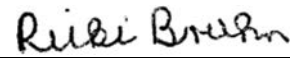


## CITY OF PALMERSTON

**Notice of Council Meeting  
To be held in Council Chambers  
Civic Plaza, Palmerston  
on Tuesday 1 August 2017 at 6.30pm**

  
Ricki Bruhn  
Chief Executive Officer

*Any member of Council who may have a conflict of interest, or a possible conflict of interest in regard to any item of business to be discussed at a Council meeting or a Committee meeting should declare that conflict of interest to enable Council to manage the conflict and resolve it in accordance with its obligations under the Local Government Act and its policies regarding the same.*

### Audio Disclaimer

An audio recording of this meeting is being made for minute taking purposes as authorised by City of Palmerston Policy MEE3 Recording of Meetings, available on Council's Website.

### Acknowledgement of Traditional Ownership

*I respectfully acknowledge the past and present Traditional Custodians of this land on which we are meeting, the Larrakia people. It is a privilege to be standing on Larrakia country.*

## 1 PRESENT

## 2 APOLOGIES

## 3 CONFIRMATION OF MINUTES

### RECOMMENDATION

1. THAT the minutes of the Council Meeting held Tuesday, 18 July 2017 pages 9304 to 9313, be confirmed.
2. THAT the Confidential minutes of the Council Meeting held Tuesday, 18 July 2017 pages 330 to 331, be confirmed.
3. THAT the minutes of the Special Council Meeting held Tuesday, 25 July 2017 pages 9314 to 9320, be confirmed.

## 4 MAYOR'S REPORT

M8-42

## 5 REPORT OF DELEGATES

## 6 QUESTIONS (WITHOUT DEBATE) FOR WHICH NOTICE HAS BEEN GIVEN

## 7 QUESTIONS (WITHOUT DEBATE) FOR WHICH NOTICE HAS NOT BEEN GIVEN

## **8** PETITIONS

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## **9** DEPUTATIONS / PRESENTATIONS

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## **10** CONSIDERATION OF MOTIONS FOR WHICH NOTICE HAS BEEN GIVEN

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## **11** COMMITTEE RECOMMENDATIONS

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### 11.1 Governance and Organisation

Nil

### 11.2 Economic Development and Infrastructure

Nil

### 11.3 Community Culture and Environment

Nil

## **12** INFORMATION AGENDA

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### 12.1 Items for Exclusion

### 12.2 Receipt of Information Reports

#### RECOMMENDATION

THAT the Information Items contained within the Information Agenda, be received.

### 12.3 Officer Reports

12.3.1	Action Report	8/1262
12.3.2	The Heights, Durack Community Centre Update	8/1264

## **13** DEBATE AGENDA

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### 13.1 Officer Reports

13.1.1	Community Benefit Scheme July 2017	8/1263
13.1.2	Shakespeare in the Park	8/1265
13.1.3	Palmerston Golf Course – PGA Championship Driving Range	8/1269
13.1.4	Sign and Seal – Extinguishment of Drainage Easement in Gross for Lot 10288 Tarakan Court, Johnston	8/1270
13.1.5	Proposal for Painting of Murals on Palmerston Recreation Centre Walls Facing Outdoor Basketball Court	8/1271
13.1.6	Proposed Telstra Network Base Station – Woodlake Boulevard Durack	8/1272
13.1.7	Regional Capitals Australia Membership 2017/18	8/1266

## 14 CORRESPONDENCE

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## 15 RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE

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## 16 PUBLIC QUESTION TIME

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At the invitation of the Chair.

## 17 OTHER BUSINESS – ALDERMAN REPORTS

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*By-law 14(8) provides that the Chairman must not accept a motion without notice if the effect of the motion would, if carried, be to incur expenditure in excess of \$1,000 unless:*

- a) the motion relates to the subject matter of a committee's or sub committee's recommendations (as the case may be, or an officer's report that is listed for consideration on the business paper; or*
- b) the matter is urgent.*

## 18 CONFIDENTIAL REPORTS

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### 18.1 Confidential Action Report

8/1267

#### RECOMMENDATION

1. THAT pursuant to Section 65 of the Local Government Act, Council orders that the public be excluded from the meeting with the exception of the Chief Executive Officer, Acting Director of Technical Services, Director of Community Services and Minute Secretary on the basis that Council considers it necessary and appropriate to act in a manner closed to the public in order to receive, discuss and consider the report in relation to confidential agenda item 18.1 Confidential Action Report and that Council is satisfied that the meeting should be conducted in a place open to the public is outweighed in relation to the matter because receiving, considering and discussing the report and associated documentation involves:

- (e) information provided to the council on condition that it be kept confidential.

This item is considered confidential pursuant to Regulation 8 (e) of the Local Government (Administration) Regulations.

2. THAT Council orders that the report from the Confidential Council Meeting held on 1 August 2017 in relation to item number 18.1 Confidential Action Report remain confidential and not available for public inspection.

**RECOMMENDATION**

1. THAT pursuant to Section 65 of the Local Government Act, Council orders that the public be excluded from the meeting with the exception of the Chief Executive Officer, Director of Technical Services, Director of Community Services and Minute Secretary on the basis that Council considers it necessary and appropriate to act in a manner closed to the public in order to receive, discuss and consider the report and associated documents in relation to confidential agenda item 18.2 Financial Hardship Application – 107940 and that Council is satisfied that the meeting should be conducted in a place open to the public is outweighed in relation to the matter because receiving, considering and discussing the report and associated documentation involves:

- (b) information about the personal circumstances of a resident or ratepayer;

This item is considered confidential pursuant to Regulation 8 (b) of the Local Government (Administration) Regulations.

2. THAT Council orders that the minutes from the Confidential Council meeting held on 1 August 2017, in relation to confidential item number 18.2 Financial Hardship Application – 107940, the report and associated documents remain confidential and not available for public inspection for a period of 12 months from the date of this meeting or a lesser period as determined by the Chief Executive Officer.

**19 CLOSURE**

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ITEM NUMBER:           **4**                   **Official Manager's Report**

FROM:                   **Mark Blackburn**

REPORT NUMBER:       **M8-2**

MEETING DATE:         **1 August 2017**

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## Summary:

My report provides Council with a monthly update on recent meetings or events of interest.

## RECOMMENDATION

THAT Council receives Report Number M8-2.

## Media:

At the following Media Events, I encouraged community members to comment on the Draft Digital Strategy that was out for Public Community Consultation.

I also promoted a range of Community Events available in the municipality.

Thursday, 13 July 2017

- Territory FM Radio Interview with Presenter Darryl Manzie

Thursday, 20 July 2017

- Territory FM Radio Interview with Presenter Darryl Manzie

## Meetings:

During the last two weeks, I met with the following people to seek their views on the Draft Municipal Plan 2017-2022:-

- Andrew Byrne
- Seranna Shutt
- Athina Pascoe-Bell

I have met with Local Members, Terry Mills MLA and Lia Finocchiaro MLA to discuss current community issues in the City of Palmerston. I am scheduled to meet with the Hon. Eva Lawler and Mr Tony Sievers on 2 August 2017.

On Monday 24 July, I met with Mrs Kate Worden MLA to promote the City of Palmerston and its recreation facilities as ideal destination for the Arafura Games should they return to the Top End.

**Events Attended**

Friday 14 July 2017 - Celebrating 40 Years Territory Child Care Group Inc.

Monday 24 July 2017 - Helping People Achieve Reception at Parliament House

Recommending Officer: Mark Blackburn, Official Manager

Any queries on this report may be directed to Mark Blackburn, Official Manager on telephone (08) 8935 9922 or email [palmerston@palmerston.nt.gov.au](mailto:palmerston@palmerston.nt.gov.au)

Schedule of Attachments: Nil



**ITEM NUMBER:** 12.3.1 Action Report

**FROM:** Chief Executive Officer

**REPORT NUMBER:** 8/1262

**MEETING DATE:** 1 August 2017

## Municipal Plan:

### 4. Governance & Organisation

#### 4.3 People

We value our people, and the culture of our organisation. We are committed to continuous improvement and innovation whilst seeking to reduce the costs of Council services through increased efficiency

## Summary:

This report outlines individual action items outstanding from previous Council Meetings. Council is asked to receive this report.

## RECOMMENDATION

THAT Council receives Report Number 8/1262.

## General:

Dec #	Task Date	Owner	Matter	Action	Update
8/0949	18/02/2014	DTS	Car Parking Contribution Plan Update	Matter on the table	No further update available
8/1666		DTS	The Heights Durack Eastern Collector Road	Mayor and CEO to be delegated the ability to apply Council's seal and to sign all documents for the establishment of a road access easement on Lot 11504, 80 University Avenue, Durack.	Awaiting construction and transfer documents from developer. No further action required from Council

8/2225	06/09/2016	DCOMM	Thai Temple and NT Thai Association	Council are to further consider the request by Thai Temple and NT Thai Association for land following the completion of the land use plan for Marlow Lagoon and adjoining Crown Land.	<p>The NT Thai Association Inc presented to Council on 18 April 2017. NT Thai Association advised that further negotiations and any decisions are linked to the outcomes of the Council Land Use Plan. Due to Staff changes Council has now resolved to seek quotes for consultants to prepare plan and budget implications will be considered as part of 1<sup>st</sup> budget review. This means the development of the Land Use plan will be delayed until after 1<sup>st</sup> budget review.</p> <p>Further meeting with NT Thai Assoc, Official manager and DCOMM scheduled for 27 July 2017.</p>
8/2252	20/09/2016	DTS	Addition of Colour and Vibrancy to the City Centre	Report to be brought to Council which examines opportunities to add colour by way of lighting, flags, etc. to existing features in and around Goyder Square.	On Hold – pending discussions
8/2254	20/09/2016	DTS	Closure of a section of Wallaby Holtz Road in Yarrawonga	CEO to seek consent, pursuant to section 187 of the Local Government Act, from the Minister for Local Government and Community Services and the Minister responsible for the administration of the Control of Roads Act, for the permanent closure of the unmade section of Wallaby Holtz Road (between the Stuart Highway and the intersection with Yarrawonga Road) in Yarrawonga north.	Letter to be sent to Minister pending Council Decision on current Report 8/1231
8/2330	15/11/2016	DTS	Durack Seepage Water Capture	Council to undertake the design and documentation of a low flow capture system in Durack.	Waiting on outcome of Bellamack supply to Zuccoli.

8/1268	13/12/2016	DTS	Palmerston Animal Management Reference Group Meeting 24 November 2016	Staff to assess environment grants that may be available for information signage related to the effects of feeding native animals.	Council staff are currently submitting the EOI and will need to submit a final grant application on 25 September 2017.
8/2368	13/12/2016	DCORP	Service Review of Communications and Marketing	Council to undertake a service review of its communications and marketing.	This review will be completed in the second half of 2017.
8/2428	17/01/2017	DTS	Additional Driveway Access to Lot 3968 (38) Gunter Circuit, Woodroffe	Council to prepare a 'driveway policy' that sets the requirements and assessment standards for considering second driveway applications.	Expected draft policy by late August.
8/2470	21/02/2017	DTS	Proposal for Developing Water Sensitive Urban Design (WSUD) Guidelines	Council resolves to develop Water Sensitive Urban Design (WSUD) Guidelines for the City of Palmerston.	Consultant has been briefed on the project.
8/2505	07/03/2017	DTS	Closure of Durack Drive	Council approve the road closure be undertaken as required under the Local Government Act and the Local Government (Administration) Regulations, including seeking the consent of the Minister responsible for the administration of the Local Government Act.	Letter to be sent to Minister pending Council Decision on current Report 8/1232 Refer to 8/2791.
8/2506	07/03/2017	DTS	Goyder Heritage Study	A proposed draft "Goyder Historical Trail" document be prepared based on interpretive opportunities of existing streets and suburbs and the 'Elrundie camp', to be presented to Council for consideration.	Completed.
8/2615	02/05/2017	DTS	Collection of Waste Bins at Bus Stops	CEO to advise the Department of Infrastructure, Planning and Logistics that Council accepts the shared responsibility for waste bin servicing at existing and future bus stops and seeks that the Department provide a 50% contribution towards these services.	Completed.
8/2626	02/05/2017	DCORP	Leasing of Council Property	A revised draft Policy AD04 – Lease of Council Property, to be referred to the GOC.	This will be presented to Council in August 2017.

8/2650	16/05/2017	DTS	Yarrowonga Road North Roads Upgrade	Council tender in 2016/17 for the reconstruction of both Wallaby-Holtz Road and Yarrowonga Road.	Completed. Refer to 8/2795
8/2654	16/05/2017	DCORP	Financial Report	<p>Monthly financial report to include:</p> <ul style="list-style-type: none"> <li>- a full year forecast as required by the Local Government Accounting Regulations;</li> <li>- surplus/deficit format summary with comparison to budget as used in the Annual Budget found in the Municipal Plan;</li> <li>- financial sustainability ratios to be recommended to Council for the Municipal Plan.</li> </ul> <p>Council to discuss how to better provide public access to the details of creditor payments and credit card transactions and whether this information needs to be included in the Monthly Financial Report to Council.</p>	Proposed adjustments have been made to the monthly financial statements, and other tasks will be completed during 2017.
8/2655	16/05/2017	DCORP	Risk Management and Audit Committee Meeting	Staff to provide a report to the Governance and Organisation Committee on the establishment of financial sustainability ratios for the municipal plan and how they are reported in the monthly financial report.	A report to the GOC with regards to the establishment of financial sustainability ratios and proposed targets will be brought to the next meeting.
8/2663	16/05/2017	DCOMM	Queen's Baton Relay	Council to host a Commonwealth Games 2018 Queens Baton Relay community celebration event in Goyder Square on Friday 2 March 2018.	Meeting held in relation to coordination for the Queens Baton Relay on 28 June 2017. Council staff continuing to work on Management Plans for: traffic, risk, support services and security and emergency. Successful Baton Bearers announcement will be made in October.

8/2666	16/05/2017	DTS	Closure of a Portion of Miller Court Road Reserve	The Mayor and CEO to seek consent from the Ministers administering the Local Government Act and Control of Roads Act, per section 187 of Local Government Act.	Letter has been sent to the Minister. Still awaiting a response.
8/2677	16/05/2017	DCORP	Condition Audit on Street Lighting Assets	<b>(RECOMMENDATION ONLY RELEASED FROM CONFIDENTIAL)</b> THAT Council carry out a condition audit on street lighting assets being transferred to Council on 1 January 2018.	Staff are preparing costing options with regards to a street light audit.
8/2709	06/06/2017	DCORP	Tender Documents	THAT all tender documents are made available for download online.	To be completed.
8/2739	20/06/2017	DTS	City Centre Parking Policy Changes	NT Police to be notified that Council appreciates their need for specific allocated bays but believes that the current policy and arrangement directly in front of the Palmerston Station and the adjoining parking area satisfies their needs. Council notes that overflow police vehicles can park for free in Zone A bays and 15 minute bays are available free of charge within close proximity to the station.	Under review.
8/2743	20/06/2017	DTS	Gateway – Yarrowonga Road Easements	Council authorises the Mayor and CEO sign and seal Form 51, Creation of Easement in Gross for the right of way and drainage easements for the subject Lots 7765, 7766 and 11037, Town of Palmerston or should they be consolidated their future Lot.	No further documents yet provided for ROW easements.
8/2751	20/06/2017	CEO	Draft Municipal Plan 2017-2022	The amended Draft Municipal Plan 2017-2022 be released for Public Consultation on Wednesday 21 June 2017 for 21 days in accordance with Section 24(2)(c) of the Local Government Act.	Completed.
8/2768	04/07/2017	DTS	Playground Refurbishment Various Locations	THAT the matter lay on the table and be further considered at the Council meeting to be held 18/7/2017	Completed.
8/2773	04/07/2017	DTS	Marlow Lagoon Land Use Plan	CEO to seek fee proposals to develop Land Use Plan and be referred to the first quarter budget review in 2017/2018	Development of Scope of work for Consultants EOIs

8/2776	04/07/2017	CEO	Expressions of Interest – CEO Performance Appraisal Contract	Matter lay on the table	
8/2777	04/07/2017	CEO	Procurement Policy FIN04	Staff provide a report on Procurement Policy FIN04	Completed.
8/2790	18/07/2017	DTS	Proposed Permanent Closure of a Section of the Wallaby Holtze Road Reserve	<ul style="list-style-type: none"> <li>- The Mayor to write to the Minister responsible for the administration of the Local Government Act seeking the consent of the Minister to the road closure of the unmade section of Wallaby Holtze Road (between the Stuart Highway and the intersection with Yarrawonga Road) in Yarrawonga north.</li> <li>- Mayor and CEO be authorised to sign and seal documentation to permanently close the unmade section of Wallaby Holtze Road (between the Stuart Highway and the intersection with Yarrawonga Road) in Yarrawonga north after receiving written consent for the closure from the Minister.</li> </ul>	Letter being developed to send to Minister for Approval.
8/2791	18/07/2017	DTS	Closure of Durack Drive, Archer	<ul style="list-style-type: none"> <li>- The Mayor to write to the Minister responsible for the administration of the <i>Local Government Act</i> seeking the consent of the Minister to the road closure.</li> <li>- Mayor and CEO be authorised to sign and seal documentation to permanently close Durack Drive, Archer after receiving written consent for the closure from the Minister.</li> </ul>	Letter being developed to send to Minister for Approval.
8/2792	18/07/2017	DTS	Creating of Electricity Supply Easement over Lot 12817, Town of Palmerston	Mayor and CEO to sign and seal the relevant survey documents to enable the creation of the Council Electrical Supply Easement.	Completed.
8/2794	18/07/2017	DTS	TS2017/05 – Playground Refurbishment Various Locations	Mayor and CEO are granted consent to sign and seal all required contract documentation for the contract TS2017/05 – Playground Refurbishment Various Locations.	Contractual documents being developed for issuing.



8/2795	18/07/2017	DTS	Yarrawonga and Wallaby Holtze Roads Upgrade Progress	Yarrawonga Road and Wallaby Holtze Road Stage 1 be retendered under the budget approved by Council decision number 8/2651 – 16/05/2017 as currently designed.	Redesign works being reviewed and tender documentation in preparation.
8/2814	25/07/2017	DCORP	Rating Strategy	An independent review of Council's Rating Strategy be commissioned to inform a review of FIN25 Rating Policy to be undertaken during the 2017/2018 financial year.	

**Recommending Officer:** Ricki Bruhn, Chief Executive Officer

Any queries on this report may be directed to Ricki Bruhn, Chief Executive Officer on telephone (08) 8935 9922 or email [palmerston@palmerston.nt.gov.au](mailto:palmerston@palmerston.nt.gov.au)



**ITEM NUMBER:** 12.3.2 The Heights, Durack Community Centre update  
**FROM:** Director of Community Services  
**REPORT NUMBER:** 8/1264  
**MEETING DATE:** 1 August 2017

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**Municipal Plan:**

## 1. Community &amp; Cultural Wellbeing

## 1.3 Arts and Culture

1.3 We are committed to the fostering and promotion of arts and culture within our community, the awareness and promotion of our local history, and advocacy for increased cultural resources

**Summary:**

The Heights, Durack Community Centre, located overlooking the Durack Lake, is currently cohabited by Peet Limited and City of Palmerston. One side of the Centre is tenanted by Peet Limited. The other side of the Centre is Art Workshop spaces which are currently managed by City of Palmerston's Community Development Team. This has been operating as an arts and culture centre for the past ten (10) months. This report provides an overview of activities in the workshop spaces during this time.

**RECOMMENDATION**

THAT Council receives Report Number 8/1264.

**Background:**

The Palmerston Arts Strategy 2016 – 2021 was endorsed by Council on 6 September 2016. The Strategy sets out goals and actions to be achieved through collaborative planning and strategic partnerships. It identifies strategic programs and projects for all art forms and includes arts initiatives for future capital works and developments. The Strategy aims to achieve the below outcomes:

- Outcome One: To secure partnerships with sector stakeholders
- Outcome Two: To increase participation and engagement in arts, culture and heritage
- Outcome Three: To improve places and spaces
- Outcome Four: To communicate the value of arts, culture and heritage

Three arts projects have been identified to provide focus to achieve the outcomes. One of the projects is: Creative enterprise activation, focusing on collaborative planning for management and use of The Heights, Durack Community Centre (The Centre).

City of Palmerston is currently responsible for two (2) Art Workshop spaces at The Centre, which was launched with an Open Day festival on 20 August 2016. Since then over twenty (20) Art Programs

have been supported by City of Palmerston providing classes, workshops and opportunities for artists, art facilitators/organisations and the general public.

Support is provided in a number of ways:

- Artists/workshop facilitators can apply for a subsidy. These are evaluated and the amount determined on a case by case basis. Subsidies are provided to reduce the cost for the participant – making art more accessible for Palmerston residents; whilst encouraging the increased participation and hence business for the facilitator. See Subsidy Application and Subsidy Confirmation forms attached for more detailed information.
- City of Palmerston may provide facilitators promotional support via:
  - Listing on City of Palmerston's online booking site:  
<https://cityofpalmerston.checkfront.com/reserve/>
  - A fortnightly advertisement in the Palmerston Sun promoting 'What's On' at The Heights, Durack Community Centre
  - City of Palmerston website and Facebook, and Palmerston Library Facebook
  - If deemed valuable, City of Palmerston may offer graphic design and printing support for flyers/posters – this is only offered for long term programs or those which align with a particular community need.
- Artists Craft and Tea: this is a program which provides free use of the Art Workshop Spaces one night a week for artists to meet, make connections and work on their practice.

Some of these Art Programs have been one off intensive style workshops, and others have been a series of classes running for a number of weeks (usually between 4 – 8 weeks). The Art Programs have targeted a diverse range of Palmerston residents, providing access to the Arts to children, teenagers, seniors, migrants, mothers and more. Below are some of the programs that have been running from September 2016 to June 2017:

- Clay Fairies and Monsters for children
- Lino Printing for adults
- Teen Art Club
- CLIPS: filming for teenagers
- Candle Making for adults
- Our Common Threads Nov/Dec/Jan for refugee/migrant mothers and children
- Paper Making for adults
- Art Journaling for adults
- Sand Cards and Batik for families
- Art Distraction for chronic pain sufferers
- Creative Starter for adults
- Creative Soul Painting for adults
- Finding the Muse for adults
- Our Common Threads April to July for Palmerston mothers and their children
- Mindfulness Through Art for adults
- Face Painting Workshop for families
- Kids Art @ SPUN for children

The Art Workshop Spaces can also be hired, via City of Palmerston's online booking site, by anyone looking for this type of venue. This has allowed additional art classes and workshops to be run by established artists and art organisations that haven't required facilitation or subsidy support by Council. It is hoped this will continue to increase as the capacity and confidence of local artists and cultural facilitators grows.

The lawns of The Centre provide an aesthetically beautiful venue for outdoor events and in June 2017 City of Palmerston hosted SPUN: A Live Storytelling Event. This attracted approximately 200 people and was a successful example of the types of events that can be held at this venue.

**Financial Implications:**

Support provided to activate The Heights, Durack Community Centre, as detailed in this report, came from 2016/17 arts and culture operational budget.

The continuation of the activation will come from the 2017/18 arts and culture operational budget.

**Legislation/Policy:**

Palmerston Arts Strategy 2016 - 2021

**Recommending Officer:** Jan Peters, Director of Community Services

Any queries on this report may be directed to Jan Peters, Director of Community Services on telephone (08) 8935 9972 or email [jan.peters@palmerston.nt.gov.au](mailto:jan.peters@palmerston.nt.gov.au)

**Author:** Jan Peters, Director of Community Services

**Schedule of Attachments:**

Attachment A: Art\_ClassWorkshop\_Confirmation\_of\_Subsidy\_Application\_2017

Attachment B: Art\_ClassWorkshop\_Subsidy\_Application\_2017



# ART CLASS OR WORKSHOP

## CONFIRMATION OF SUBSIDY

### CONGRATULATIONS YOUR APPLICATION FOR A SUBSIDY HAS BEEN SUCCESSFUL.

Thank you for your recent application for a subsidy to run a class or workshop at The Heights, Durack Community Centre. City of Palmerston is pleased to offer:

Name of class / workshop	
Name of artist / facilitator	
Cost per person per class (before subsidy)	
Cost to per person per class (after subsidy)	
Subsidy per person / class	
Art Workshop booked (detail which workshop)	
Dates booked	
Times booked (including set up and pack down)	

#### Internal Use Only

#### STEPS TO TAKE FROM HERE:

1. Confirm your acceptance of this offer to [palmerston@palmerston.nt.gov.au](mailto:palmerston@palmerston.nt.gov.au)
2. Include in your email a photo or piece of art that can be used on City of Palmerston online booking site so that we can help promote your class or workshop <https://cityofpalmerston.checkfront.com/reserve/>
3. Please be aware that you will be fully responsible for your own bookings
4. Please contact the Palmerston Library one week prior to the commencement of your first class to organise a time to pick up a fob to open/close The Heights, Durack Community Centre.  
Palmerston Library: [library@palmerston.nt.gov.au](mailto:library@palmerston.nt.gov.au) or 08 8935 9999
5. Upon completion of your class(es)/workshop(s) please fill out the below form and return to [palmerston@palmerston.nt.gov.au](mailto:palmerston@palmerston.nt.gov.au)
6. Upon receiving this form, you will be sent a Purchase Order for the subsidy amount
7. Please then submit your invoice to [accounts@palmerston.nt.gov.au](mailto:accounts@palmerston.nt.gov.au)

Number of classes held	
Total number of participants (add together the number of participants each week)	
Subsidy per person / class	
<b>Total subsidy</b>	

Please return form to City of Palmerston via email: [palmerston@palmerston.nt.gov.au](mailto:palmerston@palmerston.nt.gov.au) or drop it into the City of Palmerston at the Civic Centre, 1 Chung Wah Cres, Palmerston.

# ART CLASS OR WORKSHOP

## PROPOSAL FOR SUBSIDY

### INFORMATION FOR ARTISTS AND FACILITATORS

The City of Palmerston is pleased to offer support to local artists and creative individuals to run arts classes, workshops or cultural activities at The Heights, Durack Community Centre. The Centre is comprised of 2 beautiful workshop spaces, amenities and a balcony overlooking the lake.

Council would like to inspire and support the use of the Art Workshops and stimulate the continued availability of art classes and workshops to the residents of Palmerston and beyond. Hence Council is offering subsidies to artists to hold classes at the Centre.

The benefits:

#### Artists

- to introduce The Heights, Durack Community Centre
- to encourage and support Palmerston artists to begin holding art classes and workshops at the Centre

#### Residents

- to introduce The Heights, Durack Community Centre
- to make art classes and workshops available and accessible at reduced rates
- to encourage residents to continue taking classes and participating in the Arts

If you would like to receive a subsidy, you are required to fill out the form below giving details about the classes/workshops/activities you would like to run. Based on the information you provide, your proposal will be assessed, and the amount of subsidy decided upon.

You will be responsible for complete operation of the class / workshop, including taking bookings. City of Palmerston will assist with promotion when possible. The classes/workshops/activities will be promoted as subsidised by City of Palmerston to ensure that the community is aware that the cost may increase in the future.

Equipment available:

- |   |  |
|---|--|
| ■ Storage lockers ( <i>must be booked</i> )   | ■ Drying racks                               |
| ■ Digital projector ( <i>must be booked</i> ) | ■ Light tables                               |
| ■ Easels                                      | ■ Cutting mats and                           |
| ■ White Board                                 | ■ Bar fridge and tea/coffee making amenities |
| ■ Benches, trestles, stools and chairs        | ■ Stereo                                     |

# ART CLASS OR WORKSHOP

## PROPOSAL FOR SUBSIDY

Please provide details of your class/workshop/activity – unsubsidised:

Name of class / workshop / activity	
Description of activity	
Cost per person per class <i>(e.g. \$15 per person per class)</i>	
Number of classes per program over how many weeks <i>(e.g. 6 classes over 6 weeks or 3 classes over 6 weeks)</i>	
Maximum amount of people per session <i>(e.g. 15 people max)</i>	
Is the class progressive or the same each session	
What is provided for each class <i>(e.g. materials)</i>	
Duration of the class/workshop	
Set up and pack down time	
Available days and times of the week	
Dates	

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Website (if applicable): \_\_\_\_\_

Please return form to City of Palmerston via email: [palmerston@palmerston.nt.gov.au](mailto:palmerston@palmerston.nt.gov.au) or drop it into the  
City of Palmerston at the Civic Centre, 1 Chung Wah Cres, Palmerston.

**ITEM NUMBER:** 13.1.1 Community Benefits Scheme – July 2017  
**FROM:** Director of Community Services  
**REPORT NUMBER:** 8/1263  
**MEETING DATE:** 1 August 2017

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**Municipal Plan:**

4. Governance & Organisation

4.2 Service

4.2 We value and encourage participation in Council activities by the community, and are committed to delivering the highest possible levels of service and community engagement

**Summary:**

This report provides Council with a summary of the Community Benefits Scheme applications processed for the month of July 2017.

**RECOMMENDATION**

THAT Council receives Report Number 8/1263.

**Background:**

This report details applications received, processed, approved/not approved against the Community Benefits Scheme eligibility criteria and selection process.

**General:**

Please see attached a table listing all funding applications and acquittals processed during July 2017.

Included is a table with an update of funds paid to recipients and amount of funds remaining in the budget for Grants, Donations, Sponsorships and Scholarships for 2017/2018.

In addition to applications for funding, Council may receive requests for in-kind support. An application from Palmerston Boxing Club for in-kind support (to waive fees for use of the Palmerston Recreation Centre for an event: Palmerston Amateur Boxing Evening) was successful. The value of the in-kind support is \$2,000.

**Financial Implications:**

The budget for the 2017/2018 year for grants, donations, scholarships and sponsorships is \$100,000. Due to the successful distribution of funds to the community the available budget to date rests at \$95,200.



**Legislation/Policy:**

Policy number FIN18 – Grants, Donations, Scholarships and Sponsorships

**Recommending Officer:** Jan Peters, Director Community Services

Any queries on this report may be directed to Jan Peters, Director Community Services on telephone (08) 8935 9922 or email [jan.peters@palmerston.nt.gov.au](mailto:jan.peters@palmerston.nt.gov.au)

**Author:** Jan Peters, Director Community Services

**Schedule of Attachments:**

Attachment A: Applications/Acquittals Processed Summary July 2017, Expenditure to Date



## Attachment A: Applications/Acquittals Processed Summary July 2017, Expenditure to Date

**Community Benefits Scheme****Applications Received**

Activity Project	Applicant	Amount Requested	Amount Received	Outcome
Place-making EOI – Outdoor tables and stools for Harvest Corner Community Garden	Gray Community Garden Assoc.	\$4,800	\$4,800	Successful
Purchase of bags	Wildcare Inc.	\$2,000	n/a	In progress
Palmerston Amateur Boxing Evening	Palmerston Boxing Club	In-kind support – Recreation Centre	n/a	Successful

**Acquittals Received**

Applicant	Activity Project	Amount Granted

**Current Community Benefits Scheme Expenditure to Date**

CC name	Account Name	YTD \$	Commitment \$	YTD + Comm \$	Rev. Budget	Budget Available \$
Grants / Donations/Contributions Paid	Community Grants	4,800			100,000	<b>95,200</b>

**ITEM NUMBER:** 13.1.2 Shakespeare in the Park  
**FROM:** Director of Community Services  
**REPORT NUMBER:** 8/1265  
**MEETING DATE:** 1 August 2017

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**Municipal Plan:**

## 1. Community &amp; Cultural Wellbeing

## 1.3 Arts and Culture

1.3 We are committed to the fostering and promotion of arts and culture within our community, the awareness and promotion of our local history, and advocacy for increased cultural resources

**Summary:**

This report presents an event “Shakespeare in the Park” and requests Council approve the event to be held on Saturday 5<sup>th</sup> May 2018 at Sanctuary Lakes

**RECOMMENDATION**

1. THAT Council receives Report Number 8/1265.
2. THAT Council approve the hosting of Shakespeare in the Park at Sanctuary Lakes on 5 May 2018.

**Background:**

Amanda LaBonte and Sophie Lampel have been touring Shakespeare in the Vines to vineyards and venues across Australia and New Zealand for the past 15 years. Their 15<sup>th</sup> production was “Much Ado About Nothing”.

Since 2003 they have been recognised as a leading national touring theatre company, Essential Theatre, known for its professional and creative presentation of Shakespeare in the Vines, a unique tour of Shakespeare’s much-loved works to some of Australia’s spectacular wineries and gardens. Their aim is to produce theatre that entertains, inspires and provokes audiences to think in a fresh way about their own lives.

The last 15 years have seen them travel across the country to many fantastic regions including McLaren Vale, The Yarra Valley, Margaret River, the Hunter Valley and New Zealand to name a few. Each year the tour continues to grow and they are travelling to other states year by year.

In May 2017, the City of Palmerston supported Essential Theatre to bring their production to Sanctuary Lakes. Two performances were held on Friday 5<sup>th</sup> and Saturday 6<sup>th</sup> May 2017. The two performances were very successful with great reviews from the members of the community that attended.

**General:**

In response to the initial success of the 2017 performance and positive feedback from the Community, Council Officers propose the continuation of the Shakespeare in the Park program in Palmerston and would like to present Essential Theatre's production of "The Twelfth Night" in May 2018. Sanctuary Lakes proved an ideal location for the 2017 performance with the picturesque lake backdrop and natural amphitheatre. It is believed that attendance at these types of artistic productions in Palmerston will continue to grow with increased opportunities.

***Performance***

"The Twelfth Night" performance proposed is approximately 2 hours with a 25-minute break in between performances. The performance begins prior to sunset and requires some additional lighting to be brought into the venue. Ropes are run along the ground to define the performance area and audience seating. The performance is interactive with cast making many of their entrances and exits through and around the audience increasing the audiences experience and participation. The cast are available to meet and greet the audience after the show.

Last year City of Palmerston hosted two consecutive nights of the performance. This year it is proposed to hold one night, consolidating the numbers attending into one audience. This also reduces the performance fee substantially, from \$16,000 (for two performances) down \$9,000 for one. All travel and accommodation costs are covered by the performance fee.

***Venue and Logistics***

The main benefit of Sanctuary Lakes as a venue is the existing natural amphitheatre and excellent ambience created by the lake and natural surroundings. Special mood lighting adds to the atmosphere. A special alcohol consumption permit for a public restricted area would be obtained to enable guests to BYO and consume alcohol at Sanctuary Lakes.

Additional logistics and costs will be incurred for:

- Marketing and promotion campaign - \$6,000.00
- Provisions for lighting and furniture - \$4,000.00
- Additional toilet hire - \$500.00
- Royal Wolf container - \$600.00
- Security - \$400.00
- Cleaning of cement at venue - \$1,000.00
- Bins - \$500.00

The additional logistics and promotions cost listed above total approximately \$13,000.

One performance plus promotion, logistics would cost \$22,000.00.

It is proposed that the performance will be made available to the public at a ticket price of \$30.00 per Adult and \$15.00 per child. An expected income based on last year's attendance plus some growth, would be approximately \$8000.00 offsetting some of the costs to Council.



**Financial Implications:**

Expenditure for Council events has been included in the 2017/2018 operational budget. It is expected the Shakespeare in the Park 2018 will cost \$22,000 with an income of approximately \$8,000 and will be funded from the existing events operational budget.

**Legislation/Policy:**

Nil

**Recommending Officer:** Jan Peters, Director of Community Services

Any queries on this report may be directed to Jan Peters, Director of Community Services on telephone (08) 8935 9972 or email [jan.peters@palmerston.nt.gov.au](mailto:jan.peters@palmerston.nt.gov.au)

**Author:** Maxine Dowley, Events Coordinator

**Schedule of Attachments:**

Attachment A: Nil



**ITEM NUMBER:** 13.1.3 Palmerston Golf Course – PGA Championship Driving Range

**FROM:** Acting Director of Technical Services

**REPORT NUMBER:** 8/1269

**MEETING DATE:** 1 August 2017

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**Municipal Plan:**

1. Community & Cultural Wellbeing

1.4 Recreation

1.4 We are committed to providing quality recreation and sporting facilities, parks, gardens, playgrounds and open spaces for the benefit of our community

**Summary:**

This report seeks Councils approval to permit the use of the City of Palmerston's Drainage Reserve adjacent to the Palmerston Golf Course during the 2017 PGA Tournament for the use by players as a driving range.

**RECOMMENDATION**

1. THAT Council receives Report Number 8/1269.
2. THAT Council grants the Palmerston Golf Course use of the intended area within the City of Palmerston Drainage Reserve for use as a driving range during the period of Tuesday 29<sup>th</sup> August 2017 until Sunday 3<sup>rd</sup> September 2017 with only authorised PGA related personnel being allowed to use the area. Approval is given upon the conditions that the Palmerston Golf Course implements the restrictions outlined in the report and liaises and respond to surrounding residents concerns.
3. THAT Council requires the Palmerston Golf Course to ensure the area is reinstated to its existing drain condition after the event including tee off areas and golf ball removal.

**Background:**

A request was received from the Palmerston Golf Course (**Attachment A**) for permission from City of Palmerston to utilise the drainage reserve adjacent to the golf course as a driving range during the upcoming 2017 PGA tournament (29<sup>th</sup> August – 3<sup>rd</sup> September 2017).

The same area was utilised during the 2016 PGA tournament in a similar application. During previous use, a number of complaints were received relating to stray golf balls landing in adjacent residential properties and causing damage or near misses to residents.

Palmerston Golf Course have proposed measures in order to respond to these concerns including;

- No "Drivers" permitted on driving range.
- Limiting ability to hit long & wide distances.
- Installing temporary fencing along the bike path leading to Driver School.

- A letter box drop to address all issues with residents that may be affected.

As a result of the request, City of Palmerston conducted Community Consultation with surrounding residents that may be impacted upon by the use of the area as the driving range (**Attachment B**). Residents were given a 21 day period to respond. As of the closing date, no official responses had been received. After the closing date, one written response (**Attachment C**) and one verbal response was received highlighting their concerns. The main concerns were in relation to errant golf balls entering the properties towards the end of the proposed range. Although this occurred during the PGA tournament in 2016, there have been recent reports of random incidents during non PGA timeframes.

**General:**

Officers have discussed concerns with the Palmerston Golf Course over non-authorised use of the area as a driving range by non-authorised personnel. The Palmerston Golf Course has been made aware that any proposed approval of use for the PGA would be on the basis that the area is only used during the PGA timeframe by personnel related to the PGA tournament. Other use outside this permitted timeframe that impacts on surrounding residents would affect the granting of approval for PGA usage. The Palmerston Golf Course has been made aware they are liable to control the use of this area outside the approved time for the Tournament. This includes receiving, responding and addressing any complaints from surrounding residents.

**Financial Implications:**

There are no financial implications for Council as a result of this proposal.

**Legislation/Policy:**

There are no legislation or policy implications for Council as a result of this proposal.

**Recommending Officer:** Malcolm Jones, Acting Director of Technical Services

Any queries on this report may be directed to Malcolm Jones, Acting Director of Technical Services on telephone (08) 8935 9958 or email [malcolm.jones@palmerston.nt.gov.au](mailto:malcolm.jones@palmerston.nt.gov.au).

**Schedule of Attachments:**

Attachment A: Email dated 19 June 2017 received from Susan Heenan, Marketing Manager Palmerston Golf Course

Attachment B: Copy of the City of Palmerston NT PGA Championship – Proposed Driving Range – Community Consultation letter.

Attachment C: Written response received from resident dated 24 July 2017.



**From:** Susan Heenan [<mailto:marketing@cazalysnt.com.au>]  
**Sent:** Monday, June 19, 2017 11:29 AM  
**To:** Michael Castelli  
**Subject:** 2017 NT PGA

**Attachment A**

Dear Mick

Thank you for your time.

The Palmerston Golf Course requests the permission of the City of Palmerston to use the drainage reserve adjacent to the Palmerston golf course for the 2017 Northern Territory PGA Championship to be held from 31 August – 3 September, as a driving range.

The PGA would require access to this area from Tuesday 29 August – Sunday 3 September, 2017.

We are aware of the concerns expressed by residents adjacent to the reserve, over usage last year. In response to those concerns, we intend to put the following measures in place;

- No 'drivers' permitted on driving range
- This will limit the ability to hit long & wide distances
- 200m of temporary fencing will be installed alongside the bike path leading to Driver School
- A letter box drop will be conducted to address all issues with affected residents

The Northern Territory PGA Championship remains on trend to meet its long term vision of being a significant golfing spectacle for the Northern Territory, one which continues to attract a broad media interest and tourism attendance.

With this in mind, our vision is to continue to enhance the event for both the sponsors and the community.

We appreciate the support of the City of Palmerston and your consideration of this request and look forward to continuing this relationship well into the future.

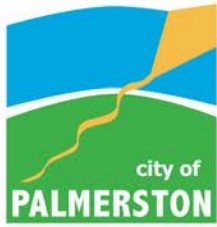
With kinds regards,

**Susan Heenan**  
**Marketing Manager**

P: 08 8932 8688  
M: 0425 297 642  
F: 08 8932 8677  
10 Temple Terrace, Palmerston 0830







Please include the following reference in all correspondence

ID: MJ:hb

30<sup>th</sup> June 2017

The Resident

**NT PGA Championship – Proposed Driving Range – Community Consultation**

Dear Resident,

The City of Palmerston has received a request from The Palmerston Golf Club seeking permission from Council to use the drainage reserve (see location map) as a driving range during the 2017 Northern Territory PGA Championship (Tuesday 31 August to Sunday 3 September).

The drainage reserve was used for a similar purpose during last year's tournament. Council received some concerns from residents adjacent to the reserve. The Palmerston Golf Club has indicated the following will be put in place for the driving range:

- No 'drivers' permitted on driving range. This will limit the ability to hit long & wide distances
- 200m of temporary fencing will be installed alongside the bike path leading to Driver School
- A letter box drop will be conducted to address all issues with affected residents.

To ensure any concerns are addressed, Council is seeking local resident's feedback on this matter prior to considering the approval.

Feedback on the matter can be addressed as follows:

- Phone – 8935 9987
- Email – [palmerston@palmerston.nt.gov.au](mailto:palmerston@palmerston.nt.gov.au)
- Written – PO Box 1 Palmerston NT 0831

To allow the matter to be tabled to Council, the closing date for comments is 21 July 2017.

Kind Regards,

A handwritten signature in blue ink, appearing to read "MJ", is placed above the name Malcolm Jones.

Malcolm Jones  
Manager of Infrastructure & Maintenance

Indicative Map of Location



**To:** [REDACTED]  
**Subject:** Palmerston PGA proposed driving range  
**Date:** Monday, 24 July 2017 2:01:47 PM

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Hi

Sorry for the late reply. Using the floodway as a driving range is dangerous and putting peoples lives at risk. the floodway was used last year and we had several balls land in our back yard, one of which missed my wife by a meter and hit my neighbours shed with a lot of force. The map sent out doesn't show the tee off area correctly. The existing tee off that was built for the last event is closer to Driver avenue angled towards our house so I'm unsure if the the golf club wants to use the existing tee off or build a new one. My wife and decided to buy this house as it was not part of the golf course and we enjoy having the floodway at our back fence and like most houses backing on to the floodway our kids enjoy playing in their back yard. Now the golf course is slowly trying to take over. The tee off area is now permanent and anyone will think it is ok to use, this will drop the value of the houses that back onto the floodway and kids wont be able to play in their back yards without fear of getting hit by a golf ball. If the floodway continues to get used as a driving range someone will get seriously injured or killed by a golf ball. Who will be held responsible if that happens? If people were subjected to this amount of risk on a government construction site, the site would be shut down. I just want to go on record as being strongly opposed to the use of the floodway a driving range and i think it is insane that it has been allowed to go on this long. It's putting peoples live at unnecessary risk.

Regards

[REDACTED]



**ITEM NUMBER:** 13.1.4 Sign and Seal – Extinguishment of Drainage Easement in Gross for Lot 10288 Tarakan Court, Johnston

**FROM:** Acting Director of Technical Services

**REPORT NUMBER:** 8/1270

**MEETING DATE:** 1 August 2017

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**Municipal Plan:**

3. Environment & Infrastructure

3.2 Assets and Infrastructure

3.2 We are committed to maintaining and developing community assets and infrastructure which meet the needs of our community

**Summary:**

This report seeks Councils endorsement to undertake a sign and seal Form 53 – Extinguishment of Easement in Gross for Lot 10288 Tarakan Court, Johnston at City of Palmerston's request.

**RECOMMENDATION**

1. THAT Council receives Report Number 8/1270.
2. THAT Council delegate authority to the Official Manager and Chief Executive Officer to sign and seal Form 53 – Extinguishment of Easement in Gross for Lot 10288 Tarakan Court, Johnston.

**Background:**

An application has been made to the Department of Infrastructure, Planning and Logistics to extinguish the drainage easement. It has been highlighted that on the existing title - two easements exist, one of which includes a Drainage easement (**Attachment A**) in favour of the City of Palmerston. City of Palmerston wishes to remove a drainage easement situated at the north west corner and is no longer required.

**General:**

Officers raise no issue with the proposal to extinguish the existing Drainage easement in favour of the City of Palmerston and recommend Council delegate authority to the Official Manager and CEO to sign and seal Extinguishment of Easement in Gross Form 53 (**Attachment B**) consenting to the extinguishment of drainage easement on Lot 10288 Tarakan Court, Johnston.

**Financial Implications:**

There are no financial implications for Council as a result of this proposal.

**Legislation/Policy:**

There are no legislation or policy implications for Council as a result of this proposal.

**Recommending Officer:** Malcolm Jones, Acting Director of Technical Services

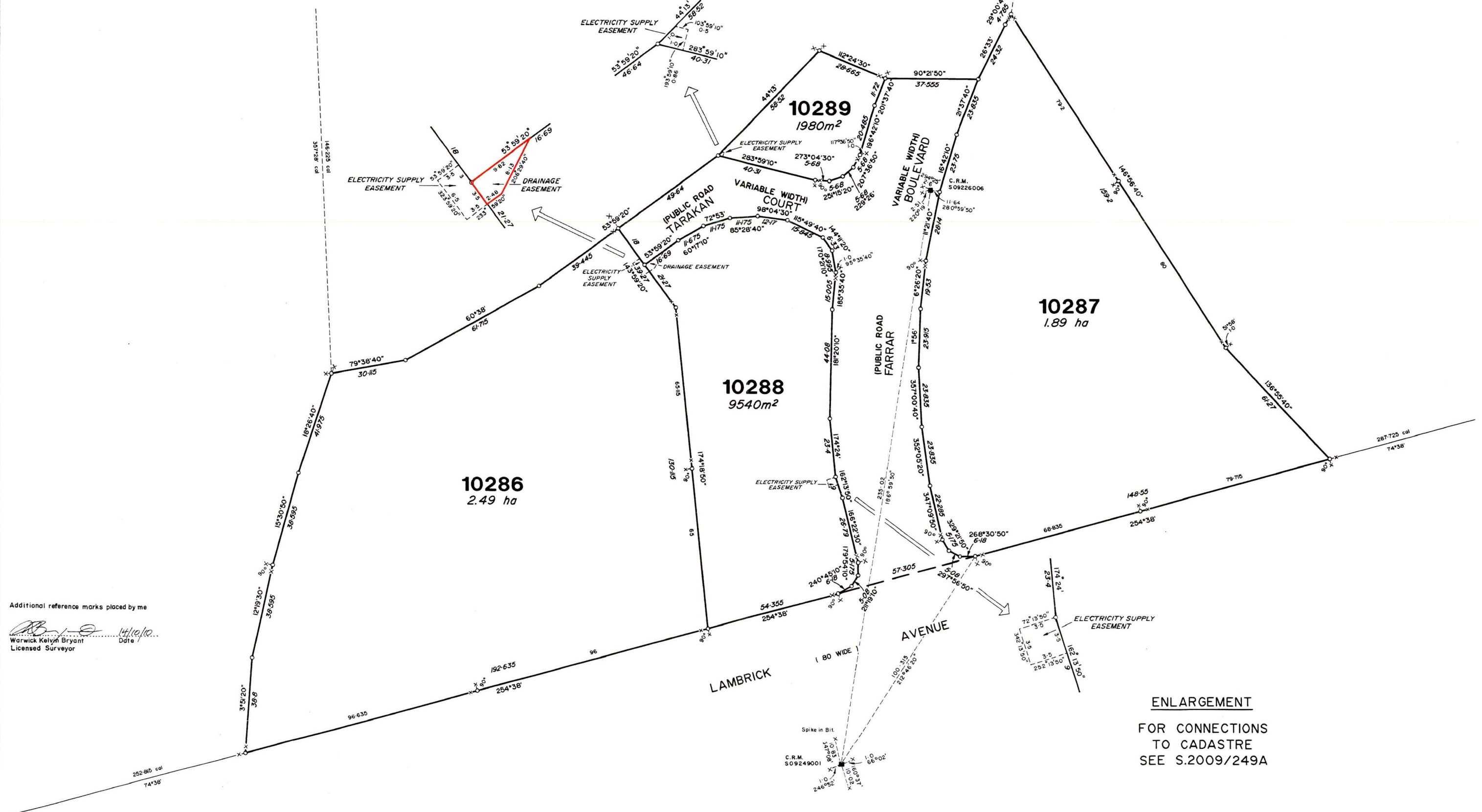
Any queries on this report may be directed to Malcolm Jones, Acting Director of Technical Services on telephone (08) 8935 9958 or email [malcolm.jones@palmerston.nt.gov.au](mailto:malcolm.jones@palmerston.nt.gov.au).

**Schedule of Attachments:**

Attachment A: Plan of Lot and Easements.

Attachment B: Form 53 – Extinguishment of Easement in Gross.





Land Title Act  
REGISTRAR-GENERAL'S DIRECTIONS

NORTHERN TERRITORY OF AUSTRALIA

<b>E</b>	<b>E</b>	
<b>P</b>	<b>E</b>	<b>No:</b>

Commissioner of Taxes use only

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**IMPORTANT NOTICE**

Please Note Privacy Statement Overleaf

**EXTINGUISHMENT OF  
EASEMENT IN GROSS**

The person(s) in whose favour the easement in gross is registered extinguishes the easement over the land specified for the value expressed below. (NOTES 1 – 3)

EASEMENT BEING  
EXTINGUISHED

Drainage Easement

LTO:

(NOTE 4)

Register	Volume	Folio	Location	Lot Description	Plan	Unit
CUFT	814	189	TOWN OF PALMERSTON	LOT 10288	L2009/051A	

(NOTE 5)

OWNER OF THE  
LAND BURDENED  
BY THE  
EASEMENT

ZEST PROJECTS PTY LTD (ACN 158 957 627) AS TRUSTEE FOR THE JOHNSTON TRUST

(NOTE 6)

PERSON  
RECEIVING THE  
BENEFIT OF THE  
EASEMENT

CITY OF PALMERSTON

(NOTE 7)

VALUE (GST  
INCLUSIVE)

Nil

GST amount Nil

(NOTE 8)

SIGNED by the person(s) receiving the benefit of the easement

.....

on (Date) .....

In the presence of:

.....

Signature of qualified witness:

.....

.....

Address of Witness

(NOTE 9)

Registered on ..... At .....



## CONSENT OF REGISTERED MORTGAGEES AND LESSEES

Instrument type: **MORTGAGE**

Instrument type: .....

Instrument No: **857704**

Instrument No: .....

Name of Parties: **AUSTRALIA AND NEW ZEALAND BANKING CORPORATION GROUP LIMITED**

Name of Parties: .....

ANDREW LANGLEY - POA 345962

I the registered proprietor of the interest shown above consent to the registration of this instrument.

I the registered proprietor of the interest shown above consent to the registration of this instrument.

Signed: 

Signed: .....

(Date): 29/06/2017

(Date): .....

In the presence of:

In the presence of: .....

**Debra Ann Feehan**  
*Commissioner for Oaths*Name of Witness: **69 Smith Street, Darwin NT 0800**  
**Ph: (08) 8998 7013**

Name of Witness: .....

Address or Telephone No.: Reg # 61424

Address or Telephone No.: .....

## SCHEDULE OF NOTES

1. A registered easement in gross may be wholly or partly extinguished by registering an instrument of extinguishment of the easement in gross signed by only the person in whose favour the easement in gross is registered. (Internal use only: The PE code is used for extinguishment of an easement created by plan and the EE is for the extinguishment of an easement created by instrument).
2. This form is to be lodged as an original only and must be typed or completed in ink or biro. The imprint of the Commissioner of Taxes must be shown. Alterations to information entered on the form should be crossed out (not erased or obliterated by painting over) and initialled by the parties.
3. If there is insufficient space in any panel use the space above or an annexure sheet (Form 95).
4. A short description (ie. Sewerage Easement to Power and Water Corporation) will normally be sufficient. In certain circumstances like a partial extinguishment a survey plan may need to be annexed. If the easement was originally created by an instrument that LTO number should also be shown.
5. Volume and Folio of current title is essential together with complete parcel description. If the certificate as to title has been issued it must be produced.
6. Insert owner of the land burdened by the easement.
7. Name only (ie. Northern Territory of Australia).
8. The amount paid or the amount in dollars as valued. For the GST amount, if the easement is subject to the margin scheme and the GST amount is unknown insert "margin scheme" in the box provided.
9. Persons who may witness this document are a Commissioner for Oaths, a member of the Legislative Assembly, a legal practitioner within the meaning of the *Legal Practitioners Act*, a person holding office under the *Supreme Court Act*, the *Justices Act*, the *Local Court Act* or the *Registration Act*, a member of the Police Force, a person licensed as a conveyancing agent or real estate agent under the *Agents Licensing Act*, a Notary Public and any other person approved by the Registrar-General.

A witness to an instrument executed by an individual must first:

- take reasonable steps to ensure that the individual is the person entitled to sign the instrument;
- have the individual execute the document in the presence of the witness;
- not be a party to the instrument; and
- if witnessing more than one signature, clearly state that he/she has witnessed more than one signature. (ie I have witnessed the two signatures appearing above).

After signing, witnesses must legibly write, type or stamp their names and contact address or telephone number below their signature.

For a corporation, an instrument must be executed in a way permitted by law or sealed with the corporation's seal in accordance with the *Law of Property Act*, Section 48.For witnessing of instruments executed outside the Northern Territory refer to Schedule 1 of the *Land Title Act* and the Registrar-General's Direction.

## PRIVACY STATEMENT – LAND REGISTER FORMS

The Registrar-General's Office is authorised by the Land Title Act to collect the information on this form for the establishment and maintenance of the Land Register, which is made available for search by any person, anywhere, including through the Internet, upon payment of a fee. The information is regularly provided to other NT Government agencies, the Australian Valuation Office, local governments, the Australian Bureau of Statistics, the Australian Taxation Office or other Commonwealth Agencies as required or authorised by law, and some private sector organisations for conveyancing, local government, valuation, statistical, administrative and other purposes. The Department of Lands, Planning and the Environment also uses the information to prepare and sell or licence property sales reports to commercial organisations concerned with the development, sale or marketing of property.

Failure to provide the information in full or in part may prevent your application or transaction being completed.

Your personal information provided on this form can be subsequently accessed by you on request. If you have any queries please contact the Deputy Registrar-General on 8999 5318.



<b>ITEM NUMBER:</b>	13.1.5	Proposal for Painting of Murals on Palmerston Recreation Centre Walls Facing Outdoor Basketball Court
<b>FROM:</b>		Director of Community Services
<b>REPORT NUMBER:</b>	8/1271	
<b>MEETING DATE:</b>	1 August 2017	

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**Municipal Plan:**

## 1. Community &amp; Cultural Wellbeing

## 1.1 Healthy Communities

1.1 We are committed to providing quality health and family support services to our community

**Summary:**

This report requests approval for two murals to be painted on the external walls of Palmerston Recreation Centre (PRC) which face the outdoor basketball court, adjacent to The Boulevard.

The painting of the murals will be coordinated by the Palmerston Library Children's & Programs Officer, Health and Wellbeing Community Development Officer and the Youth Sport and Recreation CDO in collaboration with local youth, community organisations and professional artists.

**RECOMMENDATION**

1. THAT Council receives Report Number 8/1271.
2. THAT Council approves two murals to be painted on the two external walls of the Palmerston Recreation Centre which face the outdoor basketball ring, adjacent to The Boulevard.

**Background:**

The walls facing the outdoor basketball court adjacent to the PRC are currently plain painted walls which are regularly graffitied, greatly reducing the amenity of the local area.

The outdoor basketball court area is regularly used by young people to play basketball and socialise with peers. The space has high visibility from The Boulevard and regular foot traffic passing through the area.

The two walls present a great opportunity to create a visually pleasing mural, incorporating positive messages for the community, with involvement of local young people, creating a sense of ownership for young people and increasing the visual amenity of the area.

**General:**

The Palmerston Library Children's & Programs Officer, Health & Wellbeing CDO and the Youth, Sport and Recreation CDO plan to collaborate on two programs which will facilitate the painting of the external

walls of the Palmerston Recreation Centre which face the outdoor basketball court adjacent to The Boulevard.

One mural will be coordinated by the Palmerston Library Children and Youth Programs Officer with involvement from young people attending the regular youth 'drop-in' art sessions held at the library, as well as a professional artist.

The second mural will be coordinated by the Health and Wellbeing CDO in collaboration with local youth mental health services, young people and a professional artist. The mural theme will incorporate positive mental health messages targeted at young people and the general community.

It is proposed that workshops engaging young people in the design of the mural and wellbeing messages, be held in the school holiday period 2<sup>nd</sup> to 6<sup>th</sup> October and that the mural be unveiled as part of Mental Health Week from 8<sup>th</sup> – 13<sup>th</sup> October.

If approved, an agreement will be drawn up stating City of Palmerston owns the artwork but does not have any responsibility to maintain or repair the artwork. Establishing ownership over the artwork will ensure the City of Palmerston is able to remove the artwork should the need arise. We will request a draft of the artwork, before final approval is given.

**Financial Implications:**

The proposed murals and workshops will cost approximately \$7,000. If approved the project will be funded out of current 2017/2018 operational budgets, \$4,000 – Arts and Culture, \$3,000 – Health & Wellbeing.

**Legislation/Policy:**

Nil.

**Recommending Officer:** Jan Peters, Director of Community Services

Any queries on this report may be directed to Jan Peters, Director of Community Services on telephone (08) 8935 9972 or email [jan.peters@palmerston.nt.gov.au](mailto:jan.peters@palmerston.nt.gov.au)

**Author:** Sean Newcombe, Community Development Officer Youth Sport and Recreation

Any queries on this report may be directed to Jan Peters, Director of Community Services on telephone (08) 8935 9972 or email [jan.peters@palmerston.nt.gov.au](mailto:jan.peters@palmerston.nt.gov.au)

**Schedule of Attachments:**

Nil



**ITEM NUMBER:** 13.1.6 Proposed Telstra Network Base Station – Woodlake Boulevard Durack

**FROM:** Acting Director of Technical Services

**REPORT NUMBER:** 8/1272

**MEETING DATE:** 1 August 2017

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**Municipal Plan:**

3. Environment & Infrastructure

3.2 Assets and Infrastructure

3.2 We are committed to maintaining and developing community assets and infrastructure which meet the needs of our community

**Summary:**

This report seeks Councils response to an expression of interest received from Visionstream (**Attachment A**) to construct a Telstra Network Base Station upon 228 Woodlake Boulevard (Lot 8723, City of Palmerston), Durack. The expression of interest is seeking whether the Council is willing to consider the proposal to construct the facility upon City of Palmerston land and enter into a lease/licence agreement for the intended area.

**RECOMMENDATION**

1. THAT Council receives Report Number 8/1272.
2. THAT Council does not object to use of Lot 8723 (228) Woodlake Boulevard for the proposed use of building a Telstra Network Base Station; subject to appropriate community consultation in accordance with the development application.
3. THAT Council reserves the right for final approval of any application based upon the submitted development application and feedback from the community consultation.

**Background:**

An Expression of Interest was received from Visionstream in regard to the potential development of a Telstra Network Base Station Facility upon the premises of 228 Woodlake Boulevard, Visionstream are currently seeking a site for a new monopole facility within the Durack area. They have identified an area in 228 Woodlake Boulevard (Lot 8723, City of Palmerston) as being a potential location. The proposed location is adjacent to an existing Telstra exchange building. At this stage, Visionstream are seeking feedback as to whether the council would be willing to consider a proposal and as such, enter into a lease or licence agreement upon the facility if developed.

**General:**

Council should acknowledge that the proposed development of the intended Network Base Station would have an impact upon the surrounding properties.

At this stage, the proposal to the Council is only an Expression of Interest as to the location of the development with a City of Palmerston property. It is expected that Visionstream are also considering other sites in the vicinity to construct upon if this site is not accepted.

There should be no objection to the applicant submitting any development application, but Council's final decision should be reserved upon the outcome of the community consultation and feedback received.

**Financial Implications:**

If the development were to proceed, there would be a financial income produced due to the lease / licencing agreement on the developed area. Typical rents for similar facilities are likely to be around \$12,000 per year.

**Legislation/Policy:**

There are no legislation or policy implications for Council as a result of this proposal.

**Recommending Officer:** Malcolm Jones, Acting Director of Technical Services

Any queries on this report may be directed to Malcolm Jones, Acting Director of Technical Services on telephone (08) 8935 9958 or email [malcolm.jones@palmerston.nt.gov.au](mailto:malcolm.jones@palmerston.nt.gov.au).

**Schedule of Attachments:**

Attachment A: Correspondence received from Visionstream dated 10 July 2017.



10 July 2017

Site Reference: The Heights Durack - J

General Manager  
City of Palmerston  
PO Box 1  
Palmerston NT 0831

By email: [palmerston@palmerston.nt.gov.au](mailto:palmerston@palmerston.nt.gov.au)

Dear Sir/Madam,

**Proposed Telstra Network Base Station Facility – Expression of Interest**

**Premises: 228 Woodlake Boulevard, Durack NT 0830**

**Title Reference: Vol 774 Fol 763 (Lot 8723 Town of Palmerston from plan(s) S2002/179)**

Visionstream Pty Limited represents Telstra Corporation Limited (Telstra) with respect to the deployment of its mobile phone network infrastructure. I am writing to you to express our interest in Council's property as a potential site for a telecommunications facility to provide improved mobile and wireless broadband services to the local community.

Telstra is currently searching for a location in **Durack** to establish a new telecommunications facility. We have identified the abovementioned property as having the qualities required by our client and would like to discuss our proposal with you. The property is adjacent to an existing Telstra exchange building which stands on Lot 7646 Town of Palmerston.

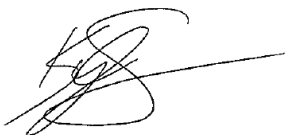
The proposed new facility would require the construction of a monopole of approximately 30m in height along with an equipment shelter at ground level inside a 10m x 8m fenced compound. The new fenced compound would be on Council's land to the immediate south of the existing exchange as shown on the attached sketch. A similar facility is shown in the attached photograph. A separately metered power supply would be established to ensure all power used by the site is billed directly to Telstra.

Telstra would look to enter into a lease or licence agreement with Council to accommodate the facility. Typical rents for similar facilities in the area commence at around \$12,000.00 per annum with fixed 2.5% annual increases.

At this stage, we are seeking confirmation that Council is willing to consider our proposal and will be looking to visit the site in the next 3-4 weeks.

If our proposal is of interest, please contact me on **0401 552 780** at your earliest opportunity to discuss the matter further or respond to this letter via email to [kyle.sandona@visionstream.com.au](mailto:kyle.sandona@visionstream.com.au).

Yours sincerely,

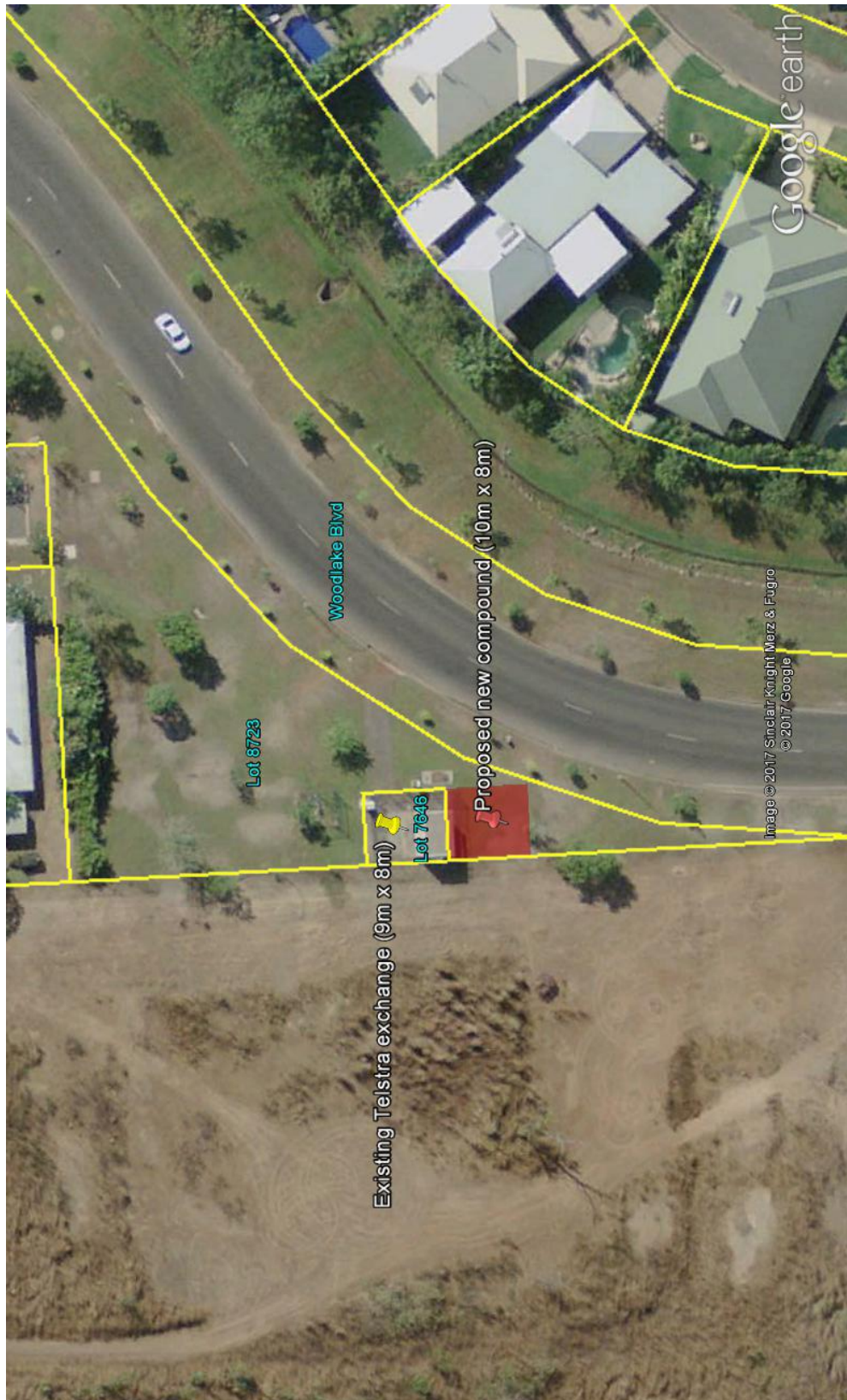


**Kyle Sandona**  
Senior Property Officer



Above: Example of typical Telstra monopole and compound, Taylors Lakes VIC





Above: Potential site locations, Durack NT

**ITEM NUMBER:** 13.1.7 Regional Capitals Australia Membership 2017/18  
**FROM:** Chief Executive Officer  
**REPORT NUMBER:** 8/1266  
**MEETING DATE:** 1 August 2017

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**Municipal Plan:**

## 4. Governance &amp; Organisation

## 4.3 People

4.3 We value our people, and the culture of our organisation. We are committed to continuous improvement and innovation whilst seeking to reduce the costs of Council services through increased efficiency

**Summary:**

To seek consideration from Council on renewing its membership to Regional Capitals Australia.

**RECOMMENDATION**

1. THAT Council receives Report Number 8/1266.
2. THAT Council renew / not renew its membership to Regional Capitals Australia for 2017/2018 financial year.

**Background:**

The City of Palmerston became a member of Regional Capitals Australia (RCA) when it first established in June 2012.

**General:**

Regional Capitals Australia is an alliance of local government councils from around Australia. The alliance is working to achieve a network of well-planned and sustainable regional capitals across Australia. Their objectives are to:-

- Provide high-level advice on issues, trends and other developments affecting regional capitals that can inform and assist an Australian Government response;
- Partner with the Australian Government on the development of policy, planning, strategies and investment decisions as they relate to regional capitals;
- Identify opportunities and impediments to the sustainable development of regional capitals and develop innovative solutions to manage them;



- Bring strategic alignment between national stakeholders responsible for regional development, urban policy and population growth;
- Advocate for appropriate federal funding to invest in the services and infrastructure in regional capitals.

#### **Financial Implications:**

For the 2017/2018 financial year, the membership renewal fee is \$7,700 GST inclusive which has been budgeted for under Council Membership Subscriptions.

In previous years, the GST inclusive membership fees levied include:-

-	2012/2013	\$3,300
-	2013/2014	\$5,500
-	2014/2015	\$6,600
-	2015/2016	\$8,800
-	2016/2017	\$7,700

#### **Legislation/Policy:**

Nil

**Recommending Officer:** Ricki Bruhn, Chief Executive Officer

Any queries on this report may be directed to Ricki Bruhn, Chief Executive Officer on telephone (08) 8935 9902 or email [ricki.bruhn@palmerston.nt.gov.au](mailto:ricki.bruhn@palmerston.nt.gov.au)

#### **Schedule of Attachments:**

Attachment - Regional Capitals Australia Membership Update 2017 and Invoice



## MEMBERSHIP UPDATE 2017

**Tuesday July 18, 2017**

Mayor Ian Abbott  
Mayor  
City of Palmerston  
Via: [ian.abbott@palmerston.nt.gov.au](mailto:ian.abbott@palmerston.nt.gov.au)

Dear Mayor Abbott,

### **RE: Regional Capitals Australia Membership 2017-18**

It's membership time again and your chance to join the only national organisation focused on the development of Australia's regional cities - [Regional Capitals Australia \(RCA\)](#).

One year after the federal election, RCA has made strong in-roads to ensure that regional cities are firmly on the Australian Government's agenda. We have made the case that your city is the liveable and investable alternative to the major capital cities.

On behalf of your Board, please accept our thanks for being a part of RCA in 2016-17 and I hope that you will continue your membership as we confirm a firm place for your city in the national urban and region policy.

During the last four years, Regional Capitals Australia has been working with federal parliamentarians and policy makers to **lay the foundations** for policy and funding for Australia's regional cities.

Last year our work culminated in a historic shift where **regional cities were included as a key part of the Australian Government's Smart Cities Plan**, securing a place for regional cities in national urban policy for the first time.

Since the 2016 election, RCA has seen our advocacy continue to deliver strong outcomes the following are some of these:

#### **Planning:**

- [Cities Reference Group](#): In April, Regional Capitals Australia made history as our Chair was the first and only regional city stakeholder to be invited to sit on a national urban advisory group. The Assistant Minister for Cities – The Hon. Angus Taylor, Chairs the reference group and reports to the Prime Minister, The Hon. Malcolm Turnbull on the committee's views.
- [Regional City Deals](#): In addition to the two regional city deals already announced, an additional 15 regional cities been identified as cities of interest for the next round of city deals – more information on this will be announced in the coming months.
- [Whole of Government Decentralisation](#): In August, all Ministers will be asked to report back to Cabinet on areas within their portfolio's (departments and statutory authorities) that are suitable to be decentralised – regional cities have been identified as key targets for all possible moves. Three regional cities have already been successful in attracting federal government functions over the last 12 months.



RCA Chair - Mayor Shane Van Styn, the Hon Angus Taylor MP, LinkedIn, Jack Archer - Regional Australia Institute

#### **Funding:**

- [Building Better Regions Fund](#): In addition to the fund now being exclusively available to regional Australia, an additional \$200 million was allocated in the 2017 budget. This was a direct ask in the RCA 2017 budget submission.

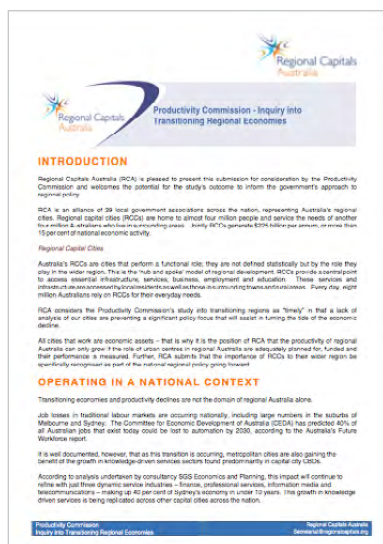
- **Regional Growth Fund:** the new \$272 million fund was established to ensure game-changing investments in regional Australia could be funded – projects over \$10 million will be considered. RCA is now in discussions with the Government to ensure the fund is ear-marked as a potential source for infrastructure projects as part of new regional city deal rounds.
- **Smart Cities and Suburbs program:** Our members are now eligible to access the government's new \$50 million urban package that aims support projects are seeking to use innovative technology-based solutions to urban challenges. This is a direct outcome of our advocacy to make sure regional cities were part of the smart cities policy framework.
- **Faster Rail Initiative:** RCA has been making the case that our member cities can ease the squeeze on the major capitals - but first need to be better connected to grow. The 2017 budget highlighted a \$20 million package to support the development of up to three formal business cases for faster rail connections between the major capitals and regional cities. This is part of a greater \$10 billion urban rail commitment that will form part of the Government's Smart Cities program.

### Ongoing Research and Advocacy

- **Regional Australia Institute (RAI):** Through a newly established Memorandum of understanding, RCA is aiming to create ongoing research to support a stronger program of public and private sector investment in regional cities. This year RCA will be working with the institute on two key projects that will support regional city deals and identifying the wider regional benefit to smaller rural towns of growing regional cities.
- **Regional Universities Network (RUN):** our Memorandum of Understanding with RUN is in its second year and through this partnership RCA has collectively highlighted the failures of not investing in tertiary education in regional cities. We have made a collective call for ongoing investment to occur.
- **Inquiries and Submissions:** Over the past 12 months, RCA has made our policy priorities known through a range of submissions including to the [Productivity Commission](#), [Senate Estimates Decentralisation Inquiry](#), the [Federal Budget](#) process and the [Department of Prime Minister and Cabinet – Cities Unit](#).



**REGIONAL  
AUSTRALIA  
INSTITUTE**



Productivity Commission submission



Senate Estimates Decentralisation  
Inquiry submission



RCA 2017 budget submission

- Direct Advocacy: Over the past 12 months, RCA has also made direct representations to 8 responsible Ministers, 27 local members, 10 senators and 17 interested stakeholder organisations. Our reputation is growing as an important stakeholder on all regional issues.



Senator Bridget McKenzie, RCA Chair - Mayor Shane Van Styn, the Hon Barnaby Joyce MP



RCA Chair, Mayor Shane Van Styn presenting at the Developing Northern Australia Conference



RCA Deputy Chair - Cr Col Murray, Senator the Hon Fiona Nash, RCA Chair - Mayor Shane Van Styn, Ken Diehm.

### Your continued support will keep our momentum alive.

Of course our immense progress over the past financial year would be impossible without the financial support, trust and belief from our members. I would like to again sincerely thank you for your membership thus far, and invite you to help us keep the ball rolling in this new stage of cities policy reform!

Please find attached an invoice for RCA membership for 2017-18.

If you have any questions relating to the above please feel free to contact me through our secretariat Rachael Sweeney via [secretariat@regionalcapitalsaustralia.org](mailto:secretariat@regionalcapitalsaustralia.org) or on (03) 9666 3368.

In the meantime, all the best for work happening in your own cities, I hope to catch you in person soon.



Mayor Shane van Styn

**Chair – Regional Capitals Australia**

**Mayor – City of Greater Geraldton**



ABN: 44617842065