

AGENDA

2nd Ordinary Council Meeting

Tuesday 21 February 2023

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

COVID-19 Statement of Commitment

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

- Physical distancing measures
- Health and hygiene principles

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



LUCCIO CERCARELLI
CHIEF EXECUTIVE OFFICER

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COUNCIL AGENDA

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1 ACKNOWLEDGEMENT OF COUNTRY

2 OPENING OF MEETING

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies

3.2 Leave of Absence Previously Granted

3.3 Leave of Absence Request

4 REQUEST FOR AUDIO/AUDIOVISUAL CONFERENCING

5 DECLARATION OF INTEREST

5.1 Elected Members

5.2 Staff

6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

THAT the Minutes of the Council Meeting held on 7 February 2023 pages 10936 to 10947 be confirmed.

6.2 Business Arising from Previous Meeting

7 MAYORAL REPORT

8 DEPUTATIONS AND PRESENTATIONS

9 PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)

10 CONFIDENTIAL ITEMS

10.1 Moving Confidential Items into Open

10.2 Moving Open Items into Confidential

10.3 Confidential Items

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

Item	Confidential Category	Confidential Clause
25.1.1	Legal Advice	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(c)(iv) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the

		<p>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.</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 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>
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- 11 PETITIONS
- 12 NOTICES OF MOTION
- 13 OFFICER REPORTS

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.1.1
REPORT TITLE:	Three-Year Review of the Liquor Act 2019 Submission
MEETING DATE:	Tuesday 21 February 2023
AUTHOR:	General Manager Community and Culture, Anna Ingram
APPROVER:	Chief Executive Officer, Luccio Cercarelli

COMMUNITY PLAN

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

PURPOSE

This Report seeks Council endorsement of the proposed draft submission presented with this report in response to the Three-Year review of the Liquor Act 2019.

KEY MESSAGES

- On 20 December 2022, the Chief Minister and Minister for Alcohol Policy, the Hon. Natasha Fyles announced the three-year review of the *Liquor Act 2019* (the Act).
- The three-year review is an opportunity for businesses, industry groups, government and non-government agencies and the public to provide comment on the Act including what's working, areas to improve or strengthen.
- The Northern Territory Government's Alcohol Policy Coordination Unit has published a Discussion Paper, relating to the review, which contains questions to guide the development of a submission.
- Government and other agencies, including Local Government Areas are encouraged to make a submission with feedback on the Discussion Paper.
- Officers have reviewed the Discussion Paper and have formulated responses to each of the areas contained within the Discussion Paper at item 5. Officers note identified areas of particular interest to City of Palmerston being the potential additional powers for Council Rangers.
- The official closing date for submission is 28 February 2023, however City of Palmerston has requested, and been granted, an extension to this deadline to 10 March 2023.
- City of Palmerston's proposed submission can be found as an attachment to this report.
- Officers are seeking Council's endorsement of the attached draft submission, and approval to submit a final version of the document to the Northern Territory Government's Alcohol Policy Coordination Unit.

RECOMMENDATION

1. THAT Report entitled Three-Year Review of the Liquor Act 2019 Submission be received and noted.
2. THAT Council endorse the proposed draft submission document being **Attachment 13.1.1.2** to report entitled Three-Year Review of the Liquor Act 2019 Submission and approves the submission of a final version of the document to the Northern Territory Government's, Alcohol Policy Coordination Unit.

BACKGROUND

On 20 December 2022, the Chief Minister and Minister for Alcohol Policy, the Hon. Natasha Fyles announced the three-year review of the *Liquor Act 2019* (the Act). The review is intended to help drive continued efforts to minimise harm associated with alcohol, as well as ensure that the Act is effective in recognising the public's interest in the sale, supply, service, promotion and consumption of liquor.

Alcohol-related harm continues to be a core issue impacting the lives of Territorians. The NT has been the focus of a number of reviews and legislative actions in response to the NT's exceptionally high alcohol consumption rates and associated harm since 1978.

The *Liquor Act 2019* (the Act) came into effect on 1 October 2019, representing one of the most significant efforts on alcohol legislative reform in the NT.

The Act governs the sale, provision, service, promotion and consumption of liquor, with the purpose of minimising alcohol harm in the NT. The Act is administered by the Minister for Alcohol Policy and is available on the Northern Territory Legislation [website](#).

The 2019 Act updated the *Liquor Act 1978*. It incorporated 70 recommendations including harm minimisation principles in response to the 2017 Alcohol Policies and Legislation Review (the Riley Review).

Under section 320 of the Act, the Minister must review the legislative framework after three years.

The purpose of this review is to determine whether the:

- Policy objectives of the Act remain valid and practical
- Terms of the Act remain appropriate for securing those objectives

The three-year review is an opportunity for businesses, industry groups, government and non-government agencies and the public to provide comment on the Act including what's working, areas to improve or strengthen.

DISCUSSION

The Northern Territory Government's Alcohol Policy Coordination Unit has published a Discussion Paper, being **Attachment 13.1.1.1** relating to the review, which contains questions to guide the development of a submission. Government and other agencies, including Local Government agencies are encouraged to make a submission with feedback on the Discussion Paper.

While Council welcomes the opportunity to make a submission, it is disappointing to note that there has been no direct consultation with Council from the Department in relation to this call for submissions, when these issues directly affect the safety and amenity of our local communities.

Officers have reviewed the Discussion Paper and have formulated responses to each of the areas contained within the Discussion Paper at item 5. Officers note identified areas of particular interest to City of Palmerston being the potential additional powers for Council Rangers, referenced in the following sections:

Section 5.5, Expansion of Search and Seizure Powers (p9)

Potential amendments may include:

- *amending Part 10 of the Act to allow other appointed officers such as transit officers, public housing safety officers, park rangers, **council rangers** and contracted licenced security officers as ex-officio inspectors with the authority to search individuals and seize any opened or unopened container that is believed to contain liquor (It should be noted that some appointed officers including public housing safety officers and Alice Springs council rangers already have search and seizure powers under their respective acts and bylaws)*

- amending section 25 of the Act 'protection from liability' to include the appointed officers and security officers as outlined above.

Section 5.8, Banned Drinker Register (p10)

There is potential to strengthen the BDR through the Act and the Alcohol Harm Reduction Act, including:

- amending the Act so that when a person receives an alcohol banning notice in a high-risk area, it immediately triggers a Banned Drinker Order (BDO) for a person to be placed on the BDR
- increasing the number of authorised persons who may apply to the BDR Registrar for the making of a BDO such as Transit Safety Officers and **Council Rangers**

These particular amendments proposed in the Discussion Paper would essentially be a cost-shifting exercise which would place the burden on a lower tier of government to take on additional responsibilities that are the core business of the Northern Territory Government. Alcohol Management is a Territory-wide issue and should be dealt with in a consistent manner across all jurisdictions in the NT. The Northern Territory Government has the means and the resources to be able to adequately deal with these issues directly, through the NT Police, Transit Authority, Police Auxiliary Units and other relevant agencies. Placing this responsibility on Local Government agencies would require significant investment by councils to allocate and train staff to exercise these new powers and authorities. These increased costs would be a significant burden that would ultimately be borne by our ratepayers. The extra powers also present significant risk to Council in managing the safety of Council Rangers, should they be required to approach intoxicated persons with the intent of confiscating/tipping out alcohol, as well as requesting personal information for the purpose of referral to the Banned Drinker Register. In addition to the significant safety risk, Rangers would need to undertake specialised training to be able to deal with potential conflict situations, there may be a need for body cameras to be worn.

The Northern Territory has the highest rates of consumption of alcohol per capita in Australia, with corresponding rates of alcohol-fuelled violence and crime. Council believe that the Act still requires significant amendments to improve the aims of minimising harm associated with alcohol and ensure that it is effective in recognising the public's interest in the sale, supply, service, promotion and consumption of liquor.

The official closing date for submission is 28 February 2023, however City of Palmerston has requested, and been granted, an extension to this deadline to 10 March 2023. This will allow adequate time for Council to review the draft and request any amendments or additions prior to submission. City of Palmerston's draft submission can be found at **Attachment 13.1.1.2**.

Officers are seeking Council's endorsement of the draft submission, and approval to finalise and submit a final version of the document to the Northern Territory Government's, Alcohol Policy Coordination Unit.

CONSULTATION PROCESS

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

- Deputy Chief Executive Officer
- General Manager Infrastructure
- Director Finance and Governance

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

- Ward Keller

In addition, the following Councils were consulted to determine their responses to the areas of the review that are relevant to LGAs:

- Darwin City Council
- Alice Springs Town Council
- Katherine Town Council

All three Council expressed similar concerns and responses to City of Palmerston and all three will be making submissions to the Alcohol Policy Coordination Unit.

Attempts have been made to consult with the relevant representative from Litchfield Council, however this has not yet occurred, GMCC will continue to follow up.

POLICY IMPLICATIONS

Should amendments be adopted such as extra powers for Council Rangers as mentioned in the Discussion Paper, this would require an amendment to the legislation and subsequently the Palmerston (Public Places) By-Laws 2001. Council Policies would need to be developed to guide how these extra powers would be managed.

BUDGET AND RESOURCE IMPLICATIONS

Should amendments be adopted such as extra powers for Council Rangers as mentioned in the Discussion Paper, this would require significant allocation of resources. Officers have undertaken some modelling of three different scenarios that could possibly be considered to give an indication of the potential cost implications. The following is an estimate of required wages including penalty rates and superannuation, on-costs refer to associated costs such as taxes, training, equipment, worker compensation, etc.

Cost Models for Ranger patrols

	Model 1	Model 2	Model 3
Hours	24 hours (including weekends)	3 hours morning and evening (including weekends)	3 hours morning and evening (weekends only)
Shifts	Shift 1: 7am-3pm Shift 2: 3pm-11pm Shift 3: 11pm-7am	Shift 1: 7:30-10:30am Shift 2: 5-8pm	Shift 1: 7:30-10:30am Shift 2: 5-8pm
No. Rangers	2	2	2
Cost estimate per/week	\$16,800 + on-costs	\$8,400 + on-costs	\$1,700 + on-costs

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

The amendments proposed in the Discussion Paper present significant risk to Council in managing the safety of Council Rangers, should they be required to approach intoxicated persons with the intent of confiscating/tipping out alcohol, as well as requesting personal information for the purpose of referral to the Banned Drinker Register. In addition to the significant safety risk, rangers would need to undertake specialised training to be able to deal with potential conflict situations, there may be a need for body cameras to be worn, and the community may perceive that Council is undertaking the job of other enforcement agencies such as NT Police, at the expense of ratepayers.

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.

Should amendments be adopted such as extra powers for Council Rangers as mentioned in the Discussion Paper, this would require an amendment to the legislation and subsequently the Palmerston (Public Places) By-Laws 2001.

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. Discussion Paper Three Year Review Liquor Act 2019 [13.1.1.1 - 11 pages]
2. Submissions (2) [13.1.1.2 - 7 pages]

The Three Year Review of the Liquor Act 2019

Discussion Paper



Document title	The Three Year Review of the Liquor Act 2019
Contact details	Alcohol Policy Coordination Unit
Approved by	Dr Frank Daly, Chief Executive, Department of the Chief Minister and Cabinet
Date approved	20 December 2022
TRM number	2022/910

Version	Date	Author	Changes made
0.1	20 October 2022	Alcohol Policy Coordination Unit	Initial draft
1.0	20 December 2022	Alcohol Policy Coordination Unit	Version 1 approved

Acronyms	Full form
ACPU	Alcohol Policy Coordination Unit
APA	Alcohol Protected Area
BDO	Banned Drinker Order
BDR	Banned Drinker Register
CM&C	Department of the Chief Minister and Cabinet
GRA	General Restricted Area
NT	Northern Territory
SRA	Special Restricted Area

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Minister's Foreword



On 20 December 2022, I requested the Department of the Chief Minister and Cabinet (CM&C) undertake the three year review of the *Liquor Act 2019* (the Act) to determine whether the policy objectives remain valid and whether the Act is fit for purpose in securing those objectives.

Alcohol related harm continues to be one of the greatest social issues facing the Northern Territory today, and no Government has done more to stop it.

The Northern Territory Government's review of the Act will be one part in ensuring we continue to minimise harm associated with alcohol. It will also ensure that the Act is effective in recognising the public's interest in the sale, supply, service, promotion and consumption of liquor.

The Discussion Paper is seeking feedback from the broader community and interested stakeholders on the operation of the Act. We are keen to hear from businesses, individuals, associations and other organisations involved in activities related to the Act.

I have released this Discussion Paper to start the conversation and encourage you to have your say by using the online submission form. Your feedback may look at the achievements the Act has delivered or suggestions about how processes under the Act could be improved.

The Northern Territory Government recognises the importance of a strong regulatory framework for alcohol in the Northern Territory, to minimise the harm that alcohol causes in our community and to provide certainty for business, the public and industry.

I appreciate your interest in working with us to build a safer Territory and look forward to hearing your views.

A handwritten signature in blue ink that reads "Natasha". The signature is fluid and cursive.

Hon Natasha Fyles MLA
Chief Minister
Minister for Alcohol Policy

1. Introduction

The Act governs the sale, provision, service, promotion and consumption of liquor, with the purpose of minimising alcohol harm in the Northern Territory (NT). The Act is administered by the Minister for Alcohol Policy and is available on the [Northern Territory Legislation website](#).

Section 320 of the Act requires the Minister to undertake a review as soon as possible after three years from the day the Act received assent. The Act received assent on 3 September 2019.

The review will determine whether:

- the policy objectives of the Act remain valid
- the terms of the Act remain appropriate for securing those objectives.

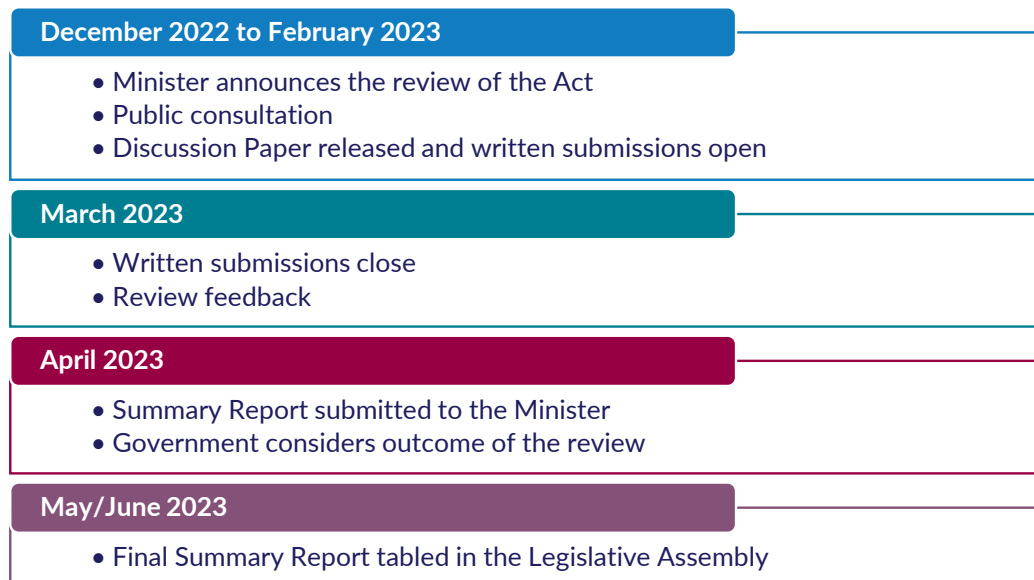
The review will examine a wide range of information and explore views through consultation with businesses, industry groups, government and non-government agencies and the public.

A report on the outcome of the review is required to be tabled to the Legislative Assembly within 12 months following the end of the three year period (October 2023).

2. The Review Process

This Discussion Paper marks the beginning of the review led by the Alcohol Policy Coordination Unit (ACPU), CM&C. Targeted stakeholder meetings and workshops will also be undertaken as required to help further determine key issues from different perspectives.

Feedback received in response to this Discussion Paper will be taken into account by the Government as it determines the next steps in the review. The review process is outlined below.



Additionally, this review will take place concurrently with the drafting of the NT Alcohol Action Plan (the Action Plan) and will form one of the key actions described within the Action Plan. While the scope of the review is limited to the legislative and regulatory framework for liquor in the NT, the Action Plan will provide an avenue to explore other policy tools that can be used in addition to regulatory reform.

3. History of the Liquor Act

Alcohol-related harm continues to be a core issue impacting the lives of Territorians. The NT has been the focus of a number of reviews and legislative actions in response to the NT's exceptionally high alcohol consumption rates and associated harm since 1978.

The Liquor Act was first introduced in 1978 following the granting of self-government to the Territory and came into effect on 12 February 1979. Its main area of alcohol policy was to restrict the physical availability of alcohol by granting communities the power to request the banning or restriction of alcohol in designated areas (now known as general restricted areas).

In 2007, the Australian Government enacted the *Northern Territory Emergency Response Act 2007 (Cth)* (the Intervention legislation) amending NT legislation including the *Liquor Act 1978*. The Intervention legislation was then later repealed in 2012 and replaced with the *Stronger Futures in the Northern Territory Act 2012 (Cth)* (the Stronger Futures Act) which continued the Australian Government's amendments to the NT's Liquor Act. In accordance with its legislative provisions the Stronger Futures Act ceased on 17 July 2022.

In March 2017, the NT Government commissioned the Alcohol Policies and Legislation Review (the Riley Review) to deliver a cohesive approach to alcohol harm reduction. The final report provided 220 recommendations on reforms in alcohol policy and legislation, with the Government taking a number of immediate actions following the release of the report.

In 2018, the NT Government released the Alcohol Harm Minimisation Action Plan 2018-19, as part of the Government's response to the Riley Review and committed to implementing the recommendations from the Riley Review, including a re-write of the *Liquor Act 1978* to incorporate harm minimisation principles.

The Act came into effect on 1 October 2019, representing one of the most significant efforts on alcohol legislative reform in the NT, and resulted in more than 70 recommendations of the Riley Review being implemented upon its commencement.

4. Objectives of the Liquor Act 2019

Section 3 provides that the primary purpose of the Act is to minimise the harm associated with the consumption of liquor in a way that recognises the public's interest in the sale, supply, service, promotion and consumption of liquor.

There are also a number of secondary purposes including:

- a. to protect and enhance community amenity, social harmony and community wellbeing through the responsible sale, supply, service, promotion and consumption of liquor
- b. to regulate the sale, supply, service, promotion and consumption of liquor in a way that contributes to the responsible development of the liquor industry and associated businesses in the Territory
- c. to facilitate the diversity of licensed premises and associated services for the benefit of communities in the Territory
- d. to regulate the sale, supply, service, promotion and consumption of liquor in a way that stimulates the tourism and hospitality industries.

5. Issues

The NT Government has already been given notice on a number of issues that stakeholders would like considered as part of this review. These issues are set out below, including where appropriate or known, the proposed amendments or positions on those issues.

However, your submission is not limited to the issues and questions set out in this Discussion Paper.

5.1. Undue and unreasonable noise

The issues raised relate to areas such as:

- defining the terms 'undue' or 'unreasonable' more clearly under section 93 of the Act as the definitions are viewed as too broad and lack any clear or defined noise measures, particularly if evidence must be provided in response to a noise complaint
- reducing the timeframes within which noise complaints can be made in order to reduce the administrative burden on licensees who must gather evidence six months after an incident or violation has occurred.

Proposed amendments may include:

- clearly defining the terms 'undue' and 'unreasonable' under section 4 of the Act
- amending section 93 of the Act to have clear and defined measurements of noise by which licensees can conduct their operations and monitor compliance, including the provision of guidelines to ensure licensees comply within reasonable volume
- establishing a mechanism by which the submission of a sound management plan forms part of a licensee's condition insofar as noise management is concerned.

Discussion Questions

- What would be considered within reasonable volume for live music, patron noise and noise deriving from a licensee's regular operations?
- What other measures could be implemented to support live music and entertainment venues while maintaining a neighbourhood's amenity?
- What should the timeframe be for submitting noise complaints?

5.2. Transfer of licences

The issues raised relates to areas such as:

- the impost placed on licensees when transferring licences. Under section 72(2) of the Act, a new application must be submitted as if the proposed transferee is applying for a new licence, within which sections 52 to 58 apply to the application
- industry raised concerns that the transfer of licence should not re-examine any aspect of the licence's operations, be required to have a public notice published or require the submission of a new licence application
- concerns raised by social services organisations state that when a licence is transferred, applications cannot be objected to on the grounds that the transferee is not a fit and proper person.

Discussion Questions

- Do you believe that amendments should be made with respect to the transfer of a licence under section 72 of the Act? If so, what do you suggest?

5.3. Liquor accords

The issues raised relates to areas such as:

- the requirement for licensees to comply with a local liquor accord to which the licensee is a party to under section 134 of the Act, and that failure to do so would constitute a breach of licence conditions and result in disciplinary action
- concerns raised by industry about the administrative burden of liquor accords and the lack of resources given to coordinate all liquor accords in the NT
- that the conditions set out in the accord merely reflect the requirements for a licensee to participate as required by their licence or the Act, and not as active participants.

Proposed amendments may include:

- the requirement for licensees to join liquor accords as active and participating members
- amending the Act to require that the accord be periodically reviewed and subject to a thorough assessment and evaluation process.

Discussion Questions

- Do you believe that the terms of an accord should be considered as conditions of a licence?
- Do you believe that NT liquor accords are operating in accordance with section 133 of the Act? If not, why not?
- Do you have any other comments or suggestions regarding liquor accords, including areas for improvement?

5.4. Secondary supply of alcohol

The issue relates to detecting secondary supply of alcohol in remote communities, particularly in general restricted areas (GRAs), special restricted areas (SRAs) and interim alcohol protected areas (APAs). Unless a permit is issued, it is an offence to bring, possess, consume, sell and supply prohibited alcohol to the mentioned areas in accordance with sections 170B, 173 and 183 of the Act.

However, due to the remoteness and the high costs associated with conducting remote operations, it is not operationally feasible for police to only detect the offence once an individual has physically entered the boundary of a GRA, SRA or interim APA.

It is recommended that the penalties for secondary supply offences be increased due to a substantial rise in secondary supply of alcohol in the NT.

Proposed amendments may include:

- amending the Act to include that it is an offence to “transport liquor intending to supply” and “possess liquor intending to supply” to mirror the provision in the former Stronger Futures Act
- increasing the potential maximum penalty (currently 200 penalty units).

Discussion Questions

- Do you believe that penalties for secondary supply offences should carry tougher penalties? If not, why not?
- Do you have any concerns regarding the secondary supply of alcohol in the NT? If so, what are they?

5.5. Expansion of search and seizure powers

The issues raised relates to areas such as:

- public drinking and associated anti-social behaviour, particularly the rise in the number of people drinking in public spaces
- slower response times for calls in relation to public drinking due to competing demands placed on frontline police officers (with search, seize and dispose power).

Potential amendments may include:

- amending Part 10 of the Act to allow other appointed officers such as transit officers, public housing safety officers, park rangers, council rangers and contracted licenced security officers as ex-officio inspectors with the authority to search individuals and seize any opened or unopened container that is believed to contain liquor
(It should be noted that some appointed officers including public housing safety officers and Alice Springs council rangers already have search and seizure powers under their respective acts and by-laws)
- amending section 25 of the Act 'protection from liability' to include the appointed officers and security officers as outlined above.

Discussion Questions

- Do you believe that special seizure powers should be extended to other suitably qualified officers? If not, why not?

5.6. Extension of moratorium of takeaway licences

In October 2017, the NT Government imposed a five-year moratorium on issuing new takeaway licenses, preventing new liquor licences from being granted until after 31 August 2023 or any later date if extended via regulation.

A review of the moratorium is to be undertaken after the first five years of operation. The issue relates to whether an extension of moratorium of takeaway licenses should be extended after 31 August 2023.

Discussion Questions

- Should the moratorium of takeaway licences be extended post 31 August 2023?

5.7. Risk Based Licensing model

The issue relates to the current Risk Based Licensing model which aims to rewards licensees who supply alcohol responsibly and financially penalises those who break the rules. However, the current Risk Based Licensing formula does not have a strong effect, when taken with the discount multiplier, to deter or penalise behaviours that lead to alcohol-related harm.

The Three Year Review of the Liquor Act 2019

A comparison of fees for 2021 shows that all licensees that had been subject to breaches indicate that the breach multiplier may not have resulted in a significant financial detriment to the licensee. In particular, for licences with one or two breaches.

Proposed amendments may include:

- establishing a new formula that simplifies the annual licence fee calculation and creating a relationship between the discount and breach multiplier: $BF \times V \times H \times (Br - D)$
- increasing the penalties for breaches, which provides a stronger financial disincentive to comply with the Act.

Discussion Questions

- Do you believe that penalties for breaches should carry tougher penalties? If not, why not?
- Do you have any other comments or suggestions regarding the Risk Based Licensing model, including areas for improvement?

5.8. Banned Drinker Register

The Banned Drinker Register (BDR) identifies people who are banned from buying, possessing or consuming alcohol and prevents them from purchasing at a takeaway outlet. The length of time a person is on the BDR may vary from three, six or 12 months.

The BDR is a policy initiative that aims to improve community health and safety by reducing alcohol-related harms. The provisions relating to the BDR are contained in the *Alcohol Harm Reduction Act 2017* (Alcohol Harm Reduction Act).

There is potential to strengthen the BDR through the Act and the Alcohol Harm Reduction Act, including:

- amending the Act so that when a person receives an alcohol banning notice in a high risk area, it immediately triggers a Banned Drinker Order (BDO) for a person to be placed on the BDR
- increasing the number of authorised persons who may apply to the BDR Registrar for the making of a BDO such as Transit Safety Officers and Council Rangers
- increasing the period in which police BDOs will be in force (currently a ban under a BDO made by police is only in force for a period of three months, with a breach of the ban leading to a six month ban, and further breaches resulting in a 12 month ban)
- reviewing the existing offences which trigger a BDO.

Discussion Questions

- Do you believe that amendments should be made with respect to the BDR? If so, what do you suggest?
- Do you have any other comments or suggestions regarding the BDR, including areas for improvement?

5.9. Other issues

Lastly, what other policy initiatives should the Government implement to reduce-alcohol related harm?

6. Make a Submission

You are invited to provide a written submission to the review. However, your submission is not limited to the issues and questions set out in this Discussion Paper.

Public comment on this Discussion Paper will be open until 28 February 2023 and you are encouraged to provide your submission as early as possible.

Feedback can be provided by email at AlcoholPolicy@nt.gov.au or by post to:

Alcohol Policy Coordination Unit
Department of the Chief Minister and Cabinet
GPO Box 4396
Darwin NT 0801

For questions about this Discussion Paper, please contact the Alcohol Policy Coordination Unit at AlcoholPolicy@nt.gov.au.

For more information, please visit the [Alcohol Policy website](#). To read the current *Liquor Act 2019*, please visit the [Northern Territory Legislation website](#).

Note: Submissions or comments are generally subject to freedom of information processes. Your personal details will not be included or published in any report.

[insert COP letterhead]

[insert date]

Via Email: AlcoholPolicy@nt.gov.au

Attn: The Honourable Natasha Fyles
Alcohol Policy Coordination Unit
Department of the Chief Minister and Cabinet
GPO Box 4396
DARWIN NT 0801

Dear Minister,

**SUBMISSIONS OF THE CITY OF PALMERSTON
RE: THE THREE-YEAR REVIEW OF THE LIQUOR ACT 2019**

Background

The City of Palmerston (**CoP**) is a key stakeholder in relation to a review of the *Liquor Act 2019* (**Act**). A municipality just shy of 15,000 residences and with a population of 37,000 which is serviced by 42 of licensed venues including take away licenses. As the second largest local government area by population CoP deals directly with a large number of alcohol related issues particularly in relation to our public spaces, both in the CBD as well as in residential areas. This results in negative impacts not only for the community but for operationally for the Council.

When giving consideration to new applications or variations of liquor licences, CoP weigh up carefully the need to have licenced venues which provide entertainment and amenities to the residents of the municipality against the increase in alcohol related harm, including violence and other criminal offences, which occur whilst perpetrators are influenced by alcohol.

Significant resources are utilised in dealing with alcohol-related harm including public drinking, anti-social behaviour and violence. Recent data shows a significant rise in the number of alcohol related incidents in Palmerston, particularly in our older suburbs as well as the CBD, with assault being the primary alcohol related offence.

Given the limitations of the relevant subordinate legislation (By-laws) in relation to enforcement powers, CoP undertake a number of initiatives to deal with alcohol related problems in the community, with a focus on an engagement approach, including:

- Engagement patrols with rough sleepers and campers in both CBD and residential areas and parks by Council Rangers

- Partnerships with service providers such as Orange Sky, Palmerston and Rural Basketball Association as well as various government department sand NGOs to engage with persons experiencing disadvantage
- Provision of free services and amenities to create positive engagement, such as showers, access to computers and other library services, WiFi, device charging stations, drinking water, footwear

In addition, CoP engages private security to man council facilities and the central CBD area in an effort to improve safety for all members of the community utilising these services and spaces. CoP also participate in the daily patrol group and Interagency Tasking Coordination group meeting facilitated by NT Police and the Department of Chief Minister and Cabinet.

Despite these measures, our municipality continues to see a rise in alcohol related incidents, which have recently become increasingly violent with an increase in weapons of particular concern. In addition, all of these initiatives result in a significant cost and allocation of resources, which could otherwise be better utilised for the benefits of residents.

CoP welcomed the range of amendments to the management of alcohol which were introduced in 2019. While we now welcome the opportunity provided by the Department of the Chief Minister and Cabinet (**Department**) to comment and make submissions on "The Three-Year Review of the Liquor Act 2019 Discussion Paper" (**Discussion Paper**), we note that it is disappointing that there has been no direct consultation with Council from the Department in relation to this call for submissions, when these issues directly affect the safety and amenity of our local communities. CoP's submissions in response to the Discussion Paper are set out below.

Issues

For ease of reference, we will refer to the same numbering used in the Discussion Paper at item 5. The submissions below should be read in conjunction with Item 5 of the Discussion Paper.

5.1 Undue and Unreasonable Noise

The CoP agrees with the view section 93 of the Act is too broad and lacks clear and defined noise measures. The CoP submits that:

- following recommended decibel levels of the Northern Territory Noise Management Framework Guideline by the Northern Territory Environment Protection Authority, should be the guideline/policy that the Department considers and implements if an amendment is made to section 93.
- other measures that could be implemented to support live music and entertainment venues is time restrictions. These restrictions would vary depending on the zone of the venue, for

example no later than 10pm weeknights and 12am weekends in residential areas the Department should apply restrictions to licence holders.

- A period of 4 weeks would be a reasonable time frame for submitting noise complaints. When investigating complaints it is important that timely investigations are made into the issues raised and a long period of time between the incident and complaint provides a poorer investigation and resolution outcomes for all parties.

5.2 Transfer of Licences

The position of CoP in relation to the transfer of licences under section 72 is that the Commission should take further considerations as to whether the new applicant is a fit and proper person. Although previous business experience is a matter considered under the current regime, CoP are of the view that scrutiny of transferee's should be strengthened to ensure the proper management of transferred licence.

The Commission should also take into consideration whether the existing licensee has any compliance issues or previous breaches. If so the new licensee should be required to address ongoing or current issues prior to the transfer being granted.

5.3 Liquor Accords

The terms of an accord should be considered as conditions of a licence, particularly when the venue is located in a residential area. Applying the accord as a condition to the licence would serve three functions, primarily by managing the expectations of the licence holder and the community, secondly serving as a method to familiarise the licensees with any potential issues in the area and lastly obligating the licensee to become an active, engaging and participating member.

Unfortunately as the CoP does not have a current liquor accord approved and published by NTG. and unable to provide further submissions as to whether the current NT liquor accords are operating in accordance with section 133 of the Act. We welcome the public and other stakeholders including other local government areas such as Litchfield Council, Northern Territory Police and the Department to assist with establishing a much needed liquor accord for the greater area of Palmerston.

5.4 Secondary Supply of Alcohol

Secondary supply of alcohol in CoP's view is not sufficiently regulated and support the proposed amendments to include the offence of "transport liquor intending to supply" and "possess liquor intending to supply" to mirror the provision in the former Stronger Futures Act, as well as increasing the potential maximum penalty. Such amendments would likely deter and reduce the volume of secondary supply alcohol in remote communities with GRAs, SRAs and APAs.

CoP are aware that there is a high occurrence of secondary supply of alcohol in the greater region of Palmerston; particularly in liquor outlets in suburban stores. This type of offending often goes unnoticed when retailers suspect a sale is for secondary supply but do not act on their suspicion by reporting to the relevant authorities.

The current penalties of secondary supply of alcohol, or unauthorised supply of alcohol (pursuant to section 46) is not sufficient to deter these occurrences. We propose that the penalties are increased (from 200 penalty units or 2 years imprisonment).

5.5 Expansion of search and seizure powers

The Discussion Paper provides potential amendments including amending Part 10 of the Act to provide other appointed officers with the authority to search individuals and to seize containers that are believed to contain liquor. We have concerns regarding the feasibility and implementation of this proposal. It is our view that this would be a cost-shifting exercise which would place the burden on a lower tier of government to take on additional responsibilities that are the core business of the Northern Territory Government. Alcohol Management is a Territory-wide issue and it is Council's view that it should be dealt with in a consistent manner across all jurisdictions in the NT. The Northern Territory Government has the means and the resources to be able to adequately deal with these issues directly, through the NT Police, Transit Authority, Police Auxiliary Units and other relevant agencies. Placing this responsibility on Local Government would require significant investment by councils to allocate and train staff to exercise these new powers and authorities.

Council has undertaken some modelling of three different scenarios that could possibly be considered to give an indication of the potential cost implications. The following is an estimate of required wages including penalty rates and superannuation, on-costs refer to associated costs such as taxes, training, equipment, worker compensation, etc.

Cost models for Ranger patrols

	Model 1	Model 2	Model 3
Hours	24 hours (including weekends)	3 hours morning and evening (including weekends)	3 hours morning and evening (weekends only)
Shifts	Shift 1: 7am-3pm Shift 2: 3pm-11pm Shift 3: 11pm-7am	Shift 1: 7:30-10:30am Shift 2: 5-8pm	Shift 1: 7:30-10:30am Shift 2: 5-8pm
No. Rangers	2	2	2
Cost estimate per/week	\$16,800 + on-costs	\$8,400 + on-costs	\$1,700 + on-costs

As can be seen by this modelling, these increased costs would be a significant burden that would ultimately be borne by our ratepayers. Some Councils who currently have these powers under by-laws are not utilising them due to a number of risk and costs factors.

In addition to the above, CoP further submit that the additional authority would have the potential to increase health and safety concerns for the relevant council staff and rangers when dealing with intoxicated persons; this could lead to significant consequences for the operational employees and the budget of CoP including increased insurance costs. CoP understand there are current issues with slow response times for calls in relation to public drinking, however search and seizure powers should continue to remain with the police. Should the authority be extended contrary to our submission, our respective acts and by-laws would also require amendments to include any additional powers.

5.6 Extension of moratorium of takeaway licences

With the five-year moratorium on issuing new takeaway licences coming to its end on 31 August 2023, CoP strongly advocate for the extension based on the current and ongoing issues faced with the existing provision of alcohol from takeaway venues in the greater area of Palmerston. CoP would advocate the resumption of inactive licences on the basis that the Municipality has sufficient take way liquor outlets and the secondary supply of alcohol is a significant contributing factor to alcohol related harm.

Although there are no current Producer Authorities in the CoP municipality, CoP have serious concerns that such authorities are exempt from the BDR and the sale of take away alcohol. With the increased trend towards boutique onsite breweries CoP is concerned with the number on venues which are able to brew and sell alcohol on premises. Some premises in the Darwin area are effectively able to act as a small bar with take away alcohol sales; without the relevant oversight or controls.

5.7 Risk Based Licensing model

The Discussion Paper states that the breach multiplier (from the Risk Based Licensing model) did not result in a significant financial detriment to the licensee and suggests that the Risk Based Licensing model is not impactful enough to deter and penalise behaviours that lead to alcohol-related harm.

It is clear that penalties for breaches should be tougher as this model does not appear to be working. In addition to higher penalties, CoP suggest that licensees that breach the Act should not be eligible for any discounts specified periods of time, such as 12 months after the first breach and 24 months after the second breach.

5.8 Banned Drinker Register

The CoP submits that amendments to the Banned Drinker Register (**BDR**) mentioned in the Discussion Paper requires broader consideration given it raises multiple concerns. Whilst there may be advantages to increasing the number of authorised persons (such as council rangers) being authorised to apply to the BDR Registrar for the making of a Banned Drinker Order (**BDO**), our concern primarily lies with the safety of our employees and potentially dangerous situations they may be placed in when dealing with intoxicated persons. We understand implementing the amendments would require the authorised persons to have same or similar powers of the Northern Territory Police in relation to collecting information from a person etc to make a BDO. Once again, as per the proposed expansion of search and seizure powers, it is our view that this would be a cost-shifting exercise which would place the burden on a lower tier of government to take on additional responsibilities that are the core business of the Northern Territory Government. We maintain that the primary responsibility for these activities should remain with NT law enforcement agencies such as NT Police. Placing this responsibility on Local Government would require significant investment by councils to allocate training and support to overtake these new responsibilities, which again would place a financial burden on the council and its ratepayers. Amendments to respective acts and by-laws would also need to be revised if the proposed amendments are implemented.

Police Auxiliary Liquor Inspectors (PALIs) are utilised outside liquor outlets in areas of the Northern Territory from Katherine to Alice Springs. This has a positive impact on alcohol related issues and serves as tool to monitor take away sale compliance. CoP consider PALI's vital to take away alcohol issues and submit that there should be similar units in Darwin and Palmerston.

CoP are also mindful that travellers and people visiting the Northern Territory are not always familiar with the rules around alcohol in the Northern Territory and submit that the proposed amendment should take into consideration the need for additional support services such as interpreters where a BDO is being issued to a person who may not be able to communicate in English.

5.9 Other issues

In general, CoP believe that the focus in amending the Liquor Licence Act should be on stricter measures which limit the sale of alcohol, in particular to problem drinkers. In our experience, it has shown to be difficult to manage responsible drinking after a sale has occurred, which places undue pressure on services and the community to deal with the aftermath of problem drinking, including but not limited to alcohol-fuelled violence. The CoP submits that the licensees and venues should bear more responsibility for limiting sales to problem drinkers. The general community bears the financial and social consequences of the aftermath of problem drinking, whilst licensees profit from these heavy burdens.

CoP are also concerned with the sale and consumption of 'non-edible' forms of alcohol purchased from local stores, such as hand sanitiser, mouthwash, methylated spirits, etc. CoP submit that NTG should give serious consideration to tighter regulation and restrictions of sales of these products similar to recent restrictions on aerosols.

Conclusion

The Northern Territory has the highest rates of consumption of alcohol per capita in Australia, with corresponding rates of alcohol-fuelled violence and crime.

CoP believe that Act still requires significant amendments to improve the aims of minimising harm associated with alcohol and ensure that it is effective in recognising the public's interest in the sale, supply, service, promotion and consumption of liquor.

We thank the Department for allowing the CoP to provide this submission. If the Department would find it useful to meet to discuss any of the above, we would be happy to do so.

Yours faithfully

[insert details here]

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.1.2
REPORT TITLE:	Policy Review - Related Party Disclosure
MEETING DATE:	Tuesday 21 February 2023
AUTHOR:	Executive Manager Economics and Finance, Chris Kimani
APPROVER:	Director Finance and Governance, Wati Kerta

COMMUNITY PLAN

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

PURPOSE

This Report seeks Council endorsement of the amended Related Party Disclosure Policy.

KEY MESSAGES

- Council's *Related Party Disclosure Policy* is due for review this quarter.
- A review has been undertaken on the *Related Party Disclosure Policy*.
- This policy provides a framework on related party disclosures as prescribed by the Australian Accounting Standard AASB 124.
- No amendments are recommended for this policy, except for minor administrative changes to update the dates, decision number, legislation references, and remove "FIN27" in the title of the Policy.

RECOMMENDATION

1. THAT Report entitled Policy Review - Related Party Disclosure be received and noted.
2. THAT Council Policy *Related Party Disclosure* as per **Attachment 13.1.2.3** of Report entitled Policy Review - Related Party Disclosure be adopted which includes the minor administrative changes that the Chief Executive Officer is authorised to approve.

BACKGROUND

Council policy Related Party Disclosure outlines the obligations of council under the Australian Accounting Standards AASB 124 to ensure compliance with regards to disclosure requirements in the financial statements. The Local Government (General) Regulations 2021 - Part 2 Division 6 Section 14, also requires disclosure of the total remuneration paid to the CEO in the financial year.

At the 2nd Ordinary Council meeting of 19 March 2019, council made the following decision:

1. THAT Report Number 9/0189 entitled *Review of Council Policy FIN27 Related Party Disclosure* be received and noted.
2. THAT Council adopt the updated Council Policy FIN27 Related Party Disclosure being Attachment A to the report Number 9/0189 entitled *Review of Council Policy FIN27 Related Party Disclosure*.

CARRIED 9/0534 – 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. *FIN27 Related Party Disclosure Policy* is due for review this quarter.

DISCUSSION

The Policy adopted in 2019 is a robust policy that is still relevant at this point in time. This policy has been attached to this report as **Attachment 13.1.2.1**. Considering that there have been no changes or significant updates made to the Accounting Standard since the last review, no contextual changes are recommended.

In relation to non substantive administrative changes, at the 2nd 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

Administrative changes and comments can be seen at **Attachment 13.1.2.2**, showing that the changes are administrative only, and do not change the context of the policy.

The current Policy requires the “*Related Party Disclosure by Key Management Personnel*” (KMP) form to be completed in the following periods during the financial year:

- 30 days after initial approval of this policy;
- 30 days after a KMP commences their term or employment with Council;
- 30 November each year;
- 30 June each year.

As the Policy was being reviewed, the process for completion of the form at 30 November 2022 and 30 days after initial approval of this updated policy process will be combined.

CONSULTATION PROCESS

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

- Governance Manager.

POLICY IMPLICATIONS

If adopted, the proposed policy as presented at **Attachment 13.1.2.3** will become the new *Related Party Disclosure Policy* of Council.

BUDGET AND RESOURCE IMPLICATIONS

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

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

A Council policy will remain in place unless reviewed or amended by Council direction. Policies are developed when required by legislation, where there is either complying or lack of clarification, to review strategic objectives or community needs. Policies should not simply re-state legislative requirements but add clarity or direction as required. This policy addresses the risk of non-compliance with AASB 124 and the Local Government (General) Regulations 2021.

This Report addresses the following City of Palmerston Strategic Risks:

1 Fails to be trusted as a Council

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

4 Fails to effectively design and implement contemporary governance practices

Context: Strong foundations to hold the City and Administration to account.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

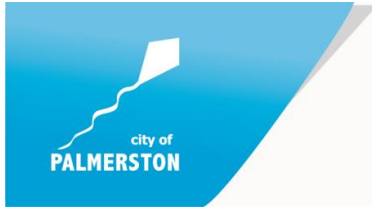
There are no environment sustainability implications for this Report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

1. FI N 27 Related Party Disclosure Policy [13.1.2.1 - 3 pages]
2. 20230207 Related Party disclosure policy draft with tracking shown Copy [13.1.2.2 - 3 pages]
3. 20230207 Related Party disclosure policy draft [13.1.2.3 - 3 pages]



POLICY

FIN27

Name:	Related Party Disclosure		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Executive Manager Finance		
Approval Date:	19/03/2019	Next Review Date:	21/03/2023
Records Number:		Council Decision:	9/0534

1 PURPOSE

The purpose of this policy is to outline how Council will comply with the disclosure requirements under AASB124 *Related Party Disclosures*.

The policy will:

- Identify related parties, information and transactions about those parties
- Establish a system to capture and record transactions and information about those transactions; and
- Identify circumstances in which a disclosure is required

2 PRINCIPLES

Council is committed to complying with the requirements of the Australian Accounting Standard and providing open and transparent disclosures within the annual financial statements.

3 DEFINITIONS

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

Term	Definition
Close family members or close members of the family	<p>Are those family members who may be expected to influence, or be influenced by, that key management person in their dealings with Council and include:</p> <ul style="list-style-type: none"> - that person's children and spouse or domestic partner; - children of that person's spouse or domestic partner; and - dependants of that person or that person's spouse or domestic partner. <p>For the purpose of AASB124 close family members can include extended members of a family, if they could be expected to influence, or be influenced by, the key management person in their dealings with Council.</p>
Control	<p>Control of an entity is present when there is:</p> <ul style="list-style-type: none"> - power over the entity; and - exposure or rights to variable returns from involvement with the entity; and - the ability to use power over the entity to affect the amount of returns received.
Joint Control	<p>The contractually agreed sharing of control of an arrangement, which exists only when decisions about the relevant activities require the unanimous consent of the parties sharing control.</p>
Key management personnel or key management person (KMP)	<p>Person(s) having authority and responsibility for planning, directing and controlling the activities of Council, directly or indirectly. Specifically, KMP of Council are:</p> <ul style="list-style-type: none"> - the Mayor;



POLICY

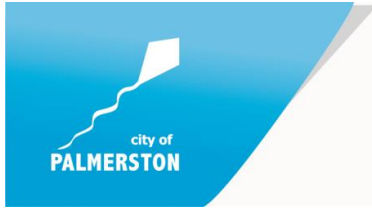
FIN27

	<ul style="list-style-type: none"> - Elected Members; - the Chief Executive Officer; or - members of the Executive Leadership Team
Ordinary Citizen Transactions	Transactions that an ordinary citizen would undertake with Council, which is undertaken on arm's length terms and in the ordinary course of carrying out Council's functions and activities (eg. Paying rates or other charges, using Council's public facilities as an individual)
Related party	<p>Is a person or entity that is related to the reporting entity.</p> <ul style="list-style-type: none"> I. Council subsidiaries; II. Entities who are associates of Council and Council subsidiaries; III. Joint ventures in which Council or a Council subsidiary is a joint venturer; IV. Council's KMP; V. A close family member of a KMP of Council; VI. Entities controlled or jointly controlled by a KMP of Council; or VII. Entities controlled or jointly controlled by a close family member of a KMP of Council; VIII. Other entities as specified in AASB124, paragraph 9(b)(iii),(iv), (v) and (viii).
Related party transaction	Is a transfer of resources, services or obligations between a reporting entity and a related party, regardless of whether a price is charged.
Reporting entity	Is the entity that is preparing its financial statements.

4 POLICY STATEMENT

4.1 Identifying Related Party Transactions with KMP and their Close Family Members
KMP must provide a related party disclosure, notifying any existing or potential related party transactions between Council and either themselves, their close family members or entities controlled or jointly controlled by them or any of their close family members to the Chief Executive Officer.

- 4.1.1 **Related Party Disclosure Form**
KMP will be required to complete a related party disclosure form as soon as a related party relationship exists or within 30 days of a specified notification period (even if no related party transactions exist).
- 4.1.2 **Suspected Related Party Transaction**
If a KMP suspects that a transaction may constitute a related party transaction, the KMP should provide a related party disclosure on the appropriate form to the Chief Executive Officer.
- 4.1.3 **Specified Notification Periods**
KMP have to provide a Related Party Disclosure Form in the following periods during a financial year:
 - 30 days after initial approval of this policy;
 - 30 days after a KMP commences their term or employment with Council;
 - 30 November each year;
 - 30 June each year.



POLICY

FIN27

4.1.4 Other Notifications

The notifications requirements under Section 4.1 are in addition to notifications a KMP must make to comply with other existing policies of Council.

4.1.5 Exclusions

The notification requirements under Section 4.1 do not apply to:

- For staff - salary and other employee benefits
- For Elected Members - transactions governed by Council policy EM02 *Elected Members Benefits and Support Policy*
- Transactions classified as ordinary citizen transactions as defined in this policy

4.1.6 Other Sources of Information

To ensure all related party transactions are captured and recorded other sources of information held by Council may be utilised; including, but not limited to:

- Minutes of Council and committee meetings;
- Council's Contracts Register
- Council's Tender Register
- Gifts and Benefits Register

4.2 Information Privacy

Information collected to comply with *AASB124 Related Party Disclosures* will only be used for that purpose and will not be disclosed for any other purposes.

5 ASSOCIATED DOCUMENTS

- 5.1 Related Party Disclosure by KMP form
- 5.2 Privacy Collection Notice Related Party Disclosures by KMP

6 REFERENCES AND RELATED LEGISLATION

- 6.1 *Local Government Act*
- 6.2 *Local Government (Accounting) Regulations*
- 6.5 Australian Accounting Standards



POLICY

Name:	Related Party Disclosure		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Director Finance & Governance Executive Manager Finance		
Approval Date:	19/03/2019 17/02/2023	Next Review Date:	24/03/2023 23/03/2027
Records Number:	365983	Council Decision:	9/0534

1 PURPOSE

The purpose of this policy to outline how Council will comply with the disclosure requirements under AASB124 *Related Party Disclosures*.

The policy will:

- Identify related parties, information and transactions about those parties
- Establish a system to capture and record transactions and information about those transactions; and
- Identify circumstances in which a disclosure is required

2 PRINCIPLES

Council is committed to complying with the requirements of the Australian Accounting Standard and providing open and transparent disclosures within the annual financial statements.

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POLICY

management person (KMP)	Specifically, KMP of Council are: <ul style="list-style-type: none"> - the Mayor; - Elected Members; - the Chief Executive Officer; or - members of the Executive Leadership Team
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Related party	Is a person or entity that is related to the reporting entity. <ol style="list-style-type: none"> Council subsidiaries; Entities who are associates of Council and Council subsidiaries; Joint ventures in which Council or a Council subsidiary is a joint venturer; Council's KMP; A close family member of a KMP of Council; Entities controlled or jointly controlled by a KMP of Council; or Entities controlled or jointly controlled by a close family member of a KMP of Council; Other entities as specified in AASB124, paragraph 9(b)(iii),(iv), (v) and (viii).
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4.1.3 Specified Notification Periods

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POLICY

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5 ASSOCIATED DOCUMENTS

5.1 — [Related Party Disclosure by KMP form](#)

5.2 — [Privacy Collection Notice Related Party Disclosures by KMP](#)

6 REFERENCES AND RELATED LEGISLATION

6.1 — [Local Government Act](#)

6.2 — [Local Government \(Accounting\) Regulations](#)

6.5 — [Australian Accounting Standards](#)



POLICY

Name:	Related Party Disclosure		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Director Finance & Governance		
Approval Date:	7/02/2023	Next Review Date:	23/03/2027
Records Number:		Council Decision:	

1 PURPOSE

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

Term	Definition
Close family members or close members of the family	<p>Are those family members who may be expected to influence, or be influenced by, that key management person in their dealings with Council and include:</p> <ul style="list-style-type: none"> - that person's children and spouse or domestic partner; - children of that person's spouse or domestic partner; and - dependants of that person or that person's spouse or domestic partner. <p>For the purpose of AASB124 close family members can include extended members of a family, if they could be expected to influence, or be influenced by, the key management person in their dealings with Council.</p>
Control	<p>Control of an entity is present when there is:</p> <ul style="list-style-type: none"> - power over the entity; and - exposure or rights to variable returns from involvement with the entity; and <p>the ability to use power over the entity to affect the amount of returns received.</p>
Joint Control	<p>The contractually agreed sharing of control of an arrangement, which exists only when decisions about the relevant activities require the unanimous consent of the parties sharing control.</p>
Key management personnel or key management person (KMP)	<p>Person(s) having authority and responsibility for planning, directing and controlling the activities of Council, directly or indirectly. Specifically, KMP of Council are:</p> <ul style="list-style-type: none"> - the Mayor;



POLICY

	<ul style="list-style-type: none"> - Elected Members; - the Chief Executive Officer; or - members of the Executive Leadership Team
Ordinary Citizen Transactions	Transactions that an ordinary citizen would undertake with Council, which is undertaken on arm's length terms and in the ordinary course of carrying out Council's functions and activities (eg. Paying rates or other charges, using Council's public facilities as an individual)
Related party	<p>Is a person or entity that is related to the reporting entity.</p> <ul style="list-style-type: none"> I. Council subsidiaries; II. Entities who are associates of Council and Council subsidiaries; III. Joint ventures in which Council or a Council subsidiary is a joint venturer; IV. Council's KMP; V. A close family member of a KMP of Council; VI. Entities controlled or jointly controlled by a KMP of Council; or VII. Entities controlled or jointly controlled by a close family member of a KMP of Council; <p>Other entities as specified in AASB124, paragraph 9(b)(iii),(iv), (v) and (viii).</p>
Related party transaction	Is a transfer of resources, services or obligations between a reporting entity and a related party, regardless of whether a price is charged.
Reporting entity	Is the entity that is preparing its financial statements.

4 POLICY STATEMENT

4.1 Identifying Related Party Transactions with KMP and their Close Family Members
KMP must provide a related party disclosure, notifying any existing or potential related party transactions between Council and either themselves, their close family members or entities controlled or jointly controlled by them or any of their close family members to the Chief Executive Officer.

4.1.1 Related Party Disclosure Form

KMP will be required to complete a related party disclosure form as soon as a related party relationship exists or within 30 days of a specified notification period (even if no related party transactions exist).

4.1.2 Suspected Related Party Transaction

If a KMP suspects that a transaction may constitute a related party transaction, the KMP should provide a related party disclosure on the appropriate form to the Chief Executive Officer.

4.1.3 Specified Notification Periods

KMP have to provide a Related Party Disclosure Form in the following periods during a financial year:

- 30 days after initial approval of this policy;
- 30 days after a KMP commences their term or employment with Council;
- 30 November each year;
- 30 June each year.



POLICY

4.1.4 Other Notifications

The notifications requirements under Section 4.1 are in addition to notifications a KMP must make to comply with other existing policies of Council.

4.1.5 Exclusions

The notification requirements under Section 4.1 do not apply to:

- For staff - salary and other employee benefits
- For Elected Members - transactions governed by Council policy EM02 *Elected Members Benefits and Support Policy*
- Transactions classified as ordinary citizen transactions as defined in this policy

4.1.6 Other Sources of Information

To ensure all related party transactions are captured and recorded other sources of information held by Council may be utilised; including, but not limited to:

- Minutes of Council and committee meetings;
- Council's Contracts Register
- Council's Tender Register
- Gifts and Benefits Register

4.2 Information Privacy

Information collected to comply with AASB124 *Related Party Disclosures* will only be used for that purpose and will not be disclosed for any other purposes.

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.1.3
REPORT TITLE:	Policy Review - Security Payments
MEETING DATE:	Tuesday 21 February 2023
AUTHOR:	Executive Manager Economics and Finance, Chris Kimani
APPROVER:	Director Finance and Governance, Wati Kerta

COMMUNITY PLAN

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

PURPOSE

This Report seeks Council endorsement of the amended Council Policy – *Security Payments*.

KEY MESSAGES

- *Fin29 Security Payments Policy* was due for review on 8 December 2022.
- This report provides an overview of the administrative changes made to the policy.
- Council Policy *FIN29 – Security Payments* outlines the requirements for the issuing of surety bonds and bank guarantees acceptable to City of Palmerston.
- No amendments are recommended for this policy, except for minor administrative changes to update the dates, decision number, legislation references, and remove “*FIN29*” in the title of the Policy.

RECOMMENDATION

1. THAT Report entitled Policy Review - Security Payments be received and noted.
2. THAT Council Policy *Security Payments* as per **Attachment 13.1.3.3** of Report entitled Policy Review - Security Payments be adopted which includes the minor administrative changes that the Chief Executive Officer is authorised to approve.

BACKGROUND

At the 1st Ordinary Council Meeting of 8 December 2020 Council made the following decisions:

13.2.7 Council Policy *FIN29 Security Payments*

1. THAT Report entitled Council Policy *Fin29 Security Payments* be received and noted.
2. THAT Council adopt amended Council policy *FIN29 – Security Payments* being **Attachment 13.2.7.3** to the report entitles Review of Council Policy *FIN29 Security Payments* and that the policy be reviewed 8 December 2022.

CARRIED 9/1413 – 8/12/2020

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.

FIN29 Security Payments Policy was due for review on 8 December 2022. The provision of a security payment under this policy provides surety to Council regarding developers' obligations in line with NT Subdivision Development Guidelines and contract terms with suppliers.

A few administrative changes have been made that do not change the context of the policy.

DISCUSSION

FIN29 – Security Payments was adopted by Council on 8 December 2020 and was due for review on 8 December 2022. The purpose of this policy is to ensure sustainable and responsible financial management of City of Palmerston's security payments.

During the review, minor administrative changes have been made to update the dates, decision number, legislation references, associated documents and remove "FIN29" in the title of the Policy. These can be seen at **Attachment 13.1.3.2**

amendments are recommended for this policy, except for minor administrative changes to

The policy as per **Attachment 13.1.3.1** has been updated in line with the CEO's delegation to make non substantive administrative changes to the policy.

At the 2nd 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 no substantive administrative changes to Council Policies, that does not change the context of a policy.

CARRIED 10/201 – 15/02/2022

CONSULTATION PROCESS

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

- Governance Manager
- Executive Leadership Team

POLICY IMPLICATIONS

If adopted, the proposed policy as presented at **Attachment 13.1.3.3** will become the new *Security Payments Policy* of Council.

BUDGET AND RESOURCE IMPLICATIONS

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

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

Security payments form an important part of the development and procurement process and reduce Councils financial risk.

1 Fails to be trusted as a Council

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

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

1. COP Council Policy Security Payments Original [**13.1.3.1** - 2 pages]
2. COP Council Policy Security Payments Track Changes [**13.1.3.2** - 2 pages]
3. COP Council Policy Security Payments Reviewed [**13.1.3.3** - 2 pages]



POLICY

FIN29

Name:	Security Payments		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Director Corporate Services		
Approval Date:	8/12/2020	Next Review Date:	8/12/2022
Records Number:	439403	Council Decision:	9/1413

1 PURPOSE

To outline the requirements for the issuing of surety bonds and bank guarantees acceptable to the City of Palmerston (Council).

2 PRINCIPLES

Cash, bank guarantees, and surety bonds are acceptable forms of security for the City of Palmerston. Council does not have a preference so long as the terms and conditions meet Council's requirements.

3 DEFINITIONS

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

Term	Definition
Bank Guarantee	An unconditional undertaking given by a bank, on behalf of a customer (developer, contractor or other), to pay the recipient or beneficiary (Council) the contracted amount or part thereof on demand. Bank guarantees usually require security held in the form on cash on deposit with the bank.
Surety Bond	An undertaking or guarantee to pay an amount or part thereof determined as determined or agreed by Council. The developer, contractor or other requests the issuer to issue a bond in favour of Council and the bond premium is paid by the contractor.

4 POLICY STATEMENT

4.1 Cash Security

Council will accept, at its discretion, cash as security for works in accordance with City of Palmerston Development Guideline (the guideline).

4.2 Bank Guarantees

The only type of bank guarantee that should be accepted is an unconditional bank guarantee issued by an Authorised Deposit-taking Institution (ADI) that is regulated by the Australian Prudential Regulation Authority (APRA) in accordance with the Banking Act 1959.

4.2.1 Council may accept bank guarantees from Australian-owned banks, foreign subsidiary banks, branches of foreign banks, building societies and credit unions, which are operating in Australia as ADIs in accordance with Banking Act 1959.

4.2.2 Bank Guarantees must meet the minimum requirements of being unconditional, irrevocable, payable on demand and without reference to the contractor and not



POLICY

FIN29

have an expiry date as well as satisfy Council's requirements in accordance with the guideline.

- 4.2.3 Council must be the only beneficiary of the guarantee.
- 4.2.4 Upon claim by Council, the contractor is responsible for all reasonable legal expenses incurred by Council in administering the bank guarantee.
- 4.2.5 The governing law must be that of the Northern Territory.

4.3 Surety Bonds

The only types of surety bonds that should be accepted are performance bonds, which offer a nominated monetary amount as surety. Surety bonds must be able to be called upon immediately by Council in the event that a customer fails to fulfil its obligations or otherwise breaches its obligations.

- 4.3.1 Surety Bonds must meet the minimum requirements of being unconditional, irrevocable, payable on demand and without reference to the contractor and not have an expiry date as well as satisfy Council's requirements in accordance with the guideline.
- 4.3.2 Council must be the only beneficiary of the bond.
- 4.3.4 Council will only accept surety bonds from companies on the Northern Territory Department of Treasury and Finance list of approved surety bond providers listed in Appendix A of the Treasurer's Direction M2.2 Surety Bonds and Bank Guarantees.
- 4.3.5 Where a surety bond provider has been removed from the Treasurer's Direction M2.2, a surety bond must be replaced.
- 4.3.6 The customer is responsible for ensuring that the surety bond provider remains on the approved list and for informing Council that the surety bond needs to be replaced.
- 4.3.7 The governing law must be that of the Northern Territory.

5 ASSOCIATED DOCUMENTS

- 5.1 Northern Territory Government Treasurer's Direction M2.2 Surety Bonds and Bank Guarantees
- 5.2 City of Palmerston Development Guideline

6 REFERENCES AND RELATED LEGISLATION

- 6.1 Banking Act 1959
- 6.2 Corporations Act 2001



POLICY

FIN29

Name:	Security Payments		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Director Corporate Services Director Finance and Governance		
Approval Date:	8/12/2020	Next Review Date:	8/12/2022
Records Number:	439403	Council Decision:	9/1413

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4 POLICY STATEMENT

4.1 Cash Security

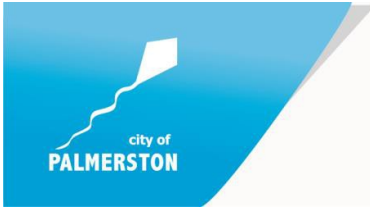
Council will accept, at its discretion, cash as security for works in accordance with [City of Palmerston Development Guideline \(the guideline\)](#), [NT Subdivision Development Guidelines](#)

4.2 Bank Guarantees

The only type of bank guarantee that should be accepted is an unconditional bank guarantee issued by an Authorised Deposit-taking Institution (ADI) that is regulated by the Australian Prudential Regulation Authority (APRA) in accordance with the Banking Act 1959.

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POLICY

FIN29

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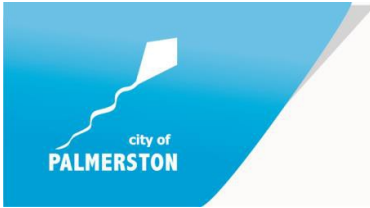
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5 ASSOCIATED DOCUMENTS

- 5.1 — Northern Territory Government Treasurer's Direction M2.2 Surety Bonds and Bank Guarantees
- 5.2 — City of Palmerston Development Guideline

6 REFERENCES AND RELATED LEGISLATION

- 6.1 — Banking Act 1959
- 6.2 — Corporations Act 2001



POLICY

Name:	Security Payments		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Director Finance and Governance		
Approval Date:		Next Review Date:	
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1 PURPOSE

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Surety Bond	An undertaking or guarantee to pay an amount or part thereof determined as determined or agreed by Council. The developer, contractor or other requests the issuer to issue a bond in favour of Council and the bond premium is paid by the contractor.

4 POLICY STATEMENT

4.1 Cash Security

Council will accept, at its discretion, cash as security for works in accordance with NT Subdivision Development Guidelines and their requirements for developments.

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The only type of bank guarantee that should be accepted is an unconditional bank guarantee issued by an Authorised Deposit-taking Institution (ADI) that is regulated by the Australian Prudential Regulation Authority (APRA) in accordance with the Banking Act 1959.

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POLICY

FIN29

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- 4.3.5 Where a surety bond provider has been removed from the Treasurer's Direction M2.2, a surety bond must be replaced.
- 4.3.6 The customer is responsible for ensuring that the surety bond provider remains on the approved list and for informing Council that the surety bond needs to be replaced.
- 4.3.7 The governing law must be that of the Northern Territory.

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.1.4
REPORT TITLE:	Community Benefit Scheme - Palmerston Magpies Football Club Sponsorship
MEETING DATE:	Tuesday 21 February 2023
AUTHOR:	Community Facilities Officer, Rachel Fosdick
APPROVER:	General Manager of Community and Culture, Anna Ingram

COMMUNITY PLAN

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

PURPOSE

This Report seeks Council approval of a Community Benefit Scheme sponsorship application from local community sporting organisation Palmerston Magpies Football Club.

KEY MESSAGES

- Council provides funding through the Community Benefit Scheme (CBS) to eligible community groups and organisations.
- Palmerston Magpies Football Club is a local community sporting organisation, seeking funding to support the provision of uniforms to players in need, and equipment and resources for the Club to develop pride and sense of belonging in the Club community.
- Council has received a Sponsorship application from Palmerston Magpies Football Club requesting a multiyear agreement of \$20,000 per year from Council as a Platinum Sponsor, representing a total value of \$60,000.
- The Sponsorship package includes a variety of levels from Platinum, Gold, Silver and Bronze of various values and benefits.
- Officers recommend that Council supports the application from the Palmerston Magpies Football Club for a three-year agreement for \$10,000 per year Gold Level Sponsorship for 2023, 2024 and 2025 representing a total value of \$30,000.
- Previous applicants delivering similar sporting programmes have received multi-year agreements to the value of \$10,000 per year in funding in the 2022/23 financial year.
- Council's *Policy Grants, Donations and Sponsorships* requires all requests over \$2,000 to be referred by the Chief Executive Officer to Council with a recommendation.
- The CBS application intent meets Council's Community Plan Outcomes of 1. Family and Community and 3. Cultural Diversity.
- At the time of writing this Report \$126,863 remains available in CBS funding for future projects and events that benefit Palmerston in this financial year.

RECOMMENDATION

1. THAT Report entitled Community Benefit Scheme - Palmerston Magpies Football Club Sponsorship be received and noted.

2. THAT Council advises Palmerston Magpies Football Club that it does not support the Platinum Sponsorship request of \$20,000 per year, however, will become a Gold Level Sponsor being \$10,000 for three years 2023, 2024 and 2025, being **Attachment 13.1.4.1** to report entitled Community Benefit Scheme - Palmerston Magpies Football Club Sponsorship, to be funded from the Community Benefit Scheme.

BACKGROUND

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

CBS funding for organisations includes sponsorships, donations and grants, with Representation Support 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's *Grants, Donations and Sponsorships Policy* 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 \$126,863.00 remains available in CBS funding for future projects and events that benefit Palmerston in this financial year.

This Report seeks Council approval of a Community Benefit Scheme sponsorship application from local community sporting organisation Palmerston Magpies Football Club.

DISCUSSION

Council has received a Sponsorship application from Palmerston Magpies Football Club requesting \$20,000 per year from Council as a Platinum Sponsor, representing a total value of \$60,000, refer **Attachment 13.1.4.1**. Funding will support the provision of uniforms to players in need, and equipment and resources for players and coaches which will develop pride and sense of belonging in the Club community and will benefit all members of the organisation.

This application meets Objective 1 and 3 of the CoP Community Plan, Family and Community and Cultural Diversity.

PMFC was founded in 1971 under the banner of North Darwin and relocated to Palmerston in 1995. PMFC's home ground is Cazalys Oval, located at Charles Darwin University Palmerston campus.

PMFC has strong participation from players ranging from seven to forty years old and the Club plays an integral role in providing health and wellbeing opportunities for the Palmerston community. They have extended their reach with greater participation in the Women's League and have an active Junior league.

The PMFC has a large membership of over 400 junior members which also attracts parents and families to the Club. The PMFC provide a sense of community to all members and in turn the greater Palmerston community. Around 70% of members identify as Aboriginal and Torres Strait Islanders, and the Club is committed to fostering cultural safety and diversity with strong indigenous representation in leadership and coaching roles.

PMFC is committed to providing a positive sporting environment for its members. The Club's mission is to provide a sustainable diversionary incentive that counters the 'pull' of peer group pressure and this includes the sense of creating a "home based community".

PMFC has a history of creating positive change in the lives of disengaged youth. The provision and use of quality equipment and uniforms fosters a sense of pride and helps to elevate team members from a sense of disadvantage and allows them to focus on achieving positive outcomes. When they take pride in their own success, they are investing in a better future for themselves and the Club.

Key equipment is required to be replaced and is essential to providing coaches the necessary resources to be professional and effective in delivering community coaching. Sufficient and appropriate equipment also ensures coaches are incentivised and able to draw out and develop the talent of individual players and the team. In the long term the Club's team members gain positive life-skills through their teaching of and/or participation in group sport and when they feel included and equal to their peers, they are more likely to extend the learnings into their broader lives.



Palmerston Magpies Football Club players group photo

Palmerston Magpies Women's Premier League



The Club's train local players from diverse backgrounds across the NT with the aim of enabling players to achieve success at an AFL level. The Club has experienced success in recent years and has hosted popular interstate AFL players such as Eddie Betts and Gary Ablett Junior.

Previous funding awarded in November 2021 has been fully acquitted by the Club and utilised to purchase equipment and resources for players and coaches.

Platinum Sponsorship, as requested by the Club, includes:

- CoP logo on the back of the Men's Premier League team jersey and the front of one other nominated senior jersey
- 3 Boundary fence signs
- CoP logo on sponsor boards
- CoP logo on off field apparel

- Advertising on social media
- 4 x VIP passes to PMFC Premier League home games
- 4 x tickets to Club functions and fundraisers
- 2 x NTFL season passes
- 4 x Club shirts

Gold Sponsorship, as originally requested includes;

- CoP logo on the back of one nominated team jersey and the front of one other nominated jersey
- 2 Boundary fence signs
- CoP logo on sponsor boards
- CoP logo on off field apparel
- Advertising on social media
- 2 x VIP passes to PMFC Premier League home games
- 2 x tickets to Club functions and fundraisers
- 2 x NTFL season passes
- 2 x Club shirts

Officers recommend that Council advises Palmerston Magpies Football Club that it does not support the Platinum Sponsorship request of \$20,000 per year, however, will become a Gold Level Sponsor being \$10,000 for three years 2023, 2024 and 2025, being which is on par with similar sporting organisations that have recently received multiyear sponsorship funding.

CONSULTATION PROCESS

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

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. \$83,137 has been expended for projects which will benefit the Palmerston community. A further \$20,000 is committed in this financial year for on-going sponsorship. \$126,863 remains in the Community Benefit Scheme 2022/23 budget for future projects and events,

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

There is a risk to Council that should this funding not be granted there is a bias against the Club as similar sporting organisations in Palmerston have received this funding.

This Report addresses the following City of Palmerston Strategic Risks:

1 Fails to be trusted as a Council.

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

2 Fails to be sustainable into the long term.

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

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this Report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

1. Community Benefit Scheme - Palmerston Magpies Football Club Sponsorship [13.1.4.1 - 12 pages]

city of
PALMERSTON
'A Place for People'

APPLICATION FORM

SPONSORSHIP

REQUESTS OF ANY VALUE

Organisation Name: Palmerston Football Club

Contact Name: Carmine Rausedo

Position of Contact: Grants & Sponsorship Officer

Telephone:

Mobile: Email:

Postal Address: PO Box 3063 Palmerston NT 0831

Residential Address:

Account Name: Palmerston Magpies

Account Number: 169805165

BSB: 633000

Amount Requested: \$20,000 Plus Gst

ABN: 46859611625

Activity Name: Community AFL

Activity Date: June - April

Location of Activity: Cazalys Oval 1 & 2

ATTACHED WRITTEN APPLICATION WHICH INCLUDES:

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

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

Providing Participation to over 650 local
Palmerston kids & Adults of all backgrounds

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

Family & Community

A Strong Palmerston Sporting Team Represents the
Council in a Strong way

Signed:

Date: 30/11/2022

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

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

✉ PO Box 1 Palmerston NT 0831

☎ 8935 9922

📧 palmerston@palmerston.nt.gov.au

☎ 8935 9900

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



2022 - 2023 Palmerston Magpies Sponsorship Packages



Platinum Full Club x 1 \$20,000	Gold x 2 \$10,000	Silver \$5,000	Bronze \$3,000
<p>Company Logo featured on the back of Men's Premier League teams Guernsey's and front of one nominated other senior Guernsey's.</p> <p>Boundary fence signage x 3</p> <p>Logo on sponsor boards and exclusive separate logo on sign facing entrance.</p> <p>Company Logo featured on all Off-Field apparel</p> <p>Regular advertising on club related social media</p> <p>4 x VIP passes to any PMFC Premier League home game</p> <ul style="list-style-type: none"> ➤ Entry into upstairs area ➤ Complimentary beer, wine & soft drinks ➤ Complimentary half time nibbles <p>4 x tickets to club functions or fundraisers</p> <p>2 x NTL Season Passes (upon request)</p> <p>4 x Club Shirts</p>	<p>Company Logo featured on the back of one nominated team Guernsey's and front of one other nominated team Guernsey excl Back Men's Premier League.</p> <p>Boundary fence signage x 2</p> <p>Logo on sponsor boards</p> <p>Company Logo featured on all Off-Field apparel</p> <p>Regular advertising on club related social media</p> <p>2 x VIP passes to any PMFC Premier League home game</p> <ul style="list-style-type: none"> ➤ Entry into upstairs area ➤ Complimentary beer, wine & soft drinks ➤ Complimentary half time nibbles <p>2 x tickets to club functions or fundraisers</p> <p>2 x NTL Season Passes (upon request)</p> <p>2 x Club Shirts</p>	<p>Company Logo featured on the back of one nominated team Guernsey's excl Men's Premier League.</p> <p>Boundary fence signage x 1</p> <p>Company Logo featured on all Off-Field apparel</p> <p>Logo on sponsor boards</p> <p>2 x VIP pass to any PMFC Premier League home game</p> <ul style="list-style-type: none"> ➤ entry into upstairs area ➤ Complimentary beer, wine & soft drinks ➤ Complimentary half time nibbles <p>2 x Tickets to club functions or fundraisers</p> <p>2 x Club Shirt</p> <p>Regular advertising on club related social media</p>	<p>Logo on sponsor boards</p> <p>Boundary Fence Sign x 1</p> <p>Regular advertising on club related social media</p> <p>2 x VIP passes to any PMFC Premier League home game</p> <ul style="list-style-type: none"> ➤ Entry into upstairs area ➤ Complimentary beer, wine & soft drinks ➤ Complimentary half time nibbles <p>2 x tickets to club functions or fundraisers</p> <p>2 x Club Shirts</p>



PALMERSTON MAGPIES

FOOTBALL CLUB INC

PO BOX 3063 PALMERSTON, NT 0831

Contact: secretarypmfc@outlook.com.au

President: Russell Davey

Dear City of Palmerston,

I understand the assessment panel has requested further information for the Sponsorship submission for Palmerston Magpies Football Club.

I have reviewed the Community Plan and the sponsorship of the Palmerston Football Club is an integral part to further the goals and objectives of the Palmerston Council. The financial wellbeing of the Football Club is a major burden every year due to the large ongoing costs of the facility and is dependent on Membership and Sponsorship/Support.

In terms of objectives relating to the City of Palmerston Community Plan it is the following:

Family & Community

This is a key objective that the Palmerston Football Club supports and assists the City of Palmerston. Community sport is a key pillar of families and we have over 400 Junior members participating in junior sport which also attracts parents to be part of for kids to enjoy fun activities through games and training.

The other factor is, as these kids become teenagers having a sense of community in the football club, team environment and discipline greatly reduces the likeliness of being involved in negative activities to our community and we use Football as a way to encourage positive behaviour on and off the field.

The social implications of no football club in Palmerston or a struggling football club would be disastrous for the local city of Palmerston.

PROUDLY SPONSORED BY



Palmerston Magpies Football Club Incorporated
ARN 46 859 611 675

Cultural Diversity;

Our Football club should be used as a clear example and leader in this space for Cultural diversity as we have over 70% Aboriginal and Torres Strait Islander membership and our current president is Aboriginal. We have a long history of Palmerston Magpies supporting Aboriginal and Torres Strait Islander Leaders and giving them a place to excel.

We have, and are continuing to build a culturally safe community football club that includes cultural diversity and supports the welfare of First Nation people.

We have become a leader in the competition of supporting Indigenous round and we have attracted large sports stars like Eddie Betts, Neville Jetta & Travis Varcoe to be part of the club to support our Aboriginal and Torres Strait Islander players and juniors who even made their families apart of the football club.

I believe there are other ways that the Palmerston Football Club supports the positive outcomes and strategies of the City of Palmerston but I believe these are the 2 biggest and most important.

Please feel free to contact me with any further information required.

Regards



Carmine Rauseo

Palmerston Magpies Sponsorship Officer

PROUDLY SPONSORED BY



Palmerston Magpies Football Club Incorporated
ARN 46 859 611625



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Football Club
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Organisation History

Palmerston Magpies Football Club's foundations were formed in 1971/72 under the banner of North Darwin, having been admitted to the senior ranks of NTFL. In 1995/95 the club relocated to Palmerston and thereafter became known by its current name. Over the years and within the more recent years, the club has shown great promise across all its competing teams including playing in 4 grand finals 1999/2000 to 2002/2003 and winning 2 premierships in 2000/2001 and 2001/2002. The club has produced AFL players such as Aaron Davey, Alwyn Davey, Trent Hentschel and Matthew Stokes.

Organisation Capability

Palmerston Magpies' home ground is the Cazalys Oval, located at Charles Darwin University Palmerston Campus. The club's mission statement and vision are to continue training local players from diverse backgrounds across the NT with the aim of training them to the highest level of AFL and to provide better pathways to improved lives.

The clubhouse can accommodate 200 people at any one time and is the NTFL home ground for 400 kids and 250 Seniors within the local Palmerston Area as well as those from communities in the Barkly, Katherine and Arnhem regions. The Ovals are used for Training 4 nights a week with approximately 8 days of games managed by community-based volunteers who as part of their role, teach participants about what it means to be part of a community organisation and what they as a team and individuals can achieve in that participation.

During the NTFL season, Palmerston Football Club nominates 17 Junior Teams from under 10 mixed to Under 18 Boys/Girls and 5 Senior Teams including Premier League Women's and Premier League Men's. These teams comprise players from Darwin and various remote locations within the NT and during each phase of their participation from recruitment, training to match competition the process is designed to provide the players with opportunities to develop their life-skills and their sporting prowess. The club's culture aims at developing players' sense of self-worth and pride in belonging to a community club so that the learnings from this experience become self-sustaining for each of the members inside and outside the club's immediate influence.

Resources

Our Infrastructure

The club currently leases an infrastructure of two upgraded ovals, quality lighting, a grandstand for 610 spectators, change, rooms, amenities, interchange benches, coaches boxes, scoreboard, extensive car parking and security fencing; all of which helps secure the viability and sustainability of the club to service its members and guests and to ensure its teams have the resources required to keep their talent fully engaged and well cared for while they represent the Palmerston Magpies.

Whilst the club has a significant fee for this facility it does not have additional budget or resources to balance out the entire inequity that the socio-economic places on a large percentage of its team members e.g.: uniforms, training equipment, travel, social outings to name a few and despite the

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inequity, those players affected remain dedicated to the club regardless of the deprivations they may face in their day to day lives. Despite this, it is the club's desire to ease these privations whenever it can through external funding, so that these team members can have a head start on breaking the poverty cycle.

The club provides a safe haven that is both a football club and a stand-in home environment for those without safe or caring home environments.

It also provides them with a learning environment where character development, life skills of stability, discipline, tolerance, good eating and sustainable fitness into the future.

Our People

As part of this safe haven approach, the club embraces the responsibility of supporting its players mentally, emotionally and physically. This means ensuring they eat nutritious food regularly, that they value themselves and have good self-esteem, that they are well-grounded as they manage the demands of competition and pride and that they have access to the same level of tools, equipment and uniforms that other players can afford.

With the high level of underprivilege within the club's catchment area, there is also a subsequently high level of criminal activity, disenfranchisement and disengagement and the "pull" from their communities' peer groups to engage in these activities is significant. The club's mission is to provide a sustainable diversionary incentive that counters the "pull" of peer group pressure and this includes seeking annual funding to provide the additional "tools" and support mechanisms to achieve this.

Community Benefits

The club has had many decades experiencing the positive outcomes of supporting our underprivileged team members by providing them with additional equipment, uniforms, transportation to name a few to help equalise the inequity they suffer and feel when their peer group team members afford these items, that they cannot. We know that participation in team sports develops their teamwork skills, their social interaction and the development of their physical and mental bodies that in turn helps in the prevention of chronic diseases and provides a disincentive to self-harm and crime.

We know from experience that improved individual self-esteem and pride have a significant flow-on effect on players' immediate families and friends and the broader communities. Families and friends take great pride in having their people playing football league for the Magpies, and this, in turn, promotes greater pride and socialisation amongst community members, in their support for a common cause.

It also has a positive flow-on effect on those community children and youth who see the success of their peers, breaking the cycle of disadvantage and exclusion. It reinforces to the communities that the selection and ongoing participation process requires a community effort to support future players in the entire selection and player participation process. It demonstrates to the community that their support and encouragement, determination, focus on attending and achieving good school results and demonstrating/ maintaining good social behaviours are a necessity if youth in their communities are to be selected and retained as Magpie club players.

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The barriers to positive change in the lives of many children and youth in the participating disadvantaged communities are complex, however, we believe the Palmerston Magpies club plays a significant role in breaking down some of these barriers in the short and long term for those who participate and for those within their influence sphere who experience and witness the positive changes that membership and participation bring.

Development of the club community

As previously indicated, many of our players are used to making do when it comes to equipment required to be part of the club's team.

We know that when our players are provided with sufficient resources/ equipment/uniforms of good quality, they not only take care of the equipment with pride, they take personal pride in using good quality equipment because they feel elevated from their disadvantage and therefore free to use their energy and focus on positive outcomes. When they "buy into" their own success, they buy into a better future for themselves and for our club.

Sufficient and appropriate equipment also ensures our coaches are incentivised and able to draw out and develop the talent of individual players and the team as a whole. In the long term, our club's team members gain positive life skills through their teaching of and/or participation in group sport and when they feel included and equal to their peers, they are more likely to extend the learnings into their broader lives.

Our Request for Sponsorship

We cannot over-estimate the importance of helping our players rise above their disadvantaged backgrounds and helping develop their self-esteem by providing equipment and facility improvements that will create a club culture the community can feel proud about which will be an important step in this process.

As indicated above, the benefits to the home-based communities and to the Magpies Club community are significant. In response to this question, we differentiate benefits from development in the following way.

We describe community benefits in the previous response with a focus on social, interpersonal and career.

1. This applies to both the Magpies club and the home-based communities
2. We describe community development in this response as primarily economic and strategic for the circle of influence that Magpies' club engages and reinforce the social and interpersonal development of players and the way this positively affects their home-based communities

The development of the Magpies Football Club community

Our club community includes our members, players, volunteers and supporters, but it equally includes our providers, those who supply our club with services, materials and equipment.

With a club policy of "local first", we seek to engage, with local and/or other NT based suppliers and businesses to provide materials, equipment and services to the club. This may include both indigenous

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businesses, local businesses and local branches of national businesses, covering goods, food, materials, equipment, accommodation, transport to name a few. The aim of this policy is to not only provide local opportunities to those directly involved in the club but also to provide growth and development opportunities to the broader Darwin and NT based businesses

The development of the home-base Communities

Our home-based communities are those locations within the NT that our players either currently live or lived.

The result of improved social and interpersonal life skills that players develop while representing the Magpies club has a direct positive impact on the development of these skills within their home-base communities. This, in turn, is a catalyst for positive change within these communities as they continue to support the Football League as a group of like-minded spectators and in their support and pride in their home base player. The positive changes are small and incremental, but they are significant in the ongoing development of these communities towards better capability and capacity to lead better lives.

Aim

Our teams comprising a majority of indigenous and underprivileged members who regardless of their circumstances, consistently show enthusiasm, dedication and loyalty to their "player" status within the club. Their determination, grit and resourcefulness to train and play without the "right" standard of equipment, is remarkable, however, whilst coaches are in awe of their resourcefulness and determination, they are unable to provide the level of coaching required to fully develop this large talent pool from either a team or a personal perspective.

The Right Equipment

The total cost of the "right" standard of equipment needed by individual players and by the team as a whole to achieve success in their pre/post game days, training and event days is, as mentioned previously, unachievable for many of our members. This continues to include new and replacement equipment like water bottles, water jugs, basic training and gym equipment, coaches' boards, equipment carts, goal post padding for mitigating and preventing injury, footballs, goal netting, ground markers amongst other things.

The club has a basic supply of most of these items as the budget allows, but the budget does not allow for regular replacement or provision of additional equipment. For most players this means using outdated, worn out or sometimes broken equipment – i.e.: "making do" and or missing out on equipment that their more privileged peers and/or sports teams elsewhere have access to as "a given".

Better Life Pathways

Along the pathway to helping players achieve their highest performance capabilities, the club is committed to including pathways to longer-term opportunities for its players to achieve positive futures. This commitment involves training that includes both sport and life skills of discipline, routine, responsibility, self-esteem building, the development of sustainable physical and mental good health

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COUNCIL AGENDA Attachment 13.1.4.1



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mental and the opportunity to develop broad and deep social networks outside their communities. To enable the club to achieve this multi-layered approach to training, it needs resources, equipment and assets that can only be funded through grants.

Our Experience

Since its inception, our club has witnessed the effect that disadvantage has on our players including, the cycle of low self-esteem, embarrassment and the feeling of isolation and negative differentiation. We know first-hand that the barriers to inclusion in sport participation are social, cultural, geographical, economic and gender-based. We also know that sporting clubs like ours can be very successful in breaking down these barriers if we have the resources to manage the challenges holistically so that players are supported on an emotional, intellectual and physical basis.

We also know from experience that sports participation is improving social interaction for players and their home communities. It promotes interaction that would not otherwise take place in safer communities where crime levels are lowered because boredom and desperation are replaced with a sense of purpose and belonging. We know that if we have the resources available, we can develop strong leadership skills, sustainable social involvement, positive bonding amongst peer groups and overall healthier lifestyles and more positive futures.

The realisation of our Project will enable Palmerston Magpies Football club to continue breaking the cycle of disadvantage by providing players with the right equipment and training tools that in turn will give them the best opportunity for the team and personal success.

We thank you for taking the time to learn more of our proud community club and appreciate all support given.

Kind Regards

A handwritten signature in black ink, appearing to read 'Carmine Rauseo'. The signature is fluid and cursive, with a large initial 'C'.

Carmine Rauseo
Sponsorship Officer

Palmerston Magpies Football Club Incorporated
ABN 46 859 611 625

**ABN Lookup****Current details for ABN 46 859 611 625****ABN details**

Entity name:	PALMERSTON MAGPIES INCORPORATED
ABN status:	Active from 01 Nov 1999
Entity type:	Other Unincorporated Entity
Goods & Services Tax (GST):	Registered from 01 Jul 2000
Main business location:	NT 0830

Deductible gift recipient status

Not entitled to receive tax deductible gifts

ABN last updated: 15 Jun 2013

Record extracted: 18 Sep 2021

Disclaimer

The Registrar makes every reasonable effort to maintain current and accurate information on this site. The Commissioner of Taxation advises that if you use ABN Lookup for information about another entity for taxation purposes and that information turns out to be incorrect, in certain circumstances you will be protected from liability. For more information see [disclaimer](#).



2022 - 2023 Palmerston Magpies Sponsorship Packages

Please tick
sponsorship
package

Platinum Package

\$20,000

☐

Gold Package

\$10,000

☐

Silver Package

\$5000

☐

Bronze Package

\$3000

☐

Business Name : _____

Business Address : _____

Contact Name : _____

Phone : _____

Email : _____

Preferred Team Guernsey : _____

Option 1 : _____

Option 2 : _____

Electronic Funds Transfer

Name: Palmerston Magpies inc.

BSB: 633 000

Acc Number: 169 805 165

Credit Card

Master Card

Visa

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Card Expiry : ____/____

CVV :

Card holders name:

Card holders Signature:

Please provide JPEG image of company logo

Please Return Email to : sponsorshipmfc@outlook.com



2022 - 2023 Palmerston Magpies Sponsorship Packages



Player Sponsor \$500

Company logo on back of player training singlets below player name.

Regular advertising on club related media.

2 x VIP passes to any PMFC Premier League game

- Entry into Cazalys Arena for Premier League games.
- Access into upstairs VIP area.
- Complimentary beer, wine & soft drinks during premier league game.
- Complimentary half time nibbles

1 x Club Shirt

Please use player name as reference and provide business logo image.

Payment Details
Palmerston Magpies Football Club
Bendigo Bank
BSB – 633 000
Account – 169 805 165

Player Sponsored name.....

Sponsor Name.....

Sponsor Business Name.....

Sponsor Phone.....

Sponsor Email.....

Player Signature.....Date.....

Sponsor Signature.....Date.....

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.1
REPORT TITLE:	Community Benefit Scheme Update - January 2023
MEETING DATE:	Tuesday 21 February 2023
AUTHOR:	Community Facilities Officer, Rachel Fosdick
APPROVER:	General Manager of Community and Culture, Anna Ingram

COMMUNITY PLAN

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

PURPOSE

This Report provides Council with a summary of the Community Benefit Scheme 2022/23 applications to date, highlighting requests received since the December 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, and sponsorships in 2022/23. The Environmental Initiative Grant budget is \$20,000.
- \$86,412 has been expended in the Community Benefit Scheme 2022/23 budget and \$20,000 committed in this financial year for on-going sponsorship, leaving \$123,588 available for future projects and events.
- To date, City of Palmerston has received 75 Representation Support applications, with three since the last reporting period.
- Two cultural diversity grant applications were approved this month, one for the Australian Vietnamese Family Association and the other for the Taiwanese Community of the Northern Territory who provided positive feedback and photos.

RECOMMENDATION

THAT Report entitled Community Benefit Scheme Update - January 2023 be received and noted.

BACKGROUND

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

CBS funding for organisations includes sponsorships, donations, and grants, with 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 for

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, \$123,588 of CBS funding remains available in this financial year for future projects and events that benefit the Palmerston community.

This Report Community Benefit Scheme Update - January 2023 provides Council with a summary of the Community Benefit Scheme 2022/23 applications to date highlighting requests received since the December 2022 update.

DISCUSSION

To date, City of Palmerston has received 75 Representation Support applications, with three applications received since the last reporting period. Applications include one representation opportunity at the South Australian Amateur Golf Championships, one application for the Dance Evolution Showcase on the Gold Coast Queensland and one application for the NT Devils Touch Football competition in Coffs Harbour New South Wales.

The following two events meet the CoP Community Plan, Objective 3: Cultural Diversity: In Palmerston we celebrate our cultures in a way that values our diversity and additionally provides opportunity in the creative industries area of development and provides our community with an opportunity to learn about a new culture and to share in the celebrations.

Vietnamese New Year

The Australian Vietnamese Family Association received funding to host a Vietnamese New Year celebration at Gray Community Hall on Sunday 15th January 2023.

Vietnamese New Year, also known as Tet, is an important time for the Vietnamese community as it marks the beginning of a new year and is seen as a time for renewal and celebration. It is a time for people to come together with family and friends and to honour their cultural traditions.

This event included a number of activities such as; red pockets and card making, Banh Chung making demonstration, Vietnamese calligraphy, Traditional games, and a Lion Dance.



Minister Ngaree Ah Kit, City of Palmerston Mayor Athina Pascoe-Bell, Anna Dam, Chairperson of the Australian Vietnamese Family Association.

Taiwanese Lantern Festival

The Taiwanese Community of the Northern Territory (TCNT) is a newly formed (9 November 2022) not for profit community organisation. TCNT hosted a community event, Taiwanese Lantern Festival, at the Gray Community Hall, 5 February 2023. The Lantern Festival symbolises peace, hope and new beginnings and is one of the most popular events in Taiwan. It marks the end of New Year celebrations and is held after the first full moon of the lunar year.



The Taiwanese community places a strong emphasis on connection and community. In Taiwan, it is common for people to take part in community events, volunteer their time and resources to help others and to prioritize spending time with loved ones. The Taiwanese Lantern Festival is a celebration of this sense of connection and community, as it brings people together to participate in traditional activities and to celebrate the end of the Lunar New Year. This event was free and open to the Palmerston community to engage in traditional activities and held at the Gray Community Hall on Sunday 5 February 2023.

Poster with City of Palmerston Logo

The aim was to strengthen the relationship between the Taiwanese and the Palmerston community by offering a cultural experience via;

- DIY lanterns
- Cooking sessions making traditional Yuan xiao
- Stilt walking
- Solving lantern riddles
- Learning more about the historical significance of the Lantern Festival



Attendees at the Lantern Festival

Below is positive feedback received from the Taiwanese Community of Northern Territory TCNT

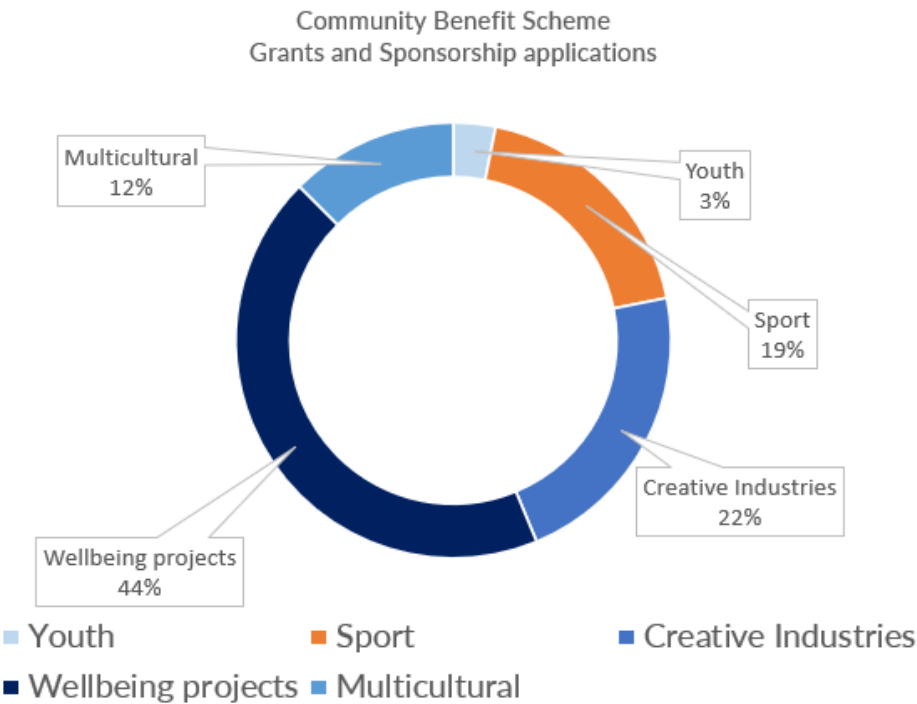
"Thank you for Palmerston council and all of your support.

The Lantern Festival ended successfully, and we also appreciate a lot of people from local to come and joined the event.

And would like to thanks again Palmerston council provide that beautiful place for our community to celebrated our Lantern festival".

Harvest Corner Community Garden

Harvest Corner Community Garden, located next to Gray Community Hall has been reinvigorated with the inclusion of the Steps Multicultural group planting crops in line with the seasonal requirements of the garden. 15 local women from Palmerston are now attending the garden on a Thursday morning and utilising the kitchen at Gray Community Hall to make lunch from the garden produce. Lunches have included Green Pawpaw salad and Pumpkin Curry. Council Officers are working with this group to develop an Environmental Initiative grant application to support the purchase of seedlings and equipment for this project.



CONSULTATION PROCESS

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

- CoP Environmental Officer
- Open Space Lead

Council Staff have been in discussion, looking at potential environmental grant initiatives for our community. These discussions included water tanks for local primary schools, water meters and the effect on ground water in the Palmerston region. These discussions will be ongoing as the Northern Territory Government water strategy is released.

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

- Steps Multicultural Group have been working with Council Officers regarding appropriate use of seasonal crops, seedlings and equipment for the Harvest Corner Community Garden in line with the with the CoP Sustainability Strategy 2022-2026 action of; *Look to develop further community garden and edible planting, with effective planning on project locations and governance.*

POLICY IMPLICATIONS

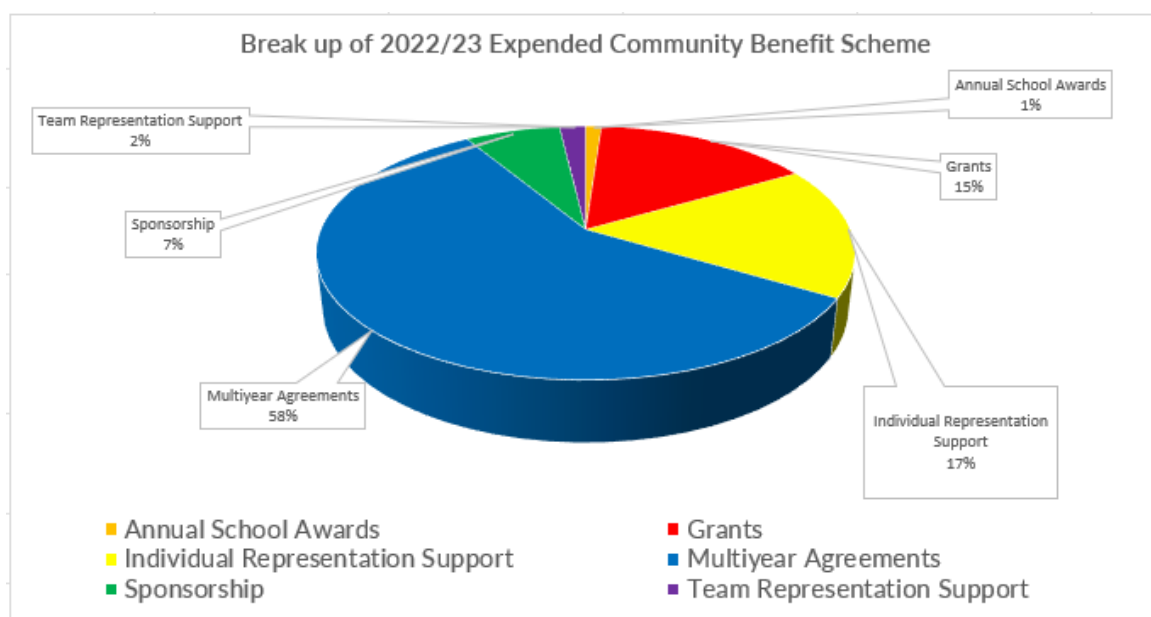
Council Policy Grants, Donations, and Sponsorships provides governance and outlines the support that is available through the Community Benefit Scheme.

BUDGET AND RESOURCE IMPLICATIONS

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

\$86,412 has been expended for projects which will benefit the Palmerston community. A further \$20,000 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 Initiative Grant (EIG) budget for the 2022/23 fiscal year under CBS is \$20,000. Currently we have received one submission, this submission is in progress as the applicant acquires further documentation to support the application.



RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This Report addresses the following City of Palmerston Strategic Risks:

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

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

Council officers are actively working with the recently appointed CoP Environment Officer to identify new opportunities in Palmerston in line with the CoP Sustainability Strategy 2022-2026 to expend the Environmental Initiative grant funding.

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 Applications Update January [13.2.1.1 - 7 pages]

COUNCIL AGENDA

Attachment 13.2.1.1

Individual Representation Support						
Date	Activity	Recipient	Amount Requested		Amount Granted	Balance
1 Jul 2022	Schools - Rugby League	Individual U18	250.00		250.00	
1 Jul 2022	NT Links Netball	Individual U18	150.00		0.00	
1 Jul 2022	NT Links Netball	Individual U18	150.00		150.00	
1 Jul 2022	u16s Junior - Basketball	Individual U18	250.00		250.00	
1 Jul 2022	Schools - Rugby League	Individual U18	250.00		250.00	
1 Jul 2022	Showcase National Dance	Individual U18	250.00		250.00	
1 Jul 2022	Southern States - Rugby	Individual U18	250.00		250.00	
1 Jul 2022	Southern States - Rugby	Individual U18	250.00		250.00	
1 Jul 2022	Southern States - Rugby	Individual U18	250.00		250.00	
1 Jul 2022	u15s Team - Tennis	Individual U18	250.00		250.00	
6 Jul 2022	Southern States - Rugby	Individual U18	250.00		250.00	
13 Jul 2022	u17s Titans Rugby League	Individual U18	250.00		250.00	
14 Jul 2022	Youth Touch Football	Individual U18	250.00		250.00	
15 Jul 2022	AJJC - National - Jiu Jitsu	Individual U18	250.00		250.00	
15 Jul 2022	AJJC - National - Jiu Jitsu	Individual U18	250.00		250.00	
15 Jul 2022	AJJC - National - Jiu Jitsu	Individual U18	250.00		250.00	
15 Jul 2022	AJJC - National - Jiu Jitsu	Individual U18	250.00		250.00	
15 Jul 2022	Youth Touch Football	Individual U18	250.00		250.00	
20 Jul 2022	u12 Top End Region - AFL	Individual U18	250.00		250.00	
29 Jul 2022	Youth Touch Football	Individual U18	250.00		250.00	
4 Aug 2022	Youth Touch Football	Individual U18	250.00		250.00	
5 Aug 2022	u14s Junior - Basketball	Individual U18	250.00		250.00	
5 Aug 2022	Youth Touch Football	Individual U18	250.00		250.00	
8 Aug 2022	Youth Touch Football	Individual U18	250.00		250.00	
8 Aug 2022	Premier Invitational Football	Individual U18	250.00		250.00	
8 Aug 2022	Youth Touch Football	Individual U18	250.00		250.00	
9 Aug 2022	u14s Junior - Basketball	Individual U18	250.00		250.00	
9 Aug 2022	Premier Invitational Football	Individual U18	250.00		250.00	

COUNCIL AGENDA Attachment 13.2.1.1

10 Aug 2022	Premier Invitational Football	Individual U18	250.00		250.00	
12 Aug 2022	Youth Touch Football	Individual U18	250.00		250.00	
15 Aug 2022	Premier Invitational Football	Individual U18	250.00		250.00	
22 Aug 2022	u14s Junior - Basketball	Individual U18	250.00		250.00	
25 Aug 2022	Showcase National Dance	Individual U18	250.00		250.00	
25 Aug 2022	Premier Invitational Football	Individual U18	250.00		250.00	
26 Aug 2022	Youth Touch Football	Individual U18	250.00		250.00	
22 Aug 2022	Murri Rugby League Cup	Individual U18	250.00		250.00	
22 Aug 2022	Murri Rugby League Cup	Individual U18	250.00		250.00	
1 Sep 2022	Murri Rugby League Cup	Individual U18	250.00		250.00	
1 Sep 2022	Murri Rugby League Cup	Individual U18	250.00		250.00	
1 Sep 2022	Lawn Bowls State Titles	Individual 18+	250.00		250.00	
1 Sep 2022	Lawn Bowls State Titles	Individual 18+	250.00		250.00	
1 Sep 2022	NQ Athletics	Individual U18	250.00		250.00	
1 Sep 2022	NQ Athletics	Individual U18	250.00		250.00	
1 Sep 2022	NQ Athletics	Individual U18	250.00		250.00	
5 Sep 2022	NQ Athletics	Individual U18	250.00		250.00	
5 Sep 2022	Premier Invitational Football	Individual U18	250.00		250.00	
10 Sep 2022	Amateur Golf	Individual U18	250.00		250.00	
10 Sep 2022	Hardcourt Tennis	Individual U18	250.00		250.00	
10 Sep 2022	u13 Hockey NT	Individual U18	250.00		250.00	
12 Sep 2022	u13 Hockey NT	Individual U18	250.00		250.00	
20 Sep 2022	Youth Touch Football	Individual U18	250.00		250.00	
20 Sep 2022	Youth Touch Football	Individual U18	250.00		250.00	
20 Sep 2022	Youth Touch Football	Individual U18	250.00		250.00	
20 Sep 2022	Youth Touch Football	Individual U18	250.00		250.00	
20 Sep 2022	National Gymnastics	Individual U18	250.00		250.00	
20 Sep 2022	National Badminton	Individual U18	250.00		250.00	
20 Sep 2022	Bowls Championship	Individual 18+	250.00		250.00	
21 Sep 2022	Special Olympics Basketball	Individual 18+	250.00		250.00	
21 Sep 2022	Special Olympics Basketball	Individual U18	250.00		250.00	

COUNCIL AGENDA Attachment 13.2.1.1

21 Sep 2022	Special Olympics Basketball	Individual U18	250.00		250.00	
19 Oct 2022	Singa Cup Football	Individual U18	250.00		250.00	
20 Oct 2022	Singa Cup Football	Individual U18	250.00		250.00	
20 Oct 2022	OneHockey - Ice Hockey	Individual U18	250.00		250.00	
25 Oct 2022	OneHockey - Ice Hockey	Individual U18	250.00		250.00	
25 Oct 2022	OneHockey - Ice Hockey	Individual U18	250.00		250.00	
15 Nov 2022	National BMX	Individual U18	250.00		250.00	
26 Nov 2022	Dance Evolution	Individual U18	250.00		250.00	
27 Nov 2022	All Schools Track and Field	Individual U18	250.00		250.00	
29 Nov 2022	Dance Evolution	Individual U18	250.00		250.00	
1 Dec 2022	SA Amateur Golf	Individual U18	250.00		250.00	
8 Dec 2022	Dance Evolution	Individual U18	250.00		250.00	
23 Jan 2023	NT Devils Touch Football	Individual 18+	250.00		250.00	
Total Year to Date (YTD)			18,050.00		17,900.00	
Team Representation Support						
Date	Activity	Recipient	Amount Requested		Amount Granted	Balance
20 Oct 2022	Alice Springs Fight Night	Palmerston Boxing	2,000.00		2,000.00	
9 Jan 2023	Changefest	Palmerston Indigenous Network	2,000.00		0.00	in progress
Total Year to Date (YTD)			2,000.00		2,000.00	
Sponsorships						
Date	Activity	Recipient	Amount Requested		Amount Granted	Balance
1 Jul 2022	Palmerston Mayor's Cup	Palmerston Raiders Football Club	2,750.00		2,750.00	
3 Aug 2022	Membership	Geek Culture Collective	2,000.00		2,000.00	

COUNCIL AGENDA

Attachment 13.2.1.1

4 Oct 2022	Rights On Show	Darwin Community Legal Service	500.00		500.00	
26 Oct 2022	Fundraising Lunch	Autism NT	2,000.00		2,000.00	
22 Dec 2022	Film Production	Hijo AJA Ka Kura	2,000.00		0.00	In progress
Total Year to Date (YTD)			9,250.00		7,250.00	
Grants						
Date	Activity	Recipient	Amount Requested		Amount Granted	Balance
1 Jul 2022	Walk to Remember	Amber NT	2,000.00		2,000.00	
1 Jul 2022	Morbid Curiosity	Two Two One Mental Health	2,000.00		2,000.00	
17 Jul 2022	Lit Larvae	Darwin Community Art	2,000.00		1,000.00	
3 Aug 2022	ATSI Children's Day	Save the Children	2,000.00		2,000.00	
3 Aug 2022	Membership	Kaos Horde	2,000.00		2,000.00	
4 Aug 2022	Books For Children	Rotary	2,000.00		0.00	
13 Sep 2022	Cinema Day	Neighbourhood Watch	2,000.00		0.00	
14 Sep 2022	African Cup	Darwin Lions Sports Club	2,000.00		2,000.00	
4 Oct 2022	Equipment purchase	Palmerston Lions	2,000.00		2,000.00	
7 Oct 2022	Jess Hill event	Catholic Care NT	2,000.00		0.00	
4 Nov 2022	Children's program	Early Childhood	2,000.00		0.00	
4 Nov 2022	DVD conversion	Wildcare Inc	1,870.00		187.00	
4 Dec 2022	Vietnamese New Year Tet	Vietnamese Family Association Inc.	2,000.00		2,000.00	
6 Dec 2022	Taiwanese Lantern Festival	Taiwanese Community of	1,984.00		1,375.00	

COUNCIL AGENDA Attachment 13.2.1.1

		the Northern Territory				
7 Dec 2022	Safer Families	YWCA	7,048.00		0.00	in progress
11 Jan 2023	Strive	Vibrant Diverse Cultures	4,355.00		0.00	in progress
Total Year to Date (YTD)			39,257.00	0.00	16,562.00	
Multi Year Agreements						
Date	Activity	Recipient	Amount Requested	Amount Committed	Amount Granted	Balance
Paid 8 Jul 2022 Due 1 June 2023 Due 1 June 2024	All abilities come and try sessions May 22, May 23, May 24	Clubhouse Territory	20,000.00		10,000.00	
Paid 1 Jul 2022 Due 28 June 2023 Due 28 June 2024	Junior Rep Program May 22, May 23, May 24	Palmerston Netball	10,000.00		10,000.00	
Paid 6 May 2022 Due 1 March 2023 Due 1 March 2023	Seniors Fortnight x 3 years 1 Jan 2022 - 31 Dec 2024	Palmerston & Litchfield Seniors Association	20,000.00	20,000.00	0.00	
Paid 16 Sep 2020 Paid 1 Jul 2021 Paid 1 Jul 2022	Tiwi Fishing Program x 3 years 1 Jul 20, 1 Jul 21, 1 Jul 22	Reeling Veterans Inc.	10,000.00		10,000.00	
Paid 10 Aug 2022 Due 10 Aug 2023 Due 10 Aug 2024	Participation program	Palmerston Rovers Football Club	10,000.00		10,000.00	
20 Dec 2022	Participation program	Palmerston Magpies	20,000.00		0.00	in progress
Due 1 Dec 2022 Due 1 Dec 2023 Due 1 Dec 2024	Junior programs	Palmerston Saints Hockey Club	1,500.00		1,500.00	
1 Dec 2022	Capacity Building	Riding for the Disabled	30,000.00		0.00	in progress
Total Year to Date (YTD)			121,500.00	20,000.00	41,500.00	

COUNCIL AGENDA Attachment 13.2.1.1

Annual School Awards						
Date	Activity	Recipient	Amount Requested	Amount Committed	Amount Granted	
	Annual School Awards	Bakewell Primary School	100.00		100.00	
	Annual School Awards	Driver Primary School	100.00		100.00	
	Annual School Awards	Forest Parade Primary School	100.00		100.00	
	Annual School Awards	Good Shepherd Lutheran College	100.00		100.00	
	Annual School Awards	Mother Theresa College	100.00		100.00	
	Annual School Awards	Moulden Park Primary School	100.00		100.00	
	Annual School Awards	Palmerston Christian College	100.00		100.00	
	Annual School Awards	Rosebery Primary School	100.00		100.00	
	Annual School Awards	Woodroffe Primary School	100.00		100.00	
	Annual School Awards	Zuccoli Primary School	100.00		100.00	
	Annual School Awards	Gray Primary School	100.00		100.00	
	Annual School Awards	Sacred Heart Primary School	100.00		100.00	
Total Year to Date (YTD)			1,200.00		1,200.00	
Environmental Initiatives Grants						
Date	Activity		Amount Requested	Amount Committed	Amount Granted	Balance

COUNCIL AGENDA Attachment 13.2.1.1

12-Jul-22	Darwin Harbour Clean Up		5,000.00		0.00	withdrawn
30-Oct-22	Japanese Garden		2,000.00		0.00	in progress
Total YTD Env Grants	20,000.00		7,000.00	0.00	0.00	20,000.00
Funds Available						
	Funds Available		Amount Requested	Amount Committed	Amount Granted	Balance
Total CBS	230,000.00		191,257.00	20,000.00	86,412.00	123,588.00
Total EIG	20,000.00		7,000.00	0.00	0.00	20,000.00
Total	250,000.00		198,257.00	20,000.00	86,412.00	143,588.00

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.2
REPORT TITLE:	Major Capital Projects February 2023 Update
MEETING DATE:	Tuesday 21 February 2023
AUTHOR:	Executive Manager Projects and Infrastructure Services, Karl Hell
APPROVER:	Acting General Manager of Infrastructure, Peter Lander

COMMUNITY PLAN

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

PURPOSE

This 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
 - Archer Waste Management Facility Upgrade
- The Zuccoli Community Hub – Dog Park will have an official opening prior to the end of February 2023.
- Planning for Major Projects additional to 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 February 2023 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 13.2.2.1**
- Zuccoli Community Hub – Dog Park **Attachment 13.2.2.2**
- FiberSense **Attachment 13.2.2.3**
- Archer Waste Management Facility Upgrade Attachment **13.2.2.4**

Council is also progressing the planning for future and 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 for 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 return brief and needs assessment, and this will drive the conceptual design development and cost estimation. It is anticipated that this body of work will be presented to Council in the May update.

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 Zuccoli Community Hub – Dog park will have an official opening prior to the end of February 2023.

The combined Skate Park and Pump Track has an estimated cost of \$1.5 million. This entire stage is currently funded by Council. Procurement for the design components of these elements is anticipated to commence in the second quarter 2023.

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 funding is required to enable future stages of the project including the Community Centre and Library.

It is envisaged that the design and construction of the overall Community Hub Project will be completed in stages, funding dependent, with the Skate Park and Pump Track being the next priority of the five (5) year project program.

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 frame specified may result in community dissatisfaction. The following projects are currently impacted by delays: Zuccoli Dog Park, Archer Waste Transfer Facility Upgrade and FiberSense. CoP is actively working with the Consultants and Contractors to bring these projects to practical completion. Monthly project construction progress reports will be provided to Council, the community, and stakeholders.

The construction sector is in a rapidly escalating economic phase combined with constrained resources and logistics. This increases the risks associated with costs and delays. These are being managed within each individual project. As a risk reduction measure CoP is prioritising grant funded projects and working with Commonwealth and NT Government grant funding partners to mitigate risks associated with anticipated or identified project delays.

Overall, the construction sector is characterized by significant project support resourcing constraints and a highly active market. This increases the risk of project delays and cost escalation to the delivery of multiple major projects at one time. CoP has implemented processes to recruit and engage a cadre of project managers and support team members to reduce this risk.

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 Council Update [13.2.2.1 - 4 pages]
2. Zuccoli Dog Park Council Update [13.2.2.2 - 3 pages]
3. Fiber Sense Council Update [13.2.2.3 - 2 pages]
4. Archer Waste Management Facility Upgrade Council Update [13.2.2.4 - 3 pages]



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SWELL CONSTRUCTION

February 2023 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

Status Update

Percentage Complete: 14%

Actual Costs to Date (claims processed): \$1,883,936.

Approved Cost Variations: -\$49,565 (Negative Variation – outcome of 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.



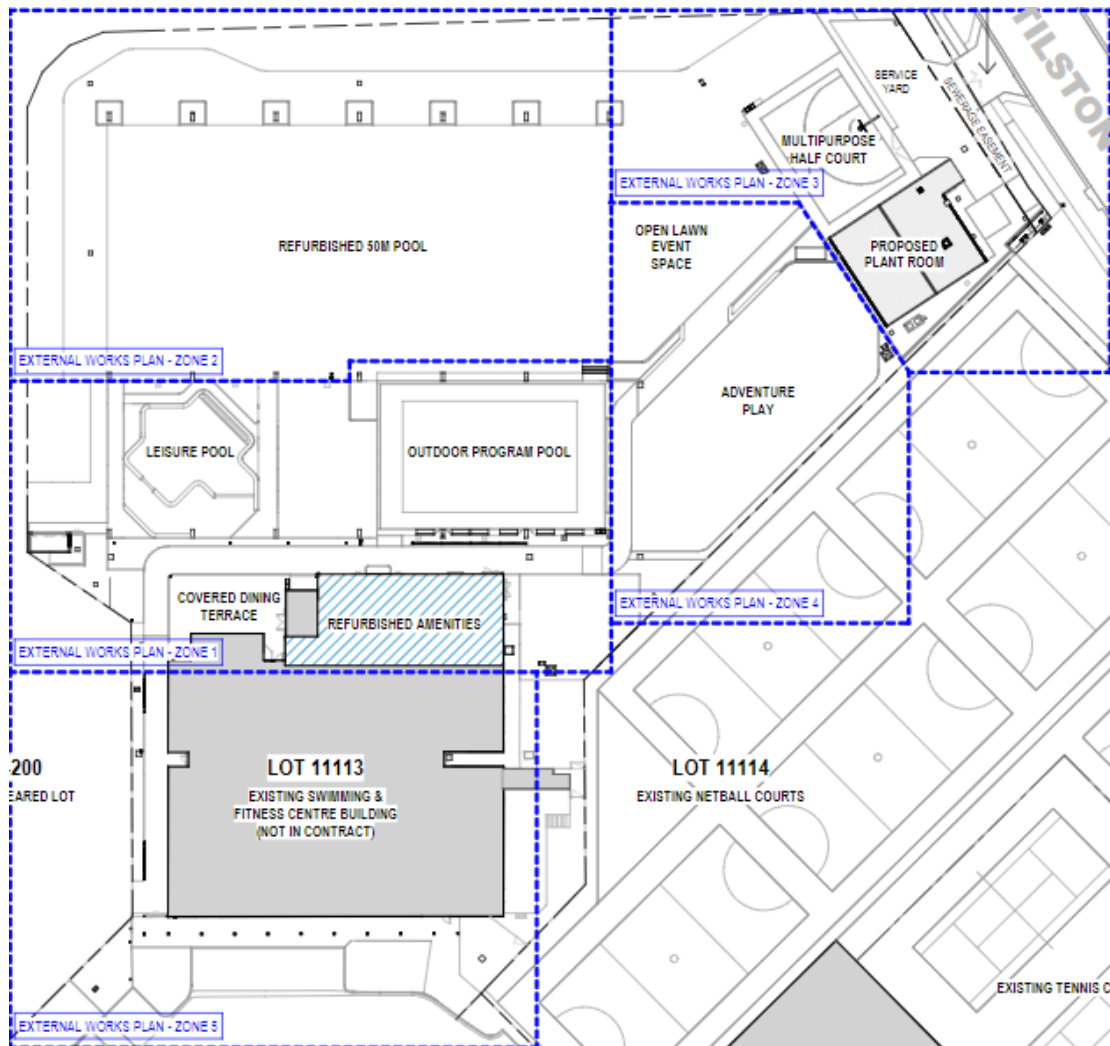
Construction works commenced 22 August 2022. The Gym and Youth Centre are remaining operational during construction.

SWELL CONSTRUCTION

February 2023 Update



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Project Site Plan

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.
- Formwork, Reinforcing & Concrete to 50m balance tank lid.
- Excavation of bored piers to 50m pool.



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SWELL CONSTRUCTION

February 2023 Update

- Installation of subsoil drainage and pool hydraulic services.
- Installation of pool underground balance tank.
- Installation of sewer pump station.
- Excavation and ground works for program and leisure pools.
- Shop drawings for shade structures, adventure play and structural steel.



Excavation works



Balance tank and sewer pump station



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SWELL CONSTRUCTION

February 2023 Update



Electrical Substation and Water Main



Pool Demolition

Upcoming Works:

- Demolition works continuing, including works required for new access ramp into the pool.
- Decommission and removal of redundant underground services.
- Removal of waste material from site.
- Installation of underground services.
- Installation of pool subsoil drainage and edge footings.
- Leisure and program pool detailed excavations and service installations.
- 50m Pool concrete works, subsoil drainage and footings.
- Adventure play, Multipurpose ½ court and plant room construction of bored piers, footings and slabs.



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ZUCCOLI COMMUNITY HUB – DOG PARK

February 2023 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 – Park and April 2023 – Exeloo

Contractor: Sterling NT

Status Update

Percentage Complete: 90%

Actual Costs to Date (claims processed):

- 2021/22 - \$ 317,614
- 2022/23 - \$ 879,330
- Total = \$1,196,944 Excl Gst

Approved Cost Variations: \$76,213 Excl GST – 5.94% of total contract

Works to Date Summary:

The project was launched in June 2022 and construction is nearing completion with the only major works outstanding being the temporary carpark surfacing and Exeloo installation. The project will be subject to a two (2) stage occupancy approval. Stage 1 will include the Dog Park and Water Play Areas and Stage will include the Exeloo. The application for the occupancy permit and documentation is being complied for submission and approval.

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 footings for Exeloo
- Fencing
- Pathways
- Park Lights
- Shade structures
- Waterplay electrical works



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ZUCCOLI COMMUNITY HUB - DOG PARK

February 2023 Update



Site



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ZUCCOLI COMMUNITY HUB – DOG PARK

February 2023 Update

Upcoming Works:

Works currently underway include;

- Landscaping works,
- Shade structure lighting,
- Waterplay hydraulic fit off,
- Carpark surface sealing, line marking, driveway cross over and connecting path to park,
- Fencing,
- Installation of Exeloo and connection of services.

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, however, this is dependent on weather events as monsoonal rain can cause significant delays. The Occupancy approval process has been initiated and final clearance documents are being complied for submission and approval.

The Exeloo has arrived in Australia and is in transit to Darwin. Due to wet season site conditions the Exeloo installation is anticipated to be complete in April 2023.

FIBERSENSE

February 2023 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

Status Update

Percentage Complete: 95%

Actual Costs to Date (claims processed): \$1,579,882 or 75%

- 2021/22 – \$ 484,816
- 2022/23 – \$1,095,066

Approved Cost Variations: \$122,980 or 8%

Works to Date Summary:

As of end of January 2023, FiberSense has completed 95% of cable installation and splicing (56Km's of Pico trench fiber has been laid and activated) for the project, with only the Civic Centre Carpark to be completed. The Carpark was delayed in order to utilize new hardware that became available in 2023. This innovation in detection hardware reduces cable trenching by 4km's, is less invasive and can be deployed quicker, thereby reducing impacts to carpark users.

To enhance the level of sensing and data collection on the pico-trenched network, FiberSense has added a second Distribution Fiber Sensing Unit (DFS). With this, fiber cable installation on City of Palmerston and Northern Territory Government roads have been completed, excluding the Civic Plaza Car Park which is scheduled to be connected May 2023.

Future works:

- Pico Trench Fiber to be installed in Civic Centre Carpark May 2023.
- Development of Digital City service (Software), including traffic data collection and modelling.
- Commencement of Project handover of Digital Asset service for CoP network.
- Project documentation submission including as constructed drawings.
- Data development for launch in mid-2023.

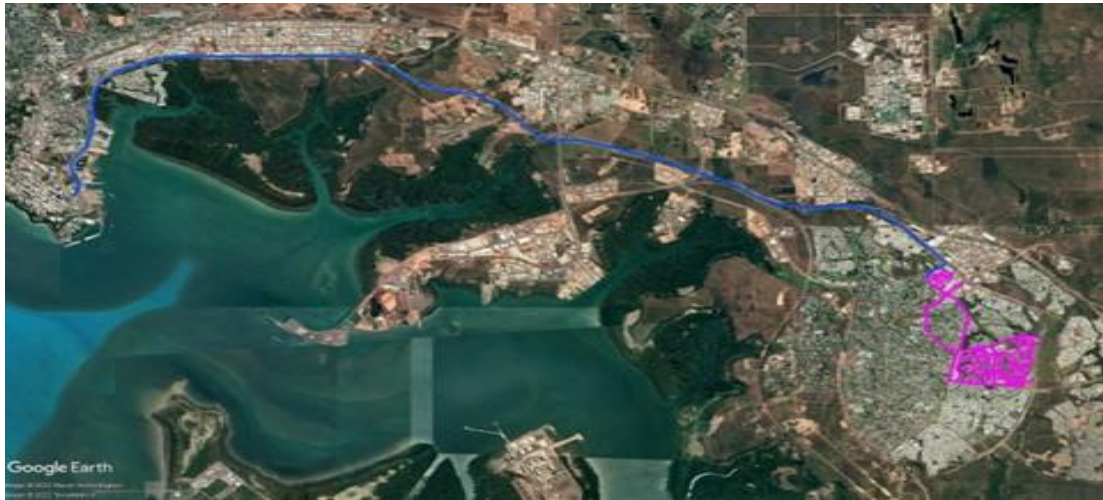


Figure 1 Complete Routes: NTG Road (Blue) and CoP Road (Pink)



Figure 2 Fibre Sense Pits (Blue) and Fibre Sense Cable (Yellow)



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ARCHER WASTE MANAGEMENT FACILITY

UPGRADE February 2023 Update

Project Overview

Summary: Upgrade of the Archer Waste Management Facility (AWMF) includes design and construction of a new recycling area and general waste push-pit area (with roof).

The new recycling area will intentionally be located near the site's entry (and prior to the general waste push-pit area) and feature a more appealing design to maximise recycling participation in accordance City of Palmerston's Sustainability Strategy and the waste diversion priority.

The general waste area will be re-developed to improve safety, in particular the risk of fall from heights. The general waste area will also feature a push pit (with roof) which will also enable separation and recovery of recyclable waste streams including but not limited to scrap metal and timber. Recovery of such recyclable waste streams from general waste is also aligned with the City of Palmerston's Sustainability Strategy and the waste diversion priority.

City of Palmerston remains engaged with grant funding partner the NT Government on project status and works.

Website Link: Under development.

Project Budget: \$1,600,000.

Funding Source(s):

- City of Palmerston - \$1,200,000.
- Northern Territory Government - \$400,000.

Expected Completion Date: 30 November 2023

Contractor: NA (Construction Contract yet to be awarded)

Status Update

Percentage Complete: 18%

Actual Costs to Date (claims processed as at 12/02/2023):

- Total = \$256,890.50

Approved Cost Variations: NA (Construction Contract is yet to be awarded)

Works to Date Summary:

Works undertaken by CoP to date include:

- Relocation of the site compound.
- Widening and re-seal of a section of the access road.

Works undertaken by engineering consultant to date include:

- Site Engineering Survey.
- Service Locations Survey.
- Geotechnical Investigation.
- Preliminary Design (Civil and Structural).



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ARCHER WASTE MANAGEMENT FACILITY

UPGRADE February 2023 Update

The project remains in Detailed Design. A draft Detailed Design was reviewed in January 2023 to improve the functional design and constructability. The review has informed design changes which are currently in progress. The completed Detailed Design will be used to inform a tender for construction.

Consultation:

The AWMF is highly utilised by the City of Palmerston residents and community engagement and consultation is critical to project implementation and success. It is anticipated that the upgraded AWMF will contribute to improved community satisfaction. However, there is a potential risk of community dissatisfaction during the project construction phase. The construction phase necessarily requires a temporary alternative solution for transfer station operations. A Community Engagement and Consultation Strategy is being prepared to mitigate this risk which includes promotion of project outcomes and communication of temporary change in operations.

Upcoming Works:

Upcoming works include:

- Finalise Detailed Design.
- Develop Construction Stages.
- Draft, release and award Construction Contract.
- Draft, release and award Contract for Operation of the AWMF.
- Develop and implement Temporary Waste Management Operations Plan to enable continued operation of AWMF during construction.

Over the next month it is anticipated:

- Detailed Design to be finalised.
- Finalise Project Staging based on final Detailed Design and Project Budget.
- Drafting of Construction Contract commences (Construction Contract expected to be let and signed in May 2023).
- Progress development of Temporary Transfer Station Operation Plan (expected to be completed in May 2023).
- Progress development of Community Engagement and Consultation Strategy (expected to be completed in March 2023).

The highest priority for project staging is the construction of the push pit (with roof) to improve safety and enable improved separation and recovery of recyclable items. The construction of the new recycling area is the next highest priority. Ongoing provision of operation and services during construction is critical. Other proposed scope items include relocation of the gatehouse, re-seal of road surfaces and other miscellaneous site improvements. Following the conclusion of the detailed design, project budget will be finalised which will inform construction stages that can be funded through the existing capital budget. An update communicating project staging having regard to available budget will be provided to Council at this time. Priority will also be given to aspects of the project covered by grant funding. Construction will be staged over the project life in line with grants and available budget.

Associated Works – Cardboard Compactor:

Whilst a separate project to the Upgrade of the AWMF, it was identified under the Sustainability Strategy that recycling and environmental outcomes could be improved through the installation of a Cardboard Compactor at the AWMF. City of Palmerston has been successful in its grant application to the NT Recycling Modernisation Fund for a cardboard compactor.

This project is currently in the detailed planning phase. Total project funding is \$200,00 consisting of:



A Place for People

ARCHER WASTE MANAGEMENT FACILITY

UPGRADE February 2023 Update

- NTG NT Recycling Modernisation Grant of \$100,000.
- Council contribution \$100,000.

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.3
REPORT TITLE:	Finance Report for the Month of January 2023
MEETING DATE:	Tuesday 21 February 2023
AUTHOR:	Operational Accountant, Tinos Rushwaya
APPROVER:	Director Finance and Governance, Wati Kerta

COMMUNITY PLAN

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

PURPOSE

This purpose of the Report is to present to Council the Financial Report for January 2023.

KEY MESSAGES

- The month-end figures for January are presented as at 31 January 2023.
- Councils operating budget is tracking well against the budget with an overall expenditure of 57% against a budgeted expenditure of \$43M.
- In the month of January, 87% (\$2.31M) of the \$2.66M creditors' payments were paid to local suppliers.
- Capital Expenditure is currently at (including commitments) is currently at 67% on a budget of \$39M primarily due to SWELL.
- Outstanding Infringements have dropped by 6% from last month total.
- The third instalment for rates of \$7.9M was due on 30 January 2023. Due to timing these rate payments were receipted in the system after 31 January 2023 which has resulted in a higher debtors compared to last month.

RECOMMENDATION

THAT Report entitled Finance Report for the Month of January 2023 be received and noted.

BACKGROUND

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

In addition report includes the following requirements:

- Capital Expenditure and Funding
- Monthly Balance Sheet
- Details of Cash and Investments Held
- Statement of Trade Debtors
- Statement on Trade Creditors
- Statement on Australian Tax Office, Payroll and Insurance Obligations
- Member and CEO Council Credit Card Transactions for the Month

- Monthly Financial Report Certification
- Quarterly Report on Planned Major Capital Works
- payment and reporting obligations for insurance, Councillor expenses and
- Chief Executive Officer (CEO) certification.

Regulations 42 require Council to table a report at the next Council meeting for the following variations

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

This Report should be read in conjunction with **Attachment 13.2.3.1** as it presents the financial position of the Council at the end of January 2023.

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 to the current reporting date.
- YTD Commitments are the proposed expenditure raised through purchase orders.
- The prorata budget YTD is calculated on a straight-line basis = 7 months / 12 months = 58%

Budget by Directorate

Operating Income

Description	Revised Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget
Office of the Chief Executive	1,319,139	138,972	11%
Finance and Governance	24,783,288	23,565,340	95%
Community and Culture	1,474,201	668,337	45%
Infrastructure	8,816,809	7,387,746	84%
Total (City of Palmerston)	36,393,437	31,760,395	87%

- Total Operating income is \$31.7M which is 87% of the Revised Annual 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 95% of the Revised Annual Budget, this is due to this year's Levied Rates, Financial services income is from Term deposit interest income and bank interest received.
- Community & Culture is at 45% of the Revised Annual Budget. \$300K is grant income received for youth festival and \$280K from dog registration.
- Infrastructure is at 84% of the Revised Annual Budget. Majority 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	1,172,051	27,421	63%
Deputy Chief Executive	2,347,149	1,493,648	207,645	72%
Finance and Governance	14,055,873	7,241,004	36,251	58%
Community and Culture	5,538,010	2,937,658	191,268	56%
Infrastructure	19,338,996	8,709,247	1,624,843	53%
Total (City of Palmerston)	43,172,310	21,553,607	2,087,427	57%

- Total Operating Expenditure is at 55% of the Revised Annual Budget, inclusive of commitments.
- Office of the Chief Executive is at 63% of the Revised Annual Budget. \$380K relates to MyPalmerston, \$253K for Legal expenses and Elected Members expenditure is currently at \$175K which is 40% of Annual Budget, the details are provided in section **Attachment 13.2.3.1**.
- \$6.3M in Finance and Governance relates to depreciation expense and the majority of the other cost in governance relates to the insurance for this year.
- Community & Culture is at 56% of the Revised Annual Budget. \$344K for Youth festival & Urban jams.
- Infrastructure is at 53% of the Revised Annual Budget, including commitments, with majority of the expenses coming from Waste and open space (Mowing \$417K, Vegetation management \$813K).
- Infrastructure expenses are \$8.7M YTD. This constitutes \$2.9M of Waste Management expenditure.
- The higher than anticipated expenditure relates to communications for SWELL.

Capital Income

Description	Revised Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget
Community and Culture	304,519	0	0%
Infrastructure	24,350,398	299,164	1.23%
Total (City of Palmerston)	24,654,917	299,164	1.21%

- The capital income relates to grants for various Capital Projects delivered this year.
- 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.
- \$3.16M will likely be recognised as capital income. The recognition has not yet occurred as we are reviewing the grant agreement and accounting standards to ensure that the revenue recognition has been met
- 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.
- \$3.9M will likely be recognised as capital income. The recognition has not yet occurred as we are reviewing the grant agreement and accounting standards to ensure that the revenue recognition has

been met \$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	\$0.41M
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
Total	\$18.26M	\$8.66M	\$9.6M

Capital Expenditure

Description	Revised Annual Budget \$	YTD Actual \$	Commitments \$	% YTD Actual + Committed of Annual budget
Community and Culture	580,713	20,400	6,751	5%
Infrastructure	39,011,918	7,768,136	18,843,680	68%
Total (City of Palmerston)	39,592,631	7,788,536	18,850,431	67%

- The Revised Annual Budget includes capital projects valued at \$8M rolled over from 2021-22 financial year, as per Council decision 10/446 which increased the overall capital budget for 2022-23 to \$35M.
- Capital expenditure is at 20% YTD and 67% including commitments with vast majority of the commitment relates to SWELL.

Reserves

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

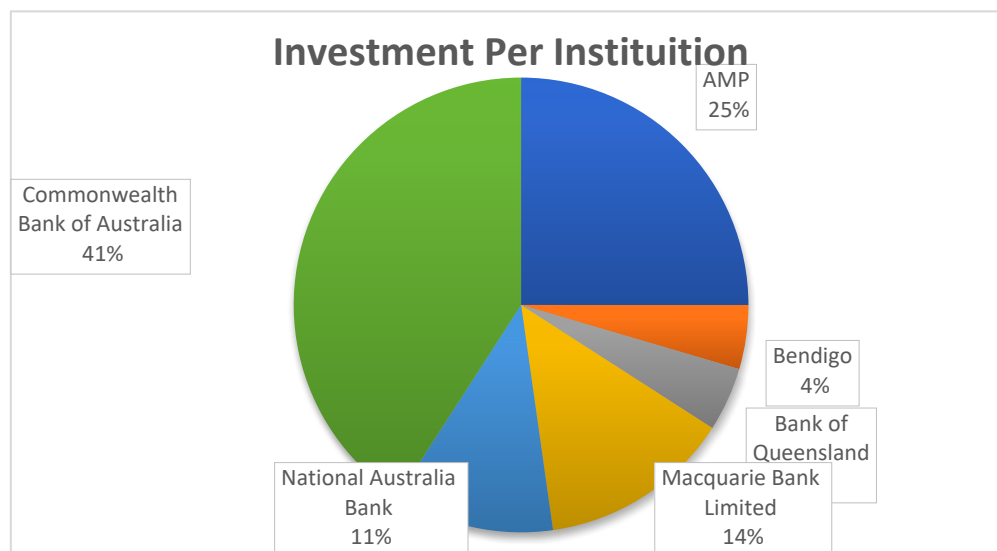
- Externally restricted reserves**- subject to legal requirements that govern the use of the funds. The reserve includes funds that have not been utilised for the purpose for which they were received, and an obligation or requirement to return funds to its contributor exists.
- Internally restricted 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 31 January 2023 is \$10.7M and includes the actual reserve movements for 2021-22, breakdown of these amounts are below

RESERVES	Actuals as at January 2023	Revised Budget projected for 30 June 2023
1. Externally Restricted Reserves		
Unexpended Grants Reserve	\$779,817	\$779,817
2. Internally Restricted Reserves		
Election Expenses Reserve	\$50,000	\$50,000
Disaster Recovery Reserve	\$500,000	\$500,000
Unexpended Capital Works Reserve	\$5,414,854	Nil
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

2.3 Investments Management Report and Cash Balance

- The investment portfolio is compliant with Council *Investments Policy*.
- As of 31 January 2023, Council held \$23M in term deposits across six separate financial institutions.
- Cash held by Council in the bank as of 31 January 2023 was \$11.9M. 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 13.2.3.1**, shows both outstanding rates and unpaid infringement notices.

Trade debtors

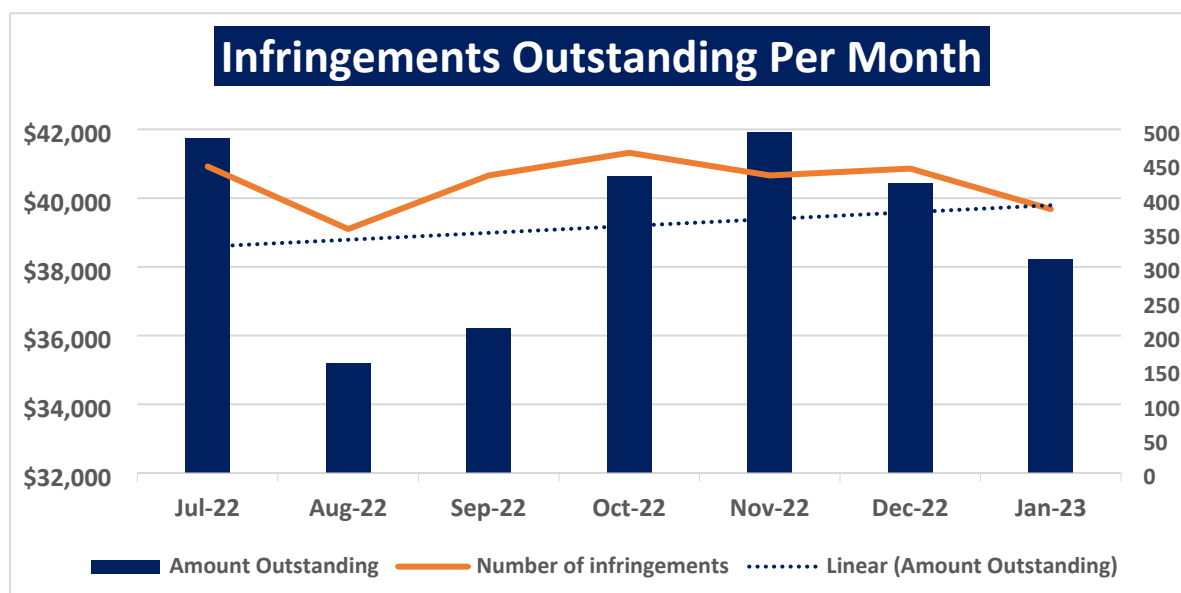
- In the debtors over 90 days is an invoice to the Department of Planning and logistics of \$136K for fibersense. Finance and Infrastructure have investigated this, and this is currently being resolved.

Rates

- 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.
- 3rd Instalment for rates were due on 30 January 2023. Reminder notices for previous instalments were sent out prior to the Christmas break.
- The total overdue rates of \$7.9M relate to the 3rd instalment, due to timing these rate payments were receipted in the system after 31 January 2023, which has resulted in a higher debtors compared to last month.

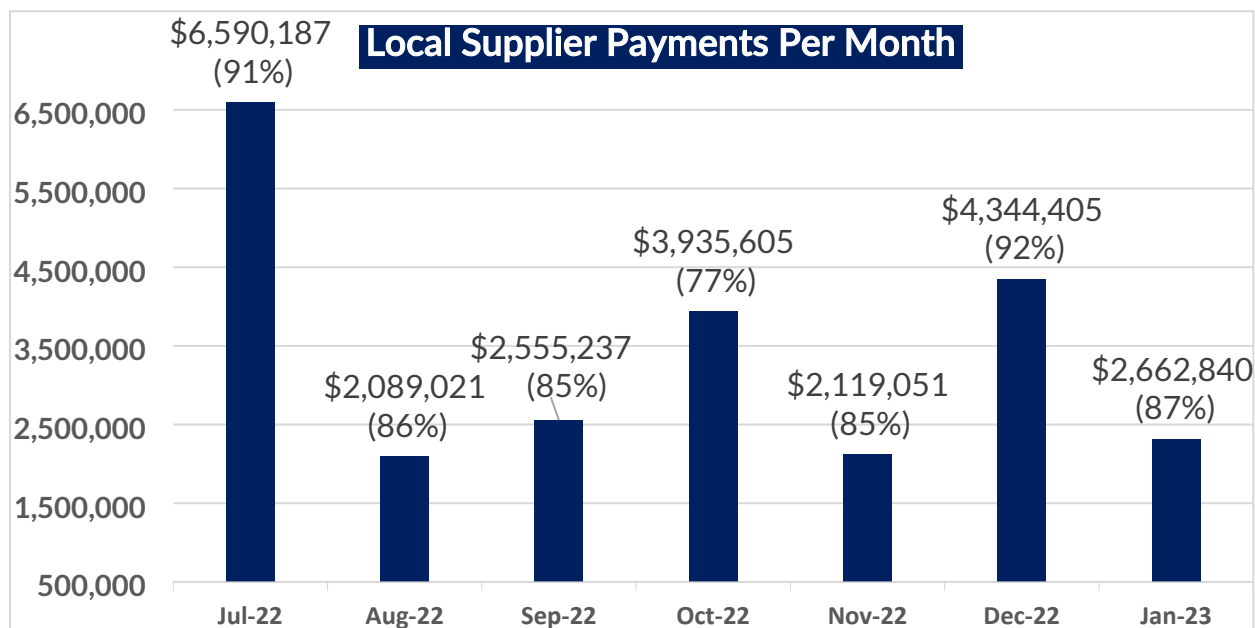
Infringements

- Infringements outstanding have decreased by 6% from December. All infringements have dropped since the last report in December 2022. 2.4 – Debtor Control Accounts, at **Attachment 13.2.3.1** presents to council further information.



2.5 to 2.6 Trade Creditors

Trade Creditors Paid in January amounted to \$2.66M and 87% (\$2.31M) of these creditors' payments were paid to local suppliers. The Council has spent \$23.9M 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 13.2.3.1**, is to supply a YTD overview of the Council's progress against its budgeted Waste Reserve movement.
- Council has levied \$6.9M in waste charges this year, the due dates for the charge aligns with quarterly instalments and the debtors are incorporated into the rates debts reported at above and Section 2.4 - Debtor Control Accounts
- The YTD expenses (including commitment) for the period ending 31st January 2023 is \$3.3 million which is 44% of the annual budget or 74% of YTD prorate budget.

2.8 Commercial Leases

Sections 2.8 at **Attachment 13.2.3.1** summarises the commercial leases that the council holds and the performance of the commercial leases as of 31 January 2023.

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 13.2.3.1**.

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 \$175K, of this total \$153K relates to elected members allowances.

2.11 Elected Members & 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 Elected Members and The CEO's credit card for January 2023.

Tax and Insurance

- Council is compliant with payment and reporting of all tax liabilities as outlined below.
- Council has paid \$1.3M 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 23 January 2023 for the month ended 31 December 2022, and the GST refund was \$302K.
- 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 meet the following criteria is required to be tabled to Council at the next meeting. For the month of January 2023 there were no contract variations that met the following criteria:

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

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.

Regulation 17(1) of the General Regulations requires the CEO each month give the council a report setting out the actual income and expenditure for the year to date; the most recently adopted annual budget; and details of any material variances between the most recent actuals and the most recently adopted annual budget.

There are no other 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. Financial Management Reports - January [**13.2.3.1** - 26 pages]



Financial Management Reports

January 2023

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

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January 2023

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	1.3	Budget Summary by Directorates
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	2.2	Balance Sheet
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	2.4	Debtor Control Accounts
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	2.7	Waste Charges
	2.8	Commercial Leases
	2.9	Council Loans
	2.10	Elected Member Expenses
	2.11	CEO Credit Card

Certification By Chief Executive Officer

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

- ❖ The internal controls implemented by Council are appropriate; and
- ❖ The Council's Financial Report for January 2023 best reflects the financial affairs of the Council.



Luccio Franco Cercarelli
Chief Executive Officer

COUNCIL AGENDA

Attachment 13.2.3.1

Section 2 Financial Results

1.2 - Executive Summary as at 31 January 2023
% of year passed 58%

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
Operating Income									
Rates	24,291,464	22,994,762	95%	0	0%	22,994,762	95%	24,291,464	95%
Charge	6,818,686	6,887,676	101%	0	0%	6,887,676	101%	6,818,686	101%
Fees & Charges	926,773	610,808	66%	0	0%	610,808	66%	675,152	90%
Grants, Subsidies & Contributions	3,509,204	575,232	16%	0	0%	575,232	16%	1,860,720	31%
Interest & Investment Revenue	713,580	616,339	86%	0	0%	616,339	86%	453,420	136%
Other Income	133,730	75,578	57%	0	0%	75,578	57%	108,510	70%
Operating Income	36,393,437	31,760,395	87%	0	0%	31,760,395	87%	34,207,951	93%
Operating Expenditure									
Employee Costs	-11,228,215	-5,660,327	50%	-23,471	0.2%	-5,683,798	51%	-6,587,705	86%
Materials & Contractors	-11,045,461	-4,906,944	44%	-1,411,776	13%	-6,318,720	57%	-6,579,009	75%
Depreciation, Amortisation & Impairment	-10,792,916	-6,295,868	58%	0	0%	-6,295,868	58%	-6,295,868	100%
Elected Members Allowances	-393,511	-157,383	40%	0	0%	-157,383	40%	-233,927	67%
Elected Members Expenses	-38,550	-18,294	47%	0	0%	-18,294	47%	-25,851	71%
Professional Services	-1,434,205	-657,724	46%	-149,399	10%	-807,123	56%	-951,441	69%
Auditor's Remuneration	-46,080	-23,533	51%	0	0%	-23,533	51%	-23,040	102%
Bad and Doubtful Debts	0	0	0%	0	0%	0	0%	0	0%
Utilities	-2,510,190	-901,074	36%	0	0%	-901,074	36%	-1,830,907	49%
Legal Expenses	-235,700	-263,256	112%	-3,400	1%	-266,656	113%	-148,408	177%
Telephone & Other Communication Charges	-255,360	-158,397	62%	-27,416	11%	-185,814	73%	-181,143	87%
Donations, Sponsorships & Grants	-260,000	-54,279	21%	-40,100	15%	-94,379	36%	-151,667	36%
Software, Hardware, Stationery, Subscriptions	-1,290,784	-725,720	56%	-134,436	10%	-860,157	67%	-822,051	88%
Insurance	-568,318	-602,663	106%	0	0%	-602,663	106%	-331,519	182%
Borrowing Costs	-518,733	-205,377	40%	0	0%	-205,377	40%	-273,266	75%
Other Expenses	-2,554,286	-1,822,177	71%	-297,428	12%	-2,119,605	83%	-1,857,125	98%
Operating Expenditure	-43,172,310	-22,453,017	52%	-2,087,427	5%	-24,540,444	57%	-26,292,926	85%
OPERATING SURPLUS/(DEFICIT)	-6,778,872	9,307,378		-2,087,427		7,219,951		7,915,025	
Capital Income									
Net gain (loss) on disposal or revaluation of assets	120,000	40,661	34%	0	0%	40,661	34%	60,000	68%
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	132,980	1%	0	0%	132,980	1%	0	0%
Capital Income	22,154,917	299,164	1%	0	0%	299,164	1%	60,000	499%
Net SURPLUS / (DEFICIT) transferred to Equity Statement	15,376,045	9,606,542		-2,087,427		7,519,116		7,975,025	

COUNCIL AGENDA Attachment 13.2.3.1

Section 2 Financial Results

1.2 - Executive Summary as at 31 January 2023
% of year passed 58%

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
Capital Expenditure									
Land Purchase	0	0	0%	0	0%	0	0%	0	0%
Asset Purchase	-15,324,087	-2,428,556	16%	-909,916	6%	-3,338,472	22%	0	0%
Asset Upgrade	-24,268,544	-5,359,980	22%	-17,940,515	74%	-23,300,495	96%	0	0%
Capital Expenditure	-39,592,631	-7,788,536	20%	-18,850,431	48%	-26,638,967	67%	0	0%
Less Non-Cash Expenditure	-10,792,916	-6,295,868	58%	0	0%	-6,295,868	58%	-6,295,868	100%
Plus Gifted Assets	1,879,000	0	0%	0	0%	0	0%	0	0%
NET CAPITAL SURPLUS/(DEFICIT)	-15,302,670	8,113,875		-20,937,858		-12,823,983		14,270,893	
Borrowings	6,000,000	0	0%	0	0%	0	0%	0	0%
Less Repayment of Borrowings	-374,943	-59,296	16%	0	0%	0	0%	0	0%
Reserve Movement	9,677,614	0	0%	0	0%	0	0%	0	0%
NET OPERATING SURPLUS/(DEFICIT)	0	8,054,579		-20,937,858		-12,823,983		14,270,893	



Approved by:
Executive Manager - Finance & Economics
Christopher Kimani

Section 2

Financial Results

1.3 - Budget Summary Report By Directorate as at 31 January 2023

% of year passed 58%

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
Office of the Chief Executive									
Councillors	-432,061	-175,678	41%	0	0%	-175,678	41%	-259,777	68%
Office of the CEO	-1,460,222	-996,374	68%	-27,421	2%	-1,023,794	70%	-1,063,400	94%
Office of the Chief Executive	-1,892,283	-1,172,051	62%	-27,421	1%	-1,199,472	63%	-1,323,177	89%
Deputy Chief Executive									
Deputy Chief Executive Officer	-236,901	-93,142	39%	0	0%	-93,142	39%	-138,192	67%
Customer Experience	-348,351	-180,638	52%	0	0%	-180,638	52%	-203,205	89%
People and Customer	-987,911	-606,286	61%	-96,145	10%	-702,431	71%	-623,834	97%
Public Relations and Communications	-773,985	-613,582	79%	-111,500	14%	-725,082	94%	-454,949	135%
Deputy Chief Executive	-2,347,149	-1,493,648	64%	-207,645	9%	-1,701,293	72%	-1,420,181	105%
Finance & Governance									
Director Finance & Governance	-530,147	-274,564	52%	-292	0%	-274,857	52%	-323,909	85%
Records Management	-360,791	-126,687	35%	-14,080	4%	-140,767	39%	-210,461	60%
Financial Services	-11,922,105	-6,891,042	58%	-13,560	0%	-6,904,602	58%	-6,964,418	99%
Rates	-75,700	-12,609	17%	-5,300	7%	-17,909	24%	-56,658	22%
Governance	-1,167,130	-835,511	72%	-3,018	0%	-838,529	72%	-699,159	120%
Finance & Governance	-14,055,873	-8,140,413	58%	-36,251	0%	-8,176,664	58%	-8,254,606	99%
Community & Culture									
Arts & Culture	-77,824	-44,929	58%	-2,500	3%	-47,429	61%	-58,696	77%
Community Development	-999,386	-506,027	51%	-40,286	4%	-546,313	55%	-573,293	88%
Diversity and Inclusion Activities	-38,072	-15,093	40%	-2,977	8%	-18,070	47%	-21,691	70%
Events Promotion	-605,987	-317,190	52%	-41,131	7%	-358,321	59%	-388,695	82%
Families & Children	-47,616	-14,023	29%	-2,100	4%	-16,123	34%	-28,724	49%
Health and Wellbeing Services	-42,496	-12,081	28%	-3,373	8%	-15,453	36%	-25,199	48%
Library Services	-1,689,908	-866,187	51%	-24,472	1%	-890,659	53%	-984,171	88%
Senior Citizens	-6,656	-6,094	92%	0	0%	-6,094	92%	-6,199	98%
Youth Services	-420,280	-345,976	82%	-15,689	4%	-361,664	86%	-347,697	100%
Director Community & Culture	-452,950	-241,370	53%	0	0%	-241,370	53%	-276,350	87%
Safe Communities	-20,480	-5,859	29%	-600	3%	-6,459	32%	-9,500	62%
Animal Management	-168,650	-64,717	38%	-56,015	33%	-120,732	72%	-109,421	59%
Parking & Other Ranger Services	-967,705	-498,113	51%	-2,125	0%	-500,238	52%	-574,874	87%
Community & Culture	-5,538,010	-2,937,658	53%	-191,268	3%	-3,128,925	56%	-3,404,510	86%

Section 2

Financial Results

1.3 - Budget Summary Report By Directorate as at 31 January 2023

% of year passed 58%

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
Infrastructure									
Information Technology	-1,588,218	-716,587	45%	-66,938	4%	-783,524	49%	-1,048,822	68%
Aquatic Centre	-650,927	-236,849	36%	-2,719	0%	-239,569	37%	-409,009	58%
Civic Centre	-402,931	-125,708	31%	-20,126	5%	-145,834	36%	-251,041	50%
Depot	-238,811	-97,817	41%	-4,215	2%	-102,031	43%	-142,824	68%
Driver Resource Centre	-21,292	-12,177	57%	-556	3%	-12,733	60%	-12,847	95%
Emergency Operations	-10,240	-7,548	74%	-400	4%	-7,948	78%	-7,390	102%
Gray Community Hall	-57,067	-16,016	28%	-1,284	2%	-17,300	30%	-34,185	47%
Director Infrastructure	-760,556	-267,673	35%	-9,800	1%	-277,473	36%	-457,881	58%
Open Space	-5,066,409	-2,510,487	50%	-722,775	14%	-3,233,262	64%	-3,113,249	81%
Private Works	-100,793	-62,589	62%	0	0%	-62,589	62%	-58,796	106%
Recreation Centre	-277,447	-75,060	27%	-21,035	8%	-96,094	35%	-181,309	41%
Roads & Transport	-1,401,570	-870,425	62%	-175,152	12%	-1,045,577	75%	-957,410	91%
Stormwater Infrastructure	-167,087	-110,260	66%	-8,322	5%	-118,582	71%	-97,467	113%
Street Lighting	-1,183,897	-350,503	30%	-107,841	9%	-458,344	39%	-779,295	45%
Subdivisional Works	-20,000	-174	1%	0	0%	-174	1%	-15,000	1%
Waste Management	-6,736,226	-2,931,581	44%	-366,588	5%	-3,298,169	49%	-3,940,468	74%
Odegaard Drive Investment Property	-131,149	-16,592	13%	-5	0%	-16,597	13%	-76,504	22%
Durack Heights Community Centre	-24,808	-17,180	69%	-4,262	17%	-21,442	86%	-15,330	112%
CBD Car Parking	-62,054	-19,827	32%	0	0%	-19,827	32%	-36,198	55%
Goyder Square	-223,056	-137,801	62%	-108,397	49%	-246,199	110%	-130,329	106%
Fleet	-214,455	-126,392	59%	-4,428	2%	-130,821	61%	-125,099	101%
Infrastructure	-19,338,996	-8,709,247	45%	-1,624,843	8%	-10,334,090	53%	-11,890,453	73%
	-43,172,310	-22,453,017	52%	-2,087,427	5%	-24,540,444	57%	-26,292,926	85%

Section 2

Financial Results

1.3 - Budget Summary Report By Directorate as at

31 January 2023

% of year passed

58%

Operating Income

Description	Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget
Office of the Chief Executive					
Office of the CEO	1,319,139	138,972	11%	583,579	24%
Office of the Chief Executive	1,319,139	138,972	11%	583,579	24%
Deputy Chief Executive					
Deputy Chief Executive	0	0	0%	0	0%
Finance & Governance					
Governance	50,000	0	0%	25,000	0%
Director Finance & Governance	149,205	39,280	26%	87,036	45%
Financial Services	168,420	410,885	244%	94,160	436%
Rates	24,415,664	23,115,174	95%	24,415,664	95%
Finance & Governance	24,783,288	23,565,340	95%	24,621,860	96%
Community & Culture					
Events Promotion	2,000	3,125	156%	2,000	156%
Health and Wellbeing Services	0	2,785	0%	0	0%
Library Services	700,153	48,336	7%	677,893	7%
Senior Citizens	2,048	1,050	51%	2,048	51%
Youth Services	300,000	300,000	100%	300,000	100%
Animal Management	349,000	280,368	80%	304,633	92%
Parking & Other Ranger Services	121,000	32,673	27%	67,780	48%
Community & Culture	1,474,201	668,337	45%	1,354,354	49%

Section 2

Financial Results

1.3 - Budget Summary Report By Directorate as at

31 January 2023

% of year passed

58%

Operating Income

Description	Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget
Infrastructure					
Civic Centre	151,150	79,233	52%	88,171	90%
Driver Resource Centre	3,818	0	0%	1,909	0%
Gray Community Hall	0	8,646	0%	0	0%
Director Infrastructure	100,000	2,204	2%	100,000	2%
Private Works	31,360	27,529	88%	18,089	152%
Recreation Centre	0	8,650	0%	0	0%
Roads & Transport	1,094,905	145,000	13%	215,314	67%
Subdivisional Works	100,000	58,486	58%	75,000	78%
Waste Management	6,889,416	6,946,295	101%	6,889,416	101%
Odegaard Drive Investment Property	446,160	111,540	25%	260,260	43%
Durack Heights Community Centre	0	164	0%	0	0%
Infrastructure	8,816,809	7,387,746	84%	7,648,159	97%
	36,393,437	31,760,395	87%	34,207,951	93%

Section 2 Financial Results

1.4 - Budget Summary Report By Directorate as at 31 January 2023
% of year passed 58%

Capital Income

	Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget
Office of the Chief Executive			
Office of the Chief Executive	0	0	0%
Deputy Chief Executive			
Deputy Chief Executive	0	0	0%
Finance & Governance			
Finance & Governance	0	0	0%
Community & Culture			
Library Services	194,219	0	0%
Animal Management	110,300	0	0%
Community & Culture	304,519	0	0%
Infrastructure			
Information Technology	500,000	122,980	25%
Aquatic Centre	15,156,079	0	0%
Director Infrastructure	5,485,892	0	0%
Open Space	1,251,248	0	0%
Roads & Transport	962,436	0	0%
Street Lighting	250,000	0	0%
Subdivisional Works	200,000	125,523	63%
Waste Management	274,743	10,000	4%
Durack Heights Community Centre	150,000	0	0%
Fleet	120,000	40,661	34%
Infrastructure	24,350,398	299,164	1.23%
Less Borrowings			
Loan	-2,500,000	0	0.00%
	22,154,917	299,164	1.35%

Section 2
Financial Results

1.4 - Budget Summary Report By Directorate as at 31 January 2023

% of year passed 58%

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
Office of the Chief Executive							
Office of the Chief Executive	0	0	0.00%	0	0.00%	0	0.00%
Deputy Chief Executive							
Deputy Chief Executive	0	0	0%	0	0%	0	0%
Finance & Governance							
Finance & Governance	0	0	0.00%	0	0.00%	0	0.00%
Community & Culture							
Arts & Culture	-10,000	0	0%	0	0%	0	0
Library Services	-313,812	-1,000	0%	-5,151	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
Community & Culture	-580,713	-20,400	4%	-6,751	1%	-27,151	5%
Infrastructure							
Information Technology	-2,395,184	-1,095,066	46%	0	0%	-1,095,066	46%
Aquatic Centre	-19,706,787	-2,128,694	11%	-17,853,946	91%	-19,982,640	101.40%
Civic Centre	-562,225	-467,483	83%	-1,650	0%	-469,133	83.44%
Depot	-19,400	-4,333	22%	0	0%	-4,333	22.34%
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	-885,981	16%	-95,380	2%	-981,361	18.20%
Open Space	-3,113,492	-215,781	7%	-34,540	1%	-250,321	8.04%
Recreation Centre	-153,392	727	0%	0	0%	727	-0.47%
Roads & Transport	-4,295,722	-2,201,275	51%	-105,900	2%	-2,307,175	53.71%
Stormwater Infrastructure	-174,000	-3,361	2%	-57,982	33%	-61,343	35.25%
Street Lighting	-735,000	-320,200	44%	-136,379	19%	-456,579	62.12%
Subdivisional Works	0	-21,148	0%	0	0%	-21,148	0%
Waste Management	-1,474,743	-46,201	3%	-243,833	17%	-290,034	19.67%
Durack Heights Community Centre	-159,050	0	0%	-384	0%	-384	0.24%
Fleet	-624,572	-379,339	61%	-313,685	50%	-693,024	110.96%
Infrastructure	-39,011,918	-7,768,136	20%	-18,843,680	48%	-26,611,816	68%
	-39,592,631	-7,788,536	20%	-18,850,431	48%	-26,638,967	67%

Section 2 Financial Results

1.4 - Capital Expenditure & Funding

31 January 2023

CAPITAL EXPENDITURE	Annual Budget	Actuals
Land & Buildings	\$26,757,382	\$2,673,883
Infrastructure (including roads, footpaths, park furniture)	\$11,460,677	\$4,735,314
Fleet	\$624,572	\$379,339
Other Assets (including furniture & office equip)	\$750,000	\$0
TOTAL CAPITAL EXPENDITURE	\$39,592,631	\$7,788,536
TOTAL CAPITAL EXPENDITURE FUNDED BY:		
Operating Income	\$4,046,861	\$2,341,109
Capital Grants	\$19,868,157	\$3,964,688
Transfers from Cash Reserves	\$9,677,614	\$1,482,738
Borrowings	\$6,000,000	\$0
TOTAL CAPITAL EXPENDITURE FUNDING	\$39,592,632	\$7,788,536



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Executive Manager - Finance & Economics
Christopher Kimani

COUNCIL AGENDA Attachment 13.2.3.1

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 \$	30/06/2023		
Externally Restricted Reserves														
Unexpended Grants Reserve	779,817	0	0	0	0	0	0	0	0	0	0	0	779,817	
	779,817	0	0	0	0	0	0	0	0	0	0	0	779,817	
Internally Restricted Reserves														
Election Expenses Reserve	50,000	0	0	0	0	0	0	0	0	0	0	0	50,000	
Disaster Recovery Reserve	500,000	0	0	0	0	0	0	0	0	0	0	0	500,000	
Unexpended Capital Works Reserve	5,414,854	0	0	0	0	0	0	5,414,854	0	0	0	0	0	
Developer Funds In Lieu Of Construction	2,103,711	0	0	0	0	0	375,000	0	900,000	0	0	0	828,711	
Waste Management Reserve	2,923,899	0	0	0	0	0	500,000	0	0	0	0	0	2,423,899	
Asset Renewal Reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	
Major Initiatives Reserve	1,414,865	0	0	0	0	0	0	0	500,000	0	0	0	914,865	
	12,407,329	0	0	0	0	0	875,000	5,414,854	1,400,000	0	0	0	4,717,475	
Unrestricted Reserves														
Working Capital Reserve	7,196,361	0	0	0	0	0	1,487,760	0	500,000	0	0	0	5,208,601	
	7,196,361	0	0	0	0	0	1,487,760	0	500,000	0	0	0	5,208,601	
Total Reserve Funds*	20,383,507	0	0	0	0	0	2,362,760	5,414,854	1,900,000	0	0	0	10,705,893	



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Section 2

Financial Results

2.2 - Balance Sheet

31 January 2023

Balance Sheet	YTD	Notes
Assets		
Current Assets:		
Cash & cash equivalents		Refer to Note (Investment and Cash in report)
Tied Funds	5,000,000	
Untied Funds	6,863,714	
Investments		Refer to Note (Investment and Cash in report)
Tied Funds	17,509,567	
Untied Funds	6,003,498	
Receivables	9,086,856	Refer to Note (Trade Debtors & Creditors in report)
Other	-	
TOTAL CURRENT ASSETS	44,463,636	
Non-Current Assets:		
Infrastructure, property, plant & equipment	565,675,257	
Investment property	5,700,000	
Work in progress	2,207,075	
TOTAL NON-CURRENT ASSETS	573,582,331	
TOTAL ASSETS	618,045,967	
Liabilities		
Current Liabilities:		
Payables	7,774,477	Refer to Note (Trade Debtors & Creditors in report)
Unearned Grant Income (AASB1058)	12,835,729	
Borrowings	1,216,501	
Provisions	1,399,970	
TOTAL CURRENT LIABILITIES	23,226,677	
Non-Current Liabilities:		
Payables	-	
Borrowings	-	
Provisions	1,695,101	
TOTAL NON-CURRENT LIABILITIES	1,695,101	
TOTAL LIABILITIES	24,921,778	
NET ASSETS	593,124,189	
Equity		
Accumulated Surplus	219,609,132	
Net Reserves	5,197,648	
Revaluation reserves	368,317,409	
Council equity interest	593,124,189	
TOTAL EQUITY	593,124,189	

Section 2 Financial Results

2.3 Investments Management Report

INVESTMENTS REPORT TO COUNCIL AS AT 31/01/2023

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	4.30%	January 25, 2024	359	\$ 5,504,228.77	23.41%
AMP	S&P A2	\$ 1,000,000.00	1.10%	February 8, 2023	8		
AMP	S&P A2	\$ 1,000,000.00	1.10%	February 22, 2023	22		
AMP	S&P A2	\$ 1,504,228.77	1.95%	April 5, 2023	64		
AMP	S&P A2	\$ 1,000,000.00	4.60%	November 23, 2023	296		
Bank of Queensland	S&P A2	\$ 1,001,687.67	4.25%	December 6, 2023	309	\$ 1,001,687.67	4.26%
Bendigo	S&P A2	\$ 1,000,000.00	1.95%	April 19, 2023	78	\$ 1,000,000.00	4.25%
Macquarie Bank Limited	S&P A1	\$ 1,000,000.00	3.20%	June 19, 2023	139	\$ 3,003,643.84	12.77%
Macquarie Bank Limited	S&P A1	\$ 1,000,000.00	0.40%	October 19, 2023	261		
Macquarie Bank Limited	S&P A1	\$ 1,003,643.84	0.50%	November 9, 2023	282		
National Australia Bank	S&P A1+	\$ 1,500,000.00	4.35%	January 25, 2024	359	\$ 4,003,498.09	17.03%
National Australia Bank	S&P A1+	\$ 1,000,000.00	2.81%	May 31, 2023	120		
National Australia Bank	S&P A1+	\$ 1,503,498.09	4.55%	January 11, 2024	345		
Commonwealth Bank of Australia	S&P A1+	\$ 3,000,000.00	2.94%	May 24, 2023	113	\$ 9,000,000.00	38.28%
Commonwealth Bank of Australia	S&P A1+	\$ 2,000,000.00	4.34%	July 5, 2023	155		
Commonwealth Bank of Australia	S&P A1+	\$ 2,000,000.00	4.36%	July 19, 2023	169		
Commonwealth Bank of Australia	S&P A1+	\$ 2,000,000.00	4.56%	September 27, 2023	239		

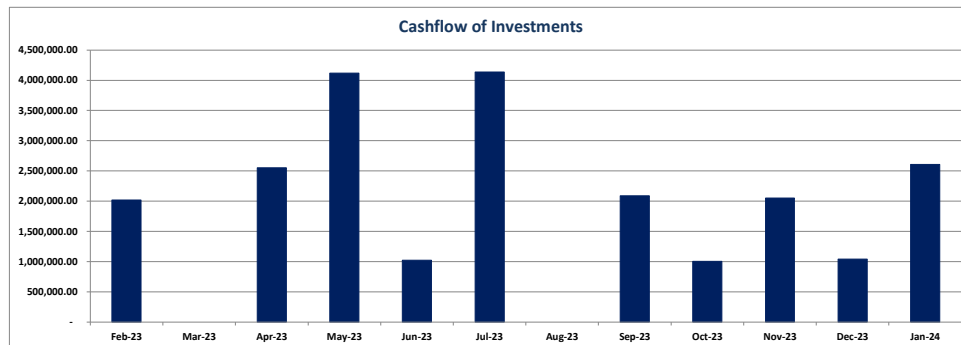
TOTAL SHORT TERM INVESTMENT	\$ 23,513,065.16	Average Days to Maturity	138	100.00%
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% OF TOTAL INVESTMENT PORTFOLIO	A1 & A+ (max 100%)	68.1%	A2 (max 60%)	31.9%	A3 (max 40%)	0%	100%
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Weighted Average Rate	2.47%	BBSW 90 Day Rate Benchmark	3.2684%
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GENERAL BANK FUNDS	\$ 11,863,714.17	Total Year To Date Budget Investment	-\$ 50,000.00
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TOTAL ALL FUNDS	\$ 35,376,779.33	Total Year to Date Investment Earnings	-\$ 231,232.36
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PROPERTY INVESTMENT

PROPERTY ADDRESS	VALUATION BASIS	VALUE	INCOME YTD	EXPENSE YTD	NET PROFIT YTD	COMPARATIVE YTD YIELD AT CASH RATE OF 3.1%
48 Odegaard Drive, Rosebery	Fair Value	\$ 5,700,000	\$ 223,080	\$ 32,448	\$ 190,632	104,084

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Christopher Kimani

Section 2
Financial Results
31 January 2023

2.4 Debtor Control Accounts

SUNDRY DEBTORS:									
	BALANCE	CURRENT	30 DAYS	60 DAYS	90 DAYS & Over				
	179,847.81	5,455.55	425.00	320.00	173,647.26				
	100%	3.03%	0.24%	0.18%	97%				
RATES:									
REPORT MONTH	OVERDUE \$	Payments Received in Advance \$	OVERDUE % OF RATES INCOME						
Jan-23	\$8,931,476	\$764,880	26.25%						
Jan-22	\$8,164,782	\$577,513	26.01%						
TOTAL OVERDUE BY YEAR AND NUMBER OF PROP	2023	2022	2021	2020	2019	2018	2017	2016	
Year	Charged in 2022/2023	Charged in 2021/2022	Charged in 2020/2021	Charged in 2019/2020	Charged in 2018/2019	Charged in 2017/2018	Charged in 2016/2017	Charged in 2015/2016	
Overdue Amount	\$7,936,652	\$606,337	\$233,839	\$97,701	\$45,572	\$7,666	\$3,651	\$59	
Cumulative Number Of Properties	10,605	426	178	58	29	7	3	1	
INFRINGEMENTS:									
			2022/23	2021/22	2020/21	2019/20	2018/19		
Animal Infringements		29,043	11,896	10,637	6,060	450	0		
Public Places		2,430	1,080	1,215	135	0	0		
Parking Infringements		6,727	1,322	2,245	540	2,580	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		38,200.00	14,298.00	14,097.00	6,735.00	3,030.00	40.00		
		100%	37%	37%	18%	8%	0%		
Number of Infringements		384.00	125.00	131.00	55.00	72.00	1.00		



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SECTION 2

Financial Results

2.5 - Creditor Accounts Outstanding

Creditor No.	Creditor Name	Amount \$
5508	Open Systems Technology Pty Ltd - CouncilFirst	7,001.50
V03973	AANT Salary Packaging	3,582.03
V00318	QuickSuper Clearing House	2,208.45
V01397	RSPCA Darwin	1,513.00
4007	The Ark Animal Hospital Pty Ltd	1,114.18
253	Territory FM 104.1 Darwin - CDU	1,108.80
2064	Larrakia Nation Aboriginal Corporation	1,012.00
V00122	Exeloo Pty Ltd	209.42
5640	Think Water - Winnellie & Virginia	(458.90)

17,290.48

*Think Water - Winnellie & Virginia Awaiting credit note to apply to future invoice



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Executive Manager - Finance & Economics

Christopher Kimani

SECTION 2

Financial Results

		2.6 - Creditor Accounts Paid	January 2023
	Creditor Name	Creditor Payment Type	Amount \$
V04343	Jaytex Construction	General Creditors	1,008,677.38
3787	Total Event Services T/A Top End Sounds P/L	General Creditors	192,940.00
1607	Sterling NT Pty Ltd	General Creditors	171,411.68
2587	Top End RACE	General Creditors	106,720.53
549	City of Darwin	General Creditors	97,625.80
5104	JLM Contracting Services Pty Ltd	General Creditors	79,961.67
2	Australian Taxation Office - PAYG	General Creditors	77,701.00
V00318	QuickSuper Clearing House	Superannuation	77,615.61
54	Powerwater	Utilities	68,790.44
V03556	Belgravia Health & Leisure Group Pty Ltd	General Creditors	64,966.18
V01755	Liquid Blu Pty Ltd	General Creditors	46,563.50
V02162	RMI Security - Conigrave Pty Ltd	General Creditors	43,530.11
V00295	Jacana Energy	Utilities	36,889.60
87	Industrial Power Sweeping Services Pty	General Creditors	34,237.43
V00250	Ward Keller	General Creditors	32,089.60
V01619	Merit Partners Pty Ltd	General Creditors	31,209.75
V00368	iWater NT Pty Ltd	General Creditors	26,215.40
V04381	Telstra Limited	General Creditors	25,570.80
V00773	Akron Group NT Pty Ltd	General Creditors	24,112.83
938	Nightcliff Electrical	General Creditors	20,711.42
5508	Open Systems Technology Pty Ltd - CouncilFirst	General Creditors	19,526.33
V03037	KWPX Pty Ltd	General Creditors	17,725.41
V01612	News Pty Limited (News Corp Australia)	General Creditors	16,280.10
V00682	Leigh Dyson Plumbing	General Creditors	15,026.00
V01904	Veolia Environmental Service (Australia) Pty Ltd	General Creditors	14,718.53
V03036	Azility	General Creditors	14,300.00
V01118	Wilson Security Pty Ltd	General Creditors	10,586.00
5	Australia Post	General Creditors	10,524.53
	VARIOUS CREDITORS	Refunds & Reimbursements	10,192.97
3486	Gold Medal Services (NT) Pty Ltd	General Creditors	10,120.00
V01913	OrangeTek	General Creditors	9,405.00
V00599	Athina Pascoe-Bell	Elected Members	9,401.99
V01860	Hays Specialist Recruitment (Australia) Pty Ltd	General Creditors	8,693.05
V02312	Harris Kmon Solutions Pty Ltd	General Creditors	8,577.25
1581	Northern Territory Broadcasters Pty Ltd	General Creditors	8,237.90
V03776	Business Fuel Cards Pty Ltd	General Creditors	7,997.00
53	Eggins Electrical	General Creditors	7,911.49
5254	True North	General Creditors	7,579.83
5410	Majestix Media Pty Ltd	General Creditors	6,870.33
V00939	Defend Fire Services Pty Ltd	General Creditors	6,595.22
V04349	Peter Kuhn	General Creditors	6,466.45
V01537	Ben's Tree Service Pty Ltd	General Creditors	6,226.00
V03973	AANT Salary Packaging	General Creditors	6,142.06
V00157	McArthur Management Services (Vic) P/L	General Creditors	5,688.54
V01009	Australian Parking and Revenue Control Pty Limited	General Creditors	5,202.46
V04317	Randstad Pty Ltd	General Creditors	4,635.00
V01694	NT Advertising and Distribution	General Creditors	4,543.00
V03176	FUJIFILM Business Innovation Australia Pty Ltd	General Creditors	4,119.50
V03493	oOh!Media Operations Pty Ltd	General Creditors	3,905.00
V03996	Diligent Safety Consulting Pty Ltd	General Creditors	3,872.00
V01584	Salary Packaging Australia	General Creditors	3,825.26
5131	Core Traffic Control Pty Ltd	General Creditors	3,789.72
V00443	Forecast Machinery	General Creditors	3,756.89

SECTION 2

Financial Results

		2.6 - Creditor Accounts Paid	January 2023
	Creditor Name	Creditor Payment Type	Amount \$
V03088	Annabels Beauty Room	MyPalmerston	3,517.50
V03872	Adventure Land Palmerston	MyPalmerston	3,430.00
V01572	Lucy Morrison	Elected Members	3,308.64
V02563	Amcom Pty Ltd Acc no 68842	General Creditors	3,199.44
2336	Flick Anticimex Pty Ltd	General Creditors	3,062.72
36	Darwin Lock & Key	General Creditors	3,056.24
4561	Bendesigns	General Creditors	2,979.90
3936	Arafura Tree Services and Consulting	General Creditors	2,948.00
V00582	Ezko Property Services (Aust) Pty Ltd	General Creditors	2,860.00
30	Colemans Printing Pty Ltd	General Creditors	2,783.33
2199	SBA Office National	General Creditors	2,587.50
399	St John Ambulance (NT) Incorporated	General Creditors	2,400.00
V01570	Sarah Louise Henderson	Elected Members	2,375.04
V01643	KPMG	General Creditors	2,299.00
V01569	Benjamin Giesecke	Elected Members	2,215.04
V01573	Amber Garden	Elected Members	2,215.04
V03259	Locklins Landscape Gardening	General Creditors	2,090.00
5651	Minter Ellison Lawyers	General Creditors	2,057.00
V03648	Mark Fraser	Elected Members	2,055.04
3189	Seek Limited	General Creditors	2,040.50
V00193	Amcom Pty Ltd Acc no CN5439	General Creditors	2,029.50
V01579	Damian Hale	Elected Members	1,988.38
V01420	CENTRELINK (PAYROLL)	General Creditors	1,948.62
V00099	Palmerston Lions NT	Grants, Sponsorships, Donations & Prizes	1,900.00
4679	iSentia Pty Ltd	General Creditors	1,832.60
V03746	Kim Koole Music	General Creditors	1,800.00
3594	Comics NT	General Creditors	1,534.00
V04026	Eagle Photography	General Creditors	1,500.00
V04368	Felizarda Hau	Grants, Sponsorships, Donations & Prizes	1,500.00
V02306	Well Done International Pty Ltd	General Creditors	1,496.00
V03651	Danielle Eveleigh: (Main Account - BankSA)	Elected Members	1,428.38
337	Mirrors Robes & Showerscreens Pty Ltd	General Creditors	1,364.00
V01691	Blackwoods	General Creditors	1,294.99
V02369	Maher Raumteen Solicitors	General Creditors	1,292.50
V03298	QEC Distribution (Aust)	General Creditors	1,228.95
V00730	Tip Top Circus Entertainment	General Creditors	1,200.00
1469	RTM - Police, Fire and Emergency	General Creditors	1,173.00
V01656	TAFE Queensland North	General Creditors	1,131.00
V02035	Prayer Corby	General Creditors	1,100.00
V03596	Zesty Productions	General Creditors	1,045.00
V04369	Bernadette Heath	Grants, Sponsorships, Donations & Prizes	1,000.00
V02599	Freddy's Car Installations	General Creditors	990.00
4065	Southern Cross Protection Pty Ltd	General Creditors	902.28
V03741	Two Left Feet Music	General Creditors	900.00
V03100	Gloria Jeans Coffees Gateway	MyPalmerston	885.00
4007	The Ark Animal Hospital Pty Ltd	General Creditors	881.73
V03853	Service Air	General Creditors	880.00
V04120	HERO Productions	General Creditors	880.00
V04342	Talent Tab Pty Ltd T/A Talent Tools	General Creditors	858.00
V01609	NT Recycling Solutions Pty Ltd - (NTRS)	General Creditors	842.60
5357	Amiable Communications - Amy	General Creditors	770.00
V04172	Charlie Bliss Creative	General Creditors	770.00
V04392	Once Over Auto Detailing	General Creditors	770.00


SECTION 2

Financial Results

		2.6 - Creditor Accounts Paid	January 2023
	Creditor Name	Creditor Payment Type	Amount \$
V00332	Stacie Selwood T/a Hyper The Clown	General Creditors	765.00
4029	Totally Workwear Palmerston	General Creditors	727.00
2977	Optic Security Group NT	General Creditors	726.02
V04318	FrogBeat Entertainment Pty Ltd	General Creditors	605.00
V00270	Janie Andrews (Artist and Designer)	General Creditors	600.00
V00271	NTIT (Fuji Xerox Business Centre NT)	General Creditors	595.23
V01810	Jacana Energy - Payroll Deductions	General Creditors	570.00
3442	Chung Wah Society Inc.	General Creditors	550.00
2186	Optus Billing Services Pty Ltd	General Creditors	540.00
5676	Royal Wolf Trading Australia Pty Ltd	General Creditors	505.65
5315	Adamant Property Services Pty Ltd	General Creditors	503.25
V04370	Tarin Maisey	Grants, Sponsorships, Donations & Prizes	500.00
V04383	Michael Connell	General Creditors	500.00
V03652	Danielle Eveleigh (\$400 Only - Bendigo Bank)	Elected Members	476.20
V01936	Arjays Sales & Services Pty Ltd	General Creditors	467.50
5640	Think Water - Winnellie & Virginia	General Creditors	458.90
2064	Larrakia Nation Aboriginal Corporation	General Creditors	450.00
5036	Dormakaba Aust P/L T/as Territory Door Services	General Creditors	440.00
V00542	Industry Health Solutions	General Creditors	418.00
V02005	Satay Time	MyPalmerston	395.00
256	The Bookshop Darwin	General Creditors	394.90
3438	NT Shade & Canvas Pty Ltd	General Creditors	375.10
59	City of Palmerston-PLEASE PAY CASH	General Creditors	354.41
35	WINC Australia Pty Limited	General Creditors	349.05
4398	Quality Indoor Plants Hire	General Creditors	348.00
V03914	Plaster Crafter NT	General Creditors	332.50
V04027	Nicks Cuisine Catering	General Creditors	324.50
272	City Wreckers	General Creditors	308.00
V03480	Baby Ballet Darwin	General Creditors	300.00
V00075	Mercury Group of Companies Pty Ltd (T/A Fit2Work)	General Creditors	284.13
V03706	Alfiya Pocock	General Creditors	280.00
V03194	Delany Goodwin (Parents: Hannah and Trent Goodwin)	Grants, Sponsorships, Donations & Prizes	250.00
V03910	Roger Chin	Grants, Sponsorships, Donations & Prizes	250.00
V04371	Allie McCann	Grants, Sponsorships, Donations & Prizes	250.00
2915	Territory Uniforms	General Creditors	238.26
185	Bridge Toyota	General Creditors	235.99
V03992	Booktopia Pty Ltd	General Creditors	229.92
5387	Odd Job Bob - Darren John Fillmore	General Creditors	214.50
V03949	Christie Audio Productions	General Creditors	200.00
V02364	Shipping Containers Leasing Pty Ltd	General Creditors	198.00
5611	Steelmans Tools and Industrial Supplies	General Creditors	188.00
V01948	Scorptec Computers -Scorpion Technology Unit Trust	General Creditors	138.00
V00697	Rachel Fosdick	General Creditors	127.00
3880	PAWS Darwin Limited	General Creditors	65.00
V01397	RSPCA Darwin	General Creditors	65.00
V02167	Sanity Music Stores Pty Ltd	General Creditors	61.99
V01938	Windcave Pty Limited	General Creditors	49.50
V02534	Water Dynamics Pty Limited	General Creditors	43.66
639	Cleanaway Pty Ltd.	General Creditors	9.90
V02545	Amazon Web Services Inc	General Creditors	4.06
			2,661,840.12

SECTION 2

Financial Results

2.6 - Creditor Accounts Paid January 2023		
Creditor Name	Creditor Payment Type	Amount \$
 <hr/>		
Approved by: Executive Manager - Finance & Economics Christopher Kimani		

Section 2

Financial Results

2.7 - Waste Charges as at 31 January 2023

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
Income									
Rates & Charges	6,818,686	6,887,676	101%	0	0%	6,887,676	101%	6,818,686	101%
Other Revenue	70,730	58,618	83%	0	0%	58,618	83%	70,730	83%
Income	6,889,416	6,946,295	101%	0	0%	6,946,295	101%	6,889,416	101%
Operating Expenditure									
Employee Costs	-640,533	-320,267	50%	0	0%	-320,267	50%	-373,644	86%
Professional Services	-41,480	-1,012	2%	-4,868	12%	-5,880	14%	-24,197	4%
Educational Resources	-50,000	-2,094	4%	-115	0%	-2,209	4%	-29,167	7%
Grants / Donations/Contributions Paid	-30,000	-1,573	5%	0	0%	-1,573	5%	-17,500	9%
Utilities	-12,000	-1,484	12%	0	0%	-1,484	12%	-8,920	17%
Street Sweeping	-332,000	-178,028	54%	-148,500	45%	-326,528	98%	-193,667	92%
Litter Collection	-588,000	-314,958	54%	-198,346	34%	-513,304	87%	-346,512	91%
Domestic Bin Collection	-2,192,668	-837,690	38%	0	0%	-837,690	38%	-1,279,056	65%
Kerb Side Collections	-226,797	-235,550	104%	0	0%	-235,550	104%	-132,299	178%
Tip Recharge Domestic Bin collection	-924,371	-494,922	54%	0	0%	-494,922	54%	-539,217	92%
Transfer Station	-1,299,851	-337,356	26%	-14,759	1%	-352,114	27%	-758,246	44%
Loan Repayments	-33,423	-9,298	28%	0	0%	-9,298	28%	-25,067	37%
Tip Recharge Transfer Station	-365,103	-197,350	54%	0	0%	-197,350	54%	-212,977	93%
Operating Expenditure	-6,736,226	-2,931,581	44%	-366,588	5%	-3,298,169	49%	-3,940,468	74%
Capital Expenditure									
Reserve Funded Capital Works	-274,743	-46,201	17%	-243,833	89%	-290,034	106%	-974,743	4.74%
Capital Expenditure	-274,743	-46,201	17%	-243,833	89%	-290,034	106%	-974,743	5%
Borrowings									
Repayments - Archer Loan Principal	374,943	0	0%	0	0%	0	0%	0	
Borrowings	374,943	0	0%	0	0%	0	0%	0	0.00%
Profit/(Loss)	253,390	3,968,513		-610,422		3,358,092		1,974,205	



Approved by:
Executive Manager - Finance & Economics
Christopher Kimani

Section 2
Financial Results

2.8 - Commercial Leases as at 31 January 2023

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
Income									
Library Services	33,388	15,013	45%	0	0%	15,013	45%	25,041	60%
Director Finance & Governance	69,205	39,280	57%	0	0%	39,280	57%	40,369	97%
Civic Centre	151,150	79,233	52%	0	0%	79,233	52%	88,171	90%
Income	253,742	133,525	53%	0	0%	133,525	53%	153,581	87%
Expenditure									
Director Finance & Governance	-12,463	-8,439	68%	0	0%	-8,439	68%	40,369	-21%
Expenditure	-12,463	-8,439	68%	0	0%	-8,439	68%	40,369	-21%
Profit/(Loss)	241,279	125,086		0		125,086		193,951	

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



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Executive Manager - Finance & Economics
Christopher Kimani

Section 2 Financial Results

2.9 - Council Loans

31 January 2023

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

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	164,080	61,859	31,999	2,172,086
	330,299	164,080	61,859	31,999	2,172,086

The above table shows the total loan amount taken from the FILOC Reserve. The interest rate is fixed at 2.60% for the duration of the loan and is paid on a quarterly basis. The loan repayments will end in 2029. The final loan value for this project is \$3,223,849 not including employee costs for the Public Lighting Officer.

External Loan - Archer Landfill Rehabilitation Balances	
Loan from NAB	1,960,000
Total Loan Amount	1,960,000
Repayments 2019/20	(221,414)
Repayments 2020/21	(228,285)
Repayments 2021/22	(234,504)
Loan Balance at 1/07/2022	1,275,797

External Loan - Archer Landfill Rehabilitation					
Principal as of 1/7/2022	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	59,296	25,067	9,298	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.



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Christopher Kimani

Section 2

Financial Results

2.10 - Elected Member Expenses

31 January 2023

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
Operating Expenditure									
Mayoral Allowance	-87,636	-44,178	50.41%	0	0.00%	-44,178	50.41%	-51,121	86%
Mayoral Electoral Allowance	-23,066	-11,627	50.41%	0	0.00%	-11,627	50.41%	-13,455	86%
Mayoral Professional Dev Allowance	-3,753	-2,578	68.68%	0	0.00%	-2,578	68.68%	-2,189	118%
Deputy Mayoral Allowance	-32,405	-12,518	38.63%	0	0.00%	-12,518	38.63%	-18,903	66%
Deputy Mayoral Electoral Allowance	-5,768	-2,228	38.62%	0	0.00%	-2,228	38.62%	-3,365	66%
Elected Members Allowances	-94,570	-51,576	54.54%	0	0.00%	-51,576	54.54%	-55,166	93%
Elected Members Electoral Allowance	-34,606	-16,780	48.49%	0	0.00%	-16,780	48.49%	-20,187	83%
Elected Members Professional Dev Allowance	-26,272	-2,690	10.24%	0	0.00%	-2,690	10.24%	-19,704	14%
Elected Members Meeting Allowance	-63,049	-5,600	8.88%	0	0.00%	-5,600	8.88%	-36,779	15%
Information Technology Capital Entitlement	-1,986	-1,200	60.42%	0	0.00%	-1,200	60.42%	-1,159	104%
Communications Entitlement	-6,400	-2,769	43.27%	0	0.00%	-2,769	43.27%	-3,733	74%
Acting Mayor Allowance	-11,000	-2,881	26.19%	0	0.00%	-2,881	26.19%	-6,417	45%
Acting Mayor Electoral Allowance	-3,000	-758	25.28%	0	0.00%	-758	25.28%	-1,750	43%
Advertising	0	-290	0%	0	0%	-290	0%	0	0%
Stationery & Office Consumables	-500	-166	33.12%	0	0.00%	-166	33.12%	-292	57%
Printing & Photocopying Costs	-2,000	-10	0.50%	0	0.00%	-10	0.50%	-1,167	1%
Subscriptions & Memberships	0	-182	0%	0	0%	-182	0%	0	0%
Furniture & Equipment expensed	-1,390	-95	6.87%	0	0.00%	-95	6.87%	-1,043	9%
Other Expenses	-7,620	-1,304	17.11%	0	0.00%	-1,304	17.11%	-4,862	27%
Food & Catering Costs	-10,752	-7,762	72.20%	0	0.00%	-7,762	72.20%	-6,272	124%
Program Running Costs	0	-45	0%	0	0%	-45	0%	0	0%
Course Seminar & Conference Registration	-10,240	-5,199	50.77%	0	0.00%	-5,199	50.77%	-7,680	68%
Air Travel	-3,000	-1,084	36.15%	0	0.00%	-1,084	36.15%	-2,250	48%
Travel Accommodation	-2,048	-790	38.60%	0	0.00%	-790	38.60%	-1,536	51%
Travel Related Costs Other	-1,000	-1,366	136.57%	0	0.00%	-1,366	136.57%	-750	182%
Operating Expenditure	-432,061	-175,678	40.66%	0	0.00%	-175,678	40.66%	-259,777	68%



Approved by:
Executive Manager - Finance & Economics
Christopher Kimani

Section 2

Financial Results

2.11 - Elected Members and CEO Credit Card Transactions

31 January 2023

Cardholder Name: Luccio Cercareli
Cardholder Position: CEO
Period Jan-22

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

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.4
REPORT TITLE:	Update to City of Palmerston's Community Environmental Initiatives
MEETING DATE:	Tuesday 21 February 2023
AUTHOR:	Community Services Manager, Melanie Tighe
APPROVER:	General Manager Community and Culture, Anna Ingram

COMMUNITY PLAN

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

PURPOSE

This Report reviews City of Palmerston's program and events that promote environmental sustainability particularly in relation to greening and cooling our city and identifying potential opportunities to assist in developing and promoting these initiatives in alignment with relevant local sustainability strategies.

KEY MESSAGES

- Council has requested a report outlining current City of Palmerston programs and events promoting and developing environmental sustainability and potential new initiatives.
- The City of Palmerston Community Plan prioritises Environmental Sustainability as an outcome and Objective 5.2 'Palmerston is a cool, shaded, green city', clearly identifies strategies to engage our community in implementing greening and cooling initiatives.
- Council have adopted a Sustainability Strategy and have introduced several greening and sustainability initiatives that align with this and the Community Plan.
- Council provides \$20,000 per annum in community grant funding for Environmental Initiatives as part of its Community Benefit Scheme.
- Current Council initiatives include Edible Pocket Gardens, verge assistance program, native tree giveaways, home composting rebate program and public places tree planting program estimated at \$738,355.27 for 2022/2023.
- Council events and programs e.g. Christmas Wonderland, Palmerston Youth Festival, have incorporated environmentally sustainable options.
- Working in partnership with key local stakeholders such as Harvest Corner, Council will deliver a series of gardening discussions, plant swaps and sustainability workshops during the dry season 2023.
- Council officers will continue to incorporate environmentally sustainable initiatives into Council programming and explore ways to better promote and market these initiatives.

RECOMMENDATION

THAT Report entitled Update to City of Palmerston's Community Environmental Initiatives be received and noted.

BACKGROUND

At the 2nd Ordinary Council Meeting of 18 October 2022 following a Notice of Motion, Council made the following decision:

12.1 Community Environmental Initiatives

THAT a report to be prepared for the 1st Ordinary Meeting in February 2023, outlining current City of Palmerston programs and events that promote Environmental Sustainability particularly in relation to greening and cooling our city, and identifying potential opportunities to assist in developing and promoting these initiatives in alignment with relevant local sustainability strategies.

10/546 – 18/10/2022

City of Palmerston's Community Plan established the following elements central to our vision of "A Place for People":

- Palmerston is a welcoming vibrant family city that fosters diversity and unity
- In Palmerston, everyone belongs
- In Palmerston, everyone is safe

Community Plan Outcome 5 - Palmerston is an environmentally friendly, liveable city that promotes renewable practices and sustainability. Green spaces invite and encourage our community to connect outdoors – this is good for health and wellbeing and allows us to celebrate our unique climate.

Community Plan Objective 5.2 - Palmerston is a cool, shaded, green city. Council develops and implements greening and cooling initiatives – tree planting, shade structures and the freedom for citizens to take initiative and green up their verges and neighbourhoods.

The City of Palmerston strives to be environmentally friendly and improve the amenity of our community through investing in and promoting green space and community-led gardening initiatives. The City of Palmerston currently supports organisations such as Harvest Corner at the Gray Community Hall to develop community gardens and activities that support environmental sustainability.

In addition, Council has adopted an Edible Pocket Garden Policy which encourages residents to plant and maintain small gardens of edible plants in approved Council parks. This initiative was intended to encourage investment in public spaces by the community and would also promote greening and sustainability initiatives by Council.

Other initiatives Council has undertaken include native tree giveaways for the community at events and at the Palmerston Markets, the verge assistance program and home composting rebate, as well as the availability of Environmental Initiatives grants through the Community Benefit Scheme. It is important to continue to explore and expand on existing programs to ensure that Council is meeting the community's expectations in relation to the Community Plan Outcomes.

This Report reviews City of Palmerston's program and events that promote environmental sustainability particularly in relation to greening and cooling our city and identifying potential opportunities to assist in developing and promoting these initiatives in alignment with relevant local sustainability strategies.

DISCUSSION

The City of Palmerston Community Plan prioritises Environmental Sustainability as an outcome and Objective 5.2 'Palmerston is a cool, shaded, green city', clearly identifies strategies to engage our community in implementing greening and cooling initiatives. Council has also adopted the Sustainability Strategy 2022 which outlines themes and priorities for ensuring our commitment to the key objective, which is to "support and empower growth in Palmerston by working with the community, government and industry; to ensure our environment and liveability is protected and enhanced for current and future generations".

Council have introduced several supportive environmentally sustainable measures to green Palmerston, including Edible Pocket Gardens, annual revegetation (planting) programs, introduction of Preserving Our Urban Forest Policy, annual verge assistance program, native tree giveaways at Council events and the Palmerston Markets and Home Composting Rebate initiative. These programs and policies encourage the community to get involved in environmental sustainability and increase green spaces throughout Palmerston.

Council's Community Benefit Scheme includes \$20,000 per annum for Environmental Initiatives, and officers are working with community groups to encourage more applications for this grant program. Initiatives that have been awarded grants in the past include an edible garden at Gray Primary School, an environmentally friendly fire break trail at Mitchell Creek, a community awareness campaign for Wildcare, purchase of rechargeable energy devices for the youth esports program, development of educational signage for waste bins, and reestablishment of the Harvest Corner Community Garden following the rebuild of Gray Community Hall.

Verge Assistance Program

The Verge Assistance Program takes place during the dry season months, with 35 successful applications processed from July to September and a further five applications received in and approved for topsoil and/or seed delivery in December. Residents will have an opportunity to access the program again in the fourth quarter of 2022/23.

Native Tree Giveaway Program

The Native Tree Giveaway Program saw Council give away over 4500 trees in the past year at the following events:

- Darwin Show
- National Tree Day
- Brekkie in the Park
- Elected Members Stall Palmerston Market
- Handouts at the Recreation Centre and Library

Home Composting Rebate Program

The Home Composting Rebate was promoted monthly at the Palmerston Markets with residents able to enter a raffle to win a Compost Tumbler.

Since the beginning of the program, Council have received 61 applications under the Home Composting Rebate Program.

Residential Tree Planting Program

The Residential Tree Planting Program is a year-round initiative. City of Palmerston residents are positively utilising the website to access information in requesting trees to be planted on their verge. To date this financial year Council has successfully planted 126 trees on verges in the Municipality.

Council Events

The above initiatives have been complemented by introducing environmentally sustainable measures to Council events, for example:

- Palmerston Christmas Lights competition introduced an award for Best Sustainably Decorated House, encouraging recycling of material and environmentally sustainable lighting e.g. LED
- Trialled a new Eco-friendly porta loo supplier for Palmerston Youth Festival and Christmas Wonderland
- Christmas Wonderland increased the quantity of yellow recycling bins available
- Encouraged all Pop Up Dining food vendors to use bamboo dishes/cutlery and including this stipulation in all food vendor contracts

Council staff have taken steps to introduce sustainability measures into the promotion of Council events. The creation of a yearly Events calendar has reduced the amount of promotional material necessary for individual events. Staff are investigating more sustainable mediums for printed promotional materials.

Partnerships

In November 2022, Council staff facilitated two local community organisations, STEPS and Harvest Corner Community Garden, to trial a program where the produce grown in the garden will be used to host interactive cooking classes with STEPS participants, many of whom are women from non-English speaking backgrounds. These activities also help to foster a sense of community, as people can connect with each other while also having a positive impact on their environment. Staff will assist in facilitating this collaboration and will investigate other local community organisations that may be interested in collaborating with Harvest Corner.

Plant Swaps



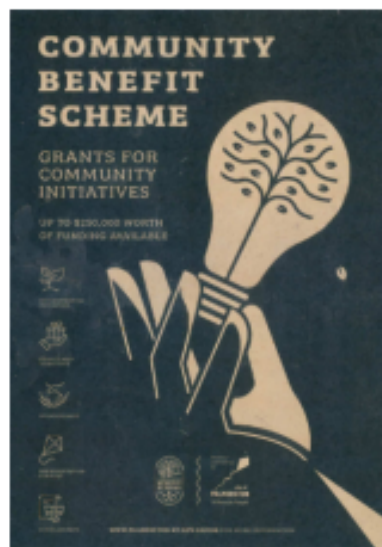
Examples of Plant Swaps

Council staff are in discussion with Harvest Corner to host a Community Plant Swap which would be accessible at weekly Volunteer Sessions on Saturday mornings. Participants would bring plants that they have propagated, and in turn they can pick any plant from the Plant Swap Library. Plant libraries are an exciting way for the community to come together and share their common love for plants and help facilitate a love for gardening and the community as identified in the Notice of Motion tabled at the 2nd Ordinary Meeting on 18 October 2022. If the program is successful Council will look at supporting this initiative in other locations.

In 2023, staff will work in partnership with key local stakeholders such as Harvest Corner to deliver a series of garden workshops to be held in various Palmerston locations with a focus on maintaining healthy gardens, the importance of environment sustainability, reducing waste and conserving resources. These workshops will be an opportunity for community engagement and will provide participants with the knowledge and skills to make their gardens more sustainable and environmentally friendly and also to promote current City of Palmerston initiatives. .



Social Media Post– How to Compost



New Branding of the Community Benefit Scheme

Council officers will continue to incorporate environmentally sustainable initiatives into Council programming and explore ways to better promote and market these initiatives through targeted advertising campaigns, community engagement and social media channels.

CONSULTATION PROCESS

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

- Environment Officer
- Open Space Lead
- EA to GMI

Officers will continue to liaise with the Media Team to explore ways to better promote and market these initiatives through targeted advertising campaigns, community engagement and social media channels.

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

- Harvest Corner Community Garden
- STEPS

POLICY IMPLICATIONS

There are no Policy implications of this report.

BUDGET AND RESOURCE IMPLICATIONS

There are no new costs associated with this report. Program costs are included in current operational budget.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

Failure to implement sustainable practices and increasing the delivery of environmentally sound activities and events could be perceived negatively by the community, if we do not meet the objectives outlined in our Community Plan and Sustainability Strategy.

This report addresses the following City of Palmerston Strategic Risks:

1 Fails to be trusted as a Council

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

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

Council have committed to implementing strategies that achieve the objectives of the Community Plan. As per above, failure to implement policies that address Environmental Sustainability could be perceived negatively by the community.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

Nil

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.5
REPORT TITLE:	Determination of Allowances for Members' of Local Councils
MEETING DATE:	Tuesday 21 February 2023
AUTHOR:	Chief Executive Officer, Luccio Cercarelli
APPROVER:	Chief Executive Officer, Luccio Cercarelli

COMMUNITY PLAN

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

PURPOSE

This Report provides Council with the outcome of the Northern Territory Remuneration Tribunal review into allowances for members of Local Councils.

KEY MESSAGES

- As a result of changes to legislation, the Northern Territory Remuneration Tribunal, commenced inquiries into Local Government Councils and Local Authority Members allowances in 2022.
- The Remuneration Tribunal met with Council to discuss the review on 6 September 2022.
- City of Palmerston made a submission to the review on 18 October 2022.
- On the 14 February 2022 the Chief Minister tabled the Determination of Allowance for Members of Local Council (Determination No. 1 of 2023) at Parliamentary Sitings.
- The new allowances come into effect on the 1st July 2023.
- This report provides Council with an update on the determination.

RECOMMENDATION

THAT Report entitled Determination of Allowances for Members' of Local Councils be received and noted.

BACKGROUND

As a result of changes to legislation being the *Local Government Act NT (2019)* and the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act 2006* the Northern Territory Remuneration Tribunal (RT) commenced an inquiry on Local Government Council and Local Authority Members' Allowances.

As part of the inquiry the Remuneration Tribunal was seeking advice from Councils including but not limited to:

- The adequacy of existing allowances;
- Meetings involving Council members with local authorities and funding provided to local authorities;
- What categories of expenditures are covered by the Electoral Allowance provided to Members?
- The allocation of the additional meetings allowance, and under what circumstances is the allowance paid?

- The capacity for the council to pay an increase in allowances if the Remuneration Tribunal recommends increasing allowances;
- The workload undertaken by council at both its regular meetings and other meetings, including the frequency of meetings; and
- Are there other additional expenditure items the Councillors can seek reimbursement?

The Remuneration Tribunal engaged with Council at a Council Meeting on 6 September 2022. This was followed up by a Council submission to the Remuneration Tribunal on the 18 October 2022.

On the 31 January 2023 Council received advice that the Remuneration Tribunal was now finalising the inquiry. This correspondence was presented at the 7 February 2023 Ordinary Council Meeting.

DISCUSSION

On the 14 February 2023, the Chief Minister tabled the Determination of Allowances for Members of Local Council (Determination No. 1 of 2023) from the Remuneration Tribunal at Parliamentary Sitings, **Attachment 13.2.5.1.**

A comparison of existing and new allowances has been undertaken for City of Palmerston and is provided as **Attachment 13.2.5.2.** It is noted that:

- The Annual Base Allowance the following changes have occurred:
 - Mayor increased by 2.98% or \$3,298.44.
 - Deputy Mayor increases 2.69% or \$1,027.05.
 - Councillor increased by 2.19% or \$470.69.
- Provisional Development has increased to \$4,000 and is now able to be claimed over two years.
- Maximum Extra Meeting Allowance has decreased by \$508.15 per annum to \$10,000 however the determination specifies the payments as follows:
 - *Fee if activity takes place during normal business hours as follows:*
 - Up to 2 hours \$200
 - Between 2 and 4 hours \$300
 - More than 4 hours \$500
- Based on data regarding Extra Meeting Allowance from this financial year and claims to date, the following would occur as an average:
 - Number of Extra Meetings Claimable: 8 to date
 - Current Allowance \$160 per meeting: \$1,280 to date
 - New Allowance \$200 for 2 hours: \$1,600 to date
 - Difference: \$320 to date

It must be noted that this figure is an average and will vary from Councillor to Councillor depending on extra meeting attendance and activities.

It is further noted that the Deputy Mayor will be entitled to claim an extra meeting/activity allowance.

- The base allowance now includes contribution towards phone and internet usage therefore Council can no longer apply its Communication Entitlement being \$800 per annum.
- Vehicle allowance only applies in certain circumstances and where travel from home base is more than 50km.
- The Remuneration Tribunal Determination provides two options regarding a Mayoral Vehicle being:
 - Vehicle is supplied by the Council (this is the current situation); or

- Mayor is provided with a Vehicle Allowance of \$25,000 per year

The decision on which option is to be applied is via a decision of the Council and is recommended to be in consultation with the Mayor and their requirements.

- Travel Allowance is claimable by all members.

Clarification has been sought from the Department of Chief Minister and Cabinet, on a number of issues and the Council can be advised as follows:

Q: Clause 3: allowances are to contribute toward phone and internet usage. Currently CoP provides an allowance for members on this – does this mean they cannot and it must be subsumed into the approved allowances? If the council wants to, can they pay 'allowances' (or call it something else) above this ruling?

A: As the allowances cover "contribution towards phone and internet usage", a council cannot pay another allowance towards such usage. However, there may be circumstances where, subject to council policy, it is appropriate for a council to supply a member with a phone, computer or related equipment, or reimburse a member for the purchase of such equipment.

Q: Clause 4.2: what does 'normal business hours' mean? Most CoP activities/meetings are outside normal business hours by the standard definition, or does this mean their business hours?

A: The expression "normal business hours" at paragraph 4.2 is ambiguous. In interpreting a document such as the Determination, the question is what did the Remuneration Tribunal intend with the words it used. Ascertaining the intention should be done by considering not only the specific words but also the document as a whole and the relevant context (which includes the Report on Determination No. 1 of 2023 (the Report) accompanying the Determination). Conversely, some ambiguous words should not be interpreted in a way that thwarts the apparent intention of the Tribunal.

Within the Report and the Determination, except for the words "normal business hours", there is nothing to support an argument that the Tribunal intended to limit the extra meeting/activity allowance to meetings or activities that occur within certain hours. Some councils have extra meetings at nights or weekends, while others have them during office hours on weekdays. For these reasons, we consider paragraph 4.2 should be interpreted broadly to apply to any of the meetings or activities it refers to, irrespective of the hours of day the meetings or activities occur.

Q: Clause 4.2: are deputy principal members entitled to extra meeting allowances?

A: Yes, deputy principal members are eligible to access the extra meeting/activity allowance. In paragraph 5 of the Report, the Remuneration Tribunal is concerned with the extra meeting allowance being restricted and have now restructured it to be more accessible.

Q: Clause 7: Is it the Council's or the Mayor's decision whether to have a vehicle provided or a vehicle allowance? It may be financially better for the Mayor to take an allowance, but financially better for council to provide a vehicle.

A: For municipal and regional councils, it is the council's decision whether to provide the principal member with a vehicle or a vehicle allowance.

However, a council should support its principal member. Accordingly, we encourage councils to find out what the principal member's preference is, and where reasonable to do so, accommodate that preference.

Responses received from Susan Watson, Director Legislation Department of Chief Minister and Cabinet – 10/02/2023

It is understood but not yet confirmed that a further review may occur for the 2024/2025 financial year.

Next Steps

The Remuneration Tribunal Determination will apply from the 1 July 2023 for the financial year 2023/2024.

Council will need to incorporate the Remuneration Tribunal Determination into its 2023/2024 draft budget.

A Council decision regarding provision of Mayor Vehicle or Mayor Vehicle Allowance will be required before 1 July 2023.

Council will need to amend relevant Council policies.

Further reports will be prepared for Council to address required matters such as policy review and Mayor Vehicle over the coming months.

CONSULTATION PROCESS

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

POLICY IMPLICATIONS

City of Palmerston related policies will need to be reviewed and amended as required.

BUDGET AND RESOURCE IMPLICATIONS

The 2023/2024 draft budget will include funding for the Remuneration Tribunal Determination No. 1 of 2023.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

The Remuneration Tribunal Determination is not a challengeable decision.

There is a risk that inadequate allowances for members will result in less candidates or suitable candidates from nominating for council. To mitigate this the Council should continue to lobby for increased appropriate allowances for City of Palmerston members.

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

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. tabled paper 755 - ntart report and determination no. 1 of 2023 allowances for members of local coun [13.2.5.1 - 13 pages]
2. NT Remuneration Tribunal Updated Allowances [13.2.5.2 - 1 page]

ORIGINAL PAPER

No. 755
Laid on the Table
14 / 2 / 2023



**NORTHERN TERRITORY OF AUSTRALIA
REMUNERATION TRIBUNAL**

*Assembly Members and Statutory Officers
(Remuneration and Other Entitlements) Act 2006*

**DETERMINATION OF ALLOWANCES FOR MEMBERS OF
LOCAL COUNCILS**

REPORT ON DETERMINATION NO. 1 OF 2023

1. INTRODUCTION

As a result of amendments to the *Local Government Act 2006* and the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act 2006* (AMSORE Act), on 29 June 2022, the Administrator of the Northern Territory, Her Honour the Honourable Vicki O'Halloran AO CVO, issued a request to the Remuneration Tribunal to inquire into and determine the allowance or allowances payable to a member of a local council pursuant to section 7B(1) of the AMSORE Act.

The resulting Report and Determination must be tabled in the Legislative Assembly within six sitting days of receipt by the Minister.

Under section 7B(7) of the AMSORE Act, the allowances determined are effective from either:

- the next financial year if the report is made on or before 1 February; or
- from the financial year after the next financial year if the report is made after 1 February.

Emails were sent to all Local Councils in July 2022 advising them of the Inquiry. The Remuneration Tribunal then emailed each Council on Friday, 16 September 2022 and invited submissions and offered to hold a discussion with each Council either in person or through a video link. The Remuneration Tribunal received six submissions and met with all Councils, with the exception of two Councils.

2. EQUITY

The Remuneration Tribunal considers that equity should be the major principle applied in establishing levels of remuneration for elected Councillors throughout the Territory. The Remuneration Tribunal found the existing allowance covering base, electoral allowance and extra meeting fees does not meet this principle as there is a disparity of what is paid to Councillors across the Northern Territory. This disparity has been addressed in this Inquiry and consequent Determination.

3. CATEGORISATION

The Remuneration Tribunal has recognised three categories of Councils being Municipal, Regional and Community Councils.

Municipal Councils are defined as the following:

- Alice Springs;
- Darwin;
- Katherine;
- Litchfield; and
- Palmerston.

Regional Councils are defined as the following:

- Barkly;
- Central Desert;
- East Arnhem;
- MacDonnell;
- Roper Gulf;
- Tiwi Islands
- West Arnhem;
- West Daly; and
- Victoria Daly.

Community Councils are defined as the following:

- Belyuen;
- Coomalie; and
- Wagait.

4. ELECTORAL ALLOWANCE

Presently there is a differential electoral allowance paid to Councillors where the larger electorates, in a geographical sense, are paid less than the three major Municipal Councils in Darwin, Alice Springs and Palmerston. It is unclear among Councillors with whom the Remuneration Tribunal met, as to the purpose of the Electoral Allowance and the Remuneration Tribunal has been advised that in some cases Councillors see this as part of their remuneration to attend statutory meetings. There is one Council that appears not to pay this allowance to its Councillors.

The Remuneration Tribunal believes the Electoral Allowance should be included with the current base amount to establish a Councillor's Allowance.

5. COUNCILLOR'S ALLOWANCE

The Remuneration Tribunal believes there should be a base Councillor Allowance established. The Remuneration Tribunal considers that this allowance should be lower for Community Councils based on population and geographical size.

In addition to this Allowance, a Professional Development Allowance will be maintained. However, this will now be more flexible to allow Councillors to either bring forward the allowance into a future year or roll it over from a past year.

Finally, the Remuneration Tribunal is concerned that the extra meeting allowance has been restricted and this will now be restructured and more readily accessed by Councillors and Deputy Principal Members.

6. BUILDING ON THE COUNCILLOR'S ALLOWANCE

The base Councillor's Allowance will be \$20,000 per year, but this will be increased based on factors including population, electors, number of wards and geographical size. The Remuneration Tribunal, taking into account these factors, has determined the following allowances:

• Darwin	\$31,000
• Alice Springs	\$22,000
• Litchfield	\$22,000
• Palmerston	\$22,000
• All other Municipal and Regional Councillors	\$20,000
• Coomalie	\$7000
• Belyuen	up to \$5000
• Wagait	up to \$5000

7. COVERAGE OF COUNCILLOR ALLOWANCE

The Remuneration Tribunal acknowledges that it is important to clearly state what is covered by the Councillor Allowance as there is confusion among Councillors as to the purposes of Allowances.

As such, the Councillor's Allowance is to cover:

- any cost to Councillors of attending meetings and activities of Council where these costs are not reimbursed by Council;
- contribution towards phone and internet usage;
- contribution towards any home office and supplies;
- allowance towards costs incurred in servicing constituents in Ward or Council Area;
 - including, but not limited to:
 - donations;
 - organisation sponsorship;
 - membership fees;
 - patron expenses; and
 - constituent support.

8. VEHICLE ALLOWANCE FOR USE OF PRIVATE VEHICLE

Councillors are entitled, in some circumstances, to Vehicle Allowance when attending statutory meetings of Councils and Council approved activities with a cap of \$5000 in a financial year.

This Vehicle Allowance recognises that there are significant travel requirements for some Regional Councillors to attend statutory meetings and it was noted that, at least one Councillor, has a 1500km round trip to attend their meetings.

The Remuneration Tribunal believes that a capped amount should be set aside, and Councillors will be eligible to apply for a vehicle allowance each time they travel to statutory meetings, local authority meetings and approved Council business up to this capped amount. It is recommended that Council staff calculate the distance of travel for Councillors to attend these meetings and use this amount for the provision of each vehicle allowance.

Councillors will be eligible for a vehicle allowance if the Councillor must travel more than 50kms from their home to attend a meeting/activity for a minimum round trip of 100kms, and travel does not occur in a Council supplied and maintained vehicle.

Vehicle Allowance will be in the form of kilometre allowance which will be paid at rates set by the Australian Tax Office each year. The current rate for 2022-23 is 78 cents per kilometre.

Vehicle Allowance will be paid in the following circumstances:

- travel to and from statutory council meetings;
- travel to and from official council approved meetings;
- travel to and from approved function representing a Principal Member;
- travel to and from Local Authority meetings;
- travel to and from all meetings of the Council or their sub-committees; and
- travel to and from any additional activity where extra meeting/activity allowance has been approved.

9. EXTRA MEETING / ACTIVITY ALLOWANCE

The Remuneration Tribunal is also concerned that some Councillors do not have access to funds that properly reimburse their travel time when attending extra meetings or activities of the Council.

Presently, there are three differential amounts for extra meeting allowance and the Remuneration Tribunal cannot find justification as to why one Council receives up to 50% more for this allowance than others. The Remuneration Tribunal has determined an Extra Meeting / Activity Allowance of up to \$10,000 for all Deputy Principal Members and Councillors throughout the Territory. This allowance may be accessed by Deputy Principal Members and Councillors as follows:

- additional meetings of a full Council or established sub-committees of council;
- attendance at Local Authority Meetings within the Ward that Councillors represent;
- attendance at any functions representing the Principal Member on official council duties;
- attendance at functions as an invited representative of Council and with Council's approval;
- attendance at any approved extra meetings of Council for planning, briefing or information sessions of council meeting;

Allowances to be paid to eligible members (excluding Principal Members) are:

1. Fee if activity takes place during normal business hours as follows:

- | | |
|-------------------------|-------|
| ○ Up to 2 hours | \$200 |
| ○ Between 2 and 4 hours | \$300 |
| ○ More than 4 hours | \$500 |

The Remuneration Tribunal has determined an Extra Meeting / Activity allowance for Councillors of Community Councils of up to \$1000 a year, if the extra meeting / activity is approved by Council.

10. PROFESSIONAL DEVELOPMENT ALLOWANCE

The Professional Development Allowance is increased to \$4000 in a financial year, and will now be more flexible. The total amount claimable in a year, is the total of two years being based on the annual allowance, plus one year drawn in advance or one years remaining balance from a previous year. The maximum amount claimable by any Councillor, is the sum total of one year for each year of the elected term.

The Professional Development Activity must be specifically related to the role of a Councillor and approved by the Council. Courses to be encouraged are:

- AICD Company's Director Course; and
- Professional Activity conducted by Local Government Association Northern Territory.

Proof of completion for each stage of the course / activity is required before further payments can be claimed.

11. DEPUTY PRINCIPAL MEMBERS ALLOWANCE

Currently, Deputy Principal Members are paid Base and Electorate Allowance in three groups:

- Darwin;
- Alice Springs and Palmerston; and
- Others.

If the same methodology is also applied to a Deputy Principal Member's Allowance and a Councillor's Allowance is maintained, this allowance will be:

Council	Deputy Principal Member Allowance	Councillor Allowance	Total Allowances
Darwin	\$23,800	\$31,000	\$54,800
Palmerston	\$17,200	\$22,000	\$39,200
Alice Springs	\$16,500	\$22,000	\$38,500
Litchfield	\$16,000	\$22,000	\$38,000
Other Municipal and Regional	\$16,000	\$20,000	\$36,000

There is no additional Allowance for Deputy Principal Members of Community Councils.

12. PRINCIPAL MEMBERS ALLOWANCE

Currently, Principal Members are paid Mayoral and Electorate Allowance in three groups:

- Darwin;
- Alice Springs and Palmerston; and
- Others.

Applying the same methodology for Councillor Allowance, and building on the Councillor Allowance, the Principal Member Allowance has been calculated as follows:

Council	Principal Member Allowance	Councillor Allowance	Total Allowance
Darwin	\$127,200	\$31,000	\$158,200
Palmerston	\$92,000	\$22,000	\$114,000
Alice Springs	\$89,000	\$22,000	\$111,000
Litchfield	\$83,000	\$22,000	\$105,000
Others Town and Regional	\$82,000	\$20,000	\$102,000
Coomalie	\$18,000	\$7,000	\$25,000
Belyuen	\$20,000	\$5,000	\$25,000
Wagait	\$5,000	\$5,000	\$10,000

13. VEHICLES FOR PRINCIPAL MEMBERS OF TOWN AND REGIONAL COUNCILS

In discussions with Councils, the Remuneration Tribunal was advised that some Principal Members are provided with a Council maintained vehicle. It is considered that this allowance should be included in the Determination.

The Remuneration Tribunal has determined that if the Principal Members has not been given a vehicle by the council, they are entitled to an allowance. The Remuneration Tribunal has determined the vehicle allowance of \$25,000 per financial year.

Principal Members of Regional Councils are to be offered a Council maintained vehicle or a vehicle allowance of \$40,000 per financial year. This recognises the high cost of maintaining vehicles in the Regional areas.

The Vehicle Allowance will be paid each fortnight or monthly.

14. TRAVEL ALLOWANCE

Councillors who are required to stay away from home overnight on Council approved business will be entitled to Travel Allowance.


The applicable rates to be paid are found in Table 1 of Taxation Determination TD 2021/6 or any subsequent Taxation Determination made in substitution of that Determination.

15. FUTURE INQUIRIES

This is the first inquiry into Members of Local Government Council Allowances by an independent body and it would be enhanced if a follow up inquiry by the Remuneration Tribunal can be conducted in 2023, to review the impact of the allowances that have been established. Such an Inquiry will also allow Councils and Councillors to raise any issues that have resulted from the implementation of this Determination.

16. APPENDIX A

Appendix A provides a comparison between existing and new allowances.



Mr Michael Martin OAM
Chairperson
Remuneration Tribunal



The Hon Syd Stirling AM
Member
Remuneration Tribunal



Mr Gary Higgins
Member
Remuneration Tribunal

Dated 24 January 2023

APPENDIX A to the Report on Allowances for Members of Local Councils

Comparison of Existing Allowances with New Allowances

Municipal and Regional Councils

ALLOWANCE COUNCIL	CURRENT	NEW
Councillors Katherine & Regional	\$18,454	\$20,000
Alice Springs	\$21,430	\$22,000
Palmerston	\$21,430	\$22,000
Litchfield	\$21,430	\$22,000
Darwin	\$30,706	\$31,000

Mayor Total Allowance

Katherine & Regional	\$94,888	\$102,000
Litchfield	\$94,888	\$105,000
Alice Springs	\$110,704	\$111,000
Palmerston	\$110,704	\$114,000
Darwin	\$158,144	\$158,200

Deputy Mayor Total allowance

Katherine & Regional	\$32,720	\$36,000
Litchfield	\$32,720	\$38,000
Alice Springs	\$38,173	\$38,500
Palmerston	\$38,173	\$39,200
Darwin	\$54,531	\$54,800

Community Councils

Councillors Belyuen	\$4,503	\$5,000
Coomalie	\$4,000	\$7,000
Wagait	\$653	\$5,000
Mayor Belyuen	\$25,039	\$25,000
Coomalie	\$27,848	\$30,000
Wagait	\$3,631	\$10,000



**NORTHERN TERRITORY OF AUSTRALIA
REMUNERATION TRIBUNAL**

*Assembly Members and Statutory Officers
(Remuneration and Other Entitlements) Act 2006*

**DETERMINATION OF ALLOWANCES FOR MEMBERS OF
LOCAL GOVERNMENT COUNCILS**

DETERMINATION NO. 1 OF 2023

Under section 7B of the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act 2006*, the Tribunal determines as follows:

1. DEFINITIONS

Municipal Councils are the following:

- Alice Springs;
- Darwin;
- Katherine;
- Litchfield; and
- Palmerston.

Regional Councils are the following:

- Barkly;
- Central Desert;
- East Arnhem;
- MacDonnell;
- Roper Gulf;
- Tiwi Islands
- West Arnhem;
- West Daly; and
- Victoria Daly.

Community Councils are the following:

- Belyuen.
- Coomalie; and
- Wagait.

Financial Year is the period from 1 July to the 30 June.

Councils are defined in the *Local Government Act 2019* as an area, and means the Local Council constituted for that area under section 14(b).

The role of Mayor is defined in section 58 of the *Local Government Act 2019* and is prescribed as:

- (1) The Principal Member of a municipal council is to have the title Mayor.
- (2) However:
 - (a) in the case of the council for the City of Darwin local government area – the principal member is to have the title Lord Mayor; and
 - (b) in the case of the Litchfield Council – the council may, by resolution, decide the principal member instead has the title President.
- (3) The Council may, by resolution, decide the principal member of a regional or shire council has the title Mayor or President.

Deputy Mayor is defined in the *Local Government Act 2019*.

Councillor is defined in the *Local Government Act 2019* as an elected member of a Local Council:

2. ALLOWANCES

The following allowances will be paid annually.

COUNCILLORS' ALLOWANCE

Darwin	\$31,000
Palmerston	\$22,000
Alice Springs	\$22,000
Litchfield	\$22,000
Other Municipal and Regional	\$20,000

Community Councils

Coomalie	\$7000
Belyuen	up to \$5000 as approved by Council
Wagait	up to \$5000 as approved by Council

DEPUTY PRINCIPAL MEMBERS ADDITIONAL ALLOWANCE

Darwin	\$23,800
Palmerston	\$17,200
Alice Springs	\$16,500
Litchfield	\$16,000
Other Municipal and Regional	\$16,000

PRINCIPAL MEMBERS ADDITIONAL ALLOWANCE

Darwin	\$127,200
Palmerston	\$92,000
Alice Springs	\$89,000
Litchfield	\$83,000
Other Municipal and Regional	\$82,000

Community Councils

Coomalie	\$23,000
Belyuen	up to \$20,000 as approved by Council
Wagait	up to \$5000 as approved by Council

3. INCLUSIONS OF ALL ALLOWANCES

The Allowances are to cover:

- any cost to Councillors of attending meetings and activities of Council where these costs are not reimbursed by Council;
- contribution towards phone and internet usage;
- contribution towards any home office and supplies;
- allowance towards costs incurred in servicing constituents in Ward or Council Area:
 - Including, but not limited to:
 - donations;
 - organization sponsorship;
 - membership fees;
 - patron expenses; and
 - constituent support.

4. EXTRA MEETING / ACTIVITY ALLOWANCE

- 4.1. An Extra Meeting / Activity Allowance of up to \$10,000 per financial year, may be accessed by all Municipal and Regional Councillors and Deputy Principal Members of those Councils. The allowance may be accessed as follows:

- additional meetings of full Council or established sub-committees of Council;
- attendance at Local Authority Meetings within the Ward the member represents;
- attendance at any functions representing the Principal Member on official Council duties;
- attendance at functions as an invited representative of Council and with Council's approval; and
- attendance at any approved extra meetings of Council for planning, briefing or information sessions of council meetings.

- 4.2. Allowances to be paid to eligible members (not including Principal Members) are:

- Fee if activity takes place during normal business hours as follows:
 - up to 2 hours \$200
 - between 2 and 4 hours \$300
 - more than 4 hours \$500
- An Extra Meeting / Activity Allowance of up to \$1000 per financial year, can be paid to Councillors of the Community Councils, when attending an extra meeting / activity approved by the Council.

5. PROFESSIONAL DEVELOPMENT ALLOWANCE \$4000 PER YEAR

- 5.1. Professional Development Allowance is \$4000 per person, per financial year and will be paid to all Principal Members, Deputy Principal Members, Councillors of Municipal and Regional Councils.
- 5.2. Professional Development Allowance up to \$1000 per financial year, may be claimed by all Principal Members and Councillors of Community Councils if approved by the Council.
- 5.3. Any course or professional development activity must be specifically related to the role of the Councillor and be approved by the Council. The AICD Company's Director Course should be encouraged, as well as professional development activity that is arranged by the Local Government Association of Northern Territory (LGANT).
- 5.4. Total amount claimable each year is the total of two years, being based on an annual allowance, plus one year drawn in advance or one year's remaining balance from a previous year. The maximum amount claimable by any Councillor is the total sum of one year for each year of the Councillor's elected term.
- 5.5. Proof of completion for each stage of the course is required before further payments can be claimed.

6. VEHICLE ALLOWANCE

- 6.1. Vehicle Allowance will be available for travel undertaken by all Councillors when the travel involves 50kms from home base, and is capped at \$5000 per financial year, travel does not occur in a Council supplied and maintained vehicle, and the Councillor is not in receipt of a motor vehicle provisions in Clause 7 below.
- 6.2. Vehicle Allowance will be in the form of kilometre allowance which will be paid at rates set by the Australian Taxation Office each year and is 78 cents a kilometre in 2022-23.
- 6.3. Vehicle Allowance will be available in the following circumstances:
 - travel to and from statutory Council meetings;
 - travel to and from official Council approved meeting;
 - travel to and from approved function representing the Principal Member;
 - travel to and from Local Authority Meetings;
 - travel to and from all meetings of Council or their sub-committees; and
 - travel to and from any additional activity where Extra Meeting/Activity Allowance has been approved.

7. PROVISION OF MOTOR VEHICLE

- 7.1. If Principal Members of Municipal and Regional Councils are not given a Council maintained vehicle they can receive a Vehicle Allowance.
- 7.2. The Vehicle Allowance, which will be paid fortnightly or monthly, will be:
 - \$25,000 per year for Municipal Principal Members; or
 - \$40,000 per year for Regional Principal Members.

8. TRAVEL ALLOWANCE

Principal Members, Deputy Principal Members and Councillors who are required to stay away from home overnight on approved Council business, will be entitled to Travel Allowance.

The applicable rates to be paid are found in Table 1 of Taxation Determination TD 2021/6 or any subsequent Taxation Determination made in substitution of that Determination.

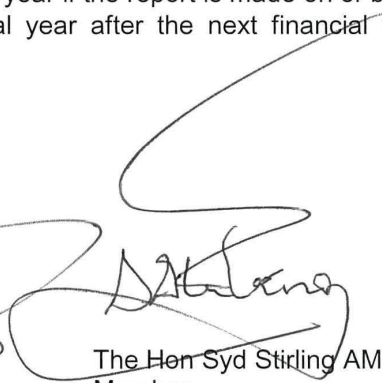
9. GENERAL

9.1. Pursuant to section 7B(7) of the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act 2006*, the allowances determined are effective from either:

- the next financial year if the report is made on or before 1 February; or
- from the financial year after the next financial year if the report is made after 1 February.



Mr Michael Martin OAM
Chairperson
Remuneration Tribunal



The Hon Syd Stirling AM
Member
Remuneration Tribunal



Mr Gary Higgins
Member
Remuneration Tribunal

Dated 24 January 2023

ALLOWANCES

Allowance Description	Mayor (Principal Member)		
	Existing (2023)	Tribunal Recommendation	% change
Annual Base Allowance	\$ 87,635.66	\$ 114,000.00	30.08%
Annual Electoral Allowance	\$ 23,065.90	\$ -	-100.00%
Annual Allowance sub total	\$ 110,701.56	\$ 114,000.00	2.98%
Professional Development Allowance	\$ 3,753.17	\$ 4,000.00	6.58%
Maximum Extra Meeting Allowance	\$ -	\$ -	0.00%
Total Claimable	\$ 114,454.73	\$ 118,000.00	3.10%

Council Policy Additions pa

Communication Entitlement	supplied by Council	0	0.00%
Mayor Vehicle	supplied by Council	supplied by Council or \$25,000	100.00%
Total Claimable	\$ 114,454.73	\$118,000 (car supplied) or \$143,000 (own vehicle)	3% (car supplied) or 20% (own vehicle)

Council Policy Additions once in term

Information Technology Capital Entitlement	\$ 1,200.00	\$ 1,200.00	0.00%
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Allowance Description	Deputy Mayor (Deputy Principal Member)		
	Existing (2023)	Tribunal Recommendation	% change
Annual Base Allowance	\$ 32,405.27	\$ 39,200.00	20.97%
Annual Electoral Allowance	\$ 5,767.68	\$ -	-100.00%
Annual Allowance sub total	\$ 38,172.95	\$ 39,200.00	2.69%
Professional Development Allowance	\$ 3,753.17	\$ 4,000.00	6.58%
Maximum Extra Meeting Allowance	\$ -	\$ 10,000.00	100.00%
Total Claimable	\$ 41,926.12	\$ 53,200.00	26.89%

Council Policy Additions pa

Communication Entitlement	\$ 800.00	in allowance	0.00%
Mayor Vehicle	0	0	0.00%
Total Claimable	\$ 42,726.12	\$ 53,200.00	19.69%

Council Policy Additions once in term

Information Technology Capital Entitlement	\$ 1,200.00	\$ 1,200.00	0.00%
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Allowance Description	Councillor		
	Existing (2023)	Tribunal Recommendation	% change
Annual Base Allowance	\$ 15,761.63	\$ 22,000.00	39.58%
Annual Electoral Allowance	\$ 5,767.68	\$ -	-100.00%
Annual Allowance sub total	\$ 21,529.31	\$ 22,000.00	2.19%
Professional Development Allowance	\$ 3,753.17	\$ 4,000.00	6.58%
Maximum Extra Meeting Allowance	\$ 10,508.15	\$ 10,000.00	-4.84%
Total Claimable	\$ 35,790.63	\$ 36,000.00	0.58%

Council Policy Additions pa

Communication Entitlement	\$ 800.00	in allowance	0.00%
Mayor Vehicle	0	0	0.00%
Total Claimable	\$ 36,590.63	\$ 36,000.00	-1.64%

Council Policy Additions once in term

Information Technology Capital Entitlement	\$ 1,200.00	\$ 1,200.00	0.00%
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14 INFORMATION AND CORRESPONDENCE

14.1 Information

14.2 Correspondence

14.2.1 Guideline 7 - Procedural Fairness in Deciding Code of Conduct Complaints

THAT correspondence dated 8 December 2022 entitled Guideline 7 - Procedural Fairness in Deciding Code of Conduct Complaints be received and noted.

**Guideline 7: Procedural Fairness in
Deciding Code of Conduct Complaints**

Contents

1 Title..... 2

2 Commencement 2

3 Definitions..... 2

4 Purpose of the Code of Conduct..... 2

5 Objectives..... 2

6 General principles..... 2

7 Council or council panel decides complaint..... 3

8 Information the council or council panel may consider 3

9 Reasons for decision 3

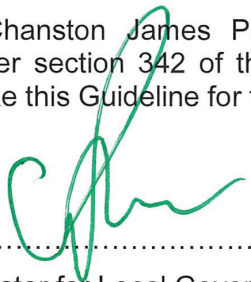
Guideline 7: Procedural Fairness in Deciding Code of Conduct Complaints

LOCAL GOVERNMENT GUIDELINE NO. 7

Local Government Act 2019

Making of Guideline

I, Chanston James Paech, Minister for Local Government,
under section 342 of the *Local Government Act 2019*, hereby
make this Guideline for the purposes of the Act.


.....
Minister for Local Government
8 / 12 / 2022

Guideline 7: Procedural Fairness in Deciding Code of Conduct Complaints

1 Title

- 1.1 This Guideline is titled *Guideline 7: Procedural Fairness in Deciding Code of Conduct Complaints*.

2 Commencement

- 2.1 This Guideline commences on the day after the day it is made by the Minister.

3 Definitions

For the purposes of this Guideline:

Act means the *Local Government Act 2019*.

complainant means the person who lodges a complaint believing a council member has contravened the Code of Conduct.

respondent means the council member alleged to have committed the contravention of the Code of Conduct.

4 Purpose of the Code of Conduct

- 4.1 The Code of Conduct is principles-based rather than a set of specific rules.
- 4.2 It is intended to set standards and provide guidance to council members, council staff and the public about how a council will carry out its responsibilities.

5 Objectives

- 5.1 This Guideline provides guidance to help councils ensure that Code of Conduct complaints are handled in accordance with the principles of procedural fairness (natural justice).

6 General principles

- 6.1 Procedural fairness is a requirement for those exercising power to do so in a fair manner. It is concerned with the fairness of how a decision is made, rather than the outcome of the decision. To ensure that a decision-making process is fair, the council or council panel should:
- (a) Ensure a person against whom a complaint has been lodged (the respondent) is made aware of the complaint and any substantiating details in order to be able to participate meaningfully in the complaint handling process.
 - (b) Ensure that a person whose rights and interests are to be affected by a decision be given an opportunity to be heard before the decision is made. Examples of rights and interests include a person's status and reputation.
 - (c) Observe the rule against bias. This can be actual or perceived bias. For example, if a member of a council considering a complaint is a close personal friend of the complainant, that member should consider declaring a conflict of interest as they could be perceived as being biased in favour of the complainant.
 - (d) Consider only relevant information before making the decision. For example, something the respondent is believed to have done or said before being elected as a member of the council may be irrelevant information in relation the complaint.
 - (e) Provide reasons for the decision.

Guideline 7: Procedural Fairness in Deciding Code of Conduct Complaints

- 6.2 It is recommended a copy of this Guideline is provided to complainant and respondent as early as possible in the complaint handling process, to enhance their understanding of the process.

7 Council or council panel decides complaint

- 7.1 A council or council panel, in deciding a complaint under section 123 of the Act, must ensure that the principles of procedural fairness are observed in deciding the complaint. For example, the council or council panel should provide the complainant and respondent with opportunity to make representations to the council or council panel before deciding the complaint. This could involve the complainant or respondent presenting their side of the story in writing or in person.
- 7.2 Conflict of interest is an individual responsibility. In deciding a complaint, the members of the council or council panel are expected to observe the rule against bias.
- 7.3 A person with a conflict of interest should not be part of the decision-making process as the decision could be perceived to be affected by bias.
- 7.4 A council or council panel should consider the accessibility of the process to the parties to a complaint. For example, asking a party to the complaint to provide information in person may not be fair if the person lives a long distance away.

8 Information the council or council panel may consider

- 8.1 It is important to note that the council or council panel do not have information gathering powers. For example, a council cannot force a party to the complaint or another person to answer written questions or appear in person.
- 8.2 Despite clause 8.1, a council or council panel can ask for information knowing that it is the choice of the person being asked as to what, if any, information the person will give to the council or council panel.
- 8.3 The council or council panel may seek relevant information to ensure issues raised in a complaint are sufficiently addressed. This may include asking the respondent or the complainant questions, asking another person questions, or finding out information by examining a document relevant to a complaint (e.g. council meeting agenda papers). When asking a person questions, it is not mandatory for the person to answer the questions.

9 Reasons for decision

- 9.1 A council or council panel must set out the reasons for its decision in the decision notice, which is provided to the parties to the complaint.

Note for clause 9.1

A decision notice is required under section 126(2) of the Act. See section 7 of the Act for the definition of a decision notice, which sets the matters required to be included in the notice.

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15 REPORT OF DELEGATES

16 QUESTIONS BY MEMBERS

17 GENERAL BUSINESS

18 NEXT ORDINARY COUNCIL MEETING

THAT the next Ordinary Meeting of Council be held on Tuesday, 7 March 2023 at 5:30pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

19 CLOSURE OF MEETING TO PUBLIC

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

20 ADJOURNMENT OF MEETING AND MEDIA LIAISON



MINUTES

1st Ordinary Council Meeting Tuesday 7 February 2023

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

'A Place for People'



A Place for People

COUNCIL MINUTES

Minutes of Council Meeting
held in Council Chambers
Civic Plaza, 1 Chung Wah Terrace, Palmerston
on Tuesday 7 February 2023 at 5:30pm.

PRESENT

ELECTED MEMBERS

Acting Mayor Lucy Morrison (Chair)
Councillor Amber Garden
Councillor Danielle Eveleigh
Councillor Mark Fraser
Councillor Sarah Henderson
Councillor Ben Giesecke
Councillor Damian Hale

STAFF

Chief Executive Officer, Luccio Cercarelli
Deputy Chief Executive Officer, Amelia Vellar
General Manager Community and Culture, Anna Ingram
Director of Finance and Governance, Wati Kerta
Minute Secretary, Kate Roberts
Executive Support Officer, Jodi Holden

GALLERY

12 members of staff

Initials:

MINUTES ORDINARY COUNCIL MEETING - 7 FEBRUARY 2023

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A Place for People

COUNCIL MINUTES

1 ACKNOWLEDGEMENT OF COUNTRY

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

2 OPENING OF MEETING

The Chair declared the meeting open at 5.31pm.

Chinese New Year Blessing performed by the Lion Dance Troupe from the Chung Wah Society.

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies

Nil

3.2 Leave of Absence Previously Granted

THAT it be noted Mayor Athina Pascoe-Bell will be on leave of absence as previously granted on 6 December 2022, for the period of 28 January to 14 February 2023 inclusive.

3.3 Leave of Absence Request

Moved: Councillor Hale
Seconded: Councillor Eveleigh

1. THAT the leave of absence received from Deputy Mayor Morrison for 4 to 28 March 2023 inclusive be received and noted.

2. THAT the leave of absence received from Councillor Hale for 16 to 25 February 2023 inclusive be received and noted.

CARRIED 10/682 – 7/02/2023

4 REQUEST FOR AUDIO/AUDIOVISUAL CONFERENCING

Moved: Councillor Fraser
Seconded: Councillor Henderson

THAT Council approve Councillor Hale to attend via Audio/Audiovisual on 21 February 2023 Council Meeting who will be physically prevented from attending a meeting due to being further than 100kms from the place of meeting.

CARRIED 10/683 – 7/02/2023

5 DECLARATION OF INTEREST

5.1 Elected Members

Nil

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 7 FEBRUARY 2023

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COUNCIL MINUTES

5.2 Staff

Nil

6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

Moved: Councillor Henderson
Seconded: Councillor Garden

THAT the Minutes of the Council Meeting held on 17 January 2023 pages 10920 to 10931 be confirmed.

CARRIED 10/684 - 7/02/2023

6.2 Business Arising from Previous Meeting

Nil

7 MAYORAL REPORT

Moved: Councillor Eveleigh
Seconded: Councillor Fraser

THAT Report entitled Mayoral Update Report - January 2023 be received and noted.

CARRIED 10/685 - 7/02/2023

8 DEPUTATIONS AND PRESENTATIONS

Nil

9 PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)

Nil

10 CONFIDENTIAL ITEMS

10.1 Moving Confidential Items into Open

10.1.1 Confidentiality Review List - 21 July to 17 January 2023

Moved: Councillor Eveleigh
Seconded: Councillor Garden

1. THAT Report entitled Confidentiality Review List - 21 July 2022 to 17 January 2023 be received and noted.
2. THAT the following 12 Council Decisions be moved to the 7 February 2023 Open Minutes:

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 7 FEBRUARY 2023

10938



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COUNCIL MINUTES

No.	Decision Number	Meeting Date	Item/Type	Title
1.	10/171	18/01/2021	25.1.2	Rates Debt Recovery Update – Sale of Land
2.	10/285	05/04/2022	25.1.3	Rates Debt Recovery – Sale of Land – March Update
3.	10/358	17/05/2022	25.1.1	Rates Debt Recovery – Sale of Land – March Update
4.	10/520	06/09/2022	25.1.1	Council Advisory Committee Membership
5.	10/608	1/11/2022	25.1.1	Risk Management and Audit Committee Confidential Minutes – 25 October 2022
6.	10/628	15/11/2022	25.1	Procedural Motion
7.	10/631	15/11/2022	25.1.4	Lot 9542 – 56 Georgina Crescent Yarrawonga
8.	10/633	15/11/2022	25.1.5	Local Government Association of the Northern Territory (LGANT) Membership Renewal
9.	10/634	15/11/2022	25.2	Correspondence – Local Government Representation Committee Response to City of Palmerston Submission
10.	10/654	6/12/2022	25.2.1	2023/24 Budget Timetable
11.	10/655	6/12/2022	25.2.2	Rates Debt Recovery 2021/22
12.	10/656	6/12/2022	26.2.1	Correspondence – Regional Economic Growth Committee Working Group

CARRIED 10/697 – 7/02/2023

Rates Debt Recovery Update – Sale of Land

1. THAT Report entitled Rates Debt Recovery Update – Sale for Land be received and noted.
2. THAT Council approves and amends the date for the Rates Debt Recovery Report to be presented from First ordinary Council Meeting of 14 December 2021 to the Second Ordinary Confidential Council meeting of 15 February 2022, for measures outlines, including awaiting legal advice.

CARRIED 10/171 – 18/01/2022

Rates Debt Recovery - Sale of Land - March Update

1. THAT Report entitled Rates Debt Recovery - Sale of Land - March Update be received and noted.

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 7 FEBRUARY 2023

10939



A Place for People

COUNCIL MINUTES

2. THAT Council notes and approves an extension required to continue the discussion with legal counsel and a report be brought back to Council at the First Ordinary Meeting in May 2022, detailing the approach to the Rates Debt Recovery - Sale of Land process.

CARRIED 10/285 – 5/04/2022

Rates Debt Recovery – Sale of Land – March Update

1. THAT Report entitled Rates Debt Recovery - Sale of Land - March Update be received and noted.
2. THAT Council notes that the City of Palmerston has commenced legal action through the Northern Territory Civil and Administration Tribunal for the recovery of outstanding rates debts owed.

CARRIED 10/358 – 17/05/2022

Council Advisory Committee Membership

1. THAT Report entitled Council Advisory Committee Membership be received and noted.
2. THAT Council make the following member appointments to the Palmerston Community Wellbeing Advisory Committee for a period of two year from date of appointment:
 - Veronica Matipira be appointed as the Youth Community Member representative.
 - Michelle Walker, Regional Executive Director, appointed as the Chief Minister and Cabinet representative.
 - Gabrielle Brown, Executive Director, Families Programs be appointed as a key government representative.
 - Senior Sergeant Siri Tennosaar, Northern Territory Police Office in Charge Palmerston Police Station be appointed as a key government representative.
3. THAT Council make the following member appointments to the Palmerston Safety Advisory Committee for a period of two years from date of appointment:
 - Ashleigh Ascoli be appointed as the Community Member representative.
 - Nelson Tinoco, Larrakia Nation Outreach Manager, be appointed as the Chief Minister and Cabinet representative.
 - Tania Jacobsen, Director of Housing be appointed as Northern Territory Families representative.
 - Superintendent Peter Malley, Northern Territory Police Palmerston, and Road Policing, be appointed as Northern Territory Police representative.
 - Sue Shearer, PRBA, be appointed as a relevant business association representative.
4. THAT Council make the following members appointments to the Palmerston Vibrant Economy Advisory Committee for a period of two years from date of appointment:
 - Sue Shearer, PRBA, be appointed as a Business or Property Association representative.

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 7 FEBRUARY 2023

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A Place for People

COUNCIL MINUTES

- Mohan Kandasa and Carmine Rauseo be appointed as local business owner representatives.
 - Sarah Gotch, Territory Director, be appointed as the Northern Territory Government Chief Minister and Cabinet representative.
5. THAT the first Advisory Committees meeting be held by end of November 2022, followed by Council Network Meetings.
6. THAT following written acceptance to endorsed nominees, Council writes to all other nominees thanking them for their nomination and advising that the nomination was unsuccessful.
7. THAT this decision be made public following advice to all nominees of the outcomes.

CARRIED 10/520 – 6/09/2022

Risk Management and Audit Committee Confidential Minutes – 25 October 2022

1. THAT Report entitled Risk Management and Audit Committee Confidential Minutes - 25 October 2022 be received and noted.
2. THAT the unconfirmed Risk Management and Audit Committee minutes provided as Attachment 25.1.1.1 to report entitled Risk Management and Audit Committee Confidential Minutes - 25 October 2022 be received and noted.
3. THAT Council endorse the recommendations from the Confidential Risk Management and Audit Committee meeting held on 25 October 2022:
 - a. THAT the draft financial statements for the year ended 30 June 2022 as presented as **Attachment 16.2.1.1** and the accompanying financial overview presented as **Attachment 16.2.1.2** to Report entitled Draft Annual Financial Statements including the Chief Executive Officer certification to be accepted for inclusion in the 2021/22 Annual Report subject to the CEO and External Auditors (KPMG) being satisfied with the cashflow statement.

CARRIED 10/608 – 1/11/2022

Procedural Motion

THAT pursuant to the Palmerston (Procedures for Meetings) by-law 7 Council alter the order of business moving Item 25.1.1 entitled Confidential Restricted to be considered following Item 25.1.4 entitled Lot 9542 - 56 Georgina Crescent, Yarrowonga.

CARRIED 10/628 – 15/11/2022

Lot 9542 – 56 Georgina Crescent Yarrowonga

1. THAT Report entitled Lot 9542 - 56 Georgina Crescent, Yarrowonga be received and noted.
2. THAT Council thank Mr McGrath (Lessee) of Lot 5942 56 Georgina Crescent, Yarrowonga for their offer to purchase but advise that Council is not interested in selling the land or purchasing the Lease.

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 7 FEBRUARY 2023

10941



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COUNCIL MINUTES

3. THAT this decision be moved to the open following notification to Mr McGrath.

CARRIED 10/631 – 15/11/2022

Local Government Association of the Northern Territory (LGANT) Membership Renewal

1. THAT Report entitled Local Government Association of the Northern Territory (LGANT) - Membership Renewal be received and noted.
2. THAT Council does not re-join the Local Government Association of the Northern Territory (LGANT) in 2022/2023 and that this be reviewed annually.

CARRIED 10/633– 15/11/2022

Correspondence – Local Government Representation Committee Response to City of Palmerston Submission

1. THAT the tabled correspondence entitled Local Government Representation Committee Response to City of Palmerston Submissions be received and noted.
2. THAT correspondence dated 11 November 2022 regarding Local Government Representation Committee response to City of Palmerston submission be received and noted.
3. THAT the Mayor write to the Local Government Representation Committee chair;
 - a. expressing the City of Palmerston's disappointment in the authenticity of the process including engagement and consultation, and
 - b. inviting the Local Government Representation Committee to further present to Council regarding actual ward boundaries, noting that Council is unable to arrange this meeting prior to the 25 November 2022 given the short notice provided by the committee.

CARRIED 10/634 – 15/11/2022

2023/24 Budget Timetable

THAT Report entitled 2023/24 Budget Timetable be received and noted.

CARRIED 10/654 – 6/12/2022

Rates Debt Recovery 2021/22

THAT Report entitled Rates Debt Recovery 2021/22 be received and noted.

CARRIED 10/655 – 6/12/2022

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 7 FEBRUARY 2023

10942



A Place for People

COUNCIL MINUTES

Correspondence – Regional Economic Growth Committee Working Group

1. THAT the correspondence dated 30 November 2022 received from Department of the Chief Minister and Cabinet regarding Regional Economic Growth Committee Working Group be received and noted.
2. THAT a report be prepared for Council for the Ordinary Meeting in January 2023 on the request for financial contribution and Council commitment contained within the Palmerston and Litchfield Regional Economic Growth Committee Working Group correspondence dated 30 November 2022.

CARRIED 10/656 – 6/12/2022

10.1.2 Library Café Lease

1. THAT Report entitled Library Cafe Lease be received and noted.
2. THAT Council offer Territory Projects trading as the Nook Café a commercial lease over part of Lot 9608, the Boulevard for a two-year period (expiring 31 July 2024) with the same general terms and conditions as the existing lease.
3. THAT pursuant to section 40(2)(a) of the *Local Government Act 2019* Council hereby delegated to the Chief Executive Officer the power to finalise and enter into the lease renewal with Territory Projects for two-year period under the general terms and conditions of the existing lease including rental at the current value adjusted for CPI as outlined in report entitled Library Cafe Lease.
4. THAT the Council Decisions relating to the Report entitled Library Cafe Lease be moved to the Open Minutes on execution of a new lease.

CARRIED 10/284 – 5/04/2022

10.1.3 Risk Management and Audit Committee Minutes - 26 July 2022

1. THAT Report entitled Risk Management and Audit Committee Minutes - 26 July 2022 be received and noted.
2. THAT the unconfirmed Risk Management and Audit Committee minutes provided as Attachment 25.1.2.1 to report entitled Risk Management and Audit Committee Meeting Minutes – 26 July 2022 be received and noted.
3. THAT Council endorse the confidential recommendation from the Risk Management & Audit Committee meeting held on 26 July 2022:
 - a. THAT the decisions relating to report entitled External Audit Recommendations Register be moved to the open minutes of 26 July 2022 Risk Management and Audit Committee Meeting.

CARRIED 10/496 – 16/08/2022

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 7 FEBRUARY 2023

10943



A Place for People

COUNCIL MINUTES

10.1.4 Palmerston Australia Day Awards 2023

1. THAT Report entitled Palmerston Australia Day Awards 2023 be received and noted.
2. THAT a Report regarding a review of the Palmerston Australia Day Awards future direction including how to encourage more nominations to recognise our valued community be prepared by the 2nd Ordinary Meeting in April 2023.
3. THAT the Council Decisions relating to Report Entitled Palmerston Australia Day Awards 2023 be moved to open on 26 January 2023.

CARRIED 10/680 – 17/01/2023

10.1.5 Northern Territory Remuneration Tribunal

Moved: Councillor Giesecke
Seconded: Councillor Garden

1. THAT the correspondence dated 24 January 2023 received from the Northern Territory Remuneration Tribunal be received and noted.
2. THAT this decision be moved to the open section of Council Meeting on 7 February 2023.

CARRIED 10/698 – 7/02/2023

10.2 Moving Open Items into Confidential

Nil

10.3 Confidential Items

Moved: Councillor Garden
Seconded: Councillor Hale

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	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.

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 7 FEBRUARY 2023

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COUNCIL MINUTES

25.1.2	Review of Confidential Matters	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. 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.
26.2.1	Matters Relating to Council Staff and/or Elected Members	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.

CARRIED 10/686 – 7/02/2023

11 PETITIONS

Nil

12 NOTICES OF MOTION

Nil

13 OFFICER REPORTS

13.1 Action Reports

13.1.1 Lighting Up Palmerston Policy Update

Moved: Councillor Hale
Seconded: Councillor Fraser

1. THAT Report entitled Lighting Up Palmerston Policy Update be received and noted.
2. THAT Council adopt amended Council Policy *Lighting Up Palmerston Policy being Attachment 13.1.1.3* to report entitled Lighting Up Palmerston Policy Update.

CARRIED 10/687 – 7/02/2023

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 7 FEBRUARY 2023

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COUNCIL MINUTES

13.2 Receive and Note Reports

13.2.1 Office of the Deputy Chief Executive Officer Quarterly Report October to December 2022

Moved: Councillor Eveleigh
Seconded: Councillor Garden

THAT Report entitled Office of the Deputy Chief Executive Officer Quarterly Report October to December 2022 be received and noted.

CARRIED 10/688 – 7/02/2023

13.2.2 Finance and Governance Quarterly Report - October to December 2022

Moved: Councillor Garden
Seconded: Councillor Giesecke

THAT Report entitled Finance and Governance Quarterly Report - October to December 2022 be received and noted.

CARRIED 10/689 – 7/02/2023

13.2.3 Review of Expansion of Opening Hours

Moved: Councillor Eveleigh
Seconded: Councillor Fraser

THAT Report entitled Review of Expansion of Opening Hours be received and noted.

CARRIED 10/690 – 7/02/2023

14 INFORMATION AND CORRESPONDENCE

14.1 Information

Nil

14.2 Correspondence

Nil

15 REPORT OF DELEGATES

Nil

16 QUESTIONS BY MEMBERS

Moved: Councillor Eveleigh
Seconded: Councillor Fraser

1. THAT the question asked by Councillor Henderson regarding Older Truxor Operation, and the response provided by the Chief Executive Officer be received and noted.

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 7 FEBRUARY 2023

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COUNCIL MINUTES

2. THAT the question asked by Acting Mayor Morrison regarding Opening Date of the Zuccoli Dog Park, and the response provided by the Chief Executive Officer be received and noted.

CARRIED 10/691 – 7/02/2023

17 GENERAL BUSINESS

Nil

18 NEXT ORDINARY COUNCIL MEETING

Moved: Councillor Hale
Seconded: Councillor Henderson

THAT the next Ordinary Meeting of Council be held on Tuesday, 21 February 2023 at 5:30pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

CARRIED 10/692 – 7/02/2023

19 CLOSURE OF MEETING TO PUBLIC

Moved: Councillor Henderson
Seconded: Councillor Fraser

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 10/693 – 7/02/2023

20 ADJOURNMENT OF MEETING AND MEDIA LIAISON

Nil

The open section of the meeting closed at 6.02pm for the discussion of confidential matters.

The closed section of the meeting reopened at 6.06pm.

The Chair declared the meeting closed at 6.38pm.

Chair

Print Name

Date

Initials:

MINUTES ORDINARY COUNCIL MEETING - 7 FEBRUARY 2023

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