

# AGENDA

## 2nd Ordinary Council Meeting

### Tuesday 18 April 2023

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

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



**LUCCIO CERCARELLI**  
**CHIEF EXECUTIVE OFFICER**

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*A Place for People*

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- 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 04 April 2023 pages 10991 to 10998 be confirmed.
  - 6.2 Business Arising from Previous Meeting
- 7 MAYORAL REPORT
- 8 DEPUTATIONS AND PRESENTATIONS
  - 8.1 Voice to Parliament 2023 Referendum

THAT the presentation by Georgia Corrie, NT Campaign Organiser of Yes Campaign Alliance on Voice to Parliament/2023 Referendum be received and noted.
- 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

Nil
- 11 PETITIONS

12 NOTICES OF MOTION

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# COUNCIL REPORT

## 2nd Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.1.1
<b>REPORT TITLE:</b>	Council Policy Review - Fraud and Corruption Protection
<b>MEETING DATE:</b>	Tuesday 18 April 2023
<b>AUTHOR:</b>	Executive Manager Economics and Finance, Chris Kimani
<b>APPROVER:</b>	Director Finance and Governance, Wati Kerta

### COMMUNITY PLAN

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

### PURPOSE

This Report seeks Council approval of the updated Fraud and Corruption Prevention Policy with minor administrative changes.

### KEY MESSAGES

- Council policies are reviewed at least once in each term of Council to ensure they are consistent, compliant and reflect the Council's interest.
- The Fraud and Corruption Prevention Policy provides guidance on action that is to be undertaken where fraud or corrupt conduct is suspected within the Council or involves Council's workplace participants or Elected Members. It also details the controls, policies and procedures in place for the prevention, detection, management and reporting of fraud.
- Minor amendments are recommended for this policy, including changing the name to Fraud and Corruption Prevention and administrative changes to update the dates, decision number, legislation references, and remove "FIN01" in the title of the Policy.

### RECOMMENDATION

1. THAT Report entitled Council Policy Review – *Fraud and Corruption Protection Policy* be received and noted.
2. THAT Council adopt the *Fraud and Corruption Prevention Policy* as per **Attachment 13.1.1.3** to Report entitled Council Policy Review - Fraud and Corruption Protection is adopted which contains minor administrative changes.

### BACKGROUND

Policies serve to ensure decisions are consistent, and in accordance with legislation and the Council's strategic goals. Council is required to review policies at least once during the Council's term to ensure they are consistent, compliant and reflect the Council's interest.

The current *Fraud and Corruption Protection Policy* as per **Attachment 13.1.1.1** was adopted in 2019 and was due for a review this quarter.

### DISCUSSION

Regulation 6(1)(d)(i) of the *Local Government (General) Regulations 2021* states 'A Council must maintain internal controls, including the council's fraud and corruption control policy protection plan, made by the CEO.' The internal controls and the Fraud and Corruption Protection Plan outlined in the Fraud and Corruption Protection Policy meet these requirements.

It is recommended to change the name from Fraud and Corruption Protection Policy to Fraud and Corruption Prevention Policy as the measures adopted and implemented are measures to prevent and detect and report fraud and corruption.

Council's Fraud and Corruption Protection Plan includes internal controls and the review of these controls by Council's auditors, but also includes policies and procedures in relation to procurement, human resources and information technology amongst other functions. The plan also includes a strategic risk framework with internal audit activities occurring according to the level of risk identified.

The Fraud and Corruption Prevention Policy commits Council to a culture of continuous improvement to address current and emerging threats to finances and assets and requires Elected Members and staff to be vigilant in detecting and reporting fraud and corruption. Finally, it requires staff to report any suspected fraud or corruption, commits Council to protecting confidentiality of people reporting incidents as much as possible and notes that spurious allegations will not be tolerated.

The Fraud and Corruption Prevention Policy was initially adopted in 2019. The current review has found it to be robust, it meets legislative requirements and the needs of the organisation and therefore only minor administrative changes are recommended.

### CONSULTATION PROCESS

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

- Governance Manager

### POLICY IMPLICATIONS

If adopted, Council's Fraud and Corruption Prevention Policy remains the policy of council without any changes.

### BUDGET AND RESOURCE IMPLICATIONS

If adopted, there are no ongoing budget implications for the Policy.

### RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This policy is a requirement under the *Local Government (General) regulations 2021* and underpins the function of the Finance and Governance Directorate as this Directorate is responsible for developing, implementing, managing and monitoring the Fraud and Corruption Protection Plan.

This Report addresses the following City of Palmerston Strategic Risks:

- 4 Fails to effectively design and implement contemporary governance practices

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

Council's current Fraud and Corruption Protection policy complies with the *Local Government Act 2019* and *Local Government (General) Regulations 2021*.

## **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 01 Fraud and Corruption Policy [13.1.1.1 - 3 pages]
2. FIN01 Fraud and Corruption Policy Track changes [13.1.1.2 - 3 pages]
3. Fraud and Corruption Policy Clean [13.1.1.3 - 3 pages]

Name:	Fraud and Corruption Protection		
Type:	Council Policy		
Owner:	Council		
Responsible Officer:	Chief Executive Officer		
Approval Date:	11/12/2018	Next Review Date:	1/10/2022
Records Number:	372211	Council Decision:	9/0408

### 1 PURPOSE

The purpose of this policy is to provide guidance on action which is to be undertaken where fraud or corrupt conduct is suspected within the Council or involves Council's workplace participants or Elected Members and to provide assurance to the community that all suspected fraudulent or corrupt activity will be investigated.

### 2 PRINCIPLES

Council's policy on fraud and corruption is based on the following principles:

- There is a commitment to an ethical organisational culture where Council commits to act legally, ethically and in the public interest at all times.
- There is a commitment to a culture of continuous improvement which ensures that effective fraud and corruption prevention measures are in place and are constantly evolving to ensure best practice.
- Elected Members and staff of Council are placed in a position of trust and are required to maintain and enhance public confidence in the integrity of Council and to be active in protecting public money and property.

### 3 DEFINITIONS

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

Term	Definition
Corruption	Dishonest activity in which a workplace participant or Elected Member acts contrary to the interests of the entity and abuses her/his position of trust in order to achieve some personal gain or advantage for him or herself or for another person or entity.
Fraud	Dishonest activity causing actual or potential financial loss to any person or entity including theft of monies or other property by Council officers or persons external to the entity and whether or not deception is used at the time, immediately before or immediately following the activity. This also includes the deliberate falsification, concealment, destruction or use of falsified documentation used or intended for use for a normal business purpose or the improper use of information or position.
Workplace Participants	Includes a Council director, executive, manager, staff member, employee, contractor, consultant, committee member and any individual or group undertaking activity for or on behalf of the Council.

**4 POLICY STATEMENT**

**4.1 Fraud and Corruption Control Strategies**

**4.1.1 Fraud Protection Plan**

Council Fraud Protection Plan consists of controls, policies and procedures in place for the prevention, detection, management and reporting of fraud, which include:

- an external auditor undertaking an annual audit of Council's financial statements;
- a Strategic Risk Framework with internal audit activities occurring according to the level of risk;
- oversight by the Risk Management and Audit Committee;
- procurement policies and procedures;
- human resources policies and procedures;
- information technology security protocols;
- a Privacy Policy;
- an Accounting and Policy Manual;
- Codes of Conduct for Elected Members and staff; and
- an effective internal control framework.

These are constantly reviewed to ensure that they respond to emerging threats and achieve best practice.

**4.1.2 Internal Controls**

**4.1.2.1** That the Chief Executive Officer ensure that Internal Controls are in place across the organisation to reduce the likelihood and decrease the detection time of any potential fraud, theft or corrupt act. These controls will include but not be limited to:

- appropriate financial delegations and authority;
- appropriate physical security of Council's assets including cash;
- dual authorisations on financial transactions;
- segregation of duties;
- trained and properly qualified staff;
- information technology controls;
- audit logs and records reviewed; and
- regular reconciliations of the bank account and balance sheet accounts.

**4.1.2.2** The internal controls are to be based on a risk management approach, where risks to the organisation are identified and registered and then appropriate controls are implemented to reduce the likelihood and/or the severity of the risk occurring.

**4.1.2.3** The internal controls are to be reviewed and tested to identify any deficiencies or to identify any potential improvements. The use of an internal auditor to provide specialist advice may also be considered. Any recommendations identified by an internal auditor are to be presented to the Risk Management and Audit Committee.

**4.1.2.4** Council's external auditor will also test the control environment during their preparation for the end of financial year audit. Any observations identified by the external auditor are raised in a management letter and presented to the Risk Management & Audit Committee.

**4.1.3 Fraud and Corruption Awareness and Ethical Culture**

Through a range of formal and informal means, including training, the Council is committed to continually promoting an ethical culture and an awareness of fraud and corruption. Fraud and corruption awareness will ensure workplace participants and

FIN01

Elected Members are aware of what constitutes fraud and corruption and their fraud and corruption control responsibilities.

**4.2 Reporting Fraud and Corruption**

- 4.2.1 Council's workplace participants and Elected Members are required to raise suspicions or allegations of fraud and corruption. Workplace participants and Elected Members must familiarise themselves with their obligations under Council's policies, associated procedures and related legislation.
- 4.2.2 The Chief Executive Officer is responsible for receiving reports of suspected fraud and corruption and for arranging investigations and referring matters to relevant bodies such as the Independent Commissioner Against Corruption (ICAC), the Ombudsman or the Northern Territory Police.
- 4.2.3 If the suspected fraud or corruption involves the Chief Executive Officer or if a workplace participant deems it necessary, they are required to report the matter to the Mayor or directly with the relevant body.
- 4.2.4 All allegations and suspicions of fraud and corruption will be investigated, and all substantiated cases will be dealt with appropriately either by criminal, disciplinary or administrative mechanisms suitable to the particular case.
- 4.2.5 Wherever possible all instances reported will be treated in the strictest confidence. It is the Council's intention that any person reporting a concern or incident will as far as is possible, have their identity kept confidential. It should be understood however, that it is impossible to guarantee anonymity, especially where disciplinary action or prosecution arises.
- 4.2.6 No one will be penalised for making an allegation that is subsequently proved to be groundless, where the allegation has been made in good faith. Council will not, however, tolerate individuals making malicious, vexatious or unfounded allegations and disciplinary action may be taken against such persons.

**5 ASSOCIATED DOCUMENTS**

- 5.1 Various documents as outlined above that form part of the Fraud Protection Plan

**6 REFERENCES AND RELATED LEGISLATION**

- 6.1 *Local Government Act*
- 6.2 *Local Government Act Regulations*
- 6.3 *Information Act*
- 6.4 *Independent Commissioner Against Corruption Act*



# POLICY

FIN01

Name:	Fraud and Corruption <del>Protection</del> Prevention		
Type:	Council Policy		
Owner:	Council		
Responsible Officer:	Chief Executive Officer		
Approval Date:	11/12/2018	Next Review Date:	1/10/2022
Records Number:	372211	Council Decision:	9/0408

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###### 4.1.2 Internal Controls

4.1.2.1 That the Chief Executive Officer ensure that Internal Controls are in place across the organisation to reduce the likelihood and decrease the detection time of any potential fraud, theft or corrupt act. These controls will include but not be limited to:

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### FIN01

Elected Members are aware of what constitutes fraud and corruption and their fraud and corruption control responsibilities.

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## 5 ASSOCIATED DOCUMENTS

- 5.1 ~~Various documents as outlined above that form part of the Fraud Protection Plan~~

## 6 REFERENCES AND RELATED LEGISLATION

- 6.1 *Local Government Act 2019 (NT)*
- 6.2 *Local Government (General) Act Regulations 2021*
- 6.3 *Information Act 2002 (NT)*
- 6.4 *Independent Commissioner Against Corruption Act 2017 (NT)*

## POLICY

Name:	Fraud and Corruption Prevention		
Type:	Council Policy		
Owner:	Council		
Responsible Officer:	Chief Executive Officer		
Approval Date:	18/04/2023	Next Review Date:	18/04/2027
Records Number:		Council Decision:	

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## POLICY

### 4 POLICY STATEMENT

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### 5 ASSOCIATED DOCUMENTS

- 5.1 Various documents as outlined above that form part of the Fraud Protection Plan

### 6 REFERENCES AND RELATED LEGISLATION

- 6.1 *Local Government Act 2019 (NT)*
- 6.2 *Local Government (General) Regulations 2021*
- 6.3 *Information Act 2002 (NT)*
- 6.4 *Independent Commissioner Against Corruption Act 2017 (NT)*

# COUNCIL REPORT

2nd Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.1.2
<b>REPORT TITLE:</b>	Laneway Closure Request - Broadarrow Circuit Woodroffe
<b>MEETING DATE:</b>	Tuesday 18 April 2023
<b>AUTHOR:</b>	Civil Operations Team Leader, Nickolas Rakkas
<b>APPROVER:</b>	General Manager of Infrastructure, Nadine Nilon

## COMMUNITY PLAN

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

## PURPOSE

This Report provides Council with information relating to a laneway closure request received for the Broadarrow Circuit Woodroffe laneway.

## KEY MESSAGES

- A laneway closure application was submitted to Council on 9 January 2023 for Broadarrow Circuit, Woodroffe between 29 and 31. The application included the required information and conformed to Section 4.2.1 of the Laneway Management Policy.
- The laneway doesn't currently receive any type of closure treatment and is open 24 hours.
- The laneway provides connectivity from Broadarrow Circuit to the Woodroffe Drain pathway network.
- Engagement with NT Police and the Department of Territory Families, Housing and Communities has been undertaken.
- It has been assessed that Broadarrow Circuit laneway does not function as an overflow relief during sever rainfall events, and therefore conforms to Section 4.3.1(a) of the Policy.
- Laneway Categorisation has been determined as a High, receiving a score of 20.5 and therefore being outside of the criteria for permanent closure of the laneway.
- Underground services within Broadarrow Circuit laneway include City of Palmerston Low Voltage (LV) street light cable and above ground light pole infrastructure.
- Laneway usage data was gathered over 28 days, during this time 352 people used the laneway averaging 12.57 people per day.
- This report recommends that the existing laneway treatment continues, with no closures at this time.

## RECOMMENDATION

1. THAT Report entitled Laneway Closure Request - Broadarrow Circuit Woodroffe be received and noted.
2. THAT following consideration of the Broadarrow Circuit laneway closure request received 9 January 2023, that the laneway remains open at this time.



## BACKGROUND

This Report focuses on the laneway in Broadarrow Circuit Woodroffe, between the residential street numbers 29 and 31 Broadarrow Circuit. City of Palmerston (CoP) received a Laneway Closure Application on 9 January 2023. The application included the required information and conformed to Section 4.2.1 of the Laneway Management Policy, 2020 (Policy) and Council investigations that have been undertaken.

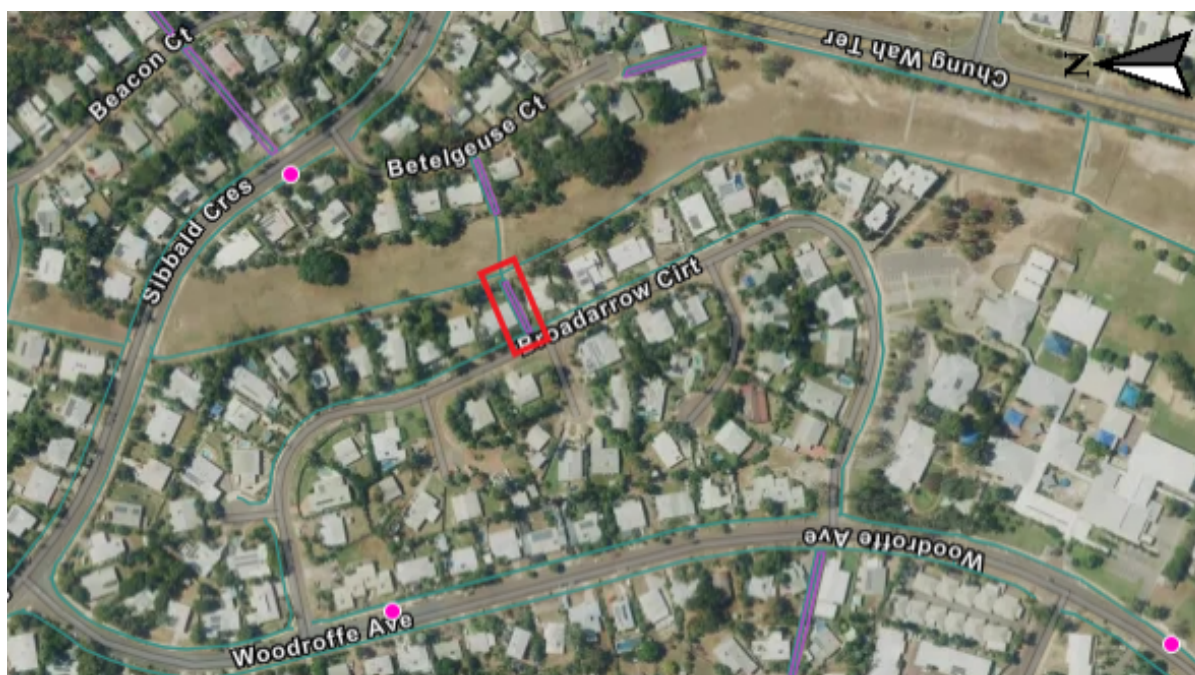
At the 1<sup>st</sup> Ordinary Council Meeting of 7 March 2023 Council made the following decision:

### 13.1.3 Laneway Closure Request – Broadarrow Circuit Woodroffe

1. THAT Report entitled Laneway Closure Request – Broadarrow Circuit Woodroffe be received and noted.
2. THAT Council notes the commencement of the laneway closure process for Broadarrow Circuit, Woodroffe, with a further report to be provided to Council by April 2023.

CARRIED 10/728 – 7/03/2023

The images shown below show the laneway (outlined in red), local pathway network (in blue), three (3) bus stops in magenta and the two (2) properties abutting the laneway 29 (north) and 30 (south). Ground views of the laneway show current condition. Broadarrow laneway facilitates access to Woodroffe Drain. The laneway currently has no closure treatment.



Site plan Illustrating the location of Broadarrow Circuit laneway





Woodroffe Drain laneway end



Broadarrow Circuit laneway end

This Report seeks Council decision on the treatment for Broadarrow Circuit laneway.

## DISCUSSION

### Laneway Closure Application

The application received on 9 January 2023 confirms to Section 4.2.1 of the Policy, providing required information and agreements.

In accordance with the Policy (4.2.2), the following information is collated once a closure application is received, for presentation to Council;

- a) NT Police Information – Request for information from the NT Police relating to the vicinity of the laneway covering the most recent quarterly reporting period.
- b) Immediate Vicinity Survey – Survey a minimum 20 properties within the immediate vicinity of the laneway.
- c) Laneway Usage – Install CCTV camera at one end of the laneway for a period of not less than three weeks to obtain laneway usage data.
- d) Agency Engagement – Request information from relevant government agencies and non-government organisations on local issues.
- e) Laneway Category – Calculate the Laneway Category using the approved methodology.
- f) Stormwater Function – Assess the laneway in respect of stormwater function.
- g) Underground Services – Obtain information on underground services within the laneway.

For a laneway to be considered for permanent closure, the Policy (Section 4.3) required the following to be satisfied;

- a) The laneway does not provide an overland stormwater flow path; and
- b) The Laneway Category is rated a Low or Medium; and

- c) Agreement with abutting landowners ensures that the whole of the laneway will be disposed of through amalgamation with the abutting properties; and
- d) The abutting landowners have acknowledged and agreed to the contribution to the costs for the closure of the laneway and the payment for the portion of closed laneway (inclusive of easements where applicable) to the amalgamated with their property; and
- e) The laneway use is less than 30 movements per day.

An assessment has occurred, including data as relevant, for each element that is included within the Policy to be considered.

## Laneway Category

Laneway Categorisation has been determined as High, receiving a score of 20.5. The calculation for Broadarrow Circuit laneway is outlined below.

Laneway categories derived from the calculations are:

- High, score of 20+ - the Policy outlines that these laneways would not be closed given the extended distances residents and pedestrians would be required to travel to reach desired destinations.
- Medium, score of 10-19.9 - whilst allowed within the Policy for closure, these would require close consideration of reasons for closure given the increased distances residents and pedestrians would be required to travel to reach desired destinations.
- Low, score of 0-9.9 - would still require consideration for closure although the impact on residents or pedestrian distance travelled to desired destinations would be minimal.

To calculate the category, the factors applied for the extra distance walked to educational facilities, bus stops, shops, parks and other facilities are contained within Table 1. The HSF is the Highest Single Factor from Table 1 below, with the AOF, All Other Factors, being the sum of all other calculated factors.

Additional Distance (m)	Education Factor	Bus Stop Factor	Shop Factor	Park Factor	Other Factor
1 TO 99	1	1	1	1	1
100 TO 199	2	2	2	2	2
200 TO 299	3	4	3	3	3
300 TO 399	5	8	5	4	4
400 TO 900	10	16	10	8	8

Table 1 - Additional Distance Walked Factor

Factor Type	Score	Comments
Education	3	Woodroffe Primary School – additional 200m
Bus Stop	2	There is a bus stop on Woodroffe Avenue, however it is 102m further than the closest stop on Sibbald Crescent if the laneway is used. This is also a more efficient stop for journey time due to the circle route. A further consideration is the 520m additional distance to get to bus stops near the Bakewell Shopping Centre that go through the Palmerston's western suburbs. There are also impacts for a couple of school bus routes, the impact is <100m.
Shop	10	Increased distance to Bakewell Shopping Centre - 520m

Park	0	No impact to access Tracy Park or Woodroffe Park
Other	4	Access to Woodroffe drain greenbelt and pathway – additional 330m
HSF	10	
AOF	8	

Table 2 – Factors used for Broadarrow Circuit laneway calculation

The estimation of potential pedestrian usage (the Pedestrian Volume Factor, PVF) is calculated by the number of blocks immediately serviced by the laneway, for this laneway it is 1.67 for 10 to 50 blocks being directly serviced by the laneway.

Calculation:

$$[HSF + 0.25(AOF)] \times PVF = SCORE$$

$$[10 + 0.25(9)] \times 1.67 = 20.5$$

Therefore, category is High.

### Stormwater Function

The laneway has been assessed using existing survey plans and ArcGIS data. It has been determined that the laneway does not form a part of stormwater network.

### Underground Services

Underground services within the laneway include City of Palmerston Low Voltage (LV) Street light cable and above ground light pole infrastructure. Access to light pole infrastructure will need to be accessible for maintenance purposes. No other services were identified in the laneway.

### Agency Engagement

Section 4.2.2.1(d) of the Policy requires information is requested from relevant government agencies on local issues. The NT Department of Territory Families, Housing and Communities have been contacted and have provided a response which identifies that there has been a property in the vicinity of the laneway that they are aware of which has had a high number of issues reported. However, they have also advised that the number of incidences has significantly reduced in the past few months.

### NT Police Information

Section 4.2.2.1 (a) requires information from NT Police relating to the vicinity of the laneway covering the most recent quarterly reporting period, in this case 12 months of data has been received.

The laneway closure request form mentioned numerous incidences of antisocial behaviour/crime, unsightly litter and criminal activity being conducted within the vicinity of the laneway. One property in close vicinity of the laneway has 52% incidents reported to Police that occurred from January 2022 to January 2023, however this property has not had any Police reports since late January.

### Immediate Vicinity Survey

Section 4.2.2.1 (b) of the Policy requires a minimum of 20 properties within the vicinity of the laneway to be surveyed. Council undertook a phone survey 28 residents total between Broadarrow Circuit, Crucis Court, Centauri Court and Rigel Court to gather data on closure preferences. Data from the phone survey and a petition received by council on 9 January 2023 have been collated.

	Permanent closure preference	Night-time closure preference	Night-time or Permanent Closure	Against the closure	Neutral stance	No response	Opted out of Survey
Number of properties	6	12	4	1	2	5	2
Percentage	18.75%	37.5%	12.4%	3.1%	6.3%	15.6%	6.3%

Table 3 – Survey responses

Overall, there is a preference from nearby residents to have some form of closure.

However, as the survey is limited to those that responded and may not be all users, further consultation with the broader community would be recommended if a closure were to occur to ensure impacted users are considered as part of the closure process.

## Laneway Usage

Section 4.2.2.1(c) of the Policy involves analysis of laneway usage through CCTV over a minimum of three weeks to determine average daily use. Daily pedestrian usage data was gathered over 28 days from 21 February 2023 to 20 March 2023, confirms peak usage during the morning (approx. 07:00 to 08:00) and afternoon (approx. 17:00 to 19:00).

Lowest Daily Use	Highest Daily Use	Average Daily Use	Children	Adults	Total usage over 28 Days
1	29	12.57	66	286	352

Table 4 – Usage data from CCTV

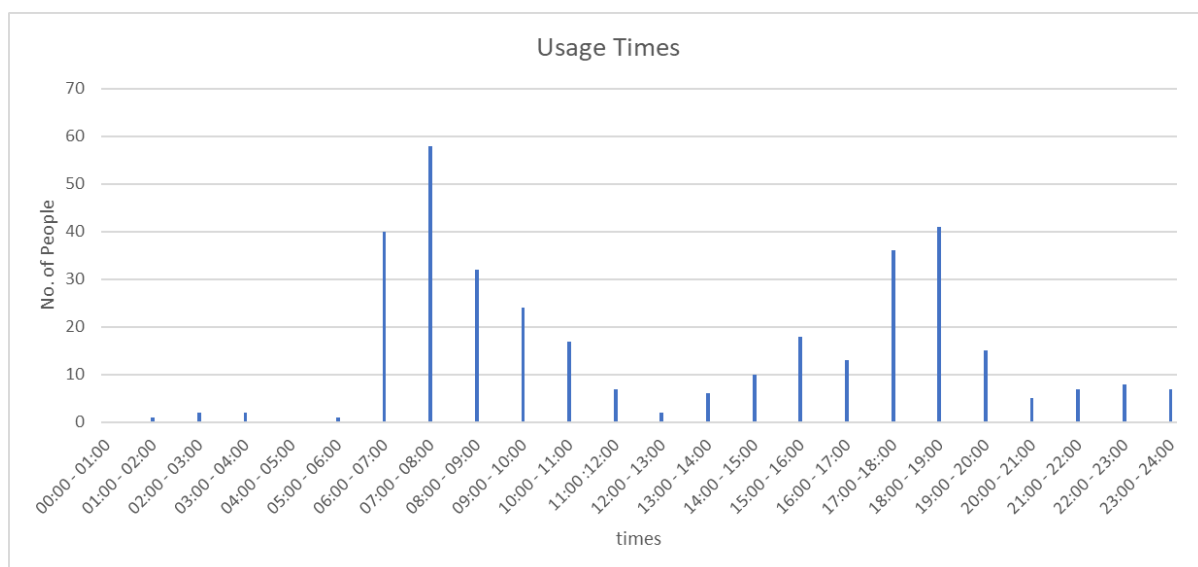


Table 5 – Usage data from CCTV

For a permanent closure to be considered, the Policy outlines that the laneway has 30 or less movements per day. The average daily usage of 12.57 movements per day for Broadarrow Circuit laneway is within



this criteria threshold. However, it is noted that the peak periods coincide with school and work hours, and potentially recreational use of the Woodroffe Drain pathway network.

The data also indicates that there is limited usage of the laneway at night.

### Options

According to all assessments conducted to date and discussed in this Report, it is considered that Council has three options.

- Option 1 – Maintain existing laneway opening (recommended)
- Option 2 – Night-time closure (not recommended)
- Option 3 – Permanent closure (not recommended)

#### Option 1 – Maintain existing laneway opening (recommended)

This option is recommended as the data gathered throughout the closure review process has not identified the laneway being a contributing factor to the reported antisocial behaviour.

The laneway has been categorised as being in the 'high' category, which as per the Policy does not meet the criteria for permanent closure. This means, that should the laneway be closed, the impact on users would be high in terms of increased travel distances. Further, the laneway provides a key pathway connectivity link to the Woodroffe Drain pathway network.

The data from the NT Police and Department of Territory Families, Housing and Communities indicates that one of the most likely locations having antisocial behaviour in the Broadarrow Circuit laneway vicinity has been subject to a change that has decreased the behaviour. There is no other information or indications from the data that the laneway is a contributing factor to antisocial behaviour in the vicinity.

Therefore, it is recommended to maintain the existing laneway being open at all times. The Policy outlines that a new request would not be considered for 12 months, however any new request would be presented to Council for consideration with any relevant information at that time. This opportunity would therefore be available should there be ongoing or future concerns.

#### Option 2 – Night-time closure (not recommended)

Night-time closure is an option for consideration by Council in accordance with the Policy and would require the installation of gates (in the order of \$20k) and the ongoing security service to close and open the gates (approx. \$6k per annum). However, it is intended for temporary treatment only and is not recommended for this laneway.

Whilst night-time closure would enable day-time use of the laneway to continue, the data does not identify significant usage or issues in the period that the closure would be in place from approximately 9pm to 6am. Lighting was also installed in this laneway as part of the Woodroffe Drain lighting upgrade.

#### Option 3 – Permanent closure (not recommended)

A summary is provided below in relation to each criteria the Policy identifies as being required to be met to enable permanent laneway closure.

- The laneway does not provide an overland stormwater flow path:
  - Criteria is met – there is not an overland stormwater flow path within the laneway.
- The Laneway Category is rated a Low or Medium:
  - Not met - The category has been calculated as High.

- Agreement with abutting landowners ensures that the whole of the laneway will be disposed of through amalgamation with the abutting properties:
  - One adjacent property owner is NTG who have confirmed that do not have an intent to purchase or amalgamate the land, but do not have an issue if another property were to do so.
  - The private property owner on the other side of the laneway, has signed the closure application and understands the process, however it is noted that they were not the submitter of the request (which was another nearby property owner).
- The abutting landowners have acknowledged and agreed to the contribution to the costs for the closure of the laneway and the payment for the portion of closed laneway (inclusive of easements where applicable) to the amalgamated with their property:
  - As per comments above.
- The laneway use is less than 30 movements per day:
  - Criteria is met - the usage is 12.57 movements per day on average.

The Policy requires that all of the above criteria are met for a closure to be considered. As the categorisation is High, this results in this not occurring and therefore the laneway closure should not be considered. This is also supported by the other factors considered through this report.

However, the decision to close the laneway can be made by Council, and if it were to be, it is recommended that additional consultation occurs with the broader community to understand potentially impacted users. It is not recommended to temporarily close the laneway throughout this process due to the potential outcome of the land transfer not occurring and the laneway being re-opened.

Further, if the permanent closure process were to proceed, the adjacent property owner would be required to pay the \$500 application fee in accordance with the Policy. There is a risk that the closure does not proceed at a point throughout the process, such as the owners not agreeing to pay, or Ministerial approval to close the road reserve does not occur.

### Summary

As discussed within this report, Council has three options in response to the request to close the Broadarrow Circuit laneway. Based on the information gathered through the assessment process, it is recommended that Council does not close the laneway at this time. This outcome would be discussed with the applicants, including future options for further applications.

### CONSULTATION PROCESS

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

- Civil Operations Team Leader
- Technical Officer

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

- NT Police
- NT Department of Territory Families, Housing and Communities

Following the decision of Council, the applicant and other residents contacted throughout the survey would be contacted and advised of the outcome.

Should Council determine to close the laneway, or progress the process, further consultation would be required including letters and signage at the laneway.

## **POLICY IMPLICATIONS**

This Report is in accordance with Council's Laneway Management Policy, Laneway Policy Guide and Laneway Policy Fact Sheet.

## **BUDGET AND RESOURCE IMPLICATIONS**

The cost of ongoing night-time closures and gate maintenance is in the order of \$6,000 per year, and the installation of CCTV is in the order of \$5,000.

The cost to undertake gate installation may be up to \$20,000.

The cost to undertake the permanent closure of the laneway may be up to \$16,000 and comprises public notices, survey, land titles and development costs, and removal of the constructed path.

As outlined within the Policy, the calculation of the cost of the laneway closure to property owners is based on the increase in the value of the land as a result of the transfer. Income from the sale of the land would depend on the outcome of this.

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

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.

The Policy outlines the purposes of preserving the network of laneways within the City and guiding decisions to ensure vital functions of laneways are taken into account when considering treatment options. Section 4.3 of the Policy outlines required criteria for permanent closure of a laneway. If a laneway treatment were to occur that does not conform to section 4.3 of the Policy, there is the risk that this may be considered not in line with the Policy and principles in which the Policy is based on.

Whilst not a specific factor in the Policy for consideration, the laneway provides connectivity from Broadarrow Circuit to the Woodroffe Drain pathway network and there is a risk that closure would impact whether residents utilised this network if the laneway was not there. Council has invested in lighting this laneway and pathway to improve functionality and safety.

As noted in the options, should the laneway be permanently closed without broader consultation, there is the risk of the users of the laneway which are the most impacted by a closure not being part of the consultation process. This consultation hasn't occurred at this time as there are a number of steps to occur to enable closure and there's a risk of negative public perception around a closure (or an expectation of closure) that may not occur.

Council has previously agreed to permanently close one laneway (Politis Court to Strawbridge Crescent). This laneway closure didn't proceed as the owners didn't agree to purchase the land. There is a risk that should the permanent closure be determined to proceed, that the owners do not ultimately purchase the land, which results in a time and cost resource impact to Council, along with the negative perception of the laneway not being closed following an indication of its closure. The Policy process mitigates this risk through the owners being required to pay the \$500 application fee. It is recommended that if a decision is made to close the laneway, that no further work is undertaken until the application fee is paid, and the additional consultation noted above occurs.

Should night-time closure be considered, there is the risk of issues relating to users attempting to jump the gates and causing other impacts on adjacent properties which has occurred at other laneways with this treatment. This can be mitigated by the style of the gate, however the overall access is impacted by the neighbouring property fences.

### **ENVIRONMENT SUSTAINABILITY IMPLICATIONS**

There are no environment sustainability implications for this Report.

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

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

### **ATTACHMENTS**

Nil



# COUNCIL REPORT

2nd Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.1.3
<b>REPORT TITLE:</b>	Vibrant Economy Advisory Committee Minutes - 27 March 2023
<b>MEETING DATE:</b>	Tuesday 18 April 2023
<b>AUTHOR:</b>	EA to General Manager Community Culture, Tree Gillam
<b>APPROVER:</b>	Director Finance and Governance, Wati Kerta

## COMMUNITY PLAN

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

## PURPOSE

This Report seeks Council approval of the recommendations from the Palmerston Vibrant Economy Advisory Committee meetings held on 27 March 2023.

## KEY MESSAGES

- The Palmerston Vibrant Economy Advisory Committee met on Monday 27 March 2023.
- The Advisory Committee agendas are available for viewing on Council's website.
- Councils' approval is sought to endorse the recommendations from the Palmerston Vibrant Economy, Committee meeting held on 27 March 2023.

## RECOMMENDATION

1. THAT Report entitled Vibrant Economy Advisory Committee Minutes - 27 March 2023 be received and noted.
2. THAT Council receives and notes the unconfirmed minutes from the Vibrant Economy Advisory Committee meeting, listed below to the report entitled Vibrant Economy Advisory Committee Minutes - 27 March 2023:
  - a. Palmerston Vibrant Economy Advisory Committee provided as **Attachment 13.1.3.1**.
3. THAT Council endorses the recommendations from the Palmerston Vibrant Economy Committee meeting held on 27 March 2023, being:
  - *Priority Actions - Palmerston Local Economic Plan*
    1. *THAT Report entitled Priority Actions - Palmerston Local Economic Plan be received and noted.*
    2. *THAT the Committee recommend to Council that the priority actions of the Palmerston Local Economic Plan for the next six months are:*
      - a. *Development of a website to support and promote Economic Development within Palmerston.*
      - b. *Conduct a business survey of businesses located within Palmerston.*

- *Update on Committee Membership*  
*THAT Report entitled Update on Committee Membership be received and noted.*
- *Update on the Progress of Palmerston Local Economic Plan*  
*THAT Report entitled Update on the Progress of Palmerston Local Economic Plan be received and noted.*
- *Major Capital Projects March 2023 Update*  
*THAT Report entitled Major Capital Projects March 2023 Update be received and noted.*
- *Property Crime and Antisocial Behaviour Report*  
*THAT the Committee request the Property Council of the Northern Territory present at the 26 June 2023 Meeting, the Property Crime and Antisocial Behaviour Report - Palmerston specific.*

### **BACKGROUND**

The Community Advisory Committees have been established to provide strategic advice to council on a range of community, social and animal wellbeing issues that may influence the Palmerston By-Laws, Council services and program development. The Committees will assist Council to identify, articulate and respond appropriately to new and emerging issues.

As per the *Northern Territory Local Government Act 2019 (the Act)* and the *Local Government (Accounting) Regulations*, the Committee make recommendations to Council about any matters because of the Committee's functions.

As per the Terms of Reference of the Committee, the Committees are advisory in nature and can only recommend matters, falling within its function and role, to Council.

### **DISCUSSION**

Palmerston Vibrant Economy Advisory Committee meeting was held on 27 March 2023 with the unconfirmed minutes provided at **Attachment 13.1.3.1**.

The agenda from this meeting is available for viewing on Council's website.

During the general discussion part of the meeting, the Committee asked the Property Council of the Northern Territory if they would present the Property Crime and Antisocial Behaviour Report - Palmerston specific, at its next meeting to be held on 26 June 2023.

### **CONSULTATION PROCESS**

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

### **POLICY IMPLICATIONS**

There are no policy implications for this Report.

### **BUDGET AND RESOURCE IMPLICATIONS**

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

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

This Report addresses the following City of Palmerston Strategic Risks:

- 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. 20230327 UNCONFIRMED Vibrant Economy Advisory Committee Minutes 27 March 2023 (2)  
[13.1.3.1 - 6 pages]



## MINUTES

### **Vibrant Economy Advisory Committee** **Monday 27 March 2023**

The Advisory Committee 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 AGENDA

## Attachment 13.1.3.1

### COMMITTEE MINUTES

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Minutes of Vibrant Economy Advisory Committee Meeting  
held in Council Chambers  
Civic Plaza, 1 Chung Wah Terrace, Palmerston  
on 27 March 2023 at 5:30pm.

#### PRESENT

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##### COMMITTEE MEMBERS

Councillor Mark Fraser (Chair)  
Mayor Athina Pascoe-Bell (Audio-Visual)  
Brandon Evans, Department Chief Minister and Cabinet Representative  
Mohan Kandasamy, Local Business Owner Representative  
Ruth Palmer, Property Representative  
Carmine Rauseo, Local Business Owner Representative  
Sue Shearer, Business Association Representative

##### STAFF

Chief Executive Officer, Luccio Cercarelli  
Director of Finance and Governance, Wati Kerta  
Executive Finance and Economics, Chris Kimani  
Economic Development Officer, Sharon Mitchell  
IT Manager, Ish Shah  
Minute Secretary, Tree Gillam

##### GALLERY

Nil members of the public

Initials:

MINUTES VIBRANT ECONOMY ADVISORY COMMITTEE MEETING - 27 MARCH 2023



A Place for People

# COUNCIL AGENDA Attachment 13.1.3.1 COMMITTEE MINUTES

## 1 ACKNOWLEDGEMENT OF COUNTRY

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

## 2 OPENING OF MEETING

The Chair declared the meeting open at 5.37pm.

## 3 APOLOGIES AND LEAVE OF ABSENCE

### 3.1 Apologies

Nil

### 3.2 Leave of Absence Previously Granted

THAT it be noted Councillor Giesecke will be on leave of absence as previously granted on 27 March 2023, for the period of 24 March to 29 March 2023 inclusive.

### 3.3 Leave of Absence Request

Nil

## 4 DECLARATION OF INTEREST

### 4.1 Elected Members

Nil

### 4.2 Staff

Nil

## 5 CONFIRMATION OF MINUTES

### 5.1 Confirmation of Minutes

Moved: Sue Shearer  
Seconded: Brandon Evans

THAT the Minutes of the Vibrant Economy Advisory Committee Meeting held on 21 November 2022 pages 1 to 6 be confirmed.

CARRIED VEAC10/7 – 27/03/2023

### 5.2 Business Arising from Previous Meeting

Nil

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

MINUTES VIBRANT ECONOMY ADVISORY COMMITTEE MEETING - 27 MARCH 2023



A Place for People

# COUNCIL AGENDA Attachment 13.1.3.1 COMMITTEE MINUTES

## 6 DEPUTATIONS AND PRESENTATIONS

Nil

## 7 CONFIDENTIAL ITEMS

### 7.1 Moving Confidential Items into Open

Nil

### 7.2 Moving Open Items into Confidential

Nil

### 7.3 Confidential Items

Nil

## 8 OFFICER REPORTS

### 8.1 Action Reports

#### 8.1.1 Priority Actions - Palmerston Local Economic Plan

Moved: Sue Shearer

Seconded: Ruth Palmer

1. THAT Report entitled Priority Actions - Palmerston Local Economic Plan be received and noted.
2. THAT the Committee recommend to Council that the priority actions of the Palmerston Local Economic Plan for the next six months are:
  - a. Development of a website to support and promote Economic Development within Palmerston.
  - b. Conduct a business survey of businesses located within Palmerston.

CARRIED VEAC10/8 - 27/03/2023

### 8.2 Receive and Note Reports

#### 8.2.1 Update on Committee Membership

Moved: Mayor Pascoe-Bell

Seconded: Sue Shearer

THAT Report entitled Update on Committee Membership be received and noted.

CARRIED VEAC10/9 - 27/03/2023

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

9

MINUTES VIBRANT ECONOMY ADVISORY COMMITTEE MEETING - 27 MARCH 2023

**8.2.2 Update on the Progress of Palmerston Local Economic Plan**

Moved: Mohan Kandasamy  
Seconded: Carmine Rauso

THAT Report entitled Update on the Progress of Palmerston Local Economic Plan be received and noted.

**CARRIED VEAC10/10 – 27/03/2023**

**8.2.3 Major Capital Projects March 2023 Update**

Moved: Ruth Palmer  
Seconded: Mohan Kandasamy

THAT Report entitled Major Capital Projects March 2023 Update be received and noted.

**CARRIED VEAC 10/11 – 27/03/2023**

**9 INFORMATION AND CORRESPONDENCE**

**9.1 Information**

Nil

**9.2 Correspondence**

Nil

**10 GENERAL BUSINESS**

**10.1 Property Crime and Antisocial Behaviour Report**

Moved: Mohan Kandasamy  
Seconded: Sue Shearer

THAT the Committee request the Property Council of the Northern Territory present at the 26 June 2023 Meeting, the Property Crime and Antisocial Behaviour Report - Palmerston specific.

**CARRIED VEAC10/12 – 27/03/2023**

**11 NEXT COMMITTEE MEETING**

Moved: Mohan Kandasamy  
Seconded: Ruth Palmer

THAT the next Vibrant Economy Advisory Committee Meeting of Council be held on Monday, 26 June 2023 at 5:30pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

**CARRIED VEAC10/13 – 27/03/2023**

Initials:

MINUTES VIBRANT ECONOMY ADVISORY COMMITTEE MEETING - 27 MARCH 2023

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A Place for People

# COUNCIL AGENDA Attachment 13.1.3.1 COMMITTEE MINUTES

## 12 CLOSURE OF MEETING TO PUBLIC

Moved: Sue Shearer  
Seconded: Carmine Rauseo

THAT the meeting of the Vibrant Economy Advisory Committee Meeting held in Council Chambers, Civic Plaza, Palmerston on 27 March 2023 closed at 6.37pm.

CARRIED VEAC10/14 – 27/03/2023

The Chair declared the meeting closed at 6.37pm.

Chair

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

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

MINUTES VIBRANT ECONOMY ADVISORY COMMITTEE MEETING - 27 MARCH 2023

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## COUNCIL REPORT

2nd Ordinary Council Meeting

**AGENDA ITEM:** 13.1.4  
**REPORT TITLE:** Community Safety Advisory Committee Minutes - 28 March 2023  
**MEETING DATE:** Tuesday 18 April 2023  
**AUTHOR:** EA to General Manager Community Culture, Tree Gillam  
**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 the recommendations from the Palmerston Community Safety Advisory Committee meeting held on 28 March 2023.

### KEY MESSAGES

- The Palmerston Community Safety Advisory Committee met on Tuesday 28 March 2023.
- The Advisory Committee agendas are available for viewing on Council's website.
- Palmerston Community Safety Advisory Committee meeting was rescheduled from 22 November due to a lack of Quorum.
- Council approval is sought to endorse the recommendations from the Palmerston Community Safety Committee meeting held on 28 March 2023.

### RECOMMENDATION

1. THAT Report entitled Community Safety Advisory Committee Minutes - 28 March 2023 be received and noted.
2. THAT Council receive and note the unconfirmed minutes from the Palmerston Community Safety Advisory Committee meeting as listed below to the report entitled Community Safety Advisory Committee Minutes - 28 March 2023:
  - a. Palmerston Community Safety Advisory Committee provided as **Attachment 13.1.4.1**.
3. THAT Council endorse the recommendations within the respective minutes from the Palmerston Community Safety Advisory Committee being:
  - *Committee Schedule and Membership*  
 THAT the Community Safety Advisory Committee recommends to Council:
    1. THAT the Community Safety Advisory Committee be received and noted.
    2. THAT meetings for 2023 be scheduled quarterly as follows:
 

5.30pm	Tuesday	28 March 2023	in Council Chambers
5.30pm	Tuesday	27 June 2023	in Council Chambers
5.30pm	Tuesday	26 September 2023	in Council Chambers
5.30pm	Tuesday	28 November 2023	in Council Chambers

3. *THAT as per the Palmerston (Procedures for Meetings) By-Laws 2003, Section 2 Part 23, members of the Community Safety Committee are not required to stand when speaking to a matter being considered.*
  4. *THAT Council readvertises the current Community Safety Committee membership vacancies, and writes directly to the following organisations to invite nominations:*
    - Senior Community Member: Palmerston and Litchfield Seniors Association*
    - Youth Community Member: Palmerston Youth Representative Group*
    - Larrakia Nation Representative: Larrakia Nation Aboriginal Corporation*
- ***Committee Process and Terms of Reference***  
*THAT the Community Safety Advisory Committee recommends to Council:*  
*THAT Report entitled Committee Process and Terms of Reference be received and noted.*
  - ***Anti-Social Behaviour and Community Safety Update***  
*THAT the Community Safety Advisory Committee recommends to Council:*  
*THAT Report entitled Anti-Social Behaviour and Community Safety Update be received and noted.*
  - ***Animal Management Update***  
*THAT the Community Safety Advisory Committee recommends to Council:*  
*THAT Report entitled Animal Management Update be received and noted.*
  - ***Major Projects Update***  
*THAT the Community Safety Advisory Committee recommends to Council:*  
*THAT Report entitled Major Projects Update be received and noted.*
  - ***Anti-Social Behaviour***  
*THAT the Community Safety Advisory Committee recommends to Council:*
    1. *THAT Committee invites DCMC and other suitable government delegates to undertake a presentation regarding current Antisocial behaviours and lessons learnt.*
    2. *THAT Committee recommends the Mayor writes to the CM requesting to be part of a debriefing process regarding experiences relating to antisocial behaviour in Palmerston resulting from displaced persons.*

## BACKGROUND

The Community Advisory Committees have been established to provide strategic advice to council on a range of community, social and animal wellbeing issues that may influence the Palmerston By-Laws, Council services and program development. The Committees will assist Council to identify, articulate and respond appropriately to new and emerging issues.

As per the Northern Territory Local Government Act 2019 (the Act) and the Local Government (Accounting) Regulations, the Committee make recommendations to Council about any matters because of the Committee's functions.

As per the Terms of Reference of the Committee, the Committees are advisory in nature and can only recommend matters, falling within its function and role, to Council.

## **DISCUSSION**

Palmerston Community Safety Advisory Committee meeting was rescheduled from 22 November due to a lack of Quorum, to 28 March 2023 with the unconfirmed minutes provided at **Attachment 13.1.4.1**

The agenda from this meeting is available for viewing on Council's website.

In the General Business part of the meeting, the Committee has asked that an invitation be sent to the Department of Chief Minister and Cabinet (DMCC) and other suitable government delegates to undertake a presentation regarding Antisocial behaviours and lessons learn. They also recommend that the Mayor write to the Chief Minister requesting that City of Palmerston be part of a debriefing process regarding experiences relating to antisocial behaviour in Palmerston resulting from displaced persons.

## **CONSULTATION PROCESS**

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

## **POLICY IMPLICATIONS**

There are no policy implications for this Report.

## **BUDGET AND RESOURCE IMPLICATIONS**

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

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

This Report addresses the following City of Palmerston Strategic Risks:

- 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. 20230328 UNCONFIRMED Community Safety Advisory Committee Meeting (3) [13.1.4.1 - 6 pages]



## MINUTES

### **Community Safety Advisory Committee** **Tuesday 28 March 2023**

The Advisory Committee 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 AGENDA Attachment 13.1.4.1 COMMITTEE MINUTES

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Minutes of Community Safety Advisory Committee Meeting  
held in Council Chambers  
Civic Plaza, 1 Chung Wah Terrace, Palmerston  
on 28 March 2023 at 5:30pm.

## PRESENT

---

### COMMITTEE MEMBERS

Councillor Damian Hale (Chair)  
Councillor Amber Garden (Member)  
Councillor Sarah Henderson  
Mayor Athina Pascoe-Bell  
Tania Jacobsen, Northern Territory Families Representative  
Superintendent Peter Malley, Northern Territory Police  
Representative

### STAFF

Chief Executive Officer, Luccio Cercarelli  
General Manager Community and Culture, Anna Ingram  
Community Services Manager, Melanie Tighe  
Regulatory Services Manager, Angie Heriot  
Minute Secretary, Tree Gillam

### GALLERY

Nil members of the public

Initials:



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# COUNCIL AGENDA Attachment 13.1.4.1 COMMITTEE MINUTES

## 1 ACKNOWLEDGEMENT OF COUNTRY

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

## 2 OPENING OF MEETING

The Chair declared the meeting open at 5.32pm.

## 3 APOLOGIES AND LEAVE OF ABSENCE

### 3.1 Apologies

Moved: Councillor Garden

Seconded: Councillor Hale

1. THAT the apology received from Ashleigh Ascoli for 28 March 2023 be received and noted.
  2. THAT the apology received from Sue Shearer for 28 March 2023 be received and noted.
  3. THAT the apology received from Nelson Tinoco for 28 March 2023 be received and noted.
- CARRIED CSAC 10/1 – 28/03/2023

### 3.2 Leave of Absence Previously Granted

Moved: Peter Malley

Seconded: Councillor Garden

THAT it be noted Deputy Mayor Morrison will be on leave of absence as previously granted on 28 March 2023, for the period of 4 March to 28 March 2023 inclusive.

CARRIED CSAC 10/2 – 28/03/2023

### 3.3 Leave of Absence Request

Nil

## 4 DECLARATION OF INTEREST

### 4.1 Elected Members

Nil

### 4.2 Staff

Nil

## 5 CONFIRMATION OF MINUTES

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



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# COUNCIL AGENDA Attachment 13.1.4.1 COMMITTEE MINUTES

- 5.1 Confirmation of Minutes  
Nil
- 5.2 Business Arising from Previous Meeting  
Nil
- 6 DEPUTATIONS AND PRESENTATIONS  
Nil
- 7 CONFIDENTIAL ITEMS
- 7.1 Moving Confidential Items into Open  
Nil
- 7.2 Moving Open Items into Confidential  
Nil
- 7.3 Confidential Items  
Nil
- 8 OFFICER REPORTS
- 8.1 Action Reports
- 8.1.1 Committee Schedule and Membership
- Moved: Councillor Garden  
Seconded: Councillor Hale
- THAT the Community Safety Advisory Committee recommends to Council:
1. THAT Report entitled Committee Schedule and Membership be received and noted.
  2. THAT meetings for 2023 be scheduled quarterly as follows:

5.30pm	Tuesday	28 March 2023	in Council Chambers
5.30pm	Tuesday	27 June 2023	in Council Chambers
5.30pm	Tuesday	26 September 2023	in Council Chambers
5.30pm	Tuesday	28 November 2023	in Council Chambers
  3. THAT as per the *Palmerston (Procedures for Meetings) By-Laws 2003*, Section 2 Part 23, members of the Community Safety Advisory Committee are not required to stand when speaking to a matter being considered.
  4. THAT Council advertises the current Community Safety Advisory Committee membership vacancies, and writes directly to the following organisations to invite nominations:  
Senior Community Member: Palmerston and Litchfield Seniors Association

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



Youth Community Member:  
Larrakia Nation Representative:

Palmerston Youth Representative Group  
Larrakia Nation Aboriginal Corporation

**CARRIED CSAC 10/3 – 28/03/2023**

**8.2 Receive and Note Reports**

**8.2.1 Committee Process and Terms of Reference**

Moved: Councillor Garden  
Seconded: Peter Malley

THAT the Community Safety Advisory Committee recommends to Council:

THAT Report entitled Committee Process and Terms of Reference be received and noted.

**CARRIED CSAC10/4 – 28/03/2023**

**8.2.2 Anti-Social Behaviour and Community Safety Update**

Moved: Peter Malley  
Seconded: Councillor Hale

THAT the Community Safety Advisory Committee recommends to Council:

THAT Report entitled Anti-Social Behaviour and Community Safety Update be received and noted.

**CARRIED CSAC10/5 – 28/03/2023**

**8.2.3 Animal Management Update**

Moved: Councillor Garden  
Seconded: Mayor Pascoe-Bell

THAT the Community Safety Advisory Committee recommends to Council:

THAT Report entitled Animal Management Update be received and noted.

**CARRIED CSAC10/6 – 28/03/2023**

**8.2.4 Major Projects Update**

Moved: Mayor Pascoe-Bell  
Seconded: Councillor Garden

THAT the Community Safety Advisory Committee recommends to Council:

THAT Report entitled Major Projects Update be received and noted.

**CARRIED CSAC10/7 – 28/03/2023**

**9 INFORMATION AND CORRESPONDENCE**

**9.1 Information**

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

Nil

9.2 Correspondence  
Nil

10 GENERAL BUSINESS

10.1 Anti-Social Behaviour

Moved: Mayor Pascoe-Bell  
Seconded: Councillor Garden

THAT the Community Safety Advisory Committee recommends to Council:

1. THAT Committee invites DCMC and other suitable government delegates to undertake a presentation regarding current Antisocial behaviours and lessons learnt.
2. THAT Committee recommends the Mayor writes to the CM requesting to be part of a debriefing process regarding experiences relating to antisocial behaviour in Palmerston resulting from displaced persons.

CARRIED CSAC10/8- 28/03/2023

11 NEXT COMMITTEE MEETING

Moved: Councillor Garden  
Seconded: Councillor Hale

THAT the next Community Safety Advisory Committee Meeting of Council be held on Tuesday, 27 June 2023 at 5:30pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

CARRIED CSAC10/9- 28/03/2023

12 CLOSURE OF MEETING TO PUBLIC

Moved: Councillor Garden  
Seconded: Mayor Pascoe-Bell

THAT the meeting of the Community Safety Advisory Committee held in Council Chambers, Civic Plaza, Palmerston on 23 March 2023 closed at 6.19pm.

CARRIED CSAC 10/10- 28/03/2023

The Chair declared the meeting closed at 6.19pm.

Chair

Print Name

Date

Initials:

# COUNCIL REPORT

2nd Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.1.5
<b>REPORT TITLE:</b>	Community Wellbeing Advisory Committee Minutes - March 2023
<b>MEETING DATE:</b>	Tuesday 18 April 2023
<b>AUTHOR:</b>	EA to General Manager Community Culture, Tree Gillam
<b>APPROVER:</b>	General Manager of Community and Culture, Anna Ingram

### COMMUNITY PLAN

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

### PURPOSE

This Report seeks Council approval of the recommendations from the Palmerston Community Wellbeing Advisory Committee meeting held on 30 March 2023.

### KEY MESSAGES

- The Palmerston Community Wellbeing Advisory Committee met on Thursday 30 March 2023.
- The Advisory Committee agenda is available for viewing on Council's website.
- Council approval is sought to endorse the recommendations from the Palmerston Wellbeing Advisory Committee meeting held on 30 March 2023.

### RECOMMENDATION

1. THAT Report entitled Community Wellbeing Advisory Committee Minutes - March 2023 be received and noted.
2. THAT Council receive and note the unconfirmed minutes from Community Wellbeing Advisory Committee meeting listed below to report entitled Community Wellbeing Advisory Committee Minutes - March 2023:
  - a. Palmerston Community Wellbeing Advisory Committee minutes provided as **Attachment 13.1.5.1.**
3. THAT Council endorses the recommendations within the respective minutes from the Palmerston Community Wellbeing Advisory Committee being:
  - *Network Group Updates – Palmerston Kids Network*  
*THAT the Community Wellbeing Advisory Committee (Committee) recommends to Council:*  
*THAT Report entitled Network Group Updates - Palmerston Kids Network be received and noted.*
  - *Network Group Updates – Palmerston and Rural Youth Services Network*  
*THAT the Community Wellbeing Advisory Committee (Committee) recommends to Council:*  
*THAT Report entitled Network Update - Palmerston and Rural Youth Services Network be received and noted.*

- *Update to City of Palmerston's Community Environmental Initiatives*  
*THAT the Community Wellbeing Advisory Committee (Committee) recommends to Council:*  
*THAT Report entitled Update to City of Palmerston's Community Environmental Initiatives be received and noted.*
- *Adoption of the City of Palmerston Creative Industries Plan 2023 – 2027*  
*THAT the Community Wellbeing Advisory Committee (Committee) recommends to Council:*  
*THAT Report entitled Adoption of the City of Palmerston Creative Industries Plan be received and noted.*
- *City of Palmerston 2023 Events Calendar*  
*THAT the Community Wellbeing Advisory Committee (Committee) recommends to Council:*  
*THAT Report entitled City of Palmerston 2023 Events Calendar be received and noted.*
- *Major Projects March 2023 Update*  
*THAT the Community Wellbeing Advisory Committee (Committee) recommends to Council:*  
*THAT Report entitled Major Capital Projects March 2023 Update be received and noted.*

### BACKGROUND

The Community Advisory Committees have been established to provide strategic advice to council on a range of community, social and animal wellbeing issues that may influence the Palmerston By-Laws, Council services and program development. The Committees will assist Council to identify, articulate and respond appropriately to new and emerging issues.

As per the *Northern Territory Local Government Act 2019 (the Act)* and the *Local Government (Accounting) Regulations*, the Committee make recommendations to Council about any matters because of the Committee's functions.

As per the Terms of Reference of the Committee, the Committees are advisory in nature and can only recommend matters, falling within its function and role, to Council.

### DISCUSSION

Palmerston Wellbeing Advisory Committee meeting was held on 30 March 2023 with the unconfirmed minutes provided at **Attachment 13.1.5.1**.

The agenda from this meeting is available for viewing on Council's website.

During the general discussion part of the meeting, the Chair asked the Committee to forward to Council officers, six weeks before the next meeting, any items they would like to be added to the agenda as proposals for a report to Council.

### CONSULTATION PROCESS

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

### POLICY IMPLICATIONS

There are no policy implications for this Report.

### **BUDGET AND RESOURCE IMPLICATIONS**

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

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

This Report addresses the following City of Palmerston Strategic Risks:

- 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. 20230330 UNCONFIRMED Minutes 30 March 2023 (1) [13.1.5.1 - 6 pages]



# MINUTES

## Palmerston Community Wellbeing Committee Meeting Thursday 30 March 2023

The Advisory Committee 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*

## COMMITTEE MINUTES

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Minutes of Community Wellbeing Advisory Committee Meeting  
held in Council Chambers  
Civic Plaza, 1 Chung Wah Terrace, Palmerston  
on 30 March 2023 at 5:30pm.

### PRESENT

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#### COMMITTEE MEMBERS

Councillor Danielle Eveleigh (Chair)  
Councillor Sarah Henderson (Member)  
Mayor Athina Pascoe-Bell (Audio Visual)  
Gabrielle Brown, Department of Territory Families, Housing  
and Communities  
Veronica Matipira, Youth Community Member  
Representative  
Sheryl Sephton, Senior Community Member  
Senior Sergeant Siiri-Kai Tennosaar, Northern Territory  
Police Representative  
Brandon Evans, Department Chief Minister, and Cabinet  
Representative (proxy for Michelle Walker)

#### STAFF

Chief Executive Officer, Luccio Cercarelli  
General Manager Community and Culture, Anna Ingram  
Minute Secretary, Tree Gillam

#### GALLERY

NIL

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





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## COMMITTEE MINUTES

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### 1 ACKNOWLEDGEMENT OF COUNTRY

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

### 2 OPENING OF MEETING

The Chair declared the meeting open at 5.30pm.

### 3 APOLOGIES AND LEAVE OF ABSENCE

#### 3.1 Apologies

Moved: Brandon Evans  
Seconded: Councillor Henderson

1. THAT the apology received from Michelle Walker for 30 March 2023 be received and noted.

CARRIED CWAC10/10 – 30/03/2023

#### 3.2 Leave of Absence Previously Granted

Nil

#### 3.3 Leave of Absence Request

Nil

### 4 DECLARATION OF INTEREST

#### 4.1 Elected Members

Nil

#### 4.2 Staff

Nil

### 5 CONFIRMATION OF MINUTES

#### 5.1 Confirmation of Minutes

Moved: Veronica Matipira  
Seconded: Councillor Henderson

THAT the Minutes of the Community Wellbeing Advisory Committee Meeting held on 24 November 2022 pages 1 to 6 be confirmed.

CARRIED CWAC10/11 – 30/03/2023

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



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## COMMITTEE MINUTES

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5.2 Business Arising from Previous Meeting

Nil

6 DEPUTATIONS AND PRESENTATIONS

Nil

7 CONFIDENTIAL ITEMS

7.1 Moving Confidential Items into Open

Nil

7.2 Moving Open Items into Confidential

Nil

7.3 Confidential Items

Nil

8 OFFICER REPORTS

8.1 Action Reports

Nil

8.2 Receive and Note Reports

8.2.1 Network Group Updates - Palmerston Kids Network

Moved: Brandon Evans

Seconded: Councillor Henderson

THAT the Community Wellbeing Advisory Committee (Committee) recommends to Council:

THAT Report entitled Network Group Updates - Palmerston Kids Network be received and noted.

CARRIED CWAC10/12- 30/03/2023

8.2.2 Network Update - Palmerston and Rural Youth Services Network

Moved: Veronica Matipira

Seconded: Siiri Tennosaar

THAT the Community Wellbeing Advisory Committee (Committee) recommends to Council:

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

## **COMMITTEE MINUTES**

---

THAT Report entitled Network Update - Palmerston and Rural Youth Services Network be received and noted.

**CARRIED CWAC10/13 – 30/03/2023**

### **8.2.3 Update to City of Palmerston's Community Environmental Initiatives**

Moved: Councillor Henderson

Seconded: Siiri Tennosaar

THAT the Community Wellbeing Advisory Committee (Committee) recommends to Council:

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

**CARRIED CWAC10/14– 30/03/2023**

### **8.2.4 Adoption of the City of Palmerston Creative Industries Plan 2023 - 2027**

Moved: Gabrielle Brown

Seconded: Veronica Matipira

THAT the Community Wellbeing Advisory Committee (Committee) recommends to Council:

THAT Report entitled Adoption of the City of Palmerston Creative Industries Plan be received and noted.

**CARRIED CWAC10/15– 30/03/2023**

### **8.2.5 City of Palmerston 2023 Events Calendar**

Moved: Veronica Matipira

Seconded: Councillor Henderson

THAT the Community Wellbeing Advisory Committee (Committee) recommends to Council:

THAT Report entitled City of Palmerston 2023 Events Calendar be received and noted.

**CARRIED CWAC10/16– 30/03/2023**

### **8.2.6 Major Capital Projects March 2023 Update**

Moved: Gabrielle Brown

Seconded: Brandon Evans

THAT the Community Wellbeing Advisory Committee (Committee) recommends to Council:

THAT Report entitled Major Capital Projects March 2023 Update be received and noted.

**CARRIED CWAC10/17– 30/03/2023**

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

## COMMITTEE MINUTES

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**9 INFORMATION AND CORRESPONDENCE**

**9.1 Information**

Nil

**9.2 Correspondence**

Nil

**10 GENERAL BUSINESS**

Nil

*Chief Executive Officer left the meeting at 6.08pm.*

**11 NEXT COMMITTEE MEETING**

Moved: Councillor Henderson

Seconded: Sheryl Sephton

THAT the next Community Wellbeing Advisory Committee Meeting of Council be held on Thursday, 29 June 2023 at 5:30pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

**CARRIED CWAC 10/18 – 30/03/2023**

**12 CLOSURE OF MEETING TO PUBLIC**

Moved: Gabrielle Brown

Seconded: Veronica Matipira

THAT the meeting of the Community Wellbeing Advisory Committee held in Council Chambers, Civic Plaza, Palmerston on 30 March at 6.40pm.

**CARRIED CWCA 10/19 – 30/03/2023**

The Chair declared the meeting closed at 6.40pm.

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Chair

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Print Name

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Date

Initials:

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# COUNCIL REPORT

2nd Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.2.1
<b>REPORT TITLE:</b>	Major Capital Projects April 2023 Update
<b>MEETING DATE:</b>	Tuesday 18 April 2023
<b>AUTHOR:</b>	Executive Manager Projects and Infrastructure Services, Karl Hell
<b>APPROVER:</b>	General Manager of Infrastructure, Nadine Nilon

## COMMUNITY PLAN

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

## PURPOSE

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 of this report.
  - SWELL Construction
  - Zuccoli Community Hub – Dog Park
  - Fibersense
  - Archer Waste Management Facility Upgrade
- 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 April 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 programs and projects are reported through specific project communications with updates provided in the quarterly and financial reports.

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

### DISCUSSION

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

- SWELL Construction **Attachment 13.2.1.1**
- Zuccoli Community Hub – Dog Park **Attachment 13.2.1.2**
- Fibersense **Attachment 13.2.1.3**
- Archer Waste Management Facility Upgrade **Attachment 13.2.1.4**

Additional selections relating to risk identification and management have been added to each attachment.

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

#### Driver Community Centre

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

As a summary;

- The building is located on Lot 4196, 19 Driver Avenue 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 Centre is no longer fit for purpose or meeting the current and projected needs of the community.

The design contract was awarded in to GHD Woodhead in October 2022 to undertake a preliminary design, including a Needs Assessment for the replacement of the Driver Resource Centre with a modern Community Centre. A concept design has also been prepared and is currently being reviewed. The estimated cost for the project based on the concept is in the order of \$2.5-3 million.

The Needs Assessment and first concept design has been completed and will be presented to Council, in May 2023.

#### Zuccoli Community Hub – Future Stages

The Master Plan for the Zuccoli and surrounds Community Hub incorporates an off-leash dog park (as reported in the attachment), walking trails, a skate park and pump track, a playground, library, community centre and a garden of reflection. The project has an estimate 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 multiple stages, the first stage which is currently underway, being the Dog Park. The second stage will be the Skate Park and Pump Track. Prior to works commencing on Stage 2, the design of the landscaping, open space structures and related infrastructure (excluding the buildings) will occur. This is required to minimise the risks of the final design not being cohesive, especially relating to the civil elements (such as pathway levels and stormwater flows) and the amenity outcomes (such as colour schemes and landscaping). Procurement for the design is anticipated to commence in the second quarter of 2023.

### **ERP – Enterprise Resource Planning Project**

To successfully deliver services to the community, along with the internal corporate needs of the organisation, Council requires an effective system/s capable of delivering a prominent level of service. The need for an Enterprise Resource Planning (ERP) Project has been identified to enable a strategic approach to updating Council's systems.

The project has been split into the following stages:

- Gap Analysis - identifying business requirements through a Gap Analysis.
- Project Development and Tender Preparation – interpretation of gap analysis, with development and issuing of public tender.
- Tender Award and Implementation – award of tender(s) for the implementation of system(s), including change management plan development and implementation.

The project overall is expected to cost in the order of \$2 million, including project support (equivalent to 1 additional staff member), tender preparation, contract award and implementation. Council has allocated \$600,000 in 2022/23 for the commencement of the project. The Gap Analysis was completed in 2022, with gaps determined for each of the core system functions. Key elements to consider were established as software costs, data duplication and reporting limitations.

Recruitment of the required resources to undertake the implementation and establishment of the tender consulting the legal entity are the next steps commencing in the next quarter, prior to an update to the gap analysis and then tender process.

### **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. City of Palmerston is actively working with relevant consultants and contractors to bring these projects to practical completion.

The construction sector is in a rapidly escalating economic phase combines with constrained resources and logistics. This increased the risks associated with costs and delays. These are being managed with anticipated or identified project delays.

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 [**13.2.1.1** - 3 pages]
2. Zuccoli Dog Park Council Update [**13.2.1.2** - 1 page]
3. Fiber Sense Council Update [**13.2.1.3** - 1 page]
4. Archer Waste Management Facility Upgrade Council Update [**13.2.1.4** - 2 pages]



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## SWELL CONSTRUCTION

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April 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

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### Status Update

**Percentage Complete:** 16%

**Actual Costs to Date (claims processed):** \$3,830,630 or 20%

**Approved Cost Variations:** - \$47,970 (negative variation due to identified cost savings)

**Works to Date Summary:**

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

**Project works completed to date:**

- Demolition and removal of the pump house plantroom, leisure pool, shade structures and 50m pool edge (where the ramp will be installed), redundant underground services
- Electrical transformer pad construction
- Installation of electrical substation and water main
- Earth works, site leveling and building pad construction
- Installation of sewer pump station
- Excavation and ground works leisure pool
- Excavation of program pool including balance tank completion
- 50m balance tank 90% complete
- Both ends of 50m pool now structurally complete
- 50% of blockwork complete for plant room

## SWELL CONSTRUCTION

April 2023 Update



*A Place for People*



*Demolition commencement change facilities 06/04/2023*



*Program pool and balance tank 06/04/2023*



*Balance tanks 50m and Program pool 06/04 /2023*



*Blockwork to plant room 06/04/2023*

### Upcoming Works:

Works are continuing, with key elements underway or nearing completion;

- Installation of underground services – 80% complete
- Installation of pool subsoil drainage and edge footings
- Leisure and program pool detailed excavations and service installations
- Adventure play, multipurpose half court and plant room construction of bored piers, footings and slabs - ongoing
- Balance tank testing
- 50m pool ramp base and stairs construction
- Shop drawings (design to enable manufacturing) for shade structures, adventure play and structural steel - ongoing
- Formwork and reinforcing to piers and wall extensions of the 50m pool underway

The project remains on track for November 2023 opening, with the program reviewed regularly. Site works will increase over the coming months, which along with the finalisation of shop drawings for the design and construct elements, will enable a detailed review of the program and timing.



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## SWELL CONSTRUCTION

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April 2023 Update

Now confirmed that Whitewater adventure play area is well underway in design with base plate elements due for delivery in early May. These elements will then be cast into the structural ground slabs to be ready for the final pieces of equipment to be installed towards the end of the project.

### Project Risks:

Wet weather is a risk for any project underway in the wet season. Wet weather events can, and do, cause project delays. The contractor has allowed for 25 weather delay days in the program, of which 14.5 have been expended to date. The program has also been designed to mitigate risks of wet weather, with the majority of demolition completed prior to the wet season commencement.

The Myrtha Pool (the 50m pool) and the adventure play equipment are manufactured internationally and therefore subject to several risks regarding country of origin design and manufacture constraints, international logistics and transport constraints, resource availability and damage during shipment and replacement. These are being managed by working closely with the contractor and Council's design and project consultants to minimise the risks and impacts.



*A Place for People*

## ZUCCOLI COMMUNITY HUB – DOG PARK

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April 2023 Update

### Project Overview

**Summary:** 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.

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:** April 2023, opening date to be confirmed

**Contractor:** Sterling NT

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### Status Update

**Percentage Complete:** 95%

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

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

**Approved Cost Variations:** \$87,869.01 Excl GST or 6.85% of total contract

**Works to Date Summary:**

The project was launched in June 2022. The project will be subject to two stages of opening. Stage 1 will include the Dog Park and Water Play Areas and Stage 2 will include the Exeloo.

The works are in the final stages, with the weather causing ongoing disruption to the final completion activities, including sealing the carpark. Once the carpark is sealed and pathway connected, an inspection of the grassed areas will occur prior to confirmation of an opening date, to ensure the park is safe for all users.

**Project Risks:**

Wet weather has had an impact on the project, particularly as the park is in a low-lying area adjacent a creek. This has led to delays of works occurring and limiting access. Alternative options have been considered to mitigate risks, however as the project is nearing completion and with the site constraints, there are limited viable options.

## FIBERSENSE

April 2023 Update



*A Place for People*

### 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:** Mid 2023

**Contractor:** FiberSense Pty Ltd

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### 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% (NTG requested and funded variation)

**Works to Date Summary:**

As of end of February 2023, FiberSense has completed 95% of cable installation and splicing (56Km's of fiber has been laid and activated) for the project, with only the Civic Centre Carpark to be completed.

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 in May 2023.

**Upcoming Works:**

- Fiber to be installed in Civic Centre Carpark May 2023
- Development of Digital City service (Software), including traffic data collection and modelling
- Handover of Digital Asset service for CoP network

**Key Risks:**

As this is a trial of a new product and service for Council (and NTG), along with the service being developed by Fibersense for Council specifically, there are risks being managed with the relevant project managers to ensure delivery of the product that is able to be integrated into Council operations.



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## ARCHER WASTE MANAGEMENT FACILITY UPGRADE

April 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.

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 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.

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

**Funding Source(s):**

Upgrade Works;

- City of Palmerston - \$1,200,000
- Northern Territory Government - \$400,000 (Priority Infrastructure Fund Grant)

Cardboard Compactor;

- City of Palmerston - \$100,000
- Northern Territory Government - \$100,000 (NT Recycling Modernisation Grant)

**Expected Completion Date:** November 2023

**Contractor:** NA (Contract yet to be tendered)

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### Status Update

**Percentage Complete:** 75% of Pre-Construction Activities

**Works to Date Summary:**

Works undertaken by CoP to date include the relocation of the site compound and widening of a section of the access road to enable the gatehouse relocation.

Investigations to enable the design to be finalised remain ongoing. The complexity of the site has required multiple options of design to be considered to ensure that a viable solution is found. The focus of this project is to deliver a fit-for-purpose and safe facility that improves opportunities for recycling, however as the project is not intended to completely redevelop the site for 20+ years which would require significantly more cost and time to develop.

**Works progressed this month:**

- Design option(s) continued to be explored (including Cost Benefit Analysis of the push pit floor which indicates that a suspended slab is the lowest cost option).
- Consultation has been undertaken with the AWMF operator and it has been agreed that the design concept of operationally adequate.





*A Place for People*

## ARCHER WASTE MANAGEMENT FACILITY UPGRADE

April 2023 Update

- Construction stages remain as follows:
  - Stage 1 – Temporary Facility
  - Stage 2 – Recycling Facility (including accommodation of cardboard compactor)
  - Stage 3 – General Waste Push-Pit
- AWMF Upgrade Communications Strategy developed
- Temporary Transfer Station Operation Plan remains in progress

### Upcoming Works:

- Test structural integrity of existing sawtooth retaining wall system
- Based on structural integrity test, finalise Detailed Design
- Confirmation of Quantity Survey costings based on Detailed Design
- Draft, release and award Construction Contract
- Draft, release and award Contract for Operation of the AWMF

A high priority project outcome is the construction of the push pit (with roof) to improve safety and enable improved separation and recovery of recyclable items, along with the construction of the new more appealing recycling area.

Ongoing provision of operation and services during construction is critical and is being prepared for as part of the project. Other proposed scope items include relocation of the gatehouse, re-seal of road surfaces and other miscellaneous site improvements.

### Key Risks:

The complexity of the site and availability of design, consultant, and internal resources to progress the project has led to delays. This has been compounded with initial estimates of the project design coming in significantly higher, leading to revaluation and redesign of some aspects of the project.

The key element for the next stage is the tender development and advertising. There is a risk that there is limited market interest in the works, similar to the cancelled tender process in 2022 for the design and construct works that did not have any tenderers.

The AWMF is highly utilised by the City of Palmerston residents, the community engagement and consultation are 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 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.

# COUNCIL REPORT

2nd Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.2.2
<b>REPORT TITLE:</b>	Community and Culture Quarterly Report January to March 2023
<b>MEETING DATE:</b>	Tuesday 18 April 2023
<b>AUTHOR:</b>	EA to General Manager Community Culture, Tree Gillam
<b>APPROVER:</b>	General Manager of Community and Culture, Anna Ingram

## COMMUNITY PLAN

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

## PURPOSE

This Report provides Council with the key activities undertaken in the Community and Culture Directorate in the January to March 2023 quarter.

## KEY MESSAGES

The Community and Culture Directorate provides a quarterly report of its activities, some highlights include:

- Late Nights at the Library is a wet season program encouraging more adults to visit the library.
- City of Palmerston Desexing scheme saw 65 animal owners participate in the Desexing Initiative.
- The City of Palmerston hosted the Australia Day Flag Raising, Citizenship Ceremony and Australia Day Awards with over 300 people attending on the day, held at the Palmerston Recreation Centre.
- City of Palmerston delivered a Harmony Day event in collaboration with STEPS Multicultural Group for over 250 people to celebrate diversity within our community.
- The City of Palmerston organised a week-long series of events to celebrate International Women's Day in partnership with STEPS Multicultural Group, Level Up, and the Palmerston Youth Programs Coordinator of the Department of the Chief Minister and Cabinet.
- The City of Palmerston delivered a series of Master of Ceremonies workshops which aligns with the newly launched Creative Industries Plan.

## RECOMMENDATION

THAT Report entitled Community and Culture Quarterly Report January to March 2023 be received and noted.

## BACKGROUND

The Directorate of Community and Culture provides a quarterly update to Council on key activities undertaken during the previous quarter. The Directorate comprises Community, Library and Regulatory Services.

This report provides Council with the key activities undertaken in the quarter January to March by the Community and Culture Directorate outlined in **Attachment 13.2.2.1**.

## DISCUSSION

Activities completed during January to March 2023 are detailed in **Attachment 13.2.2.1** with some highlights identified below:

### Late Nights at the Library



Late Nights at the Library is a wet season program held fortnightly on Friday nights. The purpose is to encourage more adults to visit Palmerston Library during a traditionally quiet time.

This quarter the program included Musical Bingo, a Murder Mystery Night and, in celebration of International Women's Day, Boss Babe Bingo.

This quarter, 56 people attended the 6 sessions with many people attending more than one session. Late Nights at the Library has now concluded for this wet season, but planning has begun for the 2023 wet season program.

### Searching for clues at the Murder Mystery Night

### Desexing Initiative

The \$10.00 Desexing scheme, to-date has allocated 65 animal owners with a booking for desexing at the rate of \$10.00. Of these 65 animals, 45 are dogs and 20 are cats.

Overall, 30 cats and 78 dogs have been accepted into the program, a total of 108 animals.

Out of the 78 dogs enrolled in the desexing program, 37 dogs were already registered with 41 dogs accessing free registration through the program.

A further 43 animals have been provided to an overflow booking sheet and will be allocated a veterinary booking between March to June 2023.

### Australia Day Flag Raising, Citizenship Ceremony and Australia Day Awards Ceremony

The Australia Day Flag Raising, Citizenship Ceremony and Australia Day Awards Ceremony was held at the Palmerston Recreation Centre and hosted approximately 300 guests.



**Australian Defence force Tri- service personnel marching for the flag raising ceremony and Macondo Colombian dance group**

42 new conferees received their Australian Citizenship Certificates, and six Student Citizen Awards were presented by the Chief Minister of the Northern Territory -Natasha Fyles and the Vice Chair of the Australia Day Council - Dr Helen Summers.

A major feature of Australia Day ceremony is the presentation of Australia Day Awards. The Palmerston Citizen of the Year, Young Citizen of the Year and Community Event of the Year Awards were presented by the Mayor of Palmerston Mrs Athina Pascoe-Bell, and Her Honour the Honourable Vicki O'Halloran the Administrator of the Northern Territory.

These awards were presented to the following local achievers for their outstanding contribution to our community:

**Citizen of the Year 2023 - Rose Thulung Rajbhandari**

**Young Citizen of the Year 2023 - Amy Stripling**

**Community Event of the Year Community for Community – Be Brave, Make change. Reconciliation Family Fun Day**



**Mayor Athina Pascoe-Bell with new Citizen**



**Citizen of the Year- Rose Thulung Rajbhandari**

## Harmony Day

On March 21, 2023, Council collaborated with STEPS to deliver a Harmony Day event that celebrated the diversity of our community. The event was attended by Consul Gulfan Afero, Consulate of the Republic of Indonesia to the Northern Territory and Honorary Vice Consul Mr Carlo Randazzo, Consulate of Italy for the Northern Territory.



**Welcome to Country by Youth Mill**



**Participants at Mandala Workshop**



STEPS Multicultural Group students entertained everyone with their delightful choir performance and dance group. In addition, STEPS also provided the catering for this event with over 150 people enjoying a diverse range of delicious cuisines from around the world.



**Harmony Day activities - Group photograph of local community, STEPS Choir, STEPS Dance performance**

Following lunch, we had engaging activities including a Cross Cultural Workshop, Lantern making workshop, Mandala Art session, Virtual Reality Round the World tour session and Bark painting. These activities were designed to foster cross-cultural connections and promote unity among individuals from diverse backgrounds.

## International Women's Week

The City of Palmerston organised a week-long series of events to celebrate International Women's Day in partnership with STEPS Multicultural Group, Level Up, and the Department of the Chief Minister and Cabinet. The activities were held in accordance with the United Nations' theme, #Cracking the Code: Innovation for a gender equal future. This theme emphasised the importance of promoting innovative and inclusive technologies, accessible education, and transformative ideas to combat gender discrimination and marginalisation worldwide.



**Embracing and Celebrating Women and Culture in Palmerston Panellists and Dancers from STEPS Group**

The City of Palmerston events provided women with opportunities to connect, collaborate, and explore a variety of interests, including STEM activities such as coding and game development, as well as events related to physical wellbeing and culture. The events were open to all members of the community, and it was a chance to celebrate the contributions of women in our community.

The weeklong program included events such as Celebrating Women in Palmerston, Art Jam - Introduction to Watercolours, hire a Grandma - Story Time in the Library, Larrakia Cultural Event, Geeksquad - She n'

D and Get Fit with Belgravia Leisure at Palmerston Pool. Approximately 350 people attended the events and activities across the week.

## Master of Ceremonies (MC) Workshops

The MC program offered by the City of Palmerston is an excellent initiative that aligns perfectly with the newly launched Creative Industries Plan. By offering free workshops for local creatives, the program empowers participants with the skills and knowledge needed to become successful MCs. This is a great way to encourage people to engage in the community and build their employable skills.

The program's focus on practical training is a great way to ensure that participants have hands-on experience and can put their learning into practice. The participants have since performed as MC at recent Council events including International Women's Week. We will also engage them for future events such as the Palmerston Youth Festival and Multicultural Festival.



**Participants at the MC Workshop at the Durack Community Arts Centre**

## CONSULTATION PROCESS

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

- Community Services
- Library Services
- Regulatory Services

## POLICY IMPLICATIONS

List any policy this Report relates to.

## BUDGET AND RESOURCE IMPLICATIONS

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

## RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This Report addresses the following City of Palmerston Strategic Risks:

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. 2023 GMCC Quarterly Report January to March 2023 [13.2.2.1 - 24 pages]





# COMMUNITY AND CULTURE

## QUARTERLY REPORT/JANUARY TO MARCH 2023

### 1. Family and Community

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

#### 1.1 We focus on families.

##### Neighbour Day



Neighbour Day is an annual event celebrated on 26 March to promote connections and build a sense of belonging among neighbours.

City of Palmerston (CoP) has taken an active role in promoting Neighbour Day 2023 by encouraging acts of kindness and sharing stories of how neighbourhoods work together via CoP social media.

Nationwide initiatives aim to inspire individuals to take an active role in their local communities and foster a sense of community and connectedness.

##### Social Media Neighbour Day posts

##### January School Holiday Program

The Palmerston Library January School Holiday Program saw Palmerston kids having lots of fun in the library.

The program included:

- Smoothie Making: City of Palmerston smoothie bike was used to make green smoothies with Penny from Root Cause
- DJ workshops with international DJ Charly Templar
- Hero Production taught how to make movies using a smartphone,
- Art and crafts with local artists.



Smoothie bike in action



DJs making music

The NT Police Community Engagement officers also joined in many of the programs. Across January 614 people attended the programs.





## COMMUNITY AND CULTURE

### QUARTERLY REPORT/JANUARY TO MARCH 2023

#### Special Storytimes at Palmerston Library

The library hosted two special Storytimes to coincide with national events:

#### International Womens Day

The first was Hire a Granny Storytime to celebrate International Women's Day. Many Territory families are separated by distance from their loved ones and the Hire a Granny Storytime was designed to encourage intergenerational play between Palmerston children and some local Palmerston grannies. The Storytime included singing songs, reading a book all about babysitting Grandma and then playtime between the grandmothers and 46 new young friends.



**Hire a Granny and Tagalog Bilingual Storytimes**

#### Harmony Day

To celebrate Harmony Day, City of Palmerston held a special Tagalog Bilingual Storytime with Armando reading a book in both Tagalog and English. Armando brought along traditional clothing and an amazing chicken soup to share, just like the one in the story. The children also learned that in Tagalog you sing Heads, Shoulders, Knees and Toes in reverse! 22 children had fun learning about Tagalog and the Philippines.

#### Early Learning Centre Incursions

Early Learning Centre Incursions resumed this quarter, after the January school holidays. The purpose of these incursions is to promote a love of learning and reading. The incursions include reading stories and participating in STEAM activities such as playing with robots and OSMO toys. This quarter the library visited nine early learning centres with a total of 239 participants.

#### Chess and Boardgame Club

In partnership with young Palmerston resident Taz, Palmerston Library launched the Chess and Boardgame Club held on Wednesday afternoons. 7-year-old Taz is mad for chess and his primary school has dropped their chess club. Not to be dissuaded, he and his mum spoke to Palmerston Library staff about starting up a chess club. As of February, Wednesday afternoons are now



## COMMUNITY AND CULTURE

### QUARTERLY REPORT/JANUARY TO MARCH 2023

dedicated to chess and other boardgames with Taz (with help from his mum) volunteering to run the program. Since February, 15 kids have joined Taz in learning to play chess.

#### 1.2 The wellbeing of our community is a focus for all of our work.

##### Late Nights at the Library



Late Nights at the Library is a wet season program held fortnightly on Friday nights. The purpose is to encourage more adults to visit Palmerston Library during a traditionally quiet time.

This quarter the program included Musical Bingo, a Murder Mystery Night and, in celebration of International Women's Day, Boss Babe Bingo.

This quarter, 56 people attended the 6 sessions with many people attending more than one session. Late Nights at the Library has now concluded for this wet season, but planning has begun for the 2023 wet season program.

##### Searching for clues at the Murder Mystery Night

##### Australia Reads National Reading Hour

This year, National Reading Hour fell during the City of Palmerston International Women's Week celebrations, so the two events were combined in an International Women's Day Reading Picnic. Held inside due to the rain, the picnic set up included a curated collection of Palmerston Library books featuring stories by and about amazing women. For an uninterrupted hour attendees could immerse themselves in a good book or two.

##### World Recycling Day

Palmerston Library held a special Storytime to celebrate World Recycling Day. Specially developed for the day, the informative and fun story included two bin puppets that taught the children the difference between general waste and recycling.

##### Desexing Initiative

The \$10.00 Desexing scheme to-date has provided a total of 108 animals to the desexing program with 43 animals are yet to be allocated to be desexed by June 2023, which will conclude the current target desexing campaign.





## COMMUNITY AND CULTURE

### QUARTERLY REPORT/JANUARY TO MARCH 2023



City of Palmerston officers further supported Animal Management in Rural and Remote Indigenous Communities (AMRRIC), with veterinary services and microchipping within Palmerston Indigenous Village. 15 animals were provided with microchipping parasite control and access to desexing.



#### Residential Vacant Lot Audit

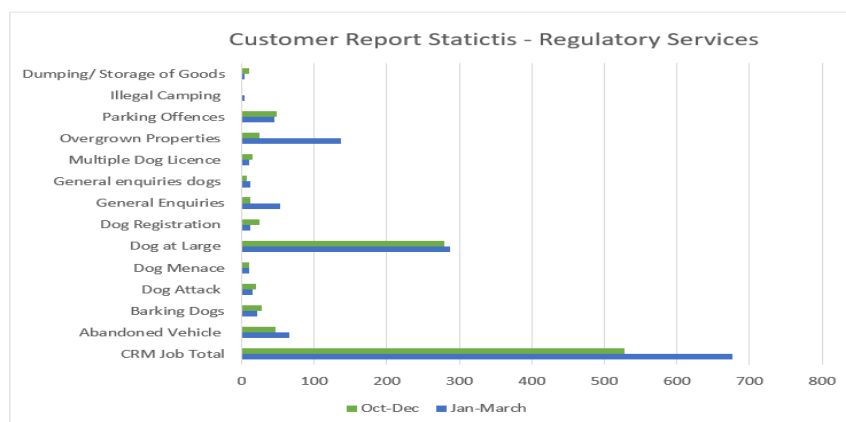
Officers have completed the first stage of the municipal-wide vacant lot audit. The audit provided inspection and regulatory management of 264 vacant lots within the Palmerston residential area. Of the 264 audited lots, 36% required maintenance of overgrown grass/weeds, and were issued with a compliance notice to complete works. Of the, 36% requiring works 8% were actioned by Council due to no compliance.

Stage-two of the audit will be rolled out over the next quarter completing the overgrown audit of the commercial areas within the municipality.

#### Regulatory Services Customer Requests

Regulatory Services have received a total of 677 customer requests over the January- March reporting quarter. Consistently, with previous reporting quarters, dog at large continues to be the highest reporting line, making up 23% of the customer requests, followed by overgrown property reports of 20%, which is an increase of 18% from the previous reporting quarter, due to the wet season. It should further be noted that the overall increase in customer related requests provides a rise of 22% over the current quarter with General enquiries' and "overgrown properties" being the two notifiable reporting lines.

In addition to the customer requests received there were 149 after-hours calls of which 76% were reports of dogs at large, roaming or contained for collection. A further 8% of calls were





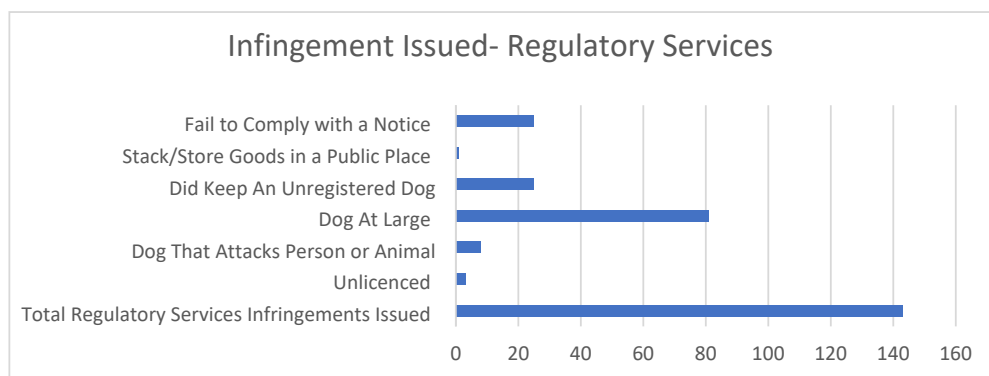
## COMMUNITY AND CULTURE

### QUARTERLY REPORT/JANUARY TO MARCH 2023

reports of dog attacks and the final 16% of calls were general enquiries including animal welfare related, surrender, injured or diseased animals.

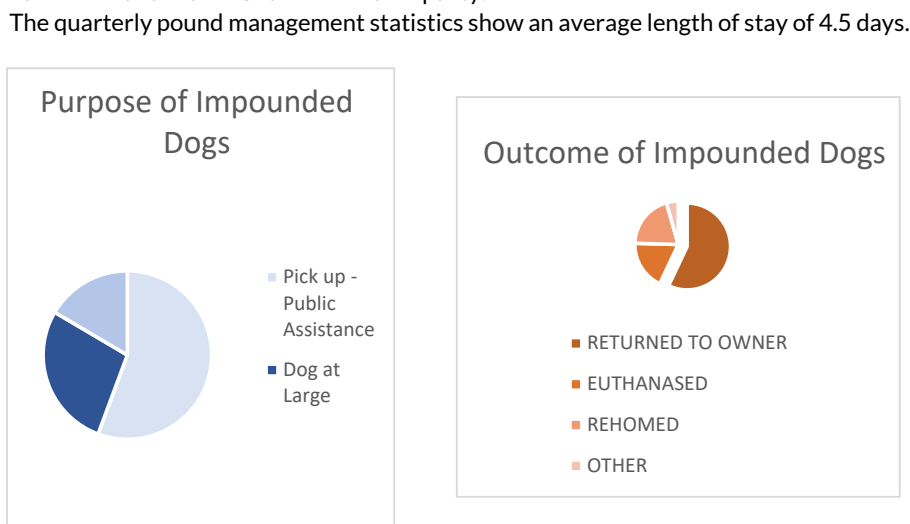
#### Compliance Actions- Regulatory Services

During the fourth quarter there were a total of 143 infringements provided for animal related offences, dog at large being the primary offence and infringement making up 57% of the total infringement issues, followed by Unregistered Dog and Failure to Comply with a Notice at 16.5% and 5.5% was Dog Attack on Person or Animal, and the remainder 3.5% made up of Unlicensed Property and Stack and Store Goods within a Public Place.



#### Pound Management

During this quarter, the pound has accommodated a total of 116 dogs, which provides a consistent average with the previous quarter. The below tables provide an overview of the purpose of the impoundment and the outcome. Please note, the term 'surrendered' also captured the animals that are surrender for the duration of an investigation, and the term 'other' includes hand-over to another Council or Municipality.







## COMMUNITY AND CULTURE

### QUARTERLY REPORT/JANUARY TO MARCH 2023

#### 2. Vibrant Economy

**Palmerston is a destination city for employment, it is a place where businesses are encouraged to set up and to grow.**

##### Master of Ceremonies (MC) Workshops

The MC program is an initiative that aligns with Council's newly adopted Creative Industries Plan. By offering free workshops for local creatives, the program empowers participants with the skills and knowledge needed to become successful MCs. This is a great way to encourage people to engage in the community and build their employable skills.

The program's focus on practical training ensures that participants have hands-on experience and can put their learning into practice. The workshops are led by experienced MCs, Sarah Reuben and Brent Watkinson.



The participants have since performed as MC at recent Council events including International Women's Week. CoP will also engage them for future events such as the Palmerston Youth Festival and Multicultural Festival.

**Participants at the MC Workshop at the Durack Community Arts Centre**

##### Entrepreneurship 101

In response to the expressed need from our community members for support in business skills, CoP launched a series of Entrepreneurship workshops aimed at helping individuals start and grow successful businesses.



Through conversations with local business owners and aspiring entrepreneurs, we have identified a strong desire for practical guidance and resources to help turn ideas into viable businesses. The workshop series is designed to meet this need by providing expert instruction, peer support, and practical exercises that address key topics such as business planning, marketing, and finance.

**Attendees at the first Entrepreneurship 101 session in Durack Community Arts Centre**

These workshops aim to empower community members with the knowledge and skills they need to succeed in entrepreneurship, thereby stimulating economic growth and fostering a more vibrant local business community. The sessions began on 16 March and are being held at the Durack Community Arts Centre. 22 people have registered with 12 people attending the first session.



## COMMUNITY AND CULTURE

### QUARTERLY REPORT/JANUARY TO MARCH 2023

#### 3. Cultural Diversity

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

##### Harmony Day

3.1 To celebrate our rich culture and diversity

##### International Women's Week

The City of Palmerston in partnership with STEPS Multicultural Group, Level Up, and the Department of the Chief Minister and Cabinet organised a week-long series of events to celebrate International Women's Day.

The activities were held in accordance with the United Nations' theme for the occasion, which was #Cracking the Code: Innovation for a gender equal future. This theme emphasised the importance of promoting innovative and inclusive technologies, accessible education, and transformative ideas to combat gender discrimination and marginalisation worldwide.



##### Embracing and Celebrating Women and Culture in Palmerston Panellists and Dancers from STEPS Group

Council events provided women with opportunities to connect, collaborate, and explore a variety of interests, including STEM activities such as coding and game development, as well as events related to physical wellbeing and culture. The events were open to all members of the community, and it was a chance to celebrate the contributions of women in our community.



##### Emerging MC Hosting Boss Babe Bingo Kourtney



## COMMUNITY AND CULTURE

### QUARTERLY REPORT/JANUARY TO MARCH 2023



**Local Larrakia Elders participating**



**Local art teacher Sarah teaching Water Colours at Art Jam**

The weeklong program included ten events:

- International Women's Week Launch
- Art Jam - Introduction to Watercolours
- Hire a Grandma - Story Time in the Library
- Larrakia Cultural Event
- Embracing and Celebrating Women and Culture in Palmerston
- IWD - Game Jam
- Geeksquad - She n' D
- Australia Reads - Reading Hour Celebrating Women Writers
- Get Fit with Belgravia Leisure at Palmerston Pool
- Late Nights at the Library - Boss Babe Bingo

Approximately 350 people attended the events and activities across the week.

#### 3.2 Recognise and support diversity through our partnerships and leadership.

##### Australia Day Flag Raising and Citizenship Ceremony

The Australia Day Flag Raising and Citizenship Ceremony was held at the Palmerston Recreation Centre on Thursday 26 January 2023 from 1.00pm - 3.00pm. This special event attracted approximately 300 guests.



The Ceremony opened with a Welcome to Country by Larrakia elder Bilawara Lee followed by the Australian Defence Force Tri Service personnel who performed the raising of the Australian Flag, with Soprano Fiona Wake leading the audience in the first verse of the National Anthem.





## COMMUNITY AND CULTURE

### QUARTERLY REPORT/JANUARY TO MARCH 2023

#### **Australian Defence force Tri- service personnel marching for the Flag Raising Ceremony**

During the interlude and transition to Australia Day Awards the Macondo Dance Group and the ZimDarwin Dance Group wowed attendees with their cultural dance, beautiful moves and flamboyant dress.



**Mayor Pascoe-Bell with one of our new Citizens**



**Macondo Colombian Dance Group**

42 new conferees affirmed their commitment to Australia and received their Australian Citizenship Certificates. The conferees came from India, Greece, Vietnam, Democratic Republic of Congo, Philippines, Thailand, Taiwan, Spain, The Russian Federation, New Zealand, Brazil, Belgium, United Kingdom, Kenya and South Africa.

#### ***Feedback received from two of our new Citizens***

'Sokvy and I just wanted to express our appreciation and thanks to you and your team for organising and hosting the citizenship ceremony. It was a very special day for us and we were touched with kindness that everyone showed us'. Conferee Simon Bidewell.

Six Student Citizen Awards were presented by the Chief Minister of the Northern Territory - Natasha Fyles and the Vice Chair of the Australia Day Council - Dr Helen Summers.

A major feature of Australia Day ceremony is the presentation of Australia Day Awards. The Palmerston Citizen of the Year, Young Citizen of the Year and Community Event of the Year Awards were presented by the Mayor of Palmerston Mrs Athina Pascoe-Bell, and Her Honour the Honourable Vicki O'Halloran the Administrator of the Northern Territory.





## COMMUNITY AND CULTURE

### QUARTERLY REPORT/JANUARY TO MARCH 2023



**Citizen of the Year- Rose Thulung Rajbhandari, Her Honour the Honourable Vicki O'Halloran the Administrator of the Northern Territory. and Mayor Athina Pascoe-Bell**

These awards were presented to the following local achievers for their outstanding contribution to our community:

Citizen of the Year 2023 - Rose Thulung Rajbhandari

Young Citizen of the Year 2023 - Amy Stripling

Community Event of the Year Community for Community – Be Brave, Make change. Reconciliation Family Fun Day

#### Citizenship Ceremony

A Citizenship Ceremony was held at the Recreation Centre on Tuesday 21 March. 30 conferees affirmed their commitment to Australia, thus receiving their Australian Citizenship Certificates. The conferees came from the following countries: Timor-Leste, Sri Lanka, India, Philippines, Indonesia Ireland, Italy, Britain Greece, Kenya, Nigeria, Thailand, Bangladesh, Taiwan, South Africa, Zimbabwe, and Zambia.

The event was presided over by the Mayor Athina Pascoe-Bell and was also attended by Consul Gulfan Afero, from the Consulate of the Republic of Indonesia to the Northern Territory and Honorary Vice Consul Mr Carlo Randazzo, Consulate of Italy for the Northern Territory.



## COMMUNITY AND CULTURE

### QUARTERLY REPORT/JANUARY TO MARCH 2023



**Mayor Athina Pascoe-Bell administering the pledge**



**Newest Citizens of Palmerston**

#### Vietnamese New Year – Tet

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

**Minister Ngaree Ah Kit, Mayor Athina Pascoe-Bell and Vietnamese Family Association**

This event included several activities such as red pockets and card making, Banh Chung making demonstration, Vietnamese calligraphy, traditional games and a Lion Dance. This event provided our community with an opportunity to learn about Vietnamese culture and to share in the celebrations.



**Lion Dance – Vietnamese New Year**



**Gray Community Hall – Vietnamese New Year**

#### Harmony Day

On 21 March 2023, Council collaborated with STEPS to deliver a Harmony Day event that celebrated the diversity of our community.



## COMMUNITY AND CULTURE

### QUARTERLY REPORT/JANUARY TO MARCH 2023



This day of celebration commenced with a didgeridoo performance by Youth Mill as a Welcome to Country, followed with a speech delivered by Councillor Sarah Henderson focusing on the importance of Harmony Day and the upcoming activities planned for the day.

#### **Welcome to Country by Youth Mill**

Consul Gulfan Afero, Consulate of the Republic of Indonesia to the Northern Territory and Honorary Vice Consul Mr Carlo Randazzo, Consulate of Italy for the Northern Territory also attended the event.



STEPS students entertained everyone with their delightful choir performance and dance group. and provided the catering for this event with over 150 people enjoyed a diverse range of delicious cuisines from around the world prepared by STEPS students.

#### **STEPS Choir**



#### **STEPS Dance performance**





## COMMUNITY AND CULTURE

### QUARTERLY REPORT/JANUARY TO MARCH 2023



**Lunch**



**Mandala Art Session**



**Bark Painting**

Following lunch, an array of engaging activities was offered including a Lantern making Workshop, led by the Australian Vietnamese Family Association in addition to a Mandala Art session, a Bark painting session with Dale from Dingo Cockatoo, a painting session by Janie Andrews, a Virtual Reality Round the World tour session and a Cross-Cultural Awareness Training workshop which was an excellent opportunity to connect with others, share experiences, and gain a deeper appreciation and understanding of First Nations people.

These activities were designed to foster cross-cultural connections and promote unity among individuals from diverse backgrounds.

#### Art Jam

Art Jam is a creative space for community members to meet at the Durack Community Arts Centre to work on their projects, meet like-minded others, seek collaborations, and get inspired.



**Sarah Taylor, Facilitator**



**Participants of Art Jam**



The program is open to all, including beginners. The program runs on Monday afternoons and has a free introductory workshop on the first Monday of every month. The following workshops took place over January, February, and March 2023; SFX (special effects) Makeup, Pastels and watercolors. Total attendance for the workshops and meetup session during the quarter was 133.

The aim of Art Jam is to build a creative network in Palmerston and participants have expressed how happy they are with the organic growth of the group. A highlight has been the intergenerational crossover within the community with multiple generations sharing skills and knowledge with each other.



## COMMUNITY AND CULTURE

### QUARTERLY REPORT/JANUARY TO MARCH 2023



Participants at the Art Jam Workshops

#### 4. Future Focus

**Palmerston is an innovative city that sustains itself through the challenges of the future.**

##### 4.2 Infrastructure is fit for purpose.

Council have focused on creating equitable access to facilities and have recently welcomed a diverse group of new users. This includes eight new users of the Palmerston Recreation Centre stadium, 16 new users of the Recreation Centre community rooms, and eight new users in Durack. Additionally, we have welcomed 24 new community organisations at Gray Community Hall in addition to the many parties, with 14 user groups utilising our library room.

New Palmerston Recreation Centre stadium users include two new basketball groups, one fitness class, two badminton groups and Wheelchair Rugby with NRL NT. Palmerston Recreation Centre also hosted an acoustic research project from a graduate student from Charles Darwin University which required low ambient noise and high ceilings. The facility proved to be an ideal location for this research which was held late on a Sunday night.

This increase in usage highlights the versatility of the facilities and the value they provide to the community. By promoting multi-use of the facilities, Council can accommodate a wide range of users and activities, creating a dynamic and inclusive environment for everyone. We look forward to continuing to support our community through our facilities and welcome new users.



Rugby League at the Palmerston Recreation Centre



NRL NT hosting Wheelchair



## COMMUNITY AND CULTURE

### QUARTERLY REPORT/JANUARY TO MARCH 2023

#### Palmerston Library

##### Palmerston Library Access Statistics

	January 2023	February 2023	March 2023	Totals
Library visits	13,155	13,061	15,760	41,976
Library items borrowed	9,025	7,356	8,305	24,686
Hours on public PCs	1,496	1,311	1,484	4,291
Attendance at library programs	953	893	1,037	2,883
Library programs delivered	31	33	39	103

##### Palmerston Library Program Statistics

Program	Sessions	Attendance
School Holidays	18	614
Storytime	18	784
Nurserytime	12	690
Incursions	9	239
Gadgets and Games	12	133
Get Tech Savvy	Ad hoc*	78
Geek Squad	12	164
Code Club	8	94
Late Nights at the Library	6	56
Chess & Board Game Club	5	15
Special Events	3	16
Totals	103	2,883

\* In 2023, Get Tech Savvy moved to an ad hoc drop in model. Formal sessions are no longer being held.

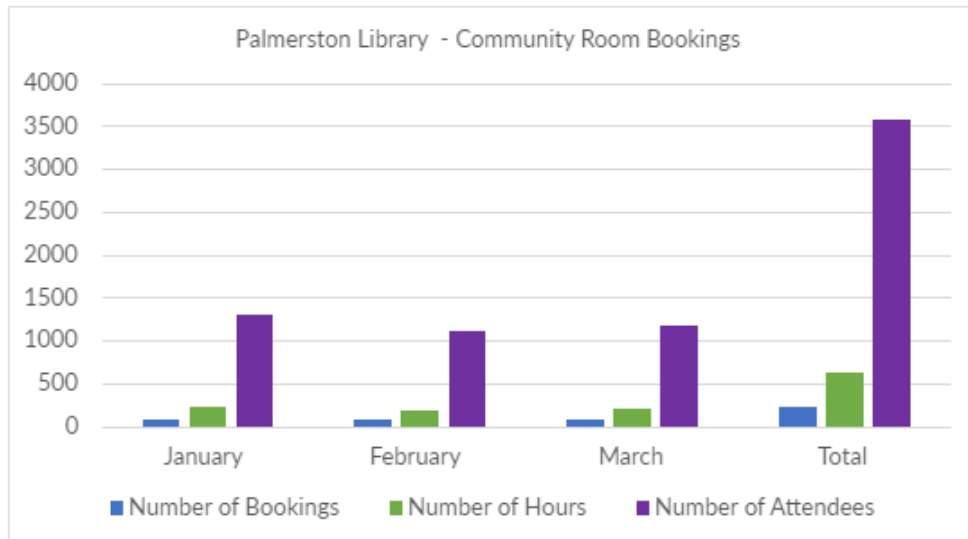
##### Palmerston Library Community Room Bookings January to March 2023

	Bookings	Hours	Attendees	Revenue	CoP Usage	In Kind Support	Total
January	86	234.5	1297	\$1,180.00	\$980.00	\$3,120.00	\$5,280.00
February	69	185	1103	\$40.00	\$1,320.00	\$2,360.00	\$3,720.00
March	73	204.5	1177	\$280.00	\$1,250.00	\$2,620.00	\$3,420.00
Total	228	624	3577	\$1,500.00	\$3,550.00	\$8,100.00	\$12,420.00



## COMMUNITY AND CULTURE

### QUARTERLY REPORT/JANUARY TO MARCH 2023



#### Durack Community Art Room Bookings January to March 2023

	Bookings	Hours	Attendees	Revenue	CoP Usage	In Kind Support	Total
January	22	146	372	\$0.00	\$400.00	\$2,520.00	\$2,920.00
February	19	130	267	\$0.00	\$380.00	\$2,220.00	\$2,600.00
March	15	94	247	\$120.00	\$660.00	\$1,160.00	\$1,940.00
Total	56	370	886	\$120.00	\$1,440.00	\$5,900.00	\$7,460.00

#### Durack Community Creative Space Bookings January to March 2023

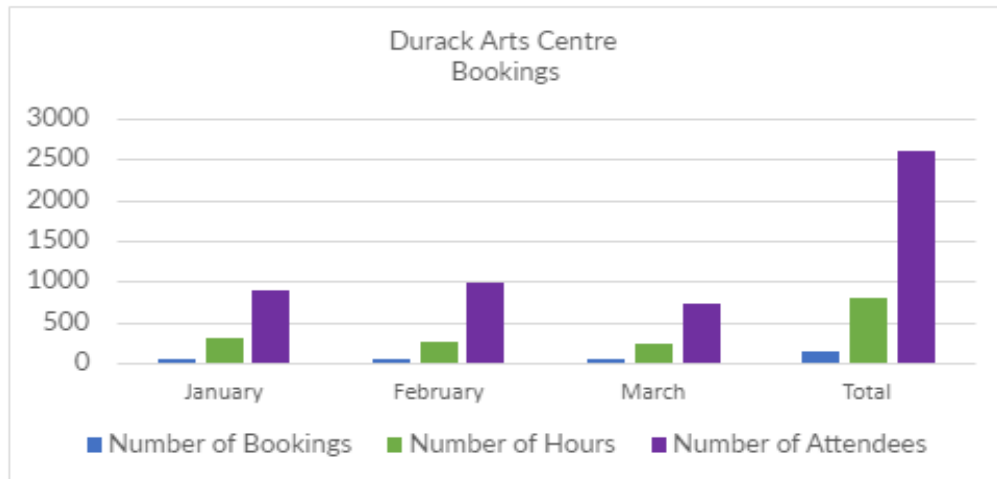
	Bookings	Hours	Attendees	Revenue	CoP Usage	In Kind Support	Total
January	28	153	514	\$0.00	\$880.00	\$2,180.00	\$3,060.00
February	39	133	730	\$0.00	\$1,190.00	\$1,470.00	\$2,660.00
March	26	144.5	475	\$0.00	\$1,460.00	\$1,430.00	\$2,890.00
Total	93	430.5	1719	\$0.00	\$3,530.00	\$5,080.00	\$8,610.00



## COMMUNITY AND CULTURE

### QUARTERLY REPORT/JANUARY TO MARCH 2023

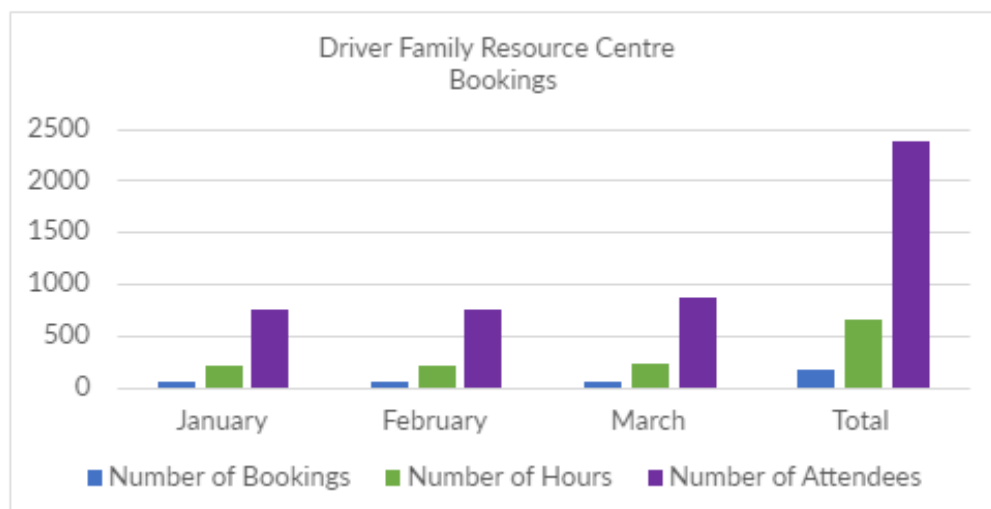
Durack Arts Centre Bookings January to March 2023



Driver Family Resource Centre Bookings January to March 2023

	Bookings	Hours	Attendees	Revenue	CoP Usage	In Kind Support	Total
January	52	210	755	\$0.00	\$500.00	\$3,700.00	\$4,200.00
February	50	204	753	\$0.00	\$320.00	\$3,760.00	\$4,080.00
March	58	231	868	\$0.00	\$320.00	\$4,300.00	\$4,620.00
Total	160	645	2376	\$0.00	\$1,140.00	\$11,760.00	\$12,900.00

Driver Family Resource Centre Bookings January to March 2023







## COMMUNITY AND CULTURE

### QUARTERLY REPORT/JANUARY TO MARCH 2023

Since opening in January 2022 Gray Community Hall has hosted: 136 parties, 5 Christenings, 6 Funerals and Wakes, 4 Weddings, 208 Meetings, 154 Fitness Classes, 123 Dance Groups, 194 Seniors activities and 10 Church Groups.

New user groups include a music therapy program for people with disabilities, an Athletics NT program, and a toddler music program.

#### Gray Community Hall – Function Space - Bookings January to March 2023

	Bookings	Hours	Attendees	Revenue	CoP Usage	In Kind Support	Total
January	45	221	1411	\$5,100.00	\$270.00	\$5,320.00	10690
February	62	189	1860	\$2,020.00	\$510.00	\$3,360.00	\$5,890.00
March	59	183.5	1580	\$2,040.00	\$240.00	\$3,720.00	\$6,000.00
Total	166	593.5	4851	\$9,160.00	\$1,020.00	\$12,400.00	\$22,580.00

#### Gray Community Hall – Meeting Room - Bookings January to March 2023

	Bookings	Hours	Attendees	Revenue	CoP Usage	In Kind Support	Total
January	18	128	760	\$1080.00	\$0.00	\$1,920.00	\$3,000.00
February	15	146.5	1163	\$280.00	\$210.00	\$2,440.00	\$2,930.00
March	59	136.5	1110	\$280.00	\$420.00	\$2,200.00	\$2,860.00
Total	28	411	3033	\$1600.00	\$630.00	\$6,560.00	\$8,790.00

#### Gray Community Hall Total - Bookings January to March 2023

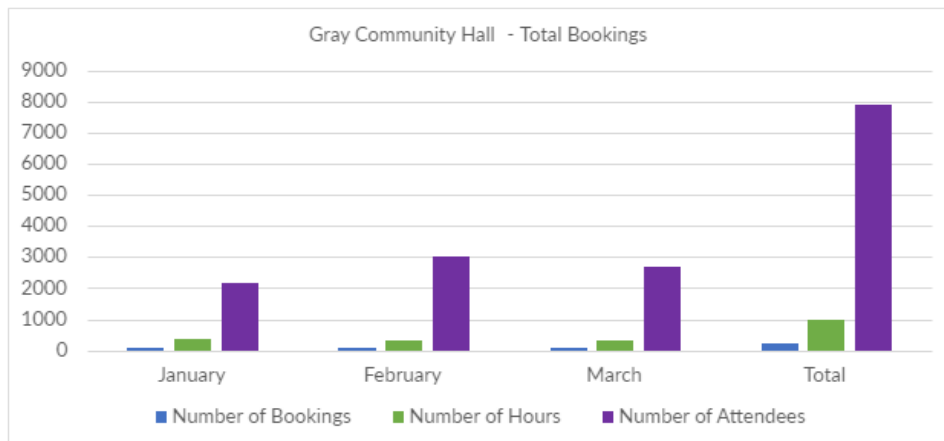
	Bookings	Hours	Attendees	Revenue	CoP Usage	In Kind Support	Total
January	63	349	2171	\$6,180.00	\$270.00	\$7,240.00	\$13,690.00
February	96	335.5	3023	\$2,300.00	\$720.00	\$5,800.00	\$8,820.00
March	87	320	2690	\$2,280.00	\$660.00	\$5,920.00	\$8,860.00
Total	246	1004.5	7884	\$10,760.00	\$1,650.00	\$18,960.00	\$31,370.00



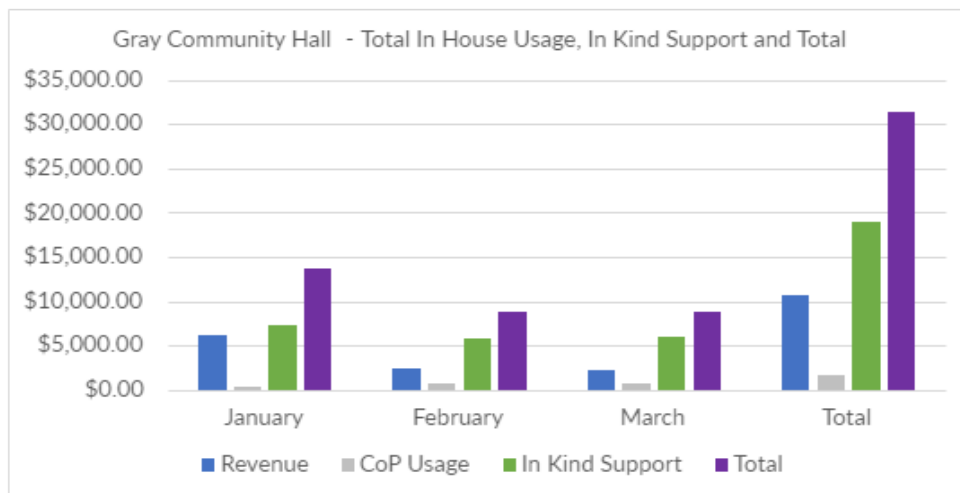
## COMMUNITY AND CULTURE

### QUARTERLY REPORT/JANUARY TO MARCH 2023

Gray Community Hall Total Bookings January to March 2023



Gray Community Hall Total CoP Usage, In Kind Support and Total



Palmerston Recreation Centre – Community Rooms – Bookings January to March 2023

	Bookings	Hours	Attendees	Revenue	CoP Usage	In Kind Support	Total
January	152	445	3017	\$2,410.00	\$1,560.00	\$6,800.00	\$10,770.00
February	247	579	4222	\$2,540.00	\$2,995.00	\$8,315.00	\$13,850.00
March	233	581	4863	\$2,530.00	\$2,635.00	\$8,115.00	\$13,280.00
Total	632	1605	12102	\$7,480.00	\$7,190.00	\$23,230.00	\$37,900.00



# COMMUNITY AND CULTURE

## QUARTERLY REPORT/JANUARY TO MARCH 2023

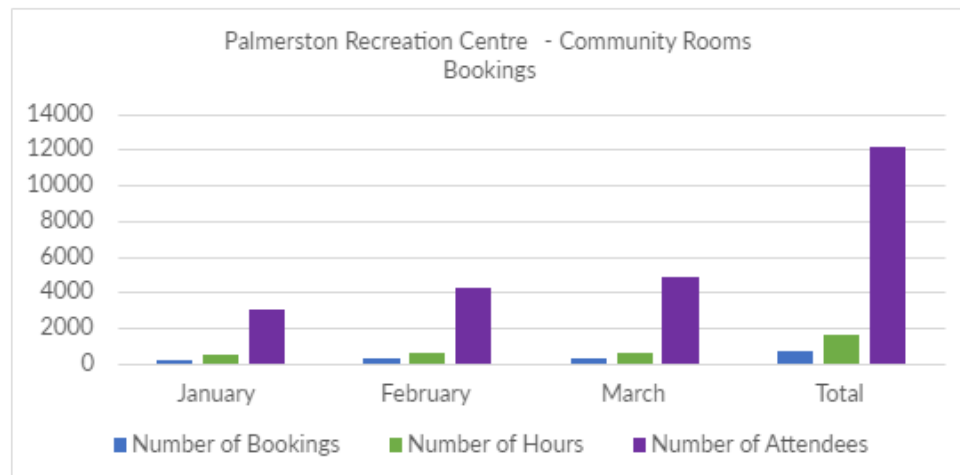
Palmerston Recreation Centre – Stadium - Bookings January to March 2023

	Bookings	Hours	Attendees	Revenue	CoP Usage	In Kind Support	Total
January	242	693.5	11907	\$0.00	\$1,440.00	\$19,365.00	\$20,805.00
February	239	555.5	11695	\$180.00	\$0.00	\$16,455.00	\$16,635.00
March	298	709.5	14128	\$240.00	\$480.00	\$20,385.00	\$21,105.00
Total	779	1958.5	37730	\$420.00	\$1,920.00	\$56,205.00	\$58,545.00

Palmerston Recreation Centre – Total - Bookings January to March 2023

	Bookings	Hours	Attendees	Revenue	CoP Usage	In Kind Support	Total
January	394	1138.5	14924	\$2,410.00	\$3,000.00	\$26,165.00	\$31,575.00
February	486	1134.5	15917	\$2,720.00	\$2,995.00	\$24,770.00	\$30,485.00
March	531	1290.5	18991	\$2,770.00	\$3,115.00	\$28,500.00	\$34,385.00
Total	1411	3563.5	49832	\$7,900.00	\$9,110.00	\$79,435.00	\$96,445.00

Palmerston Recreation Centre Community Rooms Bookings January to March 2023

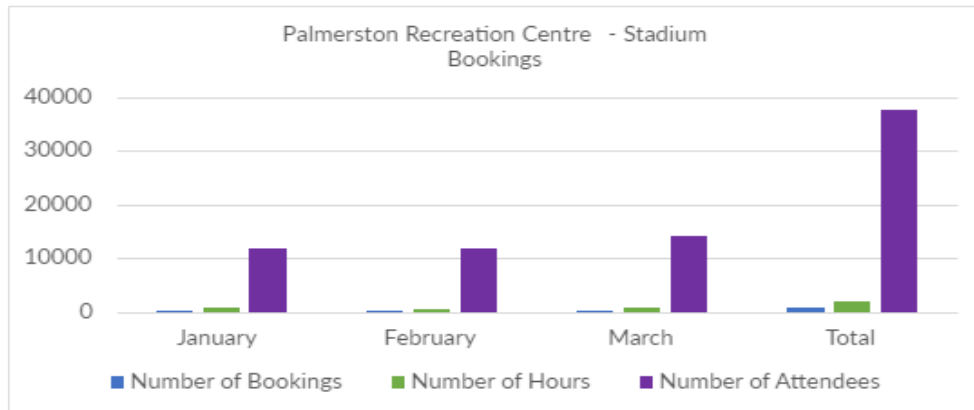




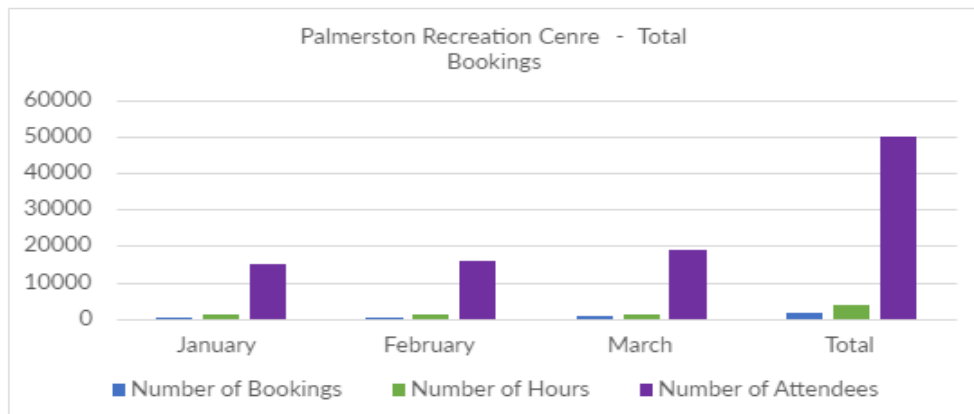
## COMMUNITY AND CULTURE

### QUARTERLY REPORT/JANUARY TO MARCH 2023

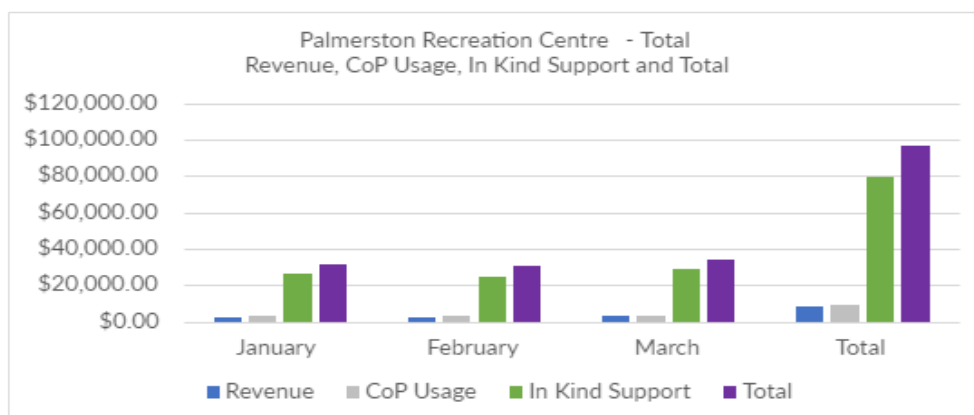
Palmerston Recreation Centre Stadium Bookings January to March 2023



Palmerston Recreation Centre Stadium Bookings January to March 2023



Palmerston Recreation Centre - Revenue, CoP Usage, In Kind Support and Total





## COMMUNITY AND CULTURE

### QUARTERLY REPORT/JANUARY TO MARCH 2023

#### 5. Environmental Sustainability

**Palmerston is an environmentally friendly, liveable city that promotes renewable practices and sustainability.**

##### 5.1 Reduce our footprint on the environment.

STEPS Multicultural Group commenced weekly cooking/gardening sessions at Harvest Corner, Gray Community Garden, on Thursdays. Through harvesting fruit and vegetables and maintaining the garden beds, the group is bringing diverse groups of people together and fostering a sense of community and belonging.

One of the key benefits of this project is that it promotes cultural exchange and understanding. By working together to tend the garden, individuals from different backgrounds can learn about each other's cultures, customs, and traditions. This can help to break down stereotypes and misconceptions and promote mutual respect and understanding.

These sessions can help to improve access to fresh, healthy food for all members of the community, regardless of their income or background. They also provide opportunities for physical activity and outdoor recreation, which can help to improve overall health and well-being.



**STEPS Multicultural Group helping out at Harvest Corner**

#### 6. Governance

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

##### 6.3 Healthy working partnerships.

Community Investment Committee (CIC)

The CIC is an essential component of the National Youth Employment Body (NYEB), which seeks to align local and national investments in employment, industry, education, and training. The goal is to create a coordinated, multi-sectoral response to youth unemployment, ultimately informing and strengthening initiatives at all levels.

Members of the CIC actively contribute to driving change by sharing their knowledge and information on the local labor market, identifying opportunities and barriers that are specific to young people, and understanding how to leverage key systemic opportunities and address gaps. Through these efforts, the CIC strives to facilitate meaningful job opportunities for youth and strengthen the workforce of the future.



## COMMUNITY AND CULTURE

### QUARTERLY REPORT/JANUARY TO MARCH 2023

A representative from the City of Palmerston attended the CIC meeting, where stakeholders collaborated to establish and enhance pathways that deliberately facilitate young people's entry into meaningful employment both currently and in the long term.

#### Geek Culture Collaborative (GCC)



#### **Initial Meeting held by City of Palmerston 30 July 2020 with Geek Culture Stakeholders**

The Geek Culture Collaborative (GCC) was established almost two years ago and formally incorporated in October 2021. Its mission was to create a peak body representing and connecting various geek enthusiasts and interest groups for greater collective impact.

Council has been instrumental in supporting the GCC in connecting them with relevant organisations and providing opportunities for GCC to be an early participant in one of NT's largest annual events, Geekfest Top End. This phase allowed the group to gain the necessary experience and confidence to take the next step.

The first official meetup for the initial GeekFest Top End Working Group took place on July 30, 2020. These initial discussions led to the creation of a vibrant Geek reference group, comprised of key members from all across the Geek Industry. The GCC has since achieved a number of objectives such as supporting events like Geekfest Top End and Game Jams and is the principal organisation responsible for TROPiCON 2022 at which several thousand people attended.

#### **Palmerston and Rural Youth Services (PARYS) Network**

PARYS is made up of 347 network members who represent organisations such as Youth Workers, Schools, and community organisations supporting young people. The first 2023 PARYS network meeting was held 21 February 2023 at the Palmerston Recreation Centre.

30 people from 21 Organisations attended, including: YMCA, Services Australia, Catholic Care NT, Autism NT, Melaleuca, Team Health NT, Youthworx NT, Palmerston College, Red Cross, My support Journey Australia, Litchfield Council, Anglicare NT, NDIS, Clinic 34, Northern Territory Government, The Flourish Collective, Be You, North Australian Aboriginal Justice Agency and Seda College.



## COMMUNITY AND CULTURE

### QUARTERLY REPORT/JANUARY TO MARCH 2023

The Sexual Health and Blood Borne Virus Unit, NTG gave a presentation on Youth Sexual Health and how to engage youth in conversation around safety and engaging with support and sexual health testing services.



**Kat Byron from Clinic 34 giving a presentation to the PARYS Network of sexual health.**

#### RESET Session



A professional development opportunity entitled RESET was held on Friday 10 February. This was the first networking event for 2023. The session has traditionally been provided only to PARYS members, however in 2022 the youth services attending the network highlighted an increase in children under 10 years accessing youth programs in Palmerston. In response to this, Council staff extended this development opportunity to early childhood professionals. 30 people attended from the Parents and Kids Network (PKN) and PARYS and participants shared that they appreciated the time to connect with others in a similar field to discuss issues and networking.

**Post from our facilitator Amy Hetherington on LinkedIn**

#### Palmerston Kids Network (PKN)

On 22 February 2023, the Palmerston Kids Network (PKN) convened with organisations such as 54 Reasons, Red Cross, Melaleuca, and Autism NT in attendance. The Network engaged in discussions regarding upcoming events and programs during sector updates.

During this meeting a working group was formed for the City of Palmerston's National Families Week to plan the week of activities which will include an information evening with a number of guest speakers and a weekend event, thus ensuring the activities are accessible to all families in Palmerston.

Council staff also took the opportunity to inform Network members about Council's newly formed Advisory Committees and the potential to raise Network concerns and issues to these bodies for consideration.

#### Animal Management By-Law Review

CoP has received the second draft of the Palmerston (Animal Management) By-Laws from the Office of Parliamentary Counsel; CoP have recently updated the current website to inform community members of the by-law community consultation outcomes. By-Laws can be expected to be out for consultation during 2023.



# COUNCIL REPORT

2nd Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.2.3
<b>REPORT TITLE:</b>	Community Benefit Scheme - March Update 2023
<b>MEETING DATE:</b>	Tuesday 18 April 2023
<b>AUTHOR:</b>	Community Facilities Officer, Rachel Fosdick
<b>APPROVER:</b>	General Manager of Community and Culture, Anna Ingram

## COMMUNITY PLAN

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

## PURPOSE

This Report provides Council with a summary of the Community Benefit Scheme 2022/23 applications to date, highlighting requests received since the February 2023 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 CBS budget for the 2022/23 fiscal year for grants, donations and sponsorships is \$230,000. \$151,412 has been expended for projects which will benefit the Palmerston community with \$78,588 remaining in the Community Benefit Scheme 2022/23 budget for future projects and events, The Environmental Initiative Grant budget is \$20,000.
- To date, City of Palmerston has received 88 Representation Support applications, with five since the last reporting period.
- Previous successful Sponsorship applicant, Palmerston Rovers Football Club held their annual Palmerston Cup at Gray Football Oval.
- One successful sponsorship application was received from Palmerston Golf and Country Club (PGCC) requesting a three-year Sponsorship of \$30,000 per year, a total value of \$90,000 from Council as one of two Major Sponsors, to host the Northern Territory PGA Championships being held in Palmerston.

## RECOMMENDATION

THAT Report entitled Community Benefit Scheme - March Update 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, \$78,588 of CBS funding remains available in this financial year for future projects and events that benefit the Palmerston community.

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

## DISCUSSION

To date, City of Palmerston has received 88 Representation Support applications, with five since the last reporting period. Taylah Easton was recently selected for the Northern Territory u17s National Netball Championships in Darwin and provided the following feedback:

*Our very deep thanks for the \$250 funding towards Taylah's dream of representing the NT at the 17U National Netball Championships in Darwin. It's been 2 years of hard work for her. She's super excited about the opportunity. I will ... endeavour to promote and advertise your support of my daughter's dream as often as possible before, during and after the competition.* Fiona Easton.

Zach Rakkas a Palmerston resident who was selected to represent the Northern Territory at the under 21 National Hockey Championships in Sydney, New South Wales in March 2023. This competition is a showcase for the next generation of aspiring Kookaburras and Hockeyroos. Zach scored two goals in the final match, with the Northern Territory team losing to Tasmania six goals to five.

Pania Reid was selected to represent Palmerston in the under 12 girls AFL in the Palmerston and Rural Sporting Schools Top End Regional Championships. Pania completed a successful championship and went on to be further selected to represent the Northern Territory at the National Championships to held later in August 2023 in Newcastle New South Wales.



**Pania Reid – PARS u12 Football**



**Zach Rakkas – National Hockey Championships**


Palmerston Rovers Football Club (PRFC) has a long history in Palmerston and has been operating in various forms since 1984. The club relocated to their current home ground at Gray Football grounds in 2012. The club has a clear vision, to develop and maintain a vibrant football culture in the Palmerston area.



### **Palmerston Rovers Football Club – Palmerston Cup**

PRFC were successful in receiving a multi-year \$10,000 Gold Level CBS Sponsorship funding to assist with events and promotion of the sport of football in Palmerston.

Palmerston Rovers Football Club held the annual Palmerston Cup at Gray Football Oval on 26 March 2023. The event was a huge success with a full day of football action. The Men's Final was won by South Sudan and the Women's final won by the Sweethearts team.



**Palmerston Rovers Football Club**  
15h · 🌐

**PALMERSTON CUP 2023**

A huge congratulations to all for a fantastic day of football on Saturday. Great plays and football action filled the air as teams vied for the Palmerston Cup 2023.

The winners of the day were:

Mens final.  
🏆 South Sudan def Cowboys FC 1-0

Womens  
🏆 Sweethearts def Hellenic 2-1

Congratulations to both teams on their achievement and we wish them all the very best of luck in the home and away season just around the corner.

We would also like to thank our sponsors for their support. Without them this would not have happened:

[City of Palmerston](#)  
[Football Northern Territory](#)  
[Kennards Hire Palmerston](#)

Also a massive big thank you to the volunteers who helped make this day a reality. Thank you for giving up your time and giving a helping hand. This wouldn't have been possible without your assistance.

[#palmerstoncup2023](#) [#palmerstoncup](#) [#soccer](#) [#soccerclub](#) [#football](#) [#footballclub](#)  
[#footballtournament](#) [#soccertournament](#) [#palmerston](#) [#nt](#)

Council received a Sponsorship application from Palmerston Golf and Country Club (PGCC) requesting a three-year Sponsorship of \$30,000 per year from Council as one of two Major Sponsors, representing a total value of \$90,000 to host the Northern Territory PGA Championships being held in Palmerston.

The Northern Territory PGA is a key event on the PGA Australasian golfing calendar and is hosted on an 18-hole golf course spread over the Palmerston suburbs of Driver and Durack.

PGCC has successfully staged the six-day Northern Territory PGA Championship since 2016 and has received sponsorship from Council since its inception. The event attracts many participants and golf followers across the six days who spend and stay locally in Palmerston.

The annual sporting event delivers a wide variety of community benefits including community engagement, development of golf as a recreational activity in the region, estimated \$1.6 million economic benefits to local businesses through accommodation and incidental spending.

As a major sponsor, Council will be involved in a range of marketing and event activities prior to and during the event.

## 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 and sponsorships is \$230,000. \$151,412 has been expended for projects which will benefit the Palmerston community with \$78,588 remaining in the Community Benefit Scheme 2022/23 budget for future projects and events, as per **Attachment 13.2.3.1**.

Environmental Initiative Grant (EIG) budget for the 2022/23 fiscal year under CBS is \$20,000. Currently we have received one submission from Durack Primary School, which is still in the assessment process.

## 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

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 - March 2023 Update.docx [13.2.3.1 - 7 pages]

# COUNCIL AGENDA

## Attachment 13.2.3.1

Individual Representation Support					
Date	Activity	Recipient	Amount Requested	Amount Granted	
1 Jul 2022	Aust Secondary 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 Aust Championships - Basketball	Individual U18	250.00	250.00	
1 Jul 2022	Aust Secondary Schools - Rugby League	Individual U18	250.00	250.00	
1 Jul 2022	Showcase National Dance Championships	Individual U18	250.00	250.00	
1 Jul 2022	Southern States Tournament - Rugby	Individual U18	250.00	250.00	
1 Jul 2022	Southern States Tournament - Rugby	Individual U18	250.00	250.00	
1 Jul 2022	Southern States Tournament - Rugby	Individual U18	250.00	250.00	
1 Jul 2022	u15s Aust Team Championships - Tennis	Individual U18	250.00	250.00	
6 Jul 2022	Southern States Tournament - 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 Championships	Individual U18	250.00	250.00	
15 Jul 2022	AJJC - Aust National - Jiu Jitsu	Individual U18	250.00	250.00	
15 Jul 2022	AJJC - Aust National - Jiu Jitsu	Individual U18	250.00	250.00	
15 Jul 2022	AJJC - Aust National - Jiu Jitsu	Individual U18	250.00	250.00	
15 Jul 2022	AJJC - Aust National - Jiu Jitsu	Individual U18	250.00	250.00	
15 Jul 2022	Youth Touch Football Championships	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 Championships	Individual U18	250.00	250.00	
4 Aug 2022	Youth Touch Football Championships	Individual U18	250.00	250.00	
5 Aug 2022	u14s Aust Junior - Basketball	Individual U18	250.00	250.00	
5 Aug 2022	Youth Touch Football Championships	Individual U18	250.00	250.00	
8 Aug 2022	Youth Touch Football Championships	Individual U18	250.00	250.00	
8 Aug 2022	Premier Invitational Football	Individual U18	250.00	250.00	
8 Aug 2022	Youth Touch Football Championships	Individual U18	250.00	250.00	
9 Aug 2022	u14s Aust Championships - Basketball	Individual U18	250.00	250.00	
9 Aug 2022	Premier Invitational Football	Individual U18	250.00	250.00	
10 Aug 2022	Premier Invitational Football	Individual U18	250.00	250.00	
12 Aug 2022	Youth Touch Football Championships	Individual U18	250.00	250.00	

## COUNCIL AGENDA Attachment 13.2.3.1

15 Aug 2022	Premier Invitational Football	Individual U18	250.00	250.00	
22 Aug 2022	u14s Aust Championships - Basketball	Individual U18	250.00	250.00	
25 Aug 2022	Showcase National Dance Championships	Individual U18	250.00	250.00	
25 Aug 2022	Premier Invitational Football	Individual U18	250.00	250.00	
26 Aug 2022	Youth Touch Football Championships	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 Sept 2022	Murri Rugby League Cup	Individual U18	250.00	250.00	
1 Sept 2022	Murri Rugby League Cup	Individual U18	250.00	250.00	
1 Sept 2022	Over 60s Lawn Bowls State Titles	Individual 18+	250.00	250.00	
1 Sept 2022	Over 60s Lawn Bowls State Titles	Individual 18+	250.00	250.00	
1 Sept 2022	NQ Athletics Championships	Individual U18	250.00	250.00	
1 Sept 2022	NQ Athletics Championships	Individual U18	250.00	250.00	
1 Sept 2022	NQ Athletics Championships	Individual U18	250.00	250.00	
5 Sept 2022	NQ Athletics Championships	Individual U18	250.00	250.00	
5 Sept 2022	Premier Invitational Football	Individual U18	250.00	250.00	
10 Sept 2022	Amateur Golf	Individual U18	250.00	250.00	
10 Sept 2022	Hardcourt Tennis	Individual U18	250.00	250.00	
10 Sept 2022	u13 Hockey NT	Individual U18	250.00	250.00	
12 Sept 2022	u13 Hockey NT	Individual U18	250.00	250.00	
20 Sept 2022	Youth Touch Football Championships	Individual U18	250.00	250.00	
20 Sept 2022	Youth Touch Football Championships	Individual U18	250.00	250.00	
20 Sept 2022	Youth Touch Football Championships	Individual U18	250.00	250.00	
20 Sept 2022	Youth Touch Football Championships	Individual U18	250.00	250.00	
20 Sept 2022	National Gymnastics Championships	Individual U18	250.00	250.00	
20 Sept 2022	Australian National Badminton Tournament	Individual U18	250.00	250.00	
20 Sept 2022	Australian Bowls Championship	Individual 18+	250.00	250.00	
21 Sept 2022	Special Olympics Basketball	Individual 18+	250.00	250.00	
21 Sept 2022	Special Olympics Basketball	Individual U18	250.00	250.00	
21 Sept 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	



## COUNCIL AGENDA Attachment 13.2.3.1

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 Championships	Individual U18	250.00	250.00	
26 Nov 2022	Dance Evolution	Individual U18	250.00	250.00	
27 Nov 2022	Australian Track and Field Championships	Individual 18+	250.00	250.00	
29 Nov 2022	Dance Evolution	Individual U18	250.00	250.00	
1 Dec 2022	SA Amateur Golf Championships	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	
15 Feb 2023	Touch Football	Individual U18	250.00	250.00	
15 Feb 2023	PARS AFL	Individual U18	250.00	250.00	
15 Feb 2023	PARS AFL	Individual U18	250.00	250.00	
16 Feb 2023	PARS AFL	Individual U18	250.00	250.00	
17 Feb 2023	PARS AFL	Individual U18	250.00	250.00	
17 Feb 2023	PARS AFL	Individual U18	250.00	250.00	
17 Feb 2023	PARS AFL	Individual U18	250.00	250.00	
27 Feb 2023	PARS AFL	Individual U18	250.00	250.00	
6 Mar 2023	u17s Netball Nationals	Individual U18	250.00	250.00	
11 Mar 2023	u21 National Hockey	Individual U18	250.00	250.00	
8 Mar 2023	PARS AFL	Individual U18	250.00	250.00	
11 Mar 2023	u17s Netball Nationals	Individual U18	250.00	250.00	
22 Mar 2023	u17s Netball Nationals	Individual U18	250.00	250.00	
27 Mar 2023	BMX Nationals	Individual U19	250.00	250.00	
Total Year to Date (YTD)			21,550.00	21,400.00	
<b>Team Representation Support</b>					
<b>Date</b>	<b>Activity</b>	<b>Recipient</b>	<b>Amount Requested</b>	<b>Amount Granted</b>	
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	1,500.00	

# COUNCIL AGENDA

## Attachment 13.2.3.1

<b>Total Year to Date (YTD)</b>			<b>4,000.00</b>	<b>3,500.00</b>	
<b>Date</b>	<b>Activity</b>	<b>Recipient</b>	<b>Amount Requested</b>	<b>Amount Granted</b>	
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	
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	
07 Mar 2023	Personal Protection Strategy	50 Plus Club	3,000.00	0.00	
<b>Total Year to Date (YTD)</b>			<b>12,250.00</b>	<b>7,250.00</b>	
<b>Grants</b>					
<b>Date</b>	<b>Activity</b>	<b>Recipient</b>	<b>Amount Requested</b>	<b>Amount Granted</b>	
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 Sept 2022	Cinema Day	Neighbourhood Watch	2,000.00	0.00	
14 Sept 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 Aust	2,000.00	0.00	
4 Nov 2022	DVD conversion	Wildcare Inc	1,870.00	187.00	

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4 Dec 2022	Vietnamese New Year Tet	Australian Vietnamese Family Association Inc.	2,000.00	2,000.00	
6 Dec 2022	Taiwanese Lantern Festival	Taiwanese Community of the Northern Territory	1,984.00	1,375.00	
7 Dec 2022	Safer Families	YWCA	7,048.00	0.00	
11 Jan 2023	Strive	Vibrant Diverse Cultures	4,355.00	0.00	
17 Mar 2023	Student Prize Giving Ceremony	Charles Darwin University	500.00	0.00	
<b>Total Year to Date (YTD)</b>			<b>39,757.00</b>	<b>16,562.00</b>	
<b>Date</b>	<b>Activity</b>	<b>Recipient</b>	<b>Amount Requested</b>	<b>Amount Granted</b>	
Paid 8 Jul 2022 Due 1 Jun 2023 Due 1 Jun 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 Jun 2023 Due 28 Jun 2024	Junior Rep Program May 22, May 23, May 24	Palmerston Netball	10,000.00	10,000.00	
Paid 6 May 2022 Due 1 Mar 2023 Due 1 Mar 2023	Seniors Fortnight x 3 years 1 Jan 2022 - 31 Dec 2024	Palmerston & Litchfield Seniors Association	20,000.00	20,000.00	
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	Participation program	Palmerston Rovers Football Club	10,000.00	10,000.00	

## COUNCIL AGENDA Attachment 13.2.3.1

Due 10 Aug 2024					
22 Dec 2022	Participation program	Palmerston Magpies	20,000.00	10,000.00	
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	
16 Dec 2022	Million Paws Walk	RSPCA Darwin	30,000.00	0.00	
24 Feb 2023	Palmerston PGA	Palmerston Golf and Country Club	30,000.00	30,000.00	
<b>Total Year to Date (YTD)</b>			<b>181,500.00</b>	<b>101,500.00</b>	
<b>Annual School Awards</b>					
<b>Date</b>	<b>Activity</b>	<b>Recipient</b>	<b>Amount Requested</b>	<b>Amount Granted</b>	
	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	

## COUNCIL AGENDA Attachment 13.2.3.1

	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	
<b>Total Year to Date (YTD)</b>			<b>1,200.00</b>	<b>1,200.00</b>	
<b>Environmental Initiatives Grants</b>					
<b>Date</b>	<b>Activity</b>		<b>Amount Requested</b>	<b>Amount Granted</b>	<b>Balance</b>
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
<b>Total YTD Env Grants</b>	<b>20,000.00</b>		<b>7,000.00</b>	<b>0.00</b>	<b>20,000.00</b>
<b>Funds Available</b>					
	<b>Funds Available</b>		<b>Amount Requested</b>	<b>Amount Granted</b>	<b>Balance</b>
Total CBS	230,000.00		260,257.00	151,412.00	78,588.00
Total EIG	20,000.00		7,000.00	0.00	
<b>Total</b>	<b>250,000.00</b>		<b>267,257.00</b>	<b>151,412.00</b>	<b>98,588.00</b>

# COUNCIL REPORT

2nd Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.2.4
<b>REPORT TITLE:</b>	Abandoned Vehicles in Palmerston
<b>MEETING DATE:</b>	Tuesday 18 April 2023
<b>AUTHOR:</b>	Regulatory Services Manager, Angie Heriot
<b>APPROVER:</b>	General Manager of Community and Culture, Anna Ingram

### COMMUNITY PLAN

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

### PURPOSE

This Report was requested by Council to give an update on the management of abandoned vehicles within the Palmerston municipality.

### KEY MESSAGES

- Council is authorised to remove or require owners to remove abandoned vehicles located on Council roads within the municipality.
- Northern Territory Government (NTG) Department of Infrastructure, Planning and Logistics, (DIPL) are the competent authority for the removal of abandoned vehicles from NTG roads.
- Between 1 March 2022 and 31 March 2023, a total of 235 abandoned vehicle reports were received by Council.

### RECOMMENDATION

THAT Report entitled Abandoned Vehicles in Palmerston be received and noted.

### BACKGROUND

At the 2<sup>nd</sup> Ordinary Council Meeting of 21 March 2023 Council made the following decision:

#### *17.2 Abandoned Vehicles*

*THAT Council request a report regarding processes related to abandoned vehicles in Palmerston including recent statistics by the second ordinary Council meeting in April 2023.*

CARRIED 10/756 - 21/03/2023

### DISCUSSION

Between 1 March 2022 and 31 March 2023, a total of 235 abandoned vehicle reports were received by Council. Of the 235 vehicle reports, 43 vehicles were removed by Council, with the remaining 192 vehicles removed either by the owner or persons unknown, before Rangers acted or the vehicle was on land not controlled by Council.

Per Part 5 Section 63 the *Northern Territory of Australia Traffic Regulations 1999* (hereafter, Traffic Regulations), provides the definition of an Abandoned Vehicle as:



- (a) registered under the Motor Vehicles Act (Northern Territory) 1949 (or a corresponding Act of another jurisdiction) and is left:
  - (i) for more than 24 hours at a place where it is prohibited by the Traffic Regulations to be stopper or parked; or
  - (ii) for more than 24 hours in a parking area where the time a vehicle may remain parked is limited; or
  - (iii) for more than seven days in a parking area where the time s vehicle may remain parked is not limited.
- (b) Not registered under the Motor Vehicle Act (Northern Territory) 1949 (or a corresponding Act of another jurisdiction) and is left on a road.

Council Authorised Officers, per section 184 of the Local Government Act (Northern Territory) 2009, are governed to by the powers and authorities of the Traffic Regulations.

On report of an abandoned vehicle, Council Officers will confirm the vehicle is located on Council owned or managed roads. On inspection, Council Officers will review assessment of an abandoned vehicle per section 63.

An abandoned vehicle will be provided with a physical compliance notice and registered owner (if known), will be contacted and provided details of timeframe of removal. If, however, the vehicle is not on Council owned or managed road, the report will be referred to DIPL for allocation and removal.

Failure to comply with a request of a Council Officer to remove vehicle or if an owner cannot be found after a reasonable length of time, Council Officer per section 65 of the Traffic Regulations will relocate, remove and impound vehicle.

On impoundment of vehicle, a public notice will be published on will be placed on Council's [web page](#) for a 30-day period. Notification, proof of ownership and a vehicle release fee payment of \$154 is required by Council to release an impounded vehicle.

If ownership is still unsuccessful or has not been substantiated, Council has options to either:

- allocate to a contractor for disposal if immobilise and cannot be repaired or has a total value of less than \$1000.00 or
- has the authority to sell by public auction and the sale value residue will be held and received by Council

Compliance of sale of vehicle and reimbursing of costs are covered by sections 66, 67, 68 and 69 of the Traffic Regulations.

### Reporting Mechanisms Available

Contact details for reporting abandoned vehicles can be found on Council's website. Community members can email Council at [palmerston@palmerston.nt.gov.au](mailto:palmerston@palmerston.nt.gov.au) or report any issue via the website through the [Report an Issue](#) tool. Further reporting access is available by the City of Palmerston [App](#).

To make reporting to the relevant authority easier, the Council website provides an interactive map that use GIS technology displays advising whether a road is owned by Council or NTG. This road map can be found [here](#).

### **CONSULTATION PROCESS**

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

- Regulatory Services Team

### **POLICY IMPLICATIONS**

There are no policy implications for this Report.

### **BUDGET AND RESOURCE IMPLICATIONS**

The 2022/23 budget allocated for removal of Abandoned Vehicle is \$8,300. The year to date spends thus far is \$5,460, the remaining budget available is \$2,840.

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

The management of abandoned vehicles is guided by the following:

- Part 5 of the *Northern Territory of Australia Traffic Regulations 1999*
- City of Palmerston Abandoned Vehicle Procedure

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.

Abandoned vehicles are unsightly and potentially dangerous. They can encourage vandalism and arson, endangering lives, property and the environment. In addition, components of abandoned vehicles can deteriorate and leaks, such as oil and battery acid, pollute the surroundings and can cause risk to the health and safety of people and animals. Abandoned vehicles also provide harbourage for pests like rats and mice and are a valid source of complaint from the public.

### **ENVIRONMENT SUSTAINABILITY IMPLICATIONS**

Nil

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

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

### **ATTACHMENTS**

Nil

# COUNCIL REPORT

## 2nd Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.2.5
<b>REPORT TITLE:</b>	Finance and Governance Quarterly Report January to March 2023
<b>MEETING DATE:</b>	Tuesday 18 April 2023
<b>AUTHOR:</b>	Executive Assistant to Director Finance and Governance, Bertsie Taru
<b>APPROVER:</b>	Director Finance and Governance, Wati Kerta

### COMMUNITY PLAN

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

### PURPOSE

This Report summaries the key activities undertaken by the Finance and Governance Directorate during the January to March 2023 quarter.

### KEY MESSAGES

- The Vibrant Economy Advisory Committee meeting was held in March followed by the Palmerston Region Business Association (PRBA) March Event, sponsored by the City of Palmerston, demonstrating Councils' efforts in strengthening its relationship with the business community and showing some major initiatives and their positive impacts.
- During the quarter, \$8,702,511 was paid to vendors, of which \$6,803,724 was paid to local suppliers (78%).
- In the January to March 2023 quarter an additional 246 ratepayers registered to receive electronic notices. The total number of ratepayers now receiving rates notices digitally is 3542, which reflects 24.75% of rates notices and improves sustainability.
- Four additional properties were added to our portfolio. This brings the total number of rateable properties to 15,519.
- There were a number of governance activities that occurred during the quarter which included the 2nd Budget Review, two grant acquittals, three procurement activities over \$100K, finalisation of Freedom of Information requests, Risk Management and Audit Committee meeting, adoption of eight strategic risks and associated risk tolerance levels contained within the Strategic Risk Register, and review and adoption of five Council Policies.

### RECOMMENDATION

THAT Report entitled Finance and Governance Quarterly Report January to March 2023 be received and noted.

### BACKGROUND

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

### DISCUSSION

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

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

### Partnerships

On the 27<sup>th</sup> of March 2023, the second Vibrant Economy Advisory Committee (VEAC) meeting was held. Ms Ruth Palmer, NT Executive Director of the Property Council of Australia was welcomed as the new business / property association committee member.

It was identified that the development of an Economic Development focussed website and the delivery of a business survey was a key priority. The website provides a tool to showcase the City of Palmerston and provide an outward channel for communication, and the business survey uncovers the needs of business in the region and to allow for further prioritisation of actions contained in the Palmerston Local Economic Plan (PLEP). A status update was provided on the other actions in the PLEP to date.

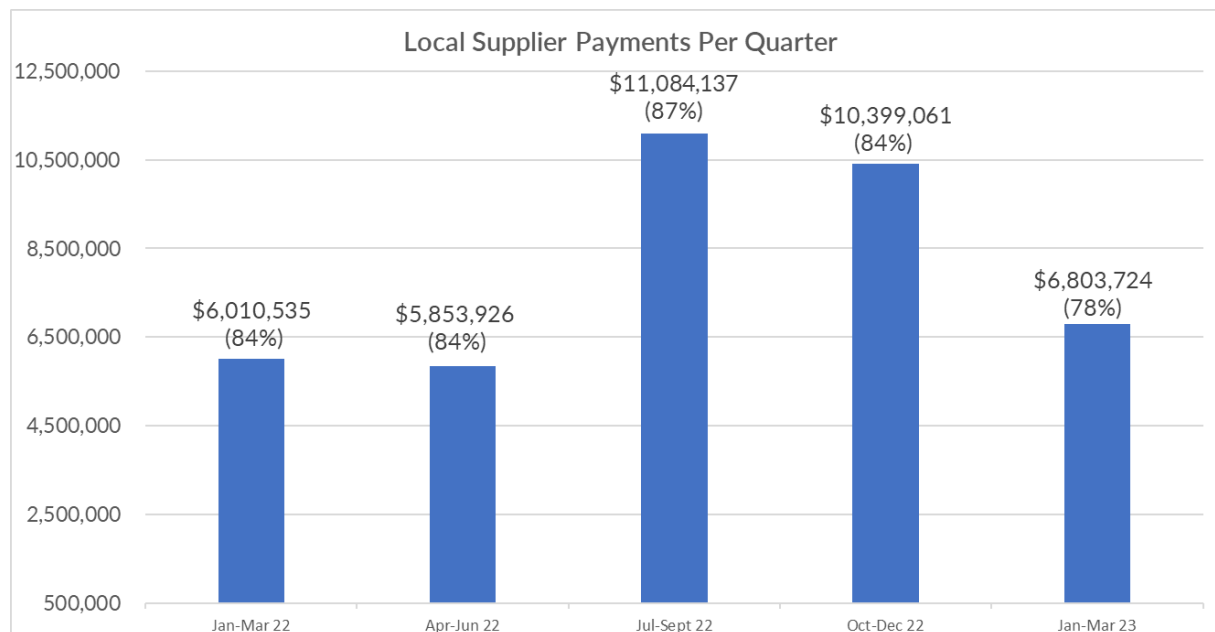
On the 30<sup>th</sup> of March 2023, Palmerston Region Business Association (PRBA) March Event was hosted at the Gray Community Hall and sponsored by the City of Palmerston. The Deputy Mayor provided an overview to the PRBA members and guests on Council's economic development activities and how it supports local businesses. The overview focussed on infrastructure development, which included an update on SWELL, the Zuccoli dog park, and Fibresense. The event demonstrates Council's efforts in strengthening its relationship with the business community.



## Support Local

\$6.8 million has been paid to local suppliers between the period 1<sup>st</sup> of January 2023 to 31<sup>st</sup> of March 2023. This total makes up 78% of all creditor payments over the same period which amounted to \$8.7 million.

\$37,412.50 has been paid to vendors between the period 1 January 2023 to 31 March 2023 for the My Palmerston initiative, bringing the total to \$587,782.50 that has been paid out to Creditors from the start of the program to the end of March 2023.



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

## Electronic Rate Notices

- The January to March 2023 quarter recorded an additional 246 ratepayers registered to receive electronic notices. The total number of ratepayers now receiving rates notices digitally is 3542, which reflects 24.75% of rates notices, up from 22.9% last quarter.
- Four additional properties were added to our portfolio. This brings the total number of rateable properties to 15,519.

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

## 2<sup>nd</sup> Budget Review

*Regulation 9 of the Local Government (General) Regulations 2021* requires a council's budget to be reviewed at least one occasion between 1<sup>st</sup> of January and 30<sup>th</sup> of April in the financial year. This review was completed during this quarter and the 3<sup>rd</sup> Budget Review is currently underway.

## Grant Acquittals

The following grant acquittals were finalised for the quarter:

- Black Spot Project – Temple Terrace and Essington Avenue
- Black Spot Project – Georgina Crescent and Callanan Road

## Procurement – over \$100,000

The following public procurement processes were undertaken for projects over \$100,000 in the January to March quarter:

<b>Procurement</b>	<b>Status</b>
Library Toilet Refurbishment	Awarded to HCS Construction for \$158,631
Public Litter Bin Collection	Closed. Assessment underway
Durack Community Arts Centre Air-conditioner	Closed. Assessment underway

## Freedom of Information

- There were no Freedom of Information (FOI) requests were received in the January to March quarter.
- There was one FOI request received in the October to December 2022 quarter which was completed in the January to March quarter. There is one request from the July to September 2022 quarter that is also still on-going.

## Risk Management

The Risk Management and Audit Committee meeting was held in February, with the following achievements noted:

- A Council Workshop was held which informed the adoption of the eight strategic risks and associated risk tolerance levels contained within the Strategic Risk Register.

## Review of Council Policies

The following Council Policies were reviewed for the quarter:

- Privacy Policy
- Related Party Disclosure Policy
- Security Payments Policy
- Lighting Up Palmerston Policy
- Rates Concession Policy

## **CONSULTATION PROCESS**

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

- Governance Manager
- Executive Manager Finance and Economics
- Other Finance and Governance Staff

## **POLICY IMPLICATIONS**

There are no policy implications for this Report.

## **BUDGET AND RESOURCE IMPLICATIONS**

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

## **RISK, LEGAL AND LEGISLATIVE IMPLICATION**



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.
- 6 Fails to deliver the strategic vision for the City  
Context: Ensuring vision is delivered effectively & efficiently, progress is measurable & celebrated.

### **ENVIRONMENT SUSTAINABILITY IMPLICATIONS**

There are no environment sustainability implications for this Report.

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

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

### **ATTACHMENTS**

Nil

# COUNCIL REPORT

2nd Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.2.6
<b>REPORT TITLE:</b>	Finance Report for the Month of March 2023
<b>MEETING DATE:</b>	Tuesday 18 April 2023
<b>AUTHOR:</b>	Financial Accountant, Sanket Shah
<b>APPROVER:</b>	Director Finance and Governance, Wati Kerta

### COMMUNITY PLAN

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

### PURPOSE

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

### KEY MESSAGES

- The month-end figures for March are presented as at 31 March 2023.
- This is comparing against the second Revised Budget for 2022-23
- Council's operating budget is tracking well against the budget with an overall expenditure of 73% (including commitments) against a budgeted expenditure of \$43M.
- In the month of March, 75% (\$2.24M) of the \$3M creditors' payments were paid to local suppliers.
- Capital Expenditure is currently at 67% (including commitments) on a budget of \$40M primarily due to SWELL commitments.
- Outstanding Infringements remain unchanged compared to last month.

### RECOMMENDATION

THAT Report entitled Finance Report for the Month of March 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, the 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, Councilor 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 13.2.6.1** as it presents the financial position of the Council at the end of March 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 pro rata budget YTD is calculated on a straight-line basis = 9 months / 12 months = 75%

## Budget by Directorate

### Operating Income

Description	Revised Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget
Office of the Chief Executive	1,319,139	208,458	16%
Finance and Governance	24,783,288	23,743,133	96%
Community and Culture	1,474,201	1,315,420	89%
Infrastructure	8,906,809	7,769,770	87%
<b>Total (City of Palmerston)</b>	<b>36,483,437</b>	<b>33,036,781</b>	<b>91%</b>

- Total Operating income is \$33.03M which is 91% of the Revised Annual Budget (including 2<sup>nd</sup> budget review changes).
- Office of the Chief Executive funding is below budget as \$779K of Federal Assistance Grant funding was received in advance in 2021-22.
- Finance & Governance is at 96% of the Revised Annual Budget due to this year's Levied Rates and income from Term deposit interest and bank interest received.
- Community & Culture is at 89% of the Revised Annual Budget as it has received \$300K in grant income received for Youth Festival and \$312K from dog registration and other animal management income.
- Infrastructure is at 87% of the Revised Annual Budget. Majority of the income is from the Waste charge levied at the start of the year. Infrastructure operating income increase by \$90K as per the 2<sup>nd</sup> budget review.

## Operating Expenditure

Description	Revised Annual Budget \$	YTD Actual \$	YTD Commitments \$	% YTD Actual + Committed of Annual budget
Office of the Chief Executive	1,864,952	1,459,412	12,857	79%
Deputy Chief Executive	2,287,850	2,093,572	188,262	100%
Finance and Governance	13,988,859	10,358,848	54,084	74%
Community and Culture	5,416,467	3,745,521	94,428	71%
Infrastructure	19,304,182	11,822,989	1,320,541	68%
<b>Total (City of Palmerston)</b>	<b>42,862,310</b>	<b>29,480,342</b>	<b>1,607,172</b>	<b>73%</b>

- Total Operating Expenditure is at 73% of the Revised Annual Budget, inclusive of commitments.
- Office of the Chief Executive is at 79% of the Revised Annual Budget. \$594K relates to My Palmerston, \$331K for Legal expenses and Elected Members expenditure is currently at \$232K which is 53.8% of Annual Budget, the details are provided in section **Attachment 13.2.6.1**. The last payment of weekending 31 March was paid on 5<sup>th</sup> April.
- Expenditure in Finance and Governance is at 74% largely relates to depreciation expense and insurance for this year.
- Community & Culture overall is at 71% of the Revised Annual Budget, with some areas appearing to be higher due to the timing of events and the program's major expense for the year, the Palmerston Youth Festival, occurring early in the financial year. This is in line with forecast spending.
- Infrastructure expenses are \$11.8M YTD (Excluding commitments). \$4M of Waste Management expenditure and open space (Mowing \$711K and \$946K for Vegetation management and tree maintenance related costs).

## Capital Income

Description	Revised Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget
Community and Culture	304,519	0	0%
Infrastructure	22,198,378	331,892	1.34%
<b>Total (City of Palmerston)</b>	<b>22,502,897</b>	<b>331,892</b>	<b>1.47%</b>

- The Capital grant budget increase by \$347K as per 2<sup>nd</sup> budget review.
- Council receives grant income and records this as a liability until the specific performance obligations outlined in the grant agreement are met up. Once the performance obligations are met, the liability is reversed, and income is recognised in accordance with Australian Accounting Standards.
- The capital income relates to grants for various Capital Projects targeted for this year.
- The Revised Annual Budget includes \$2.6M of grant income rolled over from 2021-22 financial year as per Council decision 10/446.
- \$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
SWELL Secondary Space Upgrade	\$0.33M	0	\$0.33M
Other projects	\$0.90M	\$0.75M	\$0.15M
<b>Total</b>	<b>\$18.26M</b>	<b>\$8.66M</b>	<b>\$9.6M</b>

## Capital Expenditure

Description	Revised Annual Budget \$	YTD Actual \$	Commitments \$	% YTD Actual + Committed of Annual budget
Community and Culture	580,713	26,733	384	5%
Infrastructure	39,859,898	9,124,378	17,917,952	68%
<b>Total (City of Palmerston)</b>	<b>40,440,611</b>	<b>9,151,111</b>	<b>17,918,337</b>	<b>67%</b>

- Capital Expenditure budget increase by \$847K as per the 2<sup>nd</sup> budget review.
- 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 \$40M.
- Capital expenditure is at 23% YTD and 67% including commitments with vast majority of the commitment relates to SWELL.
- A review of capital expenditure disclosed that the depot budget and cost were incorrectly coded to the Civic Center project. This has been rectified and will be reflected in April end of month report.

## Reserves

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

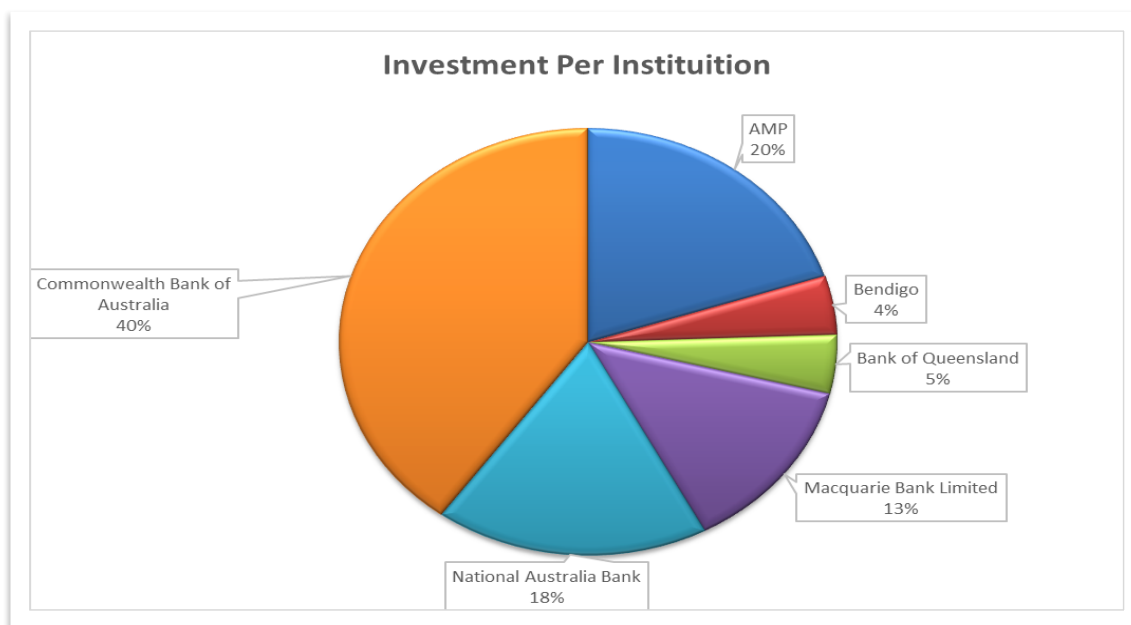
- Externally restricted reserves**- subject to legal requirements that govern the use of the funds. The reserve includes funds that have not been utilised for the purpose for which they were received, and an obligation or requirement to return funds to its contributor exists.
- Internally restricted 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 March 2023 is \$10.6M and includes the actual reserve movements for 2021-22, breakdown of these amounts is below.

RESERVES	Actuals as at March 2023	Revised Budget projected for 30 June 2023
<b>1. Externally Restricted Reserves</b>		
Unexpended Grants Reserve	\$779,817	\$779,817
<b>2. Internally Restricted Reserves</b>		
Election Expenses Reserve	\$50,000	\$50,000
Disaster Recovery Reserve	\$500,000	\$500,000
Unexpended Capital Works Reserve	\$5,414,854	Nil
Developer Funds in lieu of construction	\$2,103,712	\$828,711
Waste Management Reserve	\$2,923,900	\$2,323,899
Asset Renewal Reserve	Nil	Nil
Major Initiatives Reserve	\$1,414,866	\$914,865
<b>3. Unrestricted Reserve</b>		
Working Capital Reserve	\$7,196,362	\$5,208,601

## 2.3 Investments Management Report and Cash Balance

- The investment portfolio is compliant with Council *Investments Policy*.
- As of 31 March 2023, Council held \$22.5M in term deposits across six separate financial institutions.
- Cash held by Council in the bank as of 28 March 2023 was \$12.7M. This balance includes \$5 million of the NT Government Grant for the SWELL project.
- The breakup between institutions is below:





## 2.4 Debtors

- Section 2.4 – Debtor Control Accounts, as presented at **Attachment 13.2.6.1**, shows both outstanding rates and unpaid infringement notices.

### Trade debtors

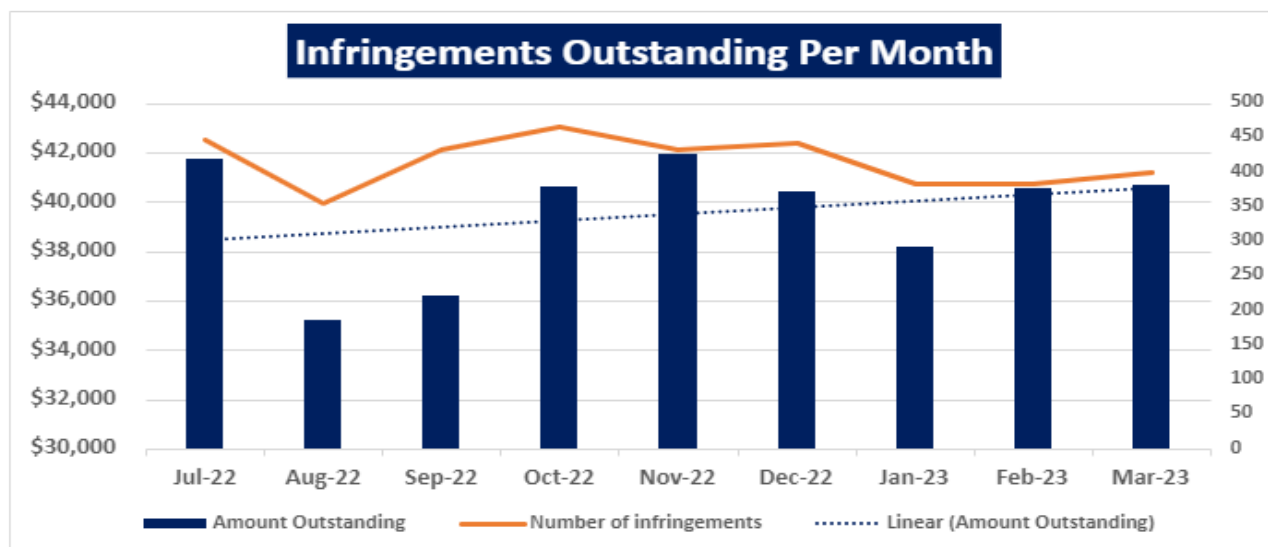
- Section 2.5 – Trade debtor Accounts, as presented at **Attachment 13.2.6.1**, shows both overdue trade debtors and paid in March 2023.

### 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.
- The debtors include \$2.9M of rates that were levied in July 2022 which remain unpaid, most of this relates to the 4th instalment which was due on 30-03-2023.

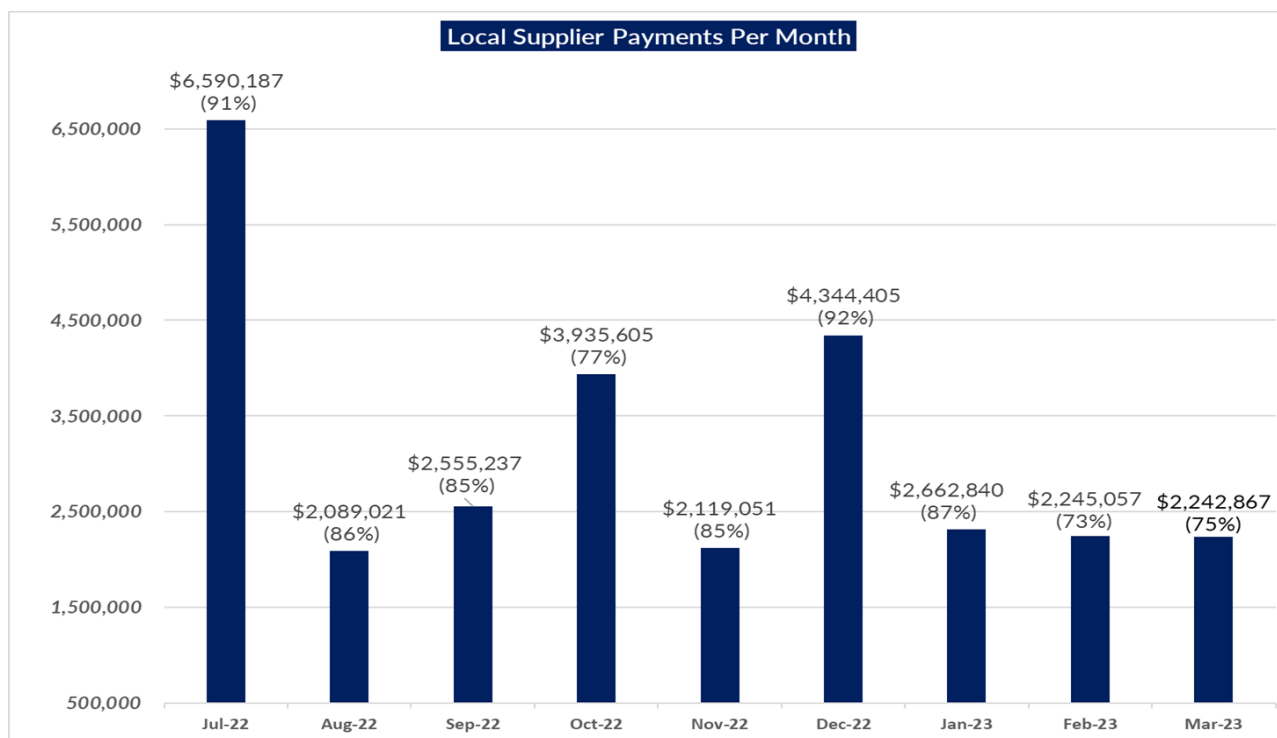
### Infringements

- Infringements outstanding remain similar to February. 2.4 – Debtor Control Accounts, at **Attachment 13.2.6.1** presents to council further information.



## 2.5 to 2.6 Trade Creditors

Trade Creditors Paid in March amounted to \$3M and 75% (\$2.24M) of these creditors' payments were paid to local suppliers. The Council has spent \$28.4M 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 13.2.6.1**, 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 date 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 31<sup>st</sup> March 2023 is \$4 million which is 60% of the annual budget or 79% of YTD prorate budget including commitments.

## 2.8 Commercial Leases

Sections 2.8 at **Attachment 13.2.6.1** summarises the commercial leases that the council holds and the performance of the commercial leases as of 31 March 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 13.2.6.1**.

## 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 \$232K, of this total \$195K 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. Elected members are not issued with corporate credit cards and there were no expenses charged on CEO's credit card for March 2023.

## Tax and Insurance

Council is compliant with payment and reporting of all tax liabilities as outlined below:

- Council has paid \$1.7M YTD in Pay as you go tax. Council pays our PAYG withholding tax to the ATO on a fortnightly basis.
- The Business Activity Statement balance for the month ended 28 February 2023 reported on 30 March 2023 as a GST refund of \$166K.
- 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 March 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
- Governance and Procurement 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.*

*A Place for People*

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 report March 2023 [13.2.6.1 - 28 pages]



# Financial Management Reports

March 2023

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

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March 2023

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	2.8	Commercial Leases
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	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 March 2023 best reflects the financial affairs of the Council.



---

Luccio Franco Cercarelli  
Chief Executive Officer

# COUNCIL AGENDA

## Attachment 13.2.6.1

### Section 2

### Financial Results

1.2 - Executive Summary as at

31 March 2023

% of year passed

75%

Description	Annual Budget \$	YTD Actual \$	% YTD Actuals of Annual Budget	YTD Committed \$	% Committed of Annual Budget	YTD Actual + Committed \$	% YTD Actual + Committed of Annual budget	YTD Budget	% YTD Actuals of YTD Budget
<b>Operating Income</b>									
Rates	24,291,464	22,995,242	95%	0	0%	22,995,242	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	741,137	80%	0	0%	741,137	80%	763,905	97%
Grants, Subsidies & Contributions	3,599,204	1,304,162	36%	0	0%	1,304,162	36%	2,072,249	63%
Interest & Investment Revenue	713,580	1,027,190	144%	0	0%	1,027,190	144%	560,739	183%
Other Income	133,730	81,462	61%	0	0%	81,462	61%	121,230	67%
<b>Operating Income</b>	<b>36,483,437</b>	<b>33,036,869</b>	<b>91%</b>	<b>0</b>	<b>0%</b>	<b>33,036,869</b>	<b>91%</b>	<b>34,628,273</b>	<b>95%</b>
<b>Operating Expenditure</b>									
Employee Costs	-10,828,215	-7,640,500	71%	-45,575	0.4%	-7,686,075	71%	-8,417,412	91%
Materials & Contractors	-11,045,461	-6,939,644	63%	-1,140,060	10%	-8,079,704	73%	-8,311,848	83%
Depreciation, Amortisation & Impairment	-10,792,916	-8,094,687	75%	0	0%	-8,094,687	75%	-8,094,687	100%
Elected Members Allowances	-393,511	-209,778	53%	0	0%	-209,778	53%	-295,133	71%
Elected Members Expenses	-38,550	-22,718	59%	0	0%	-22,718	59%	-28,913	79%
Professional Services	-1,434,205	-957,057	67%	-129,488	9%	-1,086,545	76%	-1,089,995	88%
Auditor's Remuneration	-46,080	-23,533	51%	0	0%	-23,533	51%	-34,560	68%
Utilities	-2,510,190	-1,104,968	44%	0	0%	-1,104,968	44%	-1,900,890	58%
Legal Expenses	-235,700	-343,557	146%	-3,400	1%	-346,957	147%	-176,775	194%
Telephone & Other Communication Charges	-255,360	-195,390	77%	-8,700	3%	-204,090	80%	-211,254	92%
Donations, Sponsorships & Grants	-260,000	-92,645	36%	-40,100	15%	-132,745	51%	-195,000	48%
Software, Hardware, Stationery, Subscriptions	-1,290,784	-964,154	75%	-90,098	7%	-1,054,252	82%	-946,036	102%
Insurance	-568,318	-602,663	106%	0	0%	-602,663	106%	-426,239	141%
Borrowing Costs	-518,733	-213,869	41%	0	0%	-213,869	41%	-389,049	55%
Other Expenses	-2,644,286	-2,075,180	78%	-212,751	8%	-2,287,931	87%	-2,106,921	98%
<b>Operating Expenditure</b>	<b>-42,862,310</b>	<b>-29,480,342</b>	<b>69%</b>	<b>-1,670,172</b>	<b>4%</b>	<b>-31,150,515</b>	<b>73%</b>	<b>-32,624,710</b>	<b>90%</b>
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>-6,378,872</b>	<b>3,556,527</b>		<b>-1,670,172</b>		<b>1,886,355</b>		<b>2,003,563</b>	
<b>Capital Income</b>									
Net gain (loss) on disposal or revaluation of assets	120,000	73,389	61%	0	0%	73,389	61%	90,000	82%
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	20,303,897	132,980	1%	0	0%	132,980	1%	0	0%
<b>Capital Income</b>	<b>22,502,897</b>	<b>331,892</b>	<b>1%</b>	<b>0</b>	<b>0%</b>	<b>331,892</b>	<b>1%</b>	<b>90,000</b>	<b>369%</b>
<b>Net SURPLUS / (DEFICIT) transferred to Equity Statement</b>	<b>16,124,025</b>	<b>3,888,418</b>		<b>-1,670,172</b>		<b>2,218,246</b>		<b>2,093,563</b>	

# COUNCIL AGENDA Attachment 13.2.6.1

## Section 2 Financial Results

1.2 - Executive Summary as at 31 March 2023  
% of year passed 75%

Description	Annual Budget \$	YTD Actual \$	% YTD Actuals of Annual Budget	YTD Committed \$	% Committed of Annual Budget	YTD Actual + Committed \$	% YTD Actual + Committed of Annual budget	YTD Budget	% YTD Actuals of YTD Budget
<b>Capital Expenditure</b>									
Land Purchase	0	0	0%	0	0%	0	0%	0	0%
Asset Purchase	-15,324,087	-2,966,150	19%	-685,355	4%	-3,651,504	24%	0	0%
Asset Upgrade	-25,116,524	-6,184,962	25%	-17,232,982	69%	-23,417,944	93%	0	0%
<b>Capital Expenditure</b>	<b>-40,440,611</b>	<b>-9,151,111</b>	<b>23%</b>	<b>-17,918,337</b>	<b>44%</b>	<b>-27,069,448</b>	<b>67%</b>	<b>0</b>	<b>0%</b>
Less Non-Cash Expenditure	-10,792,916	-8,094,687	75%	0	0%	-8,094,687	75%	-8,094,687	100%
Plus Gifted Assets	1,879,000	0	0%	0	0%	0	0%	0	0%
<b>NET CAPITAL SURPLUS/(DEFICIT)</b>	<b>-15,402,670</b>	<b>2,831,994</b>		<b>-19,588,509</b>		<b>-16,756,514</b>		<b>10,188,250</b>	
Borrowings	6,000,000	0	0%	0	0%	0	0%	0	0%
Less Repayment of Borrowings	-374,943	-119,397	32%	0	0%	0	0%	0	0%
Reserve Movement	9,777,614	0	0%	0	0%	0	0%	0	0%
<b>NET OPERATING SURPLUS/(DEFICIT)</b>	<b>0</b>	<b>2,712,598</b>		<b>-19,588,509</b>		<b>-16,756,514</b>		<b>10,188,250</b>	

  
 Approved by:  
 Executive Manager - Finance & Economics  
 Christopher Kimani

## Section 2

### Financial Results

## 1.3 - Budget Summary Report By Directorate as at

31 March 2023

% of year passed

75%

### Operating Income

Description	Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget
<b>Office of the Chief Executive</b>					
Office of the CEO	1,319,139	208,458	16%	674,118	31%
<b>Office of the Chief Executive</b>	<b>1,319,139</b>	<b>208,458</b>	<b>16%</b>	<b>674,118</b>	<b>31%</b>
<b>Deputy Chief Executive</b>					
<b>Deputy Chief Executive</b>	<b>0</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>
<b>Finance &amp; Governance</b>					
Governance	50,000	0	0%	37,500	0%
Director Finance & Governance	149,205	59,952	40%	111,903	54%
Financial Services	168,420	529,840	315%	127,119	417%
Rates	24,415,664	23,153,341	95%	24,415,664	95%
<b>Finance &amp; Governance</b>	<b>24,783,288</b>	<b>23,743,133</b>	<b>96%</b>	<b>24,692,186</b>	<b>96%</b>
<b>Community &amp; Culture</b>					
Events Promotion	2,000	3,125	156%	2,000	156%
Health and Wellbeing Services	0	2,785	0%	0	0%
Library Services	700,153	656,001	94%	677,893	97%
Senior Citizens	2,048	1,050	51%	2,048	51%
Youth Services	300,000	300,000	100%	300,000	100%
Animal Management	349,000	311,255	89%	315,800	99%
Parking & Other Ranger Services	121,000	41,204	34%	103,000	40%
<b>Community &amp; Culture</b>	<b>1,474,201</b>	<b>1,315,420</b>	<b>89%</b>	<b>1,400,741</b>	<b>94%</b>

## Section 2

### Financial Results

## 1.3 - Budget Summary Report By Directorate as at

31 March 2023

% of year passed

75%

### Operating Income

Description	Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget
<b>Infrastructure</b>					
Civic Centre	151,150	120,111	79%	113,362	106%
Driver Resource Centre	3,818	364	10%	1,909	19%
Gray Community Hall	0	12,524	0%	0	0%
Director Infrastructure	100,000	2,204	2%	100,000	2%
Private Works	31,360	35,896	114%	23,949	150%
Recreation Centre	0	11,231	0%	0	0%
Roads & Transport	1,094,905	211,105	19%	322,971	65%
Subdivisional Works	100,000	58,486	58%	75,000	78%
Waste Management	6,889,416	6,945,887	101%	6,889,416	101%
Odegaard Drive Investment Property	446,160	371,800	83%	334,620	111%
Durack Heights Community Centre	0	164	0%	0	0%
Goyder Square	90,000	0	0%	0	0%
<b>Infrastructure</b>	<b>8,906,809</b>	<b>7,769,770</b>	<b>87%</b>	<b>7,861,227</b>	<b>99%</b>
	<b>36,483,437</b>	<b>33,036,781</b>	<b>91%</b>	<b>34,628,273</b>	<b>95%</b>

### Section 2

### Financial Results

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

31 March 2023

% of year passed

75%

### Operating Expenditure

	Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Committed \$	% Committed of Annual Budget	YTD Actual + Committed \$	% YTD Actual + Committed of Annual budget	YTD Budget	% YTD Actuals of YTD Budget
<b>Office of the Chief Executive</b>									
Councillors	-432,061	-232,496	54%	0	0%	-232,496	54%	-324,046	72%
Office of the CEO	-1,432,891	-1,226,917	86%	-12,857	1%	-1,239,774	87%	-1,210,042	101%
<b>Office of the Chief Executive</b>	<b>-1,864,952</b>	<b>-1,459,412</b>	<b>78%</b>	<b>-12,857</b>	<b>1%</b>	<b>-1,472,270</b>	<b>79%</b>	<b>-1,534,087</b>	<b>95%</b>
<b>Deputy Chief Executive</b>									
Deputy Chief Executive Officer	-227,648	-187,221	82%	-19,800	9%	-207,021	91%	-177,676	105%
Customer Experience	-334,793	-245,320	73%	0	0%	-245,320	73%	-261,264	94%
People and Customer	-968,330	-845,038	87%	-80,682	8%	-925,720	96%	-743,258	114%
Public Relations and Communications	-757,079	-815,993	108%	-87,781	12%	-903,773	119%	-558,036	146%
<b>Deputy Chief Executive</b>	<b>-2,287,850</b>	<b>-2,093,572</b>	<b>92%</b>	<b>-188,262</b>	<b>8%</b>	<b>-2,281,834</b>	<b>100%</b>	<b>-1,740,233</b>	<b>120%</b>
<b>Finance &amp; Governance</b>									
Director Finance & Governance	-513,555	-341,217	66%	-1	0%	-341,219	66%	-397,610	86%
Records Management	-349,919	-190,509	54%	-19,228	5%	-209,737	60%	-270,593	70%
Financial Services	-11,892,035	-8,941,965	75%	-30,408	0%	-8,972,373	75%	-8,942,382	100%
Rates	-75,700	-24,318	32%	-1,429	2%	-25,747	34%	-56,775	43%
Governance	-1,157,649	-860,839	74%	-3,018	0%	-863,857	75%	-875,348	98%
<b>Finance &amp; Governance</b>	<b>-13,988,859</b>	<b>-10,358,848</b>	<b>74%</b>	<b>-54,084</b>	<b>0%</b>	<b>-10,412,932</b>	<b>74%</b>	<b>-10,542,708</b>	<b>98%</b>
<b>Community &amp; Culture</b>									
Arts & Culture	-77,824	-48,433	62%	-2,500	3%	-50,933	65%	-67,096	72%
Community Development	-967,054	-696,618	72%	-40,100	4%	-736,718	76%	-735,226	95%
Diversity and Inclusion Activities	-38,072	-19,561	51%	-982	3%	-20,543	54%	-33,381	59%
Events Promotion	-605,987	-387,794	64%	-4,886	1%	-392,679	65%	-498,199	78%
Families & Children	-47,616	-17,249	36%	-800	2%	-18,049	38%	-29,474	59%
Health and Wellbeing Services	-42,496	-12,835	30%	-1,727	4%	-14,562	34%	-31,870	40%
Library Services	-1,646,426	-1,155,449	70%	-12,930	1%	-1,168,379	71%	-1,262,428	92%
Senior Citizens	-6,656	-6,094	92%	0	0%	-6,094	92%	-6,499	94%
Youth Services	-420,280	-351,633	84%	-14,889	4%	-366,522	87%	-356,330	99%
Director Community & Culture	-441,567	-296,584	67%	0	0%	-296,584	67%	-348,236	85%
Safe Communities	-20,480	-6,616	32%	-600	3%	-7,216	35%	-12,480	53%
Animal Management	-168,650	-80,108	47%	-12,889	8%	-92,998	55%	-126,487	63%
Parking & Other Ranger Services	-933,359	-666,548	71%	-2,125	0%	-668,672	72%	-725,779	92%
<b>Community &amp; Culture</b>	<b>-5,416,467</b>	<b>-3,745,521</b>	<b>69%</b>	<b>-94,428</b>	<b>2%</b>	<b>-3,839,949</b>	<b>71%</b>	<b>-4,233,487</b>	<b>88%</b>

### Section 2

### Financial Results

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

31 March 2023

% of year passed

75%

#### Operating Expenditure

	Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Committed \$	% Committed of Annual Budget	YTD Actual + Committed \$	% YTD Actual + Committed of Annual budget	YTD Budget	% YTD Actuals of YTD Budget
<b>Infrastructure</b>									
Information Technology	-1,574,456	-898,903	57%	-33,241	2%	-932,144	59%	-1,224,880	73%
Aquatic Centre	-650,927	-373,905	57%	-5,838	1%	-379,742	58%	-488,195	77%
Civic Centre	-402,931	-154,693	38%	-14,742	4%	-169,435	42%	-302,199	51%
Depot	-238,811	-108,706	46%	-4,785	2%	-113,491	48%	-179,109	61%
Driver Resource Centre	-21,292	-14,057	66%	-2,259	11%	-16,316	77%	-15,969	88%
Emergency Operations	-10,240	-7,548	74%	-400	4%	-7,948	78%	-8,530	88%
Gray Community Hall	-57,067	-21,945	38%	-1,466	3%	-23,410	41%	-43,551	50%
Director Infrastructure	-716,547	-475,354	66%	0	0%	-475,354	66%	-570,801	83%
Open Space	-5,027,118	-3,297,215	66%	-572,256	11%	-3,869,471	77%	-3,793,789	87%
Private Works	-96,857	-81,410	84%	0	0%	-81,410	84%	-75,595	108%
Recreation Centre	-277,447	-107,966	39%	-20,468	7%	-128,434	46%	-229,752	47%
Roads & Transport	-1,377,755	-1,215,518	88%	-51,713	4%	-1,267,232	92%	-1,056,011	115%
Stormwater Infrastructure	-167,087	-177,227	106%	-9,376	6%	-186,604	112%	-125,315	141%
Street Lighting	-1,183,897	-478,695	40%	-9,400	1%	-488,095	41%	-895,869	53%
Subdivisional Works	-20,000	-7,072	35%	0	0%	-7,072	35%	-15,000	47%
Waste Management	-6,736,226	-4,012,782	60%	-483,375	7%	-4,496,158	67%	-5,058,629	79%
Odegaard Drive Investment Property	-131,149	-55,479	42%	-5	0%	-55,484	42%	-98,362	56%
Durack Heights Community Centre	-24,808	-22,623	91%	-4,673	19%	-27,296	110%	-18,606	122%
CBD Car Parking	-62,054	-24,557	40%	0	0%	-24,557	40%	-46,541	53%
Goyder Square	-313,056	-143,935	46%	-102,264	33%	-246,199	79%	-166,652	86%
Fleet	-214,455	-143,400	67%	-4,278	2%	-147,678	69%	-160,842	89%
<b>Infrastructure</b>	<b>-19,304,182</b>	<b>-11,822,989</b>	<b>61%</b>	<b>-1,320,541</b>	<b>7%</b>	<b>-13,143,530</b>	<b>68%</b>	<b>-14,574,195</b>	<b>81%</b>
	<b>-42,862,310</b>	<b>-29,480,342</b>	<b>69%</b>	<b>-1,670,172</b>	<b>4%</b>	<b>-31,150,515</b>	<b>73%</b>	<b>-32,624,710</b>	<b>90%</b>



## Section 2 Financial Results

1.4 - Budget Summary Report By Directorate as at 31 March 2023  
% of year passed 75%

### Capital Income

	Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget
<b>Office of the Chief Executive</b>			
Office of the Chief Executive	0	0	0%
<b>Deputy Chief Executive</b>			
Deputy Chief Executive	0	0	0%
<b>Finance &amp; Governance</b>			
Finance & Governance	0	0	0%
<b>Community &amp; Culture</b>			
Library Services	194,219	0	0%
Animal Management	110,300	0	0%
<b>Community &amp; Culture</b>	<b>304,519</b>	<b>0</b>	<b>0%</b>
<b>Infrastructure</b>			
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	1,085,416	0	0%
Street Lighting	375,000	0	0%
Subdivisional Works	200,000	125,523	63%
Waste Management	374,743	10,000	3%
Durack Heights Community Centre	150,000	0	0%
Fleet	120,000	73,389	61%
<b>Infrastructure</b>	<b>24,698,378</b>	<b>331,892</b>	<b>1.34%</b>
<b>Less Borrowings</b>			
Loan	-2,500,000	0	0.00%
	<b>22,502,897</b>	<b>331,892</b>	<b>1.47%</b>

Section 2  
Financial Results

1.4 - Budget Summary Report By Directorate as at

31 March 2023

% of year passed

75%

Capital Expenditure

	Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Committed \$	% Committed of Annual Budget	YTD Actual + Committed \$	% YTD Actual + Committed of Annual budget
<b>Office of the Chief Executive</b>							
Office of the Chief Executive	0	0	0.00%	0	0.00%	0	0.00%
<b>Deputy Chief Executive</b>							
Deputy Chief Executive	0	0	0%	0	0%	0	0%
<b>Finance &amp; Governance</b>							
Finance & Governance	0	0	0.00%	0	0.00%	0	0.00%
<b>Community &amp; Culture</b>							
Arts & Culture	-10,000	0	0%	0	0%	0	0
Library Services	-313,812	-5,733	2%	-384	0%	-6,117	1.95%
Director Community & Culture	-146,601	-21,000	14%	0	0%	-21,000	14.32%
Animal Management	-110,300	0	0%	0	0%	0	0
<b>Community &amp; Culture</b>	<b>-580,713</b>	<b>-26,733</b>	<b>5%</b>	<b>-384</b>	<b>0%</b>	<b>-27,117</b>	<b>5%</b>
<b>Infrastructure</b>							
Information Technology	-2,395,184	-1,265,748	53%	0	0%	-1,265,748	53%
Aquatic Centre	-20,106,787	-2,854,990	14%	-17,150,960	85%	-20,005,950	99.50%
Civic Centre	-562,225	-467,483	83%	-1,650	0%	-469,133	83.44%
Depot	-19,400	-8,513	44%	0	0%	-8,513	43.88%
Driver Resource Centre	-160,000	-18,358	11%	0	0%	-18,358	11.47%
Gray Community Hall	-45,591	0	0%	0	0%	0	0.00%
Director Infrastructure	-5,392,760	-898,779	17%	-95,380	2%	-994,160	18.44%
Open Space	-3,113,492	-458,812	15%	-7,541	0%	-466,353	14.98%
Recreation Centre	-153,392	727	0%	0	0%	727	-0.47%
Roads & Transport	-4,418,702	-2,257,660	51%	-64,592	1%	-2,322,252	52.56%
Stormwater Infrastructure	-174,000	-3,361	2%	-57,982	33%	-61,343	35.25%
Street Lighting	-860,000	-326,030	38%	-127,229	15%	-453,259	52.70%
Subdivisional Works	0	-21,148	0%	0	0%	-21,148	0%
Waste Management	-1,674,743	-131,634	8%	-158,401	9%	-290,034	17.32%
Durack Heights Community Centre	-159,050	0	0%	-384	0%	-384	0.24%
Fleet	-624,572	-412,589	66%	-253,833	41%	-666,422	106.70%
<b>Infrastructure</b>	<b>-39,859,898</b>	<b>-9,124,378</b>	<b>23%</b>	<b>-17,917,952</b>	<b>45%</b>	<b>-27,042,330</b>	<b>68%</b>
	<b>-40,440,611</b>	<b>-9,151,111</b>	<b>23%</b>	<b>-17,918,337</b>	<b>44%</b>	<b>-27,069,448</b>	<b>67%</b>

## Section 2

### Financial Results

#### 1.4 - Capital Expenditure & Funding

31 March 2023

CAPITAL EXPENDITURE	Annual Budget	Actuals
Land & Buildings	\$26,862,582	\$3,448,626
Infrastructure (including roads, footpaths, park furniture)	\$12,203,457	\$5,231,014
Fleet	\$624,572	\$412,589
Other Assets (including furniture & office equip)	\$750,000	\$58,882
<b>TOTAL CAPITAL EXPENDITURE</b>	<b>\$40,440,611</b>	<b>\$9,151,111</b>
<b>TOTAL CAPITAL EXPENDITURE FUNDED BY:</b>		
Operating Income	\$4,446,861	\$2,417,814
Capital Grants	\$20,216,137	\$3,964,688
Transfers from Cash Reserves	\$9,777,614	\$2,768,609
Borrowings	\$6,000,000	\$0
<b>TOTAL CAPITAL EXPENDITURE FUNDING</b>	<b>\$40,440,612</b>	<b>\$9,151,111</b>



Approved by:

Executive Manager - Finance & Economics

Christopher Kimani

# COUNCIL AGENDA Attachment 13.2.6.1

## Section 2 Financial Results

1.5 Quarterly report on planned Major Capital Works - As at 31/03/2023

Project Code	Class of Assets	Capital Project (>\$150,000 threshold)	Total Prior Year(s) Actuals \$ (A)	Revised Budget 2022	YTD Actuals \$ (B)	Total Actuals \$ (C = A + B)	Total Planned Budget ** \$ (D)	% Spent	Total Yet to Spend \$ (E = D - C)	Project Status	Expected Project Completion Date
PRJ10388	Buildings	SWELL - Construction	\$ -	\$ 19,504,077	\$ 2,591,292	\$ 2,591,292	\$ 19,504,077	13%	\$ 16,912,785	Commenced	November 2023
PRJ10133	Buildings	Zuccoli Community Hub - Community Buildings	\$ 113,062	\$ 3,783,333	\$ -	\$ 113,062	\$ 3,896,395	3%	\$ 3,783,333	In Planning	Future Financial Years
PRJ10272	IT	Fiber Sense	\$ 484,816	\$ 1,615,184	\$ 1,206,866	\$ 1,691,682	\$ 2,100,000	81%	\$ 408,318	Commenced	June 2023
PRJ10277	Buildings	Zuccoli Dog Park	\$ 324,055	\$ 1,014,524	\$ 880,741	\$ 1,204,796	\$ 1,338,579	90%	\$ 133,783	Commenced	March 2023
PRJ10310	Land Improvements	Archer Waste Management Facility Upgrade	\$ 125,257	\$ 974,743	\$ 131,634	\$ 256,891	\$ 1,100,000	23%	\$ 843,109	Commenced	June 2023
PRJ10142	Buildings	Dog Pound	\$ 278,291	\$ 441,605	\$ 411,464	\$ 689,755	\$ 719,896	96%	\$ 30,141	Commenced	November 2022
PRJ10280	IT	IT - ERP Review	\$ -	\$ 600,000	\$ -	\$ -	\$ 600,000	0%	\$ 600,000	In Planning	June 2023
PRJ10380	Land Improvements	Zuccoli Community Hub Pump Park	\$ -	\$ 500,000	\$ 117,208	\$ 117,208	\$ 500,000	23%	\$ 382,792	In Planning	June 2023
PRJ10385	Buildings	Archer Waste Facility Shade Structure	\$ -	\$ 500,000	\$ -	\$ -	\$ 500,000	0%	\$ 500,000	In Planning	June 2023
PRJ10276	Land Improvements	Ninja Warrior Playground	\$ -	\$ 379,647	\$ 118,600	\$ 118,600	\$ 379,647	31%	\$ 261,047	Tender	June 2023
PRJ10378	Buildings	SWELL Community Room Refurbishment	\$ -	\$ 330,000	\$ 2,383	\$ 2,383	\$ 330,000	1%	\$ 327,618	Design	April 2023
PRJ10132	Buildings	Aquatic Centre Renewal	\$ -	\$ 295,535	\$ 38,575	\$ 38,575	\$ 295,535	13%	\$ 256,960	Design	June 2023
PRJ10263	Fleet & Equipment	Weed Harvester	\$ 60,216	\$ 180,720	\$ 180,648	\$ 240,863	\$ 240,936	100%	\$ 73	Complete	July 2022
PRJ10303	Buildings	Water Aquifer Preservation Strategy	\$ -	\$ 200,000	\$ -	\$ -	\$ 200,000	0%	\$ 200,000	In Planning	June 2023
New	Pathways	New Pathways - Turnstone Park, Bakewell	\$ -	\$ 165,000	\$ 117,208	\$ 117,208	\$ 165,000	71%	\$ 47,792	Commenced	November 2023
PRJ10219	Land Improvements	Artwork - Sculpture	\$ -	\$ 156,601	\$ 21,000	\$ 21,000	\$ 156,601	13%	\$ 135,601	In Planning	June 2023
PRJ10057	Buildings	Driver Resource Centre Upgrade	\$ -	\$ 150,000	\$ -	\$ -	\$ 150,000	0%	\$ 150,000	Design	Marh 2023
PRJ10379	Buildings	Library Bathroom Refurbishment	\$ -	\$ 150,000	\$ 5,733	\$ 5,733	\$ 150,000	4%	\$ 144,267	Design	June 2023
PRJ10384	Buildings	Durack Community Arts Centre A/C & Solar	\$ -	\$ 150,000	\$ 5,733	\$ 5,733	\$ 150,000	4%	\$ 144,267	Design	January 2023
				\$ 31,090,969	\$ 5,829,084	\$ 7,214,780	\$ 32,476,666	22%	\$ 25,261,886		

### Notes

1. Revised budget for 2022 includes carry forwards where relevant
2. Detail regarding projects to be completed in future financial years to be added in future reports

### 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			Adopted	as at	
	1/07/2022	Budget \$		1st Review \$	2nd Review \$	3rd Review \$	Budget \$		1st Review \$	2nd Review \$	3rd Review \$	Budget \$	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	5,414,854	0	
Developer Funds In Lieu Of Construction														
	2,103,711	0	0	0	0	0	375,000	0	900,000	0	0	1,275,000	828,711	
Waste Management Reserve														
	2,923,899	0	0	0	0	0	500,000	0	0	100,000	0	600,000	2,323,899	
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	500,000	914,865	
	12,407,329	0	0	0	0	0	875,000	5,414,854	1,400,000	100,000	0	7,789,854	4,617,475	
Unrestricted Reserves														
Working Capital Reserve														
	7,196,361	0	0	0	0	0	1,487,760	0	500,000	0	0	1,987,760	5,208,601	
	7,196,361	0	0	0	0	0	1,487,760	0	500,000	0	0	1,987,760	5,208,601	
Total Reserve Funds*														
	20,383,507	0	0	0	0	0	2,362,760	5,414,854	1,900,000	100,000	0	9,777,614	10,605,893	

Approved by:   
Executive Manager - Finance & Economics  
Christopher Kimani

## Section 2

### Financial Results

#### 2.2 - Balance Sheet

31 March 2023

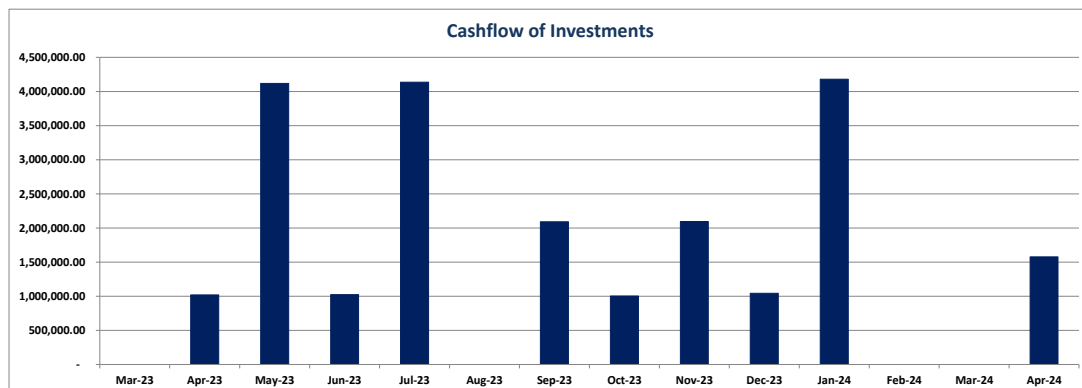
Balance Sheet	YTD	Notes
<b>Assets</b>		
<b>Current Assets:</b>		
Cash & cash equivalents	171,866	Refer to Note (Investment and Cash in report)
Tied Funds	5,000,000	
Untied Funds	7,098,260	
Investments		Refer to Note (Investment and Cash in report)
Tied Funds	16,509,567	
Untied Funds	6,003,498	
Receivables	3,522,920	Refer to Note (Trade Debtors & Creditors in report)
Other	-	
<b>TOTAL CURRENT ASSETS</b>	<b>38,306,111</b>	
<b>Non-Current Assets:</b>		
Infrastructure, property, plant & equipment	565,675,257	
Investment property	5,700,000	
Work in progress	2,207,075	
<b>TOTAL NON-CURRENT ASSETS</b>	<b>573,582,331</b>	
<b>TOTAL ASSETS</b>	<b>611,888,442</b>	
<b>Liabilities</b>		
<b>Current Liabilities:</b>		
Payables	8,746,653	Refer to Note (Trade Debtors & Creditors in report)
Unearned Grant Income (AASB1058)	12,835,729	
Borrowings	1,156,400	
Provisions	1,399,970	
<b>TOTAL CURRENT LIABILITIES</b>	<b>24,138,752</b>	
<b>Non-Current Liabilities:</b>		
Payables	-	
Borrowings	-	
Provisions	1,706,201	
<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>1,706,201</b>	
<b>TOTAL LIABILITIES</b>	<b>25,844,953</b>	
<b>NET ASSETS</b>	<b>586,043,489</b>	
<b>Equity</b>		
<b>Accumulated Surplus</b>	<b>212,528,433</b>	
<b>Net Reserves</b>	<b>5,197,648</b>	
Working Capital Reserve	7,196,362	
Net Transfers to & from Reserves	-	
Unexpended Grant reserve	779,817	
Election Reserve	50,000	
Disaster reserve	500,000	
Unexpended Capital works	5,414,854	
Developer Funded reserve	2,103,712	
Waste Reserve	2,923,900	
Major initiative	1,414,866	
<b>Revaluation reserves</b>	<b>368,317,409</b>	
Council equity interest	586,043,489	
<b>TOTAL EQUITY</b>	<b>586,043,489</b>	

### Section 2 Financial Results

#### 2.3 Investments Management Report

#### INVESTMENTS REPORT TO COUNCIL AS AT 31/03/2023

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	300	\$ 4,504,228.77	20.01%
AMP	S&P A2	\$ 1,000,000.00	4.10%	February 8, 2024	314		
AMP	S&P A2	\$ 1,504,228.77	4.80%	April 5, 2024	371		
AMP	S&P A2	\$ 1,000,000.00	4.60%	November 23, 2023	237		
Bank of Queensland	S&P A2	\$ 1,001,687.67	4.25%	December 6, 2023	250	\$ 1,001,687.67	4.45%
Bendigo	S&P A2	\$ 1,000,000.00	1.95%	April 19, 2023	19	\$1,000,000.00	4.44%
Macquarie Bank Limited	S&P A1	\$ 1,000,000.00	3.20%	June 19, 2023	80	\$ 3,003,643.84	13.34%
Macquarie Bank Limited	S&P A1	\$ 1,000,000.00	0.40%	October 19, 2023	202		
Macquarie Bank Limited	S&P A1	\$ 1,003,643.84	4.31%	November 9, 2023	223		
National Australia Bank	S&P A1+	\$ 1,500,000.00	4.35%	January 25, 2024	300	\$ 4,003,498.09	17.78%
National Australia Bank	S&P A1+	\$ 1,000,000.00	2.81%	May 31, 2023	61		
National Australia Bank	S&P A1+	\$ 1,503,498.09	4.55%	January 11, 2024	286		
Commonwealth Bank of Australia	S&P A1+	\$ 3,000,000.00	2.94%	May 24, 2023	54	\$ 9,000,000.00	39.98%
Commonwealth Bank of Australia	S&P A1+	\$ 2,000,000.00	4.34%	July 5, 2023	96		
Commonwealth Bank of Australia	S&P A1+	\$ 2,000,000.00	4.36%	July 19, 2023	110		
Commonwealth Bank of Australia	S&P A1+	\$ 2,000,000.00	4.56%	September 27, 2023	180		
TOTAL SHORT TERM INVESTMENT		\$ 22,513,065.16	Average Days to Maturity		128	100.00%	
% OF TOTAL INVESTMENT PORTFOLIO	A1 & A1+ (max 100%)	71.1%	A2 (max 60%)	28.9%	A3 (max 40%)	0%	100%
Weighted Average Rate	3.02%	BBSW 90 Day Rate Benchmark			3.6390%		
GENERAL BANK FUNDS		\$ 12,268,221.39	Total Year To Date Budget Investment		-\$ 75,000.00		
TOTAL ALL FUNDS		\$ 34,781,286.55	Total Year to Date Investment Earnings		-\$ 313,458.57		



#### PROPERTY INVESTMENT

PROPERTY ADDRESS	VALUATION BASIS	VALUE	INCOME YTD	EXPENSE YTD	NET PROFIT YTD	COMPARATIVE YTD YIELD AT CASH RATE OF 3.6%
48 Odegaard Drive, Rosebery	Fair Value	\$ 5,700,000	\$ 371,800	\$ 54,080	\$ 317,720	154,041

  
 Approved by:  
 Executive Manager - Finance & Economics  
 Christopher Kimani



**Section 2**  
**Financial Results**  
31 March 2023

**2.4 Debtor Control Accounts**

SUNDRY DEBTORS:							
	BALANCE	CURRENT	30 DAYS	60 DAYS	90 DAYS & Over		
	55,924.30	20,124.90	424.77	2,226.00	33,148.63		
	100%	35.99%	0.76%	3.98%	59%		
RATES:							
REPORT MONTH	OVERDUE \$	Payments Received in Advance \$	OVERDUE % OF RATES INCOME				
Mar-23	\$2,909,733	\$1,199,981	8.55%				
Mar-22	\$3,132,984	\$914,992	9.96%				
TOTAL OVERDUE BY YEAR AND NUMBER OF PROPERTIES	2023	2022	2021	2020	2019	2018	2017
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
Overdue Amount	\$1,958,874	\$571,755	\$225,137	\$99,039	\$43,652	\$7,666	\$3,610
Cumulative Number Of Properties	7317	399	160	56	29	7	3
INFRINGEMENTS:							
			2022/23	2021/22	2020/21	2019/20	2018/19
Animal Infringements		30,847	14,564	10,723	5,560	0	0
Public Places		3,259	2,044	1,080	135	0	0
Parking Infringements		6,571	1,246	2,165	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		40,677.00	17,854.00	13,968.00	6,235.00	2,580.00	40.00
		100%	44%	34%	15%	6%	0%
Nmber of Infringments		400.00	151.00	129.00	50.00	69.00	1.00

Approved by:   
Executive Manager - Finance & Economics  
Christopher Kimani

## SECTION 2

### Financial Results

		2.5 - Creditor Accounts Paid	March 2023
	Creditor Name	Creditor Payment Type	Amount \$
549	City of Darwin	General Creditors	295,759.30
V01904	Veolia Environmental Service (Australia) Pty Ltd	General Creditors	212,866.28
5104	JLM Contracting Services Pty Ltd	General Creditors	212,081.18
2	Australian Taxation Office - PAYG	General Creditors	175,536.00
639	Cleanaway Pty Ltd.	General Creditors	168,946.34
1607	Sterling NT Pty Ltd	General Creditors	159,845.45
V03553	Fiber Sense Operations Pty Ltd	General Creditors	122,980.00
54	Powerwater	Utilities	121,876.99
938	Nightcliff Electrical	General Creditors	85,388.96
V01860	Hays Specialist Recruitment (Australia) Pty Ltd	General Creditors	73,470.85
V00318	QuickSuper Clearing House	Superannuation	72,874.93
3936	Arafura Tree Services and Consulting	General Creditors	65,114.50
V00250	Ward Keller	General Creditors	60,687.00
V03073	Programmed Property Services	General Creditors	57,171.06
V00295	Jacana Energy	Utilities	50,312.77
V01789	Next Energy Lighting Pty Ltd	General Creditors	47,949.30
V00773	Akron Group NT Pty Ltd	General Creditors	47,090.72
5508	Open Systems Technology Pty Ltd - CouncilFirst	General Creditors	43,081.57
V01906	Darwin Automotive Pty Ltd (Darwin Motor Group)	General Creditors	36,387.30
V03556	Belgravia Health & Leisure Group Pty Ltd	General Creditors	32,483.08
5525	Easyweb Digital Pty Ltd	General Creditors	32,384.88
V02312	Harris Kmon Solutions Pty Ltd	General Creditors	31,484.75
4190	National Australia Bank	General Creditors	31,307.98
53	Eggins Electrical	General Creditors	29,960.68
87	Industrial Power Sweeping Services Pty	General Creditors	25,888.36
V00368	iWater NT Pty Ltd	General Creditors	25,319.90
5651	Minter Ellison Lawyers	General Creditors	22,199.38
V02162	RMI Security - Conigrave Pty Ltd	General Creditors	21,392.21
V04381	Telstra Limited	General Creditors	21,287.57
4730	Sign City (NT) Pty Ltd	General Creditors	20,295.00
2161	GHD Pty Ltd	General Creditors	20,193.80
V00285	Palmerston & Litchfield Seniors Association Inc	General Creditors	20,000.00
V03037	KWPX Pty Ltd	General Creditors	17,215.00
V04317	Randstad Pty Ltd	General Creditors	16,798.68
3683	Area9 IT Solutions	General Creditors	16,712.33
V00582	Ezko Property Services (Aust) Pty Ltd	General Creditors	16,176.74
V00228	Outback Tree Service	General Creditors	15,983.00
V01801	Pumpstech NT	General Creditors	15,820.20
5615	EcOz Environmental Consulting	General Creditors	14,081.21
2977	Optic Security Group NT	General Creditors	13,854.25
V01537	Ben's Tree Service Pty Ltd	General Creditors	11,990.00
V00682	Leigh Dyson Plumbing	General Creditors	11,704.00
V02432	E3 Pro Pty Ltd	General Creditors	10,890.00
V03692	Lucid Consulting Engineers (NT) Pty Ltd	General Creditors	10,780.00
V01118	Wilson Security Pty Ltd	General Creditors	10,586.00
V03893	Acacia Land Management Pty Ltd	General Creditors	10,430.00
V04243	All in One Maintenance and Repair	General Creditors	10,202.05
V01269	Palmerston Magpies Football Club	Grants, Sponsorships, Donations & Prizes	10,000.00
V00939	Defend Fire Services Pty Ltd	General Creditors	9,891.49
5	Australia Post	General Creditors	9,823.74
V00599	Athina Pascoe-Bell	Elected Members	9,667.69
V03973	AANT Salary Packaging	General Creditors	9,213.09
2587	Top End RACE	General Creditors	8,836.95
V01849	Stadium Sports Surfaces SA/NT Pty Ltd	General Creditors	8,749.40
V04435	eCoCareBags Pty Ltd	General Creditors	8,269.80
337	Mirrors Robes & Showerscreens Pty Ltd	General Creditors	8,088.00
V04258	L H & P Gouldson Partnership	General Creditors	7,822.25

## SECTION 2

### Financial Results

		2.5 - Creditor Accounts Paid	March 2023
	Creditor Name	Creditor Payment Type	Amount \$
V03767	WRM Water & Environment Pty Ltd	General Creditors	7,524.00
V00474	Lane Communications	General Creditors	7,497.91
V01643	KPMG	General Creditors	6,897.00
V03776	Business Fuel Cards Pty Ltd	General Creditors	6,391.75
V02563	Amcom Pty Ltd Acc no 68842	General Creditors	6,378.94
V01572	Lucy Morrison	Elected Members	5,776.84
566	Stickers & Stuff	General Creditors	5,726.00
V01584	Salary Packaging Australia	General Creditors	5,400.12
V01009	Australian Parking and Revenue Control Pty Limited	General Creditors	5,202.46
V03609	VTG Waste & Recycling Pty Ltd	General Creditors	5,191.22
V01397	RSPCA Darwin	General Creditors	5,069.89
3099	Iron Mountain Australia Pty Ltd	General Creditors	4,837.82
1580	The Exhibitionist	General Creditors	4,776.20
V04469	Sherinald Shwe	Grants, Sponsorships, Donations & Prizes	4,650.00
2199	SBA Office National	General Creditors	4,612.74
V03493	oOh!Media Operations Pty Ltd	General Creditors	4,382.40
4065	Southern Cross Protection Pty Ltd	General Creditors	4,356.26
V02980	V Lambda Pty Ltd	General Creditors	4,125.00
V03176	FUJIFILM Business Innovation Australia Pty Ltd	General Creditors	4,119.50
V00193	Amcom Pty Ltd Acc no CN5439	General Creditors	4,059.00
3235	Records & Information Management Professionals Aus	General Creditors	4,000.00
V04352	MH Training Pty Ltd	General Creditors	3,850.00
V04461	Plastic Free Foundation Ltd	General Creditors	3,850.00
5387	Odd Job Bob - Darren John Fillmore	General Creditors	3,745.50
1581	Northern Territory Broadcasters Pty Ltd	General Creditors	3,229.60
2336	Flick Anticimex Pty Ltd	General Creditors	3,124.71
V04349	Peter Kuhn	General Creditors	3,049.56
V04460	Joestra Pty Ltd	Refunds & Reimbursements	3,023.72
V01420	CENTRELINK (PAYROLL)	General Creditors	2,922.93
5315	Adamant Property Services Pty Ltd	General Creditors	2,877.97
30	Colemans Printing Pty Ltd	General Creditors	2,765.40
V00614	RTM - Dept. of the Attorney General and Justice	General Creditors	2,640.00
V03282	WSP Australia Pty Limited	General Creditors	2,603.15
V01651	Chris Johnson	Refunds & Reimbursements	2,502.00
V03996	Diligent Safety Consulting Pty Ltd	General Creditors	2,464.00
3438	NT Shade & Canvas Pty Ltd	General Creditors	2,407.90
2064	Larrakia Nation Aboriginal Corporation	General Creditors	2,400.00
V02306	Well Done International Pty Ltd	General Creditors	2,208.58
V01570	Sarah Louise Henderson	Elected Members	2,198.10
V01573	Amber Garden	Elected Members	2,198.10
V00971	Go Transit Media Group Pty Limited	General Creditors	2,144.22
V04407	Joyce Mayne Darwin (Scomuk Pty Ltd)	General Creditors	2,071.00
V01569	Benjamin Giesecke	Elected Members	2,038.10
V03648	Mark Fraser	Elected Members	2,038.10
V03290	HR Publications Pty Ltd	General Creditors	2,033.00
3189	Seek Limited	General Creditors	2,029.50
399	St John Ambulance (NT) Incorporated	General Creditors	1,892.63
3486	Gold Medal Services (NT) Pty Ltd	General Creditors	1,892.00
V04433	A1 Innovative Solutions	General Creditors	1,853.50
V03853	Service Air	General Creditors	1,851.03
V01579	Damian Hale	Elected Members	1,811.44
V02785	Kerrin Knight	Refunds & Reimbursements	1,790.46
V01908	Foster & Tarrant	General Creditors	1,768.05
V04047	Sarah Rose Reuben	General Creditors	1,740.00
V00271	NTIT (Fuji Xerox Business Centre NT)	General Creditors	1,708.54
V01826	Tick of Approval Pty Ltd	General Creditors	1,650.00
V02369	Maher Raumteen Solicitors	General Creditors	1,650.00

## SECTION 2

### Financial Results

		2.5 - Creditor Accounts Paid	March 2023
	Creditor Name	Creditor Payment Type	Amount \$
V01549	We're The Glue Pty Ltd	General Creditors	1,633.50
V04481	Pickles Auctions	General Creditors	1,595.25
256	The Bookshop Darwin	General Creditors	1,593.50
V03665	Bilske Investments Pty Ltd T/A Outback Pest Co	General Creditors	1,584.00
V04426	Smartsheet Inc.	General Creditors	1,548.00
V03000	Jess Cussen Graphic Design	General Creditors	1,547.04
V04464	Palmerston Indigenous Network	Grants, Sponsorships, Donations & Prizes	1,500.00
V02093	Light Source Solutions	General Creditors	1,497.76
V03887	Beauty & Style Studio	MyPalmerston	1,492.50
V04287	DVE Cleaning	General Creditors	1,492.00
V04485	Susan Gillis	Refunds & Reimbursements	1,440.00
5036	Dormakaba Aust P/L T/as Territory Door Services	General Creditors	1,435.48
V01585	Creative Accomplce Pty Ltd	General Creditors	1,430.00
4029	Totally Workwear Palmerston	General Creditors	1,349.20
V04001	The Youth Mill Pty Ltd - atf the Margaret Lim	General Creditors	1,265.00
V04447	Leanne Witnish	Refunds & Reimbursements	1,260.00
V03651	Danielle Eveleigh: (Main Account - BankSA)	Elected Members	1,251.44
4398	Quality Indoor Plants Hire	General Creditors	1,242.05
V01850	Sam Eyles Refrigeration and Air Conditioning P/L	General Creditors	1,239.80
35	WINC Australia Pty Limited	General Creditors	1,223.55
2294	Modern Teaching Aids Pty Ltd	General Creditors	1,111.99
4871	Reface Industries	General Creditors	1,106.16
V04431	Jordan Hobbs	Refunds & Reimbursements	1,100.00
V03314	Sine Group Pty Ltd	General Creditors	1,098.90
V00443	Forecast Machinery	General Creditors	1,058.69
V03600	CFO Business Associates	General Creditors	1,054.90
3787	Total Event Services T/A Top End Sounds P/L	General Creditors	1,039.50
V02714	Rachel Helen Fleming	Refunds & Reimbursements	1,000.00
V02752	Thapana Kraisang	Refunds & Reimbursements	1,000.00
V02167	Sanity Music Stores Pty Ltd	General Creditors	997.35
V04051	Brent Watkinson	General Creditors	990.00
V03971	Darwin Catering Company	General Creditors	983.00
V04172	Charlie Bliss Creative	General Creditors	935.00
V02343	Barry.Nilsson. - BN Law Limited	General Creditors	926.75
V02285	Territory Native Plants	General Creditors	917.36
4679	iSentia Pty Ltd	General Creditors	916.30
V03596	Zesty Productions	General Creditors	907.50
V04397	2 Foote Plumbing & Gas	General Creditors	902.00
3879	Litchfield Council	General Creditors	900.00
4977	Masterplan	General Creditors	893.75
353	Otis	General Creditors	870.54
4735	Palmerston and Rural Party Hire	General Creditors	864.50
5676	Royal Wolf Trading Australia Pty Ltd	General Creditors	790.31
3880	PAWS Darwin Limited	General Creditors	715.00
215	Employee Assistance Services NT Inc (EASA)	General Creditors	684.50
V03259	Locklins Landscape Gardening	General Creditors	660.00
V04479	Eusebius Ishepai Emurugat	Refunds & Reimbursements	655.00
V01810	Jacana Energy - Payroll Deductions	General Creditors	630.00
V04044	Deaf Connect t/a Deaf Services	General Creditors	600.88
V00399	Palmerston & Regional Basketball Assoc (PARBA)	General Creditors	600.00
V04394	Crocodile Safety Australia	General Creditors	600.00
V02364	Shipping Containers Leasing Pty Ltd	General Creditors	594.00
2394	Pola Seal Pty Ltd	General Creditors	550.00
V04458	North Australia Media	General Creditors	550.00
2186	Optus Billing Services Pty Ltd	General Creditors	540.00
3313	Zip Print	General Creditors	506.00
V02599	Freddy's Car Installations	General Creditors	495.00


## SECTION 2

### Financial Results

		2.5 - Creditor Accounts Paid	March 2023
Creditor Name	Creditor Payment Type	Amount \$	
V00075 Mercury Group of Companies Pty Ltd (T/A Fit2Work)	General Creditors	487.08	
V03834 Tabellarius Pty LTD TA Pack & Send	General Creditors	480.00	
V00487 Flowers by Elise	General Creditors	475.00	
V04390 Sweet Little Vintage	General Creditors	475.00	
V04488 Bruce Hood	Refunds & Reimbursements	442.00	
V03368 Larrikin House Pty Ltd	General Creditors	426.00	
V00542 Industry Health Solutions	General Creditors	418.00	
V03652 Danielle Eveleigh (\$400 Only - Bendigo Bank)	Elected Members	400.00	
V04484 I G Gambiza	Refunds & Reimbursements	400.00	
3648 Mobile Locksmiths Australia Pty Ltd	General Creditors	352.00	
V03292 Blume Designs	General Creditors	352.00	
V01694 NT Advertising and Distribution	General Creditors	302.50	
V04149 Darwin Health Care	General Creditors	300.00	
V00073 Off the Leash	General Creditors	275.00	
4963 Centratch Systems Pty Ltd	General Creditors	264.00	
V03178 Purple Wax Pty Ltd	General Creditors	264.00	
V04474 John Cusack	Refunds & Reimbursements	253.00	
V03706 Alfiya Pocock	General Creditors	250.00	
V03856 Brendon Donnelly	Refunds & Reimbursements	250.00	
V04026 Eagle Photography	General Creditors	250.00	
V04380 Natalie Bell	General Creditors	250.00	
V04438 Jayde Bartle	Grants, Sponsorships, Donations & Prizes	250.00	
V04439 Jasmine Walker	Grants, Sponsorships, Donations & Prizes	250.00	
V04440 Lauren Damaso	Grants, Sponsorships, Donations & Prizes	250.00	
V04441 River Williams	Grants, Sponsorships, Donations & Prizes	250.00	
V04442 Soriyah Downie	Grants, Sponsorships, Donations & Prizes	250.00	
V04448 Jayde Forrester	Grants, Sponsorships, Donations & Prizes	250.00	
V04470 Molly Suradi	Grants, Sponsorships, Donations & Prizes	250.00	
V04483 Pania Reid	Refunds & Reimbursements	250.00	
4561 Bendesigns	General Creditors	231.00	
V03035 Darwin Mobile Detailers	General Creditors	165.00	
272 City Wreckers	General Creditors	132.00	
V00465 Relationships Australia NT Inc	Refunds & Reimbursements	125.00	
V03277 Zuhaib Hayat	Refunds & Reimbursements	125.00	
V03562 Lakmila Fernando	Refunds & Reimbursements	125.00	
V03765 Diana Gaerth	Refunds & Reimbursements	125.00	
V04193 Two Two One Inc	Grants, Sponsorships, Donations & Prizes	125.00	
V04373 Anna Goode	Refunds & Reimbursements	125.00	
V04418 Mary Wellington	Refunds & Reimbursements	125.00	
V04443 Tamil Community	Refunds & Reimbursements	125.00	
V04444 Michael Delosa	Refunds & Reimbursements	125.00	
V04445 Moyston Wright	Refunds & Reimbursements	125.00	
V04450 April Woodley	Refunds & Reimbursements	125.00	
V04451 FCm Travel Solutions	Refunds & Reimbursements	125.00	
V04463 Sarani Muthunayake	Refunds & Reimbursements	125.00	
V04468 Pavlina Pastrikos	Refunds & Reimbursements	125.00	
V04478 Sahil Shah	Refunds & Reimbursements	125.00	
V00890 Laundryplus	General Creditors	110.00	
V03868 Macfarlane Enterprises Pty Ltd	MyPalmerston	100.00	
V01938 Windcave Pty Limited	General Creditors	99.00	
V02681 Nalija Pty Ltd trading as Total Safety Solutions	General Creditors	98.96	
V01691 Blackwoods	General Creditors	77.35	
V04404 Maria Giallouris	General Creditors	76.00	
V04486 Suresh Sundararajah	Refunds & Reimbursements	70.00	
2915 Territory Uniforms	General Creditors	62.60	
V04480 Luccio Cercarelli	Refunds & Reimbursements	61.22	
V02596 Dharmendra Patel	Refunds & Reimbursements	60.00	

## SECTION 2

### Financial Results

2.5 - Creditor Accounts Paid		March 2023
Creditor Name	Creditor Payment Type	Amount \$
V02969 Georgia James	Refunds & Reimbursements	50.00
V04427 Shona Strong	Refunds & Reimbursements	50.00
V04434 David Egins	Refunds & Reimbursements	50.00
V04436 Bryan Winslade	Refunds & Reimbursements	50.00
V04437 Chloe Bishop	Refunds & Reimbursements	50.00
V04462 Rachael Topham	Refunds & Reimbursements	50.00
V04465 Hanshi Chen	Refunds & Reimbursements	50.00
V04466 Gemma Perkins	Grants, Sponsorships, Donations & Prizes	50.00
V04467 Lauren Cooper	Refunds & Reimbursements	50.00
V04475 Grant Ryde	Refunds & Reimbursements	50.00
V04454 Anne-Maree Maguire	Refunds & Reimbursements	45.00
V00200 Red Earth Automotive Pty Ltd	General Creditors	44.50
V03992 Booktopia Pty Ltd	General Creditors	17.50
V04452 Pei-Ju Lin	Refunds & Reimbursements	15.00
V04449 Laura Ivinson	Grants, Sponsorships, Donations & Prizes	12.00
V04315 Corrine Kelly	Refunds & Reimbursements	11.59
V02545 Amazon Web Services Inc	General Creditors	9.91
V04453 Rosemary Kariha	Refunds & Reimbursements	4.00
		<b>3,006,809.96</b>
Percentage of this month's payments made to local suppliers		75%
 <b>Approved by:</b> <b>Executive Manager - Finance &amp; Economics</b> <b>Christopher Kimani</b>		

## SECTION 2

### Financial Results

#### 2.6 - Creditor Accounts Outstanding

Creditor No.	Creditor Name	Amount \$
V00318	QuickSuper Clearing House	\$ 110,623.88
V00682	Leigh Dyson Plumbing	\$ 69,300.00
5254	True North	\$ 20,728.82
V02509	Harbour Software Pty Ltd	\$ 5,901.60
2977	Optic Security Group NT	\$ 2,514.73
V01397	RSPCA Darwin	\$ 2,269.51
215	Employee Assistance Services NT Inc (EASA)	\$ 2,244.70
4561	Bendesigns	\$ 2,241.14
V03990	Ecotreat Solutions NT	\$ 2,231.02
V03000	Jess Cussen Graphic Design	\$ 2,200.00
V04348	Accrete Pty Ltd	\$ 2,000.00
V04075	Cunnington Rosse Town Planning & Consulting	\$ 1,985.50
V03973	AANT Salary Packaging	\$ 1,912.03
4679	iSentia Pty Ltd	\$ 916.30
V04135	Fusion5 Pty Ltd	\$ 620.91
V03958	Nicholas Parry Photography	\$ 600.00
5676	Royal Wolf Trading Australia Pty Ltd	\$ 542.58
V03037	KWPX Pty Ltd	\$ 518.38
566	Stickers & Stuff	\$ 433.00
3189	Seek Limited	\$ 401.50
V04433	A1 Innovative Solutions	\$ 290.00
V04491	Zach Rakkas	\$ 250.00
V04490	Rebecca Winston	\$ 125.00
V00075	Mercury Group of Companies	\$ 121.77
285	Australian Communications & Media	\$ 90.00
V03762	Lynda Ayr	\$ 50.00
V04493	Shannon Hansford	\$ 50.00
V04452	Pei-Ju Lin	\$ 15.00
4190	National Australia Bank	-\$ 0.01

Total \$ **231,177.36**

Please note that all creditors are outstanding less than 30days



Approved by:

Executive Manager - Finance & Economics

Christopher Kimani



## Section 2 Financial Results

2.7 - Waste Charges as at 31 March 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
<b>Income</b>									
Rates & Charges	6,818,686	6,887,676	101%	0	0%	6,887,676	101%	6,818,686	101%
Other Revenue	70,730	58,210	82%	0	0%	58,210	82%	70,730	82%
<b>Income</b>	<b>6,889,416</b>	<b>6,945,887</b>	<b>101%</b>	<b>0</b>	<b>0%</b>	<b>6,945,887</b>	<b>101%</b>	<b>6,889,416</b>	<b>101%</b>
<b>Operating Expenditure</b>									
Employee Costs	-640,533	-320,267	50%	0	0%	-320,267	50%	-480,400	67%
Professional Services	-41,480	-1,012	2%	-4,868	12%	-5,880	14%	-31,110	3%
Educational Resources	-50,000	-5,594	11%	-115	0%	-5,709	11%	-37,500	15%
Grants / Donations/Contributions Paid	-30,000	-1,902	6%	0	0%	-1,902	6%	-22,500	8%
Utilities	-12,000	-1,484	12%	0	0%	-1,484	12%	-9,848	15%
Street Sweeping	-332,000	-199,613	60%	-126,915	38%	-326,528	98%	-249,000	80%
Litter Collection	-588,000	-431,167	73%	-188,598	32%	-619,765	105%	-446,612	97%
Domestic Bin Collection	-2,192,668	-1,143,524	52%	-152,140	7%	-1,295,664	59%	-1,644,501	70%
Kerb Side Collections	-226,797	-258,354	114%	0	0%	-258,354	114%	-170,098	152%
Tip Recharge Domestic Bin collection	-924,371	-681,659	74%	0	0%	-681,659	74%	-693,278	98%
Transfer Station	-1,299,851	-671,971	52%	-10,739	1%	-682,710	53%	-974,888	69%
Loan Repayments	-33,423	-17,790	53%	0	0%	-17,790	53%	-25,067	71%
Tip Recharge Transfer Station	-365,103	-278,446	76%	0	0%	-278,446	76%	-273,827	102%
<b>Operating Expenditure</b>	<b>-6,736,226</b>	<b>-4,012,782</b>	<b>60%</b>	<b>-483,375</b>	<b>7%</b>	<b>-4,496,158</b>	<b>67%</b>	<b>-5,058,629</b>	<b>79%</b>
<b>Capital Expenditure</b>									
Reserve Funded Capital Works	-274,743	-131,634	48%	-158,401	58%	-290,034	106%	-974,743	13.50%
<b>Capital Expenditure</b>	<b>-274,743</b>	<b>-131,634</b>	<b>48%</b>	<b>-158,401</b>	<b>58%</b>	<b>-290,034</b>	<b>106%</b>	<b>-974,743</b>	<b>14%</b>
<b>Borrowings</b>									
Repayments - Archer Loan Principal	374,943	0	0%	0	0%	0	0%	0	
<b>Borrowings</b>	<b>374,943</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0.00%</b>
<b>Profit/(Loss)</b>	<b>253,390</b>	<b>2,801,471</b>		<b>-641,776</b>		<b>2,159,695</b>		<b>856,044</b>	



Approved by:  
Executive Manager - Finance & Economics  
Christopher Kimani

Section 2  
Financial Results

2.8 - Commercial Leases as at 31 March 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
<b>Income</b>									
Library Services	33,388	20,710	62%	0	0%	20,710	62%	25,041	83%
Director Finance & Governance	69,205	59,952	87%	0	0%	59,952	87%	51,903	116%
Civic Centre	151,150	120,111	79%	0	0%	120,111	79%	113,362	106%
<b>Income</b>	<b>253,742</b>	<b>200,774</b>	<b>79%</b>	<b>0</b>	<b>0%</b>	<b>200,774</b>	<b>79%</b>	<b>190,307</b>	<b>105%</b>
<b>Expenditure</b>									
Director Finance & Governance	-12,463	-14,267	114%	0	0%	-14,267	114%	51,903	-27%
<b>Expenditure</b>	<b>-12,463</b>	<b>-14,267</b>	<b>114%</b>	<b>0</b>	<b>0%</b>	<b>-14,267</b>	<b>114%</b>	<b>51,903</b>	<b>-27%</b>
<b>Profit/(Loss)</b>	<b>241,279</b>	<b>186,507</b>		<b>0</b>		<b>186,507</b>		<b>242,210</b>	

Library Services includes lease held by The Nook

Civic Centre includes the lease held by Adult Mental Health

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

McGees Management Fees charged to Director Finance & Governance each month



Approved by:  
Executive Manager - Finance & Economics  
Christopher Kimani

### Section 2 Financial Results

#### 2.9 - Council Loans

31 March 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
<b>Project Cost taken from FILOC</b>	<b>3,337,849</b>
Repayments 2019/20	(200,000)
Repayments 2020/21	(313,615)
Repayments 2021/22	(321,849)
<b>Loan Balance at 1/07/2022</b>	<b>2,502,385</b>

Internal Loan - Making the Switch					
Principal as of 1/7/2022	Principal Loan Repayments for 2022/23	Principal Loan Repayments YTD	Interest for 2022/23	Interest YTD	Loan balance as of 30/06/2023
2,502,385	330,299	164,080	61,859	31,999	2,172,086
0	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	
<b>Loan from NAB</b>	<b>1,960,000</b>
Total Loan Amount	1,960,000
Repayments 2019/20	(221,414)
Repayments 2020/21	(228,285)
Repayments 2021/22	(234,504)
<b>Loan Balance at 1/07/2022</b>	<b>1,275,797</b>

External Loan - Archer Landfill Rehabilitation					
Principal as of 1/7/2022	Principal Loan Repayment For 2022/2023	Principal Loan Repayments YTD	Interest for 2022/2023	Interest YTD	Loan balance as of 30/06/2023
1,275,797	374,943	119,397	25,067	17,790	900,854

The External Loan - Archer Landfill Rehabilitation is for a term of 8 years commencing 28 June 2019 and concluding 30 June 2027. The interest rate is fixed at 2.78% for the duration of the loan and is paid on a quarterly basis.



Approved by:  
Executive Manager - Finance & Economics  
Christopher Kimani

# COUNCIL AGENDA Attachment 13.2.6.1

## Section 2 Financial Results

### 2.10 - Elected Member Expenses

31 March 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
<b>Operating Expenditure</b>									
Mayoral Allowance	-87,636	-58,344	66.58%	0	0.00%	-58,344	66.58%	-65,727	89%
Mayoral Electoral Allowance	-23,066	-15,355	66.57%	0	0.00%	-15,355	66.57%	-17,300	89%
Mayoral Professional Dev Allowance	-3,753	-3,753	100.00%	0	0.00%	-3,753	100.00%	-2,815	133%
Deputy Mayoral Allowance	-32,405	-12,518	38.63%	0	0.00%	-12,518	38.63%	-24,304	52%
Deputy Mayoral Electoral Allowance	-5,768	-2,228	38.62%	0	0.00%	-2,228	38.62%	-4,326	51%
Elected Members Allowances	-94,570	-71,211	75.30%	0	0.00%	-71,211	75.30%	-70,927	100%
Elected Members Electoral Allowance	-34,606	-22,357	64.60%	0	0.00%	-22,357	64.60%	-25,954	86%
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	-7,520	11.93%	0	0.00%	-7,520	11.93%	-47,287	16%
Information Technology Capital Entitlement	-1,986	-1,200	60.42%	0	0.00%	-1,200	60.42%	-1,490	81%
Communications Entitlement	-6,400	-3,502	54.72%	0	0.00%	-3,502	54.72%	-4,800	73%
Acting Mayor Allowance	-11,000	-7,203	65.48%	0	0.00%	-7,203	65.48%	-8,250	87%
Acting Mayor Electoral Allowance	-3,000	-1,896	63.19%	0	0.00%	-1,896	63.19%	-2,250	84%
Advertising	0	-290	0%	0	0%	-290	0%	0	0%
Stationery & Office Consumables	-500	-218	43.66%	0	0.00%	-218	43.66%	-375	58%
Printing & Photocopying Costs	-2,000	-10	0.50%	0	0.00%	-10	0.50%	-1,500	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	-2,695	35.36%	0	0.00%	-2,695	35.36%	-5,715	47%
Food & Catering Costs	-10,752	-10,266	95.48%	0	0.00%	-10,266	95.48%	-8,064	127%
Program Running Costs	0	-45	0%	0	0%	-45	0%	0	0%
Course Seminar & Conference Registration	-10,240	-5,676	55.43%	0	0.00%	-5,676	55.43%	-7,680	74%
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%
<b>Operating Expenditure</b>	<b>-432,061</b>	<b>-232,496</b>	<b>53.81%</b>	<b>0</b>	<b>0.00%</b>	<b>-232,496</b>	<b>53.81%</b>	<b>-324,046</b>	<b>72%</b>

Approved by:   
Executive Manager - Finance & Economics  
Christopher Kimani

## Section 2

### Financial Results

#### 2.11 - Elected Members and CEO Credit Card Transactions

31 March 2023

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

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

**14 INFORMATION AND CORRESPONDENCE**

**14.1 Information**

**14.2 Correspondence**

**15 REPORT OF DELEGATES**

**16 QUESTIONS BY MEMBERS**

**17 GENERAL BUSINESS**

**18 NEXT ORDINARY COUNCIL MEETING**

THAT the next Ordinary Meeting of Council be held on Tuesday, 2 May 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

### First Ordinary Council Meeting Tuesday 4 April 2023

The Ordinary Meeting of the City of Palmerston held at the Gray Community Hall, Corner Essington Avenue and Victoria Drive, Gray

*'A Place for People'*





*A Place for People*

## COUNCIL MINUTES

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Minutes of Council Meeting  
held at Gray Community Hall, Palmerston  
on Tuesday 4 April 2023 at 5:30pm.

### PRESENT

---

**ELECTED MEMBERS** Mayor Athina Pascoe-Bell (Chair)  
Deputy Mayor Lucy Morrison  
Councillor Danielle Eveleigh  
Councillor Mark Fraser  
Councillor Amber Garden (*Via Audio-Visual*)  
Councillor Ben Giesecke  
Councillor Sarah Henderson

**STAFF** Chief Executive Officer, Luccio Cercarelli  
Deputy Chief Executive Officer, Amelia Vellar  
General Manager Community and Culture, Anna Ingram  
General Manager Infrastructure, Nadine Nilon  
Minute Secretary, Jodi Holden  
Executive Assistant to CEO, Kate Roberts

**GALLERY** Eight members of the public  
Five members of staff

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

MINUTES ORDINARY COUNCIL MEETING - 4 APRIL 2023

10991



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## COUNCIL MINUTES

### 1 ACKNOWLEDGEMENT OF COUNTRY

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

### 2 OPENING OF MEETING

The Chair declared the meeting open at 5.31pm.

### 3 APOLOGIES AND LEAVE OF ABSENCE

#### 3.1 Apologies

Moved: Councillor Fraser  
Seconded: Councillor Henderson

THAT the apology received from Councillor Hale for 4 April 2023 be received and noted.

CARRIED 10/770 – 4/04/2023

#### 3.2 Leave of Absence Previously Granted

Nil

#### 3.3 Leave of Absence Request

Moved: Deputy Mayor Morrison  
Seconded: Councillor Eveleigh

1. THAT the leave of absence received from Councillor Hale for 29 March to 31 March 2023 inclusive be received and noted.
2. THAT the leave of absence received from Councillor Eveleigh for 17 May to 21 May 2023 inclusive be received and noted.
3. THAT the leave of absence received from Councillor Henderson for 17 May to 21 May 2023 inclusive be received and noted.
4. THAT the leave of absence received from Councillor Eveleigh for 11 April to 12 April 2023 inclusive be received and noted.
5. THAT the leave of absence received from Councillor Giesecke for 11 May to 15 May 2023 inclusive be received and noted.

CARRIED 10/771 – 4/04/2023

### 4 REQUEST FOR AUDIO/AUDIOVISUAL CONFERENCING

*THAT Council notes Councillor Garden was previously approved and is attending via Audio/Audiovisual conferencing, who will be physically prevented from attending due to being a greater distance than 100km from the appointed place of meeting.*

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

MINUTES ORDINARY COUNCIL MEETING - 4 APRIL 2023

10992



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## COUNCIL MINUTES

### 5 DECLARATION OF INTEREST

#### 5.1 Elected Members

Moved: Councillor Fraser  
Seconded: Councillor Eveleigh

THAT the Declaration of Interest received from Deputy Mayor Morrison for Item 13.1.3 be received and noted.

CARRIED 10/772 – 4/04/2023

#### 5.2 Staff

Nil

### 6 CONFIRMATION OF MINUTES

#### 6.1 Confirmation of Minutes

Moved: Councillor Henderson  
Seconded: Deputy Mayor Morrison

THAT the Minutes of the Council Meeting held on Tuesday 21 March 2023 pages 10976 to 10984 be confirmed.

CARRIED 10/773 – 4/04/2023

#### 6.2 Business Arising from Previous Meeting

Nil

### 7 MAYORAL REPORT

Moved: Mayor Pascoe-Bell  
Seconded: Councillor Henderson

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

CARRIED 10/774 – 4/04/2023

### 8 DEPUTATIONS AND PRESENTATIONS

Nil

### 9 PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)

Nil

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

MINUTES ORDINARY COUNCIL MEETING - 4 APRIL 2023

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## COUNCIL MINUTES

### 10 CONFIDENTIAL ITEMS

#### 10.1 Moving Confidential Items into Open

Nil

#### 10.2 Moving Open Items into Confidential

Nil

#### 10.3 Confidential Items

Moved: Councillor Henderson  
Seconded: Deputy Mayor Morrison

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

Item	Confidential Category	Confidential Clause
25.1.1	Council Performance, Service Delivery and Budget Review	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(e) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.
25.1.2	Council Performance, Service Delivery and Budget Review	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(b) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information about the personal circumstances of a resident or ratepayer.
25.1.3	Council Performance, Service Delivery and Budget Review	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(e) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.

CARRIED 10/775 – 4/04/2023

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

MINUTES ORDINARY COUNCIL MEETING - 4 APRIL 2023

10994



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## COUNCIL MINUTES

### 11 PETITIONS

Nil

### 12 NOTICES OF MOTION

Nil

### 13 OFFICER REPORTS

#### 13.1 Action Reports

##### 13.1.1 Council Policy Review - Media

Moved: Deputy Mayor Morrison  
Seconded: Councillor Giesecke

1. THAT Report entitled Council Policy Review - Media be received and noted.
2. THAT Council endorses the amended Council Policy – Media being **Attachment 13.1.1.3** to report entitled Council Policy Review – Media with the amendment to Section 2 Principles to include:  
"The Mayor is the principal spokesperson for the City of Palmerston however, may delegate specific media interactions to the Deputy Mayor or other Elected Members."

CARRIED 10/776 – 4/04/2023

##### 13.1.2 Basketball Half-Court

Moved: Councillor Henderson  
Seconded: Councillor Garden

1. THAT Report entitled Basketball Half-Court be received and noted.
2. THAT Council endorse site selection for the construction of a new outdoor basketball half-court at Marlow Lagoon, with the design of the court supporting the future inclusion of shade, lighting, other court sports and supporting amenities.

CARRIED 10/777 – 4/04/2023

*Deputy Mayor Morrison declared a conflict of interest and left the meeting at 5.45pm.*

##### 13.1.3 Community Benefit Scheme - Palmerston Golf and Country Club Northern Territory PGA Championship Sponsorship Application

Moved: Councillor Eveleigh  
Seconded: Councillor Fraser

1. THAT Report entitled Community Benefit Scheme - Palmerston Golf and Country Club Northern Territory PGA Championship Sponsorship Application be received and noted.

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

MINUTES ORDINARY COUNCIL MEETING - 4 APRIL 2023

10995



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## COUNCIL MINUTES

2. THAT Council approves a three-year Community Benefit Scheme Sponsorship application from Palmerston Golf and Country Club of \$30,000 per year for 2023/2024, 2024/2025 and 2025/2026, a total value of \$90,000 as outlined in **Attachment 13.1.3.1** to Report entitled Community Benefit Scheme - Palmerston Golf and Country Club Northern Territory PGA Championship Sponsorship Application to host the Northern Territory PGA Championships in Palmerston, to be funded from the Community Benefit Scheme.

CARRIED 10/778 – 4/04/2023

*Deputy Mayor Morrison returned to the meeting at 5.50pm.*

### 13.1.4 2023 Facing North Delegation

Moved: Deputy Mayor Morrison  
Seconded: Councillor Henderson

1. THAT Report entitled 2023 Facing North Delegation be received and noted.
2. THAT Council endorse Mayor Pascoe-Bell or her representative's and Deputy Mayor Morrison and Councillor Fraser, attendance at the 2023 Facing North event in Canberra, being held 2 August 2023; subject to submission of an Expression of Interest (EOI) and approval process by the Darwin Major Business Group Incorporated (DMBG) and the Northern Territory Government.

CARRIED 10/779 – 4/04/2023

### 13.2 Receive and Note Reports

#### 13.2.1 Infrastructure Quarterly Report January to March 2023

Moved: Deputy Mayor Morrison  
Seconded: Councillor Eveleigh

THAT Report entitled Infrastructure Quarterly Report January to March 2023 be received and noted.

CARRIED 10/780 – 4/04/2023

## 14 INFORMATION AND CORRESPONDENCE

### 14.1 Information

Nil

### 14.2 Correspondence

#### 14.2.1 Local Government Immediate Priority Grant Approval

Moved: Deputy Mayor Morrison  
Seconded: Councillor Fraser

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

MINUTES ORDINARY COUNCIL MEETING - 4 APRIL 2023

10996



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## COUNCIL MINUTES

THAT correspondence dated 20 March 2023 14.2.1 entitled Local Government Immediate Priority Grant Approval be received and noted.

CARRIED 10/781 – 4/04/2023

### 15 REPORT OF DELEGATES

Moved: Councillor Eveleigh  
Seconded: Councillor Fraser

THAT the verbal report by Deputy Mayor Morrison regarding the PRBA event at Gray Community Hall be received and noted.

CARRIED 10/782 – 4/04/2023

### 16 QUESTIONS BY MEMBERS

Nil

### 17 GENERAL BUSINESS

Nil

### 18 NEXT ORDINARY COUNCIL MEETING

Moved: Councillor Fraser  
Seconded: Councillor Eveleigh

THAT the next Ordinary Meeting of Council be held on Tuesday, 18 April 2023 at 5:30pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

CARRIED 10/783 – 4/04/2023

### 19 CLOSURE OF MEETING TO PUBLIC

Moved: Councillor Fraser  
Seconded: Councillor Garden

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 10/784 – 4/04/2023

### 20 ADJOURNMENT OF MEETING AND MEDIA LIAISON

Moved: Deputy Mayor Morrison  
Seconded: Councillor Henderson

THAT the meeting be adjourned for ten minutes.

CARRIED 10/785 – 4/04/2023

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

MINUTES ORDINARY COUNCIL MEETING - 4 APRIL 2023

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## COUNCIL MINUTES

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The meeting adjourned at 6.08pm.

The open section of the meeting closed at 6.18pm for the discussion of confidential matters.

The closed section of the meeting reopened at 6.18pm.

The Chair declared the meeting closed at 6.39pm.

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Chair

---

Print Name

---

Date

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

MINUTES ORDINARY COUNCIL MEETING - 4 APRIL 2023

10998