



Ordinary Council

Business Paper for September 2023

Tuesday, 26 September 2023
Civic Centre

Mayor Matt Paterson
(Chair)

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alicesprings.nt.gov.au



ALICE SPRINGS TOWN COUNCIL

ORDER OF PROCEEDINGS

FOR THE

ORDINARY MEETING OF THE FOURTEENTH COUNCIL

TO BE HELD ON TUESDAY 26 SEPTEMBER 2023

8.30AM (CONFIDENTIAL) & 11.00AM (OPEN), CIVIC CENTRE, ALICE SPRINGS

- 1. *OPENING OF THE CONFIDENTIAL MEETING AND ACKNOWLEDGEMENT OF COUNTRY***
- 2. APOLOGIES AND LEAVE OF ABSENCE**
- 3. PETITIONS**
- 4. DECLARATION OF INTEREST OF COUNCIL MEMBERS AND OFFICERS**
- 5. CONFIRMATION OF PREVIOUS MINUTES**
 - 5.1. [Minutes of the Ordinary Confidential Meeting held on 22 August, 2023](#)
 - 5.2. Business Arising from the Minutes
- 6. CONFIDENTIAL MAYORAL REPORT**
 - 6.1. [Confidential Mayor's Report](#)
[Report No. 174 / 23 cncl](#)
 - 6.2. Business Arising from the Report
- 7. ORDERS OF THE DAY**
 - 7.1. That Elected Members and Officers provide notification of matters to be raised in General Confidential Business
- 8. CONFIDENTIAL NOTICES OF MOTION**
- 9. CONFIDENTIAL REPORTS OF OFFICERS**
 - 9.1. **CHIEF EXECUTIVE OFFICER**
 - 9.1.1. [Confidential CEO Report](#)
[Report No. 176 / 23 cncl](#)
 - 9.1.2. Business Arising from the Report
 - 9.1.3. [JLT / LGANT Discretionary Insurance Trust](#)
[Report No. 163 / 23 cncl](#)
 - 9.1.4. Business Arising from the Report

9.2. CORPORATE SERVICES

- 9.2.1 [UNCONFIRMED Minutes – CONFIDENTIAL Risk Management and Audit Committee – 10 August 2023](#)
- 9.2.2 Business Arising from the Minutes
- 9.2.3 [Recommendations of Risk Management and Audit Committee – 10 August 2023](#)
- 9.2.4 [People and Culture Update
Report No. 185 / 23 cncl](#)
- 9.2.5 Business Arising from the Report

9.3. COMMUNITY DEVELOPMENT

- 9.3.1 [Community Grants – Endorsement of Round One Recipients
Report No. 172 / 23 cncl](#)
- 9.3.2 Business Arising from the Report
- 9.3.3 [Redevelopment of Paul Fitzsimmons Oval
Report No. 173.23 cncl](#)
- 9.3.4 Business Arising from the Report

9.4. TECHNICAL SERVICES

- 9.4.1 [RWMF Masterplan Endorsement
Report No. 167 / 23 cncl](#)
- 9.4.2 Business Arising from the Report
- 9.4.3 [Alice Springs Town Council CCTV, Security Lights and Security Fencing
Upgrades
Report No. 168 / 23 cncl](#)
- 9.4.4 Business Arising from the Report
- 9.4.5 [Park Upgrades and Shade Sail Installation
Report No. 179 / 23 cncl](#)
- 9.4.6 Business Arising from the Report
- 9.4.7 [Frances Smith Memorial Park - Pump Track and Skill Trail Upgrade
Report No. 180 / 23 cncl](#)
- 9.4.8 Business Arising from the Report
- 9.4.9 [Road Re-seal Program
Report No. 181 / 23 cncl](#)
- 9.4.10 Business Arising from the Report

- 9.4.11. [Yearly Plan for Climate and Environment Budget](#)
[Report No. 183 / 23 cncl](#)

- 9.4.12. Business Arising from the Report

10. QUESTIONS WITHOUT NOTICE

11. GENERAL CONFIDENTIAL BUSINESS

12. MOVING CONFIDENTIAL ITEMS INTO OPEN

13. CLOSING OF CONFIDENTIAL MEETING

14. RESUMPTION OF MEETING IN OPEN

15. *OPENING OF THE OPEN MEETING AND ACKNOWLEDGEMENT OF COUNTRY*

16. PRAYER

17. APOLOGIES AND LEAVE OF ABSENCE

18. WELCOME

19. PUBLIC QUESTION TIME

20. DECLARATION OF INTEREST OF COUNCIL MEMBERS AND OFFICERS

21. CONFIRMATION OF PREVIOUS MINUTES

- 21.1 [Minutes of the Ordinary Open Meeting held on 22 August, 2023](#)

- 21.2 Business Arising from the Minutes

22. MAYORAL REPORT

- 22.1 [Mayor's Report](#)
[Report No. 175 / 23 cncl](#)

- 22.2 Business Arising from the Report

23. ORDERS OF THE DAY

- 23.1 That Elected Members and Officers provide notification of matters to be raised in General Business.

24. MEMORIALS

25. PETITIONS

26. NOTICES OF MOTION

- 26.1 [Councillor Hopper - Lhere Mparntwe Management Strategy \(LMMS\)](#)

- 26.2 Business Arising from the Motion

27. FINANCE

- 27.1 [Finance Report](#)
[Report No. 171 / 23 cncl](#)

- 27.2 Business Arising from the Report

28 REPORTS OF OFFICERS

28.1 CHIEF EXECUTIVE OFFICER

28.1.1 [CEO Report](#)
[Report No. 177 / 23 cncl](#)

28.1.2 Business Arising from the Report

28.2 CORPORATE SERVICES

28.2.1 [Adoption of Council Policies](#)
[Report No. 182 / 23 cncl](#)

28.2.2 Business Arising from the Report

28.3 COMMUNITY DEVELOPMENT

28.3.1 [Community Development Update to Council](#)
[Report No. 169 / 23 cncl](#)

28.3.2 Business Arising from the Report

28.3.3 [Roundabout Art Update](#)
[Report No. 184 / 23 cncl](#)

28.3.4 Business Arising from the Report

28.4 TECHNICAL SERVICES

29. QUESTIONS WITHOUT NOTICE

30. GENERAL BUSINESS

31. MATTERS FOR MEDIA ATTENTION

32. NEXT MEETING – Tuesday 24 October, 2023

33. CLOSING OF OPEN MEETING



Andrew Wilsmore – Chief Executive Officer

Thursday 21 September, 2023

Petitions – Pursuant to Clause 9 of the Alice Springs (Council Meetings and Procedures) By-law where a member presents a petition to a meeting of the council, no debate on or in relation to it shall be allowed and the only motion which may be moved is:

- that the petition be received and consideration stand as an order of the day for the meeting or for a future meeting;
- or the petition be received and referred to a committee or officer for consideration and a report to Council.

Open Minutes of Council – Unconfirmed Open minutes of the meeting and associated reports not prescribed as Confidential, will be available for public inspection within ten days after the meeting pursuant to Section 102 of the Local Government Act 2019.

Notice of Motions by Elected Members – Notice must be given so that it can be included with the Business Paper circulation on the Tuesday prior to the Council meeting. Clause 6 of the By-Law requires that the Notice of Motion shall be included with the Business Paper.

MINUTES OF THE **ORDINARY** MEETING OF THE FOURTEENTH COUNCIL HELD ON TUESDAY
22 AUGUST 2023 IN THE CIVIC CENTRE, ALICE SPRINGS

14. RESUMPTION OF MEETING IN OPEN

15. Opening of the Open Meeting by the Mayor (Chair) and Acknowledgement of Country

Mayor Matt Paterson declared the meeting open at **11.00am** and welcomed all present to the meeting.

Mayor Matt Paterson acknowledged the Central Arrernte people who are the traditional owners and custodians of Alice Springs.

Mayor Matt Paterson reminded that this meeting is being recorded and will be placed on Council's website. By speaking at a Council meeting, you agree to being recorded. Alice Springs Town Council accepts no liability for any defamatory or offensive remarks or gestures made during the course of this Council meeting.

Media present – ABC Alice Springs, Centralian Today

PRESENT

Mayor M. Paterson (Chair)
Deputy Mayor E. Melky
Councillor M. Banks
Councillor A. Bitar
Councillor S. Brown
Councillor M. Coffey
Councillor K. Hopper
Councillor M. Liddle
Councillor G. Morris

OFFICERS IN ATTENDANCE

Mr A. Wilsmore – Chief Executive Officer
Mr J. Andrew – Director Technical Services
Ms K. Walsh – Acting Director Community Development
Mrs N. Brennan – Acting Director Corporate Services
Mrs E. Williams – Executive Assistant (Minutes)
Mr A. Geppa – Media Officer

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16. PRAYER

Pastor Gavin Brown, Baptist Church

17. APOLOGIES AND LEAVE OF ABSENCE

Ms. Nicole Battle – Director Community Development

18. WELCOME

19. PUBLIC QUESTION TIME

Nil

20. DECLARATION OF INTEREST OF COUNCIL MEMBERS AND OFFICERS

Nil

21. CONFIRMATION OF PREVIOUS MINUTES

21.1 Minutes of the Ordinary Open Meeting held on 25 July, 2023

Moved – Councillor Coffey

Seconded – Councillor Brown

That the minutes of the Ordinary Meeting of the Council held on Tuesday 25 July, 2023 be confirmed as a true and correct record of the proceedings of that meeting.

CARRIED (22726)

21.2 Business Arising from the Minutes

21.2.1 Councillor Hopper – AFL Community Games

Councillor Hopper asked that the data following the move of the majority of games to community be presented to Elected Members once collated.

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22 MAYORAL REPORT

22.1 Mayor's Report
Report No. 149 / 23 cncl

Moved – Councillor Bitar

Seconded – Councillor Brown

That the Mayor's report be received.

CARRIED (22727)

22.2 Business Arising from the Report
Nil

23. ORDERS OF THE DAY

23.1 That Elected Members and Officers provide notification of matters to be raised in General Business.

23.1.1 Councillor Banks – LGANT Notice of Motion

23.1.2 Deputy Mayor Melky – Todd Mall Traders

24. MEMORIALS – Dr. MK Turner, OAM

Dr MK Turner, OAM was born in 1938 near the Spotted Tiger bore of Hart's Range and grew up at the Santa Teresa Mission, passed away on July 5, 2023 in Alice Springs.

It is a time to reflect with gratitude and joy the contribution that Dr Turner made in her incredibly busy and full life.

Dr Turner's achievements were considerable. She was able to get so much quality work done because she treated everything she did, especially in the field of teaching, as a sacred duty.

As we look back upon her life, we are reminded of the profound impact she had on all those fortunate enough to have crossed paths with her.

Dr Turner was not just one person doing one thing.

She held multiple roles as elder, custodian, healer, professor, artist, author, teacher, mentor, interpreter, linguist, community leader, advocate for social justice and most importantly, mother, grandmother, family member and friend to so many.

Dr Turner was a woman of strength and resilience whose heart and mind were grounded firmly in Central Australia.

For her, the maintenance of culture was non-negotiable. Culture defined who she was; culture made her who she was.

She protected it fiercely but she did not guard it jealously.

Dr Turner made a point of always sharing from the deep wellspring of her knowledge.

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Her spirit was one of inclusivity and compassion, and she had a unique ability to bridge gaps and bring people together, fostering understanding and unity among people from very different backgrounds and communities.

Through her art, her stories, and her advocacy, Dr Turner carried forward the ancient wisdom of her ancestors, ensuring that their voices will continue being passed on into future generations.

Her unwavering dedication to preserving and sharing the rich traditions of her Aboriginal heritage has left a permanent mark on our world.

Dr Turner passionately fought for the rights of First Nations children to grow up learning their language and culture so they could be proud in their identity and strong in themselves.

She was a founding elder, a powerful cultural authority and board member of Children's Ground and through her vision, Dr Turner taught kids that their culture had real value.

She understood that if people felt proud to use their own local languages that gave those languages the best chance of survival. This was such important work.

In 1997, Dr Turner's dedication and service to the preservation of language and culture — and her role as an interpreter in Central Australia's First Nations communities — was recognised when she received the Medal of the Order of Australia.

In 2022, Dr Turner was recognised when the Batchelor Institute awarded her an Honorary Doctorate for her lifelong commitment to cultural maintenance and languages of Aboriginal people.

I think it is a measure of how deeply loved and respected she was that Dr Turner received a standing ovation at that event.

Also, in 2022, to further celebrate Dr Turner's contributions, she was honoured as Elder of the Year during the 2022 Mparntwe NAIDOC celebrations.

She was a powerful and persuasive speaker who taught by example. Language, she said, had to be learned by experiencing life on the land.

Dr Turner's legacy will endure through the lives she touched and the changes she inspired.

Dr Turner's infectious laughter, warm smile, and open heart welcomed all who approached her, leaving a lasting impression on many.

Thank you to Minister Eva Lawler for the eulogy.

25. PETITIONS

Nil

26. NOTICES OF MOTION

Nil

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27. FINANCE

27.1 Finance Report
Report No. 150 / 23 cncl

Moved – Deputy Mayor Melky

Seconded – Councillor Morris

That the report be received and noted.

CARRIED (22728)

27.2 Business Arising from the Report

27.2.1 Councillor Coffey – Other Operating Expenses

Councillor Coffey asked why the YTD figure so high?

The Acting Director Corporate Services will investigate the figure further but advised that compared to the same time last year they are quite similar.

27.2.2 Councillor Coffey – Balance Sheet

Councillor Coffey asked why the other liabilities figure is higher than previous months.

The Acting Director Corporate Services took the question on notice.

28. REPORTS OF OFFICERS

28.1 CHIEF EXECUTIVE OFFICER

28.1.1 CEO Report
Report No. 151 / 23 cncl

Moved – Councillor Hopper

Seconded – Deputy Mayor Melky

That this report be received and noted.

CARRIED (22729)

28.1.2 Business Arising from the Report
Nil

Councillor Banks left the Chamber at 11.30am

Councillor Banks returned to the Chamber at 11.31am

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28.1.3 Councillor Coffey – Tourism Central Australia

Councillor Coffey asked if Tourism Central Australia can be invited to a future forum.

The CEO advised that he would review the Forum schedule and include this item for a future date.

28.1.4 Councillor Bitar – Summer Policing Operations

Councillor Bitar asked that the CEO to invite police to present at a future Forum to discuss anti-social response plans for Summer.

The CEO advised that he would review the Forum schedule and include this item for a future date.

Councillor Liddle left the Chamber at 11.32am

Councillor Liddle returned to the Chamber at 11.34am

28.1.5 Election of Deputy Mayor and Elected Member Committee Appointments
Report No. 158 / 23 cncI

Moved – Councillor Bitar

Seconded – Councillor Coffey

1. **That Elected Members consider alternate approaches to the position of Deputy Mayor and for this to be subject to formal resolution.**

LOST

Moved – Mayor Paterson

Seconded – Councillor Coffey

2. **That an Elected Member be appointed to be the Deputy Mayor for the year to end August 2024 in accordance with Section 59(2), Section 61(3) and Section 62(2) of the Local Government Act 2019 and with council policy 'Appointment of Deputy Mayor'.**
3. **That Elected Members be appointed on Council Advisory Committees and as representatives of Council on external committees for the year to end August 2024, as per the terms outlined in Attachment A and in accordance with council policy 'Appointment of Representatives to Council Committees'.**

CARRIED (22730)

Director Technical Services left the Chamber at 11.44am

Director Technical Services returned to the Chamber at 11.45am

Discussion was held around the rotation cycle and other options being held over until the commencement of the 15th Council.

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28.1.6 Business Arising from the Report

Deputy Mayor Position	Council or External Committee	Elected Member (Incumbent)	Nomination Mover / Second	Elected
Deputy Mayor	Council	Deputy Mayor Melky	Nominated: Councillor Morris Moved: Councillor Morris Seconded: Mayor Paterson Nominated: Councillor Bitar Moved: Councillor Banks Seconded: Mayor Paterson	Deputy Mayor Bitar
Internal Consultative Committee	Council or External Committee	Elected Member (Incumbent)	Nomination Mover / Second	Elected
Risk Management and Audit Committee (Corporate Services) Mayor + 2 Councillors (Independent Chair) (meets quarterly)	Council	Mayor Paterson Councillor Bitar Councillor Coffey	Nominated: Councillor Hopper Moved: Councillor Coffey Seconded: Deputy Mayor Bitar Nominated: Councillor Coffey Moved: Deputy Mayor Bitar Seconded: Councillor Brown	Councillor Hopper Councillor Coffey
Advisory Committee	Council or External Committee	Elected Member (Incumbent)	Nomination Mover / Second	Elected
Sports Facilities Advisory Committee (Technical Services) Mayor + 3 Councillors (meets the last Thursday of every second month at 12:15pm)	Council	Mayor Paterson Councillor Brown Councillor Coffey Councillor Liddle	Nominated: Councillor Coffey Moved: Councillor Hopper Seconded: Councillor Morris Nominated: Councillor Brown Moved: Deputy Mayor Bitar Seconded: Councillor Hopper Nominated: Councillor Morris Moved: Councillor Coffey Seconded: Councillor Liddle	Councillor Coffey Councillor Brown Councillor Morris

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External Committee ASTC Representative Required	Council or External Committee	Elected Member (Incumbent)	Nomination Mover / Second	Elected
Alice Springs Town Council and Tangentyere Council Steering Committee (MoU) Elected Members (meetings as required)	Council Committee combined with Tangentyere Council	Councillor Hopper Councillor Liddle Councillor Coffey		Elected Members
Alice Springs Town Council & Lhere Artepe Aboriginal Corporation (LAAC) Partnership Committee (Agreement) Elected Members (meetings as required)	Council Committee combined with LAAC	Councillor Bitar Councillor Hopper Councillor Liddle		Elected Members
Outback Highway Development Council Inc (Outback Way) Mayor + 1 Councillor (CEO is alternate) Annual membership AGM September 2023 (meets monthly by Zoom & once a year attendance at AGM)	External	Mayor Paterson Councillor Coffey	Nominated: Councillor Coffey Moved: Councillor Hopper Seconded: Deputy Mayor Bitar	Councillor Coffey
LGANT General Representative 2 Council Representatives (Executive meetings held monthly) (2 General meetings per year) (AGM November 2023) Alice Springs Town Council may remove or appoint at anytime	External	Mayor Matt Paterson Councillor Bitar	Nominated: Councillor Coffey Moved: Councillor Coffey Seconded: Councillor Melky	Councillor Coffey
External Committee ASTC Representative Required	Council or External Committee	Elected Member (Incumbent)	Nomination Mover / Second	Elected
RedHOT Arts Central Australia Inc. 1 Councillor + alternate nomination 3-year term (meets monthly – 3rd Wednesday of month)	External	Councillor Kim Hopper	N/A	N/A
Tourism Central Australia (meets monthly)	External	Mayor Matt Paterson (ex-officio role)	N/A	N/A

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Development Consent Authority (meets monthly)	External	Mayor Paterson Councillor Bitar Councillor Brown (community member)	Nominated: Councillor Hopper Moved: Councillor Hopper Seconded: Councillor Banks Nominated: Deputy Mayor Bitar Moved: Deputy Mayor Bitar Seconded: Councillor Melky Nominated: Councillor Coffey Moved: Deputy Mayor Bitar Seconded: Councillor Hopper Nominated: Mayor Paterson Moved: Councillor Banks Seconded: Councillor Hopper	Councillor Hopper Deputy Mayor Bitar Councillor Coffey Mayor Paterson
External Committee Other	Council or External Committee	Elected Member (Incumbent)	Nomination Mover / Seconder	Elected
Alice Springs Art Foundation 1 Council nomination (meets first Monday of the month at 5:30pm)	External	Councillor Allison Bitar	Nominated: Deputy Mayor Bitar Moved: Councillor Hopper Seconded: Councillor Coffey	Deputy Mayor Bitar
50+ Community Centre Committee 1 Council Representative (meets monthly)	External	Mayor Paterson	Nominated: Mayor Paterson Moved: Councillor Brown Seconded: Councillor Coffey	Mayor Paterson
National Indigenous Australians Agency Aboriginal Leadership Group 1 Council Representative (indigenous identified) 1-year term (meeting frequency TBC)	External	Councillor Liddle	N/A	N/A
Heritage Council 1 Council Representative	External	Councillor Liddle	N/A	N/A
Northern Territory Water Safety Advisory Council 1 Council Representative (meets quarterly on a Tuesday from 9am – 10am in person (Darwin) or via TEAMS)	External	N/A	Nominated: Councillor Banks Moved: Councillor Banks Seconded: Councillor Coffey	Councillor Banks

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28.1.7 CEO Report

Report No. 148 / 23 cncl

Item transferred from Confidential Agenda Item 9.1.3

Moved – Councillor Hopper

Seconded – Councillor Bitar

1. That owners or occupiers of the following premises be issued a regulatory notice with a 30-day notice period to comply for visual pollution due to the land and structures being unsightly under s283 of the Local Government Act (2019):
2. Lot 349 – 43 Stuart Highway, Alice Springs NT 0870
3. Lots 666, 667 & 668 – 43, 45 & 47 Gap Road, Alice Springs NT 0870
4. Lot 8555 – 75 Todd Street, Alice Springs NT 0870
5. That owners or occupiers of Lot 8555 – 75 Todd Street, Alice Springs NT 0870 be issued a regulatory notice with a 30-day notice period to comply to mitigate hazards under s284 of the Local Government Act (2019) that requires the removal of fencing and railings as they are a safety hazard due to their rotted nature and potential to be used as a blunt instrument.
6. That owners or occupiers of the following premises be served notice to remove graffiti from public view by painting or restoring the surface within 14 days under S42 of the Alice Springs (Management of Public Places) By-Laws 2009.
7. Lot 349 – 43 Stuart Highway, Alice Springs NT 0870
8. Lot 8555 – 75 Todd Street, Alice Springs NT 0870
9. That this resolution be moved from Confidential to Open.

CARRIED (22721)

28.2 CORPORATE SERVICES

Nil

28.3 COMMUNITY DEVELOPMENT

28.3.1 Community Development Report to Council

Report No. 152 / 23 cncl

Moved – Councillor Banks

Seconded – Councillor Hopper

That the Community Development Report be received and noted.

CARRIED (22731)

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28.3.2 Business Arising from the Report

Nil

28.3.3 Alice Springs Aquatic and Leisure Centre (ASALC) Plant Room Upgrade Report No. 154 / 23 cncl

Item transferred from Confidential Agenda Item 9.3.1

Moved – Councillor Morris

Seconded – Councillor Liddle

1. **That the Council approve the tendering of the ASALC pool plant room upgrade.**
2. **That the resolution be moved from Confidential to Open.**

CARRIED (22722)

28.4 TECHNICAL SERVICES

28.4.1 Technical Services Update to Council Report No. 153 / 23 cncl

Moved – Councillor Coffey

Seconded – Councillor Brown

That this report be received and noted.

CARRIED (22732)

28.4.2 Business Arising from the Report

28.4.2.1 Councillor Brown – Demolition Waste

Councillor Brown asked if the tonnages of demolition waste from remote communities was being tracked.

Director Technical Services took the question on notice.

Councillor Hopper left the Chamber at 12.21pm

Councillor Hopper returned at 12.23pm

28.4.2.2 Councillor Brown – Energy Data

Councillor Brown asked around the accuracy of the energy data contained in the Environment Officer report.

Director Technical Services took the question on notice. Officers are currently working with suppliers to obtain the data electronically rather than through paper-based means, which has been identified in the report as containing inaccuracies.

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Councillor Morris left the Chamber at 12.25pm

Councillor Morris returned to the Chamber at 12.28pm

28.4.2.3 Mayor Paterson – Development Applications

Mayor Paterson asked how many development submissions are provided to Council for comment before going to the Development Consent Authority.

Director Technical Services took the question on notice

Mayor Paterson requested that a review on the compliance of the information presented at the June 2022 Ordinary Meeting of Council (Resolution 22247) that determined the rules for development applications and what needs to be escalated to Elected Members.

Director Technical Services took the question on notice

28.4.3 Greening Strategy Endorsement

Report No. 157 / 23 cncl

Item transferred from Confidential Agenda Item 9.4.3

Moved – Councillor Brown

Seconded – Councillor Morris

1. **That Council award O2 Landscape Architecture with the contract to develop the Alice Springs Town Council Greening Strategy for total cost of \$186,560, inclusive of 10% contingency.**
2. **That the resolution be moved from Confidential to Open.**

CARRIED (22724)

29. QUESTIONS WITHOUT NOTICE

29.1 Councillor Hopper – Council Advertising

Councillor Hopper asked around the legislative requirements for advertising.

CEO responded that the Local Government Act requires Council to publish certain notifications such as tenders, rates etc.

Other items can be advertised in other forms as deemed necessary.

Councillor Hopper went on to ask around the buy local parameters within the Procurement Policy.

Acting Director Corporate Services took the question on notice.

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29.2 Councillor Brown – Cemetery Use

Councillor Brown has received complaints from the community around dog owners using the Garden Cemetery as an off-leash dog park.

Director Technical Services responded that he will obtain information from the Ranger Unit.

30. GENERAL BUSINESS

30.1 Councillor Banks – LGANT Call for Motions

Moved – Councillor Banks

Seconded –

That LGANT establish a committee tasked with facilitating interagency stakeholder meetings aimed at developing regional solutions towards weeds, fire, and feral animal mitigation.

DEFERRED

Councillor Banks will provide further detail on the motion and present at the September Ordinary meeting of Council.

30.2 Councillor Melky – Todd Mall Traders & CBD Revitalisation

Councillor Melky encouraged CBD traders and the Todd Mall Traders to engage and contribute to the consultation process regarding the CBD revitalisation.

30.3 Councillor Coffey – Forum presentation by Tourism Central Australia

Moved – Councillor Coffey

Seconded – Councillor Brown

That Alice Springs Town Council invite TCA to a future Forum to discuss the visitor economy, including visiting family and friends of professional staff employed in health, education and emergency services.

CARRIED (22733)

31. MATTERS FOR MEDIA ATTENTION

Media matters will be covered via the media attendance at this meeting.

32. NEXT MEETING

Tuesday 26 September, 2023

14 -- CNCL 22/08/2023

33. CLOSURE OF OPEN MEETING

Mayor Paterson declared the meeting closed at **1.03pm.**

Moved – Councillor Melky

Seconded – Councillor Hopper

The Council meeting be closed.

CARRIED (22734)

Confirmed on _____

CHAIRPERSON _____

UNCONFIRMED

REPORT

Report No. 175 / 23 cncI

TO: ORDINARY COUNCIL – TUESDAY 26 SEPTEMBER 2023

SUBJECT: MAYOR'S REPORT

RECOMMENDATION

That the Mayor's report be received and noted.

1. MEETINGS AND APPOINTMENTS

1.1 Public Hearing – Cost of Living

Senate enquiry held at Doubletree Hilton

1.2 Nuatali Nelmes, Lord Mayor of the City of Newcastle

Meet and greet with Mayor Nelmes to discuss around CBD upgrades and trader's association

1.3 His Excellency Mr Davaasuren Damdinsuren, Mongolian Ambassador to Australia and Mr Munkhbayar Erdenejav, Second Secretary Embassy of Mongolia

Meet and greet the Ambassador of Mongolian

1.4 Hon Natasha Fyles, Chief Minister of the Northern Territory

General catch up with Chief Minister

1.5 Hon Paul Kirby MP, Minister for Business, Jobs and Training

Discussion on CEB works

1.6 Maree De Lacey, Deputy Chief Executive Officer, Department of the Chief Minister and Cabinet

Council update and remuneration

1.7 Gerhard Laubscher, Chief Executive Officer, John Greenwood, General Manager of Operations and Maintenance, Peter Levett, Regional Manager South, Hal Ruger, Maintenance Manager South, Territory Generation and Andrew Wilshire, Chief Executive Officer, Alice Springs Town Council

Introduction and discussion on Territory Generation and planning for the future

1.8 Kulwinder Singh, Business Owner

1.9 Danial Rochford, Chief Executive Officer, Tourism Central Australia and Andrew Wilshire, Chief Executive Officer, Alice Springs Town Council

Broad discussion regarding TCA and ASTC MOU

- 1.10 **Michael Murphy, Commissioner, NT Police, Fire and Emergency Services**
First meeting with Commissioner Murphy after his appointment. The meeting discussed a broad range of topics affecting Alice Springs and Central Australia. Discussed roll out of 48.8 million and new police officers for Alice Springs
- 1.11 **Council Forums**
- 1.11 **Martin Dole, Assistant Commissioner NT Police, Fire and Emergency Services, Tess Snowdon, Senior Advisor, Minister Worden's Office and Elected Members**
Current issues and preparation for summer
- 1.12 **Tourism Central Australia board meeting**
Monthly TCA board meeting
- 1.13 **Will Evans, Chief Executive Officer and Romy Carey, Deputy Chief Executive Officer, NT Cattleman's Association**
Discussion on NT Cattleman's Association 40 year celebration in 2024
- 1.14 **Alec Turner, Resident**
Regional Waste Management Facility
- 1.15 **Daniel Kerr, IT Manager, Bizcom (NT) Pty Ltd**
Update on a successful grant for fibre to the home rollout project at the rural suburb
- 1.16 **Development Consent Authority Meeting**
- 1.17 **Outback Way 2023 Annual General Meeting Alice Springs**
- 1.18 **LGANT September Board Meeting**
- 1.19 **Gavin Dovey, Chief Executive Officer, NT Cricket**
- 1.20 **Yeswynn Yogaratnam, NT Anti-Discrimination Commissioner and Principal Community Visitor and Andrew Wilsmore, Chief Executive Officer, Alice Springs Town Council**
- 1.21 **Doerelle Anderson, Regional Controller, Office of Central Australian Regional Controller, Department of Chief Minister Office and Gavin Matthews, Branch Manager, Department of Family, Housing, Community Services and Indigenous Affairs**
- 1.22 **Margaret Lynch, Manager, Urrkapentye Group**
- 2. FUNCTIONS ATTENDED & PARTICIPATED IN**
- 2.1 Legacy Week 100 Years Celebrations 2023
- 2.2 Book Week Reading at Living Waters Lutheran School
- 2.3 Launch of The Centralian Today's Newspaper
- 2.4 2023 National Local Roads, Transport and Infrastructure Congress

- 2.5 Opening of the 10th Anniversary of the Desert Song Festival
- 2.6 Batchelor Institute Graduation Ceremony
- 2.7 Australia Citizenship Day Ceremony

OATH

NO	TITLE	FIRST NAME	LAST NAME	COUNTRY OF ORIGIN
1	Mr	Binod	Bolakhe	Nepal
2	Mrs	Lovejeet Kaur	Brar	India
3	Ms	Cindy Ann Marietta	Decosta	India
4	Mr	Cornel Mark	Decosta	India
5	Ms	Susanne Hermine	Doecke	Papua New Guinea
6	Ms	Jenelle	Doyayag	Philippines
7	Mr	Ajay	Francis Kailamangalath	India
8	Ms	Egressa Capuli	Gomez	Philippines
9	Mr	Syed Israr	Hassan	Pakistan
10	Mr	Duol John	Jang	Kenya
11	Mr	Reggie Apuya	Lopez	Philippines
12	Mrs	Joan Johanna	Loy	South Africa
13	Mr	Ahasnath	Masumbillah	Bangladesh
14	Mrs	Supriya Mariam	Mathew	South Africa
15	Ms	Karen Joo Yun Sigmundstad	Nicolaysen	South Korea
16	Mrs	Mansi	Patel	India
17	Mrs	Ana Maria	Perilla Gonzalez	Colombia
18	Mrs	Emily Jayne	Rampant	United Kingdom
19	Ms	Camille Kaye Oreta	Riobuya	Philippines
20	Mrs	Ma Chenette Simple	Saker	Philippines
21	Mrs	Neetu	Sharma	India
22	Mr	Stephen Edwin	Switzer	Canada
23	Ms	Tarmanjot	Kaur	India

AFFIRMATION

NO.	TITLE	FIRST NAME	LAST NAME	COUNTRY OF ORIGIN
24	Mr	Ruairi	Bourke	Ireland
25	Ms	Ashling	Walker	Ireland
26	Mrs	Magdalena	Etchevers Gomez	Uruguay
27	Mrs	Graciela Helena	Jonen	Germany
28	Ms	Talitha Jane Denby	Kersey	United Kingdom
29	Mrs	Adia Kenghui	Lu	Taiwan
30	Mr	Michele	Macali	Italy
31	Mr	Daniel Ashley	North	United Kingdom
32	Mr	Manaaki Barry Mackie	Parore	New Zealand
33	Mr	Farhan	Shahzad	Pakistan

- 2.8 Alice Springs Netball Association Grand Final
- 2.9 Rates Early Bird Draw
- 2.10 Opening Night for Desert Festival Night Market
- 2.11 NT Youth Round Table BBQ Reception

2.12 Outback Masquerade Ball

3. INTERVIEWS / MEDIA COMMITMENTS

3.1. 8CCC Breakfast Show with Andy

3.2. Royston's Sporting Round-up 8CCC

3.3. ABC Alice Springs with Stewart Brash

3.4. NITV Interview

4. DUTIES PERFORMED IN THE MAYOR'S ABSENCE

Tea Shrine 20th Anniversary Celebration

Netball Association Mayors Cup

Red CentreNats19 Podium Party

Mega Onam 2023 by Alice Springs Malayalee



Matt Paterson
MAYOR

- Attachment A: Correspondence from Robyn Lambley MLA regarding Footpaths around Alice Springs*
- Attachment B: Correspondence to Robyn Lambley MLA regarding Footpaths around Alice Springs*
- Attachment C: Correspondence to NT Youth Roundtable regarding NT Youth Roundtable visit BBQ Reception*
- Attachment D: Correspondence from Chief Minister regarding Cross Government Principles, Working Together for our Communities*
- Attachment E: Correspondence from Central Australian Aboriginal Congress regarding Letter of Appreciation*
- Attachment F: Correspondence from Minister Burney regarding Youth Services Action Plan*

**Robyn LAMBLEY MLA***Member for ARALUEN*

Matt Paterson
Mayor
Alice Springs Town Council
Via Email: mpaterson@alicesprings.nt.gov.au

Dear Mayor Paterson,

RE: Footpaths around Alice Springs

I have been contacted by members of the community concerned about the increasing deterioration of the footpaths in both the CBD and suburbs of town.

Many footpaths are in a very poor state of repair with holes, large cracks and uneven surfaces. These pose a hazard to pedestrians, especially those with mobility issues.

In years past the Council invested heavily in maintaining both the footpaths and verges, however recently this essential municipal service seems to have diminished.

According to the Council Footpath Maintenance program from 2017-19 there were numerous proposed repairs to paths in my electorate including:

1. Larapinta Drive to Memorial Cemetery in Gillen – 350 metres;
2. Ashwin Street to Pedler Avenue in Gillen – 375 metres; and
3. Elder Street to Kidman Terrace in Gillen – 117 metres.

Can you please confirm if these and the other pathway repairs set out in the Footpath Program have been completed?

Can you please provide a current schedule for the Pathway Program for Alice Springs?

Yours sincerely,

ROBYN LAMBLEY MLA
Member for Araluen
21 July 2023



Office of the Mayor

6 September, 2023

Mrs Robyn Lambley
Member for Araluen
via email: electorate.araluen@nt.gov.au

Dear Mrs Lambley

Thank you per your letter dated 21 July 2023 regarding the increasing deterioration of the Footpaths in both the CBD and suburbs of town.

Alice Springs Town Council currently completes residential footpath repairs and maintenance by a works team working in zones across the town. The Council also encourage public members to report any issue via the NeatStreets app to conduct the assessment and repairs of footpaths.

The Council currently has a program being developed to upgrade the CBD footpaths. We are looking at commencing this project once the current works in the CBD are completed as we are mindful to limit the disturbance in the CBD.

The previous footpath upgrades mentioned in your letter have not been undertaken and, at this stage, are not currently planned. If there are any areas of concern, please feel free to notify Council and we can look into what works could be undertaken to improve the footpaths in the required area.

Yours sincerely,

Matt Paterson
MAYOR

Alice Springs Town Council
ABN 45 863 481 471
93 Todd St, Alice Springs
Northern Territory 0870

P. (08) 8950 0500
F. (08) 8953 0558
E. astc@astc.nt.gov.au
PO Box 1071, Alice Springs, NT 0871



alicesprings.nt.gov.au



Office of the Mayor

21 August 2023

Kobi Javier
Chair, 2023 NTYRT

Jules Gabor
Vice-Chair, 2023 NTYRT

via email robina.ali@nt.gov.au

Dear Kobi and Jules,

RE: Alice Springs Town Council Visit from the 2023 NT Youth Round Table

Thank you for your correspondence on 10 August 2023 regarding the 2023 NT Youth Round Table visit to Alice Springs Town Council.

Congratulations on your appointments as Chair and Vice Chair of NT Youth Round Table.

Following the success of the 2022 Youth Round Table, Alice Springs Town Council would again be pleased to host a reception at the conclusion of the 2023 Youth Round Table

Please liaise with Nicole Battle, Director of Community Development on nbattle@astc.nt.gov.au or Kate Walsh, Manager of Community Development kwash@astc.nt.gov.au for further arrangements.

Yours sincerely,

Matt Paterson
MAYOR



CHIEF MINISTER

Parliament House
State Square
Darwin NT 0800
chief.minister@nt.gov.au

GPO Box 3146
Darwin NT 0801
Telephone: 08 8936 5500
Facsimile: 08 8936 5576

His Worship the Mayor
Mr Matt Paterson
Alice Springs Town Council

Via email: eaexecutive@astc.nt.gov.au

Dear Mayor *Matt*

Thank you for your correspondence of 11 August 2023, and the support of the Alice Springs Town Council for the *Cross Government Principles, Working Together for our Communities* (the Principles). It was also great to catch up on my recent trip to Alice Springs.

The Principles reflect a shared view that the achievement of community outcomes can be strengthened by the two spheres of government working together.

The Principles have been developed between the Northern Territory Government and Local Government, and all Northern Territory Government agencies have nominated a champion to guide the implementation of the Principles. The Department of the Chief Minister and Cabinet has also sought nominees from each council for the implementation stage, and is keen to use examples of best practice and also identify where planning and processes can be improved. I encourage the Alice Springs Town Council to nominate a representative and to use this forum to inform the improvement of collaboration by both spheres of government.

If you require more information about the implementation of the Principles, please do not hesitate to contact Ms Linda Weatherhead, Director of Policy and Projects, Local Government Unit, via email linda.weatherhead@nt.gov.au.

A meeting between the NT Cabinet and your full Council would be a great forum to discuss a range of matters. As discussed, my Cabinet is planning to be in Alice Springs at the beginning of December. This will provide us the opportunity to make arrangements for such a forum, and my office will be in touch in the coming weeks to confirm details.

Again, thank you for your correspondence and ongoing collaboration.

Kind regards

Natasha

NATASHA FYLES

24 AUG 2023



*As discussed
yesterday.*



**Central Australian
Aboriginal Congress**
ABORIGINAL CORPORATION | ICN 7823

1 September 2023

Matt Paterson
Mayor
Alice Springs Town Council
PO Box 1071
ALICE SPRINGS NT 0871

By email: mpaterson@alicesprings.nt.gov.au

Dear Mr Paterson,

I would like to thank you and your CEO Andrew Wilsmore for the invitation to Central Australian Aboriginal Congress to attend a meeting with Elected Members and Executive on Tuesday 15 August to discuss the effect of the current alcohol restrictions in Alice Springs.

Dr Boffa and I appreciated the chance to present important data showing how effective the restrictions have been on bringing down the high levels of harmful alcohol consumption, and hence significantly reducing levels of assault, domestic violence and property crime in the town.

We were also very pleased to engage in the thoughtful and positive discussions with Elected Members and Council staff that followed our presentation.

I trust it was clear how important the restrictions are to a healthy, safe and prosperous town. It is our strong view, supported by the evidence, that removing the restrictions would lead to a return to the social disorder, violence, property damage and negative publicity we saw in the second half of 2022. We think that the alcohol take-away free days are adding substantively to the impact of 'dry area' legislation, and that the evidence for this will become stronger over time.

We are strongly committed to an evidence-informed response to this complex issue, and recognise that it is still a relatively short time since the current restrictions were introduced. This being so, **we would be very happy to return to brief Elected Members and Executive on what the data is showing in a few months' time, either before the end of 2023 or early in 2024.**

In the meantime, I attach a Congress analysis of the latest data, for the information of Council Members and staff. This shows that:

- alcohol sales/consumption in the first quarter of 2023 fell by 32% compared to the previous six months before the introduction of the restrictions

**Central Australian Aboriginal Congress
Aboriginal Corporation**

ABN 76 210 591 710 | ICN 7823
PO Box 1604, Alice Springs NT 0871
(08) 8951 4400 | www.caac.org.au

**Aboriginal health
in Aboriginal hands.**

- compared to the period before the restrictions were introduced, the number of Domestic Violence Assaults fell by 35%, all assaults were down by 33% and property offences fell by 26%
- these improvements are not only the results of seasonal changes with Domestic Violence Assaults 10% lower than in the same period in 2022, All Assaults 11% lower and Property Offences 20% lower
- the takeaway restrictions appear to have had the greatest effect on reducing alcohol-related harm in Alice Springs, with the Dry Area provisions having a smaller effect on reducing alcohol-related harm.

As you may know, this year marks fifty years since Congress was established by the Aboriginal communities of Central Australia in 1973. Over that half-century, we have developed a national and international reputation for best practice in primary health care, delivering evidence-informed culturally responsive care to 17,000 clients across Central Australia. We have also spoken out clearly and strongly on many of the issues driving ill-health in the region, including poverty and inequality; lack of access to quality education; poor housing; intergenerational trauma; as well as the unrestricted access to alcohol.

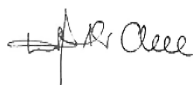
During our fifty years we have grown to become one of the biggest employers in Alice Springs with over 400 staff. We have a significant influence on government funding decisions on a whole range of health and health-related matters worth millions of dollars for the region.

We are pleased that we now have good evidence through our *Congress Arrurlenye* (*Congress from a long time ago*) project of the positive effects of our service on the health of Aboriginal people in the region since the 1970s.

We would be happy to attend a further meeting of Council Elected Members and Executive in the future, to brief them on the achievements and limitations on improving the health of Aboriginal residents of Alice Springs over the last fifty years.

Thank you again for the opportunity to attend the meeting, and please let me know if you would like us to present in the future on the above matters.

Yours sincerely



Donna Ah Chee
Chief Executive Officer

cc: Andrew Wilshire, Chief Executive Officer, Alice Springs Town Council
EAEXECUTIVE@astc.nt.gov.au



The Hon Linda Burney MP
Minister for Indigenous Australians

Reference: MC23-005848

Mayor Matt Paterson
 Alice Springs Town Council
mpaterson@alicesprings.nt.gov.au
eaexecutive@astc.nt.gov.au

Dear Mayor Paterson

Thank you for your correspondence of 5 June 2023 and also for meeting with me regularly since last November. I apologise for the delay in responding to you.

I appreciate the important role that the Alice Springs Town Council plays in servicing and advocating for the community. I am pleased that the Council is represented on the Aboriginal Leadership Group and welcome their contribution.

Like you, I want to see young people reach their full potential. Providing children and young people in Alice Springs and surrounding communities with more opportunities and a brighter future are a focus of the new investments the Albanese Government is making in Central Australia. Over 2022-2023, the Government increased spending on youth services in Central Australia by 23 percent. In real terms, this was a \$5 million increase in direct funding for service providers to deliver activities for youth across Central Australia.

I understand that Council officers and the National Indigenous Australians Agency staff have been discussing your Extended SumerSAM proposal.

Based on stakeholder feedback we are also committed to developing a Youth Services Action Plan. I have asked the National Indigenous Australians Agency to contact you to discuss this work and how the Council can be involved.

I appreciate your perspective and value your suggestions. Thank you again for writing to me.

Yours sincerely

The Hon LINDA BURNEY MP
 Minister for Indigenous Australians

7 / 9 / 2023

Cc: Hon Chansey Paech, Northern Territory Attorney-General and Minister for Justice
minister.paech@nt.gov.au
 Ms Dorrelle Anderson, Central Australian Regional Controller
car.controller@nt.gov.au



Notice of Motion

Alice Springs Town Council

I, Councillor Kim Hopper hereby give notice of my intention to present the following motion at the next Ordinary Meeting of Council, scheduled for 26 September, 2023.

MOTION:

1. Request a formal review of performance against all KPIs as set out in the LMMS Evaluation Framework, including recommendations for improvement.
2. Provide a report to Elected Members that;
 - a) summarises ASTC performance against its obligations contained in the LMMS and the ATSC Trusteeship of the Todd and Charles Rivers.
 - b) identifies potential risk (reputational, financial, other) and legal liability in meeting or failing to meet ASTC obligations
 - c) provides recommendations to improve management of the Todd and Charles Rivers including immediate and long-term solutions.

Supporting information to Motion:

ASTC is a key party to the Lhere Mparntwe Management Strategy (LMMS) and is the Trustee for the Todd and Charles Rivers of which there are registered sacred sites.

Recent grass fires in the river (bolstered by high fuel loads) have led to significant destruction and damage to trees. Mitigation strategies and in-turn responses during and after fire events have appeared to be insufficient, below community expectations and under-performing against the aims of the LMMS (a key goal of which is to 'ensure local and Territory governments, traditional owners, business and the community work collaboratively to care for the rivers').

The LMMS is nearing 4 years in duration and no apparent formal assessment has been conducted. As Trustees of the Todd and Charles Rivers it is imperative that Council review it's performance and obligations to properly manage the Rivers and look for ways in which to improve outcomes.

MOVED by

SECONDED by

Councillor Hopper

Kim Hopper

Date: 19th September, 2023

alicesprings.nt.gov.au

Alice Springs Town Council
Civic Centre, 93 Todd Street, Alice Springs
PO Box 1071, Alice Springs, NT 0871

P. (08) 8950 0500
F. (08) 8953 0558
E. astc@astc.nt.gov.au

Agenda item 27.1

REPORT

Report No. 171 / 23 cncl

TO: ORDINARY COUNCIL MEETING – TUESDAY 26 SEPTEMBER 2023

SUBJECT: FINANCIAL REPORTS FOR THE PERIOD ENDING 31 August 2023

AUTHOR: MANAGER FINANCE – LILY DY-IRWIN

PURPOSE OF REPORT

This report provides financial information for the period ended 31 August 2023.

RECOMMENDATION:

That this report be received and noted.

REPORT

1. EXECUTIVE SUMMARY

This report includes the following financial information for the period ended 31 August 2023:

- Council Financial Position Reports
- Cash Reserves and Cash Analysis Reconciliation
- Monthly Payments Listing (EFT & Cheque)
- Investments report

2. PREVIOUS APPLICABLE RESOLUTIONS

Nil

3. DISCUSSION

3.1 BACKGROUND

The **Council Financial Position Reports** are a summary of the above reports in the required format. These include:

- The **Income & Expenditure Statement** reflects how Council's overall income and expenditure is tracking against the budget.
- The **Balance Sheet** outlines what Council owns (assets) and what it owes (liabilities), with the difference (Equity) being Council's net worth.

The **Cash Reserves and Cash Analysis Reconciliation** provides the balances of the reserves and a reconciliation of cash.

The **Monthly Payments Listing** provides details of all expenditure (excluding payroll), listing who payments were made to and a brief description of the payment.

The **Investments report** shows the financial institutions Council has funds invested with, the term of the investment, the interest rate being received and also shows Council's compliance with its Investment Policy.

3.2 STRATEGIC ANALYSIS

<p>Noting Purpose</p>	<p>Results for the period ending 31 August 2023 are summarised as follow:</p> <p>Investments</p> <ul style="list-style-type: none"> ○ Council currently have a mix of A-1+ and A-2 investment rating term deposits. We reinvested one matured term deposit account during the month for term of four months to avail of the more competitive rates. Interest rates are now sitting at average of 4.8% <p>Profit and Loss</p> <ul style="list-style-type: none"> ○ Operating position may be subject to change when end of year processing and audit are completed. ○ As of August, we are in favourable position with operational surplus \$177,413 against budgeted loss of \$595,814. Income exceeds budget by \$171,464. Actual expenditure is below budgeted expenditure by \$601,762. ○ Cash collections show that 26% of rates have been received to date, being slightly lower than previous year's 29%. This is expected to go up after payments from first instalment and annual payments come in after first instalment due date in September. ○ Other operating Revenues ○ User Charges and Fees that are above budget for the period, includes fines \$36,828, workers compensation claims \$19,222 and TIO sponsorship for naming rights for Traeger Park \$54,545. <p>Rates as at 31 August 2023</p> <ul style="list-style-type: none"> ○ Rates were generated in July and all instalment notices have been distributed with first instalment due for payment on 1st of September 2023. ○ Total rates collectible is currently tracking at 74% as of August. Approximately, 9% of this relates to previous years' outstanding amounts and 65% refers to current year's rates accounts. The rate should go down as more instalment payment comes in by September for first instalment payment. <p>Grants and Contributions</p> <ul style="list-style-type: none"> ○ Grants received for August include Senior grants \$3,000 and Men's Minds Matter \$6,625. Library grant for 2023-2024 \$624,860 has not been received. In addition, all carry forward unexpended grant income and grants received in advance have now been journaled into this financial year. <p>Financial System and reporting</p> <ul style="list-style-type: none"> ○ Civica online leave application works in progress and training ongoing for implementation within the next two months pending testing going well.
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Monitoring Required	<p>Operational Expenditure</p> <ul style="list-style-type: none"> Materials and Contracts expenditure is slightly below year to date budget. Committed costs total \$11,028,597 which included works carried over from previous year forwarded to this year for commencement and completion of works in progress. Other Operating Expenses include utilities \$435,403 and annual insurance premiums \$662,062. <p>Employee Expenditure</p> <ul style="list-style-type: none"> Employee Costs is slightly below budget for the period. <p>Capital expenditure</p> <ul style="list-style-type: none"> Capital expenditure for the period includes road line marking \$31,275, Crimsafe to external windows Civic Centre \$18,127, library study booth \$12,114 and park concept design \$1,000. Note: Items listed in top 20 Contractor Payments report are shown as GST Inclusive, however financial reports amounts are all GST exclusive. <p>Reserves</p> <ul style="list-style-type: none"> Reserve transfers for the period includes SFAC budgeted transfer \$100,000 and Major Project Seed Funding \$200,000.
Priority	<p>Ongoing upgrade to Civica for BIS reporting</p> <ul style="list-style-type: none"> Upgrades being discussed to improve on Civica BIS reporting for customised template to comply with LGANT monthly reports.

The content and presentation of the financial reports are progressively being reviewed and updated to provide improved information to Elected Members and stakeholders.

4. ALIGNMENT WITH ALICE SPRINGS LIVEABILITY AND SUSTAINABILITY 2030 STRATEGIC PLAN

This item pertains to relevant components of the *Alice Springs Town Council Liveability and Sustainability Strategic Plan 2030* as follows:

Pillar 5 – Governance and Civic

5. FUNDING, WHOLE OF LIFE COSTS & RESOURCING REQUIREMENTS

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

6. RISK MANAGEMENT

Regulation 17(1) of the *Local Government (General) Regulations 2021* requires the CEO each month to give Council a report setting out the actual income and expenditure for the year to date; the most recently adopted annual budget; and details of any material variances between the most recent actuals and the most recently adopted annual budget.

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

7. **ENVIRONMENTAL IMPACTS**

Nil

8. **STATUTORY MATTERS / DELEGATIONS**

The financial reporting documents are developed in accordance with the Local Government Act 2019 and the Local Government (General) Regulations 2021.

9. **COUNCIL POLICIES**

Nil

10. **STAKEHOLDER MANAGEMENT / PUBLIC RELATIONS**

Financial reports as listed are in the Open Council with the aim of ensuring public transparency.

11. **CONCLUSION**

This report provides financial information for the month-end figures as at 31 August 2023.

12. **ATTACHMENTS**

Attachment 1: Council Financial Position Reports including Income & Expenditure Statement (Budgeted Statement of Financial Performance) and Balance Sheet

Attachment 2: Cash Reserves and Cash Analysis Reconciliation

Attachment 3: Monthly Payment listing

Attachment 4: Investments Report



Lily Dy-Irwin

MANAGER FINANCE



Naomi Brennan

ACTING DIRECTOR CORPORATE SERVICE



Certification by the CEO to the Council

Council Name:	ALICE SPRINGS TOWN COUNCIL
Reporting Period:	31-Aug-23

To the best of the CEO's knowledge, information and belief:
(1) The internal controls implemented by the council are appropriate: and
(2) The council's financial report best reflects the financial affairs of the council.

CEO Signed

A handwritten signature in black ink, appearing to be "A. Dale", written over a horizontal line.

Date Signed

21 September, 2023

Note: The monthly financial report to council must either be accompanied by a written certification by the CEO to the council, as set out above, or the CEO is to provide written reasons for not providing the certification. (Regularion 17(5) of the General Regulations)



Table 1.1 Monthly Income and Expenditure Statement

INCOME AND EXPENSE STATEMENT FOR THE PERIOD ENDING 31 August 2023	August 2023 YTD Actuals \$	YTD Budget \$	YTD Variance \$	Approved Annual Budget \$	NOTE
OPERATING INCOME					
Rates	4,553,963	4,568,885	(14,922)	27,413,311	
Statutory Charges	758,464	758,407	57	4,550,443	
User Fees and Charges	1,247,095	980,415	266,680	5,882,492	1
Operating Grants and Subsidies	670,442	800,692	(130,250)	4,804,152	2
Interest / Investment Income	292,561	278,623	13,938	1,671,738	3
Other Operating Revenue - Includes reimbursements, proceeds from sale of assets, fuel rebates, insurance claims, infringements etc	132,822	96,860	35,962	581,162	4
TOTAL OPERATING INCOME	7,655,348	7,483,883	171,464	44,903,298	
OPERATING EXPENDITURE					
Employee Expenses	3,148,060	3,314,937	166,877	19,889,621	5
Materials and Contracts	1,823,982	2,171,952	347,970	13,031,709	6
Elected Member Allowances	67,731	69,917	2,186	419,500	
Elected Member Expenses	0	0	0	0	
Depreciation, Amortisation and Impairment	1,595,260	1,595,260	0	9,571,557	
Other Operating Expenses - Includes advertising, contribution or donation made, electricity, freight, insurance, legal fees, postage, sewerage charges, telephone, travel & accommodation expenses, vehicle expenditure, water charges etc	842,902	927,632	84,730	5,565,792	7
TOTAL OPERATING EXPENDITURE	7,477,935	8,079,697	601,762	48,478,179	
OPERATING SURPLUS /(DEFICIT)	177,413	(595,814)	773,227	(3,574,881)	

Reasons for the variation between Year to Date (YTD) actual performance and YTD budget

Note 1

Revenue from RWMF Weighbridge for August \$891,299 has exceeded YTD budgeted income. Some User Fees tracking higher than budget include Fines, Registration Fees and Library Photocopy Charges.

Note 2

Some grants received as of August include Senior related grants \$3,000 and Mens Minds Matter \$6,625. Library grant of \$624K for the full year not received so far.

Note 3

Interest rates have been sitting at average of 4.8%. Investments have been placed in term deposit accounts for average of 6 to 12 months to avail of higher rates from past few months. Interest for rates is tracking higher than budgeted income.

Note 4

Other operating revenue which is tracking above year to date budget includes Insurance Claims for workers compensation for \$22,975.

Note 5

Employment expense is tracking slightly below the budget.

Note 6

Materials and contracts are under budget as of August. However, a total of \$11,028,597 in committed purchase orders reflects future expenditures for works for the rest of the year.

Note 7

Other operating expenses include utilities for \$435,403 and Sponsorships to Rapid Ascent and Road Transport \$18,636 and insurance premiums as of date \$194,511.

Above net operating position is exclusive of:

Committed expenditure (purchase orders) of \$6,008,618 at period end. Net operating position may still change due to end of year adjustments until audit is finalised.



Table 1.2 Monthly Operating Position

	August 2023 YTD Actuals \$	YTD Budget \$	YTD Variance \$	Approved Annual Budget \$	NOTE
BUDGETED OPERATING SURPLUS /(DEFICIT)	177,413	(595,814)	773,227	(3,574,881)	
Remove NON-CASH ITEMS					
<i>Add Back</i> Non Cash Expenses - Depreciation	1,595,260	1,595,260	0	9,571,557	
TOTAL NON-CASH ITEMS	1,595,260	1,595,260	0	9,571,557	
Less ADDITIONAL OUTFLOWS					
Capital Expenditure	693,042	1,841,772	1,148,730	11,050,633	4
Transfers to Reserve	300,000	83,333	(216,667)	500,000	1
TOTAL ADDITIONAL OUTFLOWS	993,042	1,925,106	932,064	11,550,633	
Capital Grants Income	0	282,326	(282,326)	1,693,957	3
Transfers from Reserve	9,398,795	643,333	8,755,462	3,860,000	2
TOTAL ADDITIONAL INFLOWS	9,398,795	925,660	8,473,136	5,553,957	
NET BUDGETED OPERATING POSITION	10,178,426	(0)	10,178,426	-	

Reasons for the variation between Year to Date (YTD) actual performance and YTD budget

Note 1

Transfers are only undertaken through council resolutions.

Transfer to Reserve includes \$200,000 for Major Project Seed Fund and SFAC budgeted transfer \$100,000, being Council's contribution.

Note 2

Transfer from reserve \$9,198,795 refers to the program rollover from last year, as well as \$200,000 budgeted transfer for SFAC for this year.

Note 3

Funding agreements for ASALC LRCI Phase 3 still in progress and one referring to the Roundabout Art for \$66,000 was received in May 2022 and project has been extended until February 2024.

Note 4

Capital expenditure is underspent by \$1.1M as most technical works take time to plan and procure at start of the year and will just be raised as Purchase Request at this stage.



Table 2.1 Capital Expenditure and Funding by class of infrastructure, property, plant and equipment

Capital Spend per Revision budget FY 2023-2024	YTD Actual Expenditure \$	YTD Budget \$	YTD Variance \$	Annual Budget 2024 \$
Land and Buildings	418,091	208,889	(209,202)	1,253,333
Infrastructure (including roads, footpaths, park furniture)	31,275	1,149,833	1,118,558	6,899,000
Plant and Machinery	243,676	422,050	178,374	2,532,300
Fleet	0	0	0	0
Other Assets (including furniture and office equipment)	0	61,000	61,000	366,000
Leased Assets	0	0	0	0
TOTAL CAPITAL EXPENDITURE FUNDING	693,042	1,841,772	1,148,730	11,050,633
Capital Expenditure Detail (projects over \$150K)	Actual \$	Grant Funded	Funded by OPEX	Capex funded by Reserve
Hartley Street Public Toilets works in progress	399,964			399,964
Total Capital Expenditure (Over \$150K)	399,964	-	-	399,964
Capital Expenditure Detail (below \$150K)	Actual \$	Grant Funded	Funded by OPEX	Funded by Reserves
July				
Kubota Cab Tractor	65,251			65,251
Hydralada 802 Maxi	21,450			21,450
Granulator	55,814	55,814		
ASALC Adventure Play initial works	54,545			54,545
2 x Hooklift Bins	25,560			25,560
Depot Key Safes	7,942		7,942	
August				
Road linemarking	31,275			31,275
Crimsafe to external windows Civic Centre	18,127			18,127
Library Study Booth	12,114			12,114
Park Concept Design	1,000		1,000	
Total Capital Expenditure (Under \$150K)	293,078	55,814	8,942	228,322
TOTAL	693,042	55,814	8,942	628,286

Note 1 - Infrastructure works is in planning stage at this time of the year and will pick up during the year.



Table 3. Monthly Balance Sheet

BALANCE SHEET AS AT 31 August 2023	YTD Actuals \$	Note Reference
ASSETS		
Cash at Bank	51,980,773	(1)
Accounts Receivable	27,405,975	
-Trade Debtors	869,917	(2)
-Rates & Charges Debtors	26,463,936	
-Other Items/Tax	72,123	(4)
Other Current Assets		
Inventories	247,737	
Prepayments and accrued Income	878,165	
TOTAL CURRENT ASSETS	80,512,650	
Non-Current Financial Assets		
Property, Plant and Equipment	275,539,068	
TOTAL NON-CURRENT ASSETS	275,539,068	
TOTAL ASSETS	356,051,717	
LIABILITIES		
Current Liabilities		
Accounts Payable	170,393	(3)
ATO & Payroll Liabilities		
Current Provisions (Employee Leave Provisions)	2,041,657	
Accrued Expenses	840,747	
Other Current Liabilities	428,524	
TOTAL CURRENT LIABILITIES	3,481,320	
Non-Current Liabilities		
Long Service leave provision	767,202	
Provision for the Rehab/Cap of the Landfill Site	3,909,166	
TOTAL NON-CURRENT LIABILITIES	4,676,368	
TOTAL LIABILITIES	8,157,688	
NET ASSETS	347,894,029	
EQUITY		
Asset Revaluation Reserve	292,272,474	
Reserves	14,733,589	(5)
Accumulated Surplus	40,887,966	
TOTAL EQUITY	347,894,029	



NOTES TO BALANCE SHEET

Note 1. Details of Cash and Investments Held

Term deposit investment and cash at bank totals \$51,980,773. Investments are with major banks with A-1+ and A-2 ratings. Trust funds held total \$425,459 and are included in other current liabilities.

Note 2. Statement on Debts Owed to Council (Accounts Receivable)

	1-30 Days	31-60 Days	61-90 DAYS	>90 DAYS	Total
Trade Debtors	16,121	482,037	119,105	532,828	1,150,091
Less Provision for Doubtful Debts					(280,174)
					869,917

Note 3. Statement on Debts Owed by Council (Accounts Payable)

	1-30 Days	31-60 Days	61-90 Days	> 90 Days
Trade Creditors	170,393	\$	\$	\$
Other Creditors	\$	\$	\$	\$

Note 4. Statement on Australian Tax Office, Payroll and Insurance Obligations

GST Collected	135,525
GST paid	(63,609)
	71,915

The GST and PAYG Withholding tax obligations were paid by the due date. All FBT obligations have been paid to date. All superannuation obligations have been paid to date. All insurance premiums, including Work Health and Directors and Office Holders' cover, have been paid to date.

Note 5. Reserves Movement

MOVEMENT IN RESERVES	
Reserve Balance at 31 July 2023	14,433,589
SFAC per budgeted transfer	100,000
Major Projects Seed Funding per approved budget transfer	200,000
Closing Reserve Balance at 31 August 2023	14,733,589



Table 4 - Member and CEO Council Credit Card Transactions for the Month

Cardholder: Matthew Paterson			
Transaction Date	Amount	Supplier's Name	Reason for the Transaction
5/07/2023	\$ 217.00	Wotif	Acting CEO Accommodation
7/07/2023	\$ 13.70	SGRD Cafes Pty Ltd	Coffee with Acting NT Police Commissioner
10/07/2023	\$ 195.00	This is Aboriginal Art	US Ambassador Gift
11/07/2023	\$ 550.00	Harvey Norman Online	Depot Gifts
14/07/2023	\$ 81.90	Yubu Napa	Acting CEO gift
14/07/2023	\$ 68.78	Woolworths	Acting CEO farewell morning tea
17/07/2023	\$ 122.21	Alice Springs Golf Club	Acting CEO farewell
28/07/2023	\$ 13.70	SGRD Cafes Pty Ltd	Coffee Red Centre NATS
28/07/2023	\$ 9.00	Card fee	
TOTAL	1,271.29		

Cardholder: Andrew Wilshire			
Transaction Date	Amount	Supplier's Name	Reason for the Transaction
20/07/2023	\$ 929.46	Amora Sydney	Mayor's accommodation -AICD course
28/07/2023	\$ 9.00	Card fee	
TOTAL	938.46		

**Table 5. Highest 20 Contractor Payments/ Items paid in the month of August 2023**

The table is to include top 20 payments to contractors made in the month (excluding taxes and employment related costs such as superannuation, and utilities) distinguishing between payments to a local Territory enterprise or industry; and interstate / overseas supplier.

Supplier Name	Council Project Title	Territory enterprise or industry supplier \$	Interstate / overseas enterprise or industry supplier \$	TOTAL
MPH Carpentry & constructions	Contract Materials & Labour	217,429		217,429
Civica Pty Ltd	Software		161,154	161,154
Jacana	Electricity	153,549		153,549
Cleanaway Pty Ltd	Waste	71,336		71,336
AN Electrical Pty Ltd	Contract Materials & Labour		70,972	70,972
Power & Water	Water & Sewerage	70,750		70,750
RIMFIRE Energy	Electricity	50,270		50,270
RTM Dept of Infrastructure	Crown Lease in Perpetuity - Lot 7575	43,120		43,120
Vocus Pty Ltd	Internet Services		40,063	40,063
Aertex Group Pty Ltd	Road Reseal	34,402		34,402
Geraldton Fuel Company	Fuel		29,400	29,400
IOCANE Pty Ltd	Professional services		27,456	27,456
Cooling Plus Refrigeration	Contract Materials & Labour	23,100		23,100
Hasting Deering	Contract Materials & Labour	22,205		22,205
RTM NT Police & Fire	Contract Materials & Labour - Fire Alarms	21,232		21,232
Fibrelogue Pty Ltd	Professional services	20,017		20,017
The Trustee for Pacesetter Services	Professional services		19,800	19,800
Warren Jeffrey Green	Professional services		19,470	19,470
Elders Rural Services Aust	Contract Materials & Labour	19,390		19,390
Alice Springs Animal Shelter	Pound Management	14,950		14,950
Other (expenses to numerous to list but as per EFT listing not included above)		98,648		98,648
TOTAL		860,397	368,314	1,228,712

Cash Reserves & Cash Analysis Reconciliation 31 August 2023

INTERNALLY RESTRICTED RESERVES	
Assets Reserve	
1a - Asset Management, Maintenance and Renewal	
Aquatic & Leisure Centre	788,604
Library IT Upgrade Reserve	58,350
Parks & Playgrounds	-
Cricket Wicket Replacement	44,694
	891,648
1b Civil Works and Projects	
Ilparpa Road capital works	133,207
Open Drains	350,792
Pedestrian Refuge	1,442
Town Beautification	667,819
Tree Planting Reserve	53,925
	1,207,185
1c Waste Management Reserve	
RWMF Future Landfill Site	3,023,332
	3,023,332
Upgrades and New Developments	
Capital (Infrastructure)	-
Todd Mall Redevelopment	508,118
Map Signage	52,823
CBD Revitalisation Project	1,281,835
Baler Concrete Slab	9,828
Civic Centre Upgrade	202,145
Garden Cemetery Future Development Plan Reserve	105,645
Netball Facility Upgrade Reserve	41,085
Public Toilet Project	58,410
City Deals Project	53,850
Security and Safety Lighting Upgrade	3,141,260
Kerbside Collection	955,952
Regional Waste Management Plant & Equipment	-
Major Projects Seed Funding Reserve	400,000
	6,810,950
Operations, Community and Strategic Investment Reserve	
Working Capital	50,000
Investment (Interest) Reserve-proportioned to the Reserves bi-yearly	88,283
Public Art Advisory Committee	2,790
	141,073
Disaster Relief	
Disaster & Emergency	940,801
	940,801
TOTAL COUNCIL RESERVES (INTERNALLY RESTRICTED)	
	13,014,988
Externally Restricted (relates to external funding/restricted for specific purpose)	
Sports Facility Advisory Committee (SFAC)	621,726
Developer Contributions	140,946
Employee Entitlements	284,067
Town Camp Waste Collection	132,214
Solar Initiatives	304,648
South Edge Estate Defective Works	50,000
South Edge Subdivision Concrete Footpath Works	75,000
Mount Johns Development Road Maintenance	110,000
	1,718,601
Total Reserves	
	14,733,589

CASH ANALYSIS RECONCILIATION AT 31 AUGUST 2023

Cash at Bank	14,637,762
Cash Investments Held (as per Balance Sheet)	37,343,011
Total Cash	51,980,773
Less: Liabilities	
Current Liabilities	(3,481,320)
Non Current Liabilities	
Provision for Landfill	3,909,166
Long Service Leave Liability-Long Term	767,202
Total Liabilities (as per Balance Sheet)	(8,157,688)
Balance	43,823,084
Less: Cash Restricted Reserves	(14,733,589)
Less: Operating Funds for a quarter	(10,080,000)
Less: Grant Funding Received for Specific Projects	(3,226,084)
Total Unallocated Funds	15,783,411
Less: Expenditure forecast for the year	
Committed Expenditures as at August	(6,008,619)
Unrestricted/Unallocated Funds	9,774,792



EFT Payment Summary Report for Month Ending Aug-23

<u>EFT No.</u>	<u>Trans Date</u>	<u>Invoice/Ref #</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
Payment >= \$100,000					
4503.3702-01	3/8/2023 12:00:00 AM	INV-3846	MPH Carpentry & Constructions P/L(A	Exeloo Replacement- Supply & Install at Hartley St, Installation of 2 x Solar Lights & Related Works	217,429.09
4503.642-01	14/8/2023 12:00:00 AM	M/LG024927	Civica Pty Limited	Licence, Support & Maintenance - Renewal 2024	161,153.56
4503.4730-01	3/8/2023 12:00:00 AM	1011360610	Power Retail Corporation t/a JACANA	Electricity - Various Sites	153,548.55
Payment \$50,000 to \$99,999					
4510.1296-01	17/8/2023 12:00:00 AM	15757767	CLEANAWAY PTY LTD	RWMF - Domestic clearances July 2023, RWMF - Town Camps July 2023, ASALC - Rental July 2023, Service Portaloos for 13/07/23 & 21/08/23, RWMF - Recycle bins July 2023	71,336.02
4510.3430-01	18/8/2023 12:00:00 AM	73513	AN Electrical Pty Ltd	Traeger Oval Switchboard Replacement, Library: Short circuit & water damage - external, Traeger Park - Find Fault w/ SE tower light stuck	70,972.00
4503.1752-01	10/8/2023 12:00:00 AM	83876639	Power & Water Corporation	Water/Sewage - Various Sites	70,750.07
4503.5065-01	4/8/2023 12:00:00 AM	8743	RIMFIRE Energy PL	ASALC - Electricity Charges July 2023	50,269.57
Payment \$10,000 to \$49,999					
4496.299-01	2/8/2023 12:00:00 AM	609027425	RTM Department of Infrastructure	Crown Lease in Perpetuity - Lot 7575 23/24	43,120.00
4503.5001-01	1/8/2023 12:00:00 AM	P1041607	Vocus Pty Ltd	Internet Services July 2023, August 2023, Work Land Line Phone Charges	40,062.86
4504.5833-01	12/8/2023 12:00:00 AM	27645	Aertex Group Pty Ltd t/a Arafura Li	Road Reseal 2022/23 Line Marking Works	34,402.03
4510.5200-01	3/8/2023 12:00:00 AM	02347425	Geraldton Fuel Company PL	Depot - Diesel 15,000ltrs Delivered	29,400.00
4496.6429-01	3/8/2023 12:00:00 AM	202306179	IOCANE Pty Ltd	locane Security - Pre-Paid Consultancy - 12 days	27,456.00
4503.3942-01	11/8/2023 12:00:00 AM	4613	Cooling Plus Refrigeration	ASALC -Repair 3X AHUs New shafts and bearings	23,100.00
4510.257-01	11/7/2023 12:00:00 AM	40100511710	Hastings Deering (Australia) Ltd	RWMF - Starter motor for compactor, RWMF - Service 928G Loader, RWMF - Compactor repairs, RWMF - Service Forklift & replace seat, RWMF 500hr service 962 loader, RWMF - Fit Tires to 962 Loader, brake pads & bonnet struts #53529	22,204.94
4503.696-01	9/8/2023 12:00:00 AM	169070321	RTM Northern Territory Police, Fire	NTFast Annual Fire Alarm Fee - Various sites and unwanted alarm	21,232.40

Ordinary Meeting of Council - 26 September, 2023 - 27. Finance

<u>EFT No.</u>	<u>Trans Date</u>	<u>Invoice/Ref #</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
4503.6092-01	4/8/2023 12:00:00 AM	1034	Fibrelogue Pty Ltd	Technology Consultancy services- Procurement Advis	20,016.70
4503.6196-01	2/8/2023 12:00:00 AM	INV-2601	The Trustee for Pacesetter Services	Rates Various tasks: Pension Concession; EOFY Rate, Rates EOY Processing refer QTE-1133	19,800.00
4496.6797-01	2/8/2023 12:00:00 AM	416-1	Warren Jeffrey Green ta Warren Gree	ASALC - Operational Review dtd May 2023	19,470.00
4510.103-01	17/7/2023 12:00:00 AM	32632	Elders Rural Services Australia Lim	RWMF - Tanks for ponds	19,390.00
4510.1238-01	3/8/2023 12:00:00 AM	INV-0239	Alice Springs Animal Shelter Inc	Pound Management - July 2023	14,950.10
4503.6799-01	16/8/2023 12:00:00 AM	#INV-00441	loctane Pty Ltd t/a Business Revolu	Library - Study Booth with delivery, Library: Install Study Pod	14,381.00
4510.6774-01	25/7/2023 12:00:00 AM	INV-1324	Test Australia Pty Ltd t/a ENCO	Asbestos Register Update 2023	13,310.00
4510.31-01	3/8/2023 12:00:00 AM	SINV-014011	International Quadratics t/a Pool	ASALC - Dry Acid 96x25kg	13,253.64
4497.5229-01	2/8/2023 12:00:00 AM	MIDAUG2023	Mayor M J Paterson	Mayoral Allowance August 2023, Travel Allowance - Meals and Incidentals	12,278.42
4510.6800-01	10/8/2023 12:00:00 AM	P3023/2	MMCK Pty Ltd t/a Jensen Plus	CBD Revitalisation Master Plan Stage 1 works, Variation - Optional Task: Retail & Governance	12,163.80
4503.5086-01	10/8/2023 12:00:00 AM	610	David Andrew Ashley	ASALC - Grandstand works - NT Worksafe Standards, ASALC - Replace drummy broken tiles- Entry area, ASALC - Supply Tile Grip, ASALC - Upgrade of nuts/ bolts to SS Yellow Slide	11,345.18
4496.6650-01	3/8/2023 12:00:00 AM	23604_mp1	The Trustee for Wallis Family Trust	High Level Concept designs - Grant Funding, Concept Design and Detailed Drawing	11,100.00
4510.6744-01	14/8/2023 12:00:00 AM	6527	The Trustee for the Brian Curran Fa	ASALC - Supply/Fit 2 Heat Exchangers for indoor	10,816.00
Total Approval EFT					1,228,711.93

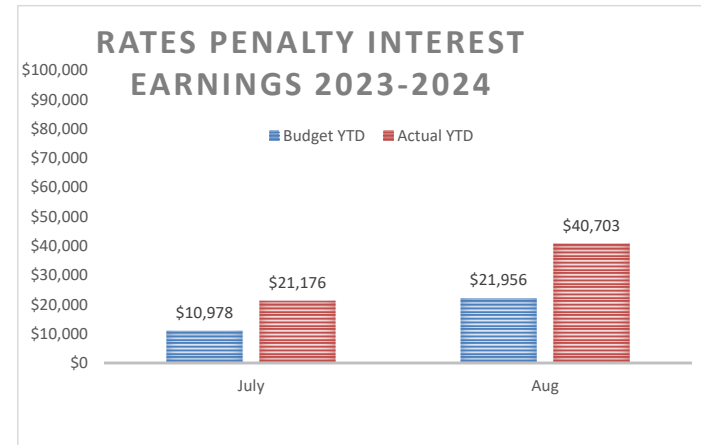
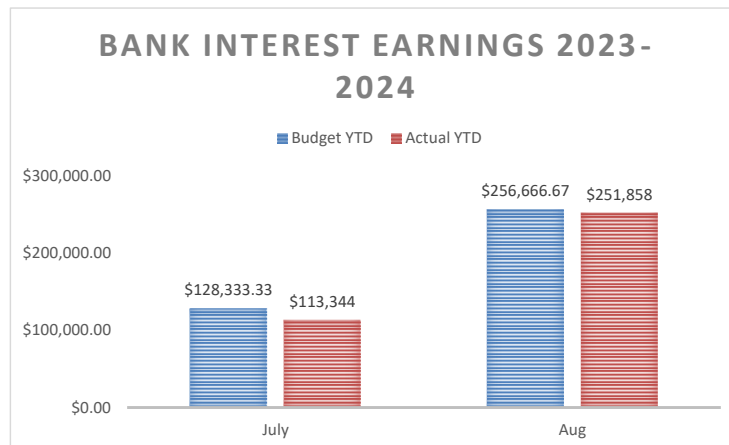
Alice Springs Town Council

Investments Report as at 31 August 2023

Term Deposit Details							
Date invested	Invested Amount	Time Invested	Invested with	Interest rate	Due date	Credit rating	Expected interest at maturity of term deposit
15/05/2023	\$ 3,204,538	182	NAB	4.75%	Monday, 13 November 2023	A-1+	\$ 75,899
30/05/2023	\$ 1,603,978	184	Bank of QLD	4.95%	Thursday, 30 November 2023	A-2	\$ 40,025
21/04/2023	\$ 3,136,660	180	NAB	4.55%	Wednesday, 18 October 2023	A-1+	\$ 70,381
21/08/2023	\$ 8,000,000	122	NAB	5.12%	Monday, 19 February 2024	A-1+	\$ 204,239
25/07/2023	\$ 2,063,265	272	Bendigo	5.45%	Monday, 22 April 2024	A-2	\$ 83,797
4/11/2022	\$ 3,327,128	367	NAB	4.45%	Monday, 6 November 2023	A-1+	\$ 148,868
4/05/2023	\$ 1,532,000	300	Bendigo	4.95%	Wednesday, 28 February 2024	A-2	\$ 62,329
4/05/2023	\$ 1,500,000	177	NAB	4.70%	Tuesday, 31 October 2023	A-1+	\$ 34,767
6/06/2023	\$ 4,000,000	181	NAB	5.00%	Monday, 4 December 2023	A-1+	\$ 99,178
5/01/2023	\$ 5,150,182	365	NAB	4.50%	Friday, 5 January 2024	A-1+	\$ 231,758
7/02/2023	\$ 2,325,260	365	Bank of QLD	4.40%	Wednesday, 7 February 2024	A-2	\$ 102,311
28/04/2023	\$ 1,500,000	180	Bendigo	4.75%	Wednesday, 25 October 2023	A-2	\$ 35,137
Total term deposits \$		37,343,011		Total Expected Interest on Maturity \$		1,188,691	

Short Term	Policy Max.	Actual Portfolio
A-1+	100%	77%
A-1	45%	0%
A-2	25%	23%
<A-2	10%	0%

Interest Summary:				Cash & Investment Summary:			
Interest earnings as at month end were as follows:				Cash Holdings as at month end were as follows:			
		Actual YTD	Budget YTD				
Bank Interest:		\$ 251,858	\$ 256,667	Cash at Bank :	\$	14,637,762	
Interest on Rates:		\$ 40,703	\$ 21,956	Short Term Investments :	\$	37,343,011	
	Totals	\$ 292,561	\$ 278,623		Totals \$	51,980,773	



Agenda Item 28.1.1 cncl

REPORT

Report No. 177 / 23 cncl

TO: ORDINARY COUNCIL – TUESDAY 26 SEPTEMBER 2023

SUBJECT: CHIEF EXECUTIVE OFFICERS REPORT

AUTHOR: ANDREW WILSMORE – CHIEF EXECUTIVE OFFICER

RECOMMENDATION

That this report be received and noted.

REPORT

1. HOUSING, MUNICIPAL AND ESSENTIAL SERVICES GRANT 2023-25

Alice Springs Town Council has received for signing under common seal the Housing, Municipal and Essential Services Grant 2023-25 for the service of rubbish collection from houses and common areas of eligible Alice Springs town camps. A copy of the agreement is attached for your reference.

RECOMMENDATION

That pursuant to section 38(2) of the *Local Government Act 2019*, Council resolves to authorise the Mayor and CEO to affix and attest its common seal to the Northern Territory of Australia Variable Term Standard Grant Funding Agreement - Housing, Municipal and Essential Services Grant 2023-25 - Grant Number HMES00003.

2. CORRESPONDENCE

NATIONAL AUSTRALIA DAY COUNCIL

I was invited by National Australia Day Council (NADC) Chair Mr John Foreman OAM to attend a function on 14 August 2023 with NADC board members. The evening allowed board members to gain an appreciation of the work of Council and how significant the local Australia Day event is for the town.

Please find a copy of correspondence received from NADC Chair Mr John Foreman OAM following the function.

FOOTPATH REPAIRS AND MAINTENANCE

On 6 September 2023 I received correspondence from Robyn Lambley MLA, Member for Araluen seeking information on repairs and maintenance of footpaths around Alice Springs.

A copy of the correspondence is attached for your reference. Officers are preparing a response at the time of writing.

3. MEETINGS ATTENDED

The following meetings were attended by the CEO as well as other officers (not an exclusive list):

- Catch-up meeting with Leslie Manda – Chief Executive Officer, Central Desert Regional Council – discuss Local Government Chief Executive group meetings
- Legacy Centenary Morning Tea
- Catch-up meeting with Councillor Liddle
- Regular catch-up meetings with Mayor Matt Paterson
- Wade Mackrell – Senior Consultant, Warren Green Consulting, contractor reviewing the operations of ASALC and Nicole Battle – Director Community Development, Alice Springs Town Council – discussion on work to date and desktop audit findings
- Nigel Bourn – Security Practice Manager, David Rose – Solution Architect, Iocane Pty Ltd, Lloyd Peacock – Director, Red Cirrus Services and Aparna Bachu – Senior ICT Officer, Alice Springs Town Council – discussion on Iocane report on BYOD
- Stephen Joyce – General Manager Asia Pacific, Ryan Kogelman – Managing Director, RDK Sports International and Joe McCabe – introduction meeting on global sports team visiting Alice Springs
- Karim Sabet – Co-Founder and Director, Orbviz – introduction meeting on improving visual presentation of Council financial information
- Catch-up meeting with Councillor Hopper
- Catch-up meeting with Councillor Morris
- Louise McCormick – Acting Chief Executive, Sarah Fairhead – Executive Director Southern Region, Department of Infrastructure Planning and Logistics, Northern Territory Government – introduction meeting
- Skatepark Focused Consultation
- Leanne Southam – Senior Business Banking Manager, National Australia Bank – introduction meeting
- John Oberhardt – QLD State Manager, Mason Blackadder – discussion on recruitment of Director Corporate Services
- NT social policy setting roundtable discussion with key stakeholders hosted by CEO of Department of the Chief Minister and Cabinet
- Red CentreNATS event on Council lawns
- The Centralian Today first edition newspaper launch event
- Regional Action Plan Workshop with key stakeholders hosted by Department of the Chief Minister and Cabinet
- Council Forums
- Belinda McCulloch – Director, Belinda McCulloch Pty Ltd – introduction meeting
- Meeta Ramkumar – Director Sustainability and Compliance, Local Government Unit, Department of the Chief Minister and Cabinet – discussion on budget revision process
- Tourism Central Australia General Meeting and Networking Event
- Central Australia Regional Coordination Committee Meeting

- Tim Maddock – Managing Partner, Deloitte, Joe McCabe – Acting Director Corporate Services, Lily Dylrwin – Manager Finance and Deborah Chapa – Finance Officer Assets, Alice Springs Town Council – Alice Springs Town Council FY22-23 Draft Financial Statements
- Mitchell Hardy – General Manager Sport, Recreation and Strategic Infrastructure, Department of Territory Families, Housing and Communities, Joel Andrew – Director Technical Services and Nicole Battle – Director Community Development, Alice Springs Town Council – Partnership opportunities
- Brionee Noonan - Chief of Staff and Ciaran Dunne – Policy Advisor to the Hon Chansey Paech MLA – introduction meeting
- Southern Regional Emergency Management committee meeting – Bushfires Stage Three Activation hosted by NT Police, Fire and Emergency Services via teams
- Sam Mead – Managing Director, Mind Street – discussion on culture survey
- James Gray-Spence – Acting Commander, Martin Dole – Assistant Commissioner, NT Police, Fire and Emergency Services, Tess Snowden – Senior Advisor to the Hon Kate Worden MLA and Alice Springs Town Council Elected Members – preparation for summer season
- Samara Holcombe – Account Manager, Civica, Laura Sebastiani – Consultant, Lily Dylrwin – Manager Finance, Deborah Chapa – Finance Officer Assets, Jason Atherinos – ICT Acting Manager, Aparna Bachu – Senior ICT Officer, Alice Springs Town Council – discussion on Civica upgrade path and utilisation of modules
- Jake Budd – A/g Branch Manager – Central Australia Region, National Indigenous Australians Agency and Nicole Battle – Director Community Development, Alice Springs Town Council – draft proposal for the extended SummerSam and CCTV grant update
- Leanne Southam – Senior Business Banking Manager, National Australia Bank, Luke Branagan – Senior Wealth Adviser, Travis Davis – Senior Wealth Adviser, JBWere, Lily Dylrwin – Manager Finance, Alice Springs Town Council – introduction meeting
- Australian Citizenship Day Ceremony
- The Outback Way Annual General Meeting Dinner and Book Launch
- Raquel Nicholls-Skene – Executive Director and Karen Relph – Events, Administration and Communications Coordinator, Australian Institute of Architects - Outline of Advocacy and Policy implemented into the NT in 2023 & 2024
- Presentation by the Department of the Chief Minister and Cabinet and Department of Infrastructure Planning and Logistics, Northern Territory Government to Alice Springs Town Council Executive – National Aboriginal Art Gallery project update

4. COMMUNICATIONS UNIT ACTIVITY

Marketing and Communications Office - September 2023

Council's Marketing and Communications Office actively promotes the vision and values of Council. We display authenticity and respect in all communications from Council, promoting a brighter future for our community while celebrating the unique place of Alice Springs.

Keeping the community informed

Council are continuing to develop a strong relationship with Police, Fire and Emergency Services NT (PFESNT) in order to ensure the community of Alice Springs is well informed about critical matters. At current, PFESNT have put a premium on delivering bushfire safety messaging with a number of fires in the region across the past month. Council have liaised with the PFESNT communications department to help, with PFESNT providing collateral for inclusion in the September edition of the *Council Connects* newsletter.

Council is more cautious to share updates and information through our social media channels as we do not want to confuse members of the public or create an expectation that ASTC as appropriate or first source of information. We have, however, advised the PFESNT communications team that we will assist in sharing updates or critical information to Alice Springs residents upon their request. This assistance will remain ongoing through the summer months with Council committed to ensuring this information reaches a wide range of people.

Strategic alignment

In line with the development of strategic partnerships with a number of NT Government departments, including NT Health, the Marketing and Communications Unit have begun discussions to partner with more community groups and organisations. An initial meeting with Tourism Central Australia was held to coordinate messaging and communication objectives.

This collaboration will help ensure that positive community narratives are reaching a wide audience, in line with Council's Strategic Plan. These discussions are still in initial phases with more organised meetings to follow.

The aim will be to involve more like-minded organisations to strategically promote and coordinate promotion of Alice Springs broadly, with regular ongoing meetings to be scheduled.

Supporting businesses in Central Australia

Council Marketing and Communications unit have formed a partnership the Department of Industry, Tourism and Trade (DITT) in order to best support local businesses. DITT have launched their WorkerConnect Platform that aims at linking employers and job seekers, promoting employment opportunities in the Northern Territory.

This is a similar goal to the previous Live Work Alice campaign that Council ran in 2022. The Marketing and Communications Unit have held initial discussions with DITT to see how Council can support this initiative, including using existing collateral to assist DITT in promotion of their platform.

The Unit is also working alongside Council's Community and Cultural Development (CCDU) unit to better support businesses in Alice Springs. Planning is currently underway to create a centralised portal on the Council website for businesses to access important Council information. This portal will act as a centralised library of content for all forms and services that Council offers to businesses. In conjunction with CCDU, we are also developing a mailing list for a business newsletter to directly deliver specific content to businesses.

Council Connects

August edition:

- Council distributed approximately 250 printed copies of Council Connects. We also encouraged distribution through other channels, including NT Government departments as part of our collaborative approach.
- The August edition had 392 online impressions at time of print.

Facebook & Instagram data - August

The Communications Unit along with representatives from various Council business units undertook social media training. This will assist in Council delivering more strategic and engaging content across social media channels.

Reach:



Page visits:



Website data - August

Council's website had a total of 32,982 page views for the month of June with 10,798 unique users. The homepage, Library page and Jobs page were the top three landing pages within the month. The Marketing and Communications unit use Council's website as the primary source of truth for all Council information and as such, monthly audits of content will be conducted. There is also an emphasis within the team to drive members of the community to the website for all Council information to ensure the correct information is accessed by the public.

Report No. 177 / 23 cncl

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1	/	4,106	2,783	2,270	0m 07s	0.00
2	/recreation/library	1,408	907	889	0m 01s	0.00
3	/council/opportunities/jobs	1,092	498	366	0m 06s	0.00
4	/recreation/aquatic-leisure-centre	762	578	486	0m 09s	0.00
5	/about-alice-springs/more/a-brief-history	535	440	421	0m 00s	0.00
6	/about-alice-springs/calendar	477	386	292	0m 03s	0.00
7	/contact-us	446	327	290	0m 10s	0.00
8	/about-alice-springs/council-events/todd-mall-markets	418	296	266	0m 02s	0.00
9	/governance/documents/community-consultations/rwmf-invites-your-feedback	382	371	338	0m 06s	0.00
10	/about-alice-springs/calendar/alice-springs-odeo	268	205	199	0m 02s	0.00

5. ATTACHMENT(S)**Attachment A:** *Housing, Municipal and Essential Services Grant 2023-25***Attachment B:** *Correspondence from National Australia Day Council Chair Mr John Foreman OAM***Attachment C:** *Correspondence from Robyn Lambley MLA, Member for Araluen***Attachment D:** *Correspondence from The Honourable Eva Lawler MLA, Minister for Infrastructure, Planning and Logistics*


Andrew Wilsmore
CHIEF EXECUTIVE OFFICER



Northern Territory of Australia

Variable Term Standard Grant Funding Agreement

Part 1 – Contract Details

GRANT NUMBER	HMES00003
FUNDED ORGANISATION NAME	Alice Springs Town Council
FUNDED ACTIVITY NAME	Housing, Municipal and Essential Services

FUNDED ORGANISATION PLEASE NOTE:

This Agreement must be read in conjunction with
Part 2 - General Conditions

which are incorporated into the Contract by reference and are available through the web-based link at paragraph 3.2 of this document.

DO NOT sign this this document without reviewing the Part 2 - General Conditions. If you cannot access the link you must contact our Primary Contact Person for assistance.

1. PARTIES

This Agreement is between the **NORTHERN TERRITORY OF AUSTRALIA (ABN 84 085 734 992)** acting through the Department named at “**Our Details**” below (“us”, “we” or “our”)

and the entity named as the Funded Organisation at “**Your Details**” below (“you” or “your”)

OUR DETAILS	
Department	Department of Territory Families, Housing and Communities
Address for Service of Notices	Position Title: Director Homelands Services Group Postal Address: GPO Box 4621 Darwin NT 0801 Street Address: Level 2, 47 Mitchell St, Darwin 0800 Email: Homelands.Program@nt.gov.au
Primary Contact Person	Name/Position: Jacob Peggie Telephone No: 1800 031 648 / 08 8999 8390 Mobile No: N/A Postal Address: GPO Box 4621 Darwin NT 0801 Street Address: Level 2, 47 Mitchell St, Darwin 0800 Email: Homelands.program@nt.gov.au
YOUR DETAILS	
Funded Organisation	Alice Springs Town Council
ABN/ACN	ABN: 45 863 481 471
Address for Service of Notices	Position Title: Chief Executive Officer Postal Address: PO Box 1071, Alice Springs, Northern Territory 0871 Street Address: N/A Email: awilsmore@astc.nt.gov.au
Primary Contact Person	Name/Position: Mr Andrew Wilsmore, Chief Executive Officer Telephone No: (08) 8950 0554 Mobile No: 0492 800 821 Postal Address: PO Box 1071, Alice Springs, Northern Territory 0871 Street Address: N/A Email: awilsmore@astc.nt.gov.au
Registered for GST?	Yes

2. FUNDED ACTIVITY DETAILS

ITEM (Clause references are to the General Conditions)	DETAILS
Item 1 Funded Activity (cl 1.1, cl 11)	Housing, Municipal and Essential Services Grant 2023-25
Item 2 Objectives (cl 1.1, 11.1(a))	Funding is provided for collection of rubbish from houses and common areas at eligible locations.

Item 3	Description (cl 1.1, 11.1(a))	Weekly rubbish collection from houses (2X240L bins per house) and common areas of eligible Alice Springs Town Camps.				
Item 4	Funded Activity Period (cl 1.1, cl 5)	Funded Activity start date: 1 July 2023 Funded Activity completion date: 30 June 2025				
Item 5	Funding (cl 1.1, 7, 9)	Payment Schedule				
Funding Period		Payment Event	Approx Payment Date	Funding Amount (excl GST)	GST Amount	Total (incl GST)
2023-24		On execution of the agreement	July 2023	\$ 101,500	\$0	\$ 101,500
2023-24		Satisfactory acquittal of previous year's funds	January 2024	\$ 101,500	\$0	\$ 101,500
2024-25		Satisfactory submission of all 2023-24 reports	July 2024	\$ 101,500	\$0	\$ 101,500
2024-25		Satisfactory acquittal of previous year's funds	January 2025	\$ 101,500	\$0	\$ 101,500
		Budget for subsequent years is indicative and subject to variation due to indexation and efficiency dividend calculation in line with Budget Paper 2.				
		Total Amount		\$ 406,000	\$0	\$ 406,000
Item 6	Budget and Operational Plan (cl 1.1, 9.1(a), 10)	Provision of Municipal services to all town camps within Alice Springs. List of town camps below: Akngwertnarre Charles Creek Anthepe Aper Alwerrkng (Palmers) Ewyenper Atwatye (Hidden Valley) Ilparpa Ilperle Tyathe (Walpiri) Ilyperenye (Old Timers) Karnte Yarrenty Altere (Larapinta Valley) Inarlenge (Little Sisters) Mpwetyerre (Abbotts) Mt Nancy Nyewente (Trucking Yards) Hoppys Ilpye Ilpye Kunoth				
Item 7	Performance Measures (cl 1.1, 11.1(a))	In order to manage and assess service delivery and service provider performance under a prescribed grant arrangement, performance reporting templates have been developed by TFHC which identify the allowed actual expenditure against specified				

	<p>eligible categories. These templates must be completed in full and submitted to TFHC by the due date. The reporting templates provide information that contributes to TFHC's assessment of performance and identifies each eligible category item under the respective programs. Where performance is assessed as requiring further review, the following areas may be examined:</p> <ul style="list-style-type: none"> • creation and implementation of Service Delivery Plans; • complaints and complaints procedure; • local employment numbers; • communication procedure; • service delivery contributions; • the level of commitment of expenditure against prescribed grants; and • quality of services in line with relevant professional standards. <p>Performance Review</p> <p>TFHC reserves the right to conduct a Performance Review to ascertain the quality of services and other requirements relevant to the service agreement.</p> <p>This may require full access to employees, records, documents and papers that relate directly or indirectly to the delivery of the service.</p> <p>Instances in which TFHC may require a Performance Review include, but not limited to:</p> <ul style="list-style-type: none"> • Where TFHC and other parties receive ongoing complaints from residents and other stakeholders • Where the Maintenance Log indicates no, or limited, service delivery • Major delays to capital upgrades • Late submission of required reporting and documentation • Failure to respond to life threatening or urgent repairs and maintenance • Failure to maintain operational requirements <p>TFHC will advise the service provider when a Performance Review is being undertaken, including advice regarding issues being raised and actions required to be undertaken by the service provider.</p> <p>TFHC will advise the service provider whether actions taken have appropriately responded to issues raised.</p> <p>In events where the service provider is unable to undertake required actions, TFHC will consider further steps, including ceasing the service agreement.</p>		
<p>Item 8 Additional Insurance (if any) (cl 18.1(e))</p>	<p>Nil</p>		
<p>Item 9 Approved Assets (if any) (cl 1.1, 25.2)</p>	<p>Nil</p>		
<p>Item 10 Reports (cl 1.1, 23)</p>	<table> <tr> <th data-bbox="488 1886 1142 1944">Report</th><th data-bbox="1142 1886 1418 1944">Date Required</th></tr> </table>	Report	Date Required
Report	Date Required		

	1.	Full year financial report including Maintenance Log and IER for 2022-23 financial year	28 August 2023
	2.	Audited special purpose financial report for 2022-23 financial year	15 November 2023
	3.	Half year financial report including Maintenance Log and IER for 2023-24 financial year	28 February 2024
	4.	Full year financial report including Maintenance Log and IER for 2023-24 financial year	28 August 2024
	5.	Audited special purpose financial report for 2023-24 financial year	15 November 2024
	6.	Half year financial report including Maintenance Log and IER for 2024-25 financial year	28 February 2025
	7.	Full year financial report including Maintenance Log and IER for 2024-25 financial year	28 August 2025
	8.	Audited special purpose financial report for 2024-25 financial year	15 November 2025
Item 11 Other Contributions (if any) (cl 1.1, 8)	Nil		
Item 12 Monitoring and Meetings (cl 21)	<p>Regular monitoring of the organisations will be done by the grants coordinators and program managers in addition to the Homelands Technical Officer for the respective region who will be responsible for providing guidance to the organisation in the first instance.</p> <p>Adhoc meetings can be scheduled by the service providers as well as the department staff.</p>		
Item 13 Applicable Policies (if any) (cl 11.1(b))	Not Applicable		
Item 14 Data Collection (if any) (cl 11.1(e))	Submission of occupancy and population survey in January 2025.		

3. GENERAL CONDITIONS

- 3.1 The contractual conditions (**General Conditions**) that apply to this Agreement are:

Variable Term Standard Funding Agreement General Conditions Version no.	2023:01
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- 3.2 The General Conditions are provided separately from this document at <https://nt.gov.au/community/grants-and-volunteers/grants/types-of-grant-funding-agreements> and are incorporated into this Agreement by reference with the same force and effect as though fully set out in this document. If you cannot access the General Conditions, you must contact our Primary Contact Person.

4. SPECIAL CONDITIONS

- 4.1 Unless the contrary intention appears, words and expressions defined in these Special Conditions have the same meaning and the same rules of interpretation as the General Conditions.

- 4.2 The following Special Conditions apply to this Agreement:

A.	<p>Step In Rights</p> <p>(a) Subject to any applicable statutory stay on the exercise of rights under the <i>Corporations Act 2001 (Cth)</i>, without prejudice to any other right or remedy that we may have under this Agreement, any Law or otherwise, if, in our opinion, you have breached, or are in breach of, any obligation under this Agreement, we may (either ourselves or through our nominee):</p> <ul style="list-style-type: none"> (i) step-in and take control of management of part or the whole of the Funded Activity, including by performing any or all of your obligations under this Agreement which relate to the Funded Activity; or (ii) make any other arrangements considered necessary or desirable by us to complete all or part of the Funded Activity or to otherwise ensure the completion of all of your obligations under this Agreement which relate to the Funded Activity. <p>(b) You must do everything necessary or desirable to give effect to our rights under subclause (a) above, in accordance with our directions, including:</p> <ul style="list-style-type: none"> (i) novating or assigning to us or our nominee any contracts with subcontractors or other third parties relating to the Funded Activity; (ii) novating this Agreement to a party nominated by us; (iii) authorising us or our nominee to deal with all Funding held by you, including authorising us or our nominee to act as a signatory to your bank account in which Funding is held for the purpose of expending or recovering the Funding; (iv) assigning to us or our nominee, any leases or licences relating to the Funded Activity that are, in our opinion, required for the due and proper completion of the Funded Activity; (v) providing to us or our nominee, unfettered access to the Premises, including granting an irrevocable non-exclusive licence to us to the extent required by us to exercise our rights under this Special Condition. <p>(c) Without limiting or affecting our rights under this Agreement, we may recover all our costs associated with exercising our rights under this Special Condition as a debt due from you.</p> <p>(d) We will not be liable in any way to you, your officers, employees, agents, subcontractors or any other third party in relation to any act or omission arising</p>
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	<p>out of or in connection with the exercise of our rights under this Special Condition.</p> <p>(e) You release us from and indemnify and will continue to indemnify us and our subcontractors and Personnel from and against all loss, damage, costs and expenses suffered or incurred by us, including as the result of any claim made in relation to:</p> <ul style="list-style-type: none"> (i) loss of or damage to third party property; or (ii) the injury, illness or death of a third party; (iii) loss of, or damage to, our property; or (iv) loss, damage, costs and expenses suffered or incurred by us in dealing with any claim against us, including legal costs and expenses on a solicitor/own client basis and the cost of time spent, resources used, or disbursements paid by us, <p>arising out of or in connection with the exercise of our rights under this Special Condition.</p> <p>(f) Your liability to indemnify us under subclause (e) above will be reduced proportionately to the extent that any negligent or unlawful act or omission of, or wilful misconduct by, us, our subcontractors and Personnel contributed to the relevant loss, damage, cost, expense or liability.</p> <p>Where applicable, on us ceasing to exercise any of our rights under this Special Condition by notice to you, you must as soon as reasonably practicable recommence performance of those of your obligations suspended by the operation of this Special Condition.</p>
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SIGNING

Executed as an Agreement.

SIGNED by (name of
delegate) for and on behalf of the **NORTHERN**
TERRITORY OF AUSTRALIA pursuant to a delegation
under the *Contracts Act 1978* in the presence of:) (Signature of Delegate)
)
Date: / /

.....
(Signature of Witness)

.....
(Name of Witness)

You acknowledge that you have read all the Parts of this Agreement (including the **Part 2 - General Conditions** and any Special Conditions) and agree that you are fully aware of your rights, duties and obligations under this Agreement.

The **COMMON SEAL** of **ALICE SPRINGS TOWN COUNCIL**

was hereto affixed in accordance with section 37 of the *Local Government Act 2019*

on the

..... day of 2023
(Print Day in Words) (Print Month and year)

in the presence of

.....
(Print Name of Authorised Officer) (Signature of Authorised Officer)

and

.....
(Print Name of Authorised Officer) (Signature of Authorised Officer)

25 August 2023



Mr Andrew Wilshire
Chief Executive Officer
Alice Springs Town Council
[93 Todd Street](#)
[ALICE SPRINGS NT 0870](#)
Via email: AWilshire@astc.nt.gov.au

Old Parliament House
King George Terrace
Parkes ACT 2600

Tel: 02 6120 0600
ABN: 76 050 300 626

australiaday.org.au
australianoftheyear.org.au

A handwritten signature in blue ink, appearing to read 'Andrew', is written above the typed name.

Dear Mr Wilshire

I am writing on behalf of the Board of the National Australia Day Council (NADC) to thank you for taking time out of your busy schedule to attend dinner with us at the Doubletree by Hilton in Alice Springs on 14 August 2023.

The NADC Board is extremely grateful for your willingness to share your time and insights with us. Learning about the Alice Springs community will help to broaden our understanding and engagement with contemporary aspects of Australian life and sets the tone for more collaborative, constructive engagement with our stakeholders. This is vital to our work to foster a sense of belonging, celebrate contribution and build a more cohesive society.

As you know, Australia Day represents a constantly evolving national conversation about our identity: what it means to be Australian today and how we relate to each other. Your insights as CEO of Alice Springs Town Council will greatly assist us in that evolution.

You will be pleased to know that we have many wonderful Australian of the Year Awards Alumni from the Top End, and we hope to see many more in the future. I've watched in admiration as these outstanding Australians inspire us with their incredible lives and achievements. They personify what kindness, service and sacrifice look like in this country.

Thank you again for your support of our important work to encourage all Australians to reflect, respect and celebrate – because we're all part of the story of Australia.

Kind regards

A handwritten signature in blue ink, appearing to read 'John', is written above the typed name.

John Foreman OAM
Chair
National Australia Day Council



Robyn LAMBLEY MLA

Member for ARALUEN

Andrew Wilsmore
Chief Executive Officer
Alice Springs Town Council
Via Email: awilsmore@astc.nt.gov.au

Joel Andrews
Director Technical Services
Alice Springs Town Council
Via Email: jandrews@astc.nt.gov.au

Dear Mr Wilsmore and Mr Andrews,

RE: Footpath Planning around Alice Springs

I refer to the letter from Mayor Paterson dated 6 September 2023 about the repairs and maintenance of footpaths around Alice Springs.

Can you please advise;

1. What repairs and maintenance works for footpaths were planned for 2022/23?
2. What is the status of these works?
3. What was the budget for these works, and what was the expenditure of these works?

Can you please also advise:

4. What repairs and maintenance works for footpaths are planned for 2023/24?
5. What is the budget for these works?

Yours sincerely,

ROBYN LAMBLEY MLA
Member for Araluen
6 September 2023



MINISTER FOR INFRASTRUCTURE, PLANNING AND LOGISTICS

Parliament House
State Square
Darwin NT 0800
minister.lawler@nt.gov.au

GPO Box 3146
Darwin NT 0801
Telephone: 08 8936 5566
Facsimile: 08 8936 5609

Mr Andrew Wilsmore
Chief Executive Officer
Alice Springs Town Council

via email - awilsmore@astc.nt.gov.au


Dear Mr Wilsmore

Thank you for your letter of 14 August 2023 regarding fire preparedness for Alice Springs.

The Department of Infrastructure, Planning and Logistics (the Department) takes seriously its responsibilities under the *Fire and Emergency Act 1996* and *Bushfires Act 2016*, to manage the risk of fire on vacant Crown land (VCL) in the Northern Territory. The *Fire and Emergency Act 1996* applies to urban areas controlled by the Northern Territory Fire and Rescue Services (NTFRS).

The *Bushfires Act 2016* applies to rural areas controlled by Bushfires Northern Territory (BFNT), within the Department of Environment, Parks and Water Security (DEPWS).

The Department is guided by both NTFRS and BFNT on the location, depth and length of firebreaks, both slashed and graded. These are installed on all VCL adjoining residential areas and areas with priority infrastructure. Additional firebreaks are also added as required or identified.

Crown Land Estate, Southern Region (CLE) continues to work collaboratively with the NTFRS, DEPWS (both BFNT and Parks) and other stakeholders, including the Central Land Council, Alice Springs Town Council and regional councils in regular 'Southern Region Fire Mitigation' (SRFM) meetings.

These meetings provide updates and allow advice to be sought on all matters pertaining to fire preparedness.

Resulting from involvement with the SRFM group, an agreement between both the CLE and the NTFRS to strategically reduce fuel loads on VCL has been established.



- 2 -

Fire mitigation works with BFNT are currently occurring in the Fire Protection Zone outside of the town boundaries / ERA. This includes roadside and other strategic burns.

On behalf of the Department, I thank the Alice Springs Town Council for the offer of assistance through the use of slashers and grader assets should they be required. I have asked Ms Sarah Fairhead, Executive Director Southern Region, to liaise with you on this matter. Ms Fairhead can be contacted at sarah.fairhead@nt.gov.au or telephone (08) 8951 9240.

Yours sincerely



EVA LAWLER

18 SEP 2023

REPORT

Report No. 182 / 23 cnd

TO: ORDINARY COUNCIL MEETING – TUESDAY 26 SEPTEMBER 2023

SUBJECT: ADOPTION OF COUNCIL POLICIES

AUTHOR: ACTING DIRECTOR CORPORATE SERVICES – JOE MCCABE

PURPOSE OF REPORT

The purpose of this report is to seek Council approval of following policies:

- a. Shared Services Policy;
- b. Sufficient Interest in the Assessment Record Policy;
- c. Rates Concession Policy;
- d. Confidential Information and Business Policy;
- e. Accountable Forms Policy (Members and CEO);
- f. Filling Casual Vacancies Policy;
- g. Conflict of Interest – CEO and Employees Policy;
- h. Elected Member and Staff Interaction Policy; and
- i. Investment Policy

RECOMMENDATION(S)

That Council adopts the following policies:

- 1. Shared Services Policy (*Attachment A*)**
- 2. Sufficient Interest in the Assessment Record Policy (*Attachment B*)**
- 3. Rates Concession Policy (*Attachment C*)**
- 4. Confidential Information and Business Policy (*Attachment D*)**
- 5. Accountable Forms Policy (Members and CEO) (*Attachment E*)**
- 6. Filling Casual Vacancies Policy (*Attachment F*)**
- 7. Conflict of Interest – CEO and Employees Policy (*Attachment G*)**
- 8. Elected Member and Staff Interaction Policy (*Attachment H*)**
- 9. Investment Policy (*Attachment I*)**

REPORT

1. EXECUTIVE SUMMARY

Not Applicable.

2. PREVIOUS APPLICABLE RESOLUTIONS

Not Applicable.

3. DISCUSSION

Approval is sought to adopt a number of Council policies, all of which are required by legislation.

The key points in relation to the policies are:

a. Shared Services Policy (Attachment A)

This policy enables Alice Springs Town Council (ASTC) to enter into shared services agreements with other Council in circumstances such as sharing an employee, having a service that cannot be provided by ASTC supplied by other Council, ASTC supplying a service to another Council, collective procurement of an asset, shared use of an asset and undertaking a project with other Councils where one Council is approved to take the lead and make decisions on behalf of all participating Councils.

This policy is required under section 216 of the *Local Government Act 2019* (Act) and there is no current policy.

b. Sufficient Interest in the Assessment Record Policy (Attachment B)

This policy facilitates access to assessment records in relation to an allotment. In determining whether the person has a sufficient interest in the assessment record in relation to the allotment, the person must satisfy the criteria set out.

This policy is required under section 230 of the *Act* and there is no current policy.

c. Rates Concession Policy (Attachment C)

This policy provides a framework to promote a consistent and efficient approach to rates administration and applying rate concessions to eligible ratepayers. It outlines the reasons for which a rate concession may be granted.

This policy is required under section 247 of the *Act* and updates the current Rates and Charges Administration Policy adopted in 2008.

d. Confidential Information and Business Policy (Attachment D)

This policy is to promote public confidence that Council will only apply confidentiality to information when necessary or appropriate to do so. It also establishes a review process to assess whether any matters are to no longer be confidential after a specified period or are to remain confidential subject to a review at a subsequent date.

This policy is required under regulation 54 of the *LGGR* and there is no current policy.

e. Accountable Forms Policy (Members and CEO) (Attachment E)

This policy sets out requirements of Elected Members and the CEO in the use of Accountable Forms which are financial instruments (other than cash such as cheques, taxi vouchers, travel vouchers and other vouchers) that can be used as a method of payment for expenditure.

This policy is required under regulation 6 of the *Local Government (General) Regulations 2021* (LGGR) and there is no current policy.

f. Filling Casual Vacancies Policy (Attachment F)

This policy specifies the process for filling a casual vacancy for Elected Members. Depending on the timing, it specifies when a by-election is required to be held or Council can make an appointment to fill the vacancy. These requirements are in accordance with section 54 of the *Local Government Act 2019*. In the event that the filling of the vacancy is by appointment, the policy also articulates the detailed process for advertising the vacancy, considering applications and making an appointment by resolution.

This policy is required under section 54 of the *Act* and there is no current policy.

g. Conflict of Interest –CEO and Employees Policy (*Attachment G*)

This policy sets out a framework to ensure that any actual, potential or perceived conflicts of interest are appropriately identified, considered and managed. The policy applies to the CEO, employees and other representatives of Alice Springs Town Council.

The development and adoption of this policy is the final outstanding matter in relation to the Compliance Review. No current policy exists.

h. Elected Member and Staff Interaction Policy (*Attachment H*)

This policy provides a framework for interaction between Elected Members and employees of Alice Springs Town Council to allow for the efficient and effective transition of business to occur whilst maintaining high standards of good governance and compliance with requirements of the *Act*. This policy is not legislatively required but is considered good governance.

i. Investment Policy (*Attachment I*)

This policy provides guidelines on how funds not immediately required to meet liquidity needs can be invested and ensures that appropriate earnings are generated in the short, medium and long term. A credit framework to minimise risk associated with the investments is provided. Requirements for property development and related investments are detailed to ensure that appropriate due diligence is undertaken.

This policy is required under section 194 of the *Act* and regulation 17 of the *LGGR*, and the current Investment of Available Funds Policy was adopted in 2018.

4. ALIGNMENT WITH ALICE SPRINGS LIVEABILITY AND SUSTAINABILITY 2030 STRATEGIC PLAN

This item pertains to relevant components of the *Alice Springs Town Council Liveability and Sustainability Strategic Plan 2030* as follows:

Pillar 5 – Governance and Civic

5. FUNDING, WHOLE OF LIFE COSTS & RESOURCING REQUIREMENTS

Not Applicable.

6. RISK MANAGEMENT

Any matters requiring risk mitigation are addressed in specific policies.

7. ENVIRONMENTAL IMPACTS

Not Applicable.

8. STATUTORY MATTERS / DELEGATIONS

All above policies, with one exception, are required under either the *Local Government Act 2019* or the *Local Government (General) Regulations 2021*.

Delegations will be in accordance with the Register of Delegations and Register of Sub-delegations.

9. COUNCIL POLICIES

This report seeks adoption of seven new Council policies and two updated policies.

10. STAKEHOLDER MANAGEMENT / PUBLIC RELATIONS

A number of policies will require appropriate communication with relevant stakeholders. For example, the Conflict of Interest Policy for CEO and Employees will require training for all employees, and communication with contractors and volunteers. The policy is also required to be forwarded to the Department of Chief Minister and Cabinet.

11. CONCLUSION

This report seeks to adopt nine Council policies, seven of which are new policies and two are updated policies.

12. ATTACHMENTS

Attachment A – Shared Services Policy

Attachment B – Sufficient Interest in the Assessment Record Policy

Attachment C – Rates Concession Policy

Attachment D – Confidential Information and Business Policy

Attachment E – Accountable Forms Policy (Members and CEO)

Attachment F – Filling Casual Vacancies Policy

Attachment G – Conflict of Interest – CEO and Employees Policy

Attachment H - Elected Member and Staff Interaction Policy

Attachment I - Investment Policy



Joe McCabe

ACTING DIRECTOR CORPORATE SERVICES

Shared Services Policy

Council Policy



Policy Name	Shared Services Policy		
Type	Council Policy		
Owner	Elected Members		
Responsible Officer	Chief Executive Officer		
Decision Number	[Decision Number]	Approval Date	[Approval Date]
Records Number	Add number here	Next Review Date	[Review Date]

1 Purpose

This policy describes the framework for Alice Springs Town Council entering into an agreement with one or more councils for the delivery of shared services.

2 Definitions

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

Term	Definition
Collective procurement	An agreement between two or more councils to enter into a procurement agreement where a lead council is nominated, as prescribed under the <i>Local Government (General) Regulations 2021</i> .

3 Policy Statement

3.1 Principles

Alice Springs Town Council is committed to act in an economically efficient manner, to be socially and environmentally responsible and to provide innovative, high-standard services.

All council services are open to being delivered under a shared service model or collective procurement agreement, subject to the individual business and practical requirements of each participating council.

Collective procurement is an agreement between two or more councils to enter into a procurement agreement where a lead council is nominated, as prescribed under the *Local Government (General) Regulations 2021*. The relevant legislative provisions are to be considered and a formal agreement entered into prior to this type of arrangement commencing.

3.2 Considering Shared Services and Joint Procurement Agreements

Alice Springs Town Council may consider entering into a shared services agreement when:

- 3.2.1 a role in Alice Springs Town Council is capable of being undertaken by a person employed by another council (under a shared resourcing agreement);
- 3.2.2 a council service that cannot be supplied from within Alice Springs Town Council is able to be delivered by another council;

Shared Services Policy

Council Policy



- 3.2.3 a council service can be supplied or delivered in another council's area, by agreement with that council; or
- 3.2.4 undertaking procurement of an asset (such as motor vehicles), which can be collectively procured under a single procurement tender process; or
- 3.2.5 the use of an asset can be shared between councils; or
- 3.2.6 it is efficient for Alice Springs Town Council to enter into an agreement with other councils to undertake a project, in accordance with legislative requirements, where one council is approved by every other participating council to take the lead on the project and make decisions on behalf of all the participating councils.

3.3 Assessing a Shared Services or Collective Procurement Opportunity

Alice Springs Town Council will consider the following when a shared services or collective procurement agreement is being contemplated, and before entering into a formal agreement:

- 3.3.1 opportunities that would result from such a decision (e.g. shared risk, economies of scale, demonstration of leadership and collaboration, long-term sustainability, potential invigoration of council staff, strengthening relationships with a like-minded or neighbouring council);
- 3.3.2 associated risks and how those risks can be best managed, including conducting a risk assessment and assessing mitigation strategies;
- 3.3.3 challenges likely to arise (e.g. the challenge of maintaining consistent service delivery across the council area and any other areas);
- 3.3.4 future needs of Alice Springs Town Council and the Alice Springs community;
- 3.3.5 capacity, both current and future, of Alice Springs Town Council, or councils which are parties to the agreement, to deliver the expected outcomes of a shared services or collective procurement agreement;
- 3.3.6 cost benefit analysis of entering into the agreement;
- 3.3.7 service level standards to be met;
- 3.3.8 period of time of agreement and whether it is one-off or ongoing for a period of time;
- 3.3.9 establishment and agreement of KPIs;
- 3.3.10 if access to Alice Springs Town Council information is required under the agreement, the control and protection of Alice Springs Town Council information whilst ensuring that Alice Springs Town Council meets disclosure requirements under the *Information Act 2002 (NT)*;
- 3.3.11 any change management process that may be necessary;
- 3.3.12 employment opportunities that may arise or be reduced as a result of entering into an agreement; and
- 3.3.13 any other economic, social, environmental and cultural considerations.

Shared Services Policy

Council Policy



3.4 Annual Reporting

A list of all shared services and collective procurement agreements that operated during the financial year, are to be listed in Alice Springs Town Council's annual report.

From time-to-time, Alice Springs Town Council may set one or more performance indicator measurements and expectations for shared services in Council's annual plan, and actual performance comparatives must be reported in the subsequent annual report for the same financial year(s).

3.5 Agreements to be in Writing

Shared services and collective procurement agreements must be in writing and clearly set out all relevant details.

Collective procurement agreements must be in writing and contain certain details pursuant to regulation 44 of the *Local Government (General) Regulations 2021*.

4 Responsibilities

The Chief Executive Officer (CEO) is accountable for the establishment and periodic review of the policy, and Alice Springs Town Council's Directors are responsible for the implementation and management of the functions contained within this policy.

5 Related Documents

- *Information Act 2002 (NT)*
- *Local Government Act 2019 (NT) – section 216*
- *Local Government (General) Regulations 2021*

6 Version History

Version	Date	Action/Description of changes made	By
V1.0	24/01/2023	New policy	Director Corporate Services

Shared Services Policy

Council Policy



7 Communication and Training

Will this policy be communicated through internal communications?	Yes
Where will this policy be available?	Intranet, ASTC website
Will training needs arise from this policy? If yes, who will be responsible.	No



Sufficient Interest in the Assessment Record Policy

Council Policy

Policy Name	Sufficient Interest in the Assessment Record Policy		
Type	Council Policy		
Owner	Elected Members		
Responsible Officer	Chief Executive Officer		
Decision Number	[Decision Number]	Approval Date	[Approval Date]
Records Number	Add number here	Next Review Date	[Review Date]

1 Purpose

This policy outlines the criteria for a person to be considered as having sufficient interest to have access to the council assessment record in relation to an allotment.

2 Definitions

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

Term	Definition
Allotment	An allotment is a parcel of land or part of a parcel of land.
Assessment record	Brief description of each allotment and Unimproved Capital Value, including name and postal address of owner(s), principal ratepayer (if not the owners) and rating category.
Sufficient interest	Interest that is not for a commercial purpose, other than the request for a rates search in relation to sale of property.

3 Policy Statement

3.1 Principles

Alice Springs Town Council is committed to facilitating access to assessment records in relation to an allotment if the person requesting access has a sufficient interest.

3.2 General Criteria

In determining whether a person has a sufficient interest in the assessment record in relation to an allotment, the person must satisfy the criteria for one of the below options:

- 3.2.1 the person is a legal practitioner or a licenced conveyancer and provides a suitable reason for accessing the information



Sufficient Interest in the Assessment Record Policy

Council Policy

- 3.2.2 the person completes a statutory declaration that provides:
- 3.2.2.1 a reasonable explanation – whether personal or professional in nature – for making a request to inspect or copy the assessment record; and
 - 3.2.2.2 that the information inspected and/or copied from the assessment record will be kept confidential; and
 - 3.2.2.3 that the information inspected and/or copied from the assessment record will not be used for any other purpose that has not been identified in the reasons provided under (3.2.2.1).

In determining the reasonableness of the explanation under (3.2.2.1), the Chief Executive Officer will consider the public interest and the risk of detriment to the owner or principal ratepayer in granting access to the assessment record for that allotment. If deemed necessary, the Chief Executive Officer reserves the right to seek approval from the owner/ratepayer prior to releasing access to the assessment record.

4 Responsibilities

Implementation and actions rest with the CEO, and are subject to the Council's delegations and sub-delegations registers pursuant to the *Local Government Act 2019 (NT)*.

The CEO, or authorised delegate, is responsible for granting access to assessment records for allotments.

If deemed necessary, the CEO or authorised delegate, is responsible for seeking approval from the owner/ratepayer prior to releasing access to the assessment record.

5 Related Documents

- *Local Government Act 2019 (NT)*
- *Information Act 2002 (NT)*
- *Statutory declaration form for sufficient interest in the assessment record*

6 Version History

Version	Date	Action/Description of changes made	By
V1.0	24/01/2023	New policy	Director Corporate Services

Sufficient Interest in the Assessment Record Policy

Council Policy



7 Communication and Training

Will this policy be communicated through internal communications?	Yes
Where will this policy be available?	Intranet and ASTC website
Will training needs arise from this policy? If yes, who will be responsible.	Manager Finance

Rates Concessions Policy

Council Policy



Policy Name	Rates Concessions Policy		
Type	Council Policy		
Owner	Chief Executive Officer		
Responsible Officer	Director Corporate Services		
Decision Number	[Decision Number]	Approval Date	[Approval Date]
Records Number	Add number here	Next Review Date	[Review Date]

1 Purpose

Rates income is the primary and most reliable source of revenue that Alice Springs Town Council uses to deliver services to the community. However, Council recognises that individuals can sometimes experience difficulties in meeting their responsibility for the payment of rates, and that it may be appropriate where financial hardship has been demonstrated to grant a concession to the payment of rates. As per the *Local Government Act 2019 (NT)*, concessions may also be applied to ratepayers who advance public benefit purposes, or to correct anomalies in the rating system.

This policy provides a framework to promote a consistent and efficient approach to rates administration and applying rate concessions to eligible ratepayers.

2 Definitions

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

Term	Definition
Deferment	Rate relief granted to the ratepayer for the property, where rate payments are deferred for recovery at a later time, either when the ratepayer's circumstances change, or when the property is sold. Deferment can be subject to any conditions determined by Council. Deferred rates remain a debt against the property. Interest penalties do not apply to deferred rates.
Financial hardship	A ratepayer is unable, because of illness, unemployment or another reasonable cause, to discharge their financial obligations towards Alice Springs Town Council.
Income test	The annual net income or deficit determined from the applicant's statement of income and expenses related to basic living needs.
Rate concession	A waiver in whole or part of rates or a component of rates, or a deferment in whole or part of an obligation to pay rates or a component of rates.
Ratepayer	The registered owner of the property. Applications by third parties, other than the ratepayer, required written approval from the property owner.
Special payment arrangement	An arrangement negotiated between Council and a ratepayer to pay rates by instalment according to an agreed schedule. Once a payment arrangement has been approved, no interest will be charged on overdue amounts unless there is a default or the arrangement is removed.
Waiver	Removal of the liability to pay, and may include the whole or part of rates and/or legal charges.

Rates Concessions Policy

Council Policy



3 Policy Statement

In accordance with the *Local Government Act 2019 (NT)*, a rate concession is a:

- a) waiver in whole or part of rates or a component of rates; or
- b) deferment in whole or part of an obligation to pay rates or a component of rates.

Council must not agree to grant a rate concession for a financial year that does not fall wholly or partly within the current term of the Council.

A rate concession may be granted for the following reasons:

- a) to alleviate financial hardship; or
- b) to correct anomalies in the rating system; or
- c) to advance public benefit purposes.

The concession granted will be either a waiving of rates levied or a deferment.

A special payment arrangement for eligible ratepayers is another option that may be used.

3.1 Financial Hardship Rate Concession

Council strongly encourages ratepayers to meet their rate and charges payment responsibilities. However, ratepayers experiencing financial hardship may apply for a rate concession as per the following:

- 3.1.1 A ratepayer demonstrating financial hardship can apply for a concession to **defer** the payment of part or all of the rates levied, providing that the application is for the ratepayer's principal place of residence.
- 3.1.2 Rates that are deferred will be recovered at a future time either when the ratepayer's circumstances change or when the property is sold, until paid deferred rates remain a charge against the land.
- 3.1.3 A rate concession on the grounds of financial hardship shall not apply to businesses. Businesses, however, can apply for special payment arrangements (refer to Item 3.3); the applicant must be the property owner.
- 3.1.4 A rate concession cannot be applied to charges levied for services provided by Council, for example: waste management, garbage collection, etc.
- 3.1.5 An application for a concession should be submitted before 30 September and applies for one financial year only; a new application is required for subsequent years.
- 3.1.6 An occupier of a residential property may make an application under this section providing the owner's consent has been obtained.
- 3.1.7 To apply for a rate concession, the applicable form detailing the ratepayer's income and expenditure needs to be submitted to Council.
- 3.1.8 No interest will be charged on approved deferred rate amounts unless there is a default, or the arrangement is removed.
- 3.1.9 The CEO also has discretion to **waive** rates in relation to financial hardship applications where there is evidence of severe financial hardship or extenuating personal circumstances.

Rates Concessions Policy

Council Policy



3.2 Special Payment Arrangement

A total deferral of owed rates can cause a secondary instance of financial stress when bills are eventually owed. Therefore, in most circumstances, Council will encourage property owners who are unable to pay their rates by the due date to enter an arrangement to pay by instalments, according to an agreed schedule, instead of a deferral. No recovery action will occur while the arrangement is being maintained, and no interest will be charged while payments are maintained as per the agreed schedule. Interest will be accrued, and legal action may proceed, if an arrangement fails through non-receipt of agreed payments.

The maximum life of a special payment arrangement is 12 months following the end of the financial year the arrangement was entered into.

3.3 Removal of a Rate Concession or Special Payment Arrangement

A payment arrangement or rate concession will be withdrawn for any of the following conditions:

- 3.3.1 The applicant gives Council any information which is false or misleading in respect of their application;
- 3.3.2 Any default in the arrangement;
- 3.3.3 The applicant advises that the hardship condition/s no longer exist; or
- 3.3.4 The applicant no longer owns the property.

3.4 Assessing Financial Hardship

Financial hardship is a change of circumstance that will impact the long-term ability of a ratepayer to pay rates and charges. Financial hardship may arise from a range of circumstances, including but not limited to unemployment, sickness or injury, or family breakdown.

Through the applicable form, applicants need to demonstrate that they are experiencing financial hardship by providing supporting evidence, such as:

- 3.4.1 Advise from a financial counsellor, advisor or legal representative;
- 3.4.2 Evidence of loss of employment;
- 3.4.3 Evidence of income support payment, if applicable;
- 3.4.4 Documents such as medical bills, notice of legal action pending in court, notice of repossession of assets such as a vehicle, goods or mortgaged property; or
- 3.4.5 Evidence of welfare or pension concession allowances.

The application must also include whether the request is for a special payment arrangement or deferment.

Applications are to be assessed by using a four-step process that is applied to an income test.

Income Test	Financial Hardship
Including rates, net income test balance is in credit.	No financial hardship exists.
Including rates, net income test balance is in deficit (debit).	Some financial hardship exists. Move to next step.

Rates Concessions Policy

Council Policy



Income Test	Financial Hardship
Reduce levied rates to the minimum rate for the zone, and the net income test balance is then in credit.	Consider a concession based on payment of the minimum rate for the zone. The amount of the concession is the difference between the levied amount and the minimum rate.
Reduce levied rates to the minimum rate for the zone, and the net income test balance is then in deficit.	Extreme financial hardship exists. Consider a concession based on payment of nil rates. The amount of the concession is the levied amount.

Rate Concession hardship applications are assessed by a delegated Council Officer, who will provide a recommendation on whether to support a rate concession or not to the CEO for approval. Council must be satisfied that the ratepayer will suffer increased financial hardship if a rate concession is not granted.

Special Payment Arrangement hardship applications are assessed by a delegated Council Officer, who will provide a recommendation on whether to support a special payment arrangement or not to the Director Corporate Services for approval.

3.5 Public Benefit Rate Concession

Alice Springs Town Council may grant a rate concession by waiving rates where satisfactory evidence is provided that the activities undertaken on the property are not-for-profit and that the relief will advance one or more of the following benefits for the general public:

- 3.5.1 Securing the proper development of the Council's area;
- 3.5.2 Preserving buildings or places of historical interest;
- 3.5.3 Protecting the environment;
- 3.5.4 Encouraging cultural activities;
- 3.5.5 Promoting community health or welfare;
- 3.5.6 Encouraging agriculture;
- 3.5.7 Providing recreation or amusement for the public.

Council may grant a rate concession related to public benefit on the Council's own initiative, or through an application by an affected ratepayer.

Council will not grant a rate concession to organisations that hold a licence to sell liquor and/or operate gaming machines.

3.6 Interest on Rates and Charges in Arrears

Unless otherwise stated in this policy, Council will impose interest – calculated daily after the instalment due date – on instalments of rates and charges that remain unpaid. The rate of interest will be determined annually by resolution. Decisions relating to requests to write off interest, charges, or legal fees as a result of error, oversight, or on compassionate grounds, will be determined on merit.

Rates Concessions Policy

Council Policy



3.7 Debt Recovery

Debt recovery is based on the following principles:

- 3.7.1 A debt recovery approach must always be non-discriminatory and impartial.
- 3.7.2 Council will comply with privacy and confidentiality obligations, and the relevant requirements of the *Local Government Act 2019 (NT)*.
- 3.7.3 Persons owing the Council money must be treated with sensitivity and respect.
- 3.7.4 Recovery will include any costs reasonably incurred by Council.

As per the *Local Government Act 2019 (NT)*, if rates have been in arrears for at least three (3) years, and an overriding statutory charge securing liability for the rates has been registered for at least six (6) months, Council may initiate proceedings to sell the land.

The Director Corporate Services can write off a balance of up to \$50, and the CEO can write off an existing balance up to \$1,000, where recovery is impracticable. Where the adjustment is due to a correction of an error, no limit applies.

3.8 Waiving Rates, Charges, Interest or Legal Fees

- 3.8.1 Any other waiver of rates, charges, interest, or legal fees circumstances not mentioned in this policy, are to be submitted to the CEO in writing, with reasons as to why the waiver should be considered in response to circumstances presented at the time.
- 3.8.2 In the event of a natural disaster or public health emergency, Council may elect to waive interest for a nominated period, and/or defer external recovery action to a later date.
- 3.8.3 Rates, charges, interest or legal fees waived will not be recovered at a future time.

4 Responsibilities

Council is responsible for determining the interest on rates annually by resolution. Council is responsible for deciding whether to waive rates/interest and/or defer recovery action in the context of natural disasters or public health emergencies, pursuant to any legislated requirements.

The CEO is responsible for approving all rate concession applications. The CEO has discretion to waive.

The Director Corporate Services is responsible for approving any special payment arrangements.

The Rates Officer is responsible for overseeing rate concession and special payment arrangement processes, including assessing and providing recommendations regarding applications and eligibility, and managing payment and deferral arrangements.

5 Related Documents

- *Local Government Act 2019 (NT)*
- *Information Act 2002 (NT)*
- *Privacy Policy*
- *Hardship Rate Relief Application form*

Rates Concessions Policy

Council Policy



6 Version History

Version	Date	Action/Description of changes made	By
V0.1	24/01/2023	New policy	Director Corporate Services

7 Communication and Training

Will this policy be communicated through internal communications?	Yes
Where will this policy be available?	Intranet and ASTC website
Will training needs arise from this policy? If yes, who will be responsible.	Manager Finance

Confidential Information and Business Policy

Council Policy



Policy Name	Confidential Information and Business Policy		
Type	Council Policy		
Owner	Elected Members		
Responsible Officer	Chief Executive Officer		
Decision Number	[Decision Number]	Approval Date	[Approval Date]
Records Number	Add number here	Next Review Date	[Review Date]

1 Purpose

To ensure proper treatment and review of confidential information after consideration of confidential business at a council meeting, including (but not limited to) the agenda, business papers, resolutions and minutes.

2 Definitions

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

Term	Definition
Confidential information	Information prescribed as confidential under the <i>Local Government (General) Regulations 2021</i> .
Prescribed categories	Refers to the categories set out in section 51 of the <i>Local Government (General) Regulations 2021</i> , see clause 3.2 of this policy.

3 Policy Statement

3.1 Scope

To promote transparency and public confidence, Council will only apply confidentiality to information when necessary or appropriate to do so.

This policy applies to information that was considered during or resulted from confidential business at a council meeting, including (but not limited to) the agenda, business papers, resolutions and minutes.

Confidential information is to be considered separately for the purposes of assessing whether or not the information is to remain confidential (for example, immediately releasing a resolution that is no longer confidential with related business papers remaining confidential for a specified period of time).

Confidential Information and Business Policy

Council Policy



3.2 Prescribed Categories of Confidential Information

Section 51 of the *Local Government (General) Regulations 2021* prescribes the following information as confidential:

- a) information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual
- b) information about the personal circumstances of a resident or ratepayer
- c) information that would, if publicly disclosed, be likely to:
 - i. cause commercial prejudice to, or confer an unfair commercial advantage on, any person: or
 - ii. prejudice the maintenance or administration of the law; or
 - iii. prejudice the security of the council, its members, or staff; or
 - iv. subject to regulation 51 (3) – prejudice the interests of the council or some other person
- d) information subject to an obligation of confidentiality at law, or in equity
- e) subject to regulation 51 (3) – 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;
- f) subject to regulation 51 (2) – information in relation to a complaint of a contravention of the code of conduct.

3.3 Matters to Remain Confidential Indefinitely

Any information that falls under the prescribed categories in Regulation 51 of the *Local Government (General) Regulations 2021* must remain confidential until the reason as per Regulation 51 for confidentiality no longer applies.

3.4 Consideration of Confidential Business

After the conclusion of the consideration(s) of an item of confidential business, Council will determine by resolution whether the confidential information is:

- a) the type of confidential information that should no longer be confidential after a specified period of time; or
- b) the type of confidential information that should be subject to periodic review to determine if it should no longer be confidential.

If Council resolves a specified period of time for the information to remain confidential, that information is to be publicly released after the expiry of that period of time (see clause 3.6).

If Council resolves that the confidential information should be subject to periodic review to determine if it should no longer be confidential, that information will be added to the confidentiality review list (see clause 3.5).

Confidential Information and Business Policy

Council Policy



3.5 Review of Confidential Information

Council will maintain a list of confidential information, and review that list once every six (6) months to determine whether any matters are to no longer be confidential after a specified period, or are to remain confidential for review at a subsequent date.

Council decisions that are no longer deemed as confidential will form part of the Open Minutes of the meeting where Council endorsed the release of the decision.

3.6 Public Release of Information

When information is no longer confidential, a notation will be put in the relevant document (including the version on the website) that the information is no longer confidential, on what date that decision was made, and where information about the matter that is no longer confidential can be accessed.

4 Responsibilities

Implementation and actions rest with the Chief Executive Officer (CEO), and are subject to the Council's delegations and sub-delegations registers pursuant to the *Local Government Act 2019 (NT)*.

Council is responsible for determining if information is confidential, as per the prescribed categories listed in Regulation 51 of the *Local Government (General) Regulations 2021*, and also if the information should no longer be confidential after a period of time, or whether the information should be subject to periodic review.

The CEO is responsible for maintaining a list of confidential information; Council is responsible for reviewing that list once every six (6) months to determine if the information is no longer confidential.

The CEO, or an authorised delegate, is responsible for ensuring that when information is no longer confidential that this information is appropriately reflected in Council's meeting minutes and records, as per clause 3.5 and 3.6.

5 Related Documents

- *Local Government Act 2019 (NT)*
- *Local Government (General) Regulations 2021 (NT)*

6 Version History

Version	Date	Action/Description of changes made	By
V1.0	24/01/2023	New Policy	Director Corporate Services

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Confidential Information and Business Policy

Council Policy



7 Communication and Training

Will this policy be communicated through internal communications?	Yes
Where will this policy be available?	Intranet and ASTC website
Will training needs arise from this policy? If yes, who will be responsible.	Manager Governance

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Accountable Forms Policy (Members and CEO)

Council Policy



Policy Name	Accountable Forms Policy (Members and CEO)		
Type	Council Policy		
Owner	Elected Members		
Responsible Officer	Director Corporate Services		
Decision Number	[Decision Number]	Approval Date	[Approval Date]
Records Number	Add number here	Next Review Date	[Review Date]

1 Purpose

To ensure the proper use and management of accountable forms issued to members and the Chief Executive Officer (CEO) for the purposes of conducting Council business.

2 Definitions

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

Term	Definition
Accountable forms	Accountable forms are readily negotiable financial instruments, other than cash, that can be used as a method of payment for expenditure (e.g. cheques, taxi vouchers, travel vouchers, sport vouchers or meal vouchers).
Authorised delegate	Any staff member within Alice Springs Town Council who has been delegated appropriate authority by the CEO to undertake the specified function on the CEO's behalf.
Member	Includes Elected Members of Council, committee members, and local authority members.

3 Policy Statement

3.1 Principles

Council is committed to the safe custody, provision and proper use of accountable forms by members and the CEO whilst conducting Council business.

Members and the CEO are required to apply good judgement for all expenditure incurred whilst conducting council business. All accountable forms need to be carefully monitored and safeguarded against the risk of theft, fraud, loss or misuse.

Accountable Forms Policy (Members and CEO)

Council Policy



3.2 Requirements for Members and the CEO

All members and the CEO are responsible for ensuring that accountable forms are only used in the course of conducting official council business. Accountable forms must not be used for private purposes.

In the event that an accountable form is inadvertently used for private purposes, the full value of the transaction must be reimbursed to Council within seven (7) business days of the bearer becoming aware.

Accountable forms may only be used by the individual member or CEO who has been issued with the accountable form. A member or the CEO must not pass the accountable form to any other individual for use.

Once an accountable form has been used, the member must keep a copy of the receipt and invoice and submit this to the CEO (or the authorised delegate). Details of the nature of council business, date and time of use of the accountable form should also be provided.

When an accountable form is used by the CEO, the CEO must retain a copy of the receipt and invoice and submit this to the delegated officer, along with details of the nature of council business, date and time of use of the accountable form.

3.3 Safeguarding of Accountable Forms

It is the responsibility of individual members and the CEO to ensure all accountable forms issued by Council for conducting council business are kept in a safe and secure place to minimise the risk of theft or unauthorised transactions.

Unused or expired accountable forms must not be destroyed by a member or the CEO.

Unused or expired accountable forms must be returned to the authorised delegate responsible for issuing the accountable form.

4 Responsibilities

All members and the CEO are responsible for meeting the requirements of this policy, and for ensuring that accountable forms are only used in the course of conducting official council business.

Implementation and actions rest with the Chief Executive Officer, and are subject to the Council's delegations and sub-delegations registers pursuant to the *Local government Act 2019 (NT)*.

Manager Finance is responsible for overseeing the processes related to controlling, reporting, monitoring and delegating Accountable Forms.

5 Related Documents

- *Local Government Act 2019 (NT)*
- *Local Government (General) Regulations 2021 (NT)*

Accountable Forms Policy (Members and CEO)

Council Policy



6 Version History

Version	Date	Action/Description of changes made	By
V1.0	24/01/2023	New policy	Director Corporate Services

7 Communication and Training

Will this policy be communicated through internal communications?	Yes
Where will this policy be available?	Intranet and ASTC website
Will training needs arise from this policy? If yes, who will be responsible.	Manager Finance

DRAFT

Filling Casual Vacancies Policy

Council Policy



Policy Name	Filling Casual Vacancies Policy		
Type	Council Policy		
Owner	Elected Members		
Responsible Officer	Chief Executive Officer		
Decision Number	[Decision Number]	Approval Date	[Approval Date]
Records Number	Add number here	Next Review Date	[Review Date]

1 Purpose

The purpose of this policy is to outline how casual vacancies for the Mayor and Ordinary Members may be filled.

2 Definitions

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

Term	Definition
By-election	An election held outside of the normal general election timetable due to a casual vacancy occurring.
Casual vacancy	When a Councillor or the Mayor leaves their position during the course of a Council term.
Next general election	The fixed date (Election Day) where votes are taken.
Ordinary member	An Elected Member of the Council, excluding the Mayor.

3 Policy Statement

3.1 Casual vacancies – Ordinary Member

Council will fill casual vacancies in the office of an Ordinary Member as follows:

Date Vacancy Occurs	Action	Section of <i>Local Government Act 2019</i>
18 months or more before the next general election.	Council will hold a by-election to fill the vacancy until the next general election, as per the <i>Electoral Act (2004)</i> .	54(2)(c)
Less than 18 months, but not less than 6 months, before the next general election.	Council will appoint a person to fill the vacancy until the next general election, in accordance with clause 3.2 of this policy.	54(2)(a)

Filling Casual Vacancies Policy

Council Policy



Date Vacancy Occurs	Action	Section of <i>Local Government Act 2019</i>
6 months or less, but not less than 3 months, before the next general election.	Council will either: <ul style="list-style-type: none"> appoint a person to fill the vacancy until the next general election, in accordance with clause 3.2 of this policy; or leave the office vacant. 	54(2)(b)(i) 54(2)(b)(ii)
3 months or less before the next general election.	Council will leave the office of the Ordinary Member vacant.	54(2)(b)(ii)

3.2 Appointing a Person to Fill the Office of an Ordinary Member

As soon as practicable after the casual vacancy occurs in the office of an Ordinary Member, the Chief Executive Officer (CEO) will advertise the vacancy for appointment by publishing the vacancy through a local media source, on Alice Springs Town Council's website, and through various communication methods to the community.

The advertisement will:

- 3.2.1 invite applications from electors who are:
 - 3.2.1.1 eligible under section 46 of the Act; and
 - 3.2.1.2 enrolled to vote in the Municipality of Alice Springs; and
- 3.2.2 invite applicants to provide either a written statement (1 page) or video submission (3 minutes) that outlines why the person wants to be a Council member and the qualities they would contribute to Alice Springs Town Council; and
- 3.2.3 advise that the written statement or video submission of the applicant may be made public by Alice Springs Town Council.

The closing date for applications will be 14 days from the date the advertisement is published.

As soon as practicable after the closing date, the Chief Executive Officer will provide copies of all applicant statements to all Council members. At the next ordinary council meeting following the closing date, the matter is to be included as an agenda item for Council's consideration.

When appointing a person to be a Council member, Council will give due consideration to:

- 3.2.4 the person's level of community involvement;
- 3.2.5 the person's suitability for the role; and
- 3.2.6 any other relevant matters.

Council will decide the appointment by resolution, with official commencement to the office of Ordinary Member to take place seven (7) days after the date of the resolution.

The CEO is to ensure the successful applicant is advised of their appointment to Council and that an induction to the position is undertaken as soon as practicable.

Filling Casual Vacancies Policy

Council Policy



3.3 Casual Vacancies – Mayor

As an election is the basis for filling the office of the Mayor for Alice Springs Town Council, Council will fill casual vacancies in the office of the Mayor as follows:

Date vacancy occurs	Action	Section of the <i>Local Government Act 2019</i>
18 months or more before the next general election.	Council will hold a by-election to fill the vacancy in the office of the Mayor until the next general election.	65(3)(a)
Less than 18 months, but not less than 6 months, before the next general election.	Council will either: <ul style="list-style-type: none"> appoint an existing council member to be the Mayor until the next general election, by vote of existing members, in accordance with clause 3.4 of this policy. hold a by-election to fill the vacancy in the office of the Mayor until the next general election. 	65(3)(b)(i) 65(3)(b)(ii)
	If Council resolves to appoint an existing council member as Mayor, the Council will appoint a person to fill the vacancy in the office of an Ordinary Member until the next general election, in accordance with clause 3.2 of this policy.	54(2)(a)
6 months or less, but not less than 3 months, before the next general election.	Council will appoint an existing council member to be the Mayor until the next general election, by vote of existing members, in accordance with clause 3.4 of this policy.	65(3)(b)(i)
	Council will appoint a person to fill the vacancy in the office of an Ordinary Member until the next general election, in accordance with clause 3.2 of this policy.	54(2)(b)(i)
3 months or less before the next general election.	Council will appoint an existing council member to be the Mayor until the next general election, by vote of existing members, in accordance with clause 3.4 of this policy.	65(3)(c)(i)
	Council will leave the now vacated office of the Ordinary Member vacant.	54(2)(b)(ii)

Filling Casual Vacancies Policy

Council Policy



3.4 Appointing a Mayor

The matter of appointing a person to fill a casual vacancy in the office of the Mayor is to be on the agenda at the next ordinary council meeting after the vacancy occurs. At the ordinary council meeting, Council will, by vote of existing council members, resolve to:

- 3.4.1 appoint an existing council member to fill the vacancy in the office of the Mayor until the next general election; and
- 3.4.2 for the appointment to commence immediately.

The vacancy in the office of the ordinary member will be filled in accordance with clause 3.2 of this policy.

4 Responsibilities

Council members are responsible for determining how to fill any casual vacancies, where relevant, as per clauses 3.1, 3.2, 3.3 and 3.4.

The CEO is accountable for the overall establishment and periodic review of this policy, and implementing processes related to filling any casual vacancies.

5 Related Documents

- *Local Government Act 2019 (NT)*
- *Electoral Act 2004*

6 Version History

Version	Date	Action/Description of changes made	By
V1.0	24/01/2023	New policy	Director Corporate Services

7 Communication and Training

Will this policy be communicated through internal communications?	Yes
Where will this policy be available?	ASTC website
Will training needs arise from this policy? If yes, who will be responsible.	CEO

Conflicts of Interest – CEO & Employees

Council Policy



Policy Name	Conflicts of Interest – CEO & Employees		
Type	Council Policy		
Owner	Director Corporate Services		
Responsible Officer	Chief Executive Officer		
Decision Number	[Decision Number]	Approval Date	[Approval Date]
Records Number	Add number here	Next Review Date	[Review Date]

1 Purpose

The community has the right to expect that the Chief Executive Officer (CEO), employees and other representatives of Alice Springs Town Council perform their duties in a fair and unbiased way and that the decisions they make are not affected by self-interest or personal gain. Conflicts of interest can arise when individuals are influenced, or appear to be influenced, by personal interests when doing their jobs. The perception of a conflict of interest can be as damaging as an actual conflict because it undermines public confidence in the integrity of Council.

The purpose of this policy is to set out a framework to ensure that any actual, potential or perceived conflicts of interest are appropriately identified, considered and managed.

2 Definitions

For the purposes of this policy, the following definitions apply.

Term	Definition
CEO	The Chief Executive Officer of Alice Springs Town Council appointed under Section 165 of the <i>Local Government Act 2019</i> .
Conflict of Interest	Involves a conflict between the public duty and private interests of the employee or other representative, where such private interests could improperly influence the performance of their official duties and responsibilities.
Official Duties	Includes work that may be defined by a position description or via directions given by a supervisor, Manager, Director or CEO.
Non-pecuniary Interests	Interest that does not have a financial component. They arise from personal or family relationships, or involvement in sporting, social or cultural activities. They include any tendency toward favour or prejudice resulting from friendships, animosity or other personal involvement with another person or group. These are not limited to pecuniary interests or to interests that can bring direct personal gain or help avoid personal loss. They also include many social and professional activities and interests.

Conflicts of Interest – CEO & Employees

Council Policy



Term	Definition
Pecuniary Interests	(also known as “material personal interests”) involve an actual or potential financial gain or loss. Money does not need to change hands for an interest to be pecuniary. People have a pecuniary interest if they (or a relative or other close associate) own property, hold shares, have a position in a company bidding for government work, or receive benefits (such as concessions, discounts, gifts or hospitality) from a particular source
Private Interests	<p>Can be pecuniary or non-pecuniary in nature and are those personal, professional or business interests that can benefit or disadvantage us as individuals, or others we may wish to benefit or disadvantage. They also include the personal, professional or business interests of individuals or groups we associate with (e.g. relatives, friends, non-profit associations). They can include avoiding personal losses as well as gaining a personal advantage, whether financial or otherwise. Private interests are not necessarily personal to the employee or other representative and include the interests of their related persons. Private interests arise in a wide variety of circumstances including, but not limited to, when the employee or other representative:</p> <ul style="list-style-type: none"> a. has a family home or investment property; b. has a pecuniary (financial and economic) interest, such as debts or assets; c. has family or private businesses; d. has competing interests (for example, secondary employment); e. has non-pecuniary affiliations with for-profit and non-profit organisations, sporting bodies, clubs and associations; f. has delegations to professional, community, ethnic, family or religious groups in a personal or professional capacity, or relationships to people living in the same household; g. has a connection to customer/s, contractor/s, volunteer/s or other employee/s of Council who are related persons; h. has directorships, whether active or silent in any business regardless of the business structure (ie company, unincorporated entity, trust, sole trader, NFP etc).

Conflicts of Interest – CEO & Employees

Council Policy



Term	Definition
Related Persons	<p>Anyone who is part of the employee's or other representative's immediate family, such as a spouse or a de facto spouse, or a wholly or substantially dependent child or someone who is wholly or substantially dependant on the employee or other representative, or someone whose affairs are otherwise closely linked with an employee or other representative. A connection to a related person who is a client, contractor, volunteer or another employee of Council can give rise to a conflict of interest in the performance of the employee's or other representative's duties and responsibilities and must be notified and managed under this policy. Examples of Related Persons include:</p> <ul style="list-style-type: none"> a. any personal relationship including but not limited to past and present friendships, consensual sexual or romantic relationships b. personal friendships which extend outside of work for Council; c. any direct or indirect family relations (including spouse, de facto partner, children, siblings, parents and relations by marriage); and d. any other close personal relationships which may create a perceived or potential conflict of interest by connection to the employee's and other representative's functions and duties for Council.

3 Policy Statement

This policy applies to the following:

- a. The CEO and all Council staff employed by Alice Springs Town Council, regardless of the capacity in which they are employed;
- b. all temporary agency staff;
- c. all authorised representatives;
- d. all contractors whilst engaged in any capacity; and
- e. all volunteers.

For the purposes of this policy, the above scope will be referred to as "employees and other representatives".

Council provides a diverse range of services and is trusted with a range of decision-making powers so that it can govern in the best interests of the Alice Springs community. These powers must be exercised properly and impartially, with integrity and in accordance with the *Local Government Act 2019*.

Avoiding conflicts of interest is an important factor in public decision making. This is particularly important at local government level, where councillors and staff have interests in the local area and close connections within the local community.

Conflicts of Interest – CEO & Employees

Council Policy



The employees and other representatives are responsible for regularly considering the relationship between their personal interests and official duties in order to proactively identify any actual, perceived or potential conflicts of interest that may influence any actions or decisions made while carrying out official Council duties. They need to be honest, open and transparent in their disclosure of conflicts of interest and follow appropriate processes relating to the identification, disclosure, self-management and monitoring of their conflicts of interest.

The employees and other representatives shall at all times conduct themselves in ways that are, and are seen to be, ethical and of the highest integrity and will deal with everyone in an honest and impartial manner that does not allow conflicts of interest.

3.1 What is a Conflict of Interest

Conflicts of interest can relate to pecuniary or non-pecuniary interests, and they can exist when the employee or other representative is carrying out an activity that is required as part of their official role.

There are certain Council functions or areas that may be considered particularly “high risk” in terms of conflicts of interest. These include:

- a. recruitment and selection;
- b. procurement (tendering, purchasing, and contracting);
- c. external employment;
- d. receiving gifts, benefits, or hospitality;
- e. regulatory activity and complaints management;
- f. employee disciplinary processes; and
- g. sale of Council land and other assets.

3.2 Recruitment and Selection

When participating on an interview panel, employees or other representatives must declare any conflict of interest which may affect their role on the panel. They must not be a relative or close friend (inside/outside of work) of any candidate involved in the recruitment and selection process.

If there is need for a declaration, the employee or other representative will provide an email outlining the conflict of interest to the Manager, Director or CEO. It may require the employee or other representative to withdraw from the selection panel.

3.3 Procurement

Council employees and other representatives must always avoid situations in which private interests might reasonably be deemed to have the potential to conflict with their Council duties. They should not participate in any action or matter associated with the arrangement of a contract including evaluation, negotiation, recommendation, or approval, where that person or any member of their immediate family has a direct or indirect interest or holds a position of influence or power in a business undertaking tendering for the work.

Conflicts of Interest – CEO & Employees

Council Policy



If employees or other representatives are required to deal with external suppliers or contractors, they must avoid placing themselves in situations of a potential conflict of interest. Suppliers and contractors include (but are not limited to) those who supply Council with goods, services and works. A potential conflict of interest could arise if employees are involved in a decision-making process that might provide or be seen to provide them or a close associate or a family member with a benefit. If they (or a close associate or a family member) have an existing financial interest in an actual or potential supplier or contractor to Council, this interest must be declared and they should not participate in any decisions affecting that supplier or contractor.

Council employees or other representatives involved in the broader procurement processes, in particular raising and approval of purchaser orders and requisitions, preparation of tender documentation, including writing tender specifications, tender opening, and tender evaluation panels, must avoid actual, potential or perceived conflicts that may arise between their official duties and their private interests.

Where conflicts of interest, or relevant private interests arise, Council employees or other representatives must inform their Manager, Director and/or the chairperson of the relevant tender assessment panel and allow them to decide (in consultation with the CEO as appropriate) whether they should continue to be involved in the specific procurement process.

3.4 External Employment

Where an employee is working for another organisation (whether in a paid or voluntary capacity) outside of Council in addition to their employment at Council, they should seek written permission from the Chief Executive Officer and ensure any actual, potential or perceived conflicts of interest are disclosed and managed.

3.5 Receiving Gifts, Benefits or Hospitality

Employees must comply with Council's Gifts and Benefits Policy (Staff). Non-compliance could result in an actual, potential or perceived conflict of interest and can lead to allegations or perceptions of corruption.

3.6 Regulatory Activity and Complaints Management

Employees or other representatives should not participate in any regulatory activity or complaints management process which involves a related person or their own private interests. In any such situations a conflict of interest must be declared.

3.7 Employee Disciplinary Processes

When participating in an employee disciplinary process, employees or other representatives must declare any actual, potential or perceived conflict of interest which may affect their role in this process. They must not be a relative or close friend (inside/outside of work) of any employee being subject to a disciplinary process.

If there is need for a declaration, the employee or other representative will provide an email outlining the conflict of interest to the Manager, Director or CEO. The employee or other representative will need to withdraw from involvement in the disciplinary process.

Conflicts of Interest – CEO & Employees

Council Policy



3.8 Sale of Council Land and Other Assets

An employee or other representative involved, to any extent, in a process of selling Council land or other assets must avoid situations of an actual, potential or perceived conflict of interest. They must declare a conflict of interest if a related person has some interest in participating in the sale or their own private interests will be impacted. This is regardless of whether the employee or other representative has any delegated decision-making authority. They must declare a conflict of interest to the Manager, Director or CEO who will determine whether the employee or other representative can have any involvement in the sale process.

3.9 Types of Conflict of Interest

A conflict of interest may be actual, perceived or potential:

- a. **Actual conflict of interest** - where an employee or other representative has private or professional interests that conflict with his or her duty to put the public interest first.
- b. **Perceived conflict of interest** - where an employee or other representative appears to have private or professional interests that conflict with his or her duty to put the public interest first. This may arise even if the employee, contractor or volunteer has not acted in conflict of their duties to Council, but the existence of particular circumstances and relationships may create the perception amongst other employees, other representatives or the public, that a conflict exists.
- c. **Potential conflict of interest** - where it is reasonably possible that an employee's or other representative's private or professional interests will give rise to an actual or perceived conflict of interest.

All conflicts of interest need to be disclosed. The key is to determine whether the situation is likely to interfere or appear to interfere with the independent judgment the employees and other representatives are required to demonstrate in performing their official duties.

3.10 What is Not a Conflict of Interest

Section 114(2) of the *Local Government Act 2019* states that a conflict of interest does not apply in some situations, for example if the employee's or other representative's interest is a common interest that is shared with the general public or other ratepayers or is so remote or insignificant that it could not reasonably be regarded as likely to influence a decision.

3.11 Disclose and Manage a Conflict of Interest

When an employee or other representative identifies a conflict of interest, they should immediately discuss the matter with their Manager or Director, complete the relevant Conflict of Interest Declaration Form (Employees), agree on the actions required to resolve the conflict, and submit the form to the relevant Director for approval.

If it involves a Director the form should be submitted to the CEO.

If it involves the Chief Executive Officer, the form is to be submitted to the Mayor.

The *Local Government Act 2019* also requires the CEO and senior employees of Council to disclose their conflicts of interest in two ways.

Section 178 requires these officers to provide Council with an annual return of interests within 14 days of being employed, or by 30 September each year they are employed.

Conflicts of Interest – CEO & Employees

Council Policy



Sections 179 makes it an offence not to disclose a conflict of interest in which an employee or the CEO is required or authorised to act or give advice.

If an employee has a conflict of interest in a matter in which they also have a delegated power such as approving a permit, entering into a contract, recruiting staff or authorising an invoice, they must disclose the specific details of the conflict in writing to the CEO as soon as they become aware of the conflict. They should also remove themselves from the decision-making process in relation to that matter.

3.12 Failure to Comply

Any breach of this Policy may result in disciplinary action, including, but not limited to, issue of a warning, demotion, suspension or termination of employment. For Alice Springs Town Council contractors, it may result in the termination or non-renewal of a contract for service.

Section 179 of the *Local Government Act 2019* provides a range of penalties if the CEO and employees fail to comply with disclosing conflicts of interest, including a substantial fine.

Deliberate non-disclosure of a conflict of interest or lack of adequate management of a conflict of interest may amount to a reasonable suspicion of corrupt conduct. Irregularities that appear to involve improper conduct must also be reported to the Independent Commissioner Against Corruption (ICAC).

5 Related Documents

- *Code of Conduct for CEO*
- *Code of Conduct for Employees*
- *Gifts and Benefits policy – CEO and employees*
- *Fraud and Corruption Control policy*
- *Procurement policy*
- *Form – Conflict of Interest Declaration*
- *Local Government Act 2019*
- *Local Government (General) Regulations 2021*
- *Independent Commissioner Against Corruption Act 2017*

6 Version History

Version	Date	Action/Description of changes made	By

Conflicts of Interest – CEO & Employees

Council Policy



7 Communication and Training

Will this policy be communicated through internal communications?	Yes
Where will this policy be available?	Intranet and ASTC website
Will training needs arise from this policy? If yes, who will be responsible.	Manager Governance

Elected Member and Staff Interaction Policy

Council Policy



Policy Name	Elected Member and Staff Interaction Policy		
Type	Operational Policy		
Owner	Chief Executive Officer		
Responsible Officer	Chief Executive Officer		
Decision Number	[Decision Number]	Approval Date	[Approval Date]
Records Number	Add number here	Next Review Date	[Review Date]

1 Purpose

The purpose of this policy is to provide a framework of appropriate interaction between Elected Members and employees of the Alice Springs Town Council to follow, to allow for the efficient and effective transaction of business to occur where high standards of good governance and transparency principles are achieved.

The objectives of this policy are to:

- recognise the respective roles and responsibilities of Elected Members and Council staff
- assist Elected Members and Council staff in respecting the roles and responsibilities of others in the organisation
- maintain transparent decision making and good governance arrangements
- support compliance with the provisions of the Local Government Act 2019
- acknowledge that we are all part of the community and will interact outside our formal roles

2 Scope

This policy is applicable to all Elected Members and employees of the Alice Springs Town Council.

3 Definitions

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

Term	Definition
CEO	Chief Executive Officer of the Alice Springs Town Council appointed in accordance with the Local Government Act
Council	Alice Springs Town Council
Mayor	The principal member of the Alice Springs Town Council as defined by section 58 of the Act
Elected Member	Alice Springs Town Council Elected Members
Director	A senior staff member appointed as Director and who has overall responsibility for specified functions as per the organisational structure
Employee / staff	Any employee, contractor, volunteer etc. of Alice Springs Town Council
Local Government Act	Northern Territory of Australia, Local Government Act 2019

Elected Member and Staff Interaction Policy

Council Policy



4 Policy Statement

This policy outlines how effective communication and flow of information can be achieved between Elected Members and staff.

The CEO is responsible for the administrative management of the Council and is the conduit between Council's administration and Elected Members. Wherever practicable, interaction between staff and Elected Members should take place through the CEO.

Section 44 (2) of the Local Government Act 2019 on the Role of elected members states: *However, a member of the council has no power to direct or control staff of the council, or to interfere with the management of staff of the council.*

The following provides guidance for elected members on interaction with staff:

- a. Asking a question, requesting information required to carry out a member's role, or making a suggestion, is not directing or controlling and does not contravene this section of the Act, providing such interaction is done in a professional and non-confrontational manner. It is not practical or efficient for all questions or requests for information etc to be channelled through the Chief Executive Officer. This includes recorded Elected Members' queries.
- b. Elected Members can have direct contact with Directors on matters within the respective Director's portfolio of responsibilities. The Director will determine whether the Chief Executive Officer needs to be made aware of the matter. If the matter is one which the Chief Executive Officer has been dealing with directly, the contact should be made with the Chief Executive Officer, at least in the first instance.
- c. While Elected Member queries and outstanding Council resolutions are reviewed monthly at a Council forum, it would be advantageous for questions in relation to either of these to be asked of Directors or the Chief Executive Officer (depending on the responsible officer) in advance of the Council forum to either avoid the need for the question to be asked at a forum or to at least provide advanced notice that the question will be asked. This will hopefully avoid the Director or Chief Executive Officer having to take the question on notice.
- d. Elected Members are permitted to ask questions of, or make comments in relation to an agenda item to any staff member who, with the approval of a Director or the Chief Executive Officer, are in-attendance at a Council meeting, Council forum or any other official meeting.
- e. Elected Members should only speak to Managers or other staff about work related matters in the presence of a Director or the Chief Executive Officer, or with the direct approval of a Director or the Chief Executive Officer.
- f. Emails to Elected Members will come from the Chief Executive Officer or a Director, unless a Manager has the direct approval of the Chief Executive Officer or a Director.
- g. Elected Members can speak to any staff member about non-work-related matters, either in or outside the work environment.
- h. All interaction between Elected Members and staff should be professional and respectful at all times, regardless of the subject matter.

Elected Member and Staff Interaction Policy

Council Policy



5 Responsibilities

The Mayor and CEO will work together to foster a culture which supports the application of this policy and its principles.

The Mayor and the CEO will be responsible for informing Elected Members about the policy, and for supporting policy compliance by Elected Members.

The CEO will be responsible for ensuring that the policy is incorporated into relevant administrative procedures and processes. Directors, Managers, Coordinators and Team Leaders will be responsible for informing their staff about the guidelines, and for supporting compliance by their staff.

6 Related Documents

- *Code of Conduct*
- *Alice Springs Town Council Code of Conduct for Employees*
- *Local Government Act 2019 (NT)*

7 Version History

Version	Date	Action/Description of changes made	By
n/a			

8 Communication and Training

Will this policy be communicated through internal communications?	Yes
Where will this policy be available?	Alice Springs Town Council website
Will training needs arise from this policy? If yes, who will be responsible.	CEO

Investment Policy

Council Policy



Policy Name	Investment Policy		
Type	Council Policy		
Owner	Elected Members		
Responsible Officer	Chief Executive Officer		
Decision Number	[Decision Number]	Approval Date	[Approval Date]
Records Number	Add number here	Next Review Date	[Review Date]

1 Purpose

This policy provides guidelines for how Alice Springs Town Council can invest funds not immediately required to meet liquidity needs, with the exception of trust funds, to ensure sufficient liquidity and achieve appropriate earnings to meet Council's business objectives over the short, medium and long term.

2 Definitions

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

Term	Definition
Prudent Person Rule	This rule requires Council Officers to exercise the same care, diligence and skill that a prudent person would exercise in managing the affairs of other persons. Acting prudently applies to selecting investments and requires an individual to consider diversification, appropriateness of the product, risk and anticipated return, liquidity, independent financial advice and to have a clear understanding of the product. Under no circumstances, must an individual make an investment for speculative purposes.
Speculative purpose	A deal deliberately taking a higher risk in the hope of making an extraordinary gain.
Authorised Deposit-taking Institutions	Authorised Deposit-taking Institutions (ADIs) are corporations which are authorised under the Banking Act 1959. ADIs include banks, building societies, and credit unions.
Credit Rating	An assessment of the creditworthiness of an investment in general terms or with respect to a particular debt or financial obligation.

3 Policy Statement

Council's available funds are to be invested with consideration of risk and at the most favourable rate of interest available at the time, for that investment type, ensuring that Council's liquidity requirements are met.

While exercising the power to invest, consideration is to be given to the preservation of capital, liquidity and the return on investment.

Investment Policy

Council Policy



3.1 Principles

The primary objectives of this policy are to provide guidelines so that:

- 3.1.1 Preservation of capital is the principal objective of the investment portfolio.
- 3.1.2 Investments are to be made in a manner that seeks to ensure the security and safeguarding of the investment portfolio. This includes managing credit and interest rate risk within identified thresholds and parameters.
- 3.1.3 The investment portfolio must consider Council's long-term financial plan and liquidity requirements; it must ensure that there is sufficient liquidity to meet all reasonably anticipated cash flow requirements as and when they fall due, without incurring significant costs due to the unanticipated redemption of an investment.
- 3.1.4 The investment is expected to achieve a predetermined market average rate of return that considers Council's risk tolerance.
- 3.1.5 Council's investments are to be managed as in accordance with the Prudent Person Rule.
- 3.1.6 The investment portfolio is managed to safeguard the portfolio and not with a view for speculative purpose.
- 3.1.7 Investments must not be made unless they are in accordance with Council's policies and/or Council resolution.

3.2 Approved investments

Investments are limited to the NT Local Government legal and regulatory requirements including the Minister's Local Government Investment Guidelines. Acceptable instruments for investment are:

- 3.2.1 Local/State/Commonwealth Government Bonds, Debentures or Securities;
- 3.2.2 Interest bearing deposits with, or debentures or bonds issued by, an Authorised Deposit-taking Institution (ADI), as defined under the Banking Act 1959 (Commonwealth), but excluding debt obligations;
- 3.2.3 Managed funds with a minimum long-term Standard and Poor 'A' rating and short-term 'A2' rating; Bank accepted/endorsed bank bills; and
- 3.2.4 Property development and related investments (refer to section 3.3 below)

Any authorised investments for greater than 12 months are to be approved by Council resolution. All investments must be denominated in Australian Dollars.

3.3 Property development and related investments

The Minister's Local Government Investment Guidelines do not preclude Council from investing in property development or related investments, however such investments must be for the purpose of achieving an acceptable rate of return and not be for speculative purposes. Any such investment to be subject to the following:

- 3.3.1 Appropriate due diligence to be carried out through the appointment of an appropriately qualified and experienced independent external advisor, who must be appointed by Council resolution based on a recommendation from the CEO.

Investment Policy

Council Policy



- 3.3.2 Independent external advisor to provide advice on an appropriate target rate of return for the investment, commensurate with an acceptable level of risk in dealing with public funds.
- 3.3.3 The Prudent Persons Rule to apply.
- 3.3.4 Council to consider any such investment through a formal report setting out due diligence undertaken and the advice from the independent external advisor.
- 3.3.5 The Minister's Local Government Investment Guidelines prohibits the use of borrowings and also the use of the investment portfolio for speculation.

Should Council be considering the purchase or development of property for a non-investment purpose, such as a community or a Council operational purpose, this Investment Policy is not applicable. In these circumstances the appropriate policies, plans and strategies would need to be referred to.

3.4 Prohibited investments

All investment carried out for speculative purposes is prohibited including:

- 3.4.1 Derivative based instruments;
- 3.4.2 Principal only investments or securities that provide potentially nil or negative cash flow;
- 3.4.3 Stand-alone securities issued that have underlying futures, options, forwards contracts and swaps of any kind;
- 3.4.4 Share in an unlisted company, or contribute capital to an unlisted trust, unless the Minister in consultation with the Treasurer, approves the acquisition of such share;
- 3.4.5 The use of leveraging (borrow to invest) of an investment other than a property investment;
- 3.4.6 Complex financial instruments that are not in line with the conservative risk appetite of Council;
- 3.4.7 Investment denominated in foreign or cryptocurrencies; and
- 3.4.8 Any kind of investments with counterparties without a credit rating.

3.5 Risk Management

Alice Springs Town Council's risk profile in relation to investing surplus funds is to be relatively prudent, conservative and risk averse, and manage the market risk, credit risk and liquidity risk of the investment portfolio.

Council has little or no appetite for risks that foreseeably may:

- 3.5.1 Have a significant negative impact on Council's long-term financial sustainability or assets;
- 3.5.2 Compromise the safety and welfare of staff, contractors and/or members of the community;
- 3.5.3 Constitute major legal noncompliance, or result in significant successful litigation against Council;
- 3.5.4 Significantly disrupt delivery of essential services;

Investment Policy

Council Policy



3.5.5 Cause significant and irreparable damage to the environment; and

3.5.6 Result in widespread and sustained damage to Council's reputation.

Council's ideal risk profile will be achieved by effectively managing within the investment portfolio:

3.5.7 the diversity of the investments

3.5.8 the creditworthiness of the investments.

Diversity is achieved by placing limits on the maximum exposure Council may have to individual:

3.5.9 funds or financial institutions

3.5.10 credit rating bands.

Creditworthiness of investments is primarily determined using the short-term credit and fund Industry Standard Credit Ratings of Standard & Poors (S&P) or Moody's and Fitch.

To cover for risk the following frameworks have been established and decisions to invest are to comply with those.

If any of Council's investments are downgraded so they no longer fall within the investment policy requirements, they will be divested as soon as practicable but in a manner that does not give rise to an unnecessary loss to Council.

Council must be aware and manage the market risk, credit risk and liquidity risk of the investment portfolio.

To cover for risk the following frameworks have been established and decisions to invest are to comply with these.

Investments must comply with key criteria as indicated below relating to:

3.5.11 Overall Credit Limits - limit overall credit exposure of the portfolio

3.5.12 Credit Framework - limit exposure to individual counterparty/institutions

3.5.13 Term to Maturity Framework - limits based upon maturity of securities

3.5.14 Investments entered into must be structured to minimise risk of loss of principal

3.5.15 Conditions relating to grant funding available to invest must be complied with

Trust funds are excluded from this policy as they must be kept in a separate bank account in accordance with s193 of the Local Government Act.

Investment Policy

Council Policy



3.6 Credit Framework

Credit ratings are a guide or standard for an investor, which indicate the ability of a debt issuer or debt issue to meet the obligations of repayment of interest and principal.

To control the credit quality of Council's investment portfolio, the following credit framework limits the percentage of the portfolio exposed to any particular credit rating category.

Credit rating category	Short term <= 12 months				Long term > 12 months			
Standard & Poor	A1	A2	A3	B	AAA to AA-	A+ to A-	BBB+ to BBB-	BB+ to BB-
Moody's	P1	P2	P3	NP	AAA to AA3	A1 to A3	Baa1 to Baa3	Ba1 to Ba3
Fitch	F1	F2	F3	B	AAA to AA-	A+ to A-	BBB+ to BBB	BBB+ to BBB
Maximum Limit – as % of total Investment Portfolio	100%	80%	50%	10%	100%	80%	30%	5%

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

3.7 Term to Maturity Framework

The investment portfolio is to be invested within the following maturity constraints taking into account Council's cash flow requirements and the best interest rates available.

Maturity Band	Minimum Portfolio Exposure	Maximum Portfolio Exposure
< 1 year	50%	100%
> 1 year	0%	50%
> 3 years	0%	25%
> 5 years	0%	10%

All investments greater than 5 years must be issued by a government entity or carry a long-term rating of AA- or above from S&P (or an equivalent ratings agency) at the point of purchase or be issued by a Major Bank.

All investments rated BBB+ or below by S&P (or an equivalent ratings agency) must not have a maturity greater than 3 years at the point of purchase.

3.8 Benchmarking

The benchmark for an investment is determined by the current available interest rates from various Authorised Deposit-Taking Institution for the same investment period.

Investment Policy

Council Policy



3.9 Ethics and conflicts of interest

Officers shall refrain from personal activities that would conflict with the proper execution and management of Council's investment portfolio. This policy requires officers to disclose any conflict of interest to the Chief Executive Officer.

3.10 Reporting

A monthly report must be provided to Council in support of the monthly statement of activity. The report must detail the investment portfolio in terms of performance against budget, allocation of the portfolio to various credit ratings and maturity date.

Documentary evidence must be held for each investment and details thereof maintained in an investment schedule/register.

4 Responsibilities

Implementation and actions rest with the Chief Executive Officer, and are subject to the Council's delegations and sub-delegations registers pursuant to the *Local Government Act 2019 (NT)*.

The Director Corporate Services is responsible for approving investments, after consultation with the Manager Finance and the Senior Finance Officer.

The Director Corporate Services is responsible for ensuring that this policy is understood and adhered to by all Council staff.

Manager Finance is responsible for providing a monthly report to Council in support of the monthly statement of activity.

5 Related Documents

- *Local Government Act 2019 (NT)*
- *Local Government (General) Regulations 2021 (NT) – Regulation 17*
- *Guidelines pursuant to the Act, and*
- *Australian Accounting Standards*
- *Minister's Local Government Investment Guidelines*

6 Version History

Version	Date	Action/Description of changes made	By
n/a	27/08/2018		
V1.0	24/01/2023	Updated as per Local Government Act, and general update	Director Corporate Services

Investment Policy

Council Policy



7 Communication and Training

Will this policy be communicated through internal communications?	Yes
Where will this policy be available?	Intranet and ASTC website
Will training needs arise from this policy? If yes, who will be responsible.	Manager Governance and Manager Finance

REPORT

Report No. 169 / 23 cncl

TO: ORDINARY COUNCIL MEETING – TUESDAY 26 SEPTEMBER 2023

SUBJECT: COMMUNITY DEVELOPMENT REPORT TO COUNCIL

AUTHOR: DIRECTOR COMMUNITY DEVELOPMENT – NICOLE BATTLE

PURPOSE OF REPORT

This report provides a summary of recent key activities and achievements within the Community Development Directorate, as well as a detailed quarterly report from each business unit for the period 01 June to 31 August 2023.

RECOMMENDATION(S)

That this report be received and noted.

REPORT

1. EXECUTIVE SUMMARY

Not Applicable

2. PREVIOUS APPLICABLE RESOLUTIONS

Not Applicable

3. DISCUSSION

Overall it has been a successful quarter for the Community Development Directorate, with key achievements including:

- Successful delivery of a number of key community events, including the Finke Desert Race Street Party and multiple live screenings of the 2023 Soccer World Cup;
- Launch of new operation by the Ranger Unit to improve amenity of local verges;
- Collaboration of Library staff and Rangers to present Pawsome Tales as part of Children's Book Week;
- Successful delivery of winter school holiday program, including 3x3 Pop-Up Basketball competition and daily workshops; &
- Successful delivery of Mayor's Morning Tea for Seniors Month, as well as other associated activities including High Tea Bingo.

4. ALIGNMENT WITH ALICE SPRINGS LIVEABILITY AND SUSTAINABILITY 2030 STRATEGIC PLAN

This item pertains to relevant components of the *Alice Springs Town Council Liveability and Sustainability Strategic Plan 2030* as follows:

Pillar 1 – Liveability

5. FUNDING, WHOLE OF LIFE COSTS & RESOURCING REQUIREMENTS

As per approved budgets. Major expenditure for the quarter most notably included:

Item	Amount Expended
Finke Desert Race Street Party	\$44,035.00
3 x 3 Basketball	\$27,400.00

6. RISK MANAGEMENT

As per individual projects and plans

7. ENVIRONMENTAL IMPACTS

As per individual projects and plans

8. STATUTORY MATTERS / DELEGATIONS

All work carried out as per Alice Springs Town Council Register of Delegations Policy.

9. COUNCIL POLICIES

As per individual projects and plans

10. STAKEHOLDER MANAGEMENT / PUBLIC RELATIONS

As per individual projects and plans

11. CONCLUSION

This report and its associated attachments have sought to provide Elected Members and residents of Alice Springs with an overview of work undertaken by the Community Development Directorate between 01 June and 31 August 2023.

12. ATTACHMENTS

Attachment A – Manager Rangers Unit Report

Attachment B – Manager Library Unit Report

Attachment C – Manager ASALC Unit Report

Attachment D – Manager Community & Cultural Development Unit Report



Nicole Battle

DIRECTOR COMMUNITY DEVELOPMENT

ATTACHMENT A

TO: DIRECTOR COMMUNITY DEVELOPMENT – NICOLE BATTLE

AUTHOR: MANAGER RANGERS – LUKE ALLEN

SUBJECT: RANGER UNIT REPORT

REPORTING PERIOD: 1 JUNE 2023 TO 31 AUGUST 2023

EXECUTIVE SUMMARY

This report provides a quarterly update of the Ranger Unit within the Community Development Directorate.

1. HIGHLIGHTS

- The Ranger Unit conducted an operation seeking to work with residents regarding waste on the verge, addressing a variety of different concerns across the municipality. This included items such as dumped green waste and abandoned vehicles. Over 300 interactions took place as a result, and a large amount of waste was removed.
- In concert with the verge operation, rangers worked to address a large number of abandoned vehicles during this reporting period, with 46 vehicles towed. Reflective of the educational work that was conducted with our residents, a further 66 vehicles were removed following ranger intervention.
- The Ranger Unit, working with the various patrol services within Alice Springs, undertook high-visibility patrols in public places during a period of multiple public events this winter.
- Rangers provided a dedicated presence at the Finke Night Market and Street Party, working closely with Council staff, stall holders and the public to make the night as safe and enjoyable as possible.
- Rangers partnered with the Alice Springs Public Library to present Pawsome Tales as part of Children's Book Week. Senior Ranger Andy and Ranger Stacey spoke to a very engaged audience about the role rangers play in the community, as well as providing some tips on responsible pet ownership. Tammy from the Alice Springs Animal Shelter was on-hand with puppies Jax and Milo, with Tammy speaking to the important work being done at the shelter.

2. OPERATIONS

During July and August the Ranger Unit conducted an operation to reduce the amount of waste and other unwanted items on our verges.

As part of this operation, rangers identified areas of concern and then worked with residents to get items removed from the verge to be properly stored, or disposed of. Some of the items that were removed include:

- Fridges;
- Television units;
- Unregistered vehicles;
- Green waste.

Rangers also used this opportunity to address any illegal parking obstructing footpaths, noting the issues that this can cause, particularly for residents that may utilise mobility aids.

ATTACHMENT A – RANGERS REPORT

Page 2

As a result of this work, rangers and residents removed a significant amount of green waste, over 70 vehicles (with others also addressed outside of this operation), multiple larger items, such as appliances and furniture, and various other miscellaneous items. Council's Depot team provided valuable support to this operation, removing larger items that could not be tied to a particular property.

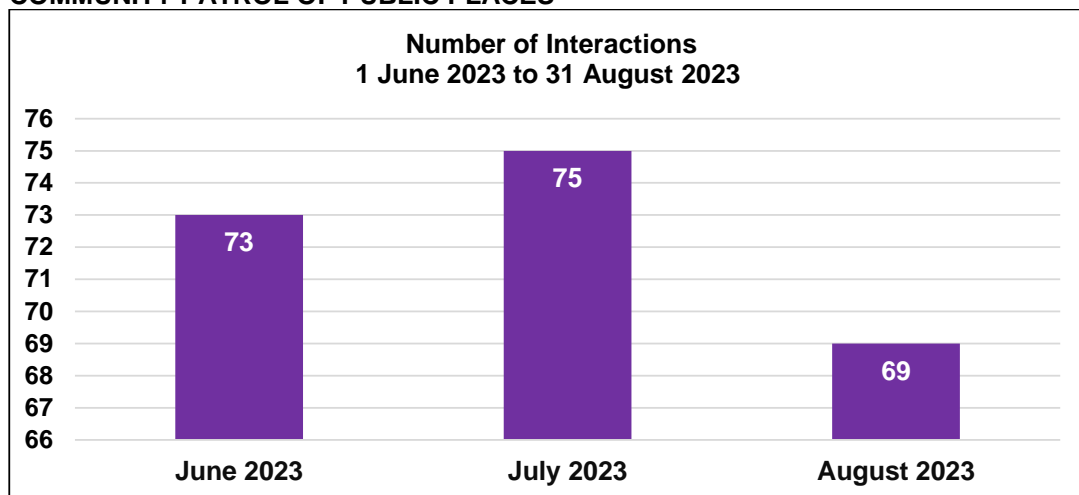
3. STATS

PERMITS ISSUES BY RANGER ADMINISTRATION

Permit Type	June 2023	July 2023	August 2023
Public Places Permits for Events/Activities other areas E.G. Civic Centre Lawns, Snow Kenna Park, Todd Mall & Flynn Church Lawns	6	9	21
Traffic Management Plan (TMP) Permits for Events	2	3	5
Key Request	0	1	2
Banners	3	7	7
Busking	5	0	0
Vehicle in the Mall	0	2	0
Painting Sellers	7	5	8
Alfresco Dining	0	5	1
Food Vans	0	0	0
Filming	0	0	1
Shipping Containers/Skip Bins	0	1	0
Disability Parking Permits	28	63	34
Hartley Street Car Park	0	18	1
Kennel Licence	0	36	14
TOTAL	51	150	94

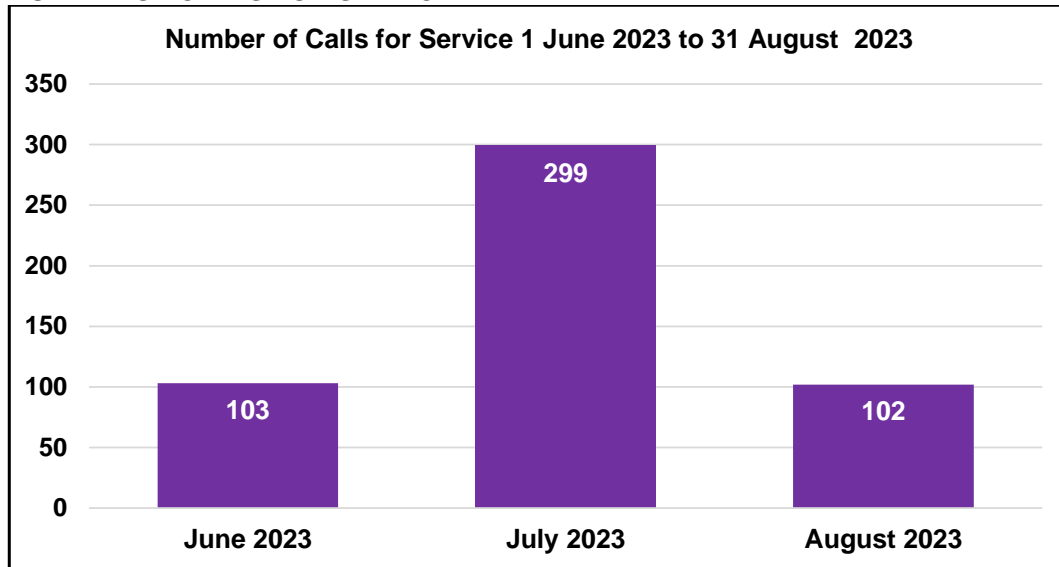
Total Permits Issued 1 June 2023 to 31 August 2023 = 295

COMMUNITY PATROL OF PUBLIC PLACES



Total Number of Interactions 1 June 2023 to 31 August 2023 = 217

NUMBER OF CALLS FOR SERVICE



Total Number of Calls to Service 1 June 2023 to 31 August 2023 = 504

CALLS FOR SERVICE RECEIVED BY TYPE

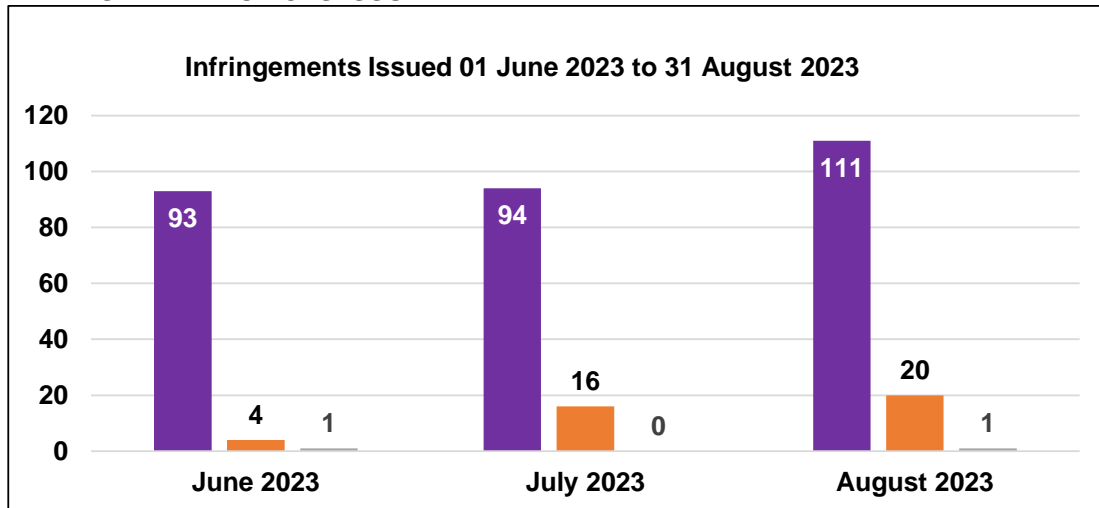
Calls for Service Type	June 2023	July 2023	August 2023
Abandoned Vehicle	14	79	19
Cat At Large	4	4	1
Cat Injured/Deceased	1	4	3
Cat Surrendered/Not Wanted	1	0	1
Cat Nuisance	0	1	1
Cat Trap Own	7	2	1
Cat Trap Ranger	11	18	15
Dog At Large	25	20	12
Dog Attack Animal	9	4	3
Dog Attack Human	4	2	5
Dog Injured/Deceased	0	1	0
Dog Menace	2	2	1
Dog Not Contained	2	1	2
Dog Nuisance	4	8	10
Dog Welfare/Cruelty	0	0	1
Dog Surrender/Not Wanted	1	6	0
Dog Unregistered	6	6	8
Dog Trap	1	1	0

ATTACHMENT A – RANGERS REPORT

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Calls for Service Type	June 2023	July 2023	August 2023
Kennel Licence	3	3	3
Other Animal	2	1	5
Overdue Proof of Sterilisation	4	3	0
Dumped Rubbish/Litter	0	65	4
Flammable Plants	0	0	1
Public Places	1	57	6
Parking/Traffic	1	11	0
TOTAL	103	299	102

INFRINGEMENT NOTICES ISSUED

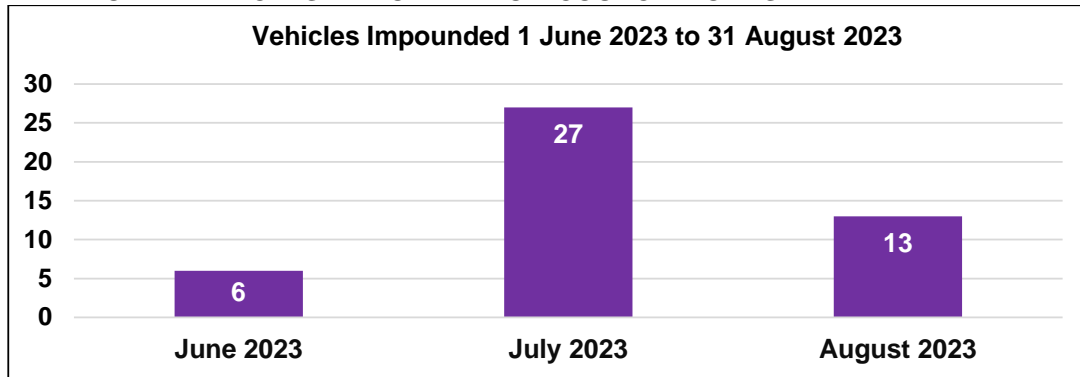


Total Infringements Issued 1 June 2023 to 31 August 2023 = 340

PAYMENTS MADE BY FINES RECOVERY FOR MONIES RECOVERED

	Recovered
June 2023	\$2325.71
June 2023	\$2446.34
August 2023	\$6031.45
TOTAL	\$10,803.50

ABANDONED VEHICLES REMOVED FROM COUNCIL ROADS



Total Number of Abandoned Vehicles 1 June 2023 to 31 August 2023 = 46

DOG & CAT REGISTRATIONS PROCESSED BY RANGER ADMINISTRATION



Lifetime Registration 1 June 2023 to 31 August 2023 = 96
New Annual Registration 1 June 2023 to 31 August 2023 = 26

ANIMALS TAKEN TO THE ASAS

	Dogs	Cats
June 2023	24	33
July 2023	14	28
August 2023	7	42
TOTAL	45	103

Total Dogs and Cats taken to ASAS 1 June 2023 to 31 August 2023 = 148

Luke Allen
MANAGER RANGERS

ATTACHMENT B

TO: DIRECTOR COMMUNITY DEVELOPMENT – NICOLE BATTLE

AUTHOR: MANAGER LIBRARY SERVICES – DUNJA GANAMA

SUBJECT: ALICE SPRINGS PUBLIC LIBRARY REPORT

REPORTING PERIOD: 1 JUNE 2023 – 31 AUGUST 2023

EXECUTIVE SUMMARY

This report provides an update of the Alice Springs Public Library within the Community Development Directorate. The parts covered within this report provide a high-level analysis covering progress against the Alice Springs Public Library Business Plan and compliance requirements.

1. STRATEGIC PLAN

This report provides a progress update of work that occurred from 1st June to 31st August 2023 in relation to the **Alice Springs Town Council Strategic Plan – 2030**. The below KPIs and measures have been developed as part of the Alice Springs Public Library Business Plan to address and meet the objectives of the strategic plan.

OBJECTIVE 1: DYNAMIC COMMUNITY

A dynamic, prosperous community where everyone is included, underpinned by safe, reliable infrastructure and social investment.

1.1 Inclusiveness and support

1.1.1 Develop and enhance programs, as well as services

KPI - Library services delivered to a high standard and aligned to community needs	
Measures	Progress
Support positive growth in the community with Library Programs	<p>Alice Springs Public Library (ASPL) worked closely with local and national providers to support an active, involved and informed community.</p> <p>ASPL was proud to be an integral partner at this year's NT Writers Festival. The festival emphasises Central Australia's cultural and linguistic diversity, bringing people together to share stories, language and culture.</p> <p>With this year's theme "Listen Deeply", ASPL launched the festival with a Lunchtime Author Talk at the Library with 123 people attending.</p> <p>Followed by various workshops and other events throughout the festival, the Library was a popular minor stage for this year's activities, welcomed by the community.</p>

KPI - Library services delivered to a high standard and aligned to community needs	
Measures	Progress
Support positive growth in the community with Library Programs and Partnerships	<p>ASPL has partnered with the following organisations to conduct a Community Publishing project for Regional Australia:</p> <ul style="list-style-type: none"> • Burdekin Shire Council • Winton Shire Council • Council of the City of Broken Hill • Booktopia • Ingram Content Group Australia • Small Press Network <p>This collaboration is a long-term project, which commenced in AUG23 and will run for four years. We will host workshops with community participants, inviting local authors, publishers and community groups to participate in discussions and activities that enhance knowledge and participation in successful community publishing. We are also interested in collecting data from these workshops to expand our knowledge of Northern Territory writing culture.</p> <p>The project will produce significant outcomes in terms of understanding potential income streams for creative workers in our region</p>
Up to date collection and service delivery	<p>Between 1 JUN 23 – 31 AUG 23:</p> <ul style="list-style-type: none"> • 233 events/programs held to promote literacy and lifelong learning, to inform and connect citizens, and to create stronger and more creative communities. • 17,794 hard copies loaned out with collection maintained to Library & Archive NT standards. • 3,567 PC bookings made. • 7,080 e-loans serviced. • 572 opening hours providing a space to meet, keep, learn & read.
Ongoing analysis of customer feedback to ensure programs deliver to community needs	<p>Feedback is primarily received via Social Media & feedback forms. Outstanding for this reporting period was our special Story Time Event for this year's Children's Book week in August.</p> <p>ASPL ran a special event called "Pawsome Tales" for Children's Book Week. In partnership with the ASTC Rangers and the Alice Springs Animal Shelter (ASAS). This event aimed to promote the joy of reading and create a positive connection between children and pets, teaching them about responsible pet ownership and ASTC's role in animal welfare. By bringing together the magic of storytelling</p>

ATTACHMENT B – LIBRARY REPORT

Page 3

KPI - Library services delivered to a high standard and aligned to community needs	
Measures	Progress
	<p>and the love for our furry friends, we aim to engage, educate, and inspire young minds in a fun and interactive way.</p> <p>Two of our own Elected Members read fun stories to 107 people attending and helped connecting all aspect of community in a fun way.</p> <ul style="list-style-type: none"> • <i>"What a wonderful morning! Children were read books whilst sitting on their mats in the sunshine! Followed by a craft and face painting session! Thank you so much staff and Booka! We want more of this!"</i> • <i>"What a wonderful event in the courtyard! Well run and so much fun! Thank you, thank you!"</i>

KPI - Library services delivered to a high standard and aligned to community needs	
Measures	Progress
Ongoing analysis of collection and customer feedback	<p>We liked receiving praise for the Library as a placeholder for a town hall:</p> <ul style="list-style-type: none"> • <i>"In a world where community centres are few and far between, your space shines as a beacon of togetherness and support! It's a social haven in a too fast-paced world!"</i>
To be an integral part of the community and fill service gaps within the municipality	<p>The Library aims to act as an intermediary in assisting and formalising a structured approach to individuals that have no common point of contact.</p> <p>As a result, the Library has hosted:</p> <ul style="list-style-type: none"> • Teacher's Robotic network session With the Library being a member of Robocup Junior, we aim to constantly grow our network. The Teacher's Robotic workshop is run to connect early childhood educators with each other and expose them to robotics and programming. • Writing Dialogue workshop We invited participants to learn the essentials of writing dialogue with award-winning playwright Mary Anne Butler.

KPI - Library services delivered to a high standard and aligned to community needs	
To be an integral part of the community and fill service gaps within the municipality	<ul style="list-style-type: none"> French Community Gathering <p>This group was a direct result of participants meeting at one of our Multi Lingual Storytime sessions, aimed at connecting new international arrivals to Alice Springs. Their little group has now grown significantly into “Alice Speaks French” and we have just received this wonderful note: <i>“We come with good news: our little gathering of French speaking people has grown and we are now officially Alice Speaks French inc., a non-profit association aiming at promoting French language and Francophone cultures in Mpartnwe.</i></p> <p><i>We are very grateful towards the library staff who has been so welcoming and enthusiastic, and we would like to thank you all for supporting our encounters. You played a big part in the creation of our association.”</i></p>

KPI - Library services delivered to a high standard and aligned to community needs	
Provide the community with space to conduct meetings for social and informative purposes	<p>The Library’s Multi-Purpose Room has been utilised to host free digital literacy and technology session to the community.</p> <p>We partnered with NBN to assist community members in finding out more about upgrades to the network, new services and troubleshooting.</p> <p>We hosted “Ask me anything” scam awareness sessions, which the Senior Community took up with great interest.</p>

1.1.2 Promote community engagement, cohesion and safety

KPI - Alice Springs Public Library effectively engages with the community	
Measures	Progress
Participate in external outreach community events	<p>The Library proudly partnered with INSPIRED NT for this year's National Science Week in August. National Science Week is a celebration of science, technology, and innovation in our daily lives, showcasing the contributions of Australian scientists to the world of evidence-based knowledge.</p> <p>The Library Manager had the privilege of attending the National Science Week launch at Desert Park. This event provided a valuable opportunity to network with partners across the Territory who share our common goal: to collaborate on program delivery aimed at inspiring young people's enthusiasm for science. Together, we aim to enhance the future workforce's capabilities, improve science communication skills, and contribute to the promotion of science and innovation.</p>

KPI - Alice Springs Public Library effectively engages with the community	
Measures	Progress
Coordinate volunteers to assist and inform the community	<p>ASPL's Read Write Chat program has left an indelible mark on the lives of many individuals. Read Write Chat is a remarkable initiative that offers a safe haven for those seeking support with reading, writing, and spoken English.</p> <p>Through one-on-one or group sessions delivered by volunteer tutors, we not only share knowledge but also built a foundation of trust, instilling confidence in those that seek assistance. The program extends beyond literacy skills; it is also support for individuals navigating the complexities of daily life – such as guiding someone through the intricacies of form-filling and demystifying bureaucratic processes.</p> <p>Currently we have 12 volunteers assisting 43 learners in Read Write Chat.</p>

KPI - Alice Springs Public Library effectively engages with the community	
Measures	Progress
Community engagement during Seniors Months	<p>During Seniors Month, ASPL hosted its highly anticipated High Tea Bingo. This event celebrates our seniors in the community with an afternoon of bingo, socializing and scrumptious treats.</p> <p>We have also hosted two sessions of “Leathercraft workshops for Seniors”, encouraging participants to learn new skills, as well as a dancing workshop for seniors, in our ongoing collaboration with Australian Ballet.</p> <p>All events created an opportunity for Seniors to learn about the Library beyond Seniors Month. Recurrent library services enable seniors to stay connected to the community at large. To encourage intergenerational social inclusion, we extended our invitation to family, carers and friends of all ages to come together to celebrate the continued contributions of our community’s seniors.</p> <p>All activities were funded by our successful grant application for the NTG’s Seniors Month Grant.</p> <p>In addition, the ASPL had a stall at the Seniors Expo, connecting to the community.</p>

KPI - Alice Springs Public Library effectively engages with the community	
Measures	Progress
Provide regular school holiday activities	<p>Successful delivery of the Winter School Holiday Program, during which the Library focused on programs whose primary purpose is to increase participants’ confidence using digital technology, e.g. coding and programs whose primary purpose is to support expressions of culture, identity and community pride. Our very successful “Story writing workshops” saw us partnering with StickMobStudio. Based in Alice Springs StickMob create visual stories to engage with young people, though a broad range of media, including graphic novels.</p>

1.1.3 Proactively embrace diversity, ensuring equitable participation opportunities

KPI - Provide equitable access to learning opportunities and resources	
Measures	Progress
Appropriate resources provided for customers with disabilities	Assorted Senior Programs Library is a central agency in our community, serving all members, including those often overlooked, such as the homeless, individuals with developmental disabilities, the homebound, and those in residential facilities. We work closely with disability services and support organizations in Alice Springs, ensuring our services are inclusive and empowering. Regular meetings help us stay in tune with community needs, allowing us to adapt and provide relevant support. ASPL's commitment to inclusivity and collaboration underscores our dedication to serving the entire community.
Provide events and learning opportunities promoting multicultural diversity	<ul style="list-style-type: none"> During June the Library was delighted to showcase our services to the Multi-Cultural Communities of Alice Springs with a stall at Big Day Out in Harmony. As a community hub we aim to inform and connect citizens and build the capacity of the community to participate in community discussions. We actively engaged with over a hundred visitors at the stall. Multilingual Storytime held in Tagalog & French Extension of our LOTE (Language Other Than English) collection

KPI - Provide equitable access to learning opportunities and resources	
Measures	Progress
Maintain an up-to-date Alice Springs Special Collection (ASCOLL) & Akaltje Antheme Collection of Central Australian Indigenous resource	ASPL worked closely with "Library For All" to create a community-tailored collection curation. We've recently added 300 books authored by Aboriginal people, specifically for Aboriginal children. These books aim to combat the challenges of illiteracy and low educational attainment among Aboriginal youth by offering stories and reading materials that reflect their unique perspectives and diverse identities across Australia. To highlight these new additions, we have set up a special display, celebrating and promoting these culturally relevant resources.

OBJECTIVE 2: A GREAT PLACE TO LIVE

A great place to live that attracts and retains residents because of our unmatched leisure and healthy living opportunities and embrace of our unique landscape and culture.

2.1 Community life, promoting a healthy, vibrant culture**2.1.1 Provide sport, recreation and leisure opportunities, which maximise social capital**

KPI - Promote Alice Springs Public Library Nationally and within Central Australia	
Measures	Progress
Implement Library Media and Marketing plan	<ul style="list-style-type: none"> ASPL working with LANT to change the layout of the Alice Springs Special Collection from an academic approach to a version that is more attractive to the general public -ongoing project Marketing plan for FY 24 in the planning stage, involving multiple ASTC units
Library staff to submit presentations, papers and articles for local and national governing bodies, conferences and symposiums	<p>Library Manager part of “Connected Communities” working group with five other Public Library managers across the NT.</p> <p>NT Public Libraries – Connected Communities Annual Highlights is created every year and has now gone through all the approval channels. The work showcases all the fantastic work the NT public library sector delivers throughout the year. Please enjoy the attached report, which focuses strongly on ASPL’s amazing contribution to changing lives for the better.</p>

2.2 Enhance life-long learning, library and technology services**2.2.1 Protect and promote local history and heritage**

KPI - Maintain, develop and promote a collection of resources relevant to Central Australia's local history	
Measures	Progress
Local literacy information sessions / events	<p>The Library partnered with the Children's Book Council of Australia (CBCA) to host the 2023 Shortlisting Book of the Year Awards. CBCA, a not-for-profit organization promoting Australian literature for young readers since 1945, collaborated with ASPL to bring this prestigious event back to the library after a three-year hiatus. The event drew in 100 enthusiastic attendees, completely booking out the afternoon program. Together, we celebrated the power of storytelling and the sense of connection it fosters within our community.</p> <p>A special highlight of the event was the presence of Alice Springs' esteemed author, Tanya Heaslip, who expertly served as the Master of Ceremonies. The audience comprised teachers, library lovers, avid book enthusiasts, and writers. Notably, a group of Year 5 students from Ross Park Primary School participated, as they had been actively involved in the Sun Project: Shadow Judging Program, overseen by the national CBCA organization. This collaboration exemplified the Library's commitment to engaging and empowering young minds through literature.</p>
Literary / Cultural events	<p>ASPL places a high value on partnerships to meet the diverse needs of our Alice Springs community. As a versatile and adaptable multipurpose community center, we actively collaborate with external organizations at local, state, and national levels, bringing a wealth of perspectives and innovative ideas to enhance ASPL's operations.</p> <p>One outstanding example of our collaborative efforts is our ongoing partnership with the Australian Ballet, now in its second year. Together, we've been working to bring the joy of movement and dance to our patrons.</p>

ATTACHMENT B – LIBRARY REPORT

Page 10

KPI - Maintain, develop and promote a collection of resources relevant to Central Australia's local history	
Measures	Progress
Literary / Cultural events	<p>Throughout the month of June, ASPL conducted "Dancing Stories" workshops tailored for 3-5-year-olds. These engaging sessions combined dance and storytelling, offering a unique and creative learning experience for our youngest community members.</p> <p>Simultaneously, we offered dance classes specifically designed for seniors during the same period. These classes encouraged participants to tap into the grace and beauty of ballet in a format tailored to their age group.</p>
Media promotion	<p>ASPL is currently working with 8CCC to promote all things library at a regular spot on air. We will be speaking about upcoming events, new acquisitions to our collections and showcasing how we connect the community. We are looking forward to all Elected Members tuning in once we announce our regular spot on the radio.</p>

KPI - Maintain, develop and promote a collection of resources relevant to Central Australia's local history	
Measures	Progress
Advance proposal for renaming Alice Springs Collection to Central Australian Reference Collection	<p>Dr Robin Gregory was engaged by ASPL to write a significant assessment and conservation advice on the Alice Springs Special Collection (ASCOLL), following ASPL's successful grant application through the National Library of Australia Heritage Grant scheme to fund the project. Dr Gregory has recommended that consideration should be given to re-name the ASCOLL, given the geographic scope of the material within the ASCOLL and that its significance extends beyond Alice Springs. The items collected encompass an area from Tennant Creek southwards to Port Augusta, extending west to the WA border and east to the QLD border.</p>

KPI - Maintain, develop and promote a collection of resources relevant to Central Australia's local history	
Measures	Progress
Work with Library and Archive Northern Territory (LANT) and all relevant Library Services to ensure collections reflect community needs	ASPL's Collection Coordinator is collaborating with LANT on an updated Collection Development Plan. In our ever-evolving community, it's crucial for our collection to remain relevant and dynamic. We leverage evidence-based reports generated by our modernized Library Management System to effectively align our collections with the evolving needs of the community.

KPI - Maintain, develop and promote a collection of resources relevant to Central Australia's local history	
Measures	Progress
Work with Library and Archive Northern Territory (LANT) and all relevant Library Services to ensure collections reflect community needs	ASPL is a proactive member of the Library NT's Collection Development working group. We have shared our findings with all Public Libraries across the Northern Territory, emphasizing the importance of data-driven decision-making and the significance of keeping library collections in sync with the changing needs and interests of our patrons. This commitment to staying current and responsive underscores ASPL's dedication to providing a valuable and engaging library experience for our community.

2.3 Enhance life-long learning, library and technology services

2.3.2 Diversify information resources and mediums

KPI 1 - Provide access to the collection through a range of mediums and appropriate information via online resources	
Measures	Progress
Constantly changing community needs evaluated through monthly Collection reports, monitoring customer usage and trends	<ul style="list-style-type: none"> • Reporting and data collected monthly and evaluated by LANT. • Monthly meetings with Collections Coordinator to assess collections. • Anticipated delivery of quiet internal meeting pod as a private and quiet study area to meet Australian Library & Information Association standards.

KPI 1 - Provide access to the collection through a range of mediums and appropriate information via online resources	
Measures	Progress
Access to online collections through Borrow Box & Overdrive	LANT provided a report that the uptake of ebooks and audio books has increased by 158% throughout the last three years, strongly supporting our expansion of our online collection. With our Library app anticipated to go live at the end of this year, patrons are more in control of their Library account, allowing renewals and catalogue browsing through their own device. ASPL will be one in only three Public Libraries in the NT to move to a Library app.

KPI 1 - Provide access to the collection through a range of mediums and appropriate information via online resources	
Measures	Progress
Library Collections Coordinator to attend quarterly Collection Development Committee meetings with Library and Archives Northern Territory	Library Collection Coordinator and Library Manager attended quarterly meeting July 23.

KPI 2 - Provide access to up-to-date technology, WiFi, printing and copying facilities	
Measures	Progress
Innovative technology	ASPL working on introducing "Print from your own Device" solution, which will allow users to print and pay from their mobile devices, laptops and public PCs.
Educating library users on how to use the latest self-serve provision	Test group assigned to Library app.

2.3.3 Offer STEM (Science, Technology, Engineering, and Mathematics) training, education and support to establish a local digital culture

KPI - Science Technology Education Mathematics (STEM) related programs provided for all demographics	
Measures	Progress
STEM, digital literacy and engagement sessions	Successful delivery of the Winter School Holiday Program with the return of “Try Fly Drones” and a Robotics workshop. Both programs were fully booked within a short period after the programs’ launch, which is an indicator that the community interest in STEM programs remains high.

KPI - Science Technology Education Mathematics (STEM) related programs provided for all demographics	
Increase STEM and digital engagement event participants	STEM delivery currently not increased, but stable and successful. Currently recruiting for Library Programs Coordinator after the sad passing of our extraordinary team member Barb Cybulka. She was absent due to illness throughout the reporting period, which meant the team was reduced by 50%.

KPI - Science Technology Education Mathematics (STEM) related programs provided for all demographics	
Continue working with external partners to support the community with upskilling in the delivery of STEM workshops	<p>The Library partnered once again with CDU to deliver STEM workshops, with the aim of sparking young people's interest in science. Recognizing that young children are inherently curious and natural scientists, we are committed to nurturing their curiosity about the world.</p> <p>In addition to our well-received Science Storytime sessions, we teamed up once more with Central Drones to continue our Try Fly Drones program. Through this initiative, students gained insights into the role of coding in various aspects of life, thereby enhancing their problem-solving and creative solution skills. This partnership underscored our dedication to fostering a love for science and technology among the next generation.</p>

OBJECTIVE 4: A DYNAMIC COUNCIL

A well governed Council that leads by example, advocates for our community, innovates and delivers excellent services, and works with others collaboratively to help create the community we want to live in.

4.2 People & workplace excellence**4.2.1 Attract a capable, skilled workforce**

KPI - Alice Springs Public Library adequately promoted within the Library Industry	
Measures	Progress
Keep relevant memberships up to date and foster relationships with other Public Libraries	<ul style="list-style-type: none"> ASPL is a Standing Member of the Australian Library Information Association. Library Manager and Acting Library Programs Coordinator members of NT Libraries working group to positively contribute and impact the “Chief Minister’s Reading Challenge”. 149 intra-library loans (loan requests from other libraries located in the NT) serviced. 51 inter-library loans (loan requests from libraries located outside the NT) serviced.
Library Manager to conduct regular meetings with LANT	On track – meetings held monthly.

4.2.2 Retain a suitably qualified and motivated workforce

KPI - Alice Springs Public Library team adequately trained and supported to succeed in their roles	
Measures	Progress
Staff supported to attend internal and external training, workshops and networking opportunities	<p>On track:</p> <ul style="list-style-type: none"> Conducted staff training for entire Library team on WHS (Emergency response) Virtual training by LANT for the Library team to update us on OCLC Worldshare reporting on missing items

KPI - Alice Springs Public Library team adequately trained and supported to succeed in their roles	
Measures	Progress
Encourage staff to access Study Support to attain higher education	<ul style="list-style-type: none"> All staff aware of Council's 'Training and Study' opportunities, as outlined in ASTC Enterprise Agreement. A Library Officer has been signed off to complete a cataloguing course. Completing of this course will greatly assist the ASPL team to keep our record structured and catalogue in line with the International Standard Bibliographic Description
Timely feedback provided and all Performance Appraisals ongoing	On track –new team members onboard, ongoing meetings with all Library team members

4.2.4 Ensure a safe work environment

KPI - Ensure the library is a safe work environment	
Measures	Progress
Library Manager and Library HSR to collaboratively on delivering a safe working environment	The Library HSR delivers updates to the team as a standing item on Library Staff meetings and works closely with Library Manager to ensure all WHS matters are addressed effectively and immediately.
Semi-annual Safety Plan Checklist to adhere to and maintenance schedule kept up to date	Completed – and ongoing. Internal WHS audit in process

4.3 Service excellence

4.3.2 Adopt and encourage innovative digital technology

KPI - Utilise digital platforms to evaluate current library services	
Measures	Progress
Collection analysis conducted in collaboration with LANT	In progress and ongoing. Currently working on diversity analysis of the general collection.

4.4 Governance excellence

4.4.1 Responsible fiscal and asset management

KPI 1 - Alice Springs Public Library operates within allocated 2023/24 Budget	
Measures	Progress
Monthly review of Alice Springs Public Library Budget carried out	Completed monthly with all Senior Library Staff members.
Quarterly budgeting for programs	On track – Library Manager in regular meetings with Senior Library Team to evaluate project & collections budget.
Implement an asset maintenance program	Completed – all Library assets added to an automated maintenance schedule program to ensure adequate budget is allocated for ongoing, regular works.

KPI 2 - Identify alternative funding streams	
Measures	Progress
External funding and grant opportunities identified, actioned and acquitted within timeframes set by funding bodies	<ul style="list-style-type: none"> Library successful in NTG's Senior Grant application, which funded all activities throughout the month. ASTC has been signed successfully as the receiver of the Public Library Funding Agreement executed by NTG, ensuring ASPL receives Grant Funding of \$617,882.00 annually for the next five years.

2. PROJECT PLANNER**FUTURE PROJECTS**

PROJECT	PROPOSED DATES	PROJECT DETAILS & STATUS
Adults Learners Week	Sep 2023	Free weaving workshops that contribute to a community lantern-making project and teach new skills
Gary Baxter Author Talk	Sep 2023	A unique opportunity to hear from Gay Baxter – author, stunt car driver and racing champion
Hispanic Heritage Month	Sep 2023	Multilingual Storytime in Spanish, Arts and Crafts at your Library plus Spanish Promotion of our LOTE collection
Spring School Holidays	SEP 2023	The Library will deliver daily programs during school holidays.
Author Talk with Emma Stuart	OCT 2023	Emma Stuart will be talking about being a children's book illustrator, followed by water colour tutorials
Author Talk with Tony Liddle	OCT 2023	Centralian author Tony Liddle will take participants through his life of driving trucks through the bush.
Young Territory Authors Awards	NOV 2023	Various activities to generate submissions to celebrate young NT talent
Chief Ministers Reading Challenge Closing Ceremony	NOV 2023	Every NT student from transition to year 6 was challenged to read 12 books in 24 weeks. Celebrate our winners

ASPL is inviting our Elected Members to join up as members and visit us for some great programs.

3. HUMAN RESOURCES

Library Programs Coordinator backfilled.

Library Programs Officer not backfilled.

4. GOVERNANCE, RISK AND COMPLIANCE

The Alice Springs Public Library has the following procedures in place:

Work, Health and Safety


- Current team member engaged as an HSR and attends relevant meetings.
- Adhere to Occupational Health and Safety PSD requirements.
- Incidents reported correctly within allocated timeframes.

Legislation Compliance

- Council policies and procedures – continually reviewed and updated
- Adhere to current Local Government Act
- Copyright Act 1968
- Council by-laws

Risks

- Current low-level staffing.
- Risk assessments developed for all projects, programs and events.
- All events have run sheets developed and team members briefed.
- Ensure all Council's policies and procedures are followed and any updates communicated with team members.

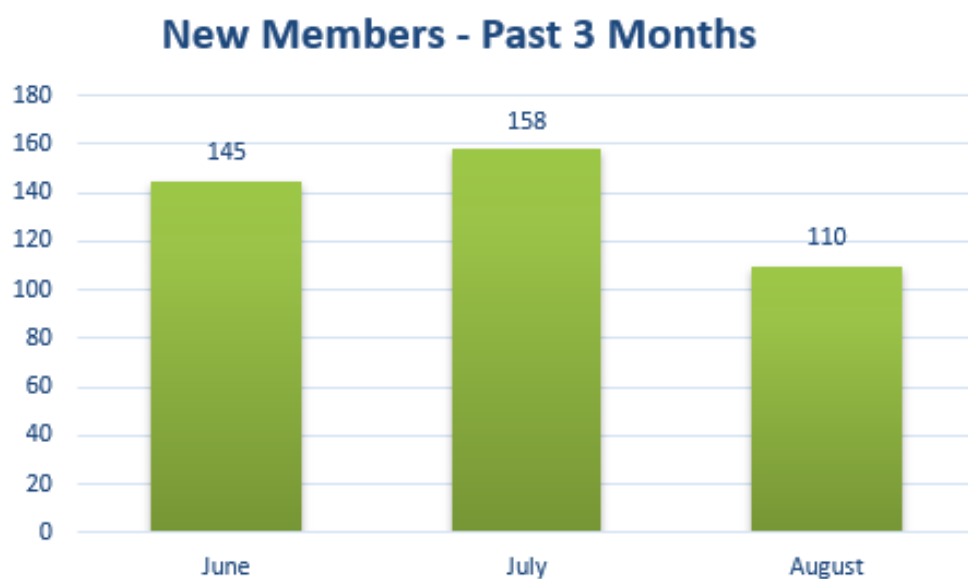

Dunja Ganama

MANAGER LIBRARY SERVICES

APPENDIX 1**1.1 Visitors****1.2 Highest Circulation Activity****Titles With Most Circulation Activity**

Item Title	Item OCLC Number	Circulation Count
New scientist.	2378350	58
One piece /	953214660	51
Inside out.	221750891	50
Country style.	248624194	47
Belle.	12124489	31
Australian house and garden.	808633879	30
Vogue living.	220195043	29

1.3 New Members



1.4 The Australian Ballet @ ASPL



1.5 High Tea Bingo



1.6 Pawsome Tales



1.7 Leathercraft Workshops



1.8 Winter School Holiday Program

WINTER SCHOOL HOLIDAY PROGRAM 2023

ALL EVENTS ARE FREE

JUNE

SUNDAY 26

- PHONEY FILM FESTIVAL WORKSHOP 10am-12pm (Ages 12-25) @Library

JULY

SUNDAY 3

- PHONEY FILM FESTIVAL WORKSHOP 10am-12pm (Ages 12-25) @Library
- NINJA WARRIOR 2-4pm (Ages 12-25) @The Y

SUNDAY 17

- NINJA WARRIOR 2-4pm (Ages 12-25) @The Y

MONDAY 4

- REPTILE CENTRE 10.30-11.30am (All Ages) @Library
- LEGO FOR ALL 2-5pm (All Ages) @Library
- DODGE BALL 2-4pm (Ages 12-25) @The Y

MONDAY 11 PLAY DAY

- SUNNY SCIENCE 10am-11am (Ages 6-8) Session 1: 10-11am Session 2: 11.30am-12.30pm Session 3: 1.30-2.30pm Session 4: 3-4pm @Library
- ROBOCUP SOCCER 10am-12pm (All Ages) @Library
- STEMFIT: CHECK OUT YOUR FITNESS. MOVE TO THE MUSIC 10am-12pm (All Ages) @Library
- DODGE BALL 2-4pm (Ages 12-25) @The Y

TUESDAY 5

- LEGO FOR JUNIORS 10.30-11.30am (Ages 2-7) @Library
- ARRRNT BOXING 1-6pm (All Ages) @Library
- QUESTACON SCIENCE ACTIVITIES 1-6pm (Ages 8-14) @Library
- HORSIN' AROUND 2-4pm (Ages 12-25) @CFAT yards

TUESDAY 12

- FLYING MINI UFOS (Ages 6+) Session 1: 10-11am Session 2: 11.30am-12.30pm Session 3: 1.30-2.30pm Session 4: 3-4pm @Library
- STEMFIT: CHECK OUT YOUR FITNESS. MOVE TO THE MUSIC 10am-12.30pm (Ages 10-17) @Library
- HORSIN' AROUND 2-4pm (Ages 12-25) @CFAT yards

TUESDAY 28

- MOUNTAIN BOARDING WITH DYLAN WARREN 11am-4pm (Ages 12-17) @Council Lawns
- QUESTACON SCIENCE ACTIVITIES 1-6pm (Ages 8-14) @Library
- HORSIN' AROUND 2-4pm (Ages 12-25) @CFAT yards

WEDNESDAY 6

- PRESCHOOL STORYTIME 10.15-10.45am (Ages 2-5) @Library
- TRY & FLY DRONES 10.30-11.30am (Ages 8+) @Library
- LEATHERCRAFT WITH AKAJACKS 2-4pm (Ages 5+) @Library
- PHONEY FILM FESTIVAL ENTRIES DUE DATE 6pm (Ages 12-25)

WEDNESDAY 13

- PRESCHOOL STORYTIME WITH NITES 10.15-10.45 AM (Ages 0-5) @Library
- TRY & FLY DRONES 10.30-11.30am (Ages 8+) @Library
- ROBOTICS (Ages 10+) Session 1: 10am-12.30pm Session 2: 2-4.30pm @Library

WEDNESDAY 29

- PRESCHOOL STORYTIME 10.15-10.45am (Ages 2-5) @Library
- TRY & FLY DRONES 10.30-11.30pm (Ages 8+) @Library
- LEATHERCRAFT WITH AKAJACKS 2-4pm (Ages 5+) @Library

WEDNESDAYS 29 JUNE - 13 JULY

11am - 2.30pm (Ages 12-25) @ASALC, 290 Leichhardt Tce, Alice Springs, NT 0870

THURSDAY 7

- QUESTACON SCIENCE ACTIVITIES 10am-6pm (Ages 8-14) @Library
- HORSIN' AROUND 2-4pm (Ages 12-25) @CFAT yards

THURSDAY 14

- DRUMMING WITH KING MARONG 2-3pm (Ages 11+) @Library
- HORSIN' AROUND 2-4pm (Ages 12-25) @CFAT yards
- PHONEY FILM FESTIVAL AWARDS & SCREENING NIGHT 6pm (All Ages) @Alice Cinema

THURSDAY 30

- DRUMMING WITH KING MARONG 2-3pm (Ages 11+) @Library
- HORSIN' AROUND 2-4pm (Ages 12-25) @CFAT yards

FRIEDAY 1

PUBLIC HOLIDAY SHOW DAY LIBRARY CLOSED

- DODGE BALL 2-4pm (Ages 12-25) @The Y

FRIEDAY 8

- BABY RHYTHM 10.15-10.45am (Ages 0-2) @Library
- FREE FILMS CELEBRATING NAIDOC 12-3pm (All ages) @Library, cinema area
- NAIDOC Q&A PANEL 1-2.30pm (All ages) @Library
- DODGE BALL 2-4pm (Ages 12-25) @The Y

FRIEDAY 15

- BABY RHYTHM 10.15-10.45pm (Ages 0-2) @Library
- ROBOTICS (Ages 10+) Session 1: 10am-12.30pm Session 2: 2-4.30pm @Library
- MULTILINGUAL STORYTIME 3.15-4pm (Ages 0-8) @Library
- DODGE BALL 2-4pm (Ages 12-25) @The Y

Activities subject to change, please refer to FB @ASPLibrary & @AliceSpringsTC to stay up to date.
LIBRARY: Corner Gregory & Leichhardt Tce, ASALC: 10 Speed St, THE Y: 75 Sadadeen Rd.
@CFAT: Desert Knowledge Precinct South Stuart Highway ALICE CINEMA: Todd Plaza, 11 Todd St, CBD.
Adults to accompany kids under the age of 11 years.
Please remember, if you're feeling unwell, please stay at home.
ASTC@ASTC.NT.GOV.AU | 8950 0500 | ALICESPRINGS.NT.GOV.AU

Alice Springs
COUNCIL

NORTHERN TERRITORY
GOVERNMENT

AQUATIC & LEISURE
CENTRE

Alice Springs
TOWN COUNCIL

ATTACHMENT C

TO: DIRECTOR COMMUNITY DEVELOPMENT – NICOLE BATTLE

AUTHOR: MANAGER ALICE SPRINGS AQUATIC AND LEISURE CENTRE - PETINA FRANKLIN

SUBJECT: ALICE SPRINGS AQUATIC AND LEISURE CENTRE REPORT

REPORTING PERIOD: 1 JUNE 2023 TO 31 AUGUST 2023

EXECUTIVE SUMMARY

This report provides a quarterly update of the Alice Springs Aquatic and Leisure Centre Unit within the Community Development Directorate. It provides analysis of progress against the ASALC business plan and compliance requirements.

1. STRATEGIC PLAN

Alice Springs Liveability and Sustainability 2030

This update, KPIs and measures outlined in this report have been developed as part of the Alice Springs Aquatic and Leisure Centre (ASALC) Business Plan 2020-21 to reflect and meet the objectives of the Alice Springs Town Strategic Plan 2030.



Concept design of the ASALC Adventure Playground with works due to commence October 2023

PILLAR 1: LIVEABILITY

KPI - ASALC Programs delivered to a high standard and aligned to community needs	
Target	Progress
Quarterly reviews carried out internally by ASALC staff and recommendations implemented	Achieved – ASALC team continue to identify staff training needs, work to improve recruitment outcomes and WHS practices.
Programs Coordinator to attend AUSTSWIM conference	Achieved - AUSTSWIM conference reinstated July 2023. As Programs Coordinator began term of employment April 2023 manager attended AUSTSWIM annual trainers workshop to update trainer qualifications
100% compliances met for Programs on annual RLSSA Safety Audit	Ongoing –continuous improvement
Plan developed to grow programs, implement new initiatives and reach a greater number of customer groups	<p>Achieved & ongoing– In collaboration with Community Development team and Get Physical Health& Wellness timetable in place incorporating three new classes.</p> <p>Proposals for new initiatives:</p> <ul style="list-style-type: none"> • Deep Water Aqua classes (utilise 50m pool in summer) • Early Morning Aqua classes (7.00am;7.30am option) • Feedback to give to ASTC regarding social activities to include a lap club • Have supervised gym training times in the outdoor gym

KPI - Ensure opportunities for participation in aquatic activities supported	
Target	Progress
Annual audit of mobility equipment by Keep Moving completed with any maintenance and actions implemented	Achieved – Mobility equipment serviced and maintained including bathroom accessories.
Community members with special needs are enabled and supported to participate in Learn to Swim, Exercise classes or recreational activities	Achieved – exercise programs aimed to address special needs groups in Health & Wellness Centre
Cultural Awareness or other relevant training provided to all ASALC Staff at least once and as required.	Achieved - New training courses currently being sourced for staff development.

ATTACHMENT C – ASALC REPORT

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Provide opportunities for remote community groups to participate in water safety education programs.	Achieved – KITES – Kids in Town Engaged in Schools weekly program. Ntaria School six week program incorporating upper & lower primary levels. Ntaria Faft & Preschool & Amunturrngu (Mt Liebig) School to book Learn to swim and Water Safety Awareness programs.
Provide opportunities for multicultural groups to participate in aquatic education programs	Achieved – Diverse and multicultural cohort of students ongoing participation in Learn to Swim Program

KPI - Implement ASALC scheduled maintenance as per ASALC Asset Maintenance Register and update as required	
Target	Progress
ASALC scheduled maintenance completed within budget and on time	Achieved – Trisley's Services completed final quarterly service for financial year 22/23 June 2023

KPI - Meet Core Indicator target of 5% increase in primary aged swimmers Level 5	
Target	Progress
Develop Learn to Swim retention strategy	Achieved – approximately 60% students re-enrolled from Term 2 into Term 3 using recently introduced transitioning process. This will remain in place for term 4. Direct Debit options currently under consideration to increase flexibility for family payments to attract/retain students. Links Active carrot training scheduled to improve member communication and Learn to Swim enrolment process
Increase communications with schools to increase Learn to Swim attendance	Ongoing– Programs Coordinator to implement face to face meetings with schools with objective to expand current school program. Currently staff constraints are influencing meeting opportunities
Liaise with Swim Club to increase swim school numbers.	Achieved – continuous liaison with swim club to increase numbers for both parties

KPI - Scheduled projects for 2022 /2023 in ASALC Business Plan (see appendix 1)	
Target	Progress
Additional facilities design/layout in precinct scoped, costed and determined	In Progress - Adventure Playground funding received. Design concept published. Works to begin October 2023

KPI - Offer new Programs/Events to enhance community participation & engagement	
Target	Progress
Incorporate new activities at Splash Parties and ASALC	Achieved – In partnership with youth team to offer new activities in school holidays free events. Naidoc Week splash party 156 participants
Offer new activities/programs for community. Goal to grow programs by implementing new initiatives and reach a greater number of customer groups.	<p>In Progress – proposals for new initiatives</p> <ul style="list-style-type: none"> • Deep Water Aqua classes (utilise 50m pool in summer) • Early Morning Aqua classes (7.00am;7.30am option) • Feedback to give to ASTC regarding social activities to include a lap club • Have supervised gym training times in the outdoor gym



Naidoc Week Splash Party July 4 2023 – 156 participants attended on the day

PILLAR 3: ENVIRONMENT

KPI - Energy Efficient technologies implemented at ASALC with year on year reduction in electricity use.	
Target	Progress
Replace 50m gas pool heating with alternative heating system to increase efficiency 2024	In Progress – Budget has been approved for capital works to include new heating system for 50m pool. Design /Engineering options currently under consideration.
Solar systems under investigation to check performance	Achieved – New modem and monitoring software quote currently being investigated.
Purchase/Use battery operated grounds equipment to reduce maintenance, fuel usage and greenhouse emissions where possible.	Achieved – equipment purchased based on demand.

KPI - Council recycling implemented at ASALC	
Target	Progress
To reduce waste and increase recycling	Achieved – recycling of paper, plastics, cans and wooden pallets. No organic waste program currently available @ ASALC. Organic products used in kiosk.

KPI - Safe systems of work and operation maintained and developed	
Target	Progress
All Incident Reports lodged within 24 hours and Form actions completed	Achieved
95% compliances met in Annual RLSSA Safety Audit	In progress – 79% currently compliant. Signage, tiling issues, deck surrounds and original design contributors.
ASALC Operations Manual reviewed and updated annually prior to RLSSA Audit	Achieved – new draft will be finalised by February 2024 prior to audit
ASALC Emergency Action Plan reviewed and updated quarterly	In Progress – Evacuation map currently with service provider. Emergency Action Plan under review next quarter.

ATTACHMENT C – ASALC REPORT

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At least 5% reduction in incidents and accidents compared to previous year	<p>Not Achieved – Anti -social incidents have escalated during August with a 57% increase from the same month in 2022. First Aid incidents have increased from 2 to 4 but these have been minor injuries. Plantroom failure incidents recorded this period were 2 in comparison to 1 in 2022.</p> <p>ASALC is currently addressing ways to minimise impact of anti-social incidents to staff. On July 24 a workshop facilitated by Nick Bell from SDCA was held for all ASALC staff on emergency response and how to minimise risk in a dangerous situation.</p> <p>Changes to ASALC front kiosk/entry to increase staff safety and reduce accessibility from clients is in the planning stages and permits for egress/building compliance has been lodged.</p> <p>Improving security is also being addressed including the need for higher fences in locations that are being targeted by youth.</p>
4 hourly pool tests within range at least 95% of the time Centre is open	Achieved - Water Balance Tests 95% within range.
Kiosk food service areas 100% compliant with Health Department requirements	Achieved

PILLAR 5: GOVERNANCE AND CIVIC

KPI - ASALC Team adequately trained and supported to succeed in their roles	
Target	Progress
All ASALC staff inducted through internal induction process within four weeks of start date	Achieved - Ongoing as new staff recruited.
Regular in-service training sessions and team nights (3 per annum) held	Achieved - Team nights and regular training on schedule.
Staff training and qualifications register maintained	Achieved- Aquatic Programs team (Aqua Aerobics and Learn to Swim) have quarterly training scheduled for October to cover mandatory components.
Timely feedback provided and all Performance Appraisals completed by due dates set by Human Resources	Ongoing – on schedule

Pool Operations team undergoing equipment training



Lifeguard meeting and mentoring opportunities

KPI - ASALC operates within allocated 22/23 Budget	
Target	Progress
Monthly review of ASALC Budget carried out	Achieved

KPI - ASALC Asset Register and Tracking System established	
Target	Progress
ASALC assets onsite identified, labelled & updated quarterly	Ongoing – ASTC Assets Office completed a report identifying future projects to be planned and budgeted for.
ASALC asset register consistent with ASTC Finance format	Ongoing through Assets Officer.

PROJECT PLANNER

FUTURE PROJECTS

PROJECT	Proposed dates
Purchase Inflatable add on (under review)	October 2023
Indoor pump x 2 replacement	December 2023
AHU x 3 repair	September 2023
New Heating system for 50m pool	April – May 2024
ASALC Entry egress and security	November 2023
FUNDED/GRANTS	
shade sails replacement – storm damage	December 2023
Design/Install Adventure Playground	December 2023
Security fencing skatepark/Speed Street	December 2023

COMPLETED PROJECTS June 2023 – August 2023

Capital
Grandstand
Duress and Alarm system installed ASALC Customer Service
Operational
Trisleys quarterly Plantroom service
Mobility equipment six monthly service



ASALC grandstand was officially inspected and prohibition notice lifted on 9 August 2023 by NT WorkSafe. Control measures have been implemented to reduce the risks of falls and slips and can be accessed by the general public. ASALC will continue to monitor any risks and implement further controls when required.

DIRECTORATE UPDATE

DETAILED ANALYSIS

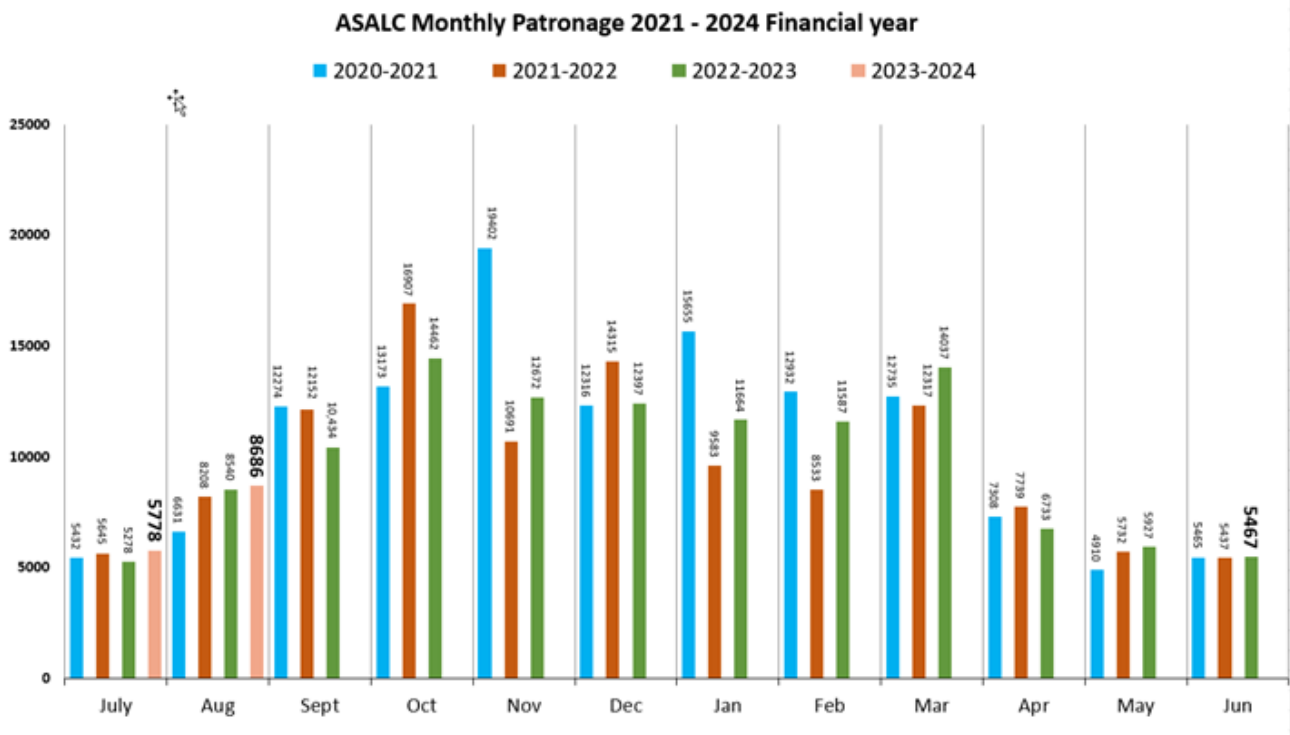
This reporting period commencing June 2023 began with three weeks of school holidays which usually is a quiet time for ASALC as temperatures drop and many families leave Alice Springs. Programs continued to run with Aqua sessions and HAWC sessions being held throughout the reporting period showing steady participation.

There was an increase of visitation from Tour groups who booked in to utilised our facilities after spending time camping in the Red Centre. These groups were predominately made up of high school students from interstate and the feedback on what ASALC has on offer was extremely positive.

TOTAL MONTHLY ATTENDANCE BREAKDOWN

Month	Attendance	%Difference same month 2022
June 2023	5,467	0.29 % increase
July 2023	5,778	8.98 % decrease
August 2023	8,866	0.012% increase

Attendance numbers show very slight increases in the months of June, July and August 2023 remained virtually the same in comparison to the same months in 2022. This could be attributed to the slight increase in learn to swim enrolments and the warmer winter we have experienced this year. The opening of the 50m pool over the winter months may also contribute to the slight increase of casual visitors.

**DETAILED ANALYSIS**

This reporting period commencing June 2023 began with three weeks of school holidays which usually is a quiet time for ASALC as temperatures drop and many families leave Alice Springs. Programs continued to run with Aqua sessions and HAWC sessions being held throughout the reporting period showing steady participation.

There was an increase of visitation from Tour groups who booked in to utilised our facilities after spending time camping in the Red Centre. These groups were predominately made up of high school students from interstate and the feedback on what ASALC has on offer was extremely positive.



Toddlers and parents regularly attending water familiarisation classes

Current Pool Users:

Alice Springs Swimming Club
Aussi Masters
Royal Lifesaving NT
Central Australia Institute of Sports (CAIS)
University of the Third Age
Canoe Polo

PROGRAMS UPDATE – Term 3

Schools Program

- Larapinta Primary
- Bradshaw Primary
- Our Lady of the Sacred Heart

Bush Schools

- KITES: students from NT, WA and SA communities attend weekly program - ongoing.
- Ntaria – upper & lower primary attend weekly on alternate weeks

Aqua

Aqua continued to be popular with 61 sessions held across the reporting period. Average attendance 14 per class. Wednesday morning sessions recorded the best attendance average of 18 participants and July was the most attended month with 307 participants recorded.

GOVERNANCE, RISK AND COMPLIANCE

The Alice Springs Aquatic & Leisure Centre have the following procedures in place

Work, Health and Safety

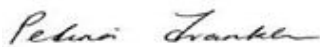
- Current team member engaged as an HSR and attends relevant meetings.
- Adhere to Occupational Health and Safety PSD requirements.
- Incidents reported correctly within allocated timeframes.

Legislation Compliance

- Council policies and procedures – continually reviewed and updated
- Risk assessments developed for all projects, programs and events.
- Council by-laws
- Royal Life Saving Society Guidelines for Safe Pool Operations
- Council policies and procedures
- Local Government Act
- Food Act 2001
- NT Health
- NT Guidelines for Aquatic facilities
- NT Fire Service guidelines
- Schedule 7: Authorisation for the use of Chlorine Gas

Risks

- outlined in detail in the 2022/23 ASALC Operational Manual
- Current low-level staffing
- All events have run sheets developed and team members briefed.
- Ensure all Council's policies and procedures are followed and any updates communicated with team members.



Petina Franklin

MANAGER ALICE SPRINGS AQUATIC & LEISURE CENTRE

ATTACHMENT D

TO: DIRECTOR COMMUNITY DEVELOPMENT – NICOLE BATTLE

AUTHOR: MANAGER COMMUNITY AND CULTURAL DEVELOPMENT – KATE WALSH

SUBJECT: COMMUNITY AND CULTURAL DEVELOPMENT UNIT REPORT

REPORTING PERIOD: 1 JUNE 2023 TO 31 AUGUST 2023

EXECUTIVE SUMMARY

This report provides a quarterly update on the activities delivered by the Community and Cultural Development Unit (CCDU) within the Community Development Directorate.

1. ALICE SPRINGS TOWN COUNCIL STRATEGIC PLAN - 2030

A range of KPIs and actions were developed as part of the Community and Cultural Development Business Plan 2022/23 aligned with the *Alice Springs Town Council Strategic Plan – 2030*. This quarterly report details the progress for the period from 1 June 2023 to 31 August 2023.



Image 1: Finke Night Markets

KPI – Successful engagement and support of under-represented groups	
Measures	Progress
Seniors	
Implement yearly actions from Council's Multicultural Action Plan	Ongoing. Executed Big Day Out In Harmony and continue to circulate the booklet for newly arrived residents alongside MCSCA. Working collaboratively with MCSCA to create a Cross cultural communication training. In investigation stages of Sister City relationships and translation options for Council website. Grant and Sponsorship updates emailed to all CALD associations and MCSCA.
Increase recruitment of volunteers including volunteers from diverse backgrounds	Ongoing. Nominations opened for Volunteer of the Year awards in August and were circulated to Volunteer involving managers for nominations.
Develop and implement a Reconciliation Action Plan	Ongoing. Second draft of the Reflect Reconciliation Action Plan has been sent to Reconciliation Australia for approval.
Support events and observances such as BDOIH, NAIDOC week, Seniors Month, International Day of People with a Disability, International Women's Day, Pride Month, IDAHOBIT day, Reconciliation Week, 16 Days of activism against violence.	Ongoing. BDOIH received excellent engagement with approximately 1000 attendees and 10 stallholders. CCDU staff assisted NAIDOC Committee with logistics on the Community Day. Seniors Still Got Rhythm was a great success with high foot traffic, 200 people consistently at the event at any one time and a line up with talented senior community members. Mayoral Awards are now open in preparation for International Day of People with a Disability.
Advocate for increased accommodation that supports vulnerable community members and build relationships with stakeholders.	To be progressed
Update and implement relevant policies which support under-represented groups in the Alice Springs community	To be progressed



Image 2: Young people lining up for New Boy NAIDOC screening

KPI – Ensure Council services are accessible to all	
Measures	Progress
Update Council's Access Policy to an Access and Inclusion Policy and Plan	<p>To be progressed.</p> <p>Initial planning to hold a quarterly AllAbilities Network event in September with 14 confirmed attendance so far. The AllAbilities Network will strengthen connections within the disability sector and will be useful for the consultation process for a future Access and Inclusion Plan.</p>
Deliver weekly exercise sessions to the community including sessions focused on seniors, people with a disability and new parents	<p>Achieved/Ongoing.</p> <p>A new Health and Wellness timetable commenced on 21st August with 7 weekly senior exercise sessions, 2 sessions for people with a disability and 1 session for new parents.</p> <p>A new take on Saturday morning classes means Movers and Groovers to occur in Term 3, Zumba Gold in Term 4 and chair Yoga planned for Term 1 2024. This change was incorporated by feedback from the senior's community and showcases a variety of ways exercise can be performed.</p>
Develop strategies to ensure sports and sporting facilities are inclusive for all	<p>Ongoing.</p> <p>In August 2023, Council employed a Sports Inclusion Officer to work with people with a disability and increase access and participation in sports.</p> <p>Sports Development Officer providing content from sporting associations to Centralian Today to increase awareness and participation.</p>

KPI – Ensure Council services are accessible to all	
Measures	Progress
Management of permits for sporting facilities and associated governance, including facility inspections	Ongoing. Sporting facilities were managed and permits assessed and delivered as per requests by Sports Development Officer.



Image 4: Phoney Film Festival Winners

KPI – Activation of Todd Mall through engagement of local traders and visitation initiatives	
Measures	Progress
Provide support to Todd Mall Traders (TMT) through regular communication and meeting support	Ongoing. A number of aspirational outcomes were delivered by the Todd Mall Traders being: a. Safety b. Beautification; and c. Promotion With these aspirations in mind, the role of CBD Engagement Officer will provide support in working towards delivering these outcomes. CBD Engagement Officer working on an updated mailing list to liaise with directly with Todd Mall and CBD stakeholders.

KPI – Activation of Todd Mall through engagement of local traders and visitation initiatives	
Measures	Progress
Provide support to Todd Mall Traders (TMT) through regular communication and meeting support	<p>A regular news bulletin is in its draft stages and will be sent through to the group when opportunities arise i.e. ASTC run events so businesses can choose to participate or open to coincide with events, relevant grants, Expressions of Interests and other information of value.</p> <p>A Small Business Resource Page on the ASTC website and a regular email newsletter is being investigated. This will be a resource that can be accessed by all small business within the community.</p>
Support the night time economy with delivery of four (4) Night Markets and Christmas Carnival	<p>The FINKE Night Market and Street Party had approximately 6,000 attendees, interstate and local entertainment and 44 stalls.</p> <p>Planning in progress for September Night Market in collaboration with Desert Festival.</p> <p>The CBD Engagement officer has created a Retail trail which will be held in conjunction with the September Desert Festival Night Markets. 10 Todd Mall Businesses are participating.</p>
Hold at least one (1) pop up activation event in Todd Mall	<p>Achieved.</p> <p>The World Cup Screening attracted an audience of over 250 people to gather on the Todd Mall. This provided increased foot traffic to local businesses who were open late. Epilogue were engaged to provide free hot drinks to the community and ASTC provided menus for Bella Alice and Dessert 52 so the community could see what was on offer. Confucius Palace Dumpling House was frequented by many. Feedback was positive and improvements to take include advising all surrounding businesses earlier so they can prepare and/or take advantage of the increase in traffic.</p> <p>Red Centre Nats Fringe Festival: A jumping castle, face painting and a fundraising mullet stall were amongst the offerings to event goers at the Thursday night Fringe Festival in partnership with NT Major Events. An audience of around 2000 gathered to admire vehicles and participate in the event. Food and beverage retailers in the Todd Mall benefited from the increased foot traffic which included many tourists.</p>

KPI – Activation of Todd Mall through engagement of local traders and visitation initiatives	
Measures	Progress
Support and develop initiatives for the development and growth of small businesses	<p>Ongoing.</p> <p>Town Teams and placemaking principles are currently being investigated and will be encouraged via communications as ways that traders can help to activate the CBD.</p> <p>Incorporating small businesses in September and November Night Markets with a proposed special discount trail to offer patrons</p> <p>Investigating ways to beautify roller shutters within the CBD via vinyl wrap lamination as a way to mitigate land owner concerns.</p>

KPI – Enhance liveability through successful activation and utilisation of key spaces across the municipality	
Measures	Progress
Deliver four (4) Pop Up Parks at various locations within the municipality	<p>Ongoing.</p> <p>FIFA Semi Final and Final Women's World Cup viewing at Ross Park on Wednesday 16 and Sunday 27 August – Attendance of approximately 400 and 100. Positive feedback received in person and online.</p> <p>Planning in progress for the September Pop Up Park in collaboration with Desert Festival held at Lyndavale Park, Larapinta.</p>
Develop content and increase promotion to boost the young people's interest in utilising Councils' facilities and services	<p>Ongoing.</p> <p>Regular Skate Workshops occurring every Tuesday. Liaising with Media team to develop Council's Instagram page into a Youth promotion channel.</p>
Plan and deliver projects and events to meet the needs of young people in Alice Springs	<p>A comprehensive school holiday program including art, gaming and skating workshops to be delivered in the Todd Mall September/October 2023.</p> <p>NT Youth Round Table Chair and Deputy Chair to be hosted at Mayoral BBQ Friday 22nd September in conjunction with the launch of Alice Springs Youth Action Plan.</p>
Facilitate a Youth Summit to increase engagement of young people in Alice Springs	<p>Ongoing.</p> <p>Officers met with No One Left Behind in August to discuss a partnership for the 2024 Youth Summit.</p>

KPI – Enhance liveability through successful activation and utilisation of key spaces across the municipality	
Measures	Progress
Advocate for investment in a Regional Sports Centre that promotes Alice Springs as a sporting tourism destination	Ongoing. TIO Traeger park hosted a televised AFL match between GWS Giants and Melbourne Demons on Sunday 2 nd July with 3,413 people in attendance. September sees local finals of Alice Springs' most popular sports. ICTV are recording the AFL Community Finals which will be streamed live. Development of an advocacy document is now underway which will include a regional sports centre.
Advocate for and assist in the delivery of national sporting matches and events	Ongoing Sports Development Officer and Director Community Development meeting with representatives of NT Cricket around the 2024 Imparja Cup and National Indigenous Cricket Championships.

KPI - Increased community support, including organisations and individuals	
Measures	Progress
Manage Councils in-kind support program	Ongoing In-Kind Support Program currently undergoing end-to-end process review. Administrative Process has been reviewed and completed, with a true cost exercise now currently being conducted. Outcomes delivered will expect to reduce operational costs and identify gaps. In kind approved in this reporting period cost of \$92,934.30 With Administrative costs for the period amounting to an estimated additional \$8,524.57.
Execute the Community Grants and Events Partnership Program support including the administration of grants and sponsorship	Ongoing. New Community Grants and Event Sponsorship format opened on 1 August and close on 1 September with a report to September Ordinary Council meeting for endorsement of funding.
Provide support to volunteer involving organisations in Alice Springs	Ongoing. Throughout June to August Council has supported a number of organisations such as Tangentyere Council, Pickleball and Bikes Mwerre.

KPI - Increased community support, including organisations and individuals	
Measures	Progress
Provide internal and external opportunities for volunteers including events to acknowledge Councils volunteers.	Ongoing Council promoted to both Volunteers, internal staff and external organisations the nomination process for NT Volunteer of The Year Awards 2023. Nominations to close 5pm, Monday 4 th September.
Establishment of a Central Australian Youth Voice Advisory to increase youth participation in the decision-making process	Ongoing. Officers met with No One Left Behind to discuss a partnership for the 2024 Youth Summit. Aim to build a stronger Youth Voice off the back of this initiative.
Co-facilitate five (5) Youth Services Alice Springs meetings to support and connect organisations servicing young people in Alice Springs	Ongoing. Meetings facilitated in June, August, and September 2023.

KPI – Investment in public art	
Measures	Progress
Complete yearly projects in the Public Art Action Plan, as determined by the Public Art Masterplan 2023.	In Progress Phase 2 of the EOI Art Installation has been completed for Roundabout Art, works in progress for final concept and installation. EOI for Commemorating Aboriginal Culture in Alice Springs -Men, Women & Children will be circulated September 2023. QR Codes are being incorporated into future signage for Public Art to allow a digital component for viewers. This will be linked to the Public Art Map online where viewers can listen to interviews with the artist. Interpretive signage is scheduled to be installed for the following locations: <ul style="list-style-type: none"> - Satour Mosque Tiles on Gregory Terrace - Living Water Mural at ASALC - Many Hands Art Panels on Hartley Street Nominate Your Roller Shutter Expression of Interest to be circulated September for the Street Art Fest collaboration. This will be artwork on a vinyl wrap installation to allow for flexibility with business owners to meet landowner's insurance concerns.

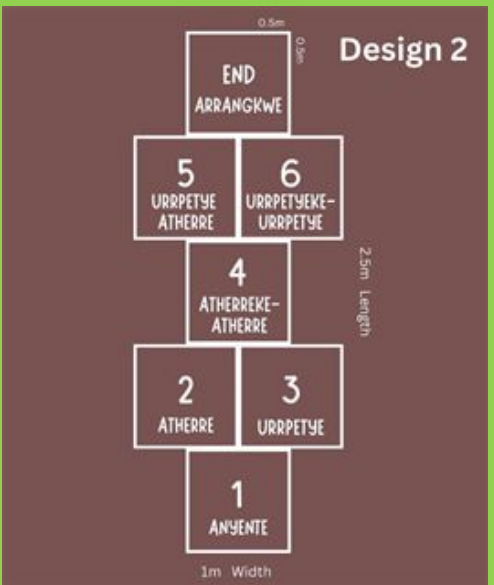
KPI – Investment in public art	
Measures	Progress
Complete yearly projects in the Public Art Action Plan, as determined by the Public Art Masterplan 2023.	<p>Two hopscotch stencils with Central Arrente language are being installed in the CBD, one on the pathway between Adelaide House and the Uniting Church Op Shop, and the other out the front of Sugar and Spice Children's Boutique. The final concept design is featured below, with installation scheduled for September-October 2023.</p> 
Create a Public Art Maintenance schedule	<p>Ongoing.</p> <p>All existing artworks have been uploaded to online database to schedule regular maintenance. Maintenance budget has been expended and Public Art budget being utilised as needed.</p>



Image 5: The crowd enjoying the live screening of Australia vs England World Cup Semi-Final

ATTACHMENT D

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KPI – Continuous improvement of initiatives through upskilling of CCDU	
Measures	Progress
Community Development Team participate in internal and external training opportunities	Ongoing. 3 team members to participate in Cultural Awareness training in October 2023. 2 team members attending Essentials of Engagement online Training in October.



Image 6: Freedom of Entry Parade – August 2023

2. PROJECT PLANNER

FUTURE PROJECTS (until Dec 2023)

PROJECT	PROPOSED DATES	PROJECT DETAILS & STATUS
ALLABILITIES NETWORK	05/09/2023	Free All-Abilities Network for providers in the disability sector to strengthen the community.
DESERT FESTIVAL NIGHT MARKET	21/09/2023	Free community event, including entertainment and food stalls.
DESERT FESTIVAL POP UP PARK	29/08/2023	Free community event featuring emerging First Nation rappers, children activities and fundraiser.
10 PIN LOCK IN	22/09/2023	Free 10 Pin Bowling and dinner
SPRING SCHOOL HOLIDAY PROGRAM	25/09/2023 – 06/10/2023	Various free activities for young people including: 2 x Splash Parties, 10 x Art Workshops, 2 x Game Sessions, 2 x Skate Sessions

PROJECT	PROPOSED DATES	PROJECT DETAILS & STATUS
SKATE WORKSHOPS	08/10-15/12/2023	Weekly skate workshops for young people to attend and develop skills riding skateboards, scooters and BMX.
ART / CRAFT WORKSHOPS	08/10-15/12/2023	Weekly Art workshops for young people to attend and develop skills.
MUSIC WORKSHOPS	08/10-15/12/2023	Weekly Music workshops for young people to attend and develop skills.
HALLOWEEN POP-UP	27/10/2023	4-7pm in Todd Mall, Halloween entertainment, scavenger hunts and more!
DIWALI NIGHT MARKETS	09/11/2023	Free community event celebrating Hindu traditions, including make your own diya, free henna, educational talks and traditional performers.
IDPwD MAYORAL AWARDS	30/11/2023	Free community event to present the Mayoral Awards during a morning tea to celebrate IDPwD
CHRISTMAS CARNIVAL	08/12/2023	Free community event involving numerous local organisations, associations, performers, stallholders and service providers.

3. **GOVERNANCE, RISK AND COMPLIANCE**

The Community and Cultural Development Unit has the following procedures in place:

Work, Health and Safety

- Current team member engaged as an HSR and attends relevant meetings.
- Adhere to Occupational Health and Safety PSD requirements.
- Incidents reported correctly within allocated timeframes.

Legislation Compliance

- Council policies and procedures – continually reviewed and updated
- Adhere to current Local Government Act
- Copyright Act 1968
- Council by-laws

Risks

- Risk assessments developed for all projects, programs and events.
- All events have run sheets developed and team members briefed.
- Ensure all Council's policies and procedures are followed and any updates communicated with team members.



Kate Walsh

MANAGER COMMUNITY AND CULTURAL DEVELOPMENT

REPORT

Report No. 184 / 23 cnd

TO: ORDINARY COUNCIL MEETING – TUESDAY 26 SEPTEMBER 2023

SUBJECT: ROUNABOUT ART UPDATE

AUTHOR: KATE WALSH – MANAGER COMMUNITY AND CULTURAL DEVELOPMENT

PURPOSE OF REPORT

This report provides an update on the artwork that will be installed on the Roundabout of Bath Street and Gregory Terrace.

RECOMMENDATION(S)

That this report be receive and noted.

REPORT

1. EXECUTIVE SUMMARY

Not Applicable

2. PREVIOUS APPLICABLE RESOLUTIONS

September 2020: **That Council endorses the Alice Springs Town Council Public Art Master Plan.**

Within the Public Art Masterplan 2030 the Alice Springs community preferred public art that is permanent such as free-standing sculptures. The CBD was identified as a priority location for new artwork to be installed and use of existing resources encourage such as community collaboration with agencies such as Northern Territory Government and Lhere Artepe Aboriginal Corporation.

3. DISCUSSION

Council received Tourism NT funding of \$66,000 in May 2022 from the Tourism Town Asset Program. The funding proposal was for sculptural art on the roundabout located on Bath Street and Gregory Terrace. An extension to the funding was requested in March 2023 to allow the project to be completed and grant acquitted by February 2024.

Officers presented the design of moths and caterpillars to Lhere Artepe Aboriginal Corporation for feedback. Feedback was incorporated and an Expression of Interest (EOI) to commission artists for this project was circulated in July 2023. Council received two (2) responses and an assessment panel selected one (1) artist to move to the design development phase. *Attachment A* shows the design presented back to officers in September from the selected artist. Lhere Artepe was again contacted to provide feedback, although nothing has been received to date. Officers will now proceed with the design presented to ensure that installation is complete by February 2024.

4. ALIGNMENT WITH ALICE SPRINGS LIVEABILITY AND SUSTAINABILITY 2030 STRATEGIC PLAN

This item pertains to relevant components of the ***Alice Springs Town Council Liveability and Sustainability Strategic Plan 2030*** as follows:

Pillar 1 – Liveability

This project aligns with the Public Art Masterplan 2020-2030 specifically local stories, thriving landscapes and the rich and historic culture of Alice Springs. The Public Art Masterplan aligns with Pillar 1 Liveability.

5. FUNDING, WHOLE OF LIFE COSTS & RESOURCING REQUIREMENTS

A total of \$66,000 worth of grant funding was received from Tourism NT, with \$22,000 to be contributed from Council's FY23 Public Art Budget. Ongoing maintenance costs to be budgeted for in FY24.

6. RISK MANAGEMENT

Sculptural design to meet the Australian Roads 2021 Guidelines and installation will occur with relevant Traffic management in place. The selected artist has successfully completed Council's contractor induction processes.

7. ENVIRONMENTAL IMPACTS

Any impact to the roundabout landscaping will be limited and corrected if needed.

8. STATUTORY MATTERS / DELEGATIONS

As per Alice Springs Town Council Register of Delegations Policy.

9. COUNCIL POLICIES

Alice Springs Town Council Public Art Masterplan 2020 – 2030

10. STAKEHOLDER MANAGEMENT / PUBLIC RELATIONS

Consultation with Lhere Artepe occurred prior to the EOI being developed and this consultation assisted in forming the design brief. Updates provided to Lhere Artepe throughout the design phase. Officers also met onsite with Power and Water in regards to the existing cable pit and layout to confirm that they would not be impacted. Regular consultation with Technical Services continues specifically around the installation and road closures.

11. CONCLUSION

The Roundabout Art design shown in Attachment A to be fabricated and installed by successful applicant by February 2024.

12. ATTACHMENTS

Attachment A – Design Development presentation of Roundabout Art by successful artist

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

Kate Walsh

MANAGER COMMUNITY AND CULTURAL DEVELOPMENT RAC

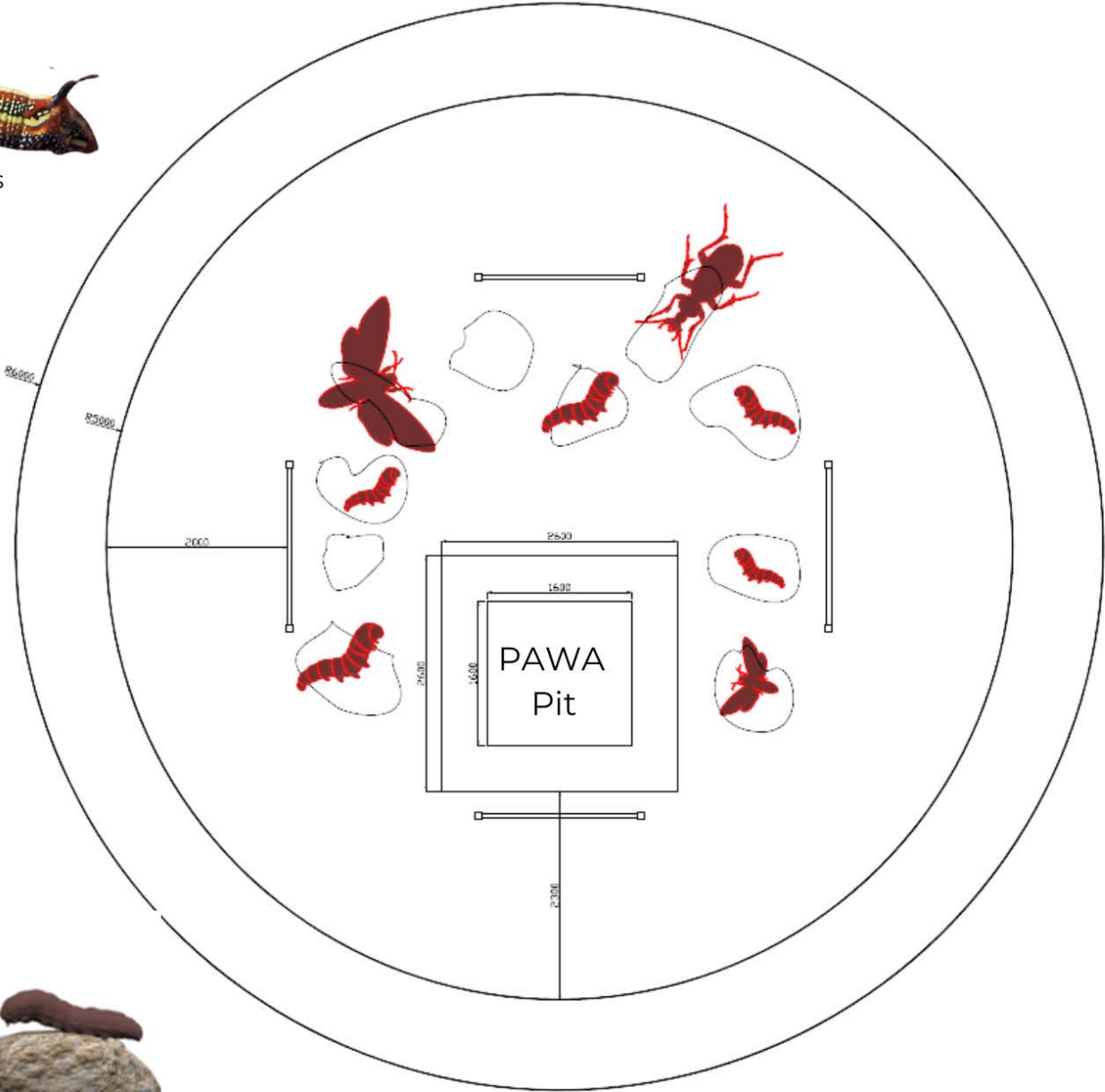


Photo References



Photo References

Caterpillar Concept Art





Desert Knowledge Precinct

Similar Fabrication by the Proponent

