

# AGENDA

## 1st Ordinary Council Meeting

### Tuesday 6 December 2022

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

#### **COVID-19 Statement of Commitment**

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

- Physical distancing measures
- Health and hygiene principles

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



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**NADINE NILON**  
**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 - November 2022.....	6
8	DEPUTATIONS AND PRESENTATIONS.....	8
9	PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS) .....	8
10	CONFIDENTIAL ITEMS.....	8
10.1	Moving Confidential Items into Open .....	8
10.2	Moving Open Items into Confidential .....	8

10.3 Confidential Items .....	8
11 PETITIONS .....	9
12 NOTICES OF MOTION .....	9
13 OFFICER REPORTS .....	9
13.1 Action Reports .....	10
13.1.1 Review of Council Policy - Code of Conduct for Chief Executive Officer .....	10
13.1.2 Review of Council Policy - Investments .....	22
13.1.3 Basketball Half-Court .....	33
13.1.4 Laneway Treatment Review .....	43
13.2 Receive and Note Reports .....	49
13.2.1 Community Benefit Scheme - Update November 2022 .....	49
13.2.2 Financial Report for the Month of November .....	60
13.2.3 Major Capital Projects December 2022 Update .....	95
14 INFORMATION AND CORRESPONDENCE .....	104
14.1 Information .....	104
14.2 Correspondence .....	104
15 REPORT OF DELEGATES .....	104
16 QUESTIONS BY MEMBERS .....	104
17 GENERAL BUSINESS .....	104
18 NEXT ORDINARY COUNCIL MEETING .....	104
19 CLOSURE OF MEETING TO PUBLIC .....	104
20 ADJOURNMENT OF MEETING AND MEDIA LIAISON .....	104





*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 15 November 2022 pages 10893 to 10900 be confirmed.
  - 6.2 Business Arising from Previous Meeting
- 7 MAYORAL REPORT

## MAYORAL REPORT

1st Ordinary Council Meeting

**AGENDA ITEM:** 7.1  
**REPORT TITLE:** Mayoral Update Report - November 2022  
**MEETING DATE:** Tuesday 6 December 2022  
**AUTHOR:** Mayor, Athina Pascoe-Bell

### COMMUNITY PLAN

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

### PURPOSE

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

### KEY MESSAGES

- Earlybird Rate Payer Competition winners
- Halloween judging of best dressed competition at City of Palmerston.
- Attended the below community events on behalf of Council:
  - 2022 Autism NT Fundraising Luncheon
  - Children's University NT Graduation Ceremony
  - Remembrance Day Service
  - Year 12 graduation service at Mackillop College
  - Eleventh Austin Asche Oration
  - Awards & Year 12 Graduation Service at Good Shephard Lutheran College
  - Hijo Aja Ka Kura the Movie premiere screening
- Radio interviews with ABC radio, Mix FM.
- Meeting with Ministers, Mayor, MLA's and Government Agencies:
  - Marie-Clare Boothby, member for Brennan
  - Minister Eva Lawler, Member for Drysdale
  - Mark Turner, Member for Blain
  - NT Police representative Janelle Tonkin
  - Assistant Director Citizenship Qld/NT Katya Peart

### RECOMMENDATION

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

### DISCUSSION

#### Remembrance Day Service

Each year on this day Australians observe one minute's silence at 11am, in memory of those who died or suffered in all wars and armed conflicts. I was honoured to attend the service conducted by the Palmerston RSL and pay my respects to all those who have served.

#### Early Bird Rate Payer Competition

Another year of running the City of Palmerston Early Bird Draw and we have another two lucky ratepayer winners who have received \$1500 each. I had the pleasure of presenting Palmerston Resident Madelaine Bamford with a giant cheque. Congratulations to both winners!



### **POLICY IMPLICATIONS**

There are no policy implications for this report.

### **BUDGET AND RESOURCE IMPLICATIONS**

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

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

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

### **ATTACHMENTS**

Nil

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

## 10.1 Moving Confidential Items into Open

## 10.2 Moving Open Items into Confidential

## 10.3 Confidential Items

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

Item	Confidential Category	Confidential Clause
23.1	External Presentation Request	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(e) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.
25.1.1	Legal Advice	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(a) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.
25.2.1	Council Performance, Service Delivery and Budget Review	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(c)(iv) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person.
25.2.2	Rate Concession Assessment	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(c)(iv) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to

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

## 11 PETITIONS

## 12 NOTICES OF MOTION

## 13 OFFICER REPORTS

# COUNCIL REPORT

1st Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.1.1
<b>REPORT TITLE:</b>	Review of Council Policy - Code of Conduct for Chief Executive Officer
<b>MEETING DATE:</b>	Tuesday 6 December 2022
<b>AUTHOR:</b>	General Manager of Infrastructure, Nadine Nilon
<b>APPROVER:</b>	General Manager of Infrastructure, Nadine Nilon

### COMMUNITY PLAN

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

### PURPOSE

This Report seeks Council's adoption of the Code of Conduct for the Chief Executive Officer.

### KEY MESSAGES

- A Code of Conduct is a consistent guideline for an acceptable standard of professional conduct.
- The *Local Government Act 2019* established that a Council must adopt a Code of Conduct for the Chief Executive Officer, which was adopted by Council in November 2020.
- Council also has a Code of Conduct for Elected Members, and one for employees.
- The Code of Conduct for the Chief Executive Officer has been reviewed and it is being recommended that the items relating to the Gifts and Benefits be removed due to a separate policy recently adopted for this, as well as a specific reference to legislation as this is a requirement independent of the Code of Conduct.

### RECOMMENDATION

1. THAT Report entitled Review of Council Policy - Code of Conduct for Chief Executive Officer be received and noted.
2. THAT Council adopt **Attachment 13.1.1.3** as the Code of Conduct for the Chief Executive Officer.

### BACKGROUND

A Code of Conduct is a consistent guideline for an acceptable standard of professional conduct. The Code addresses in a concise manner the broader issue for ethical responsibility and encourages greater transparency and accountability.

The City of Palmerston defines and outlines the expected behaviours through its Code of Conduct by setting a consistent and common understanding of the Council's values, principles and ethics expected by Council employees, the Chief Executive Officer (CEO), and Elected Members.

The Elected Member Code of Conduct is a requirement under the *Local Government Act*, and Council has an existing code that is complementary to the principles adopted in the *Local Government Act*. The *Local Government Act 2019* (Act) required a Code of Conduct for the CEO be established.

To ensure consistency and accountability the Code of Conduct was formulated in 2020 for the CEO based on the same expectations that of its employees, acknowledging that the CEO will provide full support to the Council.

Therefore, in accordance with the review schedule for Policies, the Code of Conduct for the CEO is due for review this quarter and is presented for adoption with this report.

### DISCUSSION

In 2020, the Code was developed based on the same expectations, values, standards and legislation as that of the Code of Conduct for employees, as a statement of commitment that the same principles are expected by all staff, including the CEO and its representatives.

The principles of the code are, that to maintain the community's confidence in the integrity of the City of Palmerston by exhibiting and being seen to exhibit the highest ethical standards in all cases, and to achieve the greatest outcomes for the Community through delivering the Community Plan.

The Code may not cover every situation, however the governing requirements, Council's values, ethics and expected behaviour underpin its principles.

The Code of Conduct for the CEO has been reviewed and is considered to still be current to all relevant requirements, including being consistent with the Code of Conduct for Council employees. There is one section that is now not required, as a new Policy has been developed specifically for that element, which is the Gifts and Benefits. This has now been covered by the Gifts and Benefits by Chief Executive Officer Policy adopted by Council in June 2022 as a requirement of the new Act. As a result, there is a change of this section being removed.

The only other change is the specific reference to legislation, which is required to be complied with and takes precedence.

The current Code of Conduct for the CEO is found as **Attachment 13.1.1.1**, and the tracked changes version with recommended amendments is **Attachment 13.1.1.2**.

It is recommended that the amended Code of Conduct for the CEO found as **Attachment 13.1.1.3** (clean version), is adopted.

### CONSULTATION PROCESS

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

### POLICY IMPLICATIONS

In June 2022, Council adopted a Policy relating to Gifts and Benefits by Chief Executive Officer. To avoid confusion between Policy documents, the section for Gifts and Benefits within the Code of Conduct has been removed and the reference the relevant Policy included.

### 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:

- 4 Fails to effectively design and implement contemporary governance practices  
Context: Strong foundations to hold the City and Administration to account.

*Section 175 of the Local Government Act 2019 requires;*

175 *Code of conduct for CEO and staff*

- (1) *A council must, by resolution, adopt a code of conduct for the CEO.*
- (2) *The CEO must determine the code of conduct for the council's staff.*

Council reviews all Policies within the term of Council.

### **ENVIRONMENT SUSTAINABILITY IMPLICATIONS**

There are no environment sustainability implications for this Report.

### **COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION**

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

### **ATTACHMENTS**

- 1. 20201123 - Council Policy - Code of Conduct for Chief Executive Officer Current [**13.1.1.1** - 3 pages]
- 2. 20201123 - Council Policy - Code of Conduct for Chief Executive Officer Changes [**13.1.1.2** - 3 pages]
- 3. 20201123 - Council Policy - Code of Conduct for Chief Executive Officer Final [**13.1.1.3** - 3 pages]





# COUNCIL AGENDA

## Attachment 13.1.1.1

### CODE OF CONDUCT

Name:	Code of Conduct for Chief Executive Officer		
Type:	Code of Conduct		
Owner:	Chief Executive Officer		
Responsible Officer:	Governance Lead		
Approval Date:	17/11/2020	Next Review Date:	17/11/2022
Records Number:	435435		

## 1 PURPOSE

To govern, define and outline the expected behaviour of the Chief Executive Officer (CEO) at all levels in performing duties for or acting on behalf of the City of Palmerston.

The Code of Conduct (the Code) is developed in accordance with the *Local Government Act* and is a statement of commitment to how the CEO will conduct themselves in the delivery of service to the Community.

The Code is guided by Council's vision to make Palmerston "A Place for People" and achieve the greatest outcomes for the community through delivering Council's *Community Plan*.

## 2 PRINCIPLES

The Code is structured around governing principles and expected behaviour. The CEO has responsibility to maintain the community's confidence in the integrity of the City of Palmerston, by exhibiting and being seen to exhibit the highest ethical standards in all cases.

The CEO shall:

- Act with honesty, integrity, and accountability
- Provide full support to the City of Palmerston
- Comply with the requirements of the *Local Government Act* and other legislative requirements
- Not misuse information
- Maintain the highest levels of confidentiality
- Declare real or perceived conflicts of interest
- Not accept gifts or benefits offered
- Not bully, harass, or discriminate
- Embrace cultural diversity

## 3 DEFINITIONS

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

Term	Definition
Elected Member	Means individuals elected to Council, including the Mayor (the Council).
Chief Executive Officer	Means a person who is employed by the Council and receives a salary from the City of Palmerston.
Work Health and Safety	Means a duty of care to provide for the protection to the health, safety and welfare of workers and others within a workplace.

Conflict of interest	Means if a person has a personal or financial interest in a matter in regard to which the person is required or authorised to act or give advice.
Gifts and Benefits	Means “cash like gifts” including but not limited to; gift vouchers, credit cards, debit cards with credit on them, prepayments such as phone or internet credit, lottery tickets, memberships or entitlements to discounts that are not available to the general public or a broad class of persons.

## 4 POLICY STATEMENT

### 4.1 Honesty, Integrity and Accountability

- 4.1.1 Must act with honesty and integrity in performing official functions.
- 4.1.2 Must act with courtesy and respect towards Council staff, Elected Members, contractors, and members of the community.
- 4.1.3 Must responsibly carry out duties in line with the Code's principles and associated policies.

### 4.2 Support for City of Palmerston

- 4.2.1 Must provide full support to the City of Palmerston.
- 4.2.2 Must provide accurate, frank, and impartial advice to the Council.
- 4.2.3 Must implement Council Policies and decisions.
- 4.2.4 Must be familiar with and comply with the requirements of the *Local Government Act* and other legislative, industrial, or administrative requirements.
- 4.2.5 Must take all reasonable steps to ensure that the information based upon which decisions or actions are made, is factually correct and relevant.

### 4.3 Management of staff

- 4.3.1 Must ensure appropriate processes and procedures are in place.
- 4.3.2 Must ensure selection processes for appointment or promotion are fair, equitable and based on merit.
- 4.3.3 Must ensure staff have reasonable access to training and development opportunities for professional development and promotion.
- 4.3.4 Must ensure staff are treated fairly, consistently and are not subject to arbitrary or capricious decisions.
- 4.3.5 Must take all reasonable steps to ensure work health and safety obligations under legislation, regulations, policies, and procedures are met.
- 4.3.6 Never perform deliberate, wilful, or reckless activities that would create a risk to the safety and wellbeing of others.

### 4.4 Use of Information

- Must take care to maintain the confidentiality and security of the City of Palmerston's documents and not misuse information gained, including but not limited to:
- 4.4.1 Seeking to gain personal advantage for self, or for another person on the basis of information held on official records.
- 4.4.2 Providing a person, or appearing to provide a person, favourable treatment, or access to privileged information.
- 4.4.3 Must respect the confidentiality of information obtained in confidence and not disclose any information, other than required by the law or where authority has been granted.

- 4.5 **Use of Council facilities, equipment and resources**  
Must not utilise Council equipment, or the skills or working time of Council employees, for personal benefit.
- 4.6 **Disclosure**
  - 4.6.1 Must avoid any conflict of interest, whether actual or perceived.
  - 4.6.2 If a conflict of interest exists or arises, the CEO must comply with any statutory requirement or obligations of disclosure.
  - 4.6.3 Must advise the Council of any charged or convicted offence.
  - 4.6.4 Must obtain written permission from the Council before engaging in outside employment, volunteer or board roles.
- 4.7 **Gifts and Benefits**
  - 4.7.1 Must not actively encourage or accept gifts and benefits.
  - 4.7.2 In the instance a gift, favour or benefit is offered, a declaration will be made and recorded on the Gifts and Benefits register.
- 4.8 **Bullying, Harassment and Discrimination**
  - 4.8.1 Must not bully, harass or discriminate against another person.
  - 4.8.2 Must respect cultural diversity and must not discriminate against others, or the opinions of others, on the ground of their cultural background.
  - 4.8.3 Must act with respect for cultural beliefs and practices in relation to Elected Members, staff and members of the community.

## 5 ASSOCIATED DOCUMENTS

- 5.1 *City of Palmerston Code of Conduct Policy and Guideline*
- 5.2 *City of Palmerston Community Plan*

## 6 REFERENCES AND RELATED LEGISLATION

- 6.1 *Local Government Act*
- 6.2 *Local Government Guidelines*
- 6.3 *Local Government Regulations*
- 6.4 *Palmerston By-Laws*
- 6.5 *Anti-Discrimination Act (NT)*
- 6.6 *Information Act (NT)*
- 6.7 *Public Interest Disclosure Act (NT)*
- 6.8 *Sex Discrimination Act (NT)*
- 6.9 *Equal Employment Opportunity (Commonwealth Authorities) Act*
- 6.10 *Workplace Health and Safety (National Uniform Legislation) Act (NT)*
- 6.11 *Criminal Code (NT)*



## CODE OF CONDUCT

Name:	Code of Conduct for Chief Executive Officer		
Type:	Code of Conduct		
Owner:	Chief Executive Officer		
Responsible Officer:	Governance Lead Director Finance and Governance		
Approval Date:	17/11/20206/12/2022	Next Review Date:	17/11/20226/12/2026
Records Number:	435435		

### 1 PURPOSE

To govern, define and outline the expected behaviour of the Chief Executive Officer (CEO) at all levels in performing duties for or acting on behalf of the City of Palmerston.

The Code of Conduct (the Code) is developed in accordance with the *Local Government Act* and is a statement of commitment to how the CEO will conduct themselves in the delivery of service to the Community.

The Code is guided by Council's vision to make Palmerston "A Place for People" and achieve the greatest outcomes for the community through delivering Council's *Community Plan*.

### 2 PRINCIPLES

The Code is structured around governing principles and expected behaviour. The CEO has responsibility to maintain the community's confidence in the integrity of the City of Palmerston, by exhibiting and being seen to exhibit the highest ethical standards in all cases.

The CEO shall:

- Act with honesty, integrity, and accountability
- Provide full support to the City of Palmerston
- Comply with the requirements of the *Local Government Act* and other legislative requirements
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### 3 DEFINITIONS

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

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Work Health and Safety	Means a duty of care to provide for the protection to the health, safety and welfare of workers and others within a workplace.



## CODE OF CONDUCT

Conflict of interest	Means if a person has a personal or financial interest in a matter in regard to which the person is required or authorised to act or give advice.
Gifts and Benefits	Means "cash-like gifts" including but not limited to; gift vouchers, credit cards, debit cards with credit on them, prepayments such as phone or internet credit, lottery tickets, memberships or entitlements to discounts that are not available to the general public or a broad class of persons.

### 4 POLICY STATEMENT

- 4.1 Honesty, Integrity and Accountability
  - 4.1.1 Must act with honesty and integrity in performing official functions.
  - 4.1.2 Must act with courtesy and respect towards Council staff, Elected Members, contractors, and members of the community.
  - 4.1.3 Must responsibly carry out duties in line with the Code's principles and associated policies.
- 4.2 Support for City of Palmerston
  - 4.2.1 Must provide full support to the City of Palmerston.
  - 4.2.2 Must provide accurate, frank, and impartial advice to the Council.
  - 4.2.3 Must implement Council Policies and decisions.
  - 4.2.4 Must be familiar with and comply with the requirements of the *Local Government Act* and other legislative, industrial, or administrative requirements.
  - 4.2.5 Must take all reasonable steps to ensure that the information based upon which decisions or actions are made, is factually correct and relevant.
- 4.3 Management of staff
  - 4.3.1 Must ensure appropriate processes and procedures are in place.
  - 4.3.2 Must ensure selection processes for appointment or promotion are fair, equitable and based on merit.
  - 4.3.3 Must ensure staff have reasonable access to training and development opportunities for professional development and promotion.
  - 4.3.4 Must ensure staff are treated fairly, consistently and are not subject to arbitrary or capricious decisions.
  - 4.3.5 Must take all reasonable steps to ensure work health and safety obligations under legislation, regulations, policies, and procedures are met.
  - 4.3.6 Never perform deliberate, wilful, or reckless activities that would create a risk to the safety and wellbeing of others.
- 4.4 Use of Information
  - Must take care to maintain the confidentiality and security of the City of Palmerston's documents and not misuse information gained, including but not limited to:
    - 4.4.1 Seeking to gain personal advantage for self, or for another person on the basis of information held on official records.
    - 4.4.2 Providing a person, or appearing to provide a person, favourable treatment, or access to privileged information.
    - 4.4.3 Must respect the confidentiality of information obtained in confidence and not disclose any information, other than required by the law or where authority has been granted.



## CODE OF CONDUCT

- 4.5 Use of Council facilities, equipment and resources  
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- 4.6 Disclosure
- 4.6.1 Must avoid any conflict of interest, whether actual or perceived.
- 4.6.2 If a conflict of interest exists or arises, the CEO must comply with any statutory requirement or obligations of disclosure.
- 4.6.3 Must advise the Council of any charged or convicted offence.
- 4.6.4 Must obtain written permission from the Council before engaging in outside employment, volunteer or board roles.
- ~~4.7 Gifts and Benefits~~
- ~~4.7.1 Must not actively encourage or accept gifts and benefits.~~
- ~~4.7.2 In the instance a gift, favour or benefit is offered, a declaration will be made and recorded on the Gifts and Benefits register.~~
- ~~4.8.4.7~~ Bullying, Harassment and Discrimination
- ~~4.8.14.7.1~~ Must not bully, harass or discriminate against another person.
- ~~4.8.24.7.2~~ Must respect cultural diversity and must not discriminate against others, or the opinions of others, on the ground of their cultural background.
- ~~4.8.34.7.3~~ Must act with respect for cultural beliefs and practices in relation to Elected Members, staff and members of the community.

### 5 ASSOCIATED DOCUMENTS

- 5.1 City of Palmerston ~~Code of Conduct Policy and Guideline~~ *Policy - Gifts and Benefits by Chief Executive Officer*
- 5.2 City of Palmerston Community Plan

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### 6 REFERENCES AND RELATED LEGISLATION

- ~~6.1 Local Government Act~~
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- ~~6.9 Equal Employment Opportunity (Commonwealth Authorities) Act~~
- ~~6.10 Workplace Health and Safety (National Uniform Legislation) Act (NT)~~
- ~~6.11 Criminal Code (NT)~~



# CODE OF CONDUCT

Name:	Code of Conduct for Chief Executive Officer		
Type:	Code of Conduct		
Owner:	Chief Executive Officer		
Responsible Officer:	Director Finance and Governance		
Approval Date:	6/12/2022	Next Review Date:	6/12/2026
Records Number:	435435		

## 1 PURPOSE

To govern, define and outline the expected behaviour of the Chief Executive Officer (CEO) at all levels in performing duties for or acting on behalf of the City of Palmerston.

The Code of Conduct (the Code) is developed in accordance with the *Local Government Act* and is a statement of commitment to how the CEO will conduct themselves in the delivery of service to the Community.

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## 2 PRINCIPLES

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- Act with honesty, integrity, and accountability
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- Comply with the requirements of the *Local Government Act* and other legislative requirements
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## CODE OF CONDUCT

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#### 4 POLICY STATEMENT

##### 4.1 Honesty, Integrity and Accountability

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- 4.1.2 Must act with courtesy and respect towards Council staff, Elected Members, contractors, and members of the community.
- 4.1.3 Must responsibly carry out duties in line with the Code's principles and associated policies.

##### 4.2 Support for City of Palmerston

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- 4.2.5 Must take all reasonable steps to ensure that the information based upon which decisions or actions are made, is factually correct and relevant.

##### 4.3 Management of staff

- 4.3.1 Must ensure appropriate processes and procedures are in place.
- 4.3.2 Must ensure selection processes for appointment or promotion are fair, equitable and based on merit.
- 4.3.3 Must ensure staff have reasonable access to training and development opportunities for professional development and promotion.
- 4.3.4 Must ensure staff are treated fairly, consistently and are not subject to arbitrary or capricious decisions.
- 4.3.5 Must take all reasonable steps to ensure work health and safety obligations under legislation, regulations, policies, and procedures are met.
- 4.3.6 Never perform deliberate, wilful, or reckless activities that would create a risk to the safety and wellbeing of others.

##### 4.4 Use of Information

Must take care to maintain the confidentiality and security of the City of Palmerston's documents and not misuse information gained, including but not limited to:

- 4.4.1 Seeking to gain personal advantage for self, or for another person on the basis of information held on official records.
- 4.4.2 Providing a person, or appearing to provide a person, favourable treatment, or access to privileged information.
- 4.4.3 Must respect the confidentiality of information obtained in confidence and not disclose any information, other than required by the law or where authority has been granted.

##### 4.5 Use of Council facilities, equipment and resources

Must not utilise Council equipment, or the skills or working time of Council employees, for personal benefit.

##### 4.6 Disclosure





## CODE OF CONDUCT

- 4.6.1 Must avoid any conflict of interest, whether actual or perceived.
- 4.6.2 If a conflict of interest exists or arises, the CEO must comply with any statutory requirement or obligations of disclosure.
- 4.6.3 Must advise the Council of any charged or convicted offence.
- 4.6.4 Must obtain written permission from the Council before engaging in outside employment, volunteer or board roles.

#### 4.7 Bullying, Harassment and Discrimination

- 4.7.1 Must not bully, harass or discriminate against another person.
- 4.7.2 Must respect cultural diversity and must not discriminate against others, or the opinions of others, on the ground of their cultural background.
- 4.7.3 Must act with respect for cultural beliefs and practices in relation to Elected Members, staff and members of the community.

### 5 ASSOCIATED DOCUMENTS

- 5.1 *City of Palmerston Policy - Gifts and Benefits by Chief Executive Officer*
- 5.2 *City of Palmerston Community Plan*

# COUNCIL REPORT

1st Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.1.2
<b>REPORT TITLE:</b>	Review of Council Policy - Investments
<b>MEETING DATE:</b>	Tuesday 6 December 2022
<b>AUTHOR:</b>	Operational Accountant, Tinos Rushwaya
<b>APPROVER:</b>	Director Finance and Governance, Wati Kerta

### COMMUNITY PLAN

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

### PURPOSE

This Report seeks Council approval to continue the current Council Policy *FIN06 Investment* with no amendments, except minor administrative changes.

### KEY MESSAGES

- Council's Investment Policy is due for review this quarter.
- A review has been undertaken on the Investment Policy.
- The Policy provides a framework for the investment of surplus funds and is required by the *Local Government Act 2019*.
- No amendments are recommended for this policy, except for minor administrative changes to update the dates, decision number, legislation references, and remove "*FIN06*" in the title of the Policy.

### RECOMMENDATION

1. THAT Report entitled Review of Council Policy - Investments be received and noted.
2. THAT Council Policy *Investment* as per **Attachment 13.1.2.2** of Report entitled Review of Council Policy - Investments be adopted which includes the minor administrative changes that the Chief Executive Officer is authorised to approve.

### BACKGROUND

Council Policy *FIN06 Investments* outlines the requirements and frameworks that Council officers must operate within when undertaking financial investments as well as the type of investment that can be undertaken.

Section 194 of the *Local Government Act 2019 (The Act)* provides for Council to adopt a policy which sets out the objectives of Council for the investment of money. This policy must also be passed by resolution of Council.

Council Policy *FIN06 Investment* was last reviewed in March 2019 and is now due for review this quarter.

At the 1<sup>st</sup> Ordinary Council Meeting of 19 March 2019 Council made the following decision:

## 13.2.5 Review of Council Policy *FIN06 Investment*

9/0192

1. *THAT Council adopt the updated Council Policy FIN06 Investment being Attachment A to Report Number 9/0192 entitled Review of Council Policy FIN06 Investment.*

*CARRIED 9/0535 – 19/03/2019*

It is considered good governance for Council to review policies at least once during the Council's term to ensure they are consistent, compliant and reflect the Council's interest. Council Policy *FIN06 Investment* was due for review on 1 January 2023. A few administrative changes have been made that do not change the context of the policy and are discussed in this report.

### DISCUSSION

The Policy adopted in 2019 is a robust policy that is still relevant at this point in time. This policy can be seen at **Attachment 13.1.2.1**

A review was undertaken by Council in conjunction with JB Were, a subsidiary company of the National Australia Bank. JB Were's review was that the Principles and the Risk Management Guidelines adequately provide guidance on the preservation of capital, liquidity, and the return of investment, whilst managing credit and interest rate risk within identified thresholds and parameters. It is therefore recommended that no changes will be made to the policy other than minor administrative items. The Policy intent is not recommended to change.

The following administrative changes have been made to the policy:

- Approval Date (which will become the date of this meeting, if approved),
- Next Review Date (to the next review date required),
- Council Decision Number (to decide to make no changes, except for minor administrative changes),
- Updated references to *Local Government Act 2019*, instead of repealed *Local Government Act (2008)*, and removal of references to *Local Government Accounting Regulations (now repealed)*, *Ministerial Guideline (now repealed)*.
- Removal of *FIN06* from the title of the Policy to now read just Council Policy – *Investments*, in line with removal of *FIN* from the title of other financial policies, as and when they are reviewed.

At the 2<sup>nd</sup> Ordinary meeting of 15 February 2022 Council made the following decision:

### 13.1.1 Council Policy Review Schedule

10/201

2. *THAT effective 16 February 2022 pursuant to Section 40 of the Local Government Act 2019 Council hereby delegates to the Chief Executive Officer the power to make non-substantive administrative changes to Council Policies, that does not change the context of a policy.*

*CARRIED 10/201 – 15/02/2022*

### CONSULTATION PROCESS

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

- JB Were.

It is not recommended that Council undertake public consultation as this policy is being prepared in line with Council's obligations under *The Act*.

### **POLICY IMPLICATIONS**

If adopted, the Council Policy *Investment* remains the policy of Council without any changes, except for minor administrative changes as mentioned within this report.

### **BUDGET AND RESOURCE IMPLICATIONS**

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

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

Section 194 of the *Local Government Act (2019)* requires Council to comply with any investment guidelines that may be issued from time to time. The guidelines state the minimum requirements that must be included in a Council's *Investment policy* as well as providing a sample policy.

Although not all risk can be eliminated, the risk frameworks within the policy help mitigate Council's risk when investing excess funds and thereby meet the objectives of the policy to preserve capital as the principle objective.

This Report addresses the following City of Palmerston Strategic Risks:

#### **1 Fails to be trusted as a Council**

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

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

### **ENVIRONMENT SUSTAINABILITY IMPLICATIONS**

There are no environment sustainability implications for this Report.

### **COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION**

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

### **ATTACHMENTS**

1. 20180920 - Council Policy - Investment [13.1.2.1 - 4 pages]
2. FINAL - Council Policy - Investment [13.1.2.2 - 4 pages]

## FIN06

Name:	Investment		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Executive Manager Finance		
Approval Date:	19/03/2019	Next Review Date:	1/01/2023
Records Number:	365962	Council Decision:	9/0535

### 1 PURPOSE

The purpose of this policy is to enable Council to invest surplus funds, with consideration of risk and at the most favourable rate of interest available at the time, for that investment type, while ensuring that council's liquidity requirements are being met. While exercising the power to invest, consideration is to be given to preservation of capital, liquidity, and the return of investment.

Preservation of capital is the principal objective of the investment portfolio. Investments are to be made in a manner that seeks to ensure the security and safeguarding of the investment portfolio. This includes managing credit and interest rate risk within identified thresholds and parameters.

The investment portfolio must ensure there is sufficient liquidity to meet all reasonably anticipated cash flow requirements, as and when they fall due, without incurring significant costs due to the unanticipated sale of an investment.

The investment is expected to achieve a predetermined market average rate of return that considers the Council's risk tolerance.

### 2 PRINCIPLES

Council is committed to maximising appropriate investment returns whilst maintaining a conservative risk/return portfolio. All activities regarding Council's investments are exercised with the care, diligence and skill of a prudent person, and not undertaken for speculative purposes.

### 3 DEFINITIONS

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

Term	Definition
Credit Risk	Credit risk is the risk of loss to an investor due to counterparty's failure to pay the interest and/or repay principal of an investment.
Liquidity Risk	Liquidity risk is the risk that an investor is unable to realise the investment at a fair price within a timely period resulting in a loss upon realisation.
Market Risk	Market risk is the risk that the fair value or future cash flows of an investment will fluctuate due to changes in market prices.

### 4 POLICY STATEMENT

#### 4.1 Risk Management

The risk of all assets included in the investment portfolio must be known, measurable and acceptable to Council.

## FIN06

4.1.1 As the principle objective of the Council is to preserve capital, the Council has a low tolerance to investment risk and a conservative, risk adverse investment strategy is required.

### 4.1.2 Risk Management Guidelines

To manage risk the following frameworks have been established and investments must comply with these frameworks. If any of Council's investments are downgraded such that they no longer fall within the investment policy requirements, they will be divested as soon as practicable but in a manner that does not give rise to an unnecessary loss to Council.

#### 4.1.2.1 Portfolio Credit Framework

The Portfolio Credit Framework limits overall credit exposure of the investment portfolio. The limits on the percentage of the portfolio exposed to any particular credit rating category must be complied with as outlined in the following credit framework table.

Rating Table								
	Short Term < = 12 months				Long Term > 12 months			
Standard & Poor	A1	A2	A3	B	AAA to AA-	A+ to A-	BBB+ to BBB-	BB+ to BB-
Moody's	P1	P2	P3	NP	Aaa to Aa3	A1 to A3	Baa1 to Baa3	Ba1 to Ba3
Fitch	F1	F2	F3	B	AAA to AA-	A+ to A-	BBB+ to BBB-	BB+ to BB-
Maximum Limit – as % of total Investment Portfolio	100%	60%	40%	10%	100%	60%	30%	5%

If a counterparty has different ratings with different rating agencies the most recent rating shall be applied.

#### 4.1.2.2 Counterparty Credit Framework

The Portfolio Credit Framework limits exposure to individual counterparties/institutions by its credit rating so that single entity exposure is limited, as detailed below.

Rating Table								
	Short Term < = 12 months				Long Term > 12 months			
Standard & Poor	A1	A2	A3	B	AAA to AA-	A+ to A-	BBB+ to BBB-	BB+ to BB-
Moody's	P1	P2	P3	NP	Aaa to Aa3	A1 to A3	Baa1 to Baa3	Ba1 to Ba3
Fitch	F1	F2	F3	B	AAA to AA-	A+ to A-	BBB+ to BBB-	BB+ to BB-
Maximum Limit – as % of total Investment Portfolio	60%	40%	30%	5%	60%	40%	25%	5%

If a counterparty has different ratings with different rating agencies the most recent rating shall be applied.

#### 4.1.2.3 Term to Maturity Framework

The Term to Maturity Framework limits based upon maturity of securities. All investments have to be invested within the maturity constraints identified in the table below.

## FIN06

% of Total Investment Portfolio		
Duration	Minimum	Maximum
< = 12 months	50%	100%
>1 year < = 3 years	0%	50%
>3 years < = 5 years	0%	25%
>5 years	0%	10%

### 4.2 Prudent Person Rule

The investments of Council will be managed with the care, diligence and skill that a prudent person would exercise. Officers are to manage the investment portfolio to safeguard it in accordance with the spirit of this policy and not for speculative purposes.

### 4.3 Ethics and Conflict of Interest

All staff involved in the investment process must refrain from activities, personal or otherwise, that would conflict with the proper execution and management of Council's Investment Portfolio. This policy requires all staff involved in the investment process to:

- Disclose in writing any actual, apparent or potential conflict of interest to the Chief Executive Officer;
- Avoid any actual, apparent or potential conflict of interest; and
- Control any actual, apparent or potential conflict of interest.

An independent advisor, where appointed, is also required to declare that they have no actual or perceived conflicts of interest.

### 4.4 Prohibited Investments

This policy prohibits any investments carried out for speculative purposes including:

- Derivative based instruments;
- Principal only investments or securities that provide potentially nil or negative cash flow;
- Standalone securities issued that have underlying futures, options, forward contracts and swaps of any kind;
- Share in an unlisted company, or contribute capital to an unlisted trust.
- The use of leveraging (borrow to invest) of an investment.
- Complex financial instruments that are not in line with the conservative risk appetite of Council; and
- Any kind of investments with counterparties without a credit rating.

### 4.5 Approved Investments

All investments with comply with the following:

#### 4.5.1 Authorised Investments will be limited to:

- State or Commonwealth Government Bonds;
- Interest bearing deposits with an Authorised Deposit-taking Institution (ADI) (as defined under the *Banking Act 1959* (Commonwealth)).
- Bank accepted/endorsed bank bills;
- Bank negotiable Certificate of Deposits; and
- Managed funds with a minimum long-term Standard and Poor rating of A and short-term rating of A2;

#### 4.5.2 Three competitive quotations are to be sought to ensure Council receives the best rate of return whilst complying with this policy.

## FIN06

- 4.5.3 All investment must be in the name of the City of Palmerston. Additionally, the City of Palmerston must be the beneficial owner of all investments.
- 4.5.4 All investments must be denominated in Australian Dollars.
- 4.5.5 Documentary evidence must be held for each investment and details thereof must be maintained in an Investment Register.

### 4.6 Benchmarking

Performance benchmarks must be established for all investments held or intended to be held. The benchmarks included in the following table are to be complied with for the relevant instruments.

Investment	Performance Benchmark
Cash	Cash Rate
Enhanced/Direct Investments	BBSW 90-day rate
Diversified	CPI + appropriate margin over rolling 3year periods (depending upon composition of funds)
Property Investment Portfolio	Review of performance, assess property's value and usefulness, compare to current cash rates

## 5 ASSOCIATED DOCUMENTS

- 5.1 Register of Delegations and Sub-Delegations

## 6 REFERENCES AND RELATED LEGISLATION

- 6.1 *Local Government Act*
- 6.2 *Local Government (Accounting) Regulations*
- 6.3 *Australian Accounting Standards*
- 6.4 *Ministerial Guideline 4 Investments*



Name:	Investment		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Executive Manager Finance and Governance		
Approval Date:	6/12/2022	Next Review Date:	6/12/2026
Records Number:	TBA	Council Decision:	TBA

## 1 PURPOSE

The purpose of this policy is to enable Council to invest surplus funds, with consideration of risk and at the most favourable rate of interest available at the time, for that investment type, while ensuring that council's liquidity requirements are being met. While exercising the power to invest, consideration is to be given to preservation of capital, liquidity, and the return of investment.

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- The use of leveraging (borrow to invest) of an investment.
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- Bank accepted/endorsed bank bills;
- Bank negotiable Certificate of Deposits; and
- Managed funds with a minimum long-term Standard and Poor rating of A and short-term rating of A2;

##### 4.5.2 Three competitive quotations are to be sought to ensure Council receives the best rate of return whilst complying with this policy.

- 4.5.3 All investment must be in the name of the City of Palmerston. Additionally, the City of Palmerston must be the beneficial owner of all investments.
- 4.5.4 All investments must be denominated in Australian Dollars.
- 4.5.5 Documentary evidence must be held for each investment and details thereof must be maintained in an Investment Register.

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Performance benchmarks must be established for all investments held or intended to be held. The benchmarks included in the following table are to be complied with for the relevant instruments.

Investment	Performance Benchmark
Cash	Cash Rate
Enhanced/Direct Investments	BBSW 90-day rate
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Property Investment Portfolio	Review of performance, assess property's value and usefulness, compare to current cash rates

## 5 ASSOCIATED DOCUMENTS

- 5.1 Register of Delegations

## 6 REFERENCES AND RELATED LEGISLATION

- 6.1 *Local Government Act 2019*
- 6.2 *Australian Accounting Standards*

# COUNCIL REPORT

1st Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.1.3
<b>REPORT TITLE:</b>	Basketball Half-Court
<b>MEETING DATE:</b>	Tuesday 6 December 2022
<b>AUTHOR:</b>	City Sustainability Manager, Peter Lander
<b>APPROVER:</b>	General Manager of Infrastructure, Nadine Nilon

## COMMUNITY PLAN

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

## PURPOSE

This Report seeks Council decision to inform the location of a proposed new half-court basketball facility within the Municipality.

## KEY MESSAGES

- City of Palmerston is committed to providing and maintaining a network of play spaces that appeal to and enable people of all ages and abilities in our community to play, socialise and be active outdoors.
- It has been identified that the construction of a new outdoor basketball facility can further enhance play experiences.
- The project deliverable seeks to meet Council commitments under IDA Framework, Play Space Strategy and Sustainability Strategy by increasing integrated activation in line with the Parks Hierarchy.
- A site selection process has been undertaken to shortlist suitable locations for siting of the basketball half court.
- As an outcome of the site selection process, two sites have been shortlisted, these are Marlow Lagoon Recreation Reserve and Sanctuary Lakes.
- Council is requested to review and endorse the two shortlisted sites.
- Following Council's endorsement, the consultation processes defined below will be undertaken to determine the preferred site for the basketball half court.
- The anticipated cost of constructing a basketball half court is \$100,000 and is funded within existing programs.

## RECOMMENDATION

1. THAT Report entitled Basketball Half-Court be received and noted.
2. THAT Council support the location of a new half-court basketball court being at either Marlow Lagoon Recreation Reserve or Sanctuary Lakes, for the purposes of stakeholder consultation.
3. THAT a further report be prepared for Council by February 2023 advising of the outcomes of stakeholder consultation and recommended location for construction of the basketball half court.

## BACKGROUND

City of Palmerston (CoP) manages parks and play spaces under the Play Space Strategy 2022. Further, CoP is committed to providing and maintaining a network of play spaces that appeal to and enable people of all ages and abilities in our community to play, socialise and be active outdoors. CoP also recognises that play spaces are critical to support community health and wellbeing.

Community consultation undertaken in 2021, as part of the development of the CoP Play Space Strategy, identified priority areas for strategic action. Priority areas reflect a desire for additional shade, more inclusive and diverse play experiences and improved amenities.

Having regard to the Play Space Strategy and the context above, it has been identified that the construction of a new outdoor basketball facility can further enhance play experiences. This report seeks to inform the shortlisting of suitable locations for Council's consideration.

## DISCUSSION

The following discussion outlines the process undertaken to shortlist suitable locations for siting of the basketball half court.

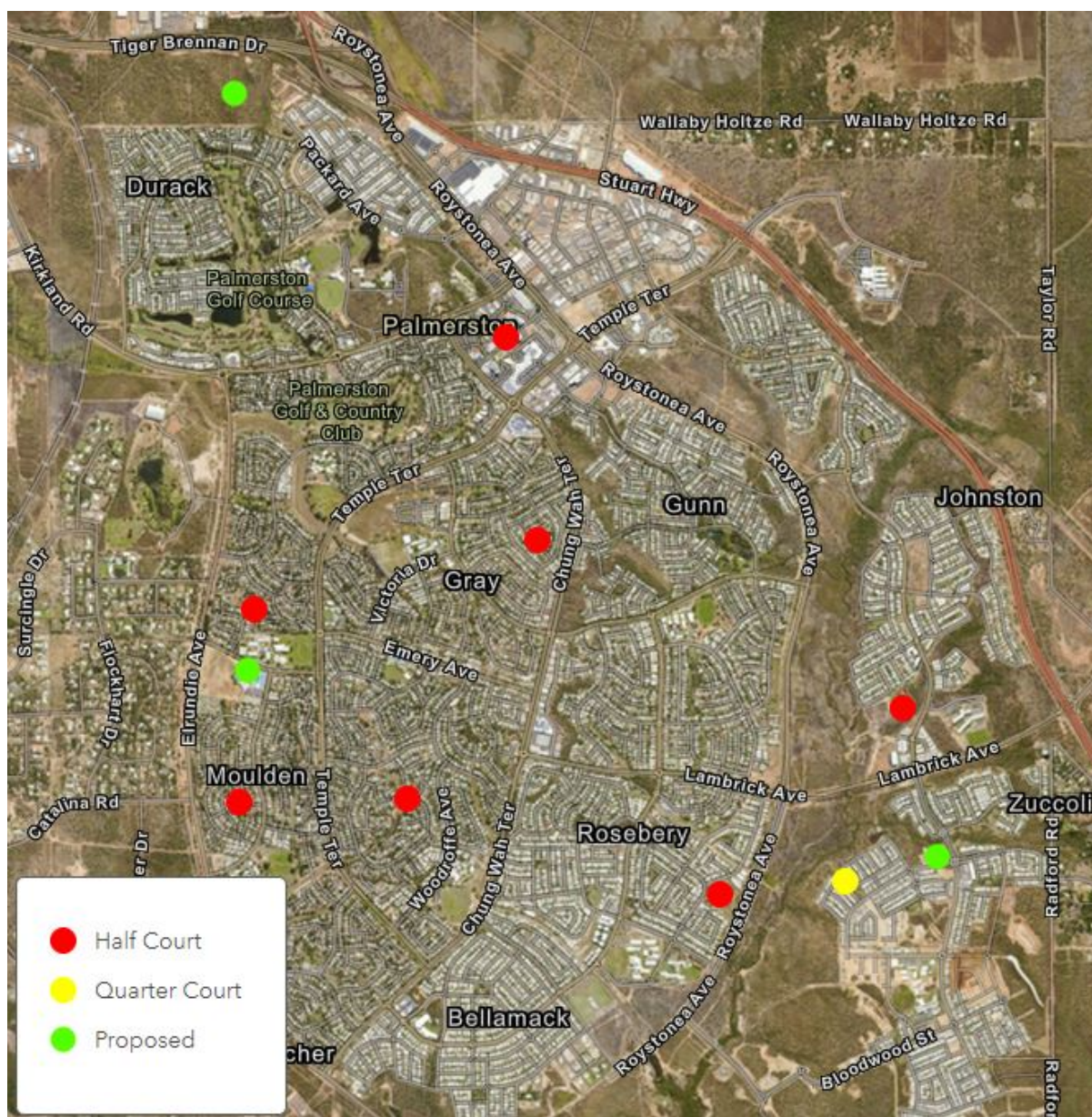
To inform the selection of a site for a new outdoor half-court basketball facility, a review of the 2018 public consultation data for the potential location of a half court has occurred and has been considered alongside the current and planned distribution of facilities.

CoP currently manage seven outdoor half-court basketball facilities and one quarter-court facility. It has been identified that additional half-court facilities are proposed for Zuccoli Community Hub, SWELL and potentially at a future Regional Park in Durack Heights. Once all of the sites are completed, and include the identified potential half-courts, there would be 12 outdoor basketball facilities distributed across the Municipality. As a comparison, the City of Darwin has 8 outdoor basketball courts, ranging from quarter-court to full size.

A list and map showing the current and potential distribution of outdoor basketball court facilities is presented below:

Park	Suburb	Facility
Joan Fejo Park	Rosebery	Half-court
Hobart Park	Johnston	Half-court
Tracy Park	Woodroffe	Half-court
Tiverton Park	Moulden	Half-court
Widdup Park	Driver	Half-court
Reedbeds Park	Gray	Half-court
Recreation Centre	CBD	Half-court
Deleny Gwa	Zuccoli	Quarter-court
Zuccoli Community Hub	Zuccoli	Proposed half-court
Durack Heights Regional Park	Durack	Proposed half-court
SWELL	Moulden	Proposed half-court





**Map showing distribution of basketball facilities**

Consistent with the Play Space Strategy, CoP maintains a park hierarchy, comprising of regional, major and local parks, which reflect scale, proximity and target audience.

The selection process for the potential site of a new court has occurred with consideration of the Play Space Strategy. This includes having regard for the location of existing facilities and seeking to increase diversity across type of facilities available. The Play Space Strategy identifies that the installation of new equipment in parks with supporting infrastructure and amenities.

For the purpose of site selection for this basketball half court, local parks have been excluded as they are generally insufficient in size to accommodate a basketball half court and lack supporting infrastructure. Local parks are also located in close proximity of residential dwellings and an installation of this type may

risk noise nuisance. Three local parks contain half-court basketball facilities; Widdup Park (Driver - 1990), Tracy Park (Woodroffe - 1980) and Reedbeds Park (Gray - 1970). These facilities were well established prior to the adoption of the Play Space Strategy.

Major park infrastructure commonly includes all weather shelters, picnic areas and basic amenities. At this stage, most major parks do not contain toilets or carpark facilities. All major parks are also located in close proximity of residential dwellings and an installation of this type may risk noise nuisance; however the size of the sites are typically larger than local parks.

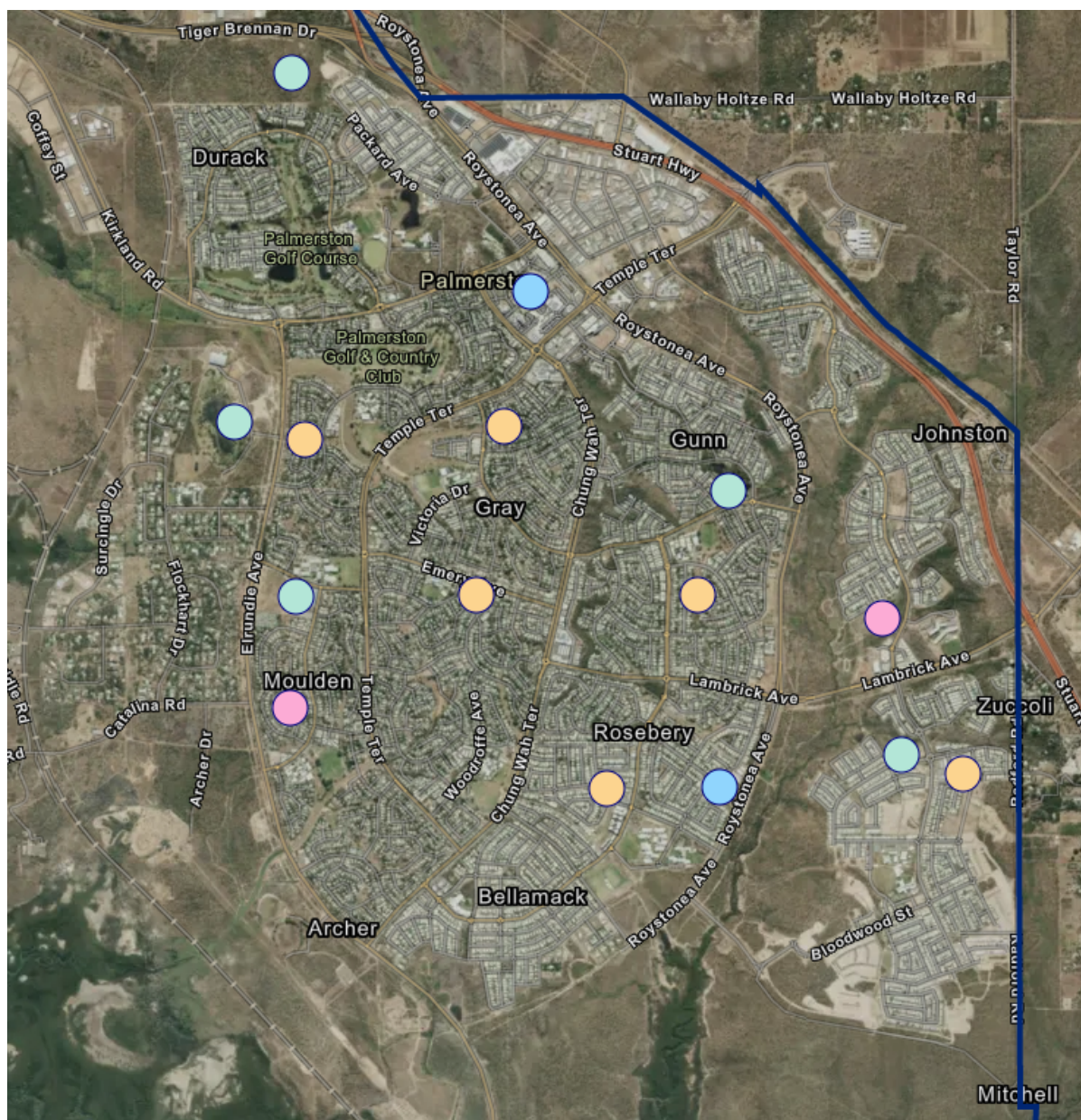
Regional parks are designed to provide the most diverse visitor experience and feature the most extensive supporting infrastructure. Inclusions specific to regional parks are intended to encourage visitors to extend their stay and consist of off-street car parking, all weather shelters, bbq facilities, public access to power, taps, drink bubblers and toilets. Regional park dimensions also generally allow for inclusions that may be perceived as noisy to be installed at a greater distance from domestic dwellings.

A table and map showing the distribution of regional and major parks are presented below. The CBD and SWELL have been added as regional locations as they most closely align to the facilities of regional parks.

**City of Palmerston Parks Hierarchy Table – Regional and Major Parks**

Hierarchy	Park Name	Suburb	Half-Court
Regional	Sanctuary Lakes	GUNN	No
	Marlow Lagoon Recreation Reserve	MARLOW LAGOON	No
	CBD (behind Recreation Centre)	CITY CENTRE	Yes
	Joan Fejo Park	ROSEBERY	Yes
	Zuccoli Community Hub	ZUCCOLI	Yes - planned
	Durack Heights Regional Park (proposed – may be Major or Regional)	DURACK	Proposed – subject to development
	SWELL	MOULDEN	Yes - planned
Major	Bill Lewis Park North	BAKEWELL	No
	President Park	DRIVER	No
	Dunbar Park	GRAY	No
	Hobart Park	JOHNSTON	Yes
	Tiverton Park	MOULDEN	Yes
	Haydon Park	ROSEBERY	No
	Sibbald Park	WOODROFFE	No
	William Kirkby Jones Park	ZUCCOLI	No





**Map Showing distribution of Regional and Major Parks**

Following a review of the current location of half-courts alongside the Play Space Strategy adopted earlier in 2022, a further review of regional and major parks as potential locations for a new half-court has occurred.

#### **Review of Suitability of Regional Parks**

##### Joan Fejo

Joan Fejo basketball half court was installed 2018 in response to overwhelming community support and hence is excluded from the selection process.

### Marlow Lagoon

Marlow Lagoon Recreation Reserve measures approximately 45 hectares. The site has significant areas which are currently undeveloped that may accommodate a basketball court. Marlow Lagoon Recreation Reserve currently has limited active play opportunities for youth and/or adults.

Locating the new facility adjacent the first carpark has been identified and would improve the amenity at the entry to one of City of Palmerston's premier parks. The location also has the benefit of increasing passive surveillance. The proposed site is more than 30m from an internal access road.

Construction would have limited environmental impact on the area and require minimal tree removal. The site also features appropriate separation from the nearest residential dwellings and is most unlikely to pose a noise nuisance.

Additionally, siting of the basketball half court in Marlow Lagoon would provide greater equity in the distribution of basketball half courts across the Municipality.

Based on the considerations above, Marlow Lagoon is assessed as a suitable potential site for a basketball half court.

### Sanctuary Lakes

Sanctuary Lakes measures approximately 5 hectares. Sanctuary Lakes also has limited active play opportunities for youth and/or adults. The site is nestled in amongst a quiet residential area and comprises extensive constructed landscape features and natural plantings. The area which most lends itself to this type of development is situated approximately 50m from neighbouring properties.

It could be anticipated that neighbouring residents would request Council install some type of noise abatement treatment with the change from passive nature-based recreation to sporting type activation of the space. The proximity of residential dwellings to the proposed site for an installation of this type may risk noise nuisance complaints.

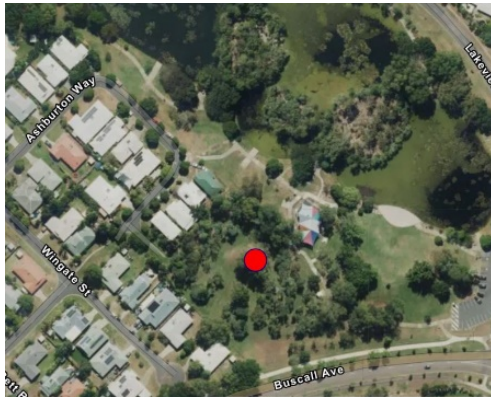
Construction would also require tree removal. It is anticipated bulk fill will be required to ensure the site is stable and not subject to seasonal inundation.

While there is no basketball court in Gunn, there is reasonable access to existing facilities in Gray, Rosebery and the CBD. At least two of the above facilities are within 2km of any Gunn resident.

Based on the considerations above, Sanctuary Lakes is assessed as suitable for a basketball half court, but there is some risk of noise nuisance given relatively close proximity to residential dwellings.



## Regional Park Site Location Options



**Sanctuary Lakes**



**Marlow Lagoon**

## Review of Suitability of Major Parks

CoP major parks are listed in the Parks Hierarchy table and were considered for suitability. However, it is reasonably anticipated that location of these parks and their close proximity to residential dwellings may result in noise nuisance complaints.

Further, it is noted that basketball court facilities are characteristic of long duration play and stay. At this time, most major parks lack the infrastructure to support this. Currently no major park contains toilet facilities. Additionally, there is a lack of car parking to support potential utilisation.

Having regard to the above considerations, the location of the basketball half court in a major park is not recommended.

## Summary of Preferred Sites

As an outcome of the site selection process above, two preferred sites have been identified. These sites are Marlow Lagoon Recreation Reserve and Sanctuary Lakes.

## Other Considerations

The inclusion of creative social or cultural (creative) elements within surfacing or backboard may increase aesthetic appeal and provide youth groups within Palmerston an opportunity to contribute artwork (refer example below).



It has been identified that the proposed new facility could be developed as a 3-key basketball court or other non-traditional style. This option does suit a larger location at a regional play space, however, would have an increased capital commitment.



**Example: 3-key court**

Multi-sport areas are an attractive alternative to add value to the traditional single purpose facilities. These could be used for new facilities or explored as part of the development of existing facilities.



**Example: multi-sport facilities**

## Next Steps

Moving forward the following process is recommended:

- Council endorses that the site for the basketball half court is located at a Regional Park.
- Stakeholder engagement to present both options to key stakeholders, including youth groups, users and interested community members, this would occur by January 2023.
- Following stakeholder consultation, a further report is presented to Council in February 2023 with the outcomes of consultation and recommending the final location, subject to community consultation specific to the preferred location.

Separate to this process, the audit of Council play spaces has occurred and is being used to develop a program for the renewal and upgrade of Council's facilities.

### **CONSULTATION PROCESS**

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

- Community Facilities Officer
- Community Development Officer - Youth, Sport and Recreation
- Community Services Manager
- City Sustainability Manager
- Open Space Lead
- Open Space Contract Supervisor

Community consultation following Council endorsement of a regional park as the preferred location will involve engagement with nearby residents, potential user groups and the broader public on site selection. Consultation will provide perspective to ensure design achieves optimal inclusion and visitation. Community Services in collaboration with Infrastructure Directorate will coordinate this stage of the consultation process across targeted user groups as well as the broader community. Industry contribution will also be required to determine appropriate dimensions and establish economic feasibility where value-added inclusions are supported.

When a final location is endorsed by Council, public notification will inform directly affected residents of the design specific to orientation and anticipated works program. Works are expected to be completed by June 2023, depending on the works required for the location identified.

### **POLICY IMPLICATIONS**

There are no policy implications for this Report. CoP Play Space Strategy informed the consideration of a suitable location. IDA principles guided development of this report to ensure the process and outcome is collaborative and equitable.

### **BUDGET AND RESOURCE IMPLICATIONS**

The anticipated cost of constructing a basketball half court is \$100,000 and is funded within existing programs.

The 2022/23 Capital Works budget includes provision for Parks Infrastructure Renewals for the purpose of maintaining and enhancing play spaces and to increase active recreation and exercise opportunities.

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

This Report addresses the following City of Palmerston Strategic Risks:

- 7 Fails to be agile to respond to opportunities and challenges  
Context: Ensuring the organisation is positioned to respond quickly to take up opportunities and respond to challenges both internally and externally.

### **ENVIRONMENT SUSTAINABILITY IMPLICATIONS**

The process for site selection of the basketball half-court shall consider potential environmental and social impacts such as avoidance or minimising of tree removal and consideration of proximity to local residential dwellings having regard to noise nuisance.

### **COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION**

*A Place for People*

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

### **ATTACHMENTS**

Nil

# COUNCIL REPORT

1st Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.1.4
<b>REPORT TITLE:</b>	Laneway Treatment Review
<b>MEETING DATE:</b>	Tuesday 6 December 2022
<b>AUTHOR:</b>	General Manager of Infrastructure, Nadine Nilon
<b>APPROVER:</b>	General Manager of Infrastructure, Nadine Nilon

## COMMUNITY PLAN

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

## PURPOSE

This Report provides an update of Council's laneway management in relation to closures and the Laneway Management Policy.

## KEY MESSAGES

- In November 2020, Council adopted its Laneway Management Policy.
- Over the last 12 months two requests for closure in accordance with the Policy were assessed, being the laneways of Bailey Circuit, Driver and Castor Court, Woodroffe. These laneways are both closed at night-time with permanent closure requested. Following assessment, including community consultation of the nearby properties, Council determined not to permanently close these laneways.
- The Politis Court to Strawbridge Crescent laneway closure process was ceased in 2022, with no purchase of the laneway being agreed to following the valuation process. As a result, this laneway was added to the temporary full time closure list.
- Out of Council's 117 laneways, there are 11 laneways currently closed part time (at night) and seven closed full time as part of temporary closures.
- There have been queries relating to closure of laneways over the past 12 months, however, there have been no new closure requests in accordance with the Policy.
- This report provides an update on activities over the past 12 months and recommends the current closures continue at this time.

## RECOMMENDATION

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

## BACKGROUND

In November 2020, Council adopted its Laneway Management Policy. This Policy is aimed at ensuring a consistent, evidence-based approach is undertaken in regard to laneways management, particularly in relation to request for closures.



Prior to and during the development of the Policy, Council assessed individual requests for laneway closures as they arose, resulting in 17 laneways being closed on a full time or part time (at night) basis. The continuation of these closures, whilst further review work and assessment occurred was determined in December 2021 at the Council Meeting, as per the following Council Decision.

### *Laneway Treatment Review*

2. *THAT Council approve the continuation of the existing eleven temporary part time laneway closures and six full time closures for a twelve month period, with a report to be prepared for Council by December 2022 following the further assessment of laneways as discussed within this report.*
3. *THAT Council write to adjacent landowners of temporarily closed laneways advising of the continuation of closures.*

***CARRIED 10/130 – 14/12/2021***

Two requests to close laneways currently with a part-time closure have occurred in accordance with the Policy. There requests were for Bailey Circuit, Driver, and Castor Court, Woodroffe, which are both subject to temporary night-time closures. These requests have been assessed and their outcomes determined as per the decisions below. To note with the below, is that the gate modifications for Castor Court did occur.

1<sup>st</sup> Ordinary Council Meeting of December 2021s:

### *Laneway Closure Request - Castor Court*

2. *THAT Council declines the Castor Court laneway closure request due to the laneway not meeting the required closure requirements of Council's Laneway Management Policy.*
3. *THAT the night-time closure of the Castor Court laneway continue for a further 12 months, with a review no later than December 2022 with modifications to be undertaken to the gates to mitigate climbing within 3 months.*

***CARRIED 10/129 – 14/12/2021***

2<sup>nd</sup> Ordinary Council Meeting of February 2022:

### *Bailey Circuit Laneway Storm Water Modelling*

2. *THAT Council notes that further detailed stormwater assessments are underway for the Bailey Circuit stormwater catchment area and outcomes of the assessments will be reported to Council no later than December 2022 to ensure all information is available for the 12 month laneway night-time closure review.*
3. *THAT Council does not amend the night-time laneway closure times for the Bailey Circuit laneway and that they continue in accordance with the Laneway Management Policy.*

***CARRIED 10/202 – 15/02/2022***



The closure of Politis Court to Strawbridge Crescent permanent closure was also progressed, with the following decision.

1<sup>st</sup> Ordinary Council Meeting of February 2022:

*Politis Court Laneway Closure Update*

2. *THAT Council, no later than 11 February 2022, advise the property owners adjacent the Politis Court to Strawbridge Crescent laneway that;*
  - a. *In order for the sale to proceed, at least one landowner from the Politis Court adjacent properties, and one landowner from the Strawbridge Circuit properties must agree to purchase the land;*
  - b. *The sale price will not be negotiated and is offered at the calculated value based on the independent land valuation undertaken in October 2021, and as per the Laneway Management Policy;*
  - c. *Council will not be undertaking any works within the laneway as part of the sale of land;*
  - d. *The offer to sell the laneway expires 18 March 2022; and*
  - e. *Should the sale of the laneway not proceed, the laneway will revert to being a temporary laneway closure and any future closure requests will need to occur through the Laneway Management Policy with a new application.*
3. *THAT this decision be moved to the Open Minutes of the 1 February 2022 Ordinary Council Meeting.*

***CARRIED 10/193 – 01/02/2022***

The letter to owners as references in the above decisions has occurred, and there was no response to the letter, and therefore the offer to sell the laneway expired at that time. Should a new application be submitted in accordance with the Policy, a new process would commence. The laneway is now classified as a temporary full-time closure.

As a result, 18 of Council's 117 laneways are currently receiving some form of temporary closure, which are discussed further within this report.

This report provides an update on the status of the current treatments and recommendation of activities for the next 12 months.

### **DISCUSSION**

Within the December 2021 report to Council, the classification of laneways was undertaken, with further work identified for stormwater investigation of a number of laneways and additional consultation to occur.

The stormwater assessment was based on technical officer knowledge of the likelihood of the laneway providing function as an overland flow path during a rainfall event, including Q100, and therefore being a constraint to permanent closure. This occurred through a combination of desktop review of drawings, and site inspections. With the exception of Bailey Circuit, no detailed stormwater modelling has occurred, and this would be required in some instances should a permanent closure be requested. The assessment categories are based on the following:

- Very unlikely – laneway is not at the ground level or contains infrastructure that would require it to have an overland flow of stormwater.
- Unlikely – laneway is not considered to act as an overland flow path, however the levels and infrastructure within the laneway would need to be confirmed.
- Possible – the laneway is in a location and/or contains infrastructure than may result in it being an overland flow path in a significant rainfall event.
- Likely – the laneway is likely to act as a critical part of the stormwater network for overland flows in significant rainfall events.

The laneway category calculation that has occurred is designed to quantify the impact of closing the laneway with respect to pedestrians having to travel further to desired destinations (i.e. schools, bus stops, shops, parks, medical facilities etc.). Laneway categories derived from the calculations are:

- High - the Policy outlines that these laneways would not be closed given the extended distances residents and pedestrians would be required to travel to reach desired destinations.
- Medium - whilst allowed within the Policy for closure, these would require close consideration of reasons for closure given the increased distances residents and pedestrians would be required to travel to reach desired destinations.
- Low - would still require consideration for closure although the impact on residents or pedestrian distance travelled to desired destinations would be minimal.

The preliminary assessment of the laneway category calculation and the stormwater constraints of the 18 laneways currently receiving some form of temporary closure are included within Table 1 below.

Table 1 - Laneway category and stormwater constraint assessment – closed laneways

Laneway	Closure Type	Category	Likelihood of Stormwater Constraint
Priest Circuit to Emery Avenue	Part time	High	Very unlikely
Helio Court to Sibbald Park	Part time	Low	Unlikely
Altair Court to Capella Court	Part time	Low	Unlikely
Castor Court to Temple Terrace	Part time	High	Very unlikely
Capella Court to Temple Terrace	Part time	Low	Unlikely
Zenith Circuit to Star Court	Part time	Low	Possible
Sibbald Crescent to Gunter Circuit	Part time	High	Very unlikely
Sextant Court to Harrison Circuit	Part time	Low	Very unlikely
Bailey Circuit to President Park	Part time	Medium	Likely
Tilston Avenue to Caladium Court	Part time	High	Very unlikely
Strawbridge Cr to Chung Wah Tce crossed with Cobham Ct to Lockwood Ct	Part time	High	Possible
Bonson Terrace to Staghorn Court	Full time	Medium	Very unlikely
Staghorn Court to Gumnut Way	Full time	Medium	Very unlikely
Staghorn Court to Livistona Park	Full time	Low	Possible
Gumnut Way to Livistona Park	Full time	Low	Very unlikely
Livistona Park to Melastoma Drive	Full time	Low	Very unlikely
Politis Court to Strawbridge Park	Full time	Low	Very unlikely

Politis Court to Strawbridge Crescent	Full time	Low	Very unlikely
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The laneways identified as requiring further stormwater investigation are:

- Bailey Circuit to President Park, Driver – with further survey and investigation required from the previous report
- Staghorn Court to Livistona Park
- Zenith Circuit to Star Court, Woodroffe
- Strawbridge Cr to Chung Wah Tce crossed with Cobham Ct to Lockwood Ct, Moulden

Laneways categorised as 'High' are all part time closures and therefore the impact of the closure is unlikely to impact the majority of users. This also provides the ability to consult with residents and review/undertake CCTV footage to determine and monitor the volume of usage. As investigation of these locations occur, information will be presented to Council for further determination of whether a permanent laneway closure would be possible in accordance with the Policy, or whether opening the laneways is an option.

Following assessment of closed laneways, the laneways that are not receiving any form of treatment would then progressively be assessed for categorisation and identification of constraints. This information, along with the closed laneways will then be available as a starting point should future closure requests be received.

Another activity to occur, is a review of other potential treatment options for laneways, including landscaping, connectivity, lighting and other options.

Over the past 12 months, there have been five enquiries relating to the closure of four laneways. Information relating to the Laneway Management Policy has been provided and the process explained in relation to these, in addition to working through any issues that can be manager operationally, such as cleaning or reporting anti-social behaviour issues to Police. There have been no completed applications for closure received over this period.

Through normal asset management activities, the following activities have occurred over the past 12 months, in addition to normal maintenance activities;

- Cairn Court to Chung Wah Terrace, Woodroffe – full surface replacement
- Castor Court to Temple Terrace, Woodroffe – gate upgrade
- Tilston Avenue to Caladium Court, Moulden – gate upgrade and bollard replacement

Over the next 12 months, the recommendation is to continue with the current temporary closures so further investigation and consultation can occur. This will be prioritised based on requests and the category of the laneway.

Any requests for laneway closure in accordance with the Policy will be presented to Council as they occur. All other requests are managed through normal processes.

A further review of the current laneway closures continuing will be presented to Council within the next 12 months.

## CONSULTATION PROCESS

Owners with properties adjacent laneways have been written to, and the laneways inbox remains in use along with the other methods of contacting Council.

Further consultation will occur with relevant residents within the vicinity of laneways as identified, including when closure requests are received.

### **POLICY IMPLICATIONS**

There are no policy implications for this report. This report follows Councils Laneway Management Policy and Guideline.

### **BUDGET AND RESOURCE IMPLICATIONS**

The cost of ongoing night-time closures is in the order of \$5,000 per year per laneway with a night-time closure. The cost of maintenance of laneway gates is in the order of \$15,000 per year. These costs are funded through current operations budgets.

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

This report addresses the following City of Palmerston Strategic Risks:

#### **2 Fails to be sustainable into the long term**

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

### **ENVIRONMENT SUSTAINABILITY IMPLICATIONS**

There are no environment sustainability implications for this report.

### **COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION**

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

### **ATTACHMENTS**

Nil

# COUNCIL REPORT

1st Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.2.1
<b>REPORT TITLE:</b>	Community Benefit Scheme - Update November 2022
<b>MEETING DATE:</b>	Tuesday 6 December 2022
<b>AUTHOR:</b>	Community Facilities Officer, Rachel Fosdick
<b>APPROVER:</b>	General Manager of Community and Culture, Anna Ingram

### COMMUNITY PLAN

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

### PURPOSE

This Report provides Council with a summary of the Community Benefit Scheme 2022/23 applications to date, highlighting requests received since the October 2022 update.

### KEY MESSAGES

- City of Palmerston provides funding to eligible individuals and community groups that meet the criteria to assist Council to deliver on City of Palmerston's vision of "A Place for People."
- The Community Benefit Scheme has a budget of \$230,000 for grants, donations, sponsorships, and scholarships in 2022/23. The Environmental Initiative Grant budget is \$20,000.
- \$77,150 has been expended in the Community Benefit Scheme 2022/23 budget and \$21,500 committed in this financial year for on-going sponsorship, leaving \$131,350 available for future projects and events.
- No submissions have been received for the Environmental Initiative Grant, with \$20,000 remaining, to be expended.
- To date, City of Palmerston has received 68 Representation Support applications, with two since the last reporting period.
- Photos were received from successful Individual Representation Support applicants Luke Sampson, Max Coleman, and team representation recipient Palmerston Boxing Club.
- Darwin Community Legal Service were successful in a sponsorship application for Rights on Show.
- Autism NT has provided feedback and photos from the annual Autism NT fundraising luncheon which received funding support from City of Palmerston to the value of \$2000.
- Palmerston Saints Hockey Club were successful in a multiyear sponsorship application to support junior participation programs.
- Ten local Palmerston schools have accepted funding from City of Palmerston to support with Annual School Awards.

### RECOMMENDATION

THAT Report entitled Community Benefit Scheme - Update November 2022 be received and noted.

### BACKGROUND

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

CBS funding for organisations includes sponsorships, donations, and grants, and representation support (a specific type of donation) also available to individuals. Representation Support assists sportspeople and members of teams who represent Palmerston while competing or participating in activities, as well as other forms of representation.

Council Policy *Grants, Donations and Sponsorships* provides governance of the Community Benefit Scheme. Council's Policy requires all requests over \$2,000 to be referred by the Chief Executive Officer, to Council with a recommendation.

At the time of writing this Report, \$131,350 remains available in CBS funding for future projects and events that benefit the Palmerston community in this financial year.

This Report Community Benefit Scheme - Update November 2022 provides Council with a summary of the Community Benefit Scheme 2022/23 applications to date highlighting requests received since the October 2022 update.

### DISCUSSION

To date, City of Palmerston has received 68 Representation Support applications, with two applications being received since the last reporting period.

Team photos were received from Luke Sampson and Max Coleman who attended the OneHockey Ice Hockey Tournament in Newcastle, NSW in October.



**NT Stingerz at the One Hockey tournament**



*Thank you for your support and generous contribution toward Max's expenses. These experiences for young people are so beneficial and especially since Covid restricted this cohort for what is a large portion of their childhood. It was fantastic that the NT was represented alongside teams from New Zealand and Thailand*  
Matilda Coleman.



Palmerston Boxing Club received Team Representation Support funding to attend the Arrernte Boxing Fight Night in Alice Springs. 11 young people from Palmerston attended the event to compete. The event was a success with friendships made and good sportsmanship demonstrated. The young people enjoyed the event and the opportunity to compete.

## Palmerston Boxing Club Members

Palmerston Saints Hockey Club were successful in their application for a sponsorship funding agreement to support junior participation programs to the value of \$1500 over three years. PSHC are a Palmerston based hockey club with 153 registered members. Funding will be used to support accessibility to all players, particularly junior players, with membership costs and protective equipment including family friendly fun days. CoP is a silver sponsor, this sponsorship package includes CoP having naming rights to the PSHC Juniors, CoP logo on team singlets, CoP logo on club signage at Marara Hockey Stadium and invitation to a sponsor appreciation event.



Darwin Community Legal Service (DCLS) were successful in a sponsorship application for \$500 to support Rights on Show. The Art Awards and Exhibition will be held on 1 December 2022 at the Supreme Court of the Northern Territory. This is the 26<sup>th</sup> Annual Show with 100 art works expected to be exhibited. The exhibition provides an opportunity to highlight current human rights issues, is free to enter and is open to all skill levels and abilities.

CoP will be acknowledged with logo placement in the event program, event poster and acknowledgement on social media. DCLS currently offer monthly free legal sessions at the Palmerston Library, regular senior and disability rights services and Veterans Legal Service via Palmerston Mates4Mates.



## Autism NT Luncheon

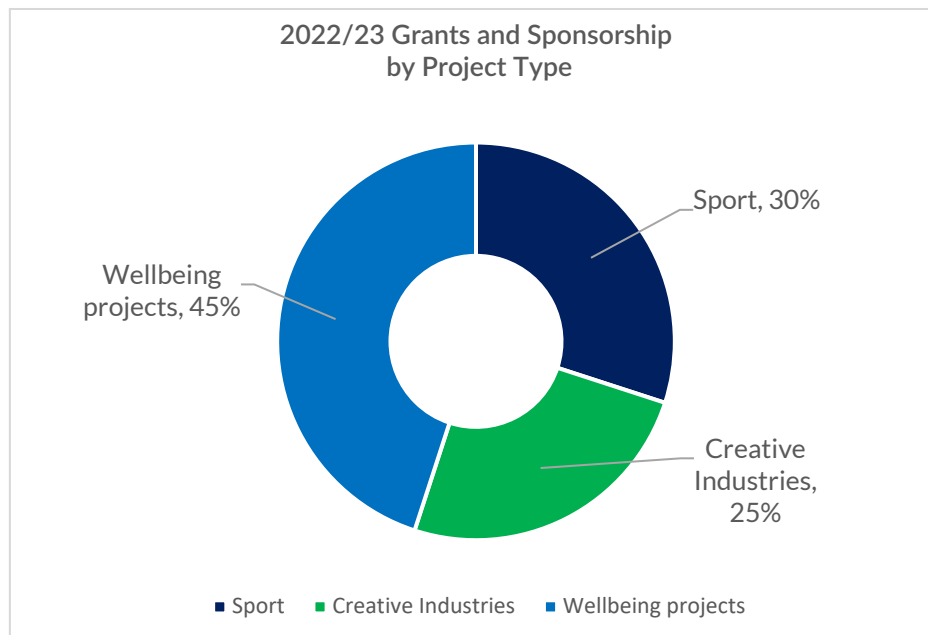
Autism NT has provided feedback and photos from the annual Autism NT fundraising luncheon which received funding support from City of Palmerston to the value of \$2000. Autism NT's annual 20th fundraising luncheon was a huge success this year, and we would like to say a massive THANK YOU to everyone that supported us for this amazing event. With the generosity of all involved Autism NT managed to raise \$50,000 to support our community with all proceeds staying within the Territory. Niki Lehammn Autism NT.



Ten local Palmerston schools have accepted funding from City of Palmerston to support the Annual School Awards. Council officers attended each of the schools in the Palmerston municipality to discuss the Annual School Awards program and further opportunities in CBS through the Environmental Initiatives grants. Schools have provided feedback that the funding will be used to acknowledge students who have demonstrated leadership, academic excellence, and community service.

*We call this the **City of Palmerston Service Award** and present to a student who has shown service within and out of our College.* – Good Shepherd Lutheran College

Council staff have commenced tracking grants and sponsorship by the category of application. Breaking down the information into sports, creative industries, and wellbeing projects. This allows staff to determine trends in the applications received and enable gap analysis for promotion and gaining an understanding of the needs of the broader community when seeking funding. This graph does not include Individual Representation Support applicants, or Environmental Initiatives.



2022/23 Grants and Sponsorship by Project Type

## CONSULTATION PROCESS

Council staff have met with community groups who have requested assistance with CBS applications in response to discussions held at Children's Week. Four community organisations currently have applications in the development process.

## POLICY IMPLICATIONS

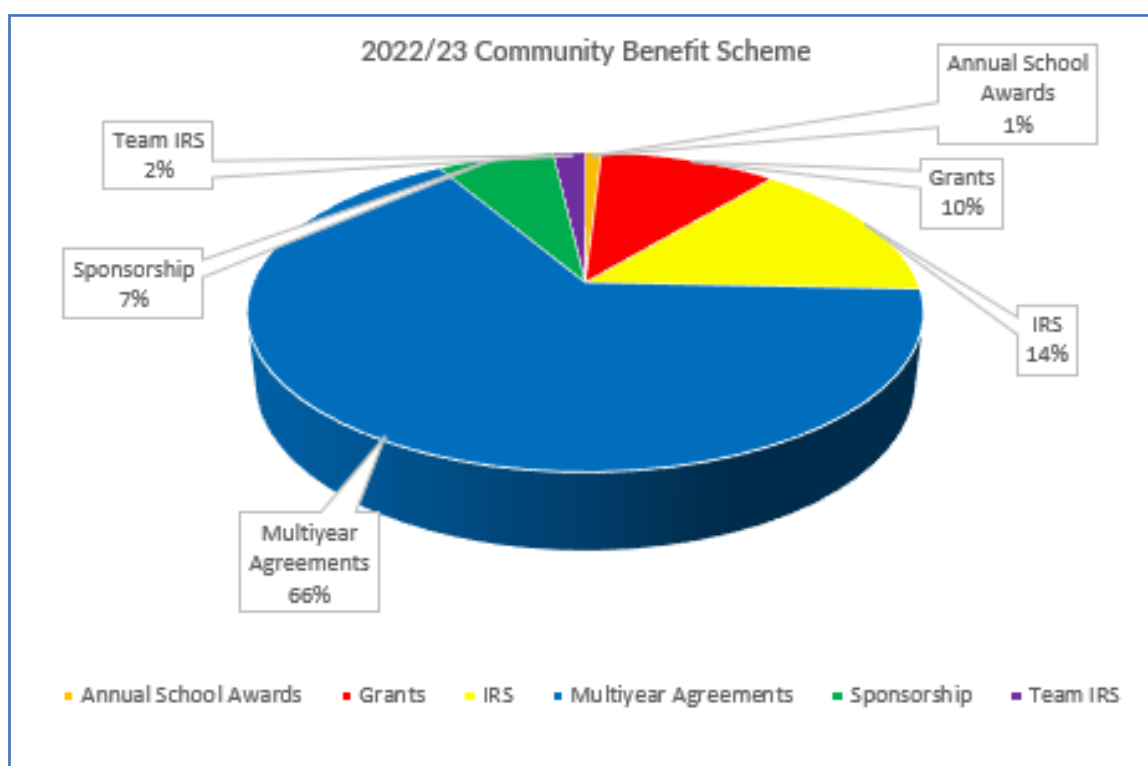
Council Policy *Grants, Donations, and Sponsorships* provides governance and outlines the support that is available through the Community Benefit Scheme.

## BUDGET AND RESOURCE IMPLICATIONS

The CBS budget for the 2022/23 fiscal year for grants, donations, sponsorships, and scholarships is \$230,000.

\$77,150 has been expended for projects which will benefit the Palmerston community. A further \$21,500 is committed in this financial year for on-going sponsorship. remains in the Community Benefit Scheme 2022/23 budget for future projects and events, as per Attachment 13.2.1.1.

The Environmental Initiatives Grant (EIG )budget for the 2022/23 fiscal year under CBS is \$20,000. Currently we have received no submissions. The EIG budget is anticipated to be successfully expended as officers are working to identify eligible projects and community organisations. Representation Support grants have been separated into Individual Representation Support (IRS) and Team IRS below.



## RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This Report addresses the following City of Palmerston Strategic Risks:

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

## ENVIRONMENT SUSTAINABILITY IMPLICATIONS

Ongoing discussions with schools and businesses within Palmerston have occurred to promote the CBS Environmental Initiatives program. Discussion has centred around sustainable practices and increasing awareness of the ability of businesses to apply for funding if CBS is matched 50%.

Businesses such as local face painters and entertainment “fairies” have been contacted to discuss biodegradable glitter and ecofriendly face paints and products. Local schools have been contacted to discuss composting and bush garden developments.

### **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. Community Benefit Scheme - November 2022 Update [**13.2.1.1** - 5 pages]

# COUNCIL AGENDA

## Attachment 13.2.1.1

Date	Activity	Amount Requested	Amount Committed	Amount Spent	Balance
29 June 2022	Aust Secondary Schools - Rugby League	250.00	0.00	250.00	
30 June 2022	NT Links Netball	150.00	0.00	0.00	
23 June 2022	NT Links Netball	150.00	0.00	150.00	
1 July 2022	u16s Aust Junior Championships - Basketball	250.00	0.00	250.00	
1 July 2022	Aust Secondary Schools - Rugby League	250.00	0.00	250.00	
1 July 2022	Showcase National Dance Championships	250.00	0.00	250.00	
1 July 2022	Southern States Tournament - Rugby	250.00	0.00	250.00	
1 July 2022	Southern States Tournament - Rugby	250.00	0.00	250.00	
1 July 2022	Southern States Tournament - Rugby	250.00	0.00	250.00	
1 July 2022	u15s Aust Team Championships - Tennis	250.00	0.00	250.00	
6 July 2022	Southern States Tournament - Rugby	250.00	0.00	250.00	
13 July 2022	u17s Titans Rugby League	250.00	0.00	250.00	
14 July 2022	Youth Touch Football Championships	250.00	0.00	250.00	
15 July 2022	AJJC - Aust National Championships - Jiu Jitsu	250.00	0.00	250.00	
15 July 2022	AJJC - Aust National Championships - Jiu Jitsu	250.00	0.00	250.00	
15 July 2022	AJJC - Aust National Championships - Jiu Jitsu	250.00	0.00	250.00	
15 July 2022	AJJC - Aust National Championships - Jiu Jitsu	250.00	0.00	250.00	
15 July 2022	Youth Touch Football Championships	250.00	0.00	250.00	
20 July 2022	u12 Top End Region - AFL	250.00	0.00	250.00	
29 July 2022	Youth Touch Football Championships	250.00	0.00	250.00	
4 August 2022	Youth Touch Football Championships	250.00	0.00	250.00	
5 August 2022	u14s Aust Junior Championships - Basketball	250.00	0.00	250.00	
5 August 2022	Youth Touch Football Championships	250.00	0.00	250.00	
8 August 2022	Youth Touch Football Championships	250.00	0.00	250.00	
8 August 2022	Premier Invitational Football	250.00	0.00	250.00	
8 August 2022	Youth Touch Football Championships	250.00	0.00	250.00	
9 August 2022	u14s Aust Junior Championships - Basketball	250.00	0.00	250.00	
9 August 2022	Premier Invitational Football	250.00	0.00	250.00	
10 August 2022	Premier Invitational Football	250.00	0.00	250.00	
12 August 2022	Youth Touch Football Championships	250.00	0.00	250.00	
15 August 2022	Premier Invitational Football	250.00	0.00	250.00	
22 August 2022	u14s Aust Junior Championships - Basketball	250.00	0.00	250.00	
25 August 2022	Showcase National Dance Championships	250.00	0.00	250.00	
25 August 2022	Premier Invitational Football	250.00	0.00	250.00	

# COUNCIL AGENDA

## Attachment 13.2.1.1

26 August 2022	Youth Touch Football Championships	250.00	0.00	250.00	
22 August 2022	Murri Rugby League Cup	250.00	0.00	250.00	
22 August 2022	Murri Rugby League Cup	250.00	0.00	250.00	
1 September 2022	Murri Rugby League Cup	250.00	0.00	250.00	
1 September 2022	Murri Rugby League Cup	250.00	0.00	250.00	
1 September 2022	Over 60s Lawn Bowls State Titles	250.00	0.00	250.00	
1 September 2022	Over 60s Lawn Bowls State Titles	250.00	0.00	250.00	
1 September 2022	NQ Athletics Championships	250.00	0.00	250.00	
1 September 2022	NQ Athletics Championships	250.00	0.00	250.00	
1 September 2022	NQ Athletics Championships	250.00	0.00	250.00	
5 September 2022	NQ Athletics Championships	250.00	0.00	250.00	
5 September 2022	Premier Invitational Football	250.00	0.00	250.00	
10 September 2022	Golf	250.00	0.00	250.00	
10 September 2022	Hardcourt Tennis	250.00	0.00	250.00	
10 September 2022	u13 Hockey NT	250.00	0.00	250.00	
12 September 2022	u13 Hockey NT	250.00	0.00	250.00	
20 September 2022	Youth Touch Football Championships	250.00	0.00	250.00	
20 September 2022	Youth Touch Football Championships	250.00	0.00	250.00	
20 September 2022	Youth Touch Football Championships	250.00	0.00	250.00	
20 September 2022	Youth Touch Football Championships	250.00	0.00	250.00	
20 September 2022	Youth Touch Football Championships	250.00	0.00	250.00	
20 September 2022	National Gymnastics Championships	250.00	0.00		
20 September 2022	Australian National Badminton Tournament	250.00	0.00	250.00	
20 September 2022	Australian Bowls Championship	250.00	0.00	250.00	
21 September 2022	Special Olympics Basketball	250.00	0.00	250.00	
21 September 2022	Special Olympics Basketball	250.00	0.00	250.00	
21 September 2022	Special Olympics Basketball	250.00	0.00	250.00	
19 October 2022	Singa Cup Football	250.00	0.00	250.00	
20 October 2022	Singa Cup Football	250.00	0.00	250.00	
20 October 2022	OneHockey - Ice Hockey	250.00	0.00	250.00	
25 October 2022	OneHockey - Ice Hockey	250.00	0.00	250.00	
25 October 2022	OneHockey - Ice Hockey	250.00	0.00	250.00	
15 November 2022	National BMX Championships	250.00	0.00	0.00	
		16,550.00	0.00	15,900.00	

# COUNCIL AGENDA

## Attachment 13.2.1.1

<b>Team Representation Support</b>					
Date	Activity	Amount Requested	Amount Committed	Amount Spent	Balance
20 October 2022	Alice Springs Fight Night	2,000.00	0.00	2,000.00	
<b>Total Year to Date (YTD)</b>		<b>2,000.00</b>	<b>0.00</b>	<b>2,000.00</b>	
<b>Sponsorships</b>					
Date	Activity	Amount Requested	Amount Committed	Amount Spent	Balance
1 July 2022	Palmerston Mayor's Cup	2,750.00	0.00	2,750.00	
3 August 2022	Membership	2,000.00	0.00	2,000.00	
4 October 2022	Rights On Show	500.00	0.00	500.00	
26 October 2022	Fundraising Lunch	2,000.00	0.00	2,000.00	
<b>Total Year to Date (YTD)</b>		<b>7,250.00</b>	<b>0.00</b>	<b>7,250.00</b>	
Date	Activity	Amount Requested	Amount Committed	Amount Spent	Balance
<b>Grants</b>					
1 July 2022	Walk to Remember	2,000.00	0.00	2,000.00	
1 July 2022	Morbid Curiosity	2,000.00	0.00	2,000.00	
17 July 2022	Lit Larvae	2,000.00	0.00	1,000.00	
3 August 2022	ATSI Children's Day	2,000.00	0.00	2,000.00	
3 August 2022	Membership	2,000.00	0.00	2,000.00	
4 August 2022	Books For Children	2,000.00	0.00	0.00	Not approved
13 September 2022	Cinema Day	2,000.00	0.00	0.00	Withdrawn
14 September 2022	African Cup	2,000.00	0.00	2,000.00	
4 October 2022	Equipment purchase	2,000.00	0.00	0.00	in process
7 October 2022	Jess Hill event	2,000.00	0.00	0.00	withdrawn
4 November 2022	Children's program	2,000.00	0.00	0.00	in process

# COUNCIL AGENDA

## Attachment 13.2.1.1

4 November 2022	DVD conversion	1,870.00	0.00	0.00	in process
<b>Total Year to Date (YTD)</b>		<b>23,870.00</b>	<b>0.00</b>	<b>11,000.00</b>	
Date	Activity	Amount Requested	Amount Committed	Amount Spent	Balance
Multi Year Agreements					
Date	Activity	Amount Requested	Amount Committed	Amount Spent	Balance
Paid 8 July 2022 Due 1 June 2023 Due 1 June 2024	All abilities come and try sessions May 22, May 23, May 24	20,000.00	0.00	10,000.00	
Paid 1 July 2022 Due 28 June 2023 Due 28 June 2024	Junior Rep Program May 22, May 23, May 24	10,000.00	0.00	10,000.00	
Paid 6 May 2022 Due 1 March 2023 Due 1 March 2024	Palmerston & Rural Seniors Fortnight x 3 years 1 January 2022 - 31 December 2024	20,000.00	20,000.00	0.00	
Paid 16 September 2020 Paid 1 July 2021 Paid 1 July 2022	Tiwi Fishing Program x 3 years 1 July 20, 1 July 21, 1 July 22	10,000.00	0.00	10,000.00	
Paid 10 August 2022 Due 10 August 2023 Due 10 August 2024	Participation program	10,000.00	0.00	10,000.00	
	Participation program	10,000.00	0.00	0.00	in progress
Due 1 December 2022 Due 1 December 2023 Due 1 December 2024	Junior programs	1,500.00	1,500.00	0.00	
<b>Committed</b>		<b>81,500.00</b>	<b>21,500.00</b>	<b>40,000.00</b>	
<b>Annual School Awards</b>					
	Bakewell Primary School	100.00		100.00	
	Driver Primary School	100.00		100.00	
	Forest Parade Primary School	100.00		100.00	
	Good Shepherd Lutheran College	100.00		100.00	



# COUNCIL AGENDA

## Attachment 13.2.1.1

	Mother Theresa College	100.00		100.00	
	Moulden Park Primary School	100.00		100.00	
	Palmerston Christian College	100.00		100.00	
	Rosebery Primary School	100.00		100.00	
	Woodroffe Primary School	100.00		100.00	
	Zuccoli Primary School	100.00		100.00	
<b>TOTALS</b>		1,000.00		1,000.00	
Date	Activity	Amount Requested	Amount Committed	Amount Spent	Balance
Total Year to Date (YTD)		140,170.00	21,500.00	77,150.00	
	230000		21,500.00	77,150.00	131,350.00
Date	Activity	Amount Requested	Amount Committed	Amount Spent	Balance
12 July 2022	Darwin Harbour Clean Up	5,000.00	0.00	0.00	withdrawn
Total Year to Date (YTD)		5,000.00	0.00	0.00	
	20000	5,000.00	0.00	0.00	20,000.00

# COUNCIL REPORT

1st Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.2.2
<b>REPORT TITLE:</b>	Financial Report for the Month of November
<b>MEETING DATE:</b>	Tuesday 6 December 2022
<b>AUTHOR:</b>	Operational Accountant, Tinos Rushwaya
<b>APPROVER:</b>	Director Finance and Governance, Wati Kerta

### COMMUNITY PLAN

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

### PURPOSE

This purpose of the Report is to present to Council the Financial Report for November 2022.

### KEY MESSAGES

- This report presents the November financial report and is representative of the year-to-date expenditure as of 25 November 2022.
- Due to the timing of this report, the rates debtors report will show a comparatively high amount of debtors compared to last year. This is because the second instalments are due by the end of the month 30 November 2022, and the data generated for this report was obtained before this date. It is expected the debt will reduce.
- City of Palmerston has paid \$17.2M to date to local suppliers this financial year, which represents 85% of total payments.

### RECOMMENDATION

THAT Report entitled Financial Report for the Month of November 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.

This Report should be read in conjunction with **Attachment 13.2.2.1** presenting the financial position of Council as at 25 November 2022.

The report includes payment and reporting obligations for insurance, Councillor expenses and Chief Executive Officer (CEO) certification. Council must table a report on variations to contracts that exceed 10% and public quotes which exceed a value of \$150,000.

Information in this report will not capture data generated from 26-30 November 2022 due to the timing of when this report was generated.

## DISCUSSION

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

- Revised Annual Budget is the total Budget per the Municipal Plan for the 2022/23 financial year, plus all Budget review movements during the year.
- Year to date (YTD) Actual – is the actual income and expenditure from 1 July 2022 to the current reporting date, 25 November 2022.

### Budget by Directorate

#### Operating Income

Description	Revised Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget
Office of the Chief Executive	1,319,139	69,486	5%
Finance and Governance	24,783,288	23,209,521	94%
Community and Culture	1,474,201	594,925	40%
Infrastructure	8,816,809	7,229,269	82%
Total (City of Palmerston)	36,393,437	31,103,201	85%

- Total operating income is at 85% of the Revised Annual Budget and 92% of the Year to date (YTD) Budget.
- \$779,817 Federal Assistance Grant funding was received in advance in 2021-22, this is quarantined and a budget adjustment will need to be made at the next Budget Review.
- Finance & Governance is at 94% of the Revised Annual Budget, Levied Rates make 98% of this income.
- Community & Culture is at 40% of the Revised Annual Budget. \$300K is grant income received for youth services. \$230K is income received from Animal Management.
- Infrastructure is at 82% of the Revised Annual Budget. Most of the income is from the Waste charge levied at the start of the year.

#### Operating Expenditure

Description	Revised Annual Budget \$	YTD Actual \$	YTD Commitments \$	% YTD Actual + Committed of Annual budget
Office of the Chief Executive	1,892,283	817,808	81,337	48%
Deputy Chief Executive	2,347,149	924,819	227,140	49%
Finance and Governance	14,055,873	4,556,462	56,245	33%
Community and Culture	5,538,010	2,114,402	250,235	43%
Infrastructure	19,338,996	5,725,443	2,639,531	43%
Total (City of Palmerston)	43,172,310	14,138,934	3,254,488	40%

- Total Operating Expenditure is 40% of the Revised Annual Budget, inclusive of commitments and 75% of the YTD Budget.
- Office of the Chief Executive is at 48% of the Revised Annual Budget. Elected Members expenditure is currently at \$105K.
- \$3.6M of Finance and Governance expenses are depreciation expenses.

- Community & Culture is at 43% of the Revised Annual Budget. \$450K of the \$2.1M expenditure has been on employees' Salaries and Wages and \$100K spent on contractors.
- Infrastructure is at 43% of the Revised Annual Budget, including commitments.

## Capital Income

Description	Revised Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget
Office of the Chief Executive	0	0	0%
Deputy Chief Executive	0	0	0%
Finance and Governance	0	0	0%
Community and Culture	304,519	0	0%
Infrastructure	24,350,398	248,503	1%
<b>Total (City of Palmerston)</b>	<b>24,654,918</b>	<b>248,503</b>	<b>1%</b>

- Council receives grant income and records this as a liability until the specific performance obligations outlined in the grant agreement are met up. Once the performance obligations are met, the liability is reversed, and income is recognised in accordance with Australian Accounting Standards.
- The capital income relates to grants for various Capital Projects targeted for this year.
- The Revised Annual Budget includes \$2.6M of grant income rolled over from 2021-22 financial year as per Council decision 10/446.
- \$18.26M of this capital income relates to the following projects that Council is yet to receive and/or recognise as income:

Capital Project	Total Grant Income	Grant income received to date	Grant income yet to be received
SWELL Project	\$12.50M	\$7.5M (NTG)	\$5.0M (AG)
Zuccoli Community Hub	\$2.80M	0	\$2.80M
LRCI Phase 3 funding	\$0.82M	\$0.41M	\$0.82M
FiberSense Technology	\$0.50M	0	\$0.50M
Roads to Recovery Funds 2022/23	\$0.41M	0	\$0.41M
PSFC Secondary Space Upgrade	\$0.33M	0	\$0.33M
Other projects	\$0.90M	\$0.75M	\$0.15M
<b>Total</b>	<b>\$18.26M</b>	<b>\$8.66M</b>	<b>\$10.01M</b>

## Capital Expenditure

Description	Revised Annual Budget \$	YTD Actual \$	Commitments \$	% YTD Actual + Committed of Annual budget
Office of the Chief Executive	0	0	0	0
Deputy Chief Executive	0	0	0	0
Finance and Governance	0	0	0	0
Community and Culture	580,713	19,400	7,751	5%
Infrastructure	39,011,918	4,712,163	1,758,678	17%
Total (City of Palmerston)	39,592,631	4,731,563	1,766,429	16%

- The Revised Annual Budget includes capital projects valued at \$8M rolled over from 2021-22 financial year, as per Council decision 10/446. This increased the overall capital budget for 2022-23 to \$39M.
- Capital Expenditure is at 16% YTD Actual + Committed of Annual budget. \$2M of the YTD expenditure is on Roads and Transport and \$840K on Information and Technology.
- \$127K has been spent on street light expenditure and \$40K on Waste Management.

## Reserves

As per the Financial Reserve Policy, Council holds the following type of reserves:

- Externally restricted reserves**- subject to legal requirements that govern the use of the funds. The reserve includes funds that have not been utilised for the purpose for which they were received, and an obligation or requirement to return funds to its contributor exists.
- Internally restricted reserves**- not subject to legal requirements governing the use of the funds. The reserve has been established for a specific internal purpose, however, if that purpose does not eventuate or Council changes its priorities the funding can be diverted to other purposes, except for the waste management reserve. Funds in the waste management reserve cannot be used or allocated to any other purpose as it is restricted to waste management expenditure.
- Unrestricted reserve** - not subject to any legal obligations. The funds in this reserve are not currently allocated to a specific purpose.

The Reserve balance as of 25 November 2022 is \$10.5M and includes the actual reserve movements for 2021-22.

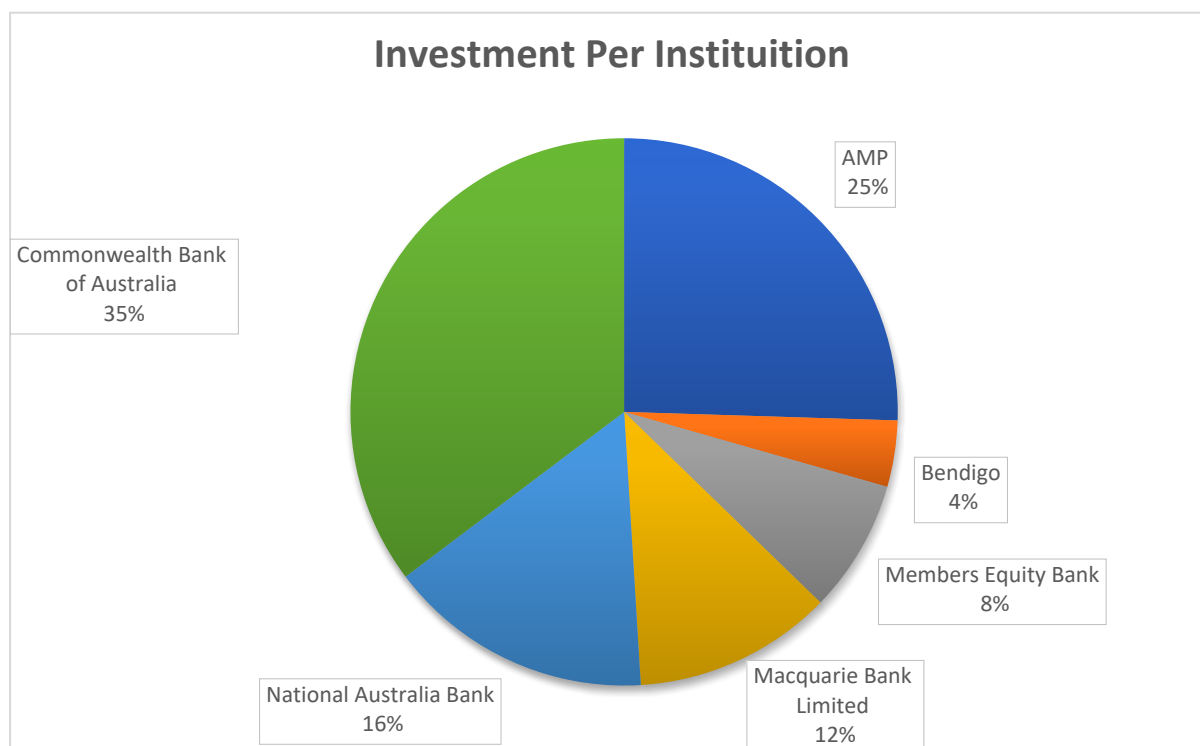
RESERVES	Actuals as at November 2022	Revised Budget projected for 30 June 2023
<b>1. Externally Restricted Reserves</b>		
Unexpended Grants Reserve	\$779,817	\$779,817
<b>2. Internally Restricted Reserves</b>		
Election Expenses Reserve	\$50,000	\$50,000
Disaster Recovery Reserve	\$500,000	\$500,000
Unexpended Capital Works Reserve	\$5,414,854	\$5,414,854
Developer Funds in lieu of construction	\$2,103,712	\$828,712
Waste Management Reserve	\$2,923,900	\$2,423,900
Asset Renewal Reserve	Nil	Nil
Major Initiatives Reserve	\$1,414,866	\$914,866

## 3. Unrestricted Reserve

Working Capital Reserve	\$7,196,362	\$5,208,602
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### 2.3 Investments Management Report and Cash Balance

- The investment portfolio is compliant with Council Policy *FIN06 Investments*.
- As of 25 November 2022, Council held \$25M in term deposits across six separate financial institutions.
- Cash held by Council in the bank as of 25 November 2022 was \$10.7M. This balance includes \$5 million of the NT Government Grant for the SWELL project.
- The breakup between institutions is below:



### 2.4 Debtors

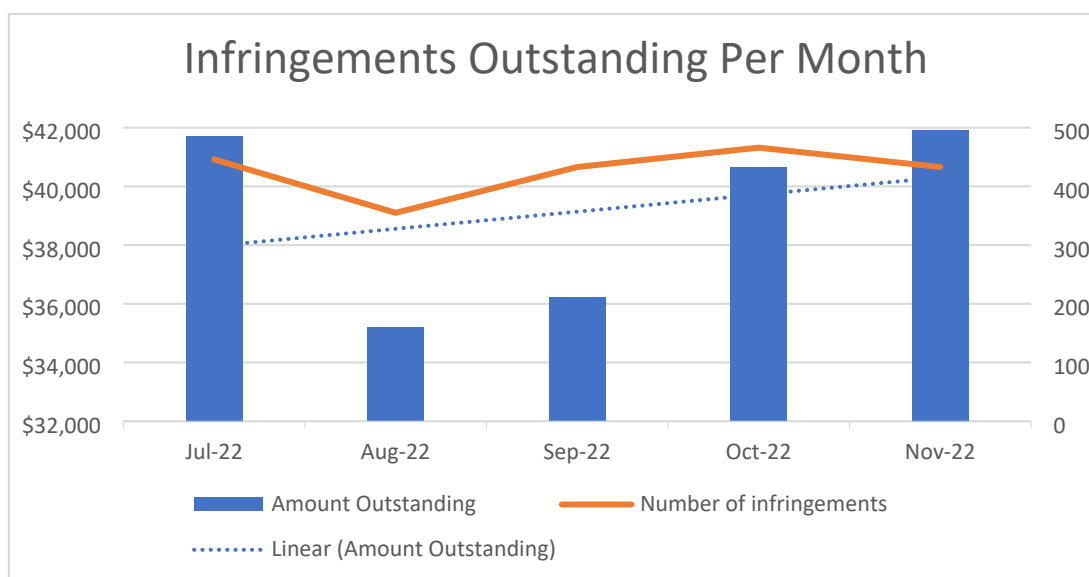
- Section 2.4 – Debtor Control Accounts, as presented at **Attachment 13.2.2.1**, shows both outstanding rates and unpaid infringement notices.

### Rates

- Rates notices for 2022/23 were sent out in August 2022. First Instalments for rates were due on the 30 September 2022. Second instalments for rates are due on the 30 November 2022. The rates debtors report will show a high value for overdue, as at the time of writing the report (29 November 2022) the debts were not yet due. Debt Collection occurs after the installation is due.
- Council may place an overriding statutory charge on the property where there is an outstanding rate debt owing, which gives Council priority over other registered and unregistered mortgages, charges, and encumbrances except for a previously registered overriding statutory charge. Council currently holds overriding statutory charges over all properties with overdue debt rated prior to 2017/18.

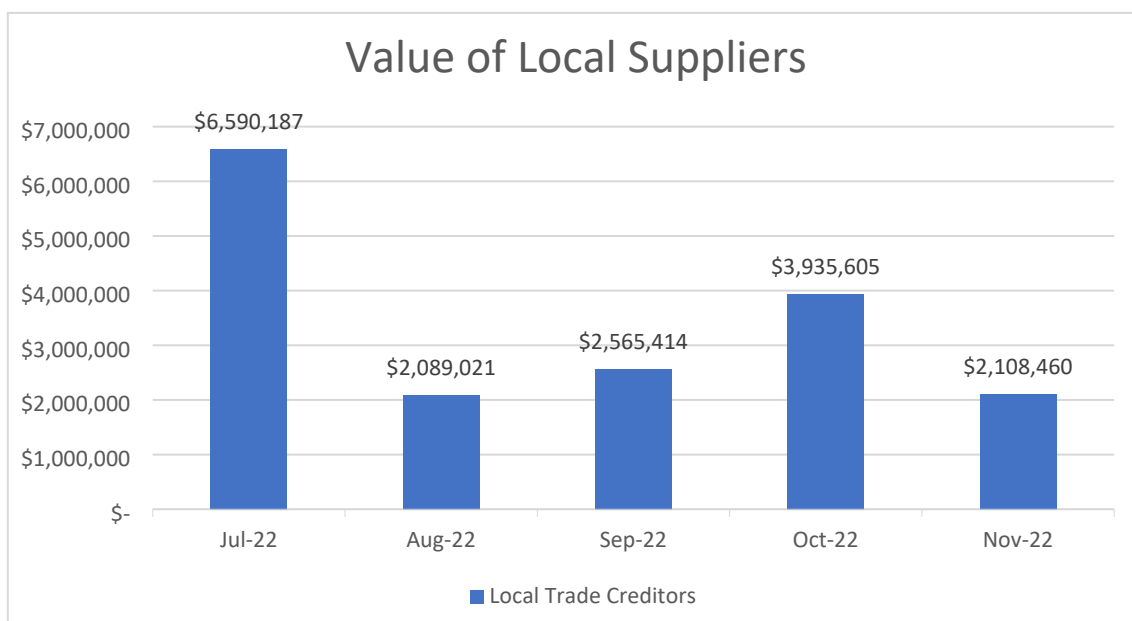
## Infringements

- Infringements outstanding have decreased by 3% from October (466) to November (433). The rate of infringements at 466 is slightly above the financial year average of 426. All debts are being reviewed in line with the *Local Government Act 2019* and a provision for doubtful debts was made as part of the end-of-year transactions for 2021-22.
- The debts will be reviewed for collectability and, if required, will be written off through Council resolution.



## 2.5 to 2.6 Trade Creditors

Trade Creditors Paid in November amounted to \$2.5M and 85% (\$2.1M) of these creditors' payments were paid to local suppliers. The Council has spent \$17.2M this financial year on local suppliers as it continues to support the growth of the local economy.





## 2.7 Waste Charges

- The purpose of Section 2.7 - Waste Charges in **Attachment 13.2.2.1**, is to supply a YTD overview of the Council's progress against its budgeted Waste Reserve movement.
- Council has received \$6.9M in revenue for waste charges with \$2M in expenses for the period ending 25 November 2022.
- \$342K has been spent on domestic bin collection, this is 16% of the Annual Budget. \$277K has been expensed on Tip recharge domestic bin collection expense, 30% of the annual budget.

## 2.8 Commercial Leases

Sections 2.8 at **Attachment 13.2.2.1** summarises the commercial leases that the Council holds and the performance of the commercial leases as at 25 November 2022.

Council has received \$85K in income for commercial leases. Total expenditure to date is \$6.5K which consists of management fees for the properties.

## 2.9 Council Loans

Council approved an internal loan for \$3.3M to fund Making the Switch in August 2018 (Council decision 9/0243), and an external loan for \$1.96M to fund the final stage of remediation works at the previous Archer Landfill site in 2018/19. The corresponding figures for both loans are shown in Section 2.10 - Council Loans of **Attachment 13.2.2.1**.

## 2.10 Elected Members Expenses

- Section 2.10 - Elected Member expenses summarise expenses or benefits related to Elected Members under Section 109 of the *Local Government Act 2019*. Elected Members' expenditure is currently at \$105K, all of which relates to Elected Member allowances.
- Elected Member allowances are in line with budget, however some claims, such as professional development & Information Technology capital allowances, have not yet been claimed.

## 2.11 CEO Credit Card Transactions

- The prescribed financial reporting format requires the credit card transactions of the Elected Members and the CEO. There were no expenses charged on the CEO's credit card for November 2022.

## Tax and Insurance

- Council is compliant with payment and reporting all tax liabilities as outlined below.
- \$34,301 has been paid for Fringe Benefits Tax (FBT) to the Australian Tax Office (ATO) for the current FBT Year.
- Council has paid \$969K YTD in Pay as you go tax. Council pays our PAYG withholding tax to the ATO on a fortnightly basis.
- The last Business Activity Statement was lodged on 29 November 2022 for the month ended 31 October 2022, and the GST refund was \$410K.
- Council has all required insurances to manage the current risk exposure.

## Contract Variations

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

## **CONSULTATION PROCESS**

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

- Finance Team
- Procurement Support Officer

## **POLICY IMPLICATIONS**

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

## **BUDGET AND RESOURCE IMPLICATIONS**

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

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

This Report addresses the following City of Palmerston Strategic Risks:

### **2 Fails to be sustainable into the long term**

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

This report is a requirement of the *Local Government (General) Regulations 2021 - Part 2 (Division 7)*, where the preceding month's Financial Report must be presented to Council

## **ENVIRONMENT SUSTAINABILITY IMPLICATIONS**

There are no environment sustainability implications for this Report.

## **COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION**

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

## **ATTACHMENTS**

1. Finance Management Report November 2022 v 2 [13.2.2.1 - 27 pages]



# Financial Management Reports

November 2022

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

# TABLE OF CONTENTS

November 2022

<b>SECTION 1 – EXECUTIVE SUMMARY</b>	1.1	Certification By Acting Chief Executive Officer
<b>SECTION 2 – FINANCIAL RESULTS</b>	1.2	Executive Summary
	1.3	Budget Summary Report by Directorate
	1.4	Capital Expenditure & Funding
	2.1	Reserves Schedule
	2.2	Balance Sheet
	2.3	Investments Management Report
	2.4	Debtor Control Accounts
	2.5	Creditor Accounts Outstanding
	2.6	Creditor Accounts Paid
	2.7	Waste Charges
	2.8	Commercial Leases
	2.9	Council Loans
	2.10	Elected Member Expenses
	2.11	CEO Credit Cards

## Certification By Chief Executive Officer

I, Nadine Nilon, 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 November 2022 best reflects the financial affairs of Council.



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Nadine Nilon  
A/Chief Executive Officer

# COUNCIL AGENDA

## Attachment 13.2.2.1

### Section 2

### Financial Results

1.2 - Executive Summary as at 25 November 2022

% of year passed 42%

Description	Annual Budget \$	YTD Actual \$	% YTD Actuals of Annual Budget	YTD Committed \$	% Committed of Annual Budget	YTD Actual + Committed \$	% YTD Actual + Committed of Annual budget	YTD Budget	% YTD Actuals of YTD Budget
<b>Operating Income</b>									
Rates	24,291,464	22,840,323	94%	0	0%	22,840,323	94%	24,291,464	94%
Charge	6,818,686	6,887,676	101%	0	0%	6,887,676	101%	6,818,686	101%
Fees & Charges	926,773	467,413	50%	0	0%	467,413	50%	519,905	90%
Grants, Subsidies & Contributions	3,509,204	436,639	12%	0	0%	436,639	12%	1,845,386	24%
Interest & Investment Revenue	713,580	410,205	57%	0	0%	410,205	57%	345,566	119%
Other Income	133,730	73,735	55%	0	0%	73,735	55%	91,454	81%
<b>Operating Income</b>	<b>36,393,437</b>	<b>31,115,991</b>	<b>85%</b>	<b>0</b>	<b>0%</b>	<b>31,115,991</b>	<b>85%</b>	<b>33,912,461</b>	<b>92%</b>
<b>Operating Expenditure</b>									
Employee Costs	-11,228,215	-3,954,662	35%	-43,068	0.4%	-3,997,730	36%	-4,691,754	84%
Materials & Contractors	-11,045,461	-3,635,193	33%	-2,340,108	21%	-5,975,300	54%	-4,735,496	77%
Depreciation, Amortisation & Impairment	-10,792,916	-3,597,639	33%	0	0%	-3,597,639	33%	-4,497,048	80%
Elected Members Allowances	-393,511	-102,826	26%	-2,959	1%	-105,785	27%	-166,152	62%
Elected Members Expenses	-38,550	-2,942	8%	-157	0%	-3,099	8%	-17,744	17%
Professional Services	-1,434,205	-391,823	27%	-168,150	12%	-559,972	39%	-682,369	57%
Auditor's Remuneration	-46,080	-24,275	53%	-10,331	22%	-34,606	75%	-11,520	211%
Bad and Doubtful Debts	0	0	0%	0	0%	0	0%	0	0%
Utilities	-2,510,190	-296,795	12%	0	0%	-296,795	12%	-1,237,567	24%
Legal Expenses	-235,700	-138,494	59%	-36,150	15%	-174,645	74%	-103,667	134%
Telephone & Other Communication Charges	-255,360	-75,223	29%	-62,666	25%	-137,889	54%	-152,832	49%
Donations, Sponsorships & Grants	-260,000	-45,647	18%	-40,000	15%	-85,647	33%	-108,333	42%
Software, Hardware, Stationery, Subscriptions	-1,290,784	-404,251	31%	-220,761	17%	-625,012	48%	-666,910	61%
Insurance	-568,318	-103,225	18%	0	0%	-103,225	18%	-236,799	44%
Borrowing Costs	-518,733	-98,040	19%	0	0%	-98,040	19%	-149,128	66%
Other Expenses	-2,554,286	-1,267,420	50%	-331,337	13%	-1,598,758	63%	-1,367,413	93%
<b>Operating Expenditure</b>	<b>-43,172,310</b>	<b>-14,138,454</b>	<b>33%</b>	<b>-3,255,688</b>	<b>8%</b>	<b>-17,394,142</b>	<b>40%</b>	<b>-18,824,734</b>	<b>75%</b>
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>-6,778,872</b>	<b>16,977,537</b>		<b>-3,255,688</b>		<b>13,721,850</b>		<b>15,087,727</b>	
<b>Capital Income</b>									
Net gain (loss) on disposal or revaluation of assets	120,000	0	0%	0	0%	0	0%	30,000	0%
Developer Contributions	200,000	125,523	63%	0	0%	125,523	63%	0	0%
Asset Income	1,879,000	0	0%	0	0%	0	0%	0	0%
Grants received	19,955,917	122,980	1%	0	0%	122,980	1%	113,636	108%
<b>Capital Income</b>	<b>22,154,917</b>	<b>248,503</b>	<b>1%</b>	<b>0</b>	<b>0%</b>	<b>248,503</b>	<b>1%</b>	<b>143,636</b>	<b>173%</b>
<b>Net SURPLUS / (DEFICIT) transferred to Equity Statement</b>	<b>15,376,045</b>	<b>17,226,041</b>		<b>-3,255,688</b>		<b>13,970,353</b>		<b>15,231,363</b>	

# COUNCIL AGENDA

## Attachment 13.2.2.1

### Section 2

### Financial Results

1.2 - Executive Summary as at 25 November 2022

% of year passed 42%

Description	Annual Budget \$	YTD Actual \$	% YTD Actuals of Annual Budget	YTD Committed \$	% Committed of Annual Budget	YTD Actual + Committed \$	% YTD Actual + Committed of Annual budget	YTD Budget	% YTD Actuals of YTD Budget
<b>Capital Expenditure</b>									
Land Purchase	0	0	0%	0	0%	0	0%	0	0%
Asset Purchase	-15,324,087	-1,799,298	12%	-1,283,217	8%	-3,082,515	20%	76,052	-2366%
Asset Upgrade	-24,268,544	-2,932,264	12%	-485,088	2%	-3,417,352	14%	-4,589,688	64%
Capital Expenditure	-39,592,631	-4,731,563	12%	-1,768,304	4%	-6,499,867	16%	-4,513,636	105%
Less Non-Cash Expenditure	-10,792,916	-3,597,639	33%	0	0%	-3,597,639	33%	-4,497,048	80%
Plus Gifted Assets	1,879,000	0	0%	0	0%	0	0%	0	0%
NET CAPITAL SURPLUS/(DEFICIT)	-15,302,670	16,092,117		-5,023,992		11,068,124		15,214,776	
Borrowings	6,000,000	0	0%	0	0%	0	0%	2,500,000	0%
Less Repayment of Borrowings	-374,943	0	0%	0	0%	0	0%	0	0%
Reserve Movement	9,677,614	0	0%	0	0%	0	0%	1,900,000	0%
NET OPERATING SURPLUS/(DEFICIT)	0	16,092,117		-5,023,992		11,068,124		19,614,776	



Approved by: Finance Manager



# COUNCIL AGENDA

## Attachment 13.2.2.1

### Section 2

#### Financial Results

### 1.3 - Budget Summary Report By Directorate as at

25 November 2022

% of year passed

42%

#### Operating Income

Description	Original Budget \$	1st Review \$	2nd Review \$	3rd Review \$	Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget
<b>Office of the Chief Executive</b>									
Office of the CEO	916,639	402,500	0	0	1,319,139	69,486	5%	583,579	12%
Office of the Chief Executive	916,639	402,500	0	0	1,319,139	69,486	5%	583,579	12%
<b>Deputy Chief Executive</b>									
Deputy Chief Executive	0	0	0	0	0	0	0%	0	0%
<b>Finance &amp; Governance</b>									
Governance	50,000	0	0	0	50,000	0	0%	12,500	0%
Director Finance & Governance	149,205	0	0	0	149,205	28,179	19%	62,169	45%
Financial Services	168,420	0	0	0	168,420	273,492	162%	60,666	451%
Rates	24,415,664	0	0	0	24,415,664	22,907,850	94%	24,415,664	94%
Finance & Governance	24,783,288	0	0	0	24,783,288	23,209,521	94%	24,550,998	95%
<b>Community &amp; Culture</b>									
Events Promotion	2,000	0	0	0	2,000	125	6%	0	0%
Health and Wellbeing Services	0	0	0	0	0	2,785	0%	0	0%
Library Services	700,153	0	0	0	700,153	31,316	4%	655,632	5%
Senior Citizens	2,048	0	0	0	2,048	1,050	51%	2,048	51%
Youth Services	300,000	0	0	0	300,000	300,000	100%	300,000	100%
Animal Management	349,000	0	0	0	349,000	230,314	66%	256,094	90%
Parking & Other Ranger Services	121,000	0	0	0	121,000	29,336	24%	45,224	65%
Community & Culture	1,474,201	0	0	0	1,474,201	594,925	40%	1,258,998	47%

# COUNCIL AGENDA

## Attachment 13.2.2.1

### Section 2

#### Financial Results

### 1.3 - Budget Summary Report By Directorate as at

25 November 2022

% of year passed

42%

#### Operating Income

Description	Original Budget \$	1st Review \$	2nd Review \$	3rd Review \$	Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget
<b>Infrastructure</b>									
Civic Centre	151,150	0	0	0	151,150	51,119	34%	62,979	81%
Driver Resource Centre	3,818	0	0	0	3,818	0	0%	0	0%
Gray Community Hall	0	0	0	0	0	5,715	0%	0	0%
Director Infrastructure	100,000	0	0	0	100,000	2,204	2%	100,000	2%
Private Works	31,360	0	0	0	31,360	21,343	68%	15,276	140%
Recreation Centre	0	0	0	0	0	4,223	0%	0	0%
Roads & Transport	1,094,905	0	0	0	1,094,905	66,103	6%	215,314	31%
Subdivisional Works	100,000	0	0	0	100,000	58,486	58%	50,000	117%
Waste Management	6,889,416	0	0	0	6,889,416	6,945,716	101%	6,889,416	101%
Odegaard Drive Investment Property	446,160	0	0	0	446,160	74,360	17%	185,900	40%
Durack Heights Community Centre	0	0	0	0	0	0	0%	0	0%
CBD Car Parking	0	0	0	0	0	0	0%	0	0%
Goyder Square	0	0	0	0	0	0	0%	0	0%
Fleet	0	0	0	0	0	0	0%	0	0%
<b>Infrastructure</b>	8,816,809	0	0	0	8,816,809	7,229,269	82%	7,518,886	96%
	35,990,937	402,500	0	0	36,393,437	31,103,201	85%	33,912,461	92%

### Section 2

### Financial Results

### 1.3 - Budget Summary Report By Directorate as at 25 November 2022

% of year passed 42%

#### Operating Expenditure

	Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Committed \$	% Committed of Annual Budget	YTD Actual + Committed \$	% YTD Actual + Committed of Annual budget	YTD Budget	% YTD Actuals of YTD Budget
<b>Office of the Chief Executive</b>									
Councillors	-432,061	-105,768	24%	-3,116	1%	-108,884	25%	-183,896	58%
Office of the CEO	-1,460,222	-712,040	49%	-78,220	5%	-790,260	54%	-886,540	80%
Office of the Chief Executive	-1,892,283	-817,808	43%	-81,337	4%	-899,144	48%	-1,070,437	76%
<b>Deputy Chief Executive</b>									
Deputy Chief Executive Officer	-236,901	-22,988	10%	0	0%	-22,988	10%	-98,709	23%
Customer Experience	-348,351	-113,236	33%	0	0%	-113,236	33%	-145,146	78%
People and Customer	-987,911	-387,881	39%	-97,059	10%	-484,939	49%	-436,293	89%
Public Relations and Communications	-773,985	-400,714	52%	-130,082	17%	-530,795	69%	-341,367	117%
Deputy Chief Executive	-2,347,149	-924,819	39%	-227,140	10%	-1,151,959	49%	-1,021,516	91%
<b>Finance &amp; Governance</b>									
Director Finance & Governance	-530,147	-197,621	37%	-669	0%	-198,289	37%	-228,223	87%
Records Management	-360,791	-95,072	26%	-18,444	5%	-113,517	31%	-150,330	63%
Financial Services	-11,922,105	-4,071,323	34%	-28,954	0%	-4,100,277	34%	-4,955,918	82%
Rates	-75,700	-1,997	3%	-5,159	7%	-7,157	9%	-37,792	5%
Governance	-1,167,130	-190,450	16%	-3,018	0%	-193,468	17%	-495,471	38%
Finance & Governance	-14,055,873	-4,556,462	32%	-56,245	0%	-4,612,707	33%	-5,867,733	78%
<b>Community &amp; Culture</b>									
Arts & Culture	-77,824	-19,000	24%	-2,500	3%	-21,500	28%	-24,396	78%
Community Development	-1,209,313	-409,614	34%	-40,629	3%	-450,242	37%	-504,606	81%
Diversity and Inclusion Activities	-38,072	-7,134	19%	-6,437	17%	-13,571	36%	-16,691	43%
Events Promotion	-521,080	-105,794	20%	-54,568	10%	-160,362	31%	-87,517	121%
Families & Children	-47,616	-43,878	92%	-6,200	13%	-50,078	105%	-20,832	211%
Health and Wellbeing Services	-42,496	-7,372	17%	-5,391	13%	-12,763	30%	-21,429	34%
Library Services	-1,689,908	-584,558	35%	-57,490	3%	-642,048	38%	-703,948	83%
Senior Citizens	-6,656	-5,939	89%	0	0%	-5,939	89%	-5,800	102%
Youth Services	-420,280	-334,208	80%	-24,933	6%	-359,141	85%	-337,063	99%
Director Community & Culture	-327,929	-198,773	61%	0	0%	-198,773	61%	-139,387	143%
Safe Communities	-20,480	-5,487	27%	-600	3%	-6,087	30%	-9,500	58%
Animal Management	-168,650	-52,302	31%	-48,616	29%	-100,918	60%	-75,792	69%
Parking & Other Ranger Services	-967,705	-340,344	35%	-2,872	0%	-343,216	35%	-408,400	83%
Community & Culture	-5,538,010	-2,114,402	38%	-250,235	5%	-2,364,637	43%	-2,355,360	90%

# COUNCIL AGENDA Attachment 13.2.2.1

## Section 2 Financial Results

### 1.3 - Budget Summary Report By Directorate as at 25 November 2022

% of year passed 42%

#### Operating Expenditure

	Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Committed \$	% Committed of Annual Budget	YTD Actual + Committed \$	% YTD Actual + Committed of Annual budget	YTD Budget	% YTD Actuals of YTD Budget
<b>Infrastructure</b>									
Information Technology	-1,588,218	-409,006	26%	-178,764	11%	-587,771	37%	-849,815	48%
Aquatic Centre	-650,927	-122,733	19%	-21,772	3%	-144,505	22%	-285,870	43%
Civic Centre	-290,448	-104,095	36%	-32,234	11%	-136,330	47%	-129,019	81%
Depot	-80,418	-102,641	128%	-14,167	18%	-116,807	145%	-35,266	291%
Driver Resource Centre	-21,292	-6,780	32%	-5,544	26%	-12,324	58%	-9,085	75%
Emergency Operations	-10,240	-7,548	74%	-39,486	386%	-47,034	459%	-6,250	121%
Gray Community Hall	-57,067	-15,789	28%	-7,223	13%	-23,012	40%	-24,863	64%
Director Infrastructure	-575,583	-192,062	33%	-13,860	2%	-205,922	36%	-247,514	78%
Open Space	-5,224,803	-1,750,958	34%	-1,205,099	23%	-2,956,057	57%	-2,270,092	77%
Private Works	-100,793	-6,958	7%	0	0%	-6,958	7%	-41,997	17%
Recreation Centre	-277,447	-106,715	38%	-26,086	9%	-132,801	48%	-132,182	81%
Roads & Transport	-1,699,026	-428,221	25%	-188,111	11%	-616,331	36%	-793,647	54%
Stormwater Infrastructure	-167,087	-70,651	42%	-53,714	32%	-124,365	74%	-69,620	101%
Street Lighting	-1,183,897	-172,110	15%	-129,116	11%	-301,226	25%	-509,206	34%
Subdivisional Works	-20,000	-116	1%	0	0%	-116	1%	-10,000	1%
Waste Management	-6,736,226	-2,039,341	30%	-670,968	10%	-2,710,309	40%	-2,820,632	72%
Odegaard Drive Investment Property	-131,149	-5,460	4%	-31	0%	-5,491	4%	-54,646	10%
Durack Heights Community Centre	-24,808	-29,966	121%	-8,043	32%	-38,010	153%	-10,766	278%
CBD Car Parking	-62,054	-10,368	17%	-409	1%	-10,777	17%	-25,856	40%
Goyder Square	-223,056	-85,187	38%	-23,054	10%	-108,241	49%	-94,007	91%
Fleet	-214,455	-58,737	27%	-21,850	10%	-80,587	38%	-89,356	66%
<b>Infrastructure</b>	<b>-19,338,996</b>	<b>-5,725,443</b>	<b>30%</b>	<b>-2,639,531</b>	<b>14%</b>	<b>-8,364,975</b>	<b>43%</b>	<b>-8,509,689</b>	<b>67%</b>
	<b>-43,172,310</b>	<b>-14,138,934</b>	<b>33%</b>	<b>-3,254,488</b>	<b>8%</b>	<b>-17,393,422</b>	<b>40%</b>	<b>-18,824,734</b>	<b>75%</b>

# COUNCIL AGENDA

## Attachment 13.2.2.1

### Section 2 Financial Results

1.4 - Budget Summary Report By Directorate as at 25 November 2022

% of year passed

42%

#### Capital Income

	Original Budget \$	1st Review \$	Annual Budget \$	2nd Review \$	3rd Review \$	Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget
<b>Office of the Chief Executive</b>								
Office of the Chief Executive	0	0		0	0	0	0	0%
<b>Deputy Chief Executive</b>								
Deputy Chief Executive	0	0		0	0	0	0	0%
<b>Finance &amp; Governance</b>								
Finance & Governance	0	0		0	0	0	0	0%
<b>Community &amp; Culture</b>								
Library Services	150,000	44,219		0	0	194,219	0	0%
Animal Management	0	110,300		0	0	110,300	0	0%
Community & Culture	150,000	154,519		0	0	304,519	0	0%
<b>Infrastructure</b>								
Information Technology	500,000	0		0	0	500,000	122,980	25%
Aquatic Centre	11,647,768	3,508,312		0	0	15,156,079	0	0%
Director Infrastructure	4,992,333	493,559		0	0	5,485,892	0	0%
Open Space	700,000	551,248		0	0	1,251,248	0	0%
Roads & Transport	735,667	226,769		0	0	962,436	0	0%
Street Lighting	250,000	0		0	0	250,000	0	0%
Subdivisional Works	200,000	0		0	0	200,000	125,523	63%
Waste Management	0	274,743		0	0	274,743	0	0%
Durack Heights Community Centre	150,000	0		0	0	150,000	0	0%
Fleet	120,000	0		0	0	120,000	0	0%
Infrastructure	19,295,768	5,054,631		0	0	24,350,398	248,503	1%
Loan	0	2,500,000		0	0	-2,500,000	0	0%
	19,445,768	2,709,150		0	0	22,154,917	248,503	1%

Section 2  
Financial Results

1.4 - Budget Summary Report By Directorate as at 25 November 2022

% of year passed

42%

Capital Expenditure

	Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Committed \$	% Committed of Annual Budget	YTD Actual + Committed \$	% YTD Actual + Committed of Annual budget
<b>Office of the Chief Executive</b>							
Office of the Chief Executive	0	0	0.00%	0	0.00%	0	0.00%
<b>Deputy Chief Executive</b>							
Deputy Chief Executive	0	0	0%	0	0%	0	0%
<b>Finance &amp; Governance</b>							
Finance & Governance	0	0	0.00%	0	0.00%	0	0.00%
<b>Community &amp; Culture</b>							
Arts & Culture	-10,000	0	0%	0	0%	0	0
Library Services	-313,812	0	0%	-6,151	2%	-6,151	1.96%
Director Community & Culture	-146,601	-19,400	13%	-1,600	1%	-21,000	14.32%
Animal Management	-110,300	0	0%	0	0%	0	0
<b>Community &amp; Culture</b>	<b>-580,713</b>	<b>-19,400</b>	<b>3%</b>	<b>-7,751</b>	<b>1%</b>	<b>-27,151</b>	<b>5%</b>
<b>Infrastructure</b>							
Information Technology	-2,395,184	-839,517	35%	-247,365	10%	-1,086,882	45%
Aquatic Centre	-19,706,787	-77,807	0%	-53,850	0%	-131,657	0.67%
Civic Centre	-562,225	-379,252	67%	-100,195	18%	-479,447	85.28%
Depot	-19,400	-1,947	10%	0	0%	-1,947	10.04%
Driver Resource Centre	-160,000	0	0%	0	0%	0	0.00%
Gray Community Hall	-45,591	0	0%	0	0%	0	0.00%
Director Infrastructure	-5,392,760	-722,643	13%	-249,056	5%	-971,699	18.02%
Open Space	-3,113,492	-54,333	2%	-24,946	1%	-79,279	2.55%
Recreation Centre	-153,392	727	0%	0	0%	727	-0.47%
Roads & Transport	-4,295,722	-2,063,948	48%	-185,718	4%	-2,249,666	52.37%
Stormwater Infrastructure	-174,000	-3,361	2%	-57,982	33%	-61,343	35.25%
Street Lighting	-735,000	-127,222	17%	-310,946	42%	-438,168	59.61%
Subdivisional Works	0	-21,148	0%	0	0%	-21,148	0%
Waste Management	-1,474,743	-42,371	3%	-243,833	17%	-286,204	19.41%
Durack Heights Community Centre	-159,050	0	0%	-384	0%	-384	0.24%
Fleet	-624,572	-379,339	61%	-284,403	46%	-663,742	106.27%
<b>Infrastructure</b>	<b>-39,011,918</b>	<b>-4,712,163</b>	<b>12%</b>	<b>-1,758,678</b>	<b>5%</b>	<b>-6,470,841</b>	<b>17%</b>
	<b>-39,592,631</b>	<b>-4,731,563</b>	<b>12%</b>	<b>-1,766,429</b>	<b>4%</b>	<b>-6,497,992</b>	<b>16%</b>

Section 2  
Financial Results

1.4 - Budget Summary Report By Directorate as at 25 November 2022

% of year passed 42%

Capital Expenditure

	Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Committed \$	% Committed of Annual Budget	YTD Actual + Committed \$	% YTD Actual + Committed of Annual budget



**Capital Expenditure and Funding**  
**By class of infrastructure, property, plant and equipment**

<b>CAPITAL EXPENDITURE **</b>	<b>Current Financial Year (Annual) Budget * \$</b>	<b>YTD Actuals \$</b>	<b>YTD Commitments \$</b>	<b>YTD Actuals + Commitments \$</b>
Land and Buildings	27,563,827	481,280	177,975	659,255
Infrastructure (including roads, footpaths, park furniture)	10,654,232	3,870,944	1,443,594	5,314,538
Fleet	624,572	379,339	146,736	526,075
Other Assets (including furniture & office equip)	750,000	0	0	0
<b>TOTAL CAPITAL EXPENDITURE*</b>	<b>39,592,631</b>	<b>4,731,563</b>	<b>1,768,305</b>	<b>6,499,868</b>
<b>TOTAL CAPITAL EXPENDITURE FUNDED BY: **</b>				
Operating Income	4,046,861	3,311,965		3,311,965
Capital Grants	19,868,157	2,188,895		2,188,895
Transfers from Cash Reserves	9,677,614	999,008		999,008
Borrowings	6,000,000	0	0	0
<b>TOTAL CAPITAL EXPENDITURE FUNDING</b>	<b>39,592,632</b>	<b>6,499,868</b>	<b>0</b>	<b>6,499,868</b>

## Section 2

### Financial Results

#### 1.5 - Balance Sheet

25 November 2022

Balance Sheet	YTD	Notes
<b>Assets</b>		
<b>Current Assets:</b>		
Cash at Bank		Refer to Note (Investment and Cash in report)
Tied Funds	5,000,000	
Untied Funds	2,987,953	
Cash Investments		Refer to Note (Investment and Cash in report)
Tied Funds	18,384,796	
Untied Funds	7,128,269	
Receivables	18,729,139	
Other	-	
<b>TOTAL CURRENT ASSETS</b>	<b>52,230,157</b>	
<b>Non-Current Assets:</b>		
Infrastructure, property, plant & equipment	565,675,257	
Investment property	5,700,000	
Work in progress	2,207,075	
<b>TOTAL NON-CURRENT ASSETS</b>	<b>573,582,331</b>	
<b>TOTAL ASSETS</b>	<b>625,812,488</b>	
<b>Liabilities</b>		
<b>Current Liabilities:</b>		
Payables	4,772,793	
Unearned Grant Income (AASB1058)	12,835,729	
Borrowings	1,275,797	
Provisions	1,429,639	
<b>TOTAL CURRENT LIABILITIES</b>	<b>20,313,957</b>	
<b>Non-Current Liabilities:</b>		
Payables	-	
Borrowings	-	
Provisions	1,698,351	
<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>1,698,351</b>	
<b>TOTAL LIABILITIES</b>	<b>22,012,309</b>	
<b>NET ASSETS</b>	<b>603,800,180</b>	
<b>Equity</b>		
Accumulated Surplus	230,285,124	
Net Reserves	5,197,648	
Revaluation reserves	368,317,409	
<b>Council equity interest</b>	<b>603,800,180</b>	
<b>TOTAL EQUITY</b>	<b>603,800,180</b>	

# COUNCIL AGENDA Attachment 13.2.2.1

## Section 2 Financial Results 2.1 Reserves Schedule

	Balance	TO RESERVES						FROM RESERVES						Balance
	as at	Original	Carry Forwards & Rollovers \$	Budget Reviews			Original	Carry Forwards & Rollovers \$	Budget Review			as at		
	1/07/2022	Budget \$		1st Review \$	2nd Review \$	3rd Review \$	Budget \$		1st Review \$	2nd Review \$	3rd Review \$			
<b>Externally Restricted Reserves</b>														
Unexpended Grants Reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Internally Restricted Reserves</b>														
Election Expenses Reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Disaster Recovery Reserve	500,000	0	0	0	0	0	0	0	0	0	0	0	500,000	0
Unexpended Capital Works Reserve	5,414,854	0	0	0	0	0	0	5,414,854	0	0	0	0	0	0
Developer Funds In Lieu Of Construction	2,276,255	0	0	0	0	0	375,000	0	0	0	0	0	1,901,255	0
Waste Management Reserve	2,433,682	0	0	0	0	0	500,000	0	0	0	0	0	1,933,682	0
Asset Renewal Reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Major Initiatives Reserve	795,923	0	0	0	0	0	0	0	0	0	0	0	795,923	0
	11,420,714	0	0	0	0	0	875,000	5,414,854	0	0	0	0	5,130,860	0
<b>Unrestricted Reserves</b>														
Working Capital Reserve	7,109,950	0	0	0	0	0	1,487,760	0	0	0	0	0	5,622,190	0
	7,109,950	0	0	0	0	0	1,487,760	0	0	0	0	0	5,622,190	0
<b>Total Reserve Funds*</b>	18,530,663	0	0	0	0	0	2,362,760	5,414,854	0	0	0	0	10,753,050	0



Approved by: Finance Manager

## Section 2

### Financial Results

#### 2.2 - Balance Sheet

25 November 2022

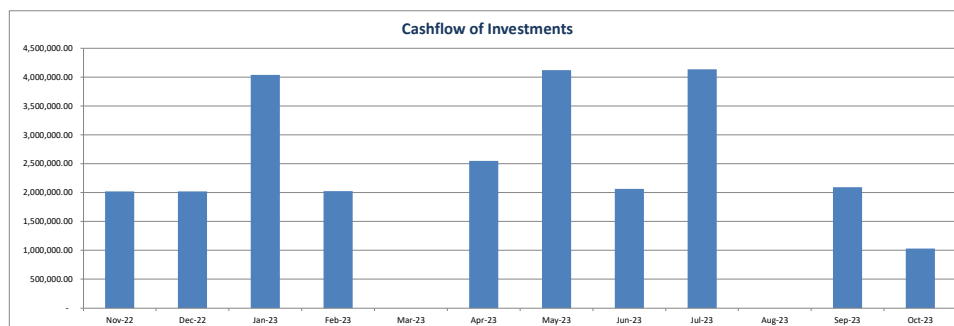
Balance Sheet	YTD	Notes
<b>Assets</b>		
<b>Current Assets:</b>		
Cash at Bank		Refer to Note (Investment and Cash in report)
Tied Funds	5,000,000	
Untied Funds	2,987,953	
Cash Investments		Refer to Note (Investment and Cash in report)
Tied Funds	18,384,796	
Untied Funds	7,128,269	
Receivables	18,729,139	
Other	-	
<b>TOTAL CURRENT ASSETS</b>	<b>52,230,157</b>	
<b>Non-Current Assets:</b>		
Infrastructure, property, plant & equipment	565,675,257	
Investment property	5,700,000	
Work in progress	2,207,075	
<b>TOTAL NON-CURRENT ASSETS</b>	<b>573,582,331</b>	
<b>TOTAL ASSETS</b>	<b>625,812,488</b>	
<b>Liabilities</b>		
<b>Current Liabilities:</b>		
Payables	4,772,793	
Unearned Grant Income (AASB1058)	12,835,729	
Borrowings	1,275,797	
Provisions	1,429,639	
<b>TOTAL CURRENT LIABILITIES</b>	<b>20,313,957</b>	
<b>Non-Current Liabilities:</b>		
Payables	-	
Borrowings	-	
Provisions	1,698,351	
<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>1,698,351</b>	
<b>TOTAL LIABILITIES</b>	<b>22,012,309</b>	
<b>NET ASSETS</b>	<b>603,800,180</b>	
<b>Equity</b>		
Accumulated Surplus	230,285,124	
Net Reserves	5,197,648	
Revaluation reserves	368,317,409	
<b>Council equity interest</b>	<b>603,800,180</b>	
<b>TOTAL EQUITY</b>	<b>603,800,180</b>	

### Section 2 Financial Results


#### 2.3 Investments Management Report

#### INVESTMENTS REPORT TO COUNCIL AS AT 25/11/2022

COUNTERPARTY	RATING	AMOUNT	INTEREST RATE	MATURITY DATE	DAYS TO MATURITY	INSTITUTION TOTALS	%COUNTER PARTY
People's Choice Credit Union	S&P A2	\$ 6.79	0.00%			\$ 6.79	0.00%
AMP	S&P A2	\$ 1,000,000.00	1.00%	December 21, 2022	26	\$ 6,504,228.77	25.49%
AMP	S&P A2	\$ 1,000,000.00	1.10%	January 25, 2023	61		
AMP	S&P A2	\$ 1,000,000.00	1.10%	February 8, 2023	75		
AMP	S&P A2	\$ 1,000,000.00	1.10%	February 22, 2023	89		
AMP	S&P A2	\$ 1,504,228.77	1.95%	April 5, 2023	131		
AMP	S&P A2	\$ 1,000,000.00	4.60%	November 23, 2023	363		
Bendigo	S&P A2	\$ 1,000,000.00	1.95%	April 19, 2023	145	\$ 1,000,000.00	3.92%
Members Equity Bank	S&P A2	\$ 1,001,687.67	0.42%	December 8, 2022	13	\$ 2,001,687.67	7.85%
Members Equity Bank	S&P A2	\$ 1,000,000.00	4.05%	October 4, 2023	313		
Members Equity Bank	S&P A2	\$ 0.00	0.00%	January 0, 1900	-44890		
Members Equity Bank	S&P A2		0.00%				
Macquarie Bank Limited	S&P A1	\$ 1,000,000.00	3.20%	June 19, 2023	206	\$ 3,000,000.00	11.76%
Macquarie Bank Limited	S&P A1	\$ 1,000,000.00	3.25%	October 19, 2023	328		
Macquarie Bank Limited	S&P A1	\$ 1,000,000.00	4.31%	November 9, 2023	349		
National Australia Bank	S&P A1+	\$ 1,503,498.08	0.69%	January 11, 2023	47	\$ 4,003,498.08	15.69%
National Australia Bank	S&P A1+	\$ 1,500,000.00	0.95%	January 25, 2023	61		
National Australia Bank	S&P A1+	\$ 1,000,000.00	2.81%	May 31, 2023	187		
National Australia Bank	S&P A1+	\$ -	0.00%	January 0, 1900	0		
National Australia Bank	S&P A1+	\$ -	0.00%	January 0, 1900	0		
National Australia Bank	S&P A1+	\$ -	0.00%	January 0, 1900	0		
Commonwealth Bank of Australia	S&P A1+	\$ 3,000,000.00	2.94%	May 24, 2023	180	\$ 9,000,000.00	35.28%
Commonwealth Bank of Australia	S&P A1+	\$ 2,000,000.00	4.34%	July 5, 2023	222		
Commonwealth Bank of Australia	S&P A1+	\$ 2,000,000.00	4.36%	July 19, 2023	236		
Commonwealth Bank of Australia	S&P A1+	\$ 2,000,000.00	4.56%	September 27, 2023	306		
TOTAL SHORT TERM INVESTMENT		\$ 25,513,065.00		Average Days to Maturity	-2078		99.99%
% OF TOTAL INVESTMENT PORTFOLIO		A1 & A1+ (max 100%) 62.7%	A2 (max 60%) 37.3%	A3 (max 40%) 0%			100%
Weighted Average Rate		2.03%	BBSW 90 Day Rate Benchmark		3.1333%		
GENERAL BANK FUNDS		\$ 7,987,953.00		Total Year To Date Budget Investment	-\$ 25,000.00		
TOTAL ALL FUNDS		\$ 33,501,018.00		Total Year to Date Investment Earnings	\$ 87,029.97		



#### PROPERTY INVESTMENT

PROPERTY ADDRESS	VALUATION BASIS	VALUE	INCOME YTD	EXPENSE YTD	NET PROFIT YTD	COMPARITIVE YTD YIELD AT CASH RATE OF 2.6%
48 Odegaard Drive, Rosebery	Fair Value	\$ 5,700,000	\$ 148,720	\$ 21,632	\$ 127,088	60,092
						
Approved by: Finance Manager						

Section 2

Financial Results

30 November 2022

2.4 Debtor Control Accounts

<b>SUNDRY DEBTORS:</b>									
	BALANCE	CURRENT	30 DAYS	60 DAYS	90 DAYS & Over				
	387,323.99	195,075.73	-	1,160.80	191,087.46				
	100%	50%	0%	0%	49%				
<b>RATES:</b>									
REPORT MONTH	OVERDUE \$	Payments Received in Advance \$	OVERDUE % OF RATES INCOME						
Nov-22	\$5,785,057	\$533,347	17.11%						
Nov-21	\$3,014,268	\$383,549	9.64%						
<b>TOTAL OVERDUE BY YEAR AND NUMBER OF PROP</b>									
Year	2023 Charged in 2022/2023	2022 Charged in 2021/2022	2021 Charged in 2020/2021	2020 Charged in 2019/2020	2019 Charged in 2018/2019	2018 Charged in 2017/2018	2017 Charged in 2016/2017	2016 Charged in 2015/2016	
Overdue Amount	* \$4,627,058	\$704,184	\$250,214	\$124,034	\$62,492	\$10,467	\$5,442	\$1,165	
Cumulative Number Of Properties	6811	685	197	82	45	10	4	2	
* Rates Outstanding in 2022/23 is high due to a timing difference for the 2nd Instalment payment and when the report has been run.									
<b>INFRINGEMENTS:</b>									
		2022/23	2021/22	2020/21	2019/20	2018/19			
Animal Infringements	29,483	12,114	10,859	6,060	450	0			
Public Places	2,022	672	1,215	135	0	0			
Parking Infringements	10,414	4,744	2,395	540	2,695	40			
Litter Infringements	0	0	0	0	0	0			
Signs	0	0	0	0	0	0			
Other Law and Order	0	0	0	0	0	0			
Net Balance on Infringement Debts	41,919.00	17,530.00	14,469.00	6,735.00	3,145.00	40.00			
	100%	42%	35%	16%	8%	0%			
Nmber of Infringments	443.00	179.00	134.00	55.00	74.00	1.00			

Approved by: Finance Manager

## SECTION 2

### Financial Results

#### 2.5 - Creditor Accounts Outstanding

Creditor No.	Creditor Name	Amount \$
V00318	QuickSuper Clearing House	4,986.55
V03644	2021 National Economic Development Conference	2,560.00
V01612	News Pty Limited (News Corp Australia)	814.29
V03665	Bilske Investments Pty Ltd T/A Outback Pest Co	165.00
V04262	Darwin Lions Sports Club	(2,000.00)
V01656	TAFE Queensland North	(2,210.00)

#### TOTAL CREDITOR'S

**4,315.84**

TAFE credit will be applied against future invoices  
Darwin Lions Sports Club overpayment to be refunded

Approved By: Manager Finance





## SECTION 2

### Financial Results

2.6 - Creditor Accounts Paid November 2022

	Creditor Name	Creditor Payment Type	Amount \$
5104	JLM Contracting Services Pty Ltd	General Creditors	387,923.48
2	Australian Taxation Office - PAYG	General Creditors	281,145.00
1607	Sterling NT Pty Ltd	General Creditors	265,733.85
V01904	Veolia Environmental Service (Australia) Pty Ltd	General Creditors	192,897.61
V03073	Programmed Property Services	General Creditors	188,633.35
V03609	VTG Waste & Recycling Pty Ltd	General Creditors	180,012.80
V00582	Ezko Property Services (Aust) Pty Ltd	General Creditors	130,197.14
V00200	Red Earth Automotive Pty Ltd	General Creditors	126,141.71
V00318	QuickSuper Clearing House	Superannuation	71,558.94
V00773	Akron Group NT Pty Ltd	General Creditors	57,162.34
V00295	Jacana Energy	Utilities	53,007.70
5508	Open Systems Technology Pty Ltd - CouncilFirst	General Creditors	48,286.03
	VARIOUS CREDITORS	Refunds & Reimbursements	31,757.32
V01860	Hays Specialist Recruitment (Australia) Pty Ltd	General Creditors	30,639.01
87	Industrial Power Sweeping Services Pty	General Creditors	26,546.11
V01643	KPMG	General Creditors	24,042.00
V00368	iWater NT Pty Ltd	General Creditors	23,673.66
2587	Top End RACE	General Creditors	19,205.87
5651	Minter Ellison Lawyers	General Creditors	18,875.70
V03569	JB HI-FI Commercial	General Creditors	16,540.00
V00682	Leigh Dyson Plumbing	General Creditors	16,115.00
3486	Gold Medal Services (NT) Pty Ltd	General Creditors	15,061.20
5254	True North	General Creditors	14,059.90
938	Nightcliff Electrical	General Creditors	13,935.22
V01971	Signify Pty Ltd	General Creditors	12,018.60
47	Telstra Corporation Ltd	General Creditors	11,099.33
3880	PAWS Darwin Limited	General Creditors	10,163.09
4065	Southern Cross Protection Pty Ltd	General Creditors	9,916.98
V00599	Athina Pascoe-Bell	Elected Members	9,451.99
V04152	Alliance Advisory Services	General Creditors	9,295.00
53	Eggins Electrical	General Creditors	8,809.07
V01009	Australian Parking and Revenue Control Pty Limited	General Creditors	8,497.35
2336	Flick Anticimex Pty Ltd	General Creditors	8,238.47
V02605	QIT Plus Pty Ltd	General Creditors	8,140.00
V04317	Randstad Pty Ltd	General Creditors	7,488.87
5615	EcOz Environmental Consulting	General Creditors	6,588.17
V03776	Business Fuel Cards Pty Ltd	General Creditors	6,240.28
V02312	Harris Kmon Solutions Pty Ltd	General Creditors	5,764.00
V02343	Barry.Nilsson. - BN Law Limited	General Creditors	5,500.00
V01917	RGM Maintenance Pty Ltd	General Creditors	5,154.78
V03973	AANT Salary Packaging	General Creditors	5,120.06
V03085	Malones Butchery	MyPalmerston	5,115.00
V04075	Cunnington Rosse Town Planning & Consulting	General Creditors	4,884.00
V00250	Ward Keller	General Creditors	4,087.60
V01879	Fire and Safety Australia Pty Ltd	General Creditors	4,000.00
V01585	Creative Accomplice Pty Ltd	General Creditors	3,960.00
2977	Optic Security Group NT	General Creditors	3,550.53
36	Darwin Lock & Key	General Creditors	3,487.67
V01579	Damian Hale	Elected Members	3,455.12
V01573	Amber Garden	Elected Members	3,308.64
5640	Think Water - Winnellie & Virginia	General Creditors	3,095.92
V02162	RMI Security - Conigrave Pty Ltd	General Creditors	3,092.55
V01584	Salary Packaging Australia	General Creditors	3,071.83

## SECTION 2

### Financial Results

2.6 - Creditor Accounts Paid      November 2022

	Creditor Name	Creditor Payment Type	Amount \$
V01194	Hire A Hubby Darwin	General Creditors	2,970.00
V01801	Pumptech NT	General Creditors	2,782.00
V00614	RTM - Dept. of the Attorney General and Justice	General Creditors	2,530.00
4029	Totally Workwear Palmerston	General Creditors	2,479.00
V01570	Sarah Louise Henderson	Elected Members	2,375.04
V01748	FE Technologies Pty Ltd	General Creditors	2,263.80
V01609	NT Recycling Solutions Pty Ltd - (NTRS)	General Creditors	2,207.38
V02294	Michelle Murray	General Creditors	2,200.00
V01572	Lucy Morrison	Elected Members	2,121.60
V01569	Benjamin Giesecke	Elected Members	2,055.04
V03648	Mark Fraser	Elected Members	2,055.04
3396	Autism NT Inc.	Grants, Sponsorships, Donations & Prizes	2,000.00
V04262	Darwin Lions Sports Club	Grants, Sponsorships, Donations & Prizes	2,000.00
V04277	Palmerston Boxing	Grants, Sponsorships, Donations & Prizes	2,000.00
256	The Bookshop Darwin	General Creditors	1,997.79
V02056	Information Consultants Pty Ltd	General Creditors	1,980.00
V01420	CENTRELINK (PAYROLL)	General Creditors	1,699.62
1581	Northern Territory Broadcasters Pty Ltd	General Creditors	1,642.08
V03794	Dial Before You Dig SA NT Inc	General Creditors	1,585.76
V03651	Danielle Eveleigh: (Main Account - BankSA)	Elected Members	1,561.60
V03850	Nutrien Ag Solutions	General Creditors	1,527.52
2199	SBA Office National	General Creditors	1,465.81
V03996	Diligent Safety Consulting Pty Ltd	General Creditors	1,408.00
4398	Quality Indoor Plants Hire	General Creditors	1,391.05
215	Employee Assistance Services NT Inc (EASA)	General Creditors	1,366.98
V01537	Ben's Tree Service Pty Ltd	General Creditors	1,225.00
V00939	Defend Fire Services Pty Ltd	General Creditors	1,087.90
V04215	NT Blinds Pty Ltd	General Creditors	1,074.48
V00555	Rydges Palmerston	General Creditors	1,000.00
V01826	Tick of Approval Pty Ltd	General Creditors	990.00
2915	Territory Uniforms	General Creditors	966.56
V01825	Louise Ellen Nutrition	General Creditors	937.50
V01656	TAFE Queensland North	General Creditors	888.00
V01810	Jacana Energy - Payroll Deductions	General Creditors	825.00
V03274	Top End Critters	General Creditors	800.00
V01906	Darwin Automotive Pty Ltd (Darwin Motor Group)	General Creditors	793.00
V03600	CFO Business Associates	General Creditors	790.90
V03853	Service Air	General Creditors	764.50
V03049	Ogalo Palmerston	MyPalmerston	712.50
V03793	OkFitness	General Creditors	700.00
V04212	Last Minute Productions Pty Ltd	General Creditors	660.00
337	Mirrors Robes & Showerscreens Pty Ltd	General Creditors	655.00
3648	Mobile Locksmiths Australia Pty Ltd	General Creditors	594.00
V04241	All Pets Veterinary Hospital	General Creditors	580.80
V02167	Sanity Music Stores Pty Ltd	General Creditors	577.92
5387	Odd Job Bob - Darren John Fillmore	General Creditors	574.62
5713	Clean Fun T/A Giggling Geckos Jumping Castle Hire	General Creditors	550.00
2186	Optus Billing Services Pty Ltd	General Creditors	540.00
5676	Royal Wolf Trading Australia Pty Ltd	General Creditors	505.66
V04281	Darwin Community Legal Service	Grants, Sponsorships, Donations & Prizes	500.00
V00971	Go Transit Media Group Pty Limited	General Creditors	471.43
V03923	Anna Thomson	General Creditors	442.00
V00542	Industry Health Solutions	General Creditors	418.00

## SECTION 2

### Financial Results

2.6 - Creditor Accounts Paid November 2022

Creditor Name	Creditor Payment Type	Amount \$
V01294 Emily Williams Yoga	General Creditors	400.00
V03652 Danielle Eveleigh (\$400 Only - Bendigo Bank)	Elected Members	400.00
V04200 Storm PT	General Creditors	400.00
V04172 Charlie Bliss Creative	General Creditors	385.00
4221 Institute of Public Works Engineering - IPWEA	General Creditors	374.00
35 WINC Australia Pty Limited	General Creditors	352.15
V04027 Nicks Cuisine Catering	General Creditors	335.50
5036 Dormakaba Aust P/L T/as Territory Door Services	General Creditors	334.86
272 City Wreckers	General Creditors	308.00
3788 HPA Incorporated	General Creditors	275.00
V03178 Purple Wax Pty Ltd	General Creditors	264.00
V02254 Darwin Toplock Pty Ltd T/a Toplock NT	General Creditors	250.00
V03480 Baby Ballet Darwin	General Creditors	250.00
V04279 Giselle Jones	Grants, Sponsorships, Donations & Prizes	250.00
V04280 Luke Sampson	Grants, Sponsorships, Donations & Prizes	250.00
V03001 Bianco Construction Supplies Pty Ltd	General Creditors	244.97
V02364 Shipping Containers Leasing Pty Ltd	General Creditors	198.00
112 Beaurepaires	General Creditors	190.74
4605 Top End Windscreens and Tinting Pty Ltd	MyPalmerston	150.00
V01069 Zest for Life Zumba - Sophie M Nicaise	General Creditors	150.00
4561 Bendesigns	General Creditors	143.00
V00069 Jawed Khan	General Creditors	125.00
V03665 Bilske Investments Pty Ltd T/A Outback Pest Co	General Creditors	121.00
399 St John Ambulance (NT) Incorporated	General Creditors	120.00
1650 Driver Primary School	Grants, Sponsorships, Donations & Prizes	100.00
5471 Palmerston Christian School	Grants, Sponsorships, Donations & Prizes	100.00
853 Woodroffe Primary School	General Creditors	100.00
V01844 Mother Teresa Catholic Primary School	Grants, Sponsorships, Donations & Prizes	100.00
22 Norsign Pty Ltd	General Creditors	78.65
V01397 RSPCA Darwin	General Creditors	65.00
V01938 Windcave Pty Limited	General Creditors	49.50
V01203 Tyreright Palmerston	General Creditors	40.00
V01358 Darren Bowler	General Creditors	40.00
V03992 Booktopia Pty Ltd	General Creditors	21.37

2,493,001.46

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

85%



Approved by: Manager Finance

# COUNCIL AGENDA Attachment 13.2.2.1

## Section 2

## Financial Results

### 2.7 - Waste Charges as at 25 November 2022

#### Waste Management

	Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	Commitment \$	% Committed of Annual Budget	YTD Actuals + Commitments \$	% YTD Actual + Committed of Annual budget	YTD Budget	% YTD Actuals of YTD Budget
<b>Income</b>									
Rates & Charges	6,818,686	6,887,676	101%	0	0%	6,887,676	101%	6,818,686	101%
Other Revenue	70,730	58,040	82%	0	0%	58,040	82%	70,730	82%
<b>Income</b>	<b>6,889,416</b>	<b>6,945,716</b>	<b>101%</b>	<b>0</b>	<b>0%</b>	<b>6,945,716</b>	<b>101%</b>	<b>6,889,416</b>	<b>101%</b>
<b>Operating Expenditure</b>									
Employee Costs	-640,533	-213,511	33%	0	0%	-213,511	33%	-266,889	80%
Professional Services	-41,480	-1,012	2%	-4,868	12%	-5,880	14%	-17,283	6%
Educational Resources	-50,000	-2,094	4%	-115	0%	-2,209	4%	-20,833	10%
Grants / Donations/Contributions Paid	-30,000	-910	3%	0	0%	-910	3%	-12,500	7%
Utilities	-12,000	-1,484	12%	0	0%	-1,484	12%	-7,000	21%
Street Sweeping	-332,000	-121,679	37%	-53,940	16%	-175,619	53%	-138,333	88%
Litter Collection	-588,000	-243,710	41%	-301,965	51%	-545,675	93%	-254,086	96%
Domestic Bin Collection	-2,192,668	-342,901	16%	0	0%	-342,901	16%	-913,612	38%
Kerb Side Collections	-226,797	-377,623	167%	-162,779	72%	-540,403	238%	-94,499	400%
Tip Recharge Domestic Bin collection	-924,371	-277,919	30%	-77,150	8%	-355,070	38%	-385,155	72%
Transfer Station	-1,299,851	-343,939	26%	-42,669	3%	-386,608	30%	-541,604	64%
Loan Repayments	-33,423	0	0%	0	0%	0	0%	-16,712	0%
Tip Recharge Transfer Station	-365,103	-112,559	31%	-27,481	8%	-140,040	38%	-152,126	74%
<b>Operating Expenditure</b>	<b>-6,736,226</b>	<b>-2,039,341</b>	<b>30%</b>	<b>-670,968</b>	<b>10%</b>	<b>-2,710,309</b>	<b>40%</b>	<b>-2,820,632</b>	<b>72%</b>
<b>Capital Expenditure</b>									
Reserve Funded Capital Works	-274,743	-42,371	15%	-243,833	89%	-286,204	104%	-974,743	4.35%
<b>Capital Expenditure</b>	<b>-274,743</b>	<b>-42,371</b>	<b>15%</b>	<b>-243,833</b>	<b>89%</b>	<b>-286,204</b>	<b>104%</b>	<b>-974,743</b>	<b>4%</b>
<b>Borrowings</b>									
Repayments - Archer Loan Principal	374,943	0	0%	0	0%	0	0%	0	
<b>Borrowings</b>	<b>374,943</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0.00%</b>
<b>Profit/(Loss)</b>	<b>253,390</b>	<b>4,864,004</b>		<b>-914,801</b>		<b>3,949,203</b>		<b>3,094,041</b>	



Approved by: Finance Manager

### Section 2

### Financial Results

#### 2.8 - Commercial Leases as at 25 November 2022

#### Commercial Leases

	Revised Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	Commitment \$	% Committed of Annual Budget	Total YTD Actuals + Commitments \$	% YTD Actual + Committed	YTD Budget	% YTD Actuals of YTD Budget
<b>Income</b>									
Library Services	33,388	6,320	19%	0	0%	6,320	19%	16,694	38%
Director Finance & Governance	69,205	28,179	41%	0	0%	28,179	41%	28,835	98%
Civic Centre	151,150	51,119	34%	0	0%	51,119	34%	62,979	81%
<b>Income</b>	<b>253,742</b>	<b>85,618</b>	<b>34%</b>	<b>0</b>	<b>0%</b>	<b>85,618</b>	<b>34%</b>	<b>108,508</b>	<b>79%</b>
<b>Expenditure</b>									
Director Finance & Governance	-12,463	-6,569	53%	0	0%	-6,569	53%	28,835	-23%
<b>Expenditure</b>	<b>-12,463</b>	<b>-6,569</b>	<b>53%</b>	<b>0</b>	<b>0%</b>	<b>-6,569</b>	<b>53%</b>	<b>28,835</b>	<b>-23%</b>
<b>Profit/(Loss)</b>	<b>241,279</b>	<b>79,049</b>		<b>0</b>		<b>79,049</b>		<b>137,344</b>	

Library Services includes lease held by The Nook

Civic Centre includes the lease held by Adult Mental Health

Director Finance & Governance includes the leases held by Peter McGrath and Palmerston Re-Engagement Centre

McGees Management Fees charged to Director Finance & Governance each month



Approved by: Finance Manager

### Section 2 Financial Results

#### 2.9 - Council Loans 25 November 2022

Internal Loan - Making the Switch Balances	
1st Withdrawal June 2019	640,000
2nd Withdrawal June 2020	2,583,849
Public lighting officer June 2020	114,000
<b>Project Cost taken from FILOC</b>	<b>3,337,849</b>
Repayments 2019/20	(200,000)
Repayments 2020/21	(313,615)
Repayments 2021/22	(321,849)
<b>Loan Balance at 1/07/2022</b>	<b>2,502,385</b>

Internal Loan - Making the Switch					
Principal as of 1/7/2022	Principal Loan Repayments for 2022/23	Principal Loan Repayments YTD	Interest for 2022/23	Interest YTD	Loan balance as of 30/06/2023
2,502,385	330,299	81,774	61,859	16,266	2,172,085
	330,299	81,774	61,859	16,266	2,172,085

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	
<b>Loan from NAB</b>	<b>1,960,000</b>
Total Loan Amount	1,960,000
Repayments 2019/20	(221,414)
Repayments 2020/21	(228,285)
Repayments 2021/22	(234,504)
<b>Loan Balance at 1/07/2022</b>	<b>1,275,797</b>

External Loan - Archer Landfill Rehabilitation					
Principal as of 1/7/2022	Principal Loan Repayment For 2022/2023	Principal Loan Repayments YTD	Interest for 2022/2023	Interest YTD	Loan balance as of 30/06/2023
1,275,797	374,943	-	16,712	-	900,854

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.



Approved by: Finance Manager

# COUNCIL AGENDA Attachment 13.2.2.1

## Section 2 Financial Results

### 2.10 - Elected Member Expenses 25 November 2022

#### Elected Members

	Revised Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	Commitment \$	% Committed of Annual Budget	YTD Actuals + Commitments \$	% YTD Actual + Committed of Annual budget	YTD Budget	% YTD Actuals of YTD Budget
<b>Operating Expenditure</b>									
Mayoral Allowance	-87,636	-29,532	33.70%	0	0.00%	-29,532	33.70%	-36,515	81%
Mayoral Electoral Allowance	-23,066	-7,772	33.70%	0	0.00%	-7,772	33.70%	-9,611	81%
Mayoral Professional Dev Allowance	-3,753	0	0.00%	0	0.00%	0	0.00%	-1,564	0%
Deputy Mayoral Allowance	-32,405	-9,855	30.41%	0	0.00%	-9,855	30.41%	-13,502	73%
Deputy Mayoral Electoral Allowance	-5,768	-1,754	30.41%	0	0.00%	-1,754	30.41%	-2,403	73%
Elected Members Allowances	-94,570	-31,867	33.70%	0	0.00%	-31,867	33.70%	-39,404	81%
Elected Members Electoral Allowance	-34,606	-11,661	33.70%	0	0.00%	-11,661	33.70%	-14,419	81%
Elected Members Professional Dev Allowance	-26,272	0	0.00%	-2,959	11.26%	-2,959	11.26%	-13,136	0%
Elected Members Meeting Allowance	-63,049	-3,680	5.84%	0	0.00%	-3,680	5.84%	-26,270	14%
Information Technology Capital Entitlement	-1,986	-1,200	60.42%	0	0.00%	-1,200	60.42%	-828	145%
Communications Entitlement	-6,400	-1,866	29.16%	0	0.00%	-1,866	29.16%	-2,667	70%
Acting Mayor Allowance	-11,000	-2,881	26.19%	0	0.00%	-2,881	26.19%	-4,583	63%
Acting Mayor Electoral Allowance	-3,000	-758	25.28%	0	0.00%	-758	25.28%	-1,250	61%
Advertising	0	-290	0%	0	0%	-290	0%	0	0%
Stationery & Office Consumables	-500	0	0.00%	-157	31.49%	-157	31.49%	-208	0%
Printing & Photocopying Costs	-2,000	0	0.00%	0	0.00%	0	0.00%	-833	0%
Furniture & Equipment expensed	-1,390	0	0.00%	0	0.00%	0	0.00%	-695	0%
Other Expenses	-7,620	0	0.00%	0	0.00%	0	0.00%	-3,383	0%
Food & Catering Costs	-10,752	-2,652	24.66%	0	0.00%	-2,652	24.66%	-4,480	59%
Course Seminar & Conference Registration	-10,240	0	0.00%	0	0.00%	0	0.00%	-5,120	0%
Air Travel	-3,000	0	0.00%	0	0.00%	0	0.00%	-1,500	0%
Travel Accommodation	-2,048	0	0.00%	0	0.00%	0	0.00%	-1,024	0%
Travel Related Costs Other	-1,000	0	0.00%	0	0.00%	0	0.00%	-500	0%
<b>Operating Expenditure</b>	<b>-432,061</b>	<b>-105,768</b>	<b>24.48%</b>	<b>-3,116</b>	<b>0.72%</b>	<b>-108,884</b>	<b>25.20%</b>	<b>-183,896</b>	<b>58%</b>



Approved by: Finance Manager



## Section 2 Financial Results

### 2.11 - CEO Credit Card Transactions

25 November 2022

**Cardholder Name:** Luccio Cercareli  
**Cardholder Position:** CEO  
**Period** Nov-22

Transaction Date	Amount \$	Supplier's Name	Reason for the Transaction
No Transactions for the period.			

**Cardholder Name:** Nadine Nillon  
**Cardholder Position:** Acting CEO  
**Period** Nov-22

\*Note EOM Close off 25-Nov-22 due Council Reports.

Transaction Date	Amount \$	Supplier's Name	Reason for the Transaction
No Transactions for the period.			

\*Note EOM Close 25-Nov-22 due Council Reports due 30 Nov 2022.

# COUNCIL REPORT

1st Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.2.3
<b>REPORT TITLE:</b>	Major Capital Projects December 2022 Update
<b>MEETING DATE:</b>	Tuesday 6 December 2022
<b>AUTHOR:</b>	Executive Manager Projects and Infrastructure Services, Karl Hell
<b>APPROVER:</b>	General Manager of Infrastructure, Nadine Nilon

## COMMUNITY PLAN

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

## PURPOSE

The purpose of this Report is to update Council on major capital projects currently underway.

## KEY MESSAGES

- Council has several capital projects underway that are greater than \$1 million in value.
- Due to the scale of the projects, this report provides an update to the status of major projects with a value of over \$1 million.
- The following projects have updates included as attachments to this report.
  - SWELL Construction
  - Zuccoli Community Hub - Dog Park
  - FiberSense
- Planning for major projects additional to the those listed are also included within this report with updates.
- 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 December 2022 Update be received and noted.

## BACKGROUND

Council has a Capital Works Program worth over \$27 million this financial year. This includes a broad range of asset renewal programs along with major capital projects.

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 capital programs and projects are reported through specific project communications and with updates within quarterly and financial reports.

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

### DISCUSSION

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

- SWELL Construction **Attachment 13.2.3.1**
- Zuccoli Community Hub – Dog Park **Attachment 13.2.3.2**
- FiberSense **Attachment 13.2.3.3**

Council is also progressing the planning for future, proposed major capital works, as summarised below.

#### Driver Community Centre

The Driver Resource Centre was constructed in the mid 1980's as a Childcare Facility co-located with the adjacent Driver Primary School.

- The building is located on Lot 4196, Town of Palmerston.
- The lot is 2070 square metres but constrained by significant easements, leaving approximately a 450 square metre area available for construction of a building.
- The lot is zoned Community Purpose.
- The building, owned by Council, is currently leased.

The design contract was awarded in October 2022 to undertake a preliminary design, including a needs assessment for the replacement of the Driver Resource Centre located at 19 Driver Avenue with a modern Community Centre. The estimated overall cost of the design and construction is anticipated to be in the order of \$2 million. Work is progressing on the needs assessment, with a more detailed update, including needs assessment, will be provided to Council early in 2023.

#### Zuccoli Community Hub – Future Stages

The Master Plan for the Zuccoli and Surrounds Community Hub, incorporates an off-leash dog park, walking trails, a skate park and pump track, a playground, children's boutique library, community centre and a garden of reflection. The project has an estimated cost of \$20 Million and is anticipated to be delivered over a 5-year period, commencing in 2022. The Community Hub will be delivered in stages, the first stage being the Dog Park and the second stage will be the Skate Park and Pump Track. The Skate Park and Pump Track has an estimated cost of \$1.5 Million and will be funded by Council.

City of Palmerston submitted a Building Better Regions Fund (BBRF) - Infrastructure Projects Stream - Round 6 - Application for the Zuccoli Community Hub (Buildings). The Australian Government has advised that BBRF - Round 6 - Application is not proceeding, however, Council will be able to apply for funding under the new Growing Regions Program when it becomes available.

This year, Council has allocated \$500,000 for the construction of a pump track within the Zuccoli Community Hub and has identified funding for the Community Centre and Library facilities subject to grant funding. Procurement for the design components of these elements will commence in December 2022, enabling the design to be completed early 2023, with the pump track being a priority for construction to occur in the 2023 dry season.

#### Archer Waste Management Facility Upgrade

Upgrade of the Archer Waste Management Facility includes design, relocation of the gatehouse, construction of a recycling area and construction of a general waste push-pit area (with roof). The design phase of the project is in progress to enable a tender for construction in the 2023 dry season.

Total project funding is \$1.6 million which includes a NTG Grant of \$400,000. Council has also been successful in its grant application for the NT Recycling Modernisation Fund for a cardboard compactor at

the Archer Waste Management Facility. Project funding for the cardboard compactor is \$200,000 which comprises NTG NT Recycling Modernisation Grant of \$100,000 and Council capital contribution of \$100,000.

Since the previous Major Capital Projects update provided in October 2022, geotechnical site investigations have been undertaken. Detailed design continues to remain in progress.

### **CONSULTATION PROCESS**

Consultation with the community and stakeholders is occurring as relevant to each project.

### **POLICY IMPLICATIONS**

There are no policy implications for this Report.

### **BUDGET AND RESOURCE IMPLICATIONS**

The projects are being delivered within the 2022-23 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 specified may result in community dissatisfaction. At this stage of the projects no delays have been identified. Council will receive regular reports in progress of constructions and timeframes as will the community and relevant stakeholders.

Within the current market for design, construction and project support resources, there are risks of increasing costs and delays. These are being managed within each individual project as required. Overall, there are resourcing constraints relating to deliver multiple significant projects at one time and processes are underway to recruit and engage relevant project managers and support.

This Report addresses the following City of Palmerston Strategic Risks:

#### **6 Fails to deliver the strategic vision for the City**

Context: Ensuring vision is delivered effectively & efficiently, progress is measurable & celebrated.

### **ENVIRONMENT SUSTAINABILITY IMPLICATIONS**

The benefits of these projects are numerous, including enhancing the amenity of the local area; providing greater health and lifestyle choices; increasing social diversion and youth engagement, local employment opportunities, improved public safety, increased waste recycling; and reducing the effects of heat and climate.

### **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. SWELL Construction December Update [13.2.3.1 - 2 pages]
2. Zuccoli Dog Park December Update [13.2.3.2 - 2 pages]
3. Fiber Sense December Update [13.2.3.3 - 2 pages]



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## SWELL CONSTRUCTION

DECEMBER 2022 Update

### **Project Overview**

**Summary:** The SWELL project is Palmerston's largest infrastructure project to date and is set to transform the current aging Palmerston Swimming and Fitness Centre into an aquatic and leisure precinct including a refurbished 50m pool with improved accessibility, heated program pool, an adventure play zone, warm water pool, half basketball court, events area, upgraded amenities and plenty of shade.

**Website Link:** <https://palmerston.nt.gov.au/operations/major-projects/swell-construction>

**Construction Budget:** \$19.4 million

**Funding Source(s):**

- City of Palmerston - \$6.9 million
- Australian Government - \$5 million (Building Better Regions Fund)
- Northern Territory Government - \$7.5 million (grant)

**Completion Date:** November 2023

**Contractor:** Jaytex Construction Pty Ltd

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### **Status Update**

**Percentage Complete:** 10%

**Actual Costs to Date (claims processed):** Nil, however the first claim has been submitted – approx. \$1.2m

**Approved Cost Variations:** -49,565.00 (Negative Variation – Design development)

**Works to Date Summary:**

In July 2022 the contract was awarded to Local NT company Jaytex Construction, with Minister Lawler, Federal Member Solomon, Mr. Luke Gosling, Mayor Athina Pascoe – Bell, and Neil Daffen (Jaytex) in attendance at the project launch event (pictured below). Palmerston Pool closed to the public on 20 August 2022.

Construction works commenced 22 August 2022. The Gym and Youth Centre are remaining operational during construction.

Project works in progress and / or completed to date:

- Segregation of the Youth Centre, kiosk and Gym from the construction site so to maintain their operations
- Tree removal/site clearing works
- Draining of the pools
- Demolition and removal of the pump house plantroom, leisure pool and shade structures
- Decommissioning and removal of redundant underground services
- Removal of waste material from site
- Underground service installation
- Electrical transformer pad construction
- Installation of electrical substation and water main
- Earth works, site leveling and building pad construction





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## SWELL CONSTRUCTION

DECEMBER 2022 Update



*Electrical Substation and Water Main*



*Pool Demolition Works*

**Upcoming Works:**

- Demolition works continuing
- Decommission and removal of redundant underground services
- Removal of waste material from site
- Installation of underground services
- Earth works, site leveling and building pad construction



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## ZUCCOLI COMMUNITY HUB – DOG PARK

DECEMBER 2022 UPDATE

### **Project Overview**

**Summary:** The Master Plan for the Zuccoli and Surrounds Community Hub, will incorporate an off-leash dog park, walking trails, a skate park and pump track, a playground, children's boutique library, community centre and a garden of reflection. Stage 1 is under construction and consists of a dog park with two fenced dog play areas with water play, public toilet and temporary car parking.

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

**Construction Budget:** \$1.29 million (excluding GST)

**Funding Source(s):**

- City of Palmerston - \$890,000
- Australian Government - \$150,000 (Local Roads and Community Infrastructure Fund, Phase 2)
- Northern Territory Government - \$250,000 (grant for the public toilet)

**Completion Date:** March 2023

**Contractor:** Sterling NT

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### **Status Update**

**Percentage Complete:** 80%

**Actual Costs to Date (claims processed):**

- 2021/22 - \$317,614
- 2022/23 - \$721,232
- Total = \$1,038,846 Excl Gst

**Approved Cost Variations:** \$81,249 Excl GST – 5.38% of total contract

**Works to Date Summary:**

Following the project launch in June 2022, construction is well underway with several elements having been completed and others being constructed concurrently.

The following site works have been completed:

- Site clearing
- Civil and earth works
- Construction of concrete paving, light poles, shade structures
- Water main
- Services and concrete pad for Exeloo
- Fencing

Works currently underway include:

- Landscaping works
- Finalisation of pathways
- Installation of Exeloo
- Park luminaries





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## ZUCCOLI COMMUNITY HUB – DOG PARK

DECEMBER 2022 UPDATE



Site

### **Upcoming Works:**

Over the next month it is anticipated the works underway will be completed and the establishment of grassing will occur to enable an opening date to be finalised.

Due to supply timeframes the Exeloo installation anticipated completion date is March 2023.



## FIBERSENSE

DECEMBER 2022 UPDATE



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### **Project Overview**

**Summary:** A total of 60km of fiber optic cable will be laid throughout Palmerston CBD and Tiger Brennan Drive to detect vibrations in real time to understand and capture vehicular and pedestrian movements.

**Website Link:** <https://palmerston.nt.gov.au/operations/major-projects/fibersense-technology>

**Construction Budget:** \$2 million (including 5 years of data services)

**Funding Source(s):**

- City of Palmerston – \$500,000
- Northern Territory Government – \$1.5 million (grant)

**Completion Date:** November 2022 initial stages, Mid 2023 final stages.

**Contractor:** FiberSense Pty Ltd

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### **Status Update**

**Percentage Complete:** 95%

**Actual Costs to Date (claims processed):** \$1,322,635 or 66%

- 2021/22 – \$483,118
- 2022/23 – \$839,517

**Approved Cost Variations:** \$126,180 or 6.3%

**Works to Date Summary:**

As of end of November 2022, FiberSense has completed 90% of cable installation and splicing for the project. In summary, a total of 56km of pico-trenched fiber has been laid and activated.

To enhance the level of sensing and data collection on the pico-trenched network, FiberSense has added one more sensing unit to make it two sensing units in total. This does not incur any variation.

With this, fiber cable installation on City of Palmerston and Northern Territory Government roads have been completed, excluding the Civic Plaza Car Park which will be done next year.

The following are the updates to the works planned for the month of November:

- Sensing data on the CoP path – *Currently happening and being optimized for handover*
- Installation of second DFS unit for NTG path – *To be completed on the 24<sup>th</sup> of November*
- Project documentation submission – *Awaiting Asset Register Submission*
- As Built sent to contractor for creation – *To be completed by 30<sup>th</sup> November*

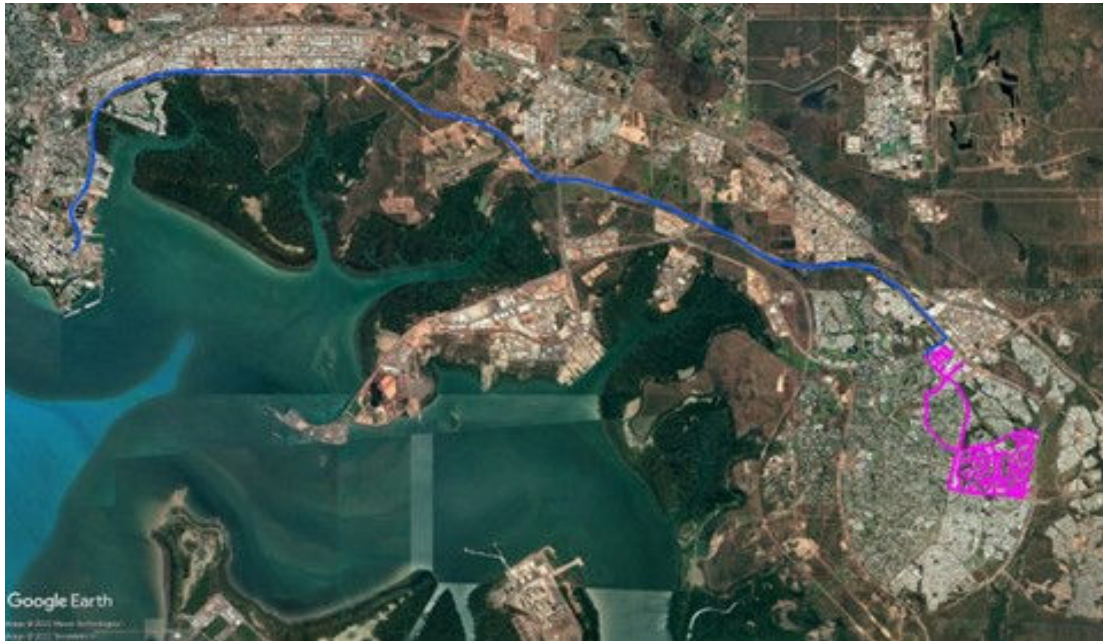
Progress is well underway, and the handover is projected to be completed by the first week of December.

## FIBERSENSE

DECEMBER 2022 UPDATE



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*Figure 1 Complete Routes: NTG Road (Blue) and CoP Road (Pink)*

### **Upcoming Works:**

The following works are underway for the coming months:

- Fibre cable installation on NTG Roads and Fibre cable installation on NTG Roads – To be completed by second quarter in 2023
- Software Development (Optical Setup, Digital Geotag, Commission Processing Chain and Detector Setup, Portal (GUI) Set up) – near completion
- Project Launch – December 2022

**14 INFORMATION AND CORRESPONDENCE**

**14.1 Information**

**14.2 Correspondence**

**15 REPORT OF DELEGATES**

**16 QUESTIONS BY MEMBERS**

**17 GENERAL BUSINESS**

**18 NEXT ORDINARY COUNCIL MEETING**

THAT the next Ordinary Meeting of Council be held on Tuesday, 17 January 2022 at 5:30pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

**19 CLOSURE OF MEETING TO PUBLIC**

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

**20 ADJOURNMENT OF MEETING AND MEDIA LIAISON**



# MINUTES

## 2nd Ordinary Council Meeting Tuesday 15 November 2022

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

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# COUNCIL AGENDA Attachment 24.1.1

## COUNCIL MINUTES

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Minutes of Council Meeting  
held in Council Chambers  
Civic Plaza, 1 Chung Wah Terrace, Palmerston  
on Tuesday 15 November 2022 at 5:30pm.

### PRESENT

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#### ELECTED MEMBERS

Mayor Athina Pascoe-Bell (Chair)  
Councillor Danielle Eveleigh  
Councillor Mark Fraser  
Councillor Sarah Henderson  
Councillor Ben Giesecke (*via audiovisual*)  
Councillor Damian Hale

#### STAFF

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

#### GALLERY

Five members of staff

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



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# COUNCIL AGENDA Attachment 24.1.1

## COUNCIL MINUTES

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### 1 ACKNOWLEDGEMENT OF COUNTRY

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

### 2 OPENING OF MEETING

The Chair declared the meeting open at 5.30pm.

### 3 APOLOGIES AND LEAVE OF ABSENCE

#### 3.1 Leave of Absence Previously Granted

Moved: Councillor Fraser  
Seconded: Councillor Eveleigh

1. THAT it be noted Deputy Mayor Lucy Morrison will be on leave of absence as previously granted on 1 November 2022, for the period of 12 November 2022 to 16 November 2022 inclusive.
2. THAT it be noted that Councillor Garden will be on leave of absence as previously granted on 6 September 2022, for the period of 16 November 2022 to 23 November 2022 inclusive.

CARRIED 10/612 – 15/11/2022

#### 3.2 Apologies

Nil

#### 3.3 Leave of Absence Request

Moved: Councillor Fraser  
Seconded: Councillor Eveleigh

1. THAT it be noted the leave of absence received from Councillor Garden for 15 November 2022 inclusive be received and noted.
2. THAT the leave of absence received from Councillor Hale for 16 November to 25 November 2022 inclusive be received and noted.
3. THAT the leave of absence received from Councillor Eveleigh for 28 November to 30 November 2022 inclusive be received and noted.
4. THAT the leave of absence received from Councillor Eveleigh for 5 December to 7 December 2022 inclusive be received and noted.
5. THAT the leave of absence received from Councillor Henderson for 29 November to 30 November 2022 inclusive be received and noted.

CARRIED 10/613 – 15/11/2022

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



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## COUNCIL MINUTES

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### 4 REQUEST FOR AUDIO/AUDIOVISUAL CONFERENCING

Moved: Councillor Giesecke  
Seconded: Councillor Henderson

1. THAT Council note that Councillor Giesecke is attending via Audio/Audiovisual who will be physically prevented from attending a meeting due to being further than 100kms from the place of meeting.
2. THAT Council approve that Councillor Eveleigh to attend via Audio/Audiovisual on 6 December 2022 Council Meeting who will be physically prevented from attending a meeting due to being further than 100kms from the place of meeting.

CARRIED 10/614 – 15/11/2022

### 5 DECLARATION OF INTEREST

#### 5.1 Elected Members

Moved: Councillor Fraser  
Seconded: Councillor Henderson

THAT the Declaration of Interest received from Councillor Eveleigh for Item 6.1 be received and noted.

CARRIED 10/615 – 15/11/2022

#### 5.2 Staff

Moved: Councillor Eveleigh  
Seconded: Councillor Henderson

THAT the Declaration of Interest received from Chief Executive Officer, Luccio Cercarelli for Item 22.1 and 22.2 be received and noted.

CARRIED 10/616 – 15/11/2022

### 6 CONFIRMATION OF MINUTES

#### 6.1 Confirmation of Minutes

*Councillor Eveleigh declared a conflict of interest and left the meeting at 5.39pm.*

Moved: Councillor Henderson  
Seconded: Councillor Hale

THAT the Minutes of the Council Meeting held on 01 November 2022 pages 10881 to 10888 be confirmed with the following amendments:

- After item 6.1 – remove the sentence 'THAT the meeting was adjourned for 5 minutes'.
- After item 20 and before 'The open section of the meeting closed...' please add 'Nil' to reflect that there was no adjournment.

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



### COUNCIL MINUTES

CARRIED 10/617 – 15/11/2022

#### 6.2 Business Arising from Previous Meeting

Nil

#### 8 DEPUTATIONS AND PRESENTATIONS

Nil

#### 9 PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)

Nil

#### 10 CONFIDENTIAL ITEMS

##### 10.1 Moving Confidential Items into Open

Nil

##### 10.2 Moving Open Items into Confidential

Nil

##### 10.3 Confidential Items

Moved: Councillor Hale  
Seconded: Councillor Eveleigh

THAT pursuant to Section 99(2) and 293(1) of the *Local Government Act 2019* and section 51(1) 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	Legal Advice	<p>This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(a) of the <i>Local Government (General) Regulations 2021</i>, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.</p> <p>This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(d) of the <i>Local Government (General) Regulations 2021</i>, which states a council may</p>

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



### COUNCIL MINUTES

				<p>close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information subject to an obligation of confidentiality at law, or in equity.</p> <p>This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(c)(ii) of the <i>Local Government (General) Regulations 2021</i>, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the maintenance or administration of the law.</p>
25.1.2	External Support	Request	for	<p>This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(c)(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.</p>
25.1.3	External Support	Request	for	<p>This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(c)(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.</p>
25.1.4	Council Agreements Contracts	Property	and	<p>This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(c)(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.</p> <p>This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(c)(iii) 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 security of the council, its members or staff.</p>
25.1.5	External Relationships	Stakeholder		<p>This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and</p>

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

**COUNCIL MINUTES**

		section 51(1)(c)(iv) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person.
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CARRIED 10/618 – 15/11/2022

**11 PETITIONS**

Nil

**12 NOTICES OF MOTION**

Nil

**13 OFFICER REPORTS**

**13.1 Action Reports**

**13.1.1 Community Benefit Scheme - Palmerston Saints Hockey Club Sponsorship Application**

Moved: Councillor Fraser  
Seconded: Councillor Eveleigh

1. THAT Report entitled Community Benefit Scheme - Palmerston Saints Hockey Club Sponsorship Application be received and noted.
2. THAT Council approves the three-year sponsorship application from Palmerston Saints Hockey Club as detailed in the report Community Benefit Scheme - Palmerston Saints Hockey Club Sponsorship Application

CARRIED 10/619 – 15/11/2022

**13.1.2 Local Government Priority Infrastructure Grant Update - Archer Transfer Station Upgrade**

Moved: Councillor Henderson  
Seconded: Councillor Eveleigh

1. THAT Report entitled Local Government Priority Infrastructure Grant Update - Archer Transfer Station Upgrade be received and noted.
2. THAT Council approve the partial acquittal report at **Attachment 13.1.2.1**, for expenditure up to 30 August 2022.

CARRIED 10/620 – 15/11/2022

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

## **COUNCIL MINUTES**

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### **13.2 Receive and Note Reports**

#### **13.2.1 Christmas in Palmerston 2022**

Moved: Councillor Hale  
Seconded: Councillor Fraser

THAT Report entitled Christmas in Palmerston 2022 be received and noted.

**CARRIED 10/621 – 15/11/2022**

#### **13.2.2 Major Capital Projects November 2022 Update**

Moved: Councillor Hale  
Seconded: Councillor Henderson

THAT Report entitled Major Capital Projects November 2022 Update be received and noted.

**CARRIED 10/622 – 15/11/2022**

#### **13.2.3 Finance Report for the Month of October 2022**

Moved: Councillor Hale  
Seconded: Councillor Eveleigh

THAT Report entitled Finance Report for the Month of October 2022 be received and noted.

**CARRIED 10/623 – 15/11/2022**

#### **13.2.4 Community Benefit Scheme - Update October 2022**

Moved: Councillor Henderson  
Seconded: Councillor Eveleigh

THAT Report entitled Community Benefit Scheme - Update October 2022 be received and noted.

**CARRIED 10/624 – 15/11/2022**

### **14 INFORMATION AND CORRESPONDENCE**

#### **14.1 Information**

Nil

#### **14.2 Correspondence**

Nil

### **15 REPORT OF DELEGATES**

Nil

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

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**COUNCIL MINUTES**

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**16 QUESTIONS BY MEMBERS**

Nil

**17 GENERAL BUSINESS**

Nil

**18 NEXT ORDINARY COUNCIL MEETING**

Moved: Councillor Fraser

Seconded: Councillor Hale

THAT the next Ordinary Meeting of Council be held on Tuesday, 6 December 2022 at 5:30pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

**CARRIED 10/625 – 15/11/2022**

**19 CLOSURE OF MEETING TO PUBLIC**

Moved: Councillor Fraser

Seconded: Councillor Henderson

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

**CARRIED 10/626 – 15/11/2022**

**20 ADJOURNMENT OF MEETING AND MEDIA LIAISON**

Nil

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Chair

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Print Name

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Date

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