acting General Manager People and Place, Emma Blight

COMMUNITY PLAN

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

PURPOSE

This Report seeks Council approval of the Reconciliation Action Plan (RAP) Working Group Terms of Reference and provides an update on work underway in relation to City of Palmerston's first Reconciliation Action Plan.

KEY MESSAGES

- In Palmerston, 13% of residents identify as having Aboriginal or Torres Strait Islander background.
- Development and implementation of a Reconciliation Action Plan will support City of Palmerston to sustainably and strategically take meaningful action to advance reconciliation.
- In September 2023, City of Palmerston registered to develop a Reconciliation Action Plan with Reconciliation Australia, the lead body for reconciliation in Australia,
- City of Palmerston's first Reconciliation Action Plan will be the first level, *Reflect*, which is designed to build strong foundations to assist in engaging in reconciliation meaningfully.
- Officers recommend the creation of a Reconciliation Action Plan Working Group, which is optional for the *Reflect* level.
- Officers recommend that the working group comprise of staff that span across each directorate, location and level, Aboriginal and Torres Strait Islander representatives (staff and community members), and a RAP Champion.
- To ensure adequate oversight, Council is suggested as the RAP Sponsor.
- Regular reports will come back to Council as the RAP progresses.

RECOMMENDATION

1. THAT Report entitled Reconciliation Action Plan Update be received and noted.
2. THAT Council endorses the Reconciliation Action Plan Working Group Terms of Reference provided at **Attachment 13.1.10.1** to Report entitled Reconciliation Action Plan Update.

BACKGROUND

In Palmerston, 13% of residents identify as having Aboriginal or Torres Strait Islander background. Development and implementation of a Reconciliation Action Plan will support City of Palmerston to sustainably and strategically take meaningful action to advance reconciliation. Identified as a supplementary plan to the City of Palmerston Inclusive, Diverse and Accessible Policy Framework, a RAP will further demonstrate our commitment to the objectives of our Community Plan. A RAP will have

impact on the way we operate in our community as well as how we work internally. Over time and as our reconciliation journey progresses, it will transform good intentions into measurable actions that support Aboriginal and Torres Strait Islander people achieve equality in all aspects of life, which will benefit the whole community.

Reconciliation Australia (RA) is considered the lead body for reconciliation in Australia. On the RA website, they explain that their aim is to 'promote and facilitate reconciliation by building relationships, respect and trust between the wider Australian community and Aboriginal and Torres Strait Islanders'. RA provide extensive resources and guidance to organisations developing and implementing RAPs.

Once finalised, City of Palmerston's RAP will become a public document and will be published on RA's website.

DISCUSSION

The steps involved in implementing a RAP are outlined below:

- Registration (complete)
- Drafting
- Submission
- Review
- Accreditation

There are four types of RAP – *Reflect*, *Innovate*, *Stretch* and *Elevate*, with each RAP type designed to suit an organisation at different stages of their reconciliation journey.

Given that this is City of Palmerston's first RAP the *Reflect* RAP is considered the appropriate level to be developed. A *Reflect* RAP is the first level of RAP, and is designed to build strong foundations to assist organisations engage meaningfully in reconciliation. Focusing on engaging with staff and leaders in understanding the importance of reconciliation, it includes developing relationships with Aboriginal and Torres Strait Islander stakeholders and scoping where an organisation can best have impact in their sphere of influence.

RA describes the key expectations of a Reflect RAP as:

- Establish an effective governance structure, including RAP Working Group;
- Determine your organisation's vision for reconciliation;
- Improve relationships with Aboriginal and Torres Strait Islander peoples and relevant stakeholders;
- Build understanding of who, how, why and when to seek guidance and consultation;
- Prepare business cases to senior leaders for future reconciliation initiatives;
- Not necessarily expected to make changes to policies or internal operations.

It is recommended that Council plays a key role in driving the success of the City of Palmerston RAP development and implementation as RAP Sponsor. Acting as a champion for reconciliation, Council will have the ability to provide the necessary leadership, guidance, and resources to ensure that the City of Palmerston's commitment to reconciliation is realised. Being RAP Sponsor will ensure that Council's commitment and support is visible to employees, stakeholders, and the broader community, and that reconciliation is a priority of Council. As RAP Sponsor, Council will have final approval for the RAP, and progress updates will be provided on a regular basis.

A RAP Working Group (RWG) is considered the governing body of a RAP, and is ultimately responsible for the development, implementation and reporting phases of a RAP. Whilst a RWG is optional for a *Reflect* RAP, it is recommended that City of Palmerston stands one up. It is proposed that the RWG comprises a membership of staff that represent directorates, locations and levels, Aboriginal and Torres Strait Islander representatives (staff and community members) and is led by a RAP Champion who is a member of the ELT. The RWG will provide an update to Council at key milestones.

The RWG would be guided by a Terms of Reference to clarify membership, roles, responsibilities, meeting details, agendas and reporting requirements. Interested and relevant staff and community members would be invited to express their interest in joining the RWG through internal and external communications in mid-2024. A draft Terms at Reference is shown at **Attachment 13.1.10.1**

The Terms of Reference describe the size and composition of the RWG. In acknowledgment of their contribution and time supporting the RAP, it is proposed that external members will be remunerated for attending meetings. Likewise, staff will be compensated for their time when meetings are held outside business hours. The RWG will hold no official delegation and will report to the CEO and ultimately to Council as RAP Sponsor. Members of the RWG and other decisions makers' roles have been defined using the Reconciliation Australia document 'Establishing and maintaining an effective RAP Working Group' (**Attachment 13.1.10.2**) as a guide (noting not all roles are covered in this document).

Calls for community members to nominate will be made through various media including social and print media, and final selection will be made by the Chief Executive Officer.

Once established, the RWG will meet monthly while the RAP is under development and every two months after launch.

CONSULTATION AND MARKETING

There was no consultation in the preparation of this report, however extensive community consultation and marketing will occur over the life of the Reconciliation Action Plan.

POLICY IMPLICATIONS

A Reconciliation Action Plan was identified as a supplementary plan to the City of Palmerston Inclusive, Diverse and Accessible Policy Framework.

BUDGET AND RESOURCE IMPLICATIONS

Funding was allocated to the development of a Reconciliation Action Plan in the 2023/24 budget.

Further funding and payment for external members and staff will be identified in the 2024/25 operational budget and through budget reviews if required.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

On registration of a Reconciliation Action Plan, organisations have 12 months to develop a draft Reconciliation Action Plan. A first draft of the RAP is due to Reconciliation Australia in September 2024 in the template provided by them. There is a small risk that this timeframe will not be met, and Reconciliation Australia have been contacted where they encouraged City of Palmerston to work on developing the draft and contact them closer to the due date if an extension is required.

This Report addresses the following City of Palmerston Strategic Risks:

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

STRATEGIES, FRAMEWORK AND PLANS IMPLICATIONS

A Reconciliation Action Plan was identified as a supplementary plan to the City of Palmerston Inclusive, Diverse and Accessible Policy Framework.

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.



A Place for People

ATTACHMENTS

1. RAP Terms of Reference [**13.1.10.1** - 4 pages]
2. RA P- Working- Group [**13.1.10.2** - 3 pages]



A Place for People

TERMS OF REFERENCE

Committee Name:	Reconciliation Action Plan Working Group		
Responsible Officer:	Executive Manager People & Customer		
Owner:	General Manager People and Place		
Approval Date:		Next Review Date:	
Records Number:			

1 PURPOSE

The purpose of the City of Palmerston Reconciliation Action Plan Working Group (RWG) is to develop, implement and report on the City of Palmerston Reconciliation Action Plan (RAP) in consultation with Reconciliation Australia.

2 COMMITTEE OBJECTIVES

- 2.1 Develop a RAP within the context of City of Palmerston's core business and in-line with:
 - The City of Palmerston Community and Municipal Plans; and
 - The City of Palmerston Inclusive, Diverse and Accessible Strategy.
- 2.2 Establish a collaborative and consultative process for engaging staff across the organisation so that they can provide:
 - Ideas for the RAP; and
 - Feedback on draft versions.
- 2.3 Develop a project plan and timeline to develop, launch and begin implementing the RAP, including consultation with Reconciliation Australia at regular intervals.
- 2.4 Regularly liaise with relevant internal and external stakeholders to review progress of the RAP actions including:
 - Reporting RAP progress to Council as RAP Sponsor quarterly or more frequently as required;
 - Reporting RAP progress to Reconciliation Australia annually;
 - Reporting RAP progress internally;
 - Reporting RAP progress to relevant Aboriginal and Torres Strait Islander stakeholders; and
 - Reflecting on key learnings in the development of a new RAP.
- 2.5 Consider RAP implementation issues and consult with relevant staff to find solutions.
- 2.6 Seek approval from Council for final version of Reconciliation Action Plan.
- 2.7 Liaise with internal or external designers inform the design of the RAP document.
- 2.8 Develop a new RAP when the current plan expires.

3 AUTHORITY/DELEGATION

- 3.1 The RWG will have no delegation and progress of the RAP development and implementation will be reported directly to the Chief Executive Officer.



A Place for People

TERMS OF REFERENCE

- 3.2 City of Palmerston staff on the RWG are responsible for liaising with all relevant business units to assist in completion and submission of the RAP Impact Measurement Questionnaire to Reconciliation Australia annually.
- 3.3 Once approved by Council the final document will be signed off by the RAP Champion and Chief Executive Officer.

4 MEMBERSHIP AND STRUCTURE

- 4.1 Membership of the RWG will be limited to ten (10) people.
- 4.2 Nominations will be open to City of Palmerston staff members, Palmerston residents and Palmerston based organisations who are interested in reconciliation and how it can be a positive force for changing the culture, work practices and core business of City of Palmerston.
- 4.3 The RWG will comprise a maximum of six (6) staff members who have been nominated for the group. Aboriginal and Torres Strait Islander staff members will be strongly encouraged to nominate.
- 4.4 The RWG will comprise two (2) Palmerston Aboriginal and or Torres Strait Islander community members and one (1) Aboriginal and or Torres Strait Islander Palmerston organisation representative. These external vacancies will be advertised on the City of Palmerston website and any other media decided by the organisation.
- 4.5 Nominations will be submitted via email to a designated City of Palmerston email address.
- 4.6 Final selection will be made by the Chief Executive Officer.
- 4.7 The RWG will also include a RAP Champion from the Executive Leadership Team.
- 4.8 The roles of RWG membership and other decision makers internal and external to the RWG are defined as follows:

Member/Decision Maker	Reason for Membership and Role
RWG Members	
Staff that represent a wide range of departments, locations and levels.	<ul style="list-style-type: none"> To promote a whole-of-organisation approach to the RAP. To ensure the RAP does not sit with a single team. To ensure the responsibility for implementing the RAP does not fall to Aboriginal and Torres Strait Islander staff or departments as reconciliation is everyone's responsibility.
Aboriginal and Torres Strait Islander	<ul style="list-style-type: none"> To ensure the RAP is guided by Aboriginal and Torres Strait Islander knowledge and perspectives.



A Place for People

TERMS OF REFERENCE

representatives (staff or external)	<ul style="list-style-type: none"> To ensure Aboriginal and Torres Strait Islander people are involved in decision-making. To build a culturally appropriate approach to RAP development, implementation and reporting. To assist the RWG and organisation work through areas that can be complex or sensitive. It should be noted that Aboriginal and Torres Strait Islander Staff and RWG members should not be expected to drive the RAP, but rather guide it.
RAP Chair/Co-chairs (may be RAP Champion)	<ul style="list-style-type: none"> To coordinate RWG meetings (or their delegate) and take responsibility for holding other members of the group accountable and on track. To provide a primary contact for other staff, community members, organisations and Reconciliation Australia when they have enquiries about the RAP.
RAP Champion/s	<ul style="list-style-type: none"> An Executive Leadership Team member to raise the profile of reconciliation as an organisational priority internally and externally. To lead by example by actioning the commitments in the RAP.
External to RWG	
Council/RAP Sponsor	<ul style="list-style-type: none"> Provide the leadership, guidance and resources to ensure that City of Palmerston's commitment to reconciliation is realised. Approve RWG Terms of Reference Approve final version of the Reconciliation Action Plan
CEO/Key decision makers	<ul style="list-style-type: none"> To ensure the RWG can resolve roadblocks to RAP implementation.

5 TERMS, VACANCIES AND FEES

- 5.1 The membership term of the RWG will be until implementation of the current iteration of the RAP. New members will be invited to join as vacancies arise to ensure the group generates new ideas as well as continuity.
- 5.2 To ensure participation and recognition of contribution, the community members on the RWG will be compensated for their attendance at meetings at the rates identified in the 'Extra Meeting/Activity Allowance' for Elected Members per Determination No. 1 of 2023 as a (noting that these are not Elected Members and meetings will likely be conducted outside normal business hours).



A Place for People

TERMS OF REFERENCE

- 5.3 When meetings are held out of business hours, City of Palmerston staff attendance will be considered as working additional hours and compensated accordingly per the relevant City of Palmerston Enterprise Agreement or Employment Contract.
- 5.4 A member who fails to attend three consecutive meetings without providing an apology is considered to have resigned from their membership.
- 5.5 The Terms of Reference and membership profile will be reviewed by the RWG every two years from commencement, or as required.

6 MEETINGS

- 6.1 The Reconciliation Action Plan Champion (or their delegate) will convene meetings and will distribute business papers no later than three business days prior to a meeting.
- 6.2 Meetings will be held monthly while the RAP is being developed, and every two months after launch to monitor progress.
- 6.3 Meetings will require a quorum of half plus one.
- 6.4 In the event that the group is unable to come to a cohesive understanding on any matter or discussion item, a vote will be taken and will be noted in the minutes.
- 6.5 Meeting minutes will be distributed to members within five working days after a meeting.

7 CONDUCT

- 7.1. RWG members must declare any real or perceived conflicts of interest when joining the group and at the start of each meeting before discussion of the relevant agenda items.
- 7.2. Committee members must not speak on behalf of the RWG without the approval of the Chief Executive Officer.



RAP Drafting Resource

Establishing and maintaining an effective RAP Working Group

The RAP Working Group (RWG) is considered the governing body of the RAP. The RWG is ultimately responsible for the development, implementation and reporting phases of a RAP. It is therefore important to establish an effective RWG in order to develop a RAP.

RAP Working Group requirements

For RAPs to receive Reconciliation Australia’s endorsement, they must include the following minimum requirements with respect to their RWG.

Mandatory RAP Working Group requirements for RAP endorsement	
Reflect	<ul style="list-style-type: none"> Optional to establish a RAP Working Group to oversee development of the RAP. Must commit to establishing a RWG as an action within the RAP.
Innovate	<ul style="list-style-type: none"> Must establish or have an existing RWG to oversee development of the RAP. Must demonstrate how Aboriginal and Torres Strait Islander peoples are represented. Must commit to identifying a RAP Champion/s as an action within the RAP. Must commit to meet <u>at least</u> four times per year as an action within the RAP. Must commit to develop a Terms of Reference as an action within the RAP.
Stretch & Elevate	<ul style="list-style-type: none"> Must have an existing RWG to oversee development of the RAP. Must demonstrate how Aboriginal and Torres Strait Islander peoples are represented. Must have an identified RAP Champion/s from senior management. Must have representation from senior management across different areas of the organisation. Must commit to meeting <u>at least</u> four times per year as an action within the RAP. Must commit to reviewing and maintaining a Terms of Reference as an action within the RAP.

Last updated September 2018

RAP Working Group structure

Membership

Beyond the minimum requirements of the RWG for RAP endorsement, it is important that a RWG consist of employees from across an organisation, including senior leadership and Aboriginal and Torres Strait Islander staff. The ideal members for a RWG will vary according to your organisation's size, geographic reach and core business, however, broadly membership should comprise of:

RAP Working Group membership	
Who?	Why?
Staff that represent a wide range of departments, locations and levels.	<ul style="list-style-type: none"> To promote a whole-of-organisation approach to the RAP. To ensure the RAP does not sit with a single team (e.g. the HR department). To ensure the responsibility for implementing the RAP does not fall to Aboriginal and Torres Strait Islander staff or departments. Reconciliation is everyone's responsibility.
Aboriginal and Torres Strait Islander representatives (staff or external).	<ul style="list-style-type: none"> To ensure the RAP is guided by Aboriginal and Torres Strait Islander knowledge and perspectives. To ensure Aboriginal and Torres Strait Islander people are involved in decision-making. To build a culturally appropriate approach to RAP development, implementation and reporting. To assist the RWG and organisation work through areas that can be complex or sensitive. Demonstrated Aboriginal and/or Torres Strait Islander representation is a minimum requirement for Innovate, Stretch and Elevate RAPs. <p>NB: Aboriginal and Torres Strait Islander staff and RWG representatives should not be expected to drive the RAP, but rather guide the RAP.</p>
Key decision makers	<ul style="list-style-type: none"> To ensure the RWG can resolve roadblocks to RAP implementation.
RAP Chair/Co-chairs	<ul style="list-style-type: none"> To coordinate RWG meetings and take responsibility for holding other members of the group accountable and on track. To provide a primary contact for other staff, community members, organisations and Reconciliation Australia when they have enquiries about the RAP.
RAP Champion/s	<ul style="list-style-type: none"> To raise the profile of reconciliation as an organisational priority internally and externally. To lead by example by actioning the commitments in the RAP.
No more than 10 – 15 members	<ul style="list-style-type: none"> To ensure a manageable, and hence sustainable, sized group.

Roles and responsibilities (Terms of Reference)

Many organisations find it useful to consolidate RWG membership, roles, responsibilities, meeting details, agendas and reporting requirements in a set of guidelines such as a Terms of Reference (TOR) document.

A typical RWG terms of reference document should include:

- Overarching purpose and outcomes of the RWG.
- The term the RWG will operate for i.e. from [month, year] to [month, year].
- Membership requirements of the RWG, including the size of the group, how often membership will be reviewed and the process for selecting members.
- Roles and responsibilities of members, including expected time commitment from members and expected input i.e. providing ideas, reviewing and commenting on drafts, assisting with implementation of RAP deliverables.
- Meeting requirements, including how often meetings will be held, who will chair the meetings, and who needs to be present to make decisions.
- Meeting agenda requirements, including how the agenda will be collated, when the agenda will be distributed and who will take minutes of the meeting.
- Reporting requirements, including who the RWG reports to—i.e. Executive Leadership or Board—how often the RWG will report and the various reporting products i.e. RAP Impact Questionnaire, internal reporting, and public reporting.

Aboriginal and Torres Strait Islander Advisory Committees

Although not required for RAP endorsement, another way to facilitate ongoing input from Aboriginal and Torres Strait Islander stakeholders in the planning and governance processes for your organisation is to establish an Aboriginal and Torres Strait Islander advisory committee or reference group.

This committee or group could be made up of Aboriginal and Torres Strait Islander stakeholders, business partners, local Elders, and key representatives of the local community.

The role of an Aboriginal and Torres Strait Islander advisory committee is generally to provide advice, as requested by your organisation, on matters including (but not limited to):

- Embedding Aboriginal and Torres Strait Islander perspectives into operations.
- Locally appropriate reconciliation initiatives.
- Policy and consultation strategies.
- Ensuring better access and engagement for Aboriginal and Torres Strait Islander employees, clients and community members.

Appropriate remuneration

If you are considering establishing an Aboriginal and Torres Strait Islander advisory committee, it is important to be sensitive to the commitment involved for advisory group members and the cost of their time. Appropriate remuneration for travel and time should be a central part of any discussion when establishing and inviting members to join your advisory group. If you are regularly inviting community members to provide advice or assist with delivering RAP actions, you could consider engaging a community member in an ongoing paid role, such as an Elder-in-residence or Aboriginal and Torres Strait Islander liaison officer.

Still unsure?

Please email us at rap.team@reconciliation.org.au.

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.1.11
REPORT TITLE:	Adoption of City of Palmerston Animal Management Policy
MEETING DATE:	Tuesday 18 June 2024
AUTHOR:	Regulatory Services Manager, Angie Heriot
APPROVER:	General Manager Community, Konrad Seidl

COMMUNITY PLAN

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

PURPOSE

This Report seeks to provide Council with the outcome of the Animal Management Policy community consultation and seeks adoption of the Policy with minor changes applied.

KEY MESSAGES

- City of Palmerston is committed to providing quality animal management services to our community.
- City of Palmerston (Animal Management) By-Laws were formally adopted by Council at the 1st Ordinary Council meeting in May 2024, for the implementation on 1 July 2024.
- Adoption of the Animal Management Policy is required for the implementation of City of Palmerston (Animal Management) By-Laws, effective 1 July 2024.
- A Council workshop was held on 18 April 2024 to discuss options surrounding the draft policy and determinations required of Council. Amendments and considerations captured in the workshop were included for community consultation.
- At the special Council meeting on 8 May 2024, Council adopted the Draft Animal Management Policy for the purposes of consultation in accordance with the Consultation Policy.
- Council received approximately 60 responses through the consultation.
- There was strong feedback in this round of consultation about the introduction of regulations and fees related to cats. However, this was inconsistent with feedback through the Animal Management By-Law consultations which were extensive over a number of years and supported cat registration.
- As a result of the consultation, there are no major changes to the Policy; changes presented relate to the title and formatting.
- Officers recommend that cat registration is waived until the annual registration due date of 31 August 2024. This will also allow Council more time to educate the community of these new fees. Licence fees will still apply.

RECOMMENDATION

1. THAT Report entitled Adoption of City of Palmerston Animal Management Policy be received and noted.
2. THAT Council adopts the Animal Management – Licence and Registration Policy as at **Attachment 13.1.11.1** contained in report entitled Adoption of City of Palmerston Animal Management Policy to take effect from 1 July 2024.

3. THAT Council write to the community members who participated in the consultation on the policy to thank them for their feedback on the draft Animal Management Policy and notifies them of the consultation result.
4. THAT Council waive the requirement for cat registration until the annual registration due date of 31 August 2024.

BACKGROUND

Council's current Animal Management By-Laws were enacted in 1999 and have had no significant content change since their enactment. The recently adopted City of Palmerston (Animal Management) By-Laws 2024, provide a contemporary and modernised approach to the regulation and management of animals within the Palmerston municipality. These will come into force in 1 July 2024. To support their implementation the Animal Management Policy was developed and went out to community consultation in May 2024.

10.1.3 Draft City of Palmerston Animal Management Policy

1. *THAT Report entitled Draft City of Palmerston Animal Management Policy be received and noted.*
2. *THAT Council endorse the draft City of Palmerston Animal Management Policy, being Attachment 10.1.3.1 contained in this report entitled Draft City of Palmerston Animal Management Policy, for the purposes of 21 days of community consultation, with amendments to include Property Identification Code to be included for poultry and other minor amendments identified at the meeting.*
3. *THAT Council endorse the proposed 2024-2025 fees and charges structure for animal management activities being Attachment 10.1.3.3 contained in this report entitled Draft City of Palmerston Animal Management Policy.*
4. *THAT a further Report be presented to Council following conclusion of the draft Palmerston Animal Management Policy community consultation including outcomes and recommendations.*
5. *THAT this decision be moved into the Open Minutes following media release and announcement of community consultation relating to the draft Palmerston Animal Management Policy.*

CARRIED 10/1339 – 8/05/2024

This report will be considered in two (2) elements as follows:

- Community consultation outcomes and amendments on the draft Animal Management Policy.
- Recommended amnesty of cat registration fees until the registration period of 1 September.

DISCUSSION

Community consultation outcomes on the draft Animal Management Policy.

Following the consultation period, there was no feedback that influenced the intent or main content of the Policy.

The following change is proposed in line with the feedback received:

- To enable better community understanding of the scope of the Policy, it is proposed the current Policy 'Animal Management Policy' **Attached 13.1.11.2** be renamed to "Animal Management –

Licence and Registration", as per track-changed **Attachment 13.1.11.3** to better reflect the content and purpose thus better serving the community's understanding.

Through this consultation there was support for implementing cat management however there was negative feedback about the introduction of fees related to cats. This was inconsistent with feedback through the Animal Management By-Law consultations which were extensive over a number of years and supported cat registration and microchipping.

Cat Registration

Given that the By-Laws are effective 1 July 2024 and noting that animal registrations run from 1 September to 31 August each year, it is recommended that cat registration be waived until the annual registration due date of 31 August 2024. This will also allow Council more time to educate the community of these new fees. Cat licence fees will still apply.

In accordance with the Council workshop held on 18 April 2024, Council supported a grace period for microchipping animals from 1 July 2024 to 1 January 2025. From 2 January 2025, it becomes mandatory for animals on application of registration to have a microchip.

CONSULTATION AND MARKETING

The draft policy has undergone a 21-day community consultation period, as directed within City of Palmerston Community Consultation Policy.

The Animal Management Policy community consultation was promoted via a number of platforms utilising both print and digital formats. This included, display posters at the Recreation Centre, Civic Plaza, and Library, as well a presence at a number of our events throughout May including the RSPCA Million Paws Walk and Brekkie in the Park. Overall, City of Palmerston received over 60 responses which were considered in the final policy.

The community was invited to provide feedback over the phone, in person or direct via email. The following provides a summary of placements and feedback that was received. The relevant pages on the website were updated and included links to the policy and the overall review page. During the period of the consultation there was a total of 228 visits to the By-Law review webpage, with the majority of people coming from Facebook.

Webpage and Engagement Statistics:

Animal Management Policy	Views
Animal Management By-Laws page views (total)	228
Animal Management By-Laws page views (first time)	134
Media Release views	50
'Have your say' consultation page views	22

Source	Number of Sessions
Facebook	87
Google (organic)	50

Referral	32
----------	----

Date	Content Type	Reach	Reactions	Comments	Shares
14/05/2024	Facebook Post	4,827	34	51	9
22/05/2024	Facebook Event	953	2	-	-
22/05/2024	Facebook Post	1,400	6	2	4
31/05/2024	LinkedIn Post	261 (impressions)	5	-	-
03/06/2024	Facebook Story	309	-	-	-
03/06/2024	Instagram Story	168	2	5 (link clicks)	-

Summary of social media and email sentiment:

Topic	Number of Engagements	Summary
Registration and microchipping	12	The feedback received largely supports the mandatory microchipping and registration of dogs and cats but criticises the cost associated. Majority of the feedback against the cat registrations fees proposed provided that they are unjustified, especially for responsible owners, and could disproportionately affect those with multiple cats or foster animals.
Licensing and Number of Animals	5	Community members provided both positive and concerned feedback surrounding the number of cats permitted without a licence, and how Council will review licence applications.
Nuisance animals	1	Feedback provided related to existing nuisance barking matters.
General feedback	4	Some negative feedback received related to the increase of regulatory and enforcement options available to Council. Further positive feedback on the importance of people who are doing to right thing shouldn't be penalised.
Poultry	2	Feedback stated that the policy needs to be made clearer in regard to other animals (Poultry). There also needs to be clearer information especially around containment and number of poultry kept on a property.

Further to social, webpage and email, Officers have received numerous phone calls expressing concerns about the exclusion of considerations for dangerous dogs, dog attacks, poultry, and nuisance animals in the draft policy. Officers explained that this will be included within additional administrative policies.

The feedback provided by the community does not influence a need to alter the content of the Policy. The requirements for mandatory microchipping, and registration and number of permitted of cats and dogs is consistent with other councils across Australia.

The feedback suggests the introduction of new City of Palmerston (Animal Management) By-Laws will need to be accompanied communications and awareness material for the community. This material will be ready for the introduction of the By-Laws and associated community engagement.

Other operational feedback, statements and observations from the consultation has been noted.

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

- Marketing and Communications Manager

POLICY IMPLICATIONS

The By-Laws require Council to develop supporting policies. Policies can be reviewed at any time to ensure they remain relevant and effective. An approach Council should consider is one of caution, education, and compliance.

BUDGET AND RESOURCE IMPLICATIONS

To further support the implementation of the revised City of Palmerston (Animal Management) By-Laws and supporting policies, is it likely that further reports will be presented to Council presenting a cat management plan and associated costs.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

The draft policy reflects the endorsed By-Laws with a policy that is contemporary, modern, and reflective of community expectations. Failure to adequately consider the feedback received may result in damage to community trust and Councils reputation. The feedback received has been primarily surrounding the roll out of cat management particularly surrounding cat registration and licencing. Should Council not adopt a draft Policy in a timely manner there is a risk that implementation will not occur by 1 July 2024.

If council chooses not to waive cat registration until 31 August and instead implements from 1 July, confusion may occur in the community as this does not align with existing animal registration dates (1 September to 31 August annually).

This Report addresses the following City of Palmerston Strategic Risks:

1. Fails to effectively regain the trust from all stakeholders Context: Council needs to credible and trusted by those within and external to the Council.
6. **Governance**
Failure to effectively govern.
7. **Environmental Sustainability**
Failure of Council to clearly articulate, plan for and deliver prudent and responsible environmental ambitions.

STRATEGIES, FRAMEWORK AND PLANS IMPLICATIONS

It has also been identified as best practice that City of Palmerston should develop an Animal Management Strategy. City of Palmerston last developed a plan in 2016 and its timely and appropriate to review and update. This work is scheduled to be completed by December 2024 based on current resourcing and priorities.

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

A Place for People

1. 20240522 Animal Management Licence and Registration Policy Final [**13.1.11.1** - 4 pages]
2. 20240522 Animal Management Policy - Original [**13.1.11.2** - 4 pages]
3. 20240522 Animal Management Licence and Registration Policy - Track Changes [**13.1.11.3** - 4 pages]



POLICY

Name:	Animal Management - Licence and Registration		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	General Manager Community		
Adopted Date:	18 June 2024	Next Review Date:	
Records Number:	591363	Council Decision:	

1 PURPOSE

The purpose of this policy is to provide direction and guidance in relation to the application and enforcement of City of Palmerston (Animal Management) By-Laws 2024. The Policy aims to establish an effective, fair, practical, and consistent approach to Animal Management by balancing education, awareness, community expectations and safety, and responsible pet ownership.

2 PRINCIPLES

This policy applies to the City of Palmerston Local Government Area including but not limited to roads, public places and parks, open spaces, and privately owned areas.

The principles on which this Animal Management Policy is based include:

- Ensuring City of Palmerston meets its obligations under the City of Palmerston (Animal Management) By-Laws 2024;
- Balancing necessary regulatory approaches with community education and expectations;
- Providing relevant and accurate information to the Palmerston community to support and encourage responsible pet ownership;
- Creating awareness within the Palmerston community to ensure compliance with the provisions of the City of Palmerston (Animal Management) By-Laws 2024; and
- Fostering positive working relationships and maintaining constructive communication with individuals and organisations who have expertise in animal management.

3 DEFINITIONS

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

Term	Definition
Assistance Animals	Section 4A of the NT Anti-Discrimination Act 1992, assistance animals are animals trained or accredited to assist, in a public place, a person with a disability in relation to the disability.
Authorised Officer	A person authorised by City of Palmerston pursuant to Part 9.7 of the Local Government Act 2019.
At Large	A dog or cat which is not under effective control and outside of the area it is usually kept.
City	Local Government Council constituted for the Municipality of Palmerston.
City of Palmerston approved 'tag'	A tag issued by the City of Palmerston sighting proof of registration information of a dog or cat for the current period.



POLICY

Infringement Notice	Notice given of an offence against the City of Palmerston (Animal Management) By-Laws 2024.
Infringement Notice Offence	An offence against a provision specified in Schedule 2, City of Palmerston (Animal Management) By-Laws 2024
Microchip	Nationally approved, subcutaneous, transponder implant that stores identification information in relation to the animal.
Owner	The registered owner; the person in control or possession of the animal; the occupier of the premises where the animal is kept.
PIC	Property Identification Code, Northern Territory Livestock Regulations 2009.
Pound	A place established by the City that holds impounded animals.
Properly Contained	Contain an animal by keeping the animal inside a building, enclosed run, or other structure on the premises from which the animal is unable to escape.
City of Palmerston Approved Tag	A tag issued by the City of Palmerston sighting proof of registration information of a dog or cat for the current period.

4 POLICY STATEMENT

4.1 Dog and Cat Registration and Licencing

Animal registration assists in identifying dogs and cats and their owners to ensure their safe return home when lost. Registration also provides data to inform future planning of resources and programs.

Owners who fail to register or renew their dog or cat registration commit an offence pursuant to By-Law 8 of the (Animal Management) By-Laws.

4.1.1 Identification

Pursuant to By-Law 9 (1) of the (Animal Management) By-Laws, unless otherwise exempt by City of Palmerston, registered dogs and cats must:

- Be implanted with a microchip.
- Wear a City of Palmerston approved identification tag when outside the premises they are usually kept.

4.1.2 Registration

Dogs and cats over three (3) months of age, or that have been in the Palmerston local government area for a three-month period, are to be registered with the City of Palmerston.

Registrations will expire on 31 August each year; irrespective of the date of the registration.

On registration owners will be provided with a City of Palmerston approved tag. Maximum registration number is two (2) dogs and two (2) cats per property without a licence.

Registration application forms must be accompanied by:

- Evidence of payment of the registration fee;
- A statutory declaration stating whether the dog or cat has been declared dangerous by any local government Council; and
- Microchip number.

4.1.3 Reciprocal Registration

City of Palmerston may allow reciprocal registration; that is, dogs and cats that hold a current registration with other Top End Regional Organisation of Councils, that are relocated to the Palmerston municipality may be registered by City of Palmerston at no further cost for the remainder of the registration period/year.



POLICY

- 4.1.4 **Grounds of Refusal to Register**
Pursuant to By-Law 7 (2)(b) of the (Animal Management) By-Laws, the Chief Executive Officer may refuse to register or renew the registration of a dog or cat on any grounds the Chief Executive Officer considers relevant including, but not limited to, if:
- the dog or cat is not fitted with an approved microchip;
 - an Authorised Officer is satisfied that the dog is destructive, dangerous, savage or consistently the cause of nuisance to members of the public;
 - the dog has been declared 'dangerous' by an Authorised Officer of any local government area;
 - the registration or renewal of the dog or cat will result in the owner breaching conditions imposed on the owner's licence or registration;
 - the registration or renewal of the dog or cat will result in the owner keeping more than the prescribed number of dogs or cats on the premises, without a licence;
 - the subject of the registration or renewal application, has been impounded on more than two (2) occasions in the preceding two (2) years;
 - the premises on which the dog or cat is usually kept, or will be kept, is inadequate to contain the animal/s; or
 - the Authorised Officer has substantiated two (2) or more complaints relating to the state of the premises where the dog or cat is /will be kept.
- 4.1.5 **Licensing**
Pursuant to By-Law 16(1) of the (Animal Management) By-Laws, the City has established the following limits:
- An owner may keep a maximum of two (2) registered dogs on their premises without a licence.
 - An owner may keep a maximum of two (2) registered cats on their premises without a licence.
 - An owner may keep a maximum of two (2) registered dogs and two (2) registered cats on their premises without a licence.
- Licences to keep more than two (2) dogs and or two (2) cats on a premises may be issued subject to meeting assessment criteria. Pursuant to By-Law 16(1) of the (Animal Management) By-Laws, the Chief Executive Officer may consider the assessment criteria on application, but is not limited to:
- The inspection assessment prior compliance history, including substantiated prior offences of a serious nature may be automatically denied;
 - The size of the property and adequacy of containment;
 - Outcome of consultation with adjoining neighbours and surrounding properties;
 - Consideration of dog and or cats' species and breed;
 - The suitability of the environment, welfare, and enrichment;
 - Whether the dog has been declared as dangerous in any Local Government area; and
 - Overall condition of animals, including size of dogs/ cats, and whether they are desexed.
- 4.1.6 **Cancellation of Registration**
Pursuant to By-Law 11 (1) of the (Animal Management) By-Laws, the City of Palmerston may cancel, suspend, or vary a dog or cat registration if the owner fails to comply with the By-Laws, or any conditions imposed on the registration.
- 4.1.7 **Enforcement Measures for Registration**
If an owner fails to comply with conditions of registration, renew the registration, or keeps more than the prescribed number of dogs or cats on their premises without a licence, the City of Palmerston may:



POLICY

- Issue the owner with an infringement notice;
- Prosecute the owner;
- Cancel, suspend, or vary the registration or licence of the owner; or
- Impound the dog or cat.

4.2 **Seizing and Impounding**

Pursuant to By-Law 31 of the (Animal Management) By-Laws, an authorised person may seize and impound a dog or cat in a pound if a dog or cat appears unregistered.

The owner who receives an impound notice must:

- Collect the dog or cat within the specified time; or
- Await a decision, regarding destruction or disposal under By-Laws 34 and 35. The owner commits an offence, pursuant to By-law 32(1)(a) of the (Animal Management) By-Laws if the owner receives a notice and does not collect the dog or cat within the specified time in the notice.

4.3 **Dog Exercise Areas**

Pursuant to By-Law 17(1) City of Palmerston dog parks are those which are sign posted as "Declared Dog (off-leash) Exercise Areas". The owner of a dog must comply with the sign-posted conditions of the declared 'off leash' exercise area.

The owner of a dangerous dog must ensure the dangerous dog does not enter any declared exercise area.

4.4 **Education, Compliance and Enforcement**

Compliance and Enforcement provides clear, lawful, and consistent information about how the City of Palmerston performs its compliance and enforcement functions for dog and cat registration and licencing, as prescribed within the By-Laws.

When an authorised person becomes aware of registration and licencing non-compliance, an assessment is undertaken to determine the non-compliance and what, if any, enforcement action will be undertaken.

4.5 **Domestic Livestock and Poultry**

Property Identification Code (PIC) By-Law 38 of the (Animal Management) By-Law, allows for the establishment of a condition of ownership, being that: an owner of domestic livestock and or poultry must apply for a Property Identification Code (PIC), which is an 8-character code identifying the property where livestock and poultry are kept pursuant to Regulation 32 (1) of the Northern Territory Livestock Regulations 2009.

5 REFERENCES AND OTHER DOCUMENTS

- City of Palmerston (Animal Management) By-Laws 2024
- Northern Territory Livestock Regulations 2009
- Northern Territory Anti-Discrimination Act 1992



COUNCIL AGENDA Attachment 13.1.11.2 POLICY

Name:	Animal Management		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	General Manager Community		
Adopted Date:	[Approval Date]	Next Review Date:	[Next Review]
Records Number:		Council Decision:	

1 PURPOSE

The purpose of this policy is to provide direction and guidance in relation to the application and enforcement of City of Palmerston (Animal Management) By-Laws 2024. The Policy aims to establish an effective, fair, practical, and consistent approach to Animal Management by balancing education, awareness, community expectations and safety, and responsible pet ownership.

2 PRINCIPLES

This policy applies to the City of Palmerston Local Government Area including but not limited to roads, public places and parks, open spaces, and privately owned areas.

The principles on which this Animal Management Policy is based include:

- Ensuring City of Palmerston meets its obligations under the City of Palmerston (Animal Management) By-Laws 2024;
- Balancing necessary regulatory approaches with community education and expectations;
- Providing relevant and accurate information to the Palmerston community to support and encourage responsible pet ownership;
- Creating awareness within the Palmerston community to ensure compliance with the provisions of the City of Palmerston (Animal Management) By-Laws 2024; and
- Fostering positive working relationships and maintaining constructive communication with individuals and organisations who have expertise in animal management.

3 DEFINITIONS

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

Term	Definition
Assistance Animals	Section 4A of the NT Anti-Discrimination Act 1992, assistance animals are animals trained or accredited to assist, in a public place, a person with a disability in relation to the disability.
Authorised Officer	A person authorised by City of Palmerston pursuant to Part 9.7 of the Local Government Act 2019.
At Large	A dog or cat which is not under effective control and outside of the area it is usually kept.
City	Local Government Council constituted for the Municipality of Palmerston.
City of Palmerston approved 'tag'	A tag issued by the City of Palmerston sighting proof of registration information of a dog or cat for the current period.



Infringement Notice	Notice given of an offence against the City of Palmerston (Animal Management) By-Laws 2024.
Infringement Notice Offence	An offence against a provision specified in Schedule 2, City of Palmerston (Animal Management) By-Laws 2024
Microchip	Nationally approved, subcutaneous, transponder implant that stores identification information in relation to the animal.
Owner	The registered owner; the person in control or possession of the animal; the occupier of the premises where the animal is kept.
PIC	Property Identification Code, Northern Territory Livestock Regulations 2009.
Pound	A place established by the City that holds impounded animals.
Properly Contained	Contain an animal by keeping the animal inside a building, enclosed run, or other structure on the premises from which the animal is unable to escape.
City of Palmerston Approved Tag	A tag issued by the City of Palmerston sighting proof of registration information of a dog or cat for the current period.

4 POLICY STATEMENT

4.1 Dog and Cat Registration and Licencing

Animal registration assists in identifying dogs and cats and their owners to ensure their safe return home when lost. Registration also provides data to inform future planning of resources and programs.

Owners who fail to register or renew their dog or cat registration commit an offence pursuant to By-Law 8 of the (Animal Management) By-Laws.

4.1.1 Identification

Pursuant to By-Law 9 (1) of the (Animal Management) By-Laws, unless otherwise exempt by City of Palmerston, registered dogs and cats must:

- Be implanted with a microchip.
- Wear a City of Palmerston approved identification tag when outside the premises they are usually kept.

4.1.2 Registration

Dogs and cats over three (3) months of age, or that have been in the Palmerston local government area for a three-month period, are to be registered with the City of Palmerston.

Registrations will expire on 31 August each year; irrespective of the date of the registration.

On registration owners will be provided with a City of Palmerston approved tag.

Maximum registration number is two (2) dogs and two (2) cats per property without a licence

Registration application forms must be accompanied by:

- Evidence of payment of the registration fee;
- A statutory declaration stating whether the dog or cat has been declared dangerous by any local government Council; and
- Microchip number.

4.1.3 Reciprocal Registration

City of Palmerston may allow reciprocal registration; that is, dogs and cats that hold a current registration with other Top End Regional Organisation of Councils, that are relocated to the Palmerston municipality may be registered by City of Palmerston at no further cost for the remainder of the registration period/year.



4.1.4 Grounds of Refusal to Register

Pursuant to By-Law 7 (2)(b) of the (Animal Management) By-Laws, the Chief Executive Officer may refuse to register or renew the registration of a dog or cat on any grounds the Chief Executive Officer considers relevant including, but not limited to, if:

- the dog or cat is not fitted with an approved microchip;
- an Authorised Officer is satisfied that the dog is destructive, dangerous, savage or consistently the cause of nuisance to members of the public;
- the dog has been declared 'dangerous' by an Authorised Officer of any local government area;
- the registration or renewal of the dog or cat will result in the owner breaching conditions imposed on the owner's licence or registration;
- the registration or renewal of the dog or cat will result in the owner keeping more than the prescribed number of dogs or cats on the premises, without a licence;
- the subject of the registration or renewal application, has been impounded on more than two (2) occasions in the preceding two (2) years;
- the premises on which the dog or cat is usually kept, or will be kept, is inadequate to contain the animal/s; or
- the Authorised Officer has substantiated two (2) or more complaints relating to the state of the premises where the dog or cat is /will be kept.

4.1.5 Licensing

Pursuant to By-Law 16(1) of the (Animal Management) By-Laws, the City has established the following limits:

- an owner may keep a maximum of two (2) registered dogs on their premises without a licence.
- an owner may keep a maximum of two (2) registered cats on their premises without a licence.
- An owner may keep a maximum of two (2) registered dogs and two (2) registered cats on their premises without a licence.

Licences to keep more than two (2) dogs and or two (2) cats on a premises may be issued subject to meeting assessment criteria. Pursuant to By-Law 16(1) of the (Animal Management) By-Laws, the Chief Executive Officer may consider the assessment criteria on application, but is not limited to:

- The inspection assessment prior compliance history, including substantiated prior offences of a serious nature may be automatically denied;
- The size of the property and adequacy of containment;
- Outcome of consultation with adjoining neighbors and surrounding properties;
- Consideration of dog and or cats' species and breed;
- The suitability of the environment, welfare and enrichment;
- Whether the dog has been declared as dangerous in any Local Government area; and
- Overall condition of animals, including size of dogs/ cats, and whether they are desexed.

4.1.6 Cancellation of Registration

Pursuant to By-Law 11 (1) of the (Animal Management) By-Laws, the City of Palmerston may cancel, suspend, or vary a dog or cat registration if the owner fails to comply with the By-Laws, or any conditions imposed on the registration.

4.1.7 Enforcement Measures for Registration

If an owner fails to comply with conditions of registration, renew the registration, or keeps more than the prescribed number of dogs or cats on their premises without a licence, the City of Palmerston may:

- Issue the owner with an infringement notice;
- Prosecute the owner;
- Cancel, suspend or vary the registration or licence of the owner; or
- Impound the dog or cat.

4.2 **Seizing and Impounding**

Pursuant to By-Law 31 of the (Animal Management) By-Laws, an authorised person may seize and impound a dog or cat in a pound if a dog or cat appears unregistered.

The owner who receives an impound notice must:

- Collect the dog or cat within the specified time; or
- Await a decision, regarding destruction or disposal under By-Laws 34 and 35.

The owner commits an offence, pursuant to By-Law 32(1)(a) of the (Animal Management) By-Laws if the owner receives a notice and does not collect the dog or cat within the specified time in the notice.

4.3 **Dog Exercise Areas**

Pursuant to By-Law 17(1) City of Palmerston dog parks are those which are sign posted as "Declared Dog (off-leash) Exercise Areas". The owner of a dog must comply with the sign-posted conditions of the declared 'off leash' exercise area.

The owner of a dangerous dog must ensure the dangerous dog does not enter any declared exercise area.

4.4 **Education, Compliance and Enforcement**

Compliance and Enforcement provides clear, lawful, and consistent information about how the City of Palmerston performs its compliance and enforcement functions for dog and cat registration and licencing, as prescribed within the By-Laws.

When an authorised person becomes aware of registration and licencing non-compliance, an assessment is undertaken to determine the non-compliance and what, if any, enforcement action will be undertaken.

4.5 **Domestic Livestock and Poultry**

Property Identification Code (PIC) By-Law 38 of the (Animal Management) By-Law, allows for the establishment of a condition of ownership, being that: an owner of domestic livestock and or poultry must apply for a Property Identification Code (PIC), which is an 8-character code identifying the property where livestock and poultry are kept pursuant to Regulation 32 (1) of the Northern Territory Livestock Regulations 2009.

5 REFERENCES AND OTHER DOCUMENTS

- City of Palmerston (Animal Management) By-Laws 2024
- Northern Territory Livestock Regulations 2009
- NT Anti-Discrimination Act 1992



POLICY

Name:	Animal Management - Licence and Registration		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	General Manager Community		
Adopted Date:	18 June 2024	Next Review Date:	
Records Number:	591363	Council Decision:	

1 PURPOSE

The purpose of this policy is to provide direction and guidance in relation to the application and enforcement of City of Palmerston (Animal Management) By-Laws 2024. The Policy aims to establish an effective, fair, practical, and consistent approach to Animal Management by balancing education, awareness, community expectations and safety, and responsible pet ownership.

2 PRINCIPLES

This policy applies to the City of Palmerston Local Government Area including but not limited to roads, public places and parks, open spaces, and privately owned areas.

The principles on which this Animal Management Policy is based include:

- Ensuring City of Palmerston meets its obligations under the City of Palmerston (Animal Management) By-Laws 2024;
- Balancing necessary regulatory approaches with community education and expectations;
- Providing relevant and accurate information to the Palmerston community to support and encourage responsible pet ownership;
- Creating awareness within the Palmerston community to ensure compliance with the provisions of the City of Palmerston (Animal Management) By-Laws 2024; and
- Fostering positive working relationships and maintaining constructive communication with individuals and organisations who have expertise in animal management.

3 DEFINITIONS

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

Term	Definition
Assistance Animals	Section 4A of the NT Anti-Discrimination Act 1992, assistance animals are animals trained or accredited to assist, in a public place, a person with a disability in relation to the disability.
Authorised Officer	A person authorised by City of Palmerston pursuant to Part 9.7 of the Local Government Act 2019.
At Large	A dog or cat which is not under effective control and outside of the area it is usually kept.
City	Local Government Council constituted for the Municipality of Palmerston.
City of Palmerston approved 'tag'	A tag issued by the City of Palmerston sighting proof of registration information of a dog or cat for the current period.



POLICY

Infringement Notice	Notice given of an offence against the City of Palmerston (Animal Management) By-Laws 2024.
Infringement Notice Offence	An offence against a provision specified in Schedule 2, City of Palmerston (Animal Management) By-Laws 2024
Microchip	Nationally approved, subcutaneous, transponder implant that stores identification information in relation to the animal.
Owner	The registered owner; the person in control or possession of the animal; the occupier of the premises where the animal is kept.
PIC	Property Identification Code, Northern Territory Livestock Regulations 2009.
Pound	A place established by the City that holds impounded animals.
Properly Contained	Contain an animal by keeping the animal inside a building, enclosed run, or other structure on the premises from which the animal is unable to escape.
City of Palmerston Approved Tag	A tag issued by the City of Palmerston sighting proof of registration information of a dog or cat for the current period.

4 POLICY STATEMENT

4.1 Dog and Cat Registration and Licencing

Animal registration assists in identifying dogs and cats and their owners to ensure their safe return home when lost. Registration also provides data to inform future planning of resources and programs.

Owners who fail to register or renew their dog or cat registration commit an offence pursuant to By-Law 8 of the (Animal Management) By-Laws.

4.1.1 Identification

Pursuant to By-Law 9 (1) of the (Animal Management) By-Laws, unless otherwise exempt by City of Palmerston, registered dogs and cats must:

- Be implanted with a microchip.
- Wear a City of Palmerston approved identification tag when outside the premises they are usually kept.

4.1.2 Registration

Dogs and cats over three (3) months of age, or that have been in the Palmerston local government area for a three-month period, are to be registered with the City of Palmerston.

Registrations will expire on 31 August each year; irrespective of the date of the registration.

On registration owners will be provided with a City of Palmerston approved tag. Maximum registration number is two (2) dogs and two (2) cats per property without a licence.

Registration application forms must be accompanied by:

- Evidence of payment of the registration fee;
- A statutory declaration stating whether the dog or cat has been declared dangerous by any local government Council; and
- Microchip number.

4.1.3 Reciprocal Registration

City of Palmerston may allow reciprocal registration; that is, dogs and cats that hold a current registration with other Top End Regional Organisation of Councils, that are relocated to the Palmerston municipality may be registered by City of Palmerston at no further cost for the remainder of the registration period/year.



POLICY

- 4.1.4 **Grounds of Refusal to Register**
Pursuant to By-Law 7 (2)(b) of the (Animal Management) By-Laws, the Chief Executive Officer may refuse to register or renew the registration of a dog or cat on any grounds the Chief Executive Officer considers relevant including, but not limited to, if:
- the dog or cat is not fitted with an approved microchip;
 - an Authorised Officer is satisfied that the dog is destructive, dangerous, savage or consistently the cause of nuisance to members of the public;
 - the dog has been declared 'dangerous' by an Authorised Officer of any local government area;
 - the registration or renewal of the dog or cat will result in the owner breaching conditions imposed on the owner's licence or registration;
 - the registration or renewal of the dog or cat will result in the owner keeping more than the prescribed number of dogs or cats on the premises, without a licence;
 - the subject of the registration or renewal application, has been impounded on more than two (2) occasions in the preceding two (2) years;
 - the premises on which the dog or cat is usually kept, or will be kept, is inadequate to contain the animal/s; or
 - the Authorised Officer has substantiated two (2) or more complaints relating to the state of the premises where the dog or cat is /will be kept.
- 4.1.5 **Licensing**
Pursuant to By-Law 16(1) of the (Animal Management) By-Laws, the City has established the following limits:
- An owner may keep a maximum of two (2) registered dogs on their premises without a licence.
 - An owner may keep a maximum of two (2) registered cats on their premises without a licence.
 - An owner may keep a maximum of two (2) registered dogs and two (2) registered cats on their premises without a licence.
- Licences to keep more than two (2) dogs and or two (2) cats on a premises may be issued subject to meeting assessment criteria. Pursuant to By-Law 16(1) of the (Animal Management) By-Laws, the Chief Executive Officer may consider the assessment criteria on application, but is not limited to:
- The inspection assessment prior compliance history, including substantiated prior offences of a serious nature may be automatically denied;
 - The size of the property and adequacy of containment;
 - Outcome of consultation with adjoining neighbours and surrounding properties;
 - Consideration of dog and or cats' species and breed;
 - The suitability of the environment, welfare, and enrichment;
 - Whether the dog has been declared as dangerous in any Local Government area; and
 - Overall condition of animals, including size of dogs/ cats, and whether they are desexed.
- 4.1.6 **Cancellation of Registration**
Pursuant to By-Law 11 (1) of the (Animal Management) By-Laws, the City of Palmerston may cancel, suspend, or vary a dog or cat registration if the owner fails to comply with the By-Laws, or any conditions imposed on the registration.
- 4.1.7 **Enforcement Measures for Registration**
If an owner fails to comply with conditions of registration, renew the registration, or keeps more than the prescribed number of dogs or cats on their premises without a licence, the City of Palmerston may:



POLICY

- Issue the owner with an infringement notice;
- Prosecute the owner;
- Cancel, suspend, or vary the registration or licence of the owner; or
- Impound the dog or cat.

4.2 **Seizing and Impounding**

Pursuant to By-Law 31 of the (Animal Management) By-Laws, an authorised person may seize and impound a dog or cat in a pound if a dog or cat appears unregistered.

The owner who receives an impound notice must:

- Collect the dog or cat within the specified time; or
- Await a decision, regarding destruction or disposal under By-Laws 34 and 35. The owner commits an offence, pursuant to By-Law 32(1)(a) of the (Animal Management) By-Laws if the owner receives a notice and does not collect the dog or cat within the specified time in the notice.

4.3 **Dog Exercise Areas**

Pursuant to By-Law 17(1) City of Palmerston dog parks are those which are sign posted as "Declared Dog (off-leash) Exercise Areas". The owner of a dog must comply with the sign-posted conditions of the declared 'off leash' exercise area.

The owner of a dangerous dog must ensure the dangerous dog does not enter any declared exercise area.

4.4 **Education, Compliance and Enforcement**

Compliance and Enforcement provides clear, lawful, and consistent information about how the City of Palmerston performs its compliance and enforcement functions for dog and cat registration and licencing, as prescribed within the By-Laws.

When an authorised person becomes aware of registration and licencing non-compliance, an assessment is undertaken to determine the non-compliance and what, if any, enforcement action will be undertaken.

4.5 **Domestic Livestock and Poultry**

Property Identification Code (PIC) By-Law 38 of the (Animal Management) By-Law, allows for the establishment of a condition of ownership, being that: an owner of domestic livestock and or poultry must apply for a Property Identification Code (PIC), which is an 8-character code identifying the property where livestock and poultry are kept pursuant to Regulation 32 (1) of the Northern Territory Livestock Regulations 2009.

5 REFERENCES AND OTHER DOCUMENTS

- City of Palmerston (Animal Management) By-Laws 2024
- Northern Territory Livestock Regulations 2009
- [Northern Territory](#) Anti-Discrimination Act 1992

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.1
REPORT TITLE:	Major Capital Projects Update - June 2024
MEETING DATE:	Tuesday 18 June 2024
AUTHOR:	Executive Manager Projects and Infrastructure Services, Karl Hell
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 Major Capital Projects currently underway.

KEY MESSAGES

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

RECOMMENDATION

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

BACKGROUND

Council has allocated \$26.6 million to the Capital Works Programs in 2023/24. These programs include a broad range of asset renewal programs along with major capital projects from planning and development stages to delivery.

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

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

DISCUSSION

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

- Driver Community Centre **Attachment 13.2.1.1**
- 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 major capital works, as summarised below.

FiberSense - FiberSense uses underground fiber optic cables and technology to detect vibrations from machinery, vehicles, pedestrians and more. The vibrations are converted into data that will be able to used for planning and improvements to the city.

The installation is complete and the DigitalAsset system is live and used to receive alerts of disruption (i.e. digging) near the fibre which is then cross-referenced with issued works permits where required. The DigitalCity system is under development, with the first phase relating to traffic counts and congestion in a testing phase of its deployment, with the schedule to go 'live' in the new financial year. Future phases are being road-mapped and will include pedestrians and parking.

CONSULTATION AND MARKETING

Consultation occurs as relevant to each project and its status.

POLICY IMPLICATIONS

There are no policy implications for this Report.

BUDGET AND RESOURCE IMPLICATIONS

The projects are being delivered within the 2023-24 Capital Works Program. Individual budget updates are included with the current project summaries.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

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

This Report addresses the following City of Palmerston Strategic Risks:

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

STRATEGIES, FRAMEWORK AND PLANS IMPLICATIONS

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

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

1. Driver Community Resource Centre [**13.2.1.1** - 3 pages]
2. Archer Waste Management Facility Upgrade Council Update [**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

June 2024 Update

Project Overview

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

Estimated Construction Budget: \$3.0 million

Funding Source(s):

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

Anticipated Completion Date:

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

Contractor: Design - GHD Woodhead

Status Update

Percentage Complete: 70% Design

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

Works to Date Summary:

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

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

The detailed design is now progressing, with completion of design scheduled for July 2024.

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

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



A Place for People

DRIVER COMMUNITY CENTRE

June 2024 Update



Site Layout



Conceptual Design



A Place for People

DRIVER COMMUNITY CENTRE

June 2024 Update



Conceptual Design



Conceptual Design

Upcoming Works:

- Detailed design is underway, including structural, services and landscaping to provide for planning approvals, building permit and cost estimate refinement and development of construction documentation.

Project Risks:

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



ARCHER WASTE MANAGEMENT FACILITY UPGRADE

June 2024 Update

A Place for People

Project Overview

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

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

Project Budget: \$1,800,000

Funding Source(s):

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

Completion Date(s):

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

Status Update

Percentage Complete: Design 90% complete for Stage 2 (recycling area, including cardboard compactor)

Gatehouse Redevelopment Contract Sum: \$262,663.90

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

Approved Cost Variations: 0%

Works to Date Summary:

Design works are continuing for the recycling area and transfer station. The design development is being driven by the complexities of the site, the need to maintain operations during construction and the final design being able to be delivered within the budget. Works progressed this month:

- Cardboard compactor procurement is completed, and delivery is being coordinated with the construction of the recycling area with installation and commissioning anticipated to occur in October 2024.
- Contract for the gatehouse redevelopment and civil works was awarded to M&J Builders. Works commenced on site 10 April. The underground services, road realignment, concrete slab and relocation of the gate house have been completed. Remaining works consist of service connections and installation of the water tank and pump house.



ARCHER WASTE MANAGEMENT FACILITY UPGRADE

June 2024 Update

A Place for People



Upcoming Works:

- Service connections, water tank and pump installation and certification.
- Gatehouse redevelopment and civil works expected to be completed by end of June.
- Community consultation has commenced regarding works on site.
- Progress and completion of detailed design for all remaining stages.
- Review and update of AWMF Upgrade Communications Strategy based on project staging.

Project Risks:

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

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



A Place for People

ZUCCOLI COMMUNITY HUB

June 2024 Update

Project Overview

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

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

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

Estimated Total Budget: \$30 million

Current Stage Funding Source(s):

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

Completion Date:

- Civil Design – Completed
- Construction of pump track and sensory trail – late 2024

Contractor: Pump track and sensory trail - TBA

Status Update

Percentage Complete: 100% Civil Design

Actual Costs to Date (design): \$54,015.00

Works to Date Summary:

The master plan, geotechnical investigation and detailed survey informed the civil design undertaken by Stantec. The civil design for all stages has been completed and will inform the Stage 2 works, which consist of the pump track and sensory walking path. The completed design includes the earthworks required for all future stages. As the site does have a natural grade from the road towards the dog park, and creek, the levels have been designed to maximise accessibility whilst also being used to define the spaces.

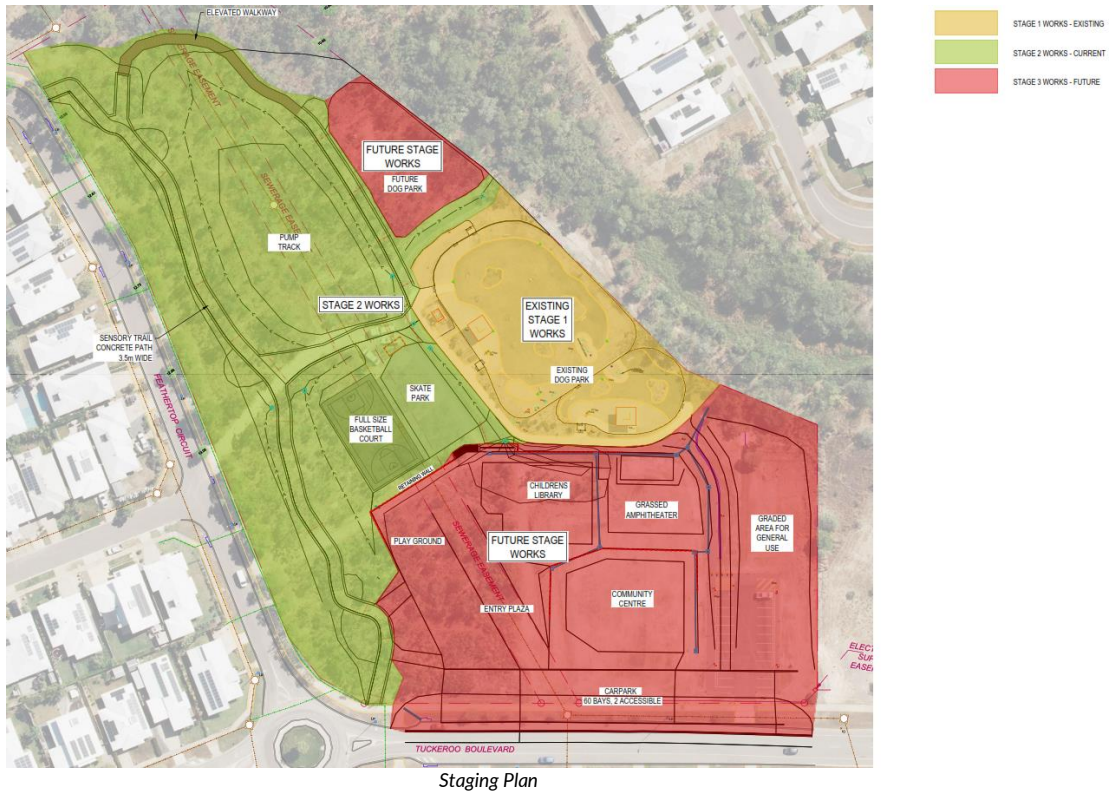
The image below shows the Stage 2 works as including the basketball court and skate park, these are not currently funded for completion based on budget estimates, however the earthworks and site preparation will occur for these as part of Stage 2.

ZUCCOLI COMMUNITY HUB

June 2024 Update



A Place for People



Upcoming Works:

- Finalisation and release Pump Track and Sensory Walking Trail design and construct tender in July 2024

Project Risks:

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



A Place for People

ENTERPRISE RESOURCE PLANNING PROJECT

June 2024 Update

Project Overview

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

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

Funding Source(s): City of Palmerston

Completion Date: 2026

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

Status Update

Percentage Complete: 10%

Actual Costs to Date (consultancy): \$129,054

Works to Date Summary:

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

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

The PCG has approved the detailed Project Management Plan. In the background, a mapping of Subject Matter Experts (SMEs) and stakeholders per directorate and per system has been prepared. Initial processes reviews, identification of project risks, and preliminary consultation with stakeholders have occurred.

Upcoming Works:

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

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

Project Risks:

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

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.2
REPORT TITLE:	Community Benefit Scheme - May Update
MEETING DATE:	Tuesday 18 June 2024
AUTHOR:	Community Development Officer, Kate Townsend
APPROVER:	General Manager Community, Konrad Seidl

COMMUNITY PLAN

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

PURPOSE

This report provides Council with a summary of the Community Benefit Scheme 2023-24 applications to date, highlighting the requests approved in May 2024.

KEY MESSAGES

- 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 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.
- \$202,940 of the \$230,000 budget for the Community Benefit Scheme has been expended at the time of this report, leaving \$27,060 available for future applications.
- In May 2024, there was one (1) sponsorship and one (1) community grant approved for funding. No environmental initiative grants were approved for funding.
- There were seven (7) Individual Representation Support applications approved to the value of \$1,750 for the period.

RECOMMENDATION

1. THAT Report entitled Community Benefit Scheme - May Update be received and noted.
2. THAT Council note an error in the Community Benefit Scheme Update Report from 21 May 2024 with the total Individual Representation Support grants stated as 132 rather than 123.

BACKGROUND

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

This report provides Council with a summary of the Community Benefit Scheme 2023/24 applications to date highlighting requests approved in May 2024.

DISCUSSION

To date CBS has committed \$202,940 to support activities and events which benefit the Palmerston Community. The following provides an overview of CBS activity in May 2024:

Sponsorship

One (1) Sponsorship Agreement was awarded this reporting period to the Palmerston and Regional Business Association to the value of \$2,000 under the CEO's delegation. This funding to support a business networking event in Palmerston. To date, City of Palmerston has supported four (4) sponsorships to a total value of \$32,000.

Grants

One (1) Community Grant was awarded this reporting period to the Taiwanese Community Association of the Northern Territory for their Dragon Boat Festival. This grant was approved under the CEO delegation to the value of \$1,870. The Dragon Boat Festival is a traditional celebration for the Taiwanese culture which Palmerston residents will be able to learn about and experience at Gray Community Hall. To date, City of Palmerston has supported five (5) Community Grants to the total value of \$14,190.

Annual School Awards

No Annual School Awards Donations were made during this reporting period. To date, City of Palmerston has supported ten (10) Annual School Awards to the total value of \$1000.

Environmental Initiative Grants

No Environmental Initiative Grants were awarded this reporting period. To date, City of Palmerston has supported one (1) Environmental Initiative to the value of \$6,000.

Individual Representation Support

Seven (7) Individual Representation Support (IRS) Grants were awarded this reporting period to a total value of \$1,750, bringing the total IRS to 130 with one (1) team grant for the year to date. The total amount allocated for IRS to date is \$34,250.

An internal audit this month has identified that there was an error in the Individual Representation Support total reported to Council in the previous CBS Update report on 21 May 2024. There was a duplication of nine (9) Individual Representation Support grants reported, stating the total as 132 whereas the total should have been 123, this error in reporting has been rectified.

Multiyear Sponsorship Agreements

No multiyear sponsorship agreements were presented to Council this reporting period. To date, City of Palmerston has supported twelve multi-year agreements to the total value of \$121,500.

On 7 May 2024, Council endorsed a request from the Palmerston Golf and Country Club to defer their sponsorship payment for \$30,000 from 2023/24 to 2025/26 due to cancellation of the NTPGA in 2024 due to major irrigation upgrade works. The decision to support deferment resulted in \$30,000 returned to the CBS budget for 2024/25.

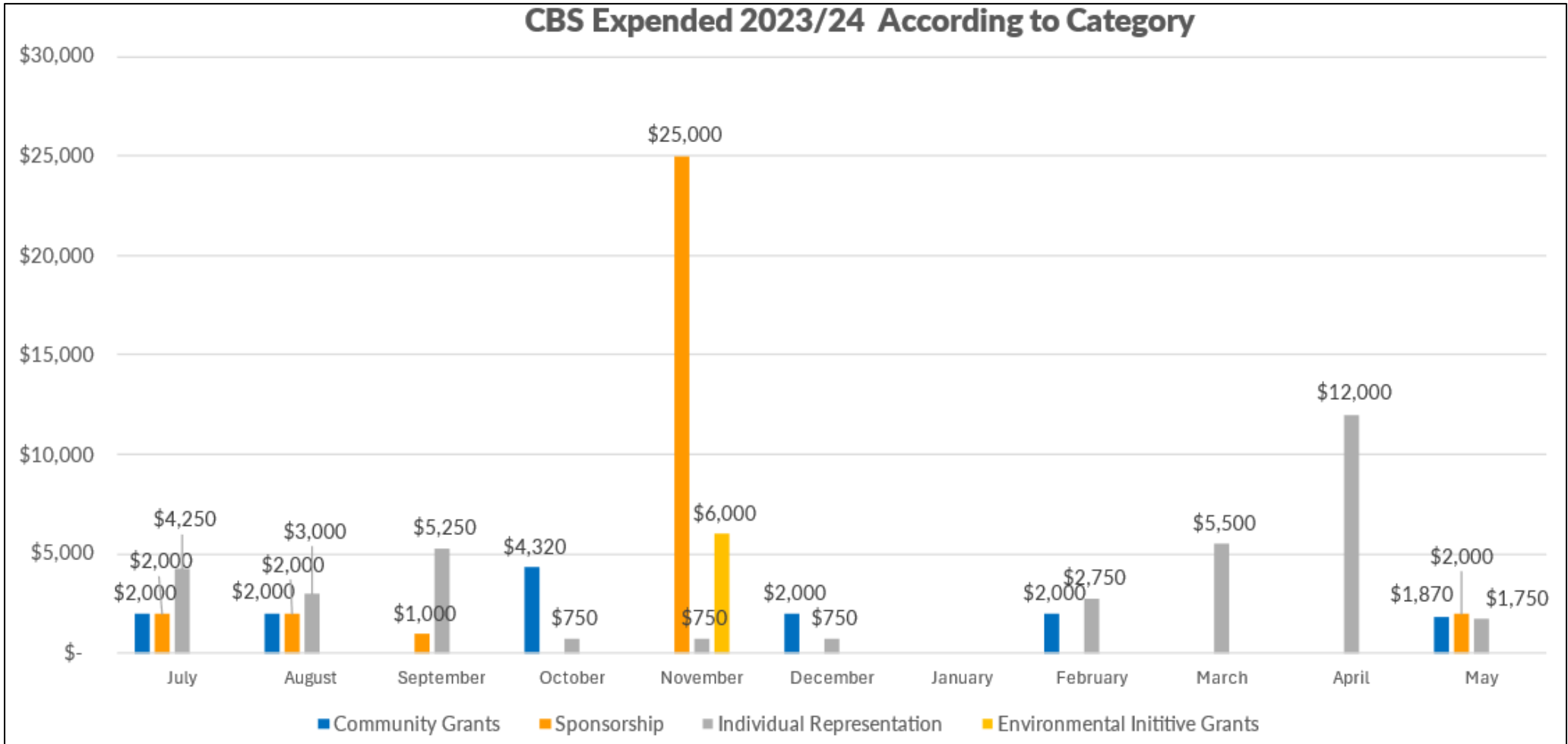
The graph below entitled *2023/24 Expended Community Benefit Scheme*, shows expenditure from July 2023 to May 2024. Further to this table titled *Committed Multiyear Sponsorships Agreements* details receipts of multiyear agreements. A detailed list of all funds expended is included as **Attachment 13.2.2.1**.



city of
PALMERSTON

A Place for People

CBS Expended 2023/24 According to Category



Committed Multiyear Sponsorship Agreements

Applicants Name	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
Palmerston and Litchfield Seniors		\$20,000 Annually		\$22,000	\$22,000	\$25,000
Clubhouse Territory		\$10,000 Annually				
Palmerston Netball		\$10,000 Annually				
Palmerston Rovers Football Club		\$10,000 Annually				
Palmerston Saints Hockey Club		\$1,500 Annually				
Palmerston Magpies Football Club		\$10,000 Annually				
RSPCA		\$10,000 Annually				
Palmerston Golf and Country Club		\$30,000	\$30,000*	\$30,000	\$30,000	
Palmerston Rugby Union Club			\$5,000 Annually			
Riding for the Disabled Top End			\$20,000	\$15,000	\$15,000	
Northern Sharks Rugby League Club			\$10,000 Annually			
Palmerston Boxing Club			\$5,000 Annually			
PaRBA			\$10,000 Annually			
Total 2023/24					121,500	

* Deferment of NTPGA in 2024 to 2025.

CONSULTATION AND MARKETING

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

POLICY IMPLICATIONS

Council Policy - *Grants, Donations and Sponsorships* provides governance for the Community Benefit Scheme. Section 4.9.5 of this policy requires a report detailing decisions made regarding Community Benefit Scheme funding requests to be tabled at the Council meeting each month. Additionally, section 4.9.2 of this policy requires all requests over \$2,000 to be referred by the Chief Executive Officer (CEO) to Council with a recommendation.

BUDGET AND RESOURCE IMPLICATIONS

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

As of the end of May, \$202,940 has been expended for projects from the CBS budget which will benefit the Palmerston community, with \$27,060 remaining in the Community Benefit Scheme 2023/24 budget. In addition, \$6,000 has been expended for Environmental Initiatives with \$14,000 remaining.

There is \$121,500 in multi-year agreements in 2023/24, with \$148,500 currently committed for 2024/25.

The deferral of Palmerston Golf and Country Club sponsorship payment for \$30,000 from 2023/24 to 2025/26 has resulted in a balance of \$30,000 being available for the remainder of 2023/24 as of May 2024.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

Council is responsible for the efficient and sustainable management of the Community Benefit Scheme budget. Funding activities or items that are not seen to be benefitting the Palmerston Community may

erode trust in Council and its processes. Council mitigates this risk by following the policy relating to eligibility criteria as outlined in its *Policy Grants, Donations, and Sponsorships*.

This Report addresses the following City of Palmerston Strategic Risks:

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

STRATEGIES, FRAMEWORK AND PLANS IMPLICATIONS

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

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

1. Grants Donations and Sponsorship Recipients May 20240531 [13.2.2.1 - 7 pages]

COUNCIL AGENDA Attachment 13.2.2.1

Grants, Donations and Sponsorship Recipients May 2024.

Date	Name	Activity	Type	Amount
Community Grants				
18/07/2023	Kentish Lifelong Learning and Care	Aboriginal and Torres Strait Islander Children's Day	Community	\$2,000
11/8/2023	Walking Off The War Within	Walking Off The War Within Annual Challenge	Community	\$2,000
30/10/2023	Arafura Music Collective	Connecting Community Through Music	Community	\$4320
12/12/2023	Palmerston Boxing Club	Member Management System	Community	\$2000
06/02/2024	Australian Vietnamese Family Association	Vietnamese New Year (Tet) Festival	Community	\$2,000
17/05/2024	Taiwanese Family Association	Dragon Boat Festival	Community	\$1,870
Total				\$14,190
Individual Representation Support				
14/07/2023	Under 18	Southern State Rugby Union		\$250
21/07/2023	Under 18	Southern States Rugby Union		\$250
14/07/2023	Under 18	Southern States Rugby Union		\$250
14/07/2023	Under 18	NT Links Netball		\$250
14/07/2023	Under 18	NT School Sports Cricket		\$250
14/07/2023	Under 18	NT School Sports Cricket		\$250
14/07/2023	Under 18	Southern States Rugby Union		\$250
14/07/2023	Under 18	u16s Basketball Nationals		\$250
14/07/2023	Under 18	Australian Tennis		\$250
19/07/2003	Under 18	SSA Netball		\$250
19/07/2023	Under 18	Southern States Rugby		\$250
21/07/2023	Under 18	SSA AFL		\$250

COUNCIL AGENDA Attachment 13.2.2.1

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

COUNCIL AGENDA Attachment 13.2.2.1

6/9/2023	Under 18	National Soccer Youth Championship	\$250
9/9/2023	Under 18	Tennis School Sport Australia	\$250
12/9/2023	Under 18	School Sports NT Track and Field	\$250
15/9/2023	Under 18	School Sports NT Track and Field	\$250
11/9/2023	Under 18	School Sports NT Track and Field	\$250
25/9/2023	Under 18	South Queensland Basketball Tour	\$250
2/10/2023	U'18	Bolt to Brisbane Tennis	\$250
12/10/2023	Palmerston Boxing Club	Arrernte Community Boxing Night	\$2000
21/11/2023	Under 18	South Queensland Basketball Tour	\$250
21/11/2023	U'18	Disneyland Dance tour	\$250
21/11/2023	U'18	Disneyland Dance tour	\$250
21/11/2023	U'18	Australian All Schools Athletics	\$250
22/11/2023	U'18	Greg Norman Golf Tournament	\$250
21/12/2023	U'18	Evolution Dance Competiton	\$250
21/12/2023	U'18	Evolution Dance Competiton	\$250
30/11/2023	U'18	All Australian Athletics	\$250
18/12/2023	U'18	JL Swish Tour	\$250
06/2/2024	U'18	Touch Football Nationals	\$250
29/2/2024	U'18	Top End Region AFL	\$250
29/2/2024	U'18	Top End Region AFL	\$250
29/2/2024	U'18	Top End Region AFL	\$250
29/2/2024	U'18	Top End Region AFL	\$250
29/2/2024	U'18	Top End Region AFL	\$250
29/2/2024	U'18	Top End Region AFL	\$250
29/2/2024	U'18	Top End Region AFL	\$250
29/2/2024	U'18	Top End Region AFL	\$250
29/2/2024	U'18	Top End Region AFL	\$250
29/2/2024	U'18	Top End Region AFL	\$250
8/3/2024	U'18	Touch Football	\$250
8/3/2024	U'18	Touch Football	\$250
8/3/2024	U'18	AFL	\$250
8/3/2024	U'18	Hockey	\$250

COUNCIL AGENDA Attachment 13.2.2.1

8/3/2024	U'18	AFL	\$250
8/3/2024	U'18	Netball	\$250
8/3/2024	U'18	Hockey	\$250
8/3/2024	U'18	Hockey	\$250
8/3/2024	U'18	Judo	\$250
8/3/2024	U'18	AFL	\$250
15/3/2024	U'18	Touch Football	\$250
15/3/2024	U'18	Touch Football	\$250
15/3/2024	U'18	Dance	\$250
15/3/2024	U'18	AFL	\$250
15/3/2024	U'18	Warhammer 40K	\$250
15/3/2024	U'18	Dance	\$250
15/3/2024	U'18	Dance	\$250
15/3/2024	U'18	Soccer	\$250
8/4/2024	U'18	Touch Football	\$250
8/4/2024	U'18	Touch Football	\$250
8/4/2024	U'18	Touch Football	\$250
8/4/2024	U'18	Dance	\$250
8/4/2024	U'18	Scout Camp	\$250
8/4/2024	U'18	Athletics	\$250
8/4/2024	U'18	Athletics	\$250
8/4/2024	U'18	Athletics	\$250
8/4/2024	U'18	Athletics	\$250
8/4/2024	U'18	Football	\$250
8/4/2024	U'18	Netball	\$250
8/4/2024	U'18	BMX	\$250
8/4/2024	U'18	Netball	\$250
8/4/2024	U'18	Baseball	\$250
8/4/2024	U'18	Netball	\$250
11/4/2024	U'18	Meeting of Styles	\$250
11/4/2024	U'18	Meeting of Styles	\$250
15/4/2024	U'18	Netball	\$250
16/4/2024	U'18	Football	\$250
18/4/2024	U'18	Football	\$250
18/04/2024	U'18	Basketball	\$250
18/04/2024	U'18	Touch Football	\$250
18/04/2024	U'18	Irish Dancing	\$250
18/04/2024	U'18	Top End Region Tennis	\$250
18/04/2024	U'18	Football	\$250
19/04/2024	U'18	Irish Dancing	\$250
19/04/2024	U'18	Netball	\$250
22/04/2024	U'18	Irish Dancing	\$250
22/04/2024	U'18	Irish Dancing	\$250
22/04/2024	U'18	Calisthenics	\$250

COUNCIL AGENDA

Attachment 13.2.2.1

22/04/2024	U'18	Calisthenics	\$250
22/04/2024	U'18	Irish Dancing	\$250
22/04/2024	U'18	Irish Dancing	\$250
30/04/2024	U'18	Calisthenics	\$250
30/04/2024	U'18	Calisthenics	\$250
30/04/2024	U'18	Calisthenics	\$250
30/04/2024	U'18	Touch Football	\$250
30/04/2024	U'18	Netball	\$250
30/04/2024	U'18	Football	\$250
30/04/2024	U'18	Irish Dancing	\$250
30/04/2024	U'18	Irish Dancing	\$250
1/5/2024	U'18	Football	\$250
24/5/2024	U'18	Rugby Union	\$250
24/5/2024	U'18	Touch Rugby	\$250
24/5/2024	U'18	Rugby Union	\$250
24/5/2024	U'18	Calisthenics	\$250
24/5/2024	U'18	Rugby Union	\$250
27/05/2024	U'18	Rugby Union	\$250
Total			\$34,250
Multiyear Sponsorship Agreements			
19/04/2022	Clubhouse Territory	Multiyear agreement	\$10,000
6/07/2022	Palmerston Netball	Multiyear agreement	\$10,000
4/05/2021	Palmerston and Litchfield Seniors	Multiyear agreement	\$20,000
10/08/2022	Palmerston Rovers Football Club	Multiyear agreement	\$10,000
21/02/2023	Palmerston Magpies	Multiyear agreement	\$10,000
15/11/2023	Palmerston Saints	Multiyear agreement	\$1,500
23/05/2023	RSPCA Darwin	Multiyear agreement	\$10,000
4/04/2023	Palmerston Golf and Country Club	Multiyear agreement	\$30,000
1/8/2023	Riding for the Disabled Top End	Multiyear agreement	\$20,000
1/8/2023	Palmerston Rugby Union Football Club	Multiyear agreement	\$5,000
5/9/2023	Northern Sharks Rugby League Football Club	Multiyear agreement	\$10,000

COUNCIL AGENDA

Attachment 13.2.2.1

12/12/2023	Palmerston Boxing Club	Multiyear agreement	\$5,000
20/2/2024	Palmerston and Regional Basketball Association	Multiyear Agreement	\$10,000
Total			\$121,500
Sponsorship			
25/07/2023	Forrest Parade Primary School	Forrest Farmers Fair	\$2,000
31/8/2023	Two-Two-One Mental Health Charity	Mental Health Professionals Conference	\$2000
21/9/2023	Australian Institute of Planning	Northern Territory Symposium	\$1000
7/11/2023	Darwin Symphony Orchestra	Family Proms Concert Series	\$25,000
21/5/2024	Palmerston and Regional Business Association	Networking event in City of Palmerston	\$2,000
Total			\$32,000
Annual School Awards			
	Driver Primary School	Annual School Awards	\$100
	Mother Teresa Catholic Primary	Annual School Awards	\$100
	Moulden Primary School	Annual School Awards	\$100
	Palmerston Christian School	Annual School Awards	\$100
	Palmerston College	Annual School Awards	\$100
	Roseberry Primary School	Annual School Awards	\$100
	Forrest Parade School	Annual School Awards	\$100
	Bakewell Primary School	Annual School Awards	\$100

COUNCIL AGENDA Attachment 13.2.2.1

	Gray Primary School	Annual School Awards	\$100
	Zuccoli Primary School	Annual School Awards	\$100
Total			\$1,000
Environmental Initiative Grants			
21/7/2023	Landcare NT	Local Flora, Fauna, and Biodiversity Education sessions	\$6000
Total			\$6000
Community Benefit Scheme			\$202,940
Total Environment Initiatives			\$6,000
Total			\$208,940
Amount Remaining CBS			\$27,060
Amount Remaining Environmental Initiatives			\$14,000

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.3
REPORT TITLE:	Palmerston Youth Festival 2024
MEETING DATE:	Tuesday 18 June 2024
AUTHOR:	Community Development Lead, Laura Hardman
APPROVER:	General Manager Community, Konrad Seidl

COMMUNITY PLAN

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

PURPOSE

This Report provides Council an update on the Palmerston Youth Festival 2024.

KEY MESSAGES

- The countdown has begun for the highly anticipated Palmerston Youth Festival (PYF), a week-long series of activities and events designed for young people, taking place during the July school holidays from Saturday 6 July to Friday 12 July.
- The PYF purpose is to engage with youth through inclusive and diverse activities, competitions, and events, in collaboration with local stakeholders.
- PYF has been delivered in partnership with the Northern Territory Government (NTG) since 2019, with the funding partnership in place until 2026.
- In 2023, over 6,000 people participated in PYF with numbers expected to grow this year.
- This report provides details of the program for the 2024 Palmerston Youth Festival. The festival promises to be a dynamic and vibrant celebration of youth, featuring a wide range of activities, including two (2) major events.
- New events include the NAIDOC Pool Party and the Pamper Palmy event.
- A comprehensive marketing campaign has begun utilising advertising channels including social media, outdoor promotion, radio and print media.

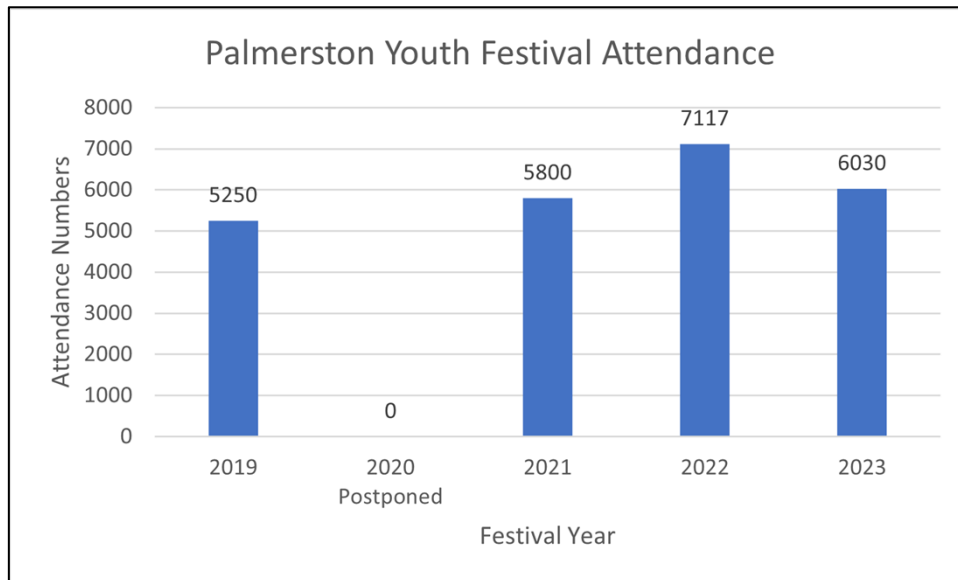
RECOMMENDATION

THAT Report entitled Palmerston Youth Festival 2024 be received and noted.

BACKGROUND

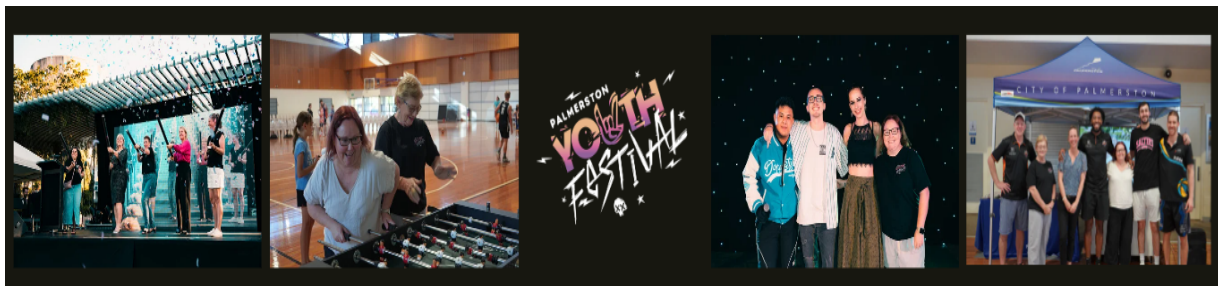
In 2018, the Northern Territory Government (NTG) committed \$300,000 per annum grant funding to City of Palmerston, to coordinate a week-long Palmerston Youth Festival (PYF) during the July school holidays. The City of Palmerston contributes \$50,000 annually and significant in-kind support through staff resources and facilities. City of Palmerston has successfully delivered four (4) Palmerston Youth Festival's between 2019 to 2023.

Each Festival has delivered two (2) major and five (5) bespoke events, with over 24,000 participations/attendances by young people since 2019.



DISCUSSION

The PYF 2024 is set to engage and excite the young people of Palmerston with a dynamic seven (7) day program from Saturday 6 to Friday 12 July 2024. The program kicks off with the ever-popular Geekfest Top End followed by another six (6) days of diverse activities and events designed to be creative, challenging, and inspiring to young people and welcoming to families and the wider community.



2024 Palmerston Youth Festival Program

Saturday 6 July, 5 - 10pm – Geekfest Top End, Recreation Centre, Library and Goyder Square

Geekfest Top End (GFTE) will take over the Palmerston CBD including the Palmerston Recreation Centre, Library and Goyder Square to open the Festival. Geekfest Top End is the Northern Territory’s longest running Geek Convention showcasing all things Geek Culture. With over 4,000 people attending in 2023, it is anticipated to be a major draw card again for the 2024 Festival.

The attractions for Geekfest Top End 2024 include:

- “Konected” - an immersive, interactive experience navigating through underwater vistas, and transitioning into a Tron-like universe and neon tunnels before merging back into the futuristic honeycomb universe.
- Cosplay - one of the NT’s biggest Cosplay competitions.
- Cosplay Special Guest - Stephanie Vander Hayden, winner of the Australian 2022 annual global Cosplay Central Crown Championship, and then went on to represent Australia at the finals in Chicago.
- Medieval Land

- Silent Disco
- STEM Lab (A range of science activities engaging senses and challenging the mind)
- Artist Alley
- Power-up parade (Darwin Symphony Orchestra's Young Artists in Goyder Square playing the theme from Super Mario)
- Board Game Lounge
- Interplanetary Battle Cards (this game was developed in Darwin and will be the first on-stage finals in the Territory)
- Super Smash Bros. Ultimate
- Just Dance
- Game Jam
- Brick It Station
- Face painting and Glitter Me Silly
- K-Pop workshops and performance with PSYCHE
- Circus area
- Fire show
- Lazer tag
- Gadgets and games
- The Ghost Busters
- Indie Corner
- Next Tier
- Food Trucks



Cosplay Special Guest Stephanie Vander Hayden

Sunday 7 July, 1 – 5pm - NAIDOC Pool Party, SWELL

This is a new event for the 2024 program and adds a focus on cultural awareness and celebration. The Youth Festival, coinciding with NAIDOC Week, stands as a significant opportunity to honour and recognise the rich cultural heritage of Australia's Aboriginal and Torres Strait Islander (ATSI) peoples.

This event serves as a cultural celebration and education opportunity, offering young people and families in our community a platform to engage with and embrace authentic traditions.

The Pool Party will include the opportunity to work with local artists to paint a Coaster Bus provided by CDC NT. DJ Charly will work with mentored young people to create a party atmosphere with DJ music for the event. There will be an opportunity for young people to learn to skate and practice their skills at Build Up Skateboarding's fun and energetic skateboarding workshop.

In partnership with event partner Palmerston Youth Centre (PYC) drop-in cultural activities and arts activities will be available throughout the pool party to providing attendees with immersive and enriching opportunities to learn, participate, and celebrate.

Additionally, Grassroots Action Palmerston and Larrakia Nation will host a poignant NAIDOC march and flag-raising ceremony from 8 am to 12 pm, encouraging families to continue the celebration at the NAIDOC Pool Party.

Monday 8 July 12 – 4pm - Youth Pride, Recreation Centre

Youth Pride offers a nurturing and inclusive space for LGBTQIA+ young people to authentically express themselves and forge connections within a supportive community. This event will encompass the multifaceted dimensions of LGBTQIA+ community, celebrating and fostering a sense of visibility and affirmation.

Through a range of educational workshops, discussions, and resources, this event will not only empower attendees with knowledge about lived experience, identity, acceptance, and LGBTQIA+ history, but also cultivate a deeper understanding and appreciation of diverse identities and experiences.

Youth Pride serves as a powerful display of advocacy for social change, providing a platform for young people to amplify their voices and champion the rights and dignity of LGBTQIA+ people.

The event will include:

- Gender Clothes Swap
- Pride Trivia delivered by Tina Colada
- Pride Bingo with Prawn Cracker Spice
- Youth Pride Alter-ego Art Activities delivered in partnership with Darwin Visual Arts:
 - Session 1 – Facilitator Kim Donald, painting session that aims for youth to express their alter egos through creativity
 - Session 2 – Facilitator David Dalzell, the space will include a set of activities catering for various numbers and ages of participants, from very young (with parents/carers) to young teenagers.

Tuesday 9 July, 2 - 7pm – Sportsfest, Recreation Centre

The Palmerston Recreation Centre Sportsfest celebrates sports and physical activity with a wide range of activities and competitions. The Council, in partnership with the Palmerston and Regional Basketball Association (PaRBA), will be delivering:

- 3x3 soccer
- Esports
- Corn hole
- H2O Wars – Goyder Square
- Basketball shoot out
- Darwin Salties appearance.

By engaging in sports and exercise young people develop valuable skills, such as leadership and sportsmanship, while also forming relationships with their peers. This event offers opportunities for personal growth and achievement, regardless of skill level, contributing to the overall well-being and development of youth. This event aims to include the whole family.

Wednesday 10 July – Palmy’s Got Talent, Durack Community Arts Centre

Palmy’s Got Talent is a showcase of local talent celebrating the diversity of our community. This event provides a platform for individuals or groups to shine, in a supportive and inclusive environment. Talent can be comedy, circus skills, vocalists, dance, and musical performances.

This community-driven event celebrates the diverse array of talents from Palmerston.

Thursday 11 July, 1 – 4pm – Pamper Palmy, Recreation Centre

This new event supports young people with a focus on mental health and wellbeing, therapeutic and indulgent self-care activities and services for young people aged 10-25. Pamper Palmy primary aim is providing young people with a crucial opportunity for self-care and prioritising their well-being.

This concept came from Urban Jams which facilitated numerous successful events with self-care and pampering being a highlight at each event.

By offering a variety of pampering activities such as nail art, cold plunge recovery and meditation, hair styling, drumming therapy, smoothie making, and henna tattoos this event supports young people to engage in activities that they may not have experienced before.

Friday 12 July, 5 – 9pm – PYF Wrap Up Party, Recreation Centre

The headline act of the PYF Wrap Up Party, local DJ and Producer CYRIL. CYRIL has risen to prominence both locally and globally, captivating audiences with his electrifying beats and energy. CYRIL’S profile has exploded in the last few months with two (2) records currently dominating the globe.

CYRIL will be supported by the following acts:

- Mastered
- Camden LeFevre
- Yung Milla
- Local performers from the Performance Mentorship program.

The PYF includes a lead in Performance Mentorship program. Three (3) local, up and coming artists are selected to complete a Performance Mentorship with Sietta Creative to support them to perform at the Wrap Up Party with confidence. This provides a platform for emerging local artists to showcase their talents and allows them to gain exposure and recognition for their work. The competition is open to all artists and bands from our local community who play original music.

Competitions

PYF funding of \$25,000 has been allocated towards diverse competitions and prizes to provide a range of opportunities for young people to showcase their skills and expertise across various fields. The prizes awarded to winners will not only recognise their talents but also provide them with opportunities to further hone their skills and pursue their passions. The competitions include:

- Cosplay
- Ultimate Smash Bros
- Just Dance
- Purple Brick Road
- Video Game Development
- Raffles

A Place for People

- 3x3 Soccer
- Trivia and Bingo
- Talent Show
- Performance Mentorship

CONSULTATION PROCESS

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

- Manager City Activation
- Marketing and Communications Manager

Marketing and Communications campaign

A comprehensive marketing campaign for the PYF has been created by the Marketing and Communications Team, with the teaser campaign which began on 18 May 2024. The campaign includes a number of different tools and tactics including the following:

- Intensive digital campaign including placements on YouTube, mobile gaming apps and TikTok
- Videos – 30 sec, 15 sec and 6 sec using PYF Wrap up party headliner 'Cyril'
- Dedicated Social media channel – @PalmerstonYouthFestival, with paid and organic posts
- Traditional media placements including radio and print (newspaper and magazine)
- Radio competitions in the lead up to the festival giving away VIP backstage to the Wrap up Party
- Posters, bus interior displays, digital billboards, street banners and various other outdoor signage.
- Palmerston Youth Festival booklet, website, eventbrite, merchandise and an exclusive and limited-edition Tentacle Mike soft toy (Palmerston Youth Festival orange monster mascot)
- Social media influencers.

POLICY IMPLICATIONS

There are no policy implications for this Report.

BUDGET AND RESOURCE IMPLICATIONS

Under the funding agreement, the Northern Territory Government (NTG) grant contribution is \$300,000 per year with City of Palmerston contributing an additional \$50,000 per year.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This Report addresses the following City of Palmerston Strategic Risks:

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

SUSTAINABILITY IMPLICATIONS

This application aligns to the City of Palmerston Inclusive, Diverse and Accessible Policy Framework and the Creative Industries Strategy.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

Nil

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.4
REPORT TITLE:	Financial Report for the Month of May 2024
MEETING DATE:	Tuesday 18 June 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 May 2024.

KEY MESSAGES

- This report presents the May 2024 financial report and is representative of the year-to-date income and expenditure as at 31 May 2024.
- The financial health check ratios indicate that overall, the Council is in a positive financial position and tracking well to budget.
- Total operating income is at 100% of the annual budget, mainly due to rates levied in July 2023.
- As at 31 May 2024, operating surplus (excluding depreciation) is currently at \$10.34 million. The revised annual budget expected a \$2.75 million surplus to fund capital expenditure. The difference of \$7.6 million is largely due to lower than expected employee costs, the timing of invoices received and processed and further expenditure expected to be recognised in June 2024.
- Capital expenditure is at 66% of the \$26.81 million approved Capital budget. The capital program will be reviewed further as part of the 3rd Budget Review to be undertaken during June 2024.
- As at 31 May 2024, the total cash and cash investments were \$27.34 million, which includes \$12.8 million in term deposits in various banking institutions with less than 12 months to maturity and \$14.54 million in our general bank account.
- In the month of May 2024, \$1.6 million (75%) of the \$3.12 million total creditor payments were paid to local suppliers. The payments include \$1 million for a term deposit investment.
- The Council is compliant with its statutory obligations such as Pay-as-You-Go Withholdings, Goods and Services Tax, and Superannuation Guarantee reporting.
- There was one contract variation during May 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 May 2024 be received and noted.

BACKGROUND

In accordance with *Local Government (General) Regulations 2021 - Part 2 (Division 7)*, the preceding month's Financial Report must be presented to Council. Regulation 17(1) of the General Regulation requires a monthly report from the Chief Executive Officer to provide the Council with the actual income

and expenditure for the year to date; the most recently adopted annual budget; and details of any material variances between the most recent actuals and the most recently adopted annual budget.

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

- Revised Budget is the total budget per the municipal plan for the 2023-24 financial year plus key Council decisions that have impacted the budget.
- Year-to-date actuals (YTD Actuals) is the actual income and expenditure from 1 July 2023 to the current reporting date, 31 May 2024.
- The forecast amount is the year-to-date budget (YTD budget). The YTD budget was cash-flowed evenly over 12 months except for rates which were fully cash-flowed in July 2023 and certain other transactions that were expected to be recognised in specific periods.

This report should be read in conjunction with the following:

- Dashboard report found at **Attachment 13.2.4.1** 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 13.2.4.2** presenting the financial position of Council as at 31 May 2024.

DISCUSSION

Financial Health

- The financial health check ratios provide the Council with a quick snapshot of the Council's financial position.
- The May 2024 ratios are benchmarked against the forecast ratios as per the Municipal Plan. If the ratio indicates that Council is not on target, a detailed explanation is provided. The ratios show Council's ability to monitor the cashflows (in and out) and ensure that Council has sufficient cash to cover its obligations.
- The operating surplus ratio of 28% is higher than the KPI due to the expenditures that are yet to be approved and incurred.
- The debt service ratio of 15.01 indicates Council has the capacity to meet loan obligations. This ratio is high due to high operating surplus which is a result of expenditures that are yet to be approved and incurred.
- As at May 2024, a total of \$31.38 million (94%) of the \$33.36 million in rates and charges had been collected. The final rates instalment was due on 30 March 2024.
- The current ratio (Current Assets/Current Liability Ratio) of 3.40 as at 31 May 2024 demonstrates that Council has enough resources to meet its short-term obligations.

Operating Overview

The dashboard provides an overview of Council's operating income and expenditure for 2023-24 as at 31 May 2024. Refer **Attachment 13.2.4.1**.

- Total Operating Income as at 31 May 2024 is \$37.44 million, which is 100% of the Annual Budget. This is mainly due to rates and waste charges for 2023-24 and the recognition of operating grant revenue at 31 May 2024.
- Total Operating Expenditure at 31 May 2024 is \$37.43 million, which is 81% of the Annual Budget. This is mainly due to the following:
 - \$10.29 million Employee Costs
 - \$10.33 million Depreciation, amortization, and impairment recognised year-to-date
 - \$8.63 million Materials and Contractors
 - \$0.72 million Insurance
 - \$1.90 million Utilities

- \$ 1.89 million Other Expenses such as program running cost and training costs.
- \$ 1.60 million Professional services such as Belgravia management fees, Building revaluation, Community Satisfaction Survey, Management fee for Odegaard.
- Total actual Operating Expenditure is below the forecast for May by \$5.89 million. The underspend is due to a combination of the following:
 - employee expenses are underspent due to current employee vacancies (\$0.90 million)
 - materials and contractors are underspent by \$3.94 million mainly due to pending approvals and project delays due to the wet season
 - professional service is underspent by \$0.22 million and Other Expense is underspent by \$0.40 million due to underspent advertising costs and program running costs for events

Capital Overview

The dashboard provides an overview of Council's capital expenditure for 2023-24 as per **Attachment 13.2.4.1**. The cashflow forecast of the capital expenditure was cash-flowed evenly over 12 months. This does not allow for the seasonal nature of construction.

Capital Expenditures

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

The pie chart in the dashboard as per **Attachment 13.2.4.1** shows that out of the \$26.81 million capital expenditure budget, the actual capital expenditure is \$17.62 million which is 66% of the budget. Expenditure this financial year includes \$14.01 million Swimming, Wellness, Events, Leisure and Lifestyle (SWELL) expenditure, \$0.64 million in SWELL Secondary Space Upgrade, \$0.84 million in Open Space, \$0.44 million in Roads & Transport, \$0.15 million in Recreation Centre, \$0.40 million in Fleet and \$0.20 million for the Durack Heights Community Centre.

In addition to the \$17.62 million actual expenditure there is a further \$1.30 million in commitments where works have commenced. The current expenditure combined with the commitments presents a 71% expenditure against a revised capital budget as per the 2nd budget review. Due to the timing, the completion of these projects may occur in the next financial year. The capital works program, procurement activity and prioritisation of projects will continue to be reviewed to ensure the delivery of critical community infrastructure.

Capital Funding

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

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

Capital Project	Total Grant Income	Grant Funds received to date	Grant Funds yet to be received
New Pathways	\$0.25M	\$0.25M	-
Tree Planting (Greening and Cooling)	\$0.25M	\$0.25M	-
Roads to Recovery Funds - 2023/24	\$0.41M	\$0.41M	
LRCI (Local Roads and Community Infrastructure) Phase 4	\$0.41M	\$0.38M	\$0.03M
Public Lighting (Dark Spots)	\$0.32M	\$0.32M	-
Pump/Skate Park Zuccoli	\$0.25M	\$0.25M	-
Aquatic Centre Re-Roof	\$0.20M	\$0.20M	-
Holding Pen	\$0.11M	\$0.11M	-
LRCI Phase 3	\$0.41M	-	\$0.41M
SWELL Secondary Hall Space Upgrade	\$0.46M	-	\$0.46M

SWELL - Commonwealth Funding	\$5.00M	\$4.10M	\$0.90M
SWELL - NTG Funding (remaining portion)	\$0.29M	\$0.29M	
Archer Waste Management Upgrade	\$0.28M	\$0.28M	-
Archer Recycling Modernisation	\$0.10M	\$0.01M	\$0.09M
Water Aquifer Preservation	\$0.10M	\$0.10M	
Fiber sense (Smart Technology Project)	\$0.5M	\$0.5M	
Lake Aerator Project	\$0.10M	\$0.10M	
Palmerston Youth Drop In Refund from DIPL	\$0.09M	\$0.09M	
Total	\$9.53M	\$7.64M	\$1.89M

- 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.
- \$100,467 was received for the Black Spot programme, which relates to last financial year
- Some of the grant income has not been recognised due to the requirement of project completion and final acquittal reports. As at 31 May 2024, \$6.95 million of grant revenue has met the grant agreement obligations and has been recognised as income.

Cash and Investments

Trading Account: \$14.5 million

Investments: \$12.8 million

Year to Date interest revenue: \$1.26 million

Cash at Bank and Investments				
Duration	No.	(Million)\$ Value	% of total Portfolio	Limit
Cash at bank	1	\$14.5M	NA	NA
<12months	9	\$12.8M	100%	100%
Total	10	\$27.3M	100%	

The investment portfolio is compliant with the Council Investments Policy.

- As at 31 May 2024, the Council held \$12.8 million in term deposits across four financial institutions. A further \$5 million will be invested in the coming weeks prior to the end of FY 23-24.
- Cash held by Council in the National Australia Bank (NAB) Trading account as at 31 May 2024 was \$14.5 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 13.2.4.2**.

Receivables

Council has \$4.68 million in Receivables, majority of which relates to Rates, Charges and Infringements outstanding of \$3.08 million, and Other Receivables which include accrued income from grants of \$1.42 million.

Rates

- The Dashboard at **Attachment 13.2.4.1** shows the 2023-24 Rates and Waste Charges issued and collected. In July 2023, \$33.36 million rates and charges were levied for 2023-24. As at 31 May 2024, Council has received \$31.38 million of rates and charges payments. This is equivalent to 94% of the total rates and charges levied.
- The rates received in advance balance of \$1.72 million is accounted for in the balance sheet as a liability as it relates to future periods.
- For the 2023-24 financial year, there is \$1.9 million in overdue rates still to be collected, and a further rates debt of \$956,000 from prior years.

- Of the 3759 total properties with outstanding rates for the current year, 1823 properties owe less than \$10 (totalling to \$4,654). Total of 167 properties have either Direct debit or a Payment arrangement (totalling to \$136,524). The remaining 1769 properties owe a total of \$1,840,321 for the current year, with 390 properties also have debt owed from previous years totalling \$956,000. These properties will be the focus of the debt collection strategies.
- Council may place an overriding statutory charge on a property where rates have been outstanding for at least 6 months, which gives Council priority over other registered and unregistered mortgages, charges, and encumbrances except for a previously registered overriding statutory charge.
- The Council currently holds overriding statutory charges over 53 properties where the debts relate to the 2018-19 and prior financial years, with a further 14 applied in April 2024
- There are 18 ratepayers that have approved financial hardship applications for the 2023-24 financial year totalling up to \$109,034.63.

Infringements

- Total infringements outstanding is \$131,282 as at 31 May 2024; this consists of Animals (\$108,072), Public Place (\$3,256), Litter (\$50) and Parking (\$19,904).
- The graph in the dashboard at **Attachment 13.2.4.1** shows the total issued and collected per type of infringement for the month of July 2023 to May 2024.

Sundry Debtors

Sundry Debtors as at 31 May 2024 is \$45,127 as presented in **Attachment 13.2.4.2**. This balance relates mostly to outstanding invoices raised for upgrades and additional bins during 2023-24 as well as maintenance of yards and long grass recovery. More details are available in section 2.4 Debtor Control Account.

Trade Creditors Paid

Total payments to creditors as of May April 2024 amounted to \$3.12 million, of which \$1.78 million (84%) were paid to local suppliers.

During May 2024, the primary payments consisted of \$1.00 million to Judo Bank for term deposit investment, \$0.21 million to Jacana Energy for street light maintenance, \$0.28 million to the Australian Taxation Office.

Borrowings

Total external borrowings of \$5.72 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 May 2024 being \$0.85 million. The interest rate is fixed at 2.78% for the duration of the loan and is paid on a quarterly basis. This loan is for 8 years and is due to conclude on 30 June 2027.
- **SWELL loan**
The \$5 million approved loan for the SWELL project was drawn down during December 2023 with a current balance of \$4.87 million. This is a 20-year loan with current variable interest rate of 5.51%. This loan is renegotiated every 5 years and repriced quarterly. The next repricing of this variable rate is due on 28 June 2024.

Other Compliance matters

- Council is compliant with payment and reporting of all tax liabilities as outlined below:
 - Council has remitted \$2.71 million Year-to-Date (YTD) in Pay-As-You-Go (PAYG) tax to the Australian Taxation Office (ATO). The PAYG withholding tax is regularly reported to the Australian Taxation Office on a fortnightly basis by Council.

A Place for People

- The Business Activity Statement (BAS) balance for the month ended 30 April 2024 reported during May 2024 as a Goods Services Tax refund of \$0.18 million. The May 2024 BAS will be finalised during June 2024.
- Council has the required insurances to manage the current risk exposure.

Contract Variations	
Varied contract, after a quotation under regulation 34 has been accepted and the total cost of supplies exceeds \$100,000 but is less than \$150,000.	Nil
Varied contract, after a quotation under regulation 34 has been accepted or a public quotation under regulation 35 has been accepted and the total cost of supplies exceeds \$150,000.	Nil
Varied contract is entered into after a tender under regulation 36 has been accepted and the total cost of supplies exceeds the original tender cost by more than 10%.	Supplier: Programmed Property Services Date: 31/05/2024 Supplies Provided: Delivery of grounds maintenance Palmerston West Original contract cost: \$1,338,310.09 Total contract costs: \$1,599,685.55 Percentage increase from original contract cost to total contract cost: 19.53% Applicable provision: Section 42 (5)(a)

CONSULTATION AND MARKETING

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

- Finance team.
- Governance team

POLICY IMPLICATIONS

There are no policy implications for this Report.

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.

A Place for People

STRATEGIES, FRAMEWORK AND PLANS IMPLICATIONS

There are no environment sustainability implications for this Report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

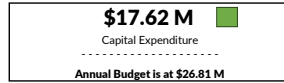
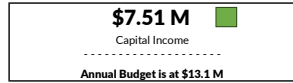
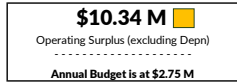
ATTACHMENTS

1. Dashboard [13.2.4.1 - 1 page]
2. EOM Financial Report - May 2024 [13.2.4.2 - 25 pages]

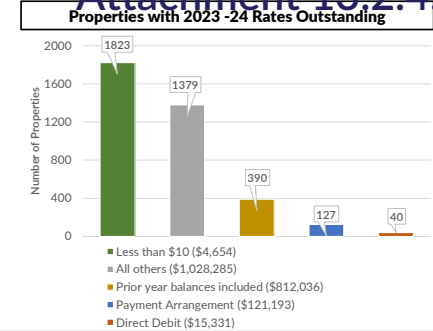
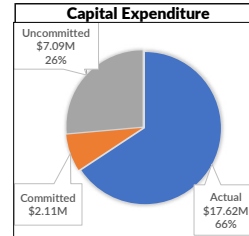
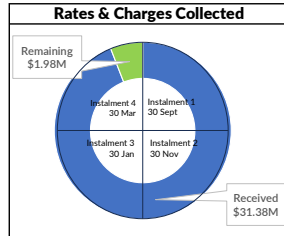
As at 31 May 2024

DASHBOARD

COUNCIL AGENDA Attachment 13.2.4.1

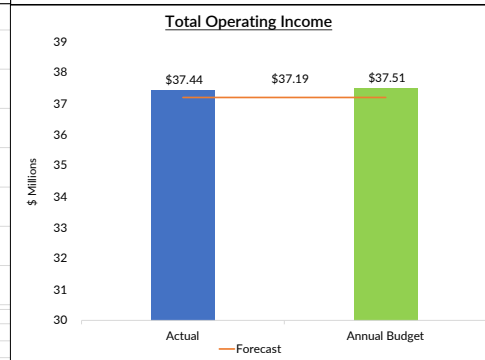
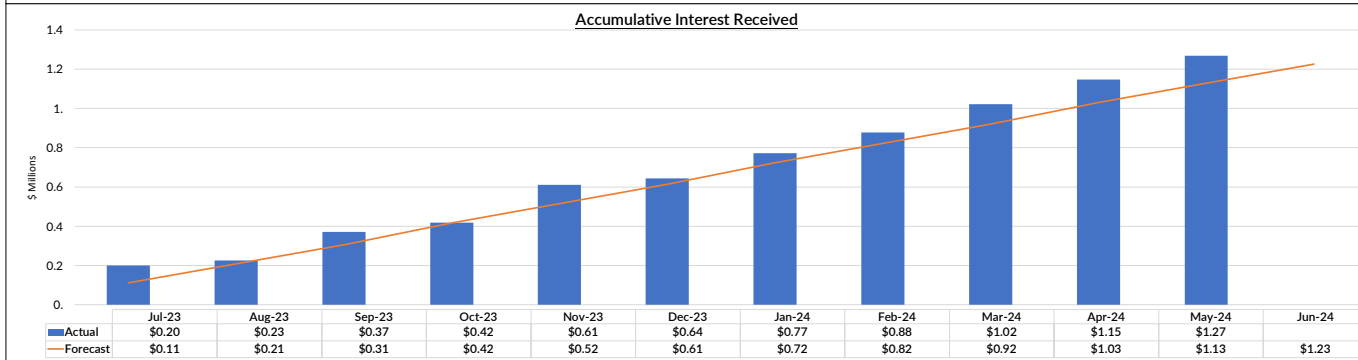
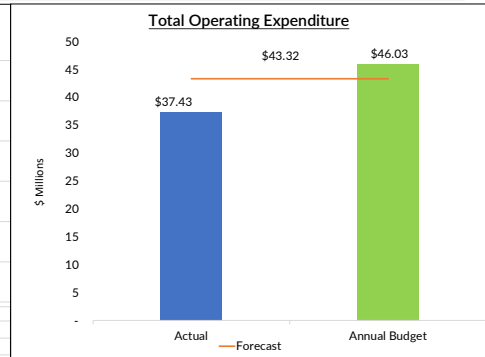
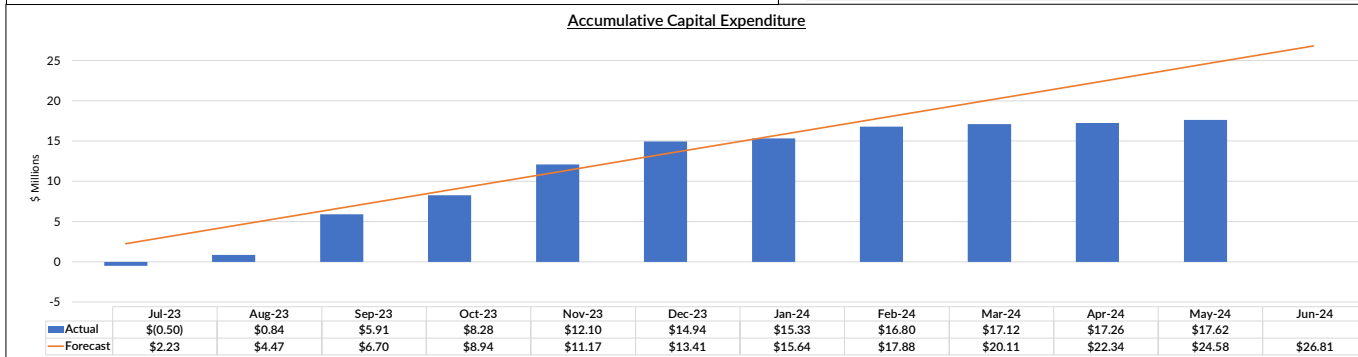
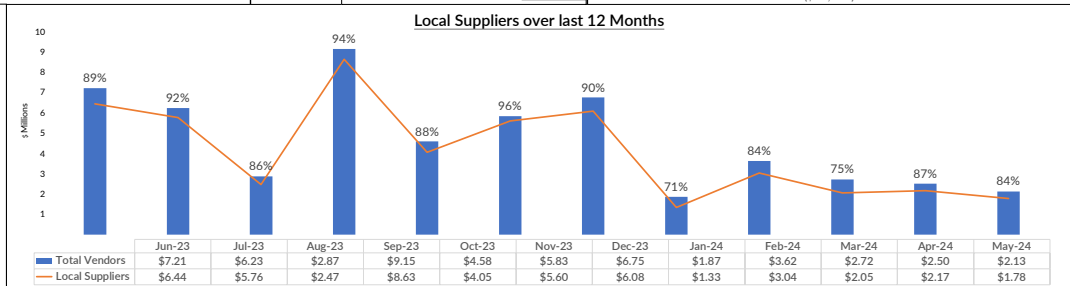
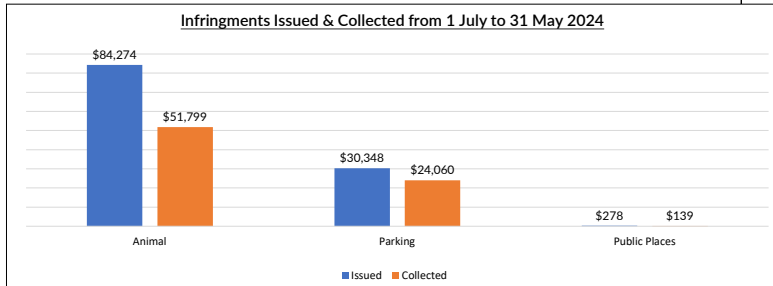


Financial Health Ratios	MP KPI	As at May 24	Status
Operating Surplus Ratio	>13%	28%	Due to timing of the expenses that are yet to be incurred
Debt Service Ratio	>8.51	15.01	Due to lower actual expenditure YTD + depreciation
Rates Collection	>95%	94%	1% under the KPI. Outstanding rates are still to be collected in June
Current Ratio	>2.74	3.40	



Legends

- On Track
- Explanation Required
- Off Track





Financial Management Reports

May 2024

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

TABLE OF CONTENTS

May 2024

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

Certification By Chief Executive Officer

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



Amelia Jane Vellar
Acting Chief Executive Officer

COUNCIL AGENDA Attachment 13.2.4.2

Section 2 Financial Results

Executive Summary as at
% of year passed

31 May 2024
92%

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	25,806,363	25,712,342	100%	25,801,363	100%	
Charge	7,534,269	7,652,070	102%	7,534,269	102%	
Fees & Charges	933,318	950,518	102%	862,746	110%	1
Grants, Subsidies & Contributions	1,550,864	1,390,286	90%	1,440,418	97%	
Interest & Investment Revenue	1,671,202	1,684,982	101%	1,537,284	110%	2
Other Income	15,785	48,817	309%	13,583	359%	3
Operating Income	37,511,801	37,439,015	100%	37,189,664	101%	
Operating Expenditure						
Employee Costs	-12,207,233	-10,288,727	84%	-11,185,871	92%	4
Materials & Contractors	-12,601,768	-8,628,409	68%	-12,567,805	69%	5
Depreciation, Amortisation & Impairment	-11,270,000	-10,330,833	92%	-10,326,701	100%	
Elected Members Allowances	-428,200	-352,360	82%	-392,694	90%	6
Elected Members Expenses	-39,745	-56,743	143%	-36,564	155%	7
Professional Services	-2,001,119	-1,603,596	80%	-1,827,858	88%	8
Auditor's Remuneration	-39,848	-40,190	101%	-36,527	110%	9
Utilities	-2,332,117	-1,904,325	82%	-2,136,919	89%	17
Legal Expenses	-315,700	-329,830	104%	-273,022	121%	11
Telephone & Other Communication Charges	-264,456	-184,875	70%	-242,418	76%	17
Donations, Sponsorships & Grants	-255,000	-167,718	66%	-233,699	72%	10
Software, Hardware, Stationery, Subscriptions	-1,061,090	-798,103	75%	-978,049	82%	17
Insurance	-615,083	-719,108	117%	-611,701	118%	12
Borrowing Costs	-179,477	-134,029	75%	-179,477	75%	
Other Expenses	-2,419,335	-1,894,103	78%	-2,289,259	83%	17
Operating Expenditure	-46,030,171	-37,432,949	81%	-43,318,564	86%	
OPERATING SURPLUS/(DEFICIT)	-8,518,370	6,066		-6,128,900		
Capital Income						
Net gain (loss) on disposal or revaluation of assets	299,737	175,912	59%	274,649	64%	14
Developer Contributions	200,000	278,489	139%	183,260	152%	15
Asset Income	3,000,000	0	0%	0	0%	14
Grants received	9,598,744	7,054,377	73%	9,429,354	75%	16
Capital Income	13,098,481	7,508,778	57%	9,887,263	76%	
Net SURPLUS / (DEFICIT) transferred to Equity Statement	4,580,111	7,514,844		3,758,363		
Asset Purchase	-2,661,020	-1,926,026	72%	-2,439,268	79%	
Asset Upgrade	-24,151,992	-15,690,549	65%	-22,139,326	71%	
Capital Expenditure	-26,813,013	-17,616,574	66%	-24,578,595	72%	16

COUNCIL AGENDA Attachment 13.2.4.2

Section 2 Financial Results

Executive Summary as at
% of year passed

31 May 2024

92%

1.2 - Executive Summary

Description	Annual Budget \$	YTD Actual \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget	Notes
Less Non-Cash Expenditure	-11,270,000	-10,330,833	92%	-10,326,701	100%	
Plus Gifted Assets	3,000,000	0	0%	0	0%	14
NET CAPITAL SURPLUS/(DEFICIT)	-13,962,901	229,103		-10,493,531		
Borrowings	5,000,000	5,000,000	100%	5,000,000	100%	
Less Repayment of Borrowings	-517,000	-241,433	47%	-517,000	47%	13
Reserve Movement	9,479,901	-3,001,839	0	9,430,971	0	
NET OPERATING SURPLUS/(DEFICIT)	0	1,985,832		3,420,440		

Notes

1. Received higher animal registration fees, development fees, facility hire fees, and library services fees than what was projected for the period.
2. The variance is due to higher interest rates for investments than budgeted.
3. Received \$23k more income than anticipated for bin upgrade and \$13k from Insurance claim.
4. Actual employee expenditure for the period is lower than budgeted due to vacant positions during the year.
5. Actual expenditure for materials and contractors is lower than budget due to \$2.22m in invoices waiting on approval and projects had been delayed due to seasonal weather conditions.
6. The underspend is due to the timing of allowance payments. Elected member allowances are paid in arrears.
7. The overspend is due to additional travel and conference expenses and is being absorbed within savings in other areas .
8. The underspend is due to the timing of the invoices received and approved.
9. The variance is due to timing of audit work completed.
10. The actual expense for donations, sponsorships and grants is lower than budget due to the timing of when actual Invoices and/or grant applications are received.
11. Legal costs are higher than budgeted due to legal advice relating to Animal Management By-Laws.
12. Insurance costs are higher than budgeted due to increase in insurance costs. All insurance has been paid for the 2023-24 financial year.
13. Repayment of borrowings are lower than budgeted mainly due to the timing of the SWELL loan which was not drawn down until December 2023.
14. Asset revaluation and asset income (gifted assets) recognition are undertaken towards the end of the financial year.
15. Income on subdivisional work for Zuccoli Village Phase 3.8 has been recognised. The variance is due to the timing of projects and receipt of developer contributions.
16. Variance is due to timing. Grants that have met the recognition criteria have been recorded as income with the remaining grants received being recognised within the grants liability. Further details on project status are found in Report 1.4.
17. The variance is due to the timing of operational projects being delivered and the invoices received.



Approved by: Finance Manager

COUNCIL AGENDA Attachment 13.2.4.2

Section 2 Financial Results

Budget Summary Report By Directorate as at
% of year passed

31 May 2024


92%

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	372,615	24,698	7%	341,564	7%	1
Office of the Chief Executive	372,615	24,698	7%	341,564	7%	
Deputy Chief Executive						
Deputy Chief Executive	0	0	0%	0	0%	
Finance & Governance						
Governance	0	12,987	0%	0	0%	2
GM Finance & Governance	69,474	73,408	106%	63,685	115%	
Financial Services	1,126,042	1,141,400	101%	1,036,637	110%	
Rates	25,942,030	25,878,212	100%	25,929,696	100%	
Finance & Governance	27,137,546	27,106,007	100%	27,030,018	100%	
Community & Culture						
Diversity and Inclusion Activities	0	10,000	0%	0	0%	3
Events Promotion	228,000	237,144	104%	227,622	104%	
Health and Wellbeing Services	2,785	0	0%	1,671	0%	
Library Services	667,844	752,054	113%	612,242	123%	3
Senior Citizens	2,048	2,000	98%	2,048	98%	
Youth Services	300,000	279,488	93%	275,000	102%	
Animal Management	359,000	316,504	88%	336,145	94%	
Parking & Other Ranger Services	104,000	37,279	36%	95,420	39%	4
Community & Culture	1,663,677	1,634,469	98%	1,550,149	105%	
Infrastructure						
Civic Centre	140,000	149,621	107%	128,333	117%	5
Driver Resource Centre	0	136	0%	0	0%	
Gray Community Hall	10,000	28,997	290%	9,167	316%	6
Private Works	43,333	53,362	123%	36,667	146%	7
Recreation Centre	12,000	16,211	135%	11,000	147%	6
Roads & Transport	-47,799	64,045	-134%	-43,816	-146%	
Subdivisional Works	100,000	163,054	163%	91,667	178%	8
Waste Management	7,534,269	7,682,118	102%	7,534,269	102%	
Odegaard Drive Investment Property	446,160	416,611	93%	408,980	102%	
Durack Heights Community Centre	0	8,018	0%	0	0%	
Goyder Square	100,000	91,667	92%	91,667	100%	
Infrastructure	8,337,963	8,673,840	104%	8,267,933	105%	
OPERATING INCOME	37,511,801	37,439,015	100%	37,189,664	101%	

Notes

- The variance relates to Fibersense Grant that is currently recognised as a liability
- Received \$13k from Insurance claim.
- Additional Library and Community Events Grant funding such as Men's Day and people with disability day received.
- The variance is due to lower fines being issued.
- Rental income is higher than budgeted.
- The facility bookings have exceeded budget estimates.
- The variance is due to more private works being completed, therefore higher revenue from permits and licenses.
- Higher developer contributions were received for the period than projected.



Approved by: Finance Manager

COUNCIL AGENDA Attachment 13.2.4.2

Section 2 Financial Results

31 May 2024
92%

Budget Summary Report By Directorate as at
% of year passed

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	-467,945	-409,103	87%	-429,259	95%	1
Office of the CEO	-1,252,641	-829,021	66%	-1,147,091	72%	2
Office of the Chief Executive	-1,720,586	-1,238,123	72%	-1,576,350	79%	
Deputy Chief Executive / People & Place						
Deputy Chief Executive Officer	-479,735	-537,757	112%	-439,581	122%	3
Customer Experience	-359,974	-235,726	65%	-329,844	71%	2
People and Customer	-1,069,464	-1,283,656	120%	-979,872	131%	4
Public Relations and Communications	-896,801	-772,455	86%	-823,397	94%	
Deputy Chief Executive / People & Place	-2,805,974	-2,829,593	101%	-2,572,695	110%	
Finance & Governance						
GM Finance & Governance	-518,046	-465,482	90%	-474,561	98%	
Records Management	-399,642	-280,106	70%	-366,328	76%	2
Financial Services	-12,762,086	-11,823,572	93%	-11,700,505	101%	
Rates	-95,700	-29,230	31%	-73,967	40%	5
Governance	-1,258,293	-1,170,739	93%	-1,195,244	98%	
Finance & Governance	-15,033,767	-13,769,128	92%	-13,810,605	100%	
Community & Culture						
Arts & Culture	-80,547	-61,378	76%	-80,547	76%	7
Community Development	-1,151,306	-1,136,917	99%	-1,054,895	108%	
Diversity and Inclusion Activities	-36,000	-27,564	77%	-36,000	77%	7
Events Promotion	-758,510	-521,865	69%	-757,864	69%	7
Families & Children	-47,679	-38,080	80%	-47,488	80%	8
Health and Wellbeing Services	-42,000	-28,262	67%	-42,000	67%	8
Library Services	-1,513,946	-1,322,603	87%	-1,405,155	94%	2
Senior Citizens	-6,656	-7,743	116%	-6,656	116%	6
Youth Services	-417,019	-295,850	71%	-370,680	80%	
Director Community & Culture	-566,470	-177,102	31%	-519,057	34%	2
Safe Communities	-20,000	-10,750	54%	-20,000	54%	8
Animal Management	-166,161	-63,862	38%	-163,035	39%	8
Parking & Other Ranger Services	-1,021,889	-1,000,021	98%	-935,473	107%	
Community & Culture	-5,828,183	-4,691,998	81%	-5,438,849	86%	
Infrastructure						
Information Technology	-1,879,370	-1,394,212	74%	-1,731,243	81%	9
Aquatic Centre	-661,924	-446,221	67%	-616,663	72%	10
Civic Centre	-238,173	-208,898	88%	-228,849	91%	
Depot	-74,377	-61,683	83%	-70,659	87%	
Driver Resource Centre	-39,673	-20,026	50%	-38,267	52%	
Emergency Operations	-10,557	-7,566	72%	-9,673	78%	
Gray Community Hall	-96,929	-81,518	84%	-94,904	86%	

Section 2 Financial Results

31 May 2024
92%

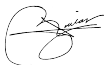
Budget Summary Report By Directorate as at % of year passed

1.3 - Operating Expenditure

	Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget	Notes
Director Infrastructure	-802,929	-751,631	94%	-735,980	102%	
Open Space	-5,406,321	-3,164,483	59%	-5,220,292	61%	11
Private Works	-105,776	-110,641	105%	-96,923	114%	
Recreation Centre	-315,465	-285,080	90%	-300,968	95%	
Roads & Transport	-1,610,315	-1,190,559	74%	-1,527,605	78%	11
Stormwater Infrastructure	-150,768	-147,224	98%	-150,768	98%	
Street Lighting	-1,232,055	-1,078,597	88%	-1,156,533	93%	
Subdivisional Works	-20,000	-40,445	202%	-18,326	221%	6
Waste Management	-7,296,038	-5,347,684	73%	-7,266,684	74%	11
Odegaard Drive Investment Property	-127,007	-133,824	105%	-118,638	113%	13
Durack Heights Community Centre	-61,553	-52,435	85%	-60,160	87%	11
CBD Car Parking	-63,351	-55,995	88%	-61,609	91%	5
Goyder Square	-228,028	-203,135	89%	-212,735	95%	
Fleet	-221,052	-122,250	55%	-202,587	60%	12
Infrastructure	-20,641,661	-14,904,107	72%	-19,920,065	75%	
OPERATING EXPENDITURE	-46,030,171	-37,432,949	81%	-43,318,564	86%	

Notes

1. The underspend in Elected member payment is due to payments made in arrears.
2. The variance is due to positions being vacant during periods of time throughout the year.
3. Employee costs are higher in this area but offset by underspends in other areas.
4. The variance is due to advertising costs related to recruitment and external consultant hire.
5. The debt recovery costs being underspent.
6. The variance is due to higher expenses than budgeted
7. The underspend is due to fewer programs being run during this period but this is projected to pick up in June 2024.
8. The underspend is mainly due to vacant positions and timing of invoices being received.
9. The underspend is mainly due to the timing of the expense for software licenses.
10. The underspend is due to the timing of invoices, payments and approval of contractor payments.
11. The underspend is predominately due to contractor invoices being delayed.
12. The underspend is due to repairs and maintenance expenses being lower than budgeted.
13. The overspend is due to repairs and maintenance costs being higher than budgeted



Approved by: Finance Manager

COUNCIL AGENDA Attachment 13.2.4.2

Section 2 Financial Results

Budget Summary Report By Directorate as at
% of year passed

31 May 2024

92%

1.3 - Capital Income

	Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget	
Office of the Chief Executive						
Office of the Chief Executive	0	0	0%	0	0%	
Deputy Chief Executive						
Deputy Chief Executive	0	0	0%	0	0%	
Finance & Governance						
Financial Services	3,000,000	0	0%	0	0%	1
Finance & Governance	3,000,000	0	0%	0	0%	
Community & Culture						
Library Services	48,185	922	2%	48,185	2%	2
Animal Management	110,300	9,600	9%	110,300	9%	2
Community & Culture	158,485	10,522	7%	158,485	7%	
Infrastructure						
Information Technology	350,366	0	0%	350,366	0%	2
Aquatic Centre	5,527,936	5,519,114	100%	5,511,196	100%	
Gray Community Hall	0	475	0%	0	0%	
Director Infrastructure	978,365	455,743	47%	943,890	48%	2
Open Space	720,465	470,845	65%	678,615	69%	2
Roads & Transport	1,018,418	285,105	28%	963,018	30%	2
Street Lighting	319,967	0	0%	299,042	0%	2
Subdivisional Works	200,000	278,489	139%	183,260	152%	3
Waste Management	374,743	109,957	29%	374,743	29%	2
Durack Heights Community Centre	150,000	202,132	135%	150,000	135%	5
Goyder Square	0	485	0%	0	0%	
Fleet	299,737	175,912	59%	274,649	64%	4
Infrastructure	9,939,996	7,498,256	75%	9,728,778	77%	
CAPITAL INCOME	13,098,481	7,508,778	57%	9,887,263	76%	

Notes

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



Approved by: Finance Manager

COUNCIL AGENDA Attachment 13.2.4.2

Section 2 Financial Results

Budget Summary Report By Directorate as at 31 May 2024
% of year passed 92%

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						
Deputy Chief Executive	0	0	0%	0	0%	
Finance & Governance						
	0	0	0.00%	0	0.00%	
Community & Culture						
Arts & Culture	-83,234	-82,294	99%	-76,298	108%	
Library Services	-188,894	-922	0%	-173,153	1%	1
Animal Management	-110,300	-9,600	9%	-101,108	9%	1
Community & Culture	-382,428	-92,816	0	-350,559	26%	
Infrastructure						
Information Technology	-1,081,298	-302,422	28%	-991,190	31%	1
Aquatic Centre	-13,433,864	-14,032,485	104%	-12,314,375	114%	2
Civic Centre	-56,320	-34,974	62%	-51,627	68%	1
Depot	-151,146	-35,717	24%	-138,550	26%	1
Driver Resource Centre	-194,940	-37,109	19%	-178,695	21%	1
Director Infrastructure	-1,761,797	-727,079	41%	-1,614,980	45%	1
Open Space	-3,383,825	-842,405	25%	-3,101,840	27%	1
Recreation Centre	-156,972	-154,906	99%	-143,891	108%	
Roads & Transport	-3,025,399	-435,306	14%	-2,773,282	16%	1
Stormwater Infrastructure	-184,320	0	0%	-168,960	0%	1
Street Lighting	-780,469	-206,613	26%	-715,430	29%	1
Subdivisional Works	-100,000	0	0%	-91,667	0%	1
Waste Management	-1,502,927	-109,957	7%	-1,377,683	8%	1
Durack Heights Community Centre	-222,150	-202,132	91%	-203,637	99%	
Fleet	-395,158	-402,655	102%	-362,228	111%	3
Infrastructure	-26,430,584	-17,523,758	66%	-24,228,036	72%	
CAPITAL EXPENDITURE	-26,813,013	-17,616,574	66%	-24,578,595	72%	

Note

1. Individual projects will be assessed as part of the roll over process.
2. SWELL project is completed. Overspend will be assessed as part of the 3rd budget review.
3. All purchases for fleet are completed for the year.



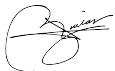
Approved by: Finance Manager

Section 2
Financial Results

Capital Expenditure & Funding as at 31 May 2024
% of year passed 92%

1.4 - Capital Expenditure & Funding

CAPITAL EXPENDITURE	Annual Budget	Actuals
Land & Buildings	21,048,649	16,019,720
Other Assets (including furniture & office equip)	460,280	210,602
Fleet	395,158	402,655
Infrastructure (including roads, footpaths, park furniture)	4,908,925	983,597
TOTAL CAPITAL EXPENDITURE	26,813,013	17,616,574
TOTAL CAPITAL EXPENDITURE FUNDED BY:		
Operating Income	4,398,742	1,913,985
Capital Grants	9,598,744	6,953,910
Transfers from Cash Reserves	7,815,526	3,748,679
Borrowings	5,000,000	5,000,000
TOTAL CAPITAL EXPENDITURE FUNDING	26,813,013	17,616,574



Approved by: Finance Manager

COUNCIL AGENDA

Attachment 13.2.4.2

Section 2
Financial Results
Balance Sheet as at 31 May 2024
% of year passed 92%

2.1 - Balance Sheet

Balance Sheet	YTD	
Assets		
Current Assets:		
Cash & cash equivalents		
Cash on Hand	1,355	Petty Cash
Tied Funds	5,287,259	Tied funds equals restricted reserve and unearned Grant income
Untied Funds	9,254,957	
Investments		
Tied Funds	12,796,642	Tied funds equals restricted reserve and unearned Grant income
Receivables		
Rates and Charges	3,083,805	
Other Receivables	1,593,656	
TOTAL CURRENT ASSETS	32,017,675	
Non-Current Assets:		
Infrastructure, property, plant & equipment	551,550,397	
Investment property	5,800,000	
Work in progress	16,142,116	
TOTAL NON-CURRENT ASSETS	573,492,513	
TOTAL ASSETS	605,510,188	
Liabilities		
Current Liabilities:		
Payables	3,137,799	
Unearned Grant Income (AASB1058)	4,177,017	Unearned grant income
Borrowings	837,053	
Provisions	1,278,779	
TOTAL CURRENT LIABILITIES	9,430,648	
Non-Current Liabilities:		
Borrowings	4,887,478	
Provisions	1,801,594	
TOTAL NON-CURRENT LIABILITIES	6,689,072	
TOTAL LIABILITIES	16,119,720	
NET ASSETS	589,390,467	
Equity		
Accumulated Surplus	228,836,650	
Profit & Loss - current Year	- 10,101,731	
Net Reserves	4,926,387	
Working Capital Reserve	5,446,362	
Net Transfers to & from Reserves	- 14,426,859	
Unexpended Grant reserve	2,375,184	Externally restricted reserve
Election Reserve	100,000	Internally restricted reserve
Disaster reserve	500,000	Internally restricted reserve
Unexpended Capital works	6,512,568	Internally restricted reserve
Developer Funded reserve	812,749	Internally restricted reserve
Waste Reserve	2,338,544	Internally restricted reserve
Major initiative	1,267,839	Internally restricted reserve
Revaluation reserves	365,729,161	
Council equity interest	589,390,467	
TOTAL EQUITY	589,390,467	



Approved by: Finance Manager

COUNCIL AGENDA Attachment 13.2.4.2

Section 2
Financial Results
Statement of Reserves as at 31 May 2024
% of year passed 92%

2.2 - Statement of Reserves - Budget Movements 2023/24

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



Approved by: Finance Manager

COUNCIL AGENDA Attachment 13.2.4.2

Section 2
Financial Results

Investments Management Report as at
% of year passed

31 May 2024
92%

2.3 - Investment Management Report

COUNTERPARTY	RATING	AMOUNT	INTEREST RATE	MATURITY DATE	DAYS TO MATURITY	INSTITUTION TOTALS
AMP	S&P A2	\$ 1,051,000.00	5.05%	November 12, 2024	165	
AMP	S&P A2	\$ 1,043,000.00	5.15%	July 23, 2024	53	\$ 2,094,000.00
CBA	S&P A1+	\$ 3,149,508.49	4.87%	May 24, 2025	358	\$ 3,149,508.49
JUDO	S&P A2	\$ 1,000,000.00	5.20%	February 25, 2025	270	\$ 1,000,000.00
NAB	S&P A1+	\$ 1,049,635.62	5.20%	April 26, 2025	330	
NAB	S&P A1+	\$ 1,503,498.09	5.10%	January 10, 2025	224	
NAB	S&P A1+	\$ 1,000,000.00	5.15%	October 9, 2024	131	
NAB	S&P A1+	\$ 1,500,000.00	5.21%	January 24, 2025	238	
NAB	S&P A1+	\$ 1,500,000.00	5.10%	December 5, 2024	188	\$ 6,553,133.71
TOTAL SHORT TERM INVESTMENT		\$ 12,796,642.20		Average Days to Maturity	245	

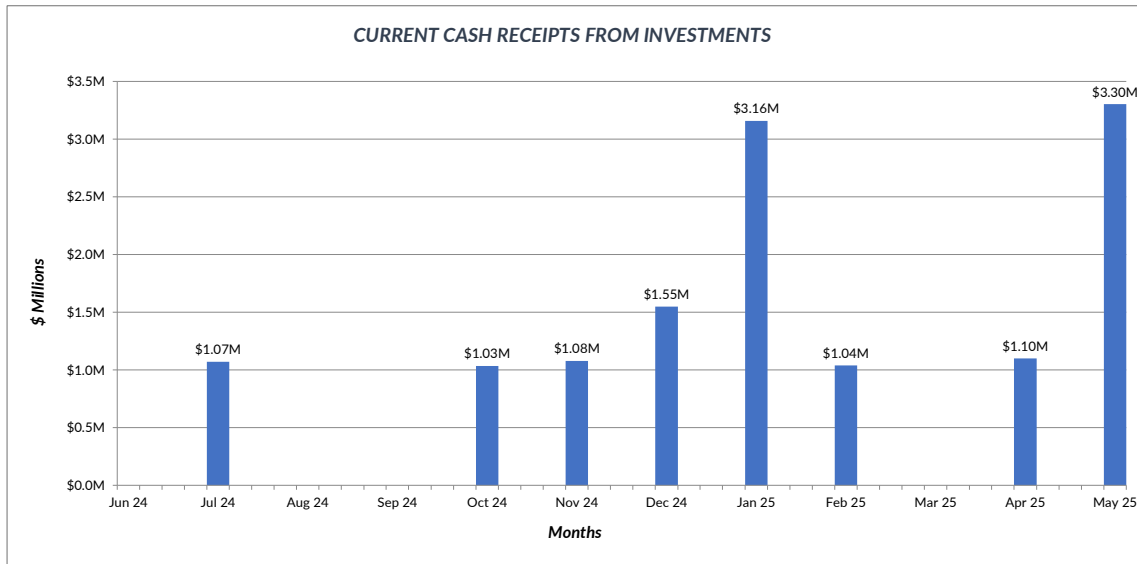
Investment Distribution by Credit Rating		
Credit Rating	% of Portfolio	Counterparty Limit
A1 & A1+	76%	100%
A2	24%	60%
A3	0%	40%

Investment Distribution by Individual Institution		
ADI	% of Total	Max Individual limit
National Australian Bank (NAB)	51%	60%
Commonwealth Bank (CBA)	25%	60%
AMP Bank Limited	16%	40%
Judo Bank	8%	40%

Interest Income Year to Date	Amount
Total Year to Date Interest on Cash at Bank	\$ 516,270.52
Total Year to Date Investment Earnings	\$ 584,315.21
Total Year to Date Interest from internal loan	\$ 40,715.65
Total Year to Date interest penalty income	\$ 127,069.69
Total Year to Date Interest Income	\$ 1,268,371.07

Cash at bank & Investments	\$
Trading Account	\$ 14,542,216.50
Short Term Investment	\$ 12,796,642.17

Total Funds	\$ 27,338,858.67
--------------------	-------------------------



PROPERTY INVESTMENT

PROPERTY ADDRESS	VALUATION BASIS	VALUE	INCOME YTD	EXPENSE YTD	NET PROFIT YTD	COMPARITIVE YTD YIELD AT CASH RATE OF
48 Odegaard Drive, Rosebery	Fair Value	\$ 5,800,000	\$ 416,611	\$ 133,824	\$ 282,786	4.35%
						\$ 232,254.25

Approved by: Finance Manager


COUNCIL AGENDA Attachment 13.2.4.2

Section 2
Financial Results

Debtor Control Accounts as at 31 May 2024
% of year passed 92%

2.4 Debtor Control Accounts

RATES OVERDUE									
Report Month	Debtor Rates & Charges	Payments Received in Advance \$					Outstanding % Of Rates Income		
May-24	\$2,937,750	\$1,722,128					8.20%		
May-23	\$2,620,143	\$1,629,872					7.70%		
RATES OVERDUE BY YEARS									
	Total	2023/24	2022/23	2021/22	2020/21	2019/20	2018/19	2017/18	2016/17 & prior
Overdue Amount	\$2,937,750 100%	\$1,981,500 67.4%	\$540,364 18.4%	\$218,645 7.4%	\$104,434 3.6%	\$51,713 1.8%	\$26,058 0.9%	\$7,258 0.2%	\$7,778 0.3%
Number Of Properties		3759	390	163	78	42	22	8	4
INFRINGEMENTS									
	Total	2023/24	2022/23	2021/22	2020/21	2019/20	2018/19	2017/18	2016/17 & prior
Animal Infringements	108,071.46	32,475	29,553	22,804	17,276	5,794	220	0	-50
Public Places	3,256.00	139	1,632	1,485	0	0	0	0	0
Parking Infringements	19,904.20	6,288	2,567	4,659	2,265	4,666	40	-40	-541
Litter Infringements	50.00	50	0	0	0	0	0	0	0
Signs	0.00	0	0	0	0	0	0	0	0
Other Law and Order	0.00	0	0	0	0	0	0	0	0
Net Balance on Infringement Debts	<u>\$131,281.66</u> 100%	<u>\$38,952.00</u> 29.7%	<u>\$33,751.50</u> 25.7%	<u>\$28,948.63</u> 22.1%	<u>\$19,541.00</u> 14.9%	<u>\$10,459.53</u> 8.0%	<u>\$260.00</u> 0.2%	<u>-\$40.00</u> 0.0%	<u>-\$591.00</u> -0.5%
Number of Infringements	1,242	369	283	254	174	143	3	1	15
SUNDRY DEBTORS:									
	Balance Total	CURRENT		30 DAYS		60 DAYS		90 DAYS & OVER	
	\$45,127.89 100%	\$3,544.80 7.9%		\$518.35 1.1%		\$8,649.62 19.2%		\$32,415.12 71.8%	



Approved by: Finance Manager

COUNCIL AGENDA Attachment 13.2.4.2

SECTION 2

Financial Results

Creditor Accounts Paid

31 May 2024

% of year passed

92%

2.5 - Creditor Accounts Paid

Creditor Name	Creditor Payment Type	Amount \$
V05187 Judo Bank	Investment	1,000,000.00
2 Australian Taxation Office - PAYG	General Creditors	286,877.00
V00295 Jacana Energy	Utilities	213,171.19
V00318 QuickSuper Clearing House	Superannuation	84,468.66
V02616 ELB Pty Ltd	General Creditors	67,225.10
V01860 Hays Specialist Recruitment (Australia) Pty Ltd	General Creditors	66,926.35
2587 Top End RACE	General Creditors	58,265.57
V03200 Fulton Hogan Industries Pty Ltd	General Creditors	57,622.91
V00582 Ezko Property Services (Aust) Pty Ltd	General Creditors	56,640.34
V00504 Department of The Chief Minister & Cabinet	General Creditors	55,000.00
54 Powerwater	Utilities	53,656.14
V04859 Keegan Group Pty Ltd	General Creditors	50,377.88
V05072 Stantec Australia Pty Ltd	General Creditors	48,972.00
1607 Sterling NT Pty Ltd	General Creditors	47,505.34
V01835 Deloitte Private Pty Ltd	General Creditors	46,200.00
5104 JLM Contracting Services Pty Ltd	General Creditors	45,853.20
4190 National Australia Bank - Corporate Credit Cards	General Creditors	43,861.10
4538 Byrne Consultants	General Creditors	40,077.40
V03638 North Landscapes Pty Ltd	General Creditors	38,963.93
3787 Top End Sounds Pty Ltd T/A Total Event Services	General Creditors	34,560.10
87 Industrial Power Sweeping Services Pty	General Creditors	31,015.05
V03556 Belgravia Health & Leisure Group Pty Ltd	General Creditors	30,283.60
V04317 Randstad Pty Ltd	General Creditors	29,605.68
V05005 Action Market Research Pty Ltd	General Creditors	26,950.00
V04498 HCS Constructions NT Pty Ltd	General Creditors	26,554.99
V02162 RMI Security - Conigrave Pty Ltd	General Creditors	25,511.03
V05022 TSA Management Pty Ltd	General Creditors	22,990.00
V00157 McArthur Management Services (Vic) P/L	General Creditors	22,440.00
V04997 Celotti Pty Ltd	General Creditors	20,353.26
V00399 Palmerston & Regional Basketball Assoc (PARBA)	General Creditors	16,876.93
V01801 Pumptech NT	General Creditors	16,192.00
V02309 Mousellis and Sons Pty Ltd	General Creditors	16,189.85
V04381 Telstra Limited	General Creditors	15,834.15
5615 EcOz Environmental Consulting	General Creditors	14,998.05
V00292 Melbourne Business School Ltd	General Creditors	14,500.00
V01755 Liquid Blu Pty Ltd	General Creditors	13,477.53
V04076 The University of Melbourne	General Creditors	13,300.00
3486 Gold Medal Services (NT) Pty Ltd	General Creditors	12,159.97
5651 Minter Ellison Lawyers	General Creditors	11,797.50
V01009 Australian Parking and Revenue Control Pty Limited	General Creditors	11,493.54
V03611 Northern Lights NT Pty Ltd	General Creditors	11,000.00
V01118 Wilson Security Pty Ltd	General Creditors	10,586.00
V01486 Brainium Labs Pty Ltd	General Creditors	9,900.00
V04934 Fewmore Contracting	General Creditors	9,240.00
V04802 AHG Building Contractors	General Creditors	9,213.90
4963 Centratch Systems Pty Ltd	General Creditors	8,925.42
V03973 AANT Salary Packaging	General Creditors	8,800.95
V01134 Territory Technology Solutions Pty Ltd	General Creditors	8,467.80
V00682 Leigh Dyson Plumbing	General Creditors	7,810.00
V05127 Art of Business (Australia) Pty Ltd	General Creditors	7,150.00
V02542 Roadside Services and Solutions Pty Ltd	General Creditors	7,078.28
V01612 News Pty Limited (News Corp Australia)	General Creditors	6,998.34
V03814 The Spatial Distillery Company Pty Ltd	General Creditors	6,435.00
5254 True North	General Creditors	6,132.50
V03776 Business Fuel Cards Pty Ltd	General Creditors	6,055.33
4561 Bendesigns	General Creditors	5,633.98
V00074 Trafficwerx NT Pty Ltd	General Creditors	5,610.00
V05009 Direct Image Pty Ltd	General Creditors	5,500.00

COUNCIL AGENDA

Attachment 13.2.4.2

V05125	APT Pipelines (NT) Limited	Refunds & Reimbursements	5,164.09
V00385	Automobile Association of Northern Territory -AANT	General Creditors	5,082.00
V03557	Global Headquarters Pty Ltd	General Creditors	4,911.50
V00368	iWater NT Pty Ltd	General Creditors	4,862.00
5640	Think Water - Winnellie & Virginia	General Creditors	4,751.66
V04917	OverDrive Australia	General Creditors	4,349.21
V05137	Bain Transport Services Pty Ltd	Refunds & Reimbursements	4,136.05
V05087	General Excavators	General Creditors	4,125.00
238	The Australian Local Government Job Directory	General Creditors	3,850.00
2336	Flick Anticimex Pty Ltd	General Creditors	3,337.67
V02229	Studio B Designs	General Creditors	3,300.00
4065	Southern Cross Protection Pty Ltd	General Creditors	3,214.89
V04075	Cunnington Rosse Town Planning & Consulting	General Creditors	3,168.00
V01194	Hire A Hubby Darwin	General Creditors	3,150.00
4735	Palmerston and Rural Party Hire	General Creditors	3,047.00
V05123	Jason Gebert	Refunds & Reimbursements	3,000.00
V01192	Easy Glass Services	General Creditors	2,997.50
4977	Masterplan	General Creditors	2,989.25
V05068	Aquatic Elements Pty Ltd	General Creditors	2,918.08
V03665	Bilske Investments Pty Ltd T/A Outback Pest Co	General Creditors	2,750.00
V00617	Mojo Collective Pty Ltd	General Creditors	2,722.50
5131	Core Traffic Control Pty Ltd	General Creditors	2,511.30
V04798	Australian Radio Network Pty Limited	General Creditors	2,420.00
256	The Bookshop Darwin	General Creditors	2,416.52
V02160	Drag Territory	General Creditors	2,365.00
V00730	Tip Top Circus Entertainment	General Creditors	2,288.00
V00228	Outback Tree Service	General Creditors	2,255.00
435	Palmerston Regional Business Association (PRBA)	General Creditors	2,200.00
V01584	Salary Packaging Australia	General Creditors	2,105.52
3313	Zip Print	General Creditors	2,101.00
V02312	Harris Kmon Solutions Pty Ltd	General Creditors	2,090.00
V04923	Garrards Pty Ltd	General Creditors	2,078.22
4731	Yeni Redding	General Creditors	2,035.00
V04151	Brian Long & Elizabeth Coombes	Refunds & Reimbursements	2,000.00
V04405	Rural Mulching Solutions NT	General Creditors	1,905.26
V04422	Taiwanese Community of the Northern Territory	Refunds & Reimbursements	1,870.00
V02269	Shyam Vyas	Refunds & Reimbursements	1,800.00
V00605	Cross Cultural Consultants	General Creditors	1,799.00
5387	Odd Job Bob - Darren John Fillmore	General Creditors	1,773.75
V01936	Arjays Sales & Services Pty Ltd	General Creditors	1,734.80
V01106	Darwin Toilet Hire	General Creditors	1,705.00
V04756	Herron Todd White (WANT) Pty Ltd	General Creditors	1,650.00
353	Otis	General Creditors	1,628.00
V05105	Litchfield Welding	General Creditors	1,540.00
3648	Mobile Locksmiths Australia Pty Ltd	General Creditors	1,529.00
V02432	E3 Pro Pty Ltd	General Creditors	1,507.00
V03274	Top End Critters	General Creditors	1,500.00
V03815	Stephanie Heyden Vander	General Creditors	1,500.00
V04362	Palmerston Saints Hockey Club	Grants, Sponsorships, Donations & Prizes	1,500.00
V05136	Glenn and Rowena Getuya	Refunds & Reimbursements	1,500.00
V05161	Griffin McMaster	General Creditors	1,500.00
V04531	Mulga Security Pty Ltd	General Creditors	1,463.34
V00939	Defend Fire Services Pty Ltd	General Creditors	1,453.17
V03292	Blume Designs	General Creditors	1,431.10
V04026	Eagle Photography	General Creditors	1,400.00
V04977	Chappenc Pty Ltd T/A Joyce Mayne	General Creditors	1,383.00
V05075	Lills Group Pty Ltd	General Creditors	1,372.01
V01882	Business Executive Education Pty Ltd	General Creditors	1,320.00
215	Employee Assistance Services NT Inc (EASA)	General Creditors	1,313.72
4398	Quality Indoor Plants Hire	General Creditors	1,268.15
V03990	Ecotreat Solutions NT	General Creditors	1,257.52
V03685	Peel Valentine Whitehead Partners Pty Ltd	General Creditors	1,221.00
V02831	A & S Fuyana	Refunds & Reimbursements	1,200.00
V05147	Camden LeFevre	General Creditors	1,200.00
V04082	This is a Conversation Starter Pty Ltd T/A Trade Mutt	General Creditors	1,186.53
V02306	Well Done International Pty Ltd	General Creditors	1,152.73
2977	Optic Security Group NT	General Creditors	1,130.80

COUNCIL AGENDA

Attachment 13.2.4.2

V00250	Ward Keller	General Creditors	1,120.02
V01971	Signify Pty Ltd	General Creditors	1,094.94
V00193	Amcom Pty Ltd Acc no CN5439	General Creditors	1,085.70
V01420	CENTRELINK (PAYROLL)	General Creditors	1,053.00
V00603	Shirley Wilkshire	Refunds & Reimbursements	1,000.00
V04147	Bailamos Darwin	General Creditors	1,000.00
V05167	Gary and Raquel Tucker	Refunds & Reimbursements	991.92
5410	Majestix Media Pty Ltd	General Creditors	968.00
272	City Wreckers	General Creditors	924.00
V01881	Shalom Kaa	General Creditors	900.00
V05109	Fresh Point Cafe	General Creditors	900.00
V00474	Lane Communications	General Creditors	857.48
V00122	Exeloo Pty Ltd	General Creditors	823.90
V03767	WRM Water & Environment Pty Ltd	General Creditors	816.75
V05138	Shelley Rigby	Refunds & Reimbursements	799.80
V04068	Amazing XR	General Creditors	750.00
2064	Larrakia Nation Aboriginal Corporation	General Creditors	715.00
V02369	Maher Raumteen Solicitors	General Creditors	715.00
V03853	Service Air	General Creditors	708.40
V00271	NTIT (Fuji Xerox Business Centre NT)	General Creditors	702.97
V00873	Australia Day Council of SA	General Creditors	697.50
V00660	Richard Fejo	General Creditors	650.00
V04187	William Hewitt	General Creditors	650.00
5676	Royal Wolf Trading Australia Pty Ltd	General Creditors	587.91
V01785	M&S Mowing Plus	General Creditors	577.50
2186	Optus Billing Services Pty Ltd	General Creditors	570.00
V05067	Thompson Photography & Media	General Creditors	562.46
V05124	Lisa Phillips	Refunds & Reimbursements	519.53
V03971	Darwin Catering Company	General Creditors	508.00
V00694	Subscribe-Software Pty Ltd	General Creditors	506.94
V04632	MITMAT4D	General Creditors	500.00
V05143	Edelle Bradley	Grants, Sponsorships, Donations & Prizes	500.00
V05144	Ava and Ellie Carberry	Grants, Sponsorships, Donations & Prizes	500.00
V05145	Harper & Harmony Renshaw	Grants, Sponsorships, Donations & Prizes	500.00
V05153	Lily-Rose & Shannon McCarthy	Grants, Sponsorships, Donations & Prizes	500.00
V05178	Mia & Eva Mackey	Grants, Sponsorships, Donations & Prizes	500.00
V00200	Red Earth Automotive Pty Ltd	General Creditors	494.45
5508	Open Systems Technology Pty Ltd - CouncilFirst	General Creditors	474.41
V03712	LJ Hooker Darwin & Palmerston	Refunds & Reimbursements	459.84
V02314	Adam Scriven	General Creditors	450.00
V01826	Tick of Approval Pty Ltd	General Creditors	440.00
V00542	Industry Health Solutions	General Creditors	418.00
35	WINC Australia Pty Limited	General Creditors	406.29
V05174	Multicultural Multigenerational Mainstream Dance Assoc Inc.	General Creditors	400.00
V04952	Tracks Inc	General Creditors	366.30
V05107	Emcille Wills	General Creditors	350.00
5435	Access Hardware (NT) Pty Ltd	General Creditors	345.00
399	St John Ambulance (NT) Incorporated	General Creditors	330.00
V00332	Stacie Selwood T/a Hyper The Clown	General Creditors	330.00
V04459	Jeremy Taylor	General Creditors	330.00
V04823	Early Childhood Australia NT	General Creditors	330.00
V01879	Fire and Safety Australia Pty Ltd	General Creditors	325.00
V04624	Niesha Korman	General Creditors	320.00
V03991	PHLtheBeat	General Creditors	300.00
V05117	Vladimir Cibisov	General Creditors	300.00
V05177	Caitlyn Hudson	Refunds & Reimbursements	300.00
V02285	Territory Native Plants	General Creditors	297.46
V01818	Riece Ranson	Grants, Sponsorships, Donations & Prizes	250.00
V02357	Amanda Stevenson	Grants, Sponsorships, Donations & Prizes	250.00
V02358	Paige McCourt (Parent: Crystal McCourt)	Grants, Sponsorships, Donations & Prizes	250.00
V04608	Bridey Ramm	Grants, Sponsorships, Donations & Prizes	250.00
V04673	Chloe Wong	Grants, Sponsorships, Donations & Prizes	250.00
V04720	Lucy McNaught	Grants, Sponsorships, Donations & Prizes	250.00
V05108	Tunas Mekar Balinese Cultural Collective	General Creditors	250.00
V05141	Akira Lay	Grants, Sponsorships, Donations & Prizes	250.00
V05142	Kaeden North-Palmer	Grants, Sponsorships, Donations & Prizes	250.00
V05146	Teo Pellizzeri	General Creditors	250.00

COUNCIL AGENDA

Attachment 13.2.4.2

V05149	Sienna Breed	Grants, Sponsorships, Donations & Prizes	250.00
V05151	MacKenzie Ramm	Grants, Sponsorships, Donations & Prizes	250.00
V05155	Xyza Ramos	Grants, Sponsorships, Donations & Prizes	250.00
V05179	Tori Stephens	Grants, Sponsorships, Donations & Prizes	250.00
V05180	Jason Curyer	Grants, Sponsorships, Donations & Prizes	250.00
V05181	Rochelle Criddle	Grants, Sponsorships, Donations & Prizes	250.00
V05184	Charlotte Ballantyne (Parent-Alicia Ballantyne)	Grants, Sponsorships, Donations & Prizes	250.00
V03025	The Cupcake Field	General Creditors	243.00
V04931	Vheasna Keszia Jamilah V Frenandez	General Creditors	200.00
V03746	Kim Koole Music	General Creditors	150.00
V05104	Caporalitos Dancing Group	General Creditors	150.00
V03992	Booktopia Pty Ltd	General Creditors	149.29
V01534	Top End Association for Mental Health (Team Health)	Refunds & Reimbursements	125.00
V01875	Hup Lye	Refunds & Reimbursements	125.00
V04594	Lisa Murray	Refunds & Reimbursements	125.00
V05128	Taya Petsheny	Refunds & Reimbursements	125.00
V05129	Yu Rong	Refunds & Reimbursements	125.00
V05130	Recbecca Kearney	Refunds & Reimbursements	125.00
V05131	Penelope Paton	Refunds & Reimbursements	125.00
V05132	Georgia Foster	Refunds & Reimbursements	125.00
V05133	Mohammed Raziuddin	Refunds & Reimbursements	125.00
V05134	Jasmine Ahmad	Refunds & Reimbursements	125.00
V05135	Avijit Das	Refunds & Reimbursements	125.00
V05139	Julie Murray (NT Calisthenics Coaches)	Refunds & Reimbursements	125.00
V05140	Office of Gender Equity & Diversity, CPI	Refunds & Reimbursements	125.00
V05157	Renjith Raju	Refunds & Reimbursements	125.00
V05158	Kira Santos	Refunds & Reimbursements	125.00
V05159	Elena Caldaci Designs	Refunds & Reimbursements	125.00
V05160	Charlene Derrick	Refunds & Reimbursements	125.00
V05165	Mya Gregory	Refunds & Reimbursements	125.00
V05185	Madeleine Cooper	Refunds & Reimbursements	125.00
V01203	Tyreight Palmerston	General Creditors	120.00
2199	SBA Office National	General Creditors	117.90
V01810	Jacana Energy - Payroll Deductions	General Creditors	100.00
V04968	Kinokuniya Book Stores of Australia Pty Ltd	General Creditors	99.32
30	Colemans Printing Pty Ltd	General Creditors	93.50
V05115	Karl Hell	General Creditors	79.07
V00964	HD Enterprises Pty Ltd T/a HD Pumps	General Creditors	66.00
V00475	Outback Batteries Pty Ltd	General Creditors	61.20
V02596	Dharmendrakumar Patel	Refunds & Reimbursements	60.00
V05156	Angela Twine	Refunds & Reimbursements	51.55
V05162	Sharl Mintoff	Refunds & Reimbursements	50.00
V05163	Candice Driscoll	Refunds & Reimbursements	50.00
V05164	Kaitlin Talbot	Refunds & Reimbursements	50.00
V01938	Windcave Pty Limited	General Creditors	49.50
V05088	Jodi Holden	General Creditors	44.00
V05182	Khushhal Kumar	Refunds & Reimbursements	12.00
			3,127,816.48
Investments			1,000,000.00
Total Creditor Payments (excludes investments placed)			2,127,816.48
Total Payments made to Local suppliers this month			1,783,458.96
 Percentage of this month's payments made to local suppliers			83.82%



Approved by: Finance Manager

SECTION 2

Financial Results

Creditor Accounts Outstanding as at 31 May 2024
% of year passed 92%

2.6 - Creditor Accounts Outstanding

Creditor No.	Creditor Name	Amount \$
V00318	QuickSuper Clearing House	(83,403.78)
V02563	Amcom Pty Ltd Acc no 68842	488.11
V03200	Fulton Hogan Industries Pty Ltd	4,460.84
4190	National Australia Bank - Corporate Credit Cards	84,498.63

6,043.80

Please note that Amcom Pty Ltd and Fulton Hogan Industries has a pending credit awaiting invoice matching in the system.

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

Please note QuickSuper Clearing House represents April Superannuation payments due for payment in June 2024.

Please note that all creditors are outstanding less than 30days



Approved by: Finance Manager

Section 2
Financial Results

Commercial Leases as at 31 May 2024
% of year passed 92%

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	29,887	100%	27,500	109%	1
GM Finance & Governance	69,474	73,408	106%	63,685	115%	1
Civic Centre	140,000	149,621	107%	128,333	117%	1
Income	239,474	252,916	106%	219,518	115%	
Expenditure						
GM Finance & Governance	-12,463	-13,607	109%	-12,024	113%	
Expenditure	-12,463	-13,607	109%	-12,024	113%	
Profit/(Loss)	227,011	239,309		207,493		

Notes

1. The variance is due to higher monthly rental income than what was budgeted.



Approved by: Finance Manager

COUNCIL AGENDA Attachment 13.2.4.2

Section 2 Financial Results

Council Loans as at
% of year passed

31 May 2024

92%

2.8 - Council Loans

Internal Loan

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

Making the Switch					
Principal as of 1/7/2023	Principal Loan Repayments for 2023-24	Principal Loan Repayments YTD	Interest for 2023-24	Interest YTD	Loan balance as of 31/05/2024
2,172,085	-338,971	-253,403	53,187	40,716	1,918,683

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

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)
Loan Balance at 1/07/2023	1,034,692
Expected Loan Repayments for 2023/24	-248,082
Expected Loan Balance as at 30/06/2024	786,610

Archer Landfill Rehabilitation (NAB)					
Principal as of 1/7/2023	Principal Loan Repayment For 2023/2024	Principal Loan Repayment YTD	Interest for 2023/2024	Interest YTD	Loan balance as of 31/05/2024
1,034,692	-248,082	-185,316	26,137	20,465	849,376


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.

2.8 - Council Loans

SWELL (NAB)	
Total Loan Amount	5,000,000
Loan Balance at 31/12/2023	5,000,000
Expected Loan Repayments for 2023/24	187,500
Expected Loan Balance as at 30/06/2024	5,187,500

SWELL (NAB)					
Principal as of December 2023	Principal Loan Repayment For 2023/2024	Principal Loan Repayment YTD	Interest for 2023/2024	Interest YTD	Loan balance as of 31/05/2024
5,000,000	187,500	-125,000	140,360	72,849	4,875,000

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 13.2.4.2

Section 2 Financial Results

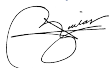
Elected Member Expenses 31 May 2024
% of year passed 92%

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	0	-24,305	0%	0	0%	
Mayoral Allowance	-114,000	-95,258	83.56%	-104,458	91%	
Mayor Vehicle Allowance	-25,000	-12,945	51.78%	-22,908	57%	
Mayoral Professional Dev Allowance	-4,000	-4,000	100.00%	-4,000	100%	
Deputy Mayoral Allowance	-39,200	-25,869	65.99%	-35,919	72%	
Elected Members Councillor Allowances	-132,000	-115,718	87.67%	-120,952	96%	
Elected Members Professional Dev Allowance	-28,000	-3,289	11.75%	-25,656	13%	
Elected Members Meeting Allowance	-70,000	-60,200	86.00%	-64,141	94%	
Information Technology Capital Entitlement	-9,600	-2,962	30.85%	-8,796	34%	
Communications Entitlement	-6,400	0	0.00%	-5,864	0%	
Acting Mayor Allowance	0	-7,814	0%	0	0%	
Computer Hardware Expensed	0	-665	0%	0	0%	
Advertising	0	-40	0%	0	0%	
Stationery & Office Consumables	-516	-102	19.75%	-469	22%	
Printing & Photocopying Costs	-2,062	-1,150	55.77%	-2,062	56%	
Furniture & Equipment expensed	-1,433	-271	18.91%	-1,290	21%	
Other Sundry Expenses	-7,857	-6,381	81.21%	-7,199	89%	
Food & Catering Costs	-11,085	-7,091	63.97%	-10,157	70%	
Course Seminar & Conference Registration	-10,557	-14,420	136.59%	-9,673	149%	1
Air Travel	-3,093	-6,617	213.92%	-2,834	233%	1
Travel Accommodation	-2,111	-18,940	897.21%	-1,934	979%	1
Travel Related Costs Other	-1,031	-1,067	103.50%	-945	113%	
Operating Expenditure	-467,945	-409,103	87.43%	-429,259	95%	

Note

1. The overspend is due to travel and accommodation costs not budgeted for.



Approved by: Finance Manager

Section 2
Financial Results


CEO Credit Card Transactions as at
% of year passed

31 May 2024
92%

2.10 - CEO Credit Card Transactions

Cardholder Name: Luccio Cercarelli
Cardholder Position: CEO
Period May-24

Transaction Date	Amount \$	Supplier's Name	Reason for the Transaction
2/05/2024	\$ 10.00	Darwin Airport	Travel: Airport Parking - Employee Recruitment
Total	\$ 10.00		



Approved by: Finance Manager

A Place for People

14 INFORMATION AND CORRESPONDENCE

14.1 Information

14.2 Correspondence

14.2.1 City of Palmerston (Animal Management) By-Laws 2024

THAT correspondence dated 6 June 2024 entitled City of Palmerston (Animal Management) By-Laws 2024 from Hon Eva Lawler MLA, Chief Minister of the Northern Territory be received and noted.



CHIEF MINISTER

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

GPO Box 3146
Darwin NT 0801
Telephone: 08 8936 5500
Facsimile: 08 8936 5576

Ms Athina Pascoe-Bell
Mayor
City of Palmerston

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


Dear Ms Pascoe-Bell

Thank you for your letter of 14 May 2024, informing me that the *City of Palmerston (Animal Management) By-laws 2024* (By-laws) have been made by the City of Palmerston.

I would like to congratulate your Council on making these By-laws. I am pleased with the work the Council has done to respond to the animal management needs of the Palmerston Municipality, through modernising the By-laws.

I note that the By-laws have now been gazetted. This is in keeping with section 63A(2) of the *Interpretation Act 1978*, which requires the Minister for Local Government to publish the By-laws and notify them in the Gazette as soon as practicable after they are made.

If you have any further questions regarding the By-laws, please contact Ms Susan Watson, Director Legislation and Policy, Local Government, Department of the Chief Minister and Cabinet, via email: susan.watson@nt.gov.au or telephone: 08 8999 8405.

Yours sincerely



EVA LAWLER

- 6 JUN 2024



A Place for People

15 REPORT OF DELEGATES

16 QUESTIONS BY MEMBERS

17 GENERAL BUSINESS

18 NEXT ORDINARY COUNCIL MEETING

THAT the next Ordinary Meeting of Council be held on Tuesday, 2 July 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 4 June 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 4 June 2024 at 5:30pm.

PRESENT

ELECTED MEMBERS

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

STAFF

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

GALLERY

Two members of staff



A Place for People

COUNCIL MINUTES

1 ACKNOWLEDGEMENT OF COUNTRY

2 OPENING OF MEETING

The Chair declared the meeting open at 5.33pm.

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies

Nil

3.2 Leave of Absence Previously Granted

Nil

3.3 Leave of Absence Request

Moved: Deputy Mayor Giesecke

Seconded: Councillor Fraser

1. THAT the leave of absence received from Councillor Hale for 3 June to 5 June 2024 inclusive be received and noted.
2. THAT the leave of absence received from Councillor Hale for 12 June to 14 June 2024 inclusive be received and noted.
3. THAT the leave of absence received from Councillor Hale for 17 June to 21 June 2024 inclusive be received and noted.
4. THAT the leave of absence received from Councillor Fraser for 11 June 2024 inclusive be received and noted.

CARRIED 10/1364 - 4/06/2024

4 REQUEST FOR AUDIO/AUDIOVISUAL CONFERENCING

Moved: Deputy Mayor Giesecke

Seconded: Councillor Henderson

1. THAT Council notes that Councillor Garden is attending via Audio/Audiovisual Conferencing due to being a distance greater than 100kms from the appointed place of meeting and approval has been granted by the Chief Executive Officer in accordance with the City of Palmerston Audio/Audiovisual Conferencing Policy.
2. THAT Council notes that Councillor Hale is attending via Audio/Audiovisual Conferencing due to being a distance greater than 100kms from the appointed place of meeting and approval has been granted by the Chief Executive Officer in accordance with the City of Palmerston Audio/Audiovisual Conferencing Policy.

CARRIED 10/1365 - 4/06/2024

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 4 JUNE 2024

11354



A Place for People

COUNCIL MINUTES

5 DECLARATION OF INTEREST

5.1 Elected Members

Nil

5.2 Staff

Nil

6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

Moved: Councillor Fraser
Seconded: Councillor Eveleigh

THAT the Minutes of the Council Meeting held on 21 May 2024 pages 11339 to 11347 be confirmed.

CARRIED {resolution-number} - 4/06/2024

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 City of Palmerston Submission to the Inquiry into Local Government Sustainability

Moved: Councillor Eveleigh
Seconded: Councillor Garden

1. THAT Report entitled City of Palmerston Submission to the Inquiry into Local Government Sustainability be received and noted.



A Place for People

COUNCIL MINUTES

2. THAT Council endorses a submission to be made by the Mayor on behalf of the Elected City of Palmerston Council and that this submission be circulated to Elected Members prior to finalisation and submission by the 31 May 2024.
3. THAT Council, pursuant to Section 40 (1) of the *Local Government Act 2019*, hereby delegate to the Chief Executive Officer the power to amend, finalise and submit the City of Palmerston submission relating to Inquiry into Local Government Sustainability by the Australian Government based on feedback from Elected Members and in consultation with the Mayor.
4. THAT the Council Decision relating to the Report entitled City of Palmerston Submission to the Inquiry into Local Government Sustainability be moved to the Open Minutes following the submission of the City of Palmerston submission relating to Inquiry into Local Government Sustainability by the Australian Government

CARRIED 10/1360 - 21/05/2024

10.2 Moving Open Items into Confidential

Nil

10.3 Confidential Items

Moved: Councillor Henderson

Seconded: Councillor Eveleigh

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

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

CARRIED 10/1366 - 4/06/2024

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 4 JUNE 2024

11356



A Place for People

COUNCIL MINUTES

11 PETITIONS

Nil

12 NOTICES OF MOTION

Nil

13 OFFICER REPORTS

13.1 Action Reports

13.1.1 Community Benefit Scheme - Environmental Initiative Grant Only One Earth

Moved: Councillor Henderson
Seconded: Deputy Mayor Giesecke

1. THAT Report entitled Community Benefit Scheme - Environmental Initiative Grant Only One Earth be received and noted.
2. THAT Council does not support grant application from Only One Earth for \$9,020.00 as per **Attachment 13.1.1.1** to report entitled Community Benefit Scheme - Environmental Initiative Grant Only One Earth.

CARRIED 10/1367 - 4/06/2024

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 10/1368 - 4/06/2024



A Place for People

COUNCIL MINUTES

13.1.3 Community Benefit Scheme Sponsorship Application - Darwin Special Children's Christmas Party

Moved: Councillor Fraser
Seconded: Councillor Eveleigh

1. THAT Report entitled Community Benefit Scheme Sponsorship Application - Darwin Special Children's Christmas Party be received and noted.
2. THAT Council approve the Special Children's Christmas Parties Sponsorship request of \$3,000, as per **Attachment 13.1.3.1** to report entitled Community Benefit Scheme Sponsorship Application - Darwin Special Children's Christmas Party, to be funded from the Community Benefit Scheme.

CARRIED 10/1369 - 4/06/2024

13.1.4 Review of Council Committee Memberships - June 2024

Moved: Councillor Fraser
Seconded: Councillor Garden

1. THAT Report entitled Review of Council Committee Memberships - June 2024 be received and noted.
2. THAT Council make the following appointments to the Administrative Review Committee:
 - I. THAT the Mayor, Deputy Mayor and Councillor Henderson be appointed to the Administration Review Committee for the period of 1 July 2024 until the Declaration of the Poll following the Local Government Election in 2025.
 - II. THAT Council note that the Mayor has been previously appointed as Chair of the Administrative Review Committee for the Term of the Tenth Council.
 - III. THAT all other Councillors be appointed as alternate members to the Administrative Review Committee for the period of 1 July 2024 until the Declaration of the Poll following the Local Government Election in 2025.
3. THAT Council make the following appointments to the Chief Executive Officer Performance Appraisal Committee:
 - I. THAT Councillor Henderson and Councillor Garden be appointed to the Chief Executive Officer Performance Appraisal Committee for the period of 1 July 2024 until the Declaration of the Poll following the Local Government Election in 2025.
 - II. THAT Council note that the Mayor has been previously appointed as Chair of the Chief Executive Officer Performance Appraisal Committee for the Term of the Tenth Council.
 - III. THAT all other Councillors be appointed as alternate members to the Chief Executive Officer Performance Appraisal Committee for the period of 1 July 2024 until the Declaration of the Poll following the Local Government Election in 2025.
4. THAT Council make the following appointments to the Risk Management and Audit Committee:
 - I. THAT the Mayor, Councillor Garden and Councillor Henderson be appointed to the Risk Management and Audit Committee for the period of 1 July 2024 until the Declaration of the Poll following the Local Government Election in 2025.

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 4 JUNE 2024

11358



A Place for People

COUNCIL MINUTES

- II. THAT Council note that the Chair of the Risk Management and Audit Committee is held by an Independent Member, appointed by the Council.
 - III. THAT all other Councillors be appointed as alternate members to the Risk Management and Audit Committee for the period of 1 July 2024 until the Declaration of the Poll following the Local Government Election in 2025.
5. THAT Council make the following appointments to the Vibrant Economy Advisory Committee:
- I. THAT Councillor Fraser be appointed as Chair to the Vibrant Economy Advisory Committee for the period of 1 July 2024 until the Declaration of the Poll following the Local Government Election in 2025.
 - II. THAT Councillor Morrison be appointed to the Vibrant Economy Advisory Committee for the period of 1 July 2024 until the Declaration of the Poll following the Local Government Election in 2025.
 - III. THAT all other Councillors be appointed as alternate members to the Vibrant Economy Advisory Committee for the period of 1 July 2024 until the Declaration of the Poll following the Local Government Election in 2025.
6. THAT Council make the following appointments to the Community Safety Advisory Committee:
- I. THAT Councillor Hale be appointed as Chair to the Community Safety Advisory Committee for the period of 1 July 2024 until the Declaration of the Poll following the Local Government Election in 2025.
 - II. THAT Councillor Morrison and Councillor Garden be appointed to the Community Safety Advisory Committee for the period of 1 July 2024 until the Declaration of the Poll following the Local Government Election in 2025.
 - III. THAT all other Councillors be appointed as alternate members to the Community Safety Advisory Committee for the period of 1 July 2024 until the Declaration of the Poll following the Local Government Election in 2025.
7. THAT Council make the following appointments to the Community Wellbeing Advisory Committee:
- I. THAT Councillor Eveleigh be appointed as Chair to the Community Wellbeing Advisory Committee for the period of 1 July 2024 until the Declaration of the Poll following the Local Government Election in 2025.
 - II. THAT Councillor Henderson be appointed to the Community Wellbeing Advisory Committee for the period of 1 July 2024 until the Declaration of the Poll following the Local Government Election in 2025.
 - III. THAT all other Councillors be appointed as alternate members to the Community Wellbeing Advisory Committee for the period of 1 July 2024 until the Declaration of the Poll following the Local Government Election in 2025.
8. THAT Council make the following appointments to the relevant Palmerston Networks:
- I. THAT Councillor Henderson be appointed as Chair to the Palmerston Seniors Network for a period of 1 July 2024 until the Declaration of the Poll following the Local Government Election in 2025.
 - II. THAT all other Councillors be appointed as alternate members to the Palmerston Seniors Network.
 - III. THAT Councillor Henderson be appointed as Chair to the Palmerston Safe Communities Network for period 1 July 2024 until the Declaration of the Poll following the Local Government Election in 2025.
 - IV. THAT all other Councillors be appointed as alternate members to the Palmerston Safe Communities Network.

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 4 JUNE 2024

11359



A Place for People

COUNCIL MINUTES

- V. THAT Councillor Garden be appointed as Chair to the Palmerston Animal Management Network for period 1 July 2024 until the Declaration of the Poll following the Local Government Election in 2025.
 - VI. THAT all other Councillors be appointed as alternate members to the Palmerston Animal Management Network.
9. THAT Council appoint or nominate to the following External Organisations and/or Committees:
- I. THAT Councillor Fraser be appointed as Council's delegate to the Palmerston Regional Business Association (PRBA), with all other members appointed as alternate members, for the period of 1 July 2024 until the Declaration of the Poll following the Local Government Election in 2025.
 - II. THAT Councillor Giesecke be appointed as Council's representative to Tourism Top End, with all other members appointed as alternate members, for the period of 1 July 2024 until the Declaration of the Poll following the Local Government Election in 2025.

CARRIED 10/1370 - 4/06/2024

13.1.5 Regional Australia Institute National Summit 2024

Moved: {mover}
Seconded: {seconder}

- 1. THAT Report entitled Regional Australia Institute National Summit 2024 be received and noted.
- 2. THAT Council endorses the attendance by the Mayor to the Regional Australia Institute, Regions Rising National Summit 2024 - The New Frontier (Canberra, August 2024).

Lapsed for want of a mover - 4/06/2024

13.2 Receive and Note Reports

Nil

14 INFORMATION AND CORRESPONDENCE

14.1 Information

Nil

14.2 Correspondence

Nil

15 REPORT OF DELEGATES

Moved: Councillor Eveleigh
Seconded: Councillor Garden

Initials:
MINUTES ORDINARY COUNCIL MEETING - 4 JUNE 2024

11360



A Place for People

COUNCIL MINUTES

THAT the verbal report received by Councillor Morrison regarding Tourism Top End monthly meeting be received and noted.

CARRIED 10/1371 - 4/06/2024

16 QUESTIONS BY MEMBERS

Moved: Councillor Fraser
Seconded: Councillor Eveleigh

1. THAT the question asked by Councillor Fraser regarding SWELL and the leaves lying around the facility and the response provided by the Acting Chief Executive Officer be received and noted.
2. THAT the question asked by Councillor Fraser regarding age of children being allowed entry into SWELL and the response provided by the Acting Chief Executive Office being received and noted.
3. THAT the question asked by Councillor Fraser regarding SWELL regarding racing and time clocks and the response provided by the Acting Chief Executive Officer be received and noted.

CARRIED 10/1372 - 4/06/2024

17 GENERAL BUSINESS

17.1 Report for Council

Moved: Councillor Fraser
Seconded: Deputy Mayor Giesecke

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

CARRIED 10/1373 - 4/06/2024

18 NEXT ORDINARY COUNCIL MEETING

Moved: Councillor Fraser
Seconded: Councillor Eveleigh

THAT the next Ordinary Meeting of Council be held on Tuesday, 18 June 2024 at 5:30pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

CARRIED 10/1374 - 4/06/2024

19 CLOSURE OF MEETING TO PUBLIC

Moved: Councillor Fraser
Seconded: Councillor Henderson

Initials:
MINUTES ORDINARY COUNCIL MEETING - 4 JUNE 2024

11361



A Place for People

COUNCIL MINUTES

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

CARRIED 10/1375 - 4/06/2024

20 ADJOURNMENT OF MEETING AND MEDIA LIAISON

Moved: Councillor Fraser
Seconded: Deputy Mayor Giesecke

THAT the meeting be adjourned for ten minutes.

CARRIED 10/1376 - 4/06/2024

The meeting adjourned at 6.33pm.

The open section of the meeting closed at 6.33pm for the discussion of confidential matters.

The closed section of the meeting reopened at 6.43pm.

The Chair declared the meeting closed at 7.22pm..

Chair

Print Name

Date

Initials:
MINUTES ORDINARY COUNCIL MEETING - 4 JUNE 2024

11362