

## **CITY OF PALMERSTON**

**Notice of Council Meeting  
To be held in Council Chambers, Civic Plaza, Palmerston  
On Tuesday, 4 August 2015 at 6:30pm**

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### **AGENDA**

#### **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.

#### **1. PRESENT**

#### **2. APOLOGIES**

##### **ACCEPTANCE OF APOLOGIES AND LEAVE OF ABSENCE**

#### **3. CONFIRMATION OF MINUTES**

##### **RECOMMENDATION**

1. THAT the minutes of the Council Meeting held Tuesday, 21 July 2015 pages 8033 to 8039 be confirmed.
2. THAT the minutes of the Confidential Council Meeting held Tuesday, 21 July 2015 pages 183 to 185 be confirmed.
3. THAT the minutes of the Special Council Meeting held Tuesday, 28 July 2015 pages 8040 to 8041 be confirmed.

#### **4. MAYOR'S REPORT**

**M8-12**

#### **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**

## **9. DEPUTATIONS / PRESENTATIONS**

### **9.1 Basketball NT**

Andrew Farley, Executive Officer and Chris Hayden, Board Member Basketball NT will provide an update on the 2015 Top End Invitational (Adelaide 36ers)

### **9.2 ICTC & Mainstreet Conference 2015**

City of Palmerston Alderman Geoff Carter will make a presentation on the ICTC & Mainstreet Conference which he attended in July 2015

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

## **11. COMMITTEE RECOMMENDATIONS**

### **11.1 Governance and Organisation**

Nil

### **11.2 Economic Development and Infrastructure**

Nil

### **11.3 Community Culture and Environment**

Nil

## **12. INFORMATION AGENDA**

### **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**

<b>12.3.1</b>	<b>Action Report</b>	<b>8/0706</b>
<b>12.3.2</b>	<b>LGANT Executive Minutes – 21 July 2015</b>	<b>8/0713</b>

## **13. DEBATE AGENDA**

### **13.1 Officer Reports**

<b>13.1.1</b>	<b>Street Naming for Zuccoli Subdivision Stages 3 &amp; 4, Sub-stage 1</b>	<b>8/0709</b>
<b>13.1.2</b>	<b>Creation of Stormwater Easement = Stormwater Remediation at Baban Place, Pinelands</b>	<b>8/0710</b>

**13.1.3 Liquor Licence Application on Lot 11498 (15) Maluka Drive,  
Palmerston (Rydges Palmerston) 8/0711**

**14. CORRESPONDENCE**

Nil

**15. PUBLIC QUESTION TIME**

*At the invitation of the Chair*

**16. OTHER BUSINESS – ALDERMAN REPORTS**

*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*

**17. CONFIDENTIAL REPORTS**

**17.1 Application – Remission of Interest for Lot 1072**

**8/0714**

**RECOMMENDATION**

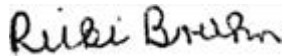
1. THAT pursuant to Section 65 of the Local Government Act, Council orders that the public be excluded from the meeting with the exception of the Chief Executive Officer, Acting Director of Corporate and Community Services, Director of Technical Services and Minute Secretary on the basis that Council 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 17.1 Application – Remission of Interest for Lot 1072 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 4 August 2015, in relation to confidential item number 17.1 Application – Remission of Interest for Lot 1072 and associated documents remain confidential and not available for public inspection.

18. CLOSURE



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.*

**ITEM NO. 4**                      **Mayor's Report**  
**FROM:**                              **Ian Abbott**  
**REPORT NUMBER:**              **M8-12**  
**MEETING DATE:**                **4 August 2015**

**Summary:**

My report provides Council with an update on recent meetings or events of interest to Elected Members.

**General:**

**Wednesday 15 July 2015**

6.30pm – Attended the BNP Paribas Quarterfinal Dinner

**Thursday 16 July 2015**

9.50am – Scheduled interview with Territory FM

- Goyder Square Stage 2 construction
- Dog Registration
- Free community events

10.00am – Attended NT Tour of Honour reception for Senior Australian of the Year Jackie French at the Palmerston Library

**Saturday 18 July 2015**

10.00am – Attended the BNP Paribas Quarterfinal Hospitality Saturday

**Monday 20 July 2015**

8.30am – Attended a catch up meeting with the Deputy Mayor

**Tuesday 21 July 2015**

10.00am – Attended a tour aboard the USS Fitzgerald with members of YIP and the Seniors Advisory Committee

5.00pm – Attended a catch up meeting with the Deputy Mayor

**Wednesday 22 July 2015**

10.15am – Scheduled interview with Radio Larrikia

- Goyder Square Stage 2 Construction
- Dog Registration
- Palmerston and Rural Seniors Month 2015
- Upcoming free community events

11.00am – Scheduled interview with 360 with Pete Davies

- Goyder Square Stage 2 Construction
- Dog Registration
- Rate concession
- Upcoming free community events

**Thursday 23 July 2015**

12.00pm – Attended the official opening of Venture Housing company's Drive Development

**Friday 24 July 2015**

10.00am – Attended the Liberian Community event Celebrating Independence with a Reflection on the Ebola Epidemic

2.00pm – Attended the official opening of the 64<sup>th</sup> Royal Darwin Show

**Tuesday 28 July 2015**

5.00pm – Chaired the Special Meeting of Council

**Future Schedule:**

Nil

**Invitations:**

Nil

**RECOMMENDATION**

THAT Council receives Report Number M8-12.

**Recommending Officer:**

Any queries on this report may be directed to Ian Abbott on telephone (08) 8935 9911 or email [ian.abbott@palmerston.nt.gov.au](mailto:ian.abbott@palmerston.nt.gov.au)

**Schedule of Attachments:**

Nil

**APPLICATION FOR A DEPUTATION TO THE  
CITY OF PALMERSTON**

Name: Andrew Farley.....

Organisation: Basketball NT .....

Contact Tel: (08) 8945 3761.....

Contact Email: andrew.farley@nt.basketball.net.au .....

Presentation topic: Update on 2015 Top End Invitational (Adelaide 36ers) .....

Date of Request: Monday July 27, 2015.....

Meeting date requested: Tuesday August 4, 2015.....

Time requested (length): 20 minutes .....

*Up to 20 minutes*

Names of those making the address:

- 1) Andrew Farley.....
- Title: Executive Officer .....
- Organisation: Basketball NT .....
- 2) Chris Hayden.....
- Title: Board Member .....
- Organisation: Basketball NT .....

Purpose of the deputation: Update on 2015 Top End Invitational (Adelaide 36ers) .....

**A copy of the presentation is required on application.**

*Please forward this application to: Mr Ricki Bruhn Chief Executive Officer  
City of Palmerston, PO Box 1, PALMERSTON NT 0831  
Fax No: (08) 89359900 Email: [emily.fanning@palmerston.nt.gov.au](mailto:emily.fanning@palmerston.nt.gov.au)  
For any enquiries please call (08) 89359902*

.....  
*Ricki Bruhn*  
Approved (Chief Executive Officer)

.....  
*[Signature]*  
Approved (Mayor of Palmerston)

**ITEM NO.**        12.3.1        Action Report

**FROM:**                                Chief Executive Officer

**REPORT NUMBER:**                8/0706

**MEETING DATE:**                4 August 2015

**Municipal Plan:**

**4. Governance & Organisation**

**4.3 People**

**We value our people, and the culture of our organisation. We are committed to continuous improvement**

**Summary:**

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

Dec #	Task Date	Matter	Action	Update
8/0787	17/09/2013	Real Housing for Growth Project	Design and project management contract awarded to Thinc. Agreement to lease with the CEO Department of Housing has been executed.	Certificate of Compliance issued 9 July by Department of Housing.
8/0847	19/11/2013	TC Zone Land	Discuss with NT Government on acquiring the Tourist Commercial (TC) Zone land – Part Lot 8405	Letter received 9 April 2014 advising investigations are currently being undertaken to inform the potential release of this site including servicing and development options.
8/0879	11/12/2013	Development of Lot 10029 and Part Lot 9608	Expression of Interest for the development of Lot 10029 and Part Lot 9608 be prepared for Council approval.	Letters sent to developers requesting reasons for not responding to the EOI and any suggestions for an amended process. No responses received.
8/0899	14/01/2014	Expression of Interest – Development of Lot 10024 and Part Lot 9609	An EOI to be brought to Council for the development of Lot 10024 and part Lot 9609 with the purpose being for the provision of public car parking combined with a mixed use development comprising of retail, commercial or residential.	Matter referred to EDI Committee 12 March 2015.
8/0949	18/02/2014	Car Parking Contribution Plan Update	Matter on the table	



8/1126	17/06/2014	Reconstruct Radford Road	Council to enter into a memorandum of understanding regarding the use of any contractor security held by LDC.	Construction work in progress.
8/1235	02/09/2014	Palmerston Sporting Grounds	CEO to seek further clarification from the NT Government on their proposal to transfer ownership and management of sporting facilities in Palmerston.	Matter considered at the EDI meeting held on 11 June.
8/1290	7/10/2014	Quarterly Meetings with NT Government Senior Ministers	Mayor and the chairs or delegate of the three Standing Committees be established to meet with senior Ministers of the NT Government on a quarterly basis to seek financial support and provide updates on projects and initiatives associated with the Palmerston City Centre Master Plan.	Next quarterly meeting to be scheduled.
8/1354	09/12/2014	Draft Palmerston City Centre Master Plan 2014 and associated documents	<ul style="list-style-type: none"> <li>- Draft Palmerston City Centre Parking Strategy to be presented to and considered by the City of Palmerston's Car Parking Committee.</li> <li>- Final documents and application submission to amend the NT Planning Scheme be submitted to Council for endorsement at the Council meeting scheduled 17 February 2015.</li> <li>- Mayor to forward a letter to the Minister for Lands and Planning to inform the NT Government of the public consultation process for the Draft City Centre Master Plan "package", prior to lodgement of the formal rezoning application with the Minister in 2015.</li> <li>-</li> </ul>	Council has adopted the Palmerston City Centre Master Plan and associated documents. Council adopted the Palmerston City Centre Parking Strategy on 2 June 2015
8/1378	13/01/2015	Amendments to Palmerston Eastern Suburbs planning principles and plan	Council to write a letter to the Department for Lands and Planning requesting a review of the Palmerston Eastern Suburbs Area Plan and Planning Principles.	Letter forwarded on 26 February and response received on 19 March.
8/1434	03/03/2015	Small lot subdivisions	<ul style="list-style-type: none"> <li>- Council approach the Shadow Minister for Lands and Planning requesting a meeting in regards to small lot subdivisions</li> </ul>	Meeting to be rescheduled.

8/1506	05/05/2015	Infrastructure Funding	- Workshop to be held to enable elected members to discuss future infrastructure projects and how to fund these projects	
8/1523	19/05/2015	Road from Durack Drive/Flack Road to New entrance of Archer Waste Transfer Station	- Council write to the Director Land Administration seeking consent to open the section of road and road reserve from Durack Drive/Flack Road to the New entrance of Archer Waste Transfer Station.	Letter forwarded
8/1546	02/06/2015	Local Government Service Awards	- CEO to arrange for nominations to be completed for Elected Members who qualify for these awards.	
8/1560	16/06/2015	Financial Support – Palmerston Football Club	- Council to liaise with the club to seek City of Palmerston signage on the shade structure	

## RECOMMENDATION

THAT Council receives Report Number 8/0706.

**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)

**ITEM NO.** 12.3.2      **LGANT Executive Minutes – 21 July 2015**

**FROM:** Chief Executive Officer

**REPORT NUMBER:** 8/0713

**MEETING DATE:** 4 August 2015

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**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:**

At the General Meeting of LGANT in March 2010, it was agreed that draft minutes of each Executive Meeting be made available for Council's information.

**General:**

The LGANT Executive Meeting draft meeting minutes will be sent out approximately on a monthly basis.

The draft minutes of the Executive Meeting held Tuesday, 21 July 2015 are attached for information.

**Financial Implications:**

Nil

**Policy / Legislation:**

Nil

**RECOMMENDATION**

THAT Council receives Report Number 8/0713.

**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 A: LGANT Executive Meeting Draft Minutes – 21 July 2015

**LOCAL GOVERNMENT ASSOCIATION  
OF THE NORTHERN TERRITORY**

**MINUTES OF THE LGANT EXECUTIVE MEETING  
HELD ON FRIDAY 21 JULY 2015 IN THE LGANT OFFICE  
COMMENCING AT 3:10PM**

**1. PERSONS PRESENT AT THE MEETING OR ON THE TELEPHONE**

Mayor Damien Ryan	President
Alderman Jeanette Anictomatis	Vice-President – Municipal ( <i>telephone</i> )
President Barb Shaw	Executive – Regional & Shires ( <i>telephone</i> )
Mayor Fay Miller	Executive – Municipal ( <i>telephone 3.30pm</i> )
Councillor Greg Sharman	Executive – Regional & Shires ( <i>telephone</i> )
Alderman Bob Elix	Executive – Municipal
<b>IN ATTENDANCE:</b>	
Tony Tapsell	LGANT CEO
David Jan	LGANT
Elaine McLeod	LGANT (Secretariat)

**2. APOLOGIES FROM MEMBERS WHO WERE ABSENT FROM THE MEETING**

Mayor Tony Jack	Vice-President – Regional & Shires
Mayor Lothar Siebert	Executive – Regional & Shires

**RESOLUTION**

That members:

1. accept the acknowledgements from members that they are unable to attend the meeting
2. approve the applications from members for leave of absence from the meeting.

**Moved: Alderman Elix**

**Seconded: Councillor Sharman**

**Carried**

**3. NOTIFICATION OF CONFLICT(S) OF INTERESTS - Nil**

**4. CONFIRMATION OF THE MINUTES OF THE PREVIOUS MEETING**

**RESOLUTION**

THAT the minutes of the previous Executive meetings held on Tuesday 23 June 2015 be confirmed as a true and correct record of that meeting.

**Moved: Alderman Elix**

**Seconded: Councillor Sharman**

**Carried**

**5. ACCEPTANCE OF THE AGENDA AND NOTIFICATION OF GENERAL BUSINESS ITEMS**

**RESOLUTION**

THAT the papers as circulated be received for consideration at the meeting.

**Moved: President Shaw**

**Seconded: Alderman Anictomatis**

**Carried**

**LOCAL GOVERNMENT ASSOCIATION  
OF THE NORTHERN TERRITORY**

**6. DECISIONS THE EXECUTIVE IS BEING ASKED TO MAKE THIS MEETING**

**6.1 LGANT Financial Reports for 30 June 2015**

**Recent History**

This report is made up of:

1. Debtors trial balance, breakup and ledger
2. Statement of cash flows to
3. Statement of financial position
4. Monthly function report
5. Bank statements
6. Explanation of ratios
7. List of Payments
8. Credit Card Payments

**Discussion**

Members noted the reports.

**RESOLUTION**

THAT the Executive receives and adopts the financial reports for 30 June 2015.

**Moved:** Alderman Elix  
**Seconded:** President Shaw  
**Carried**

**6.2 LGANT Indigenous Reference Group**

**Recent History**

- CEO Forum resolution – *That the CEO Forum agrees to work towards the development of Reconciliation Action Plans.*
- General meeting resolution 16/04/15 – *That delegates endorse the establishment of a LGANT Indigenous Reference Group with the terms of reference and membership be referred to the next LGANT general meeting.*
- Executive meeting 23/06/15.

**Discussion**

Members agreed to defer this item until the next meeting.

**RESOLUTION**

THAT the Executive defers the decision on the LGANT Indigenous Reference Group to the next Executive meeting.

**Moved:** President Shaw  
**Seconded:** Alderman Anictomatis  
**Carried**

**6.3 Establishment of an Insurance Scheme Within the NT**

**Recent History**

- Finance Reference Group meeting 17/10/14 resolution – *That the Finance Reference Group asks Jardine Lloyd Thompson (JLT) to develop a proposal for local government councils in the Northern Territory.*
- Letter of authority for provision of date from JLT 4/12/14.
- Jardine Discretionary Trust Proposal – Modelling and Preliminary Pricing received 13/02/15.
- Finance Reference Group meeting 24-25/02/15 resolution – *That the Finance Reference Group resolves that the JLT be asked to:*
  - *file further indicative information in relation to costs for each council*
  - *that it be emailed to councils as soon as possible*

## LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

- *that FRG members respond in time for the presentation to the CEO's Forum should the majority be in favour of that option.*
- Executive meeting resolution 19/05/15 – *That the Executive give in principle support to the establishment of an insurance scheme for local government in the Northern Territory.*
- Legal advice obtained on the trust deed 12/06/15.
- Email to JLT advising reasons for not proceeding with the scheme and response from JLT 29-30/06/15.

### Discussion

Members heard that council elected members would like more time to consider this issue and that other groups should be approached for proposals. The proposed scheme from JLT will be destroyed and a new one will be done for next year.

### RESOLUTION

THAT the Executive endorses the approach of seeking to have tenders called for an insurance trust-type arrangement as proposed by JLT as a means of reducing insurance premiums for councils.

Moved: Alderman Elix  
Seconded: Councillor Sharman  
Carried

## 6.4 Management and Administration Fees Applied to Government Grants – Update of LGANT Policy

### Recent History

- Executive Meeting (1 May 2015) – resolved to adjust LGANT policy to reflect councils charging 24% for administration fees for service delivery grants.

### Discussion

Members felt the policy should be reworded to more clearly reflect the intention that administration fees only be applied to service delivery grants and not capital grants, and that the words 'up to 24%' be used in the policy.

### RESOLUTION

THAT the Executive send the the LGANT policy 2.1(b) back for refinement.

Moved: Alderman Anictomatis  
Seconded: Alderman Elix  
Carried

## 6.5 Renewal of the WALGA Agreement to Supply Industrial Relations Services

### Recent History

- 23 July 2013 – Renewal of current agreement for 2013-2015.
- Regular reporting to Executive on member usage of the service.

### Discussion

Members agreed to endorse the signing of the agreement with WALGA.

### RESOLUTION

THAT the Executive endorses the signing of the agreement with WALGA to supply industrial relations services for LGANT member councils for the period 1 July 2015 to 30 June 2017.

Moved: Alderman Elix  
Seconded: Councillor Sharman  
Carried

## 6.6 LGANT Work Health and Safety Policies

## LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

### Recent History

Draft policies presented at LGANT staff meeting 8/07/15.

### Discussion

Members heard that the policies have been checked for compliance with the *Work Health and Safety Act*.

### RESOLUTION

THAT the Executive endorses the adoption of the presented documents as LGANT operational policies without change.

**Moved:** Mayor Miller  
**Seconded:** Councillor Sharman  
**Carried**

## 7. REPORTS ON ACTIONS REQUIRED TO BE DONE FROM THE LAST MEETING

### 7.1 Morgues in Remote Communities

#### Recent History

- Executive meeting 1/05/15; 19/05/15; 23/06/15.
- President's letter to Minister Elferink 13/03/15.
- Response from Minister 7/04/15.
- Department of Health representative, Camden Smith gives presentation at the Executive meeting 19/05/15.
- Email from Camden Smith providing details of existing morgue facilities throughout the Northern Territory three of whom are managed by the Victoria Daly, Central Desert and Barkly Regional Councils 21/05/15.
- Email to Camden Smith providing council meeting dates so the Department of Health can attend and consult councils individually on the morgues issue 25/05/15.
- Media release from the Northern Territory Government on funding for morgues 23/06/15.

#### Future Action

Seek advice from councils. Determine if LGANT should adopt a policy position on the matter.

#### Discussion

Members confirmed that some councils were responsible for morgues infrastructure and that operation of the morgues should be the responsibility of the Department of Health. LGANT will provide members with a copy of the original submission on morgues and develop a draft policy around it for the next meeting.

### 7.2 Review of the 2014/2015 LGANT Budget

#### Recent History

- General Meeting 2014 accepted the LGANT budget as presented.
- Financial statements presented at each of the Executive meetings.
- Executive resolution – *THAT the Executive accepts the revised 2014/2015 budget* 23/06/15.
- Members requested a copy of CEO delegations – Executive meeting 23/06/15.

#### Future Action

No further action required.

#### Discussion

Members noted the report.

### 7.3 Update on the Development of the Draft LGANT Communications Strategy

#### Recent History

## LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

- Discussion at the Executive Meeting 10/03/15 that LGANT will revamp its communications strategy.
- Business Paper 01/05/15 on the development of the LGANT Communications Strategy.
- Business Paper 19/05/15 on the draft LGANT Communications Strategy.
- Executive resolution – THAT the Executive approves the Communications Strategy. 23/06/15.
- Investigation of broadening LGANT's social media presence to include Facebook, with a social media policy developed.

### Future Action

Business paper with Action Plan will be prepared for next meeting.

### Discussion

Members were told that a communications action plan will be provided at the next meeting.

### RESOLUTION

THAT the Executive receives and notes the report on actions to be done from the last meeting.

Moved: Councillor Sharman

Seconded: Mayor Miller

Carried

## 8. BUSINESS WHICH ONLY REQUIRES THE EXECUTIVE TO RECEIVE AND NOTE INFORMATION

### 8.1 White Paper on the Reform of Federation

#### Recent History

- Email from ALGA National Policy Director 30/06/14.
- Executive resolution – *THAT the Executive receive and note the report on the White Paper on the Reform of the Federation* 29/07/14.
- Release of Issue Paper 1 on 2/09/14.
- General meeting resolution – *THAT delegates call upon councils to answer some questions in the issues papers and to provide input to LGANT on the Green Paper on the Reform of Federation* 6/11/14.
- Executive meeting 1/05/15; 19/05/15; 23/06/15.
- ALGA meetings 19-20/2/15 and 26/03/15.
- General meeting resolution – *THAT delegates endorse providing data if it is required* 16/04/15.
- The green paper is now not expected to be released until September/October 2015.
- Teleconference of LGA Presidents and CEOs 20/07/15.
- There will be a special Council of Australian Governments (COAG) meeting potentially in July 2015 to discuss the release of the Green Paper which the ALGA President, Troy Pickard will attend.

### Discussion

Members noted the report.

### RESOLUTION

THAT the Executive receives and notes the report on the White Paper on the Reform of the Federation.

Moved: Alderman Anictomatis

Seconded: Councillor Sharman

Carried

### 8.2 Draft Darwin Regional Transport Plan

#### Recent History

- Letter from CE, Department of Transport 2/06/15.



**LOCAL GOVERNMENT ASSOCIATION  
OF THE NORTHERN TERRITORY**

- LGANT submission sent 30/06/15.

**Discussion**

Members mentioned that it would have been preferable that the City of Darwin, Litchfield and City of Palmerston councils had had the opportunity for input.

**RESOLUTION**

THAT the Executive receives and notes the report on the Draft Darwin Regional Transport Plan.

**Moved:** Mayor Miller  
**Seconded:** Alderman Anictomatis  
**Carried**

**8.3 Our Water Future – Response to Discussion Paper**

**Recent History**

- Release of the discussion paper, *Our Water Future Discussion paper: A conversation with Territorians 2015*.
- LGANT submission sent 9/07/15.
- Receipt of the City of Darwin submission 15/07/15.

**Discussion**

Members noted the report.

**RESOLUTION**

THAT the Executive receives and notes the report on the LGANT submission 'Our Water Future – Response to Discussion Paper'.

**Moved:** Alderman Elix  
**Seconded:** President Shaw  
**Carried**

**8.4 NTG CEOs Acting as Community Champions**

**Recent History**

- Executive meeting 23/06/15 – members requested a list of communities and their champions.
- Email from Department of Local Government to LGANT staff 9/06/15.

**Discussion**

Members mentioned that this is a good story for the LGANT Communications Officer to follow. LGANT will write to the communities involved to encourage them to take advantage of their champions.

**RESOLUTION**

THAT the Executive receives and notes the report on NTG CEOs acting as Community Champions.

**Moved:** Alderman Anictomatis  
**Seconded:** President Shaw  
**Carried**

## LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

### 9. PRESIDENT'S REPORT

#### 9.1 Meeting with Minister Tollner

Members heard that the LGANT President is meeting today with Minister Tollner and when advice on the deferment of capital charges for street lighting is expected to be known.

### 10. BUSINESS FROM PREVIOUS MEETING THAT IS NOT YET FINISHED

#### 10.1 Administration & Legislation Advisory Committee

##### Short Term History

- General meeting resolution – *THAT delegates receive and note the report 11/05/12.*
- General meeting 11/11/13; 3/04/14; 6/11/14.
- Executive meeting 22/12/14; 6/02/15; 10/03/15.
- The ALAC Chair wrote to the Minister on conditionally rateable land 12/05/14.
- Response from the Department 20/05/14 indicating the matter is being considered.
- ALAC meetings 31/10/14, 13/02/15.
- Action items include:
  - legislative reviews, *Local Government Act, Information Act, Cemeteries Act*
  - disciplinary committees, by-laws, member allowances, morgues, statutory immunity for road authorities.

##### Future Action

Provide progress reports.

##### Discussion

Members noted the report.

#### 10.2 The Transfer of Local Roads from the NT Government to Local Government

##### Short Term History

- Executive resolution – *THAT the Executive receives and notes the report on the transfer of local roads from the NT Government to Local Government 1/10/13.*
- LGANT met with Department officers 12/11/14 to discuss the Partnership Board. The Board has never met despite the Chief Minister creating it in August 2012.
- Executive meeting 1/05/15; 19/05/15; 23/06/15.
- Business papers to the FRG (24-25/02/15), ETIRG (26-27/02/15) and CEO Forum (15/04/15)
- Department of Transport CEO delivered presentation at the General Meeting in Tennant Creek 16/04/15 calling on councils to put forward proposals.
- The Northern Territory and Commonwealth budgets included announcements on:
  - \$5B infrastructure loan facility for Northern Australia
  - \$100M beef roads (many of which are local roads in the NT earmarked for transfer)

All of the above are relevant to this matter.

Councils need to consider their negotiated positions in light of what LGANT has informed council CEOs about the likely finances to do with such transfers.

##### Future Action

Additional funds through the Roads to Recovery Program for local roads for the 2015/16 and 2016/17 financial years this includes NT Government local roads.

##### Discussion

Members heard that the Department of Transport has advised that the NT Cabinet may be deciding soon on this issue.

#### 10.3 White Paper on Taxation

##### Short Term History

- Tax discussion paper released 30/03/15.
- ALGA submission to the Taxation Issues Paper 26/05/15.

## LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

### Future Action

Consider putting a submission to the Green Paper once it is released.

### Discussion

Members noted the report.

## 10.4 White Paper for Developing Northern Australia

### Short Term History

- Executive resolution – *THAT the Executive agrees to LGANT lodging a submission on the Green Paper for Developing Northern Australia* 26/06/14.
- Final submission sent 7/08/14.
- Website is: [www.northernaustralia.dpmc.gov.au](http://www.northernaustralia.dpmc.gov.au)
- Executive meeting 1/05/15; 19/05/15; 23/06/15.
- It is not known yet when the white paper on developing Northern Australia will be released.

### Future Action

Provide progress reports.

### Discussion

Members were told that the White Paper has now been released.

## 10.5 Land Development in the Northern Territory

### Short Term History

- Meeting with Department of Lands, Planning and the Environment 5/03/14.
- General meeting resolution – *THAT delegates call on councils to commit to examining proposals to do with land subdivisions from the Department of Lands, Planning and the Environment* 3/04/14.
- Meetings of the reference group 29/05/14; 26/06/14; 6/08/14.
- Draft Subdivision Guidelines tabled at the CEO Forum 19/08/14.
- CEO teleconference 9/09/14.
- ETIRG meeting 12/09/14.
- Executive resolution – *THAT the Executive receives and notes the report on land development in the Northern Territory* 16/09/14.
- Executive meetings 1/05/15; 19/05/15; 23/06/15.
- General meeting 6/11/14; 16/04/15.
- Director Land and Economic Development spoke at the ETIRG meeting 26/03/15.
- The NTG 2015/16 budget identifies funding to continue with the development of uniform subdivision guidelines in the Northern Territory.

### Future Action

Await further confirmation from the Department of Planning as to the status of Guidelines.

### Discussion

Members noted the report.

## 10.6 Street Lighting Charges

### Short Term History

- Legal advice received and amendments to the service level agreement (SLA) completed and circulated to councils 14/11/14.
- Executive meeting 1/05/15; 19/05/15; 23/06/15.
- Councils now have a service level agreement they can use for negotiating with Power and Water for streetlight repairs and maintenance.
- This and the industry research work LGANT completed cost \$81 000.

## LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

- General meeting resolution – *THAT delegates endorse councils conducting an audit of their street lights to assist them to:*
  - *be better informed on the benefit or not of owning street light assets*
  - *enable them to develop a policy position about the Power and Water Corporation's capital charge 6/11/14.*
- Met with Power and Water CEO John Baskerville on 23/03/15.
- Letter sent 9/04/15 to the Minister for Essential Services calling for the capital charge to commence on 1/12/15 so that SLAs can be entered into beforehand.
- Power and Water is to speak to all municipal councils individually.

### Future Action

Monitor with councils their progressions with negotiations. Awaiting response to letter sent 9/04/15.

### Discussion

Members noted the report.

## 10.7 Constitutional Recognition of Aboriginal and Torres Strait Islander Peoples

### Short Term History

- evidence provided at inquiry hearing in Darwin 20/08/14.
- Executive resolution – *THAT the Executive endorses the referendum matter being put to the November 2014 general meeting for resolution as LGANT policy and request councils consider passing a resolution in favour of the referendum 16/09/14.*
- General meeting resolution – *THAT delegates approve the draft resolution and LGANT policy on the recognition of Aboriginal and Torres Strait Islander peoples in the Australian Constitution 6/11/14.*
- Executive meeting 1/05/15; 19/05/15; 23/06/15.
- General meeting 16/04/15.
- CEO of Palmerston, Ricki Bruhn advised in an email dated 1/06/15 that council would not consider the matter until the detail of the referendum question had been approved by the government. It is likely that other councils will follow this approach.

### Future Action

Follow up with councils if they have passed resolutions. Update LGANT policy statements.

### Discussion

Members asked that LGANT check with councils to see where they all stand with this issue.

## 10.8 Review of LGANT's Climate Change Policies

### Short Term History

- NCCARF Forum 30/09/14 (LGANT represented by City of Palmerston Environment and Climate Change Strategic Planner).
- General meeting resolution – *THAT delegates endorse LGANT developing new policies on climate change and adaptation 6/11/14.*
- Contact WALGA regarding work they have done on policies around climate change.
- Executive meeting 1/05/15; 19/05/15; 23/06/15.
- Draft policy developed and presented at the ETIRG meeting 26/03/15 adopted for forwarding to General Meeting in Tennant Creek.
- Draft policies tabled at Tennant Creek meeting with comments from councils required to be with LGANT before November 2015.

### Future Action

Paper with policies to be tabled at the general meeting in November 2015.

Peter McLinden to attend Waste Management/Climate Change meeting hosted by WALGA and convened by ALGA 20-21/07/15.

## LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

### Discussion

Members noted the report.

### 10.9 2013-14 Local Government National Report

#### Short Term History

- Letter from Minister for Infrastructure and Regional Development requesting input to the report 12/11/14.
- Executive resolution – *THAT the Executive agree to provide input to the submission following its circulation 2/12/14.*
- Submission sent 16/01/15.
- Executive meeting 11/05/15; 19/05/15; 23/06/15.

#### Future Action

View report on its release.

### Discussion

Members noted the report.

### 10.10 Arts and Cultural Policy Reference Group

#### Short Term History

- Email received from Arts NT, Department of Arts and Museums 28/11/14.
- Expression of interest sent online from the LGANT CEO 2/12/14.
- Executive meeting 11/05/15; 19/05/15; 23/06/15.
- Letter from CEO Department of Arts & Museums 24/05/15.
- Angela Hill (Director NT Arts) advised:
  - representatives on the group have yet to be announced
  - there will be a discussion paper released soon on arts and culture which local government will be invited to comment on
  - forums are planned in regional centres
- Minister's media release on Arts and Cultural Policy Reference Group 8/06/15.

#### Future Action

Put discussion paper to the Executive once it is released. Advise councils of consultation forums.

### Discussion

Members noted the report.

### 10.11 Review of the *Local Government Act*

#### Short Term History

- Letter from Executive Director, David Willing of the Department of Local Government and Regions ('the Department') to the LGANT CEO:
  - giving notice of the review of the *Local Government Act*
  - requesting representation from LGANT to a working party by 30/01/15
  - asking for submissions to the review to be in by 30/04/15.
- All Executive members provided out-of-session endorsement by 23/01/15 of the LGANT CEO as the LGANT representative on the working party.
- Letters received from Department appointing LGANT President as Chair and CEO to the working group 19/03/15.
- Executive meeting 1/05/15; 19/05/15; 23/06/15.
- Draft LGANT submission approved at the general meeting subject to further changes 16/04/15.
- LGANT submission sent 29/04/15.

## **LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY**

- First meeting of the working party is to be held on 29/07/15.

### **Future Action**

Report outcomes from the working party on its work on the review.

### **Discussion**

Members heard that the first meeting of the working party will be held on 29 July 2015.

### **10.12 Belyuen, Coomalie, Wagait Local Government Advisory Group**

#### **Short Term History**

- Advisory Group meetings 2/03/15 (Batchelor) and 9/6/15 (Belyuen).
- Progress report provided at Executive meeting 10/03/15.
- Executive meeting 1/05/15; 19/05/15; 23/06/15.
- Members of the Dundee Beach Progress Association were invited to the meeting at Belyuen.
- A report of the meeting of 9/06/15 provides details of outcomes.

### **Future Action**

Continue to provide progress reports.

### **Discussion**

Members were told that there is some support for Belyuen and Coomalie councils to come together. Wagait has not yet indicated what it wants to do. A Cabinet submission is being prepared and advice is expected soon.

### **10.13 National Procurement Network Meeting Report**

#### **Short Term History**

- Local Government National Procurement Network (NPN) charter was agreed to in 1998 with all local government associations (LGAs) being signatories.
- LGANT signed an MOU with Local Buy in Queensland in 2008 which was renewed in 2010.
- The NPN Charter was reviewed and adopted by LGAs in 2011.
- In 2012, legislative changes were introduced to the *NT Local Government (Accounting) Regulations* to allow collective procurement to occur.
- Procurement is identified as an activity within the Local Government Excellence initiative LGANT is funded for by the Department of Local Government and Community Services.
- LGANT actively participates in NPN meetings where possible.
- Through NPN, LGNSW provided training in May 2015 for member council staff on basic procurement processes.
- NPN meeting in Melbourne 26-27/02/15.
- Executive meeting 1/05/15; 19/05/15; 23/06/15.
- Summary of sales received from Local Buy 22/05/15.

### **Future Action**

Next meeting in Perth in September 2015. Procurement training 24/25 September 2015 hosted by City of Palmerston.

### **Discussion**

Members noted the report.

### **10.14 Draft Submission on the Cemeteries Act**

#### **Short Term History**

- In December 2012, the Department of Local Government and Regions (the Department) released a public discussion paper, *Review of the Cemeteries Act*.
- In February 2013, the LGANT submission on the review was sent to the Department.

## **LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY**

- The review was in abeyance from March 2013 to November 2014 while the Department completed further research as well as undertaking consultations with stakeholders.
- Letter from the Department of Local Government and Regions to LGANT President inviting LGANT to lodge another submission on the review of the *Cemeteries Act* 27/11/14.
- Email and draft submission forwarded to members on 29/01/15.
- Business Paper to Executive on 6/02/15.
- LGANT submission sent to the Department of Local Government 13/3/2015
- Executive meeting 1/05/15; 19/05/15; 23/06/15.

### **Future Action**

Monitor development of legislation once it is known.

### **Discussion**

Members noted the report.

### **10.15 Prospective Councillor Workshops**

#### **Short Term History**

- Email to councils requesting motions 13/01/15.
- Reminder email to councils 3/03/15.
- Email from Barkly Regional Council 4/03/15.
- General meeting 16/04/15.
- Executive meeting 19/05/15; 23/06/15.

### **Future Action**

Review materials for workshops prior to 2017 Local Government Elections.

### **Discussion**

Members noted the report.

### **10.16 Disciplinary Committee Process**

#### **Short Term History**

- Email to councils requesting motions 13/01/15.
- Reminder email to councils 3/03/15.
- Email from Barkly Regional Council 4/03/15.
- General meeting resolution - *THAT delegates endorse LGANT, through the review committee and ALAC, working with the Department of Local Government to develop an enhanced disciplinary proceedings model which includes the current committee process augmented by the inclusion of other options for councils to legally pursue based on the severity of the dispute* 16/04/15.
- Executive meeting 19/05/15 included advice that this matter will form part of the review of the *Local Government Act*. It was included in LGANT's submission to the review.
- Executive meeting 23/06/15.

### **Future Action**

Action general meeting resolution.

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### Discussion

Members noted the report.

### 10.17 Local Government Long Service Awards

#### Short Term History

- General meeting resolution – *That delegates endorse the development of a series of local government service awards for the Northern Territory* 6/11/14.
- Executive meeting 1/05/15; 19/05/15; 23/06/15.
- Guidelines document completed 11/03/15.
- Email to Council CEOs 14/5/15 requesting nominations by 1 October 2015.
- Dedicated web page on LGANT website for the Awards.
- Promoted in the LGANT newsletter.
- Applications received from Alice Springs Town Council 13/07/15.

#### Future Action

Follow up with councils nominations for long service awards.

### Discussion

Members noted the report.

### 10.18 Natural Disaster Relief Recovery Arrangement (NDRRA)

#### Short Term History

- Executive meeting resolution – *That the Executive approves the NDRRA submission for LGANT over its managed local road network* 1/05/15.
- Executive meeting 19/05/15; 23/06/15.

#### Future Action

Purchase orders have been raised to remove trees and rehabilitate the damaged road network in the East Arnhem region. LGANT will submit an application for NDRRA approval and funding following completion of the above work.

### Discussion

Members noted the report.

### 10.19 LGANT's Local Government Directory 2015/2016

#### Short Term History

- LGANT commenced work on the next edition of the Local Government Directory in March 2015.
- The expected publication and distribution of the Directory is on or before 1/07/15.
- Executive meeting 1/05/15; 19/05/15; 23/06/15.
- Directory in the process of being distributed by Colemans.

#### Future Action

No further action required.

### Discussion

Members noted the report.

### 10.20 Financial Assistance Grants

#### Short Term History

- Release of Federal Budget on 13/05/14.
- General meeting resolution – *THAT delegates call upon councils:*
  - (a) *to support the campaign to restore the indexation of the Financial Assistance Grants by highlighting to Federal politicians:*



## LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

- the absolute need for the Grants
- the losses resulting from the Grants not being indexed
- (b) to agree to work with LGANT to document the many reforms and activities which demonstrate improvements and efficiencies councils are undertaking 6/11/14.

- Executive meeting 10/03/15; 1/05/15; 19/05/15.
- General meeting resolution – *THAT delegates revoke the current LGANT policy 3.3(a) 16/04/15.*
- Email to CEOs requesting notice of resolutions 12/05/15.
- The resolution that councils have been asked to mirror includes:

*That the Council:*

1. *Acknowledges the importance of federal funding through the Financial Assistance Grants program for the continued delivery of councils services and infrastructure;*
2. *Acknowledges that the council will receive \$X.Y million in 2014 - 15; and*
3. *Will ensure that this federal funding, and other funding provided by the Federal Government under relevant grant programs, is appropriately identified as Commonwealth grant funding in council publications, including annual reports.*

Council	Resolution passed at council meeting on date
Central Desert Regional Council	6 December 2014
Barkly Regional Council	22 May 2015
East Arnhem Regional Council	29 May 2015
City of Palmerston	2 June 2015
Alice Springs Town Council	29 June 2015

- Executive meeting 23/06/15.

### Future Action

Continue to pursue with councils their work on getting resolutions passed about FAGs and in identifying case studies and projects that FAGs are used for.

### Discussion

LGANT CEO will send the President a reminder to ring elected members to follow up on getting council resolutions passed.

## 10.21 Nominations to the NT Weeds Advisory Committee

### Short Term History

- Letter from Weed Management Branch, Department of Land Resource Management 27/11/14.
- Call for nominations emailed to councils 12/12/14.
- Reminder email sent 20/01/15.
- Committee advised of Andrew Farrell's nomination 17/02/15.
- Executive meeting 1/05/15; 19/05/15; 23/06/15.
- Email to Committee 8/05/15.
- Email from Weeds Management Branch 14/05/15.
- Email to Weeds Management Branch advising LGANT's nominated representative has resigned from Litchfield Council 23/06/15.
- Email response from Weeds Management Branch 3/07/15.

### Future Action

Wait for Minister to consider other nominations. Dependent on the outcome LGANT may have to re-nominate.

### Discussion

## LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

Members noted the report.

### 10.22 Election of Casual Vacancy to the LGANT Executive

#### Short Term History

- LGANT meeting with Mayor Lothar Siebert and CEO Brian Hylands 22/08/14.
- Executive resolution – *THAT the Executive endorses the proposed changes to LGANT's constitution being put to the November 2014 general meeting* 16/09/14.
- Motion deferred at general meeting 7/11/14.
- Executive meetings 1/05/15; 19/05/15; 23/06/15.
- General meeting resolution 16/04/15 approves the creation of an additional Executive position.
- Call for nominations sent to eligible councils 7/06/15.
- Executive resolution – *THAT the Executive defer this issue* 23/06/15.

#### Future Action

Await outcomes of investigations into the Litchfield and Tiwi councils so that knowledge about when both are likely to have councils in place can be obtained to assess whether or not the Executive can fill the vacancy before the November 2015 election.

#### Discussion

Members noted the report.

### 10.23 Indigenous Community Engineering Guidelines (ICEG 2014)

#### Short Term History

- July 2014 Consultation with stakeholders.
- March 2015 Draft guidelines provided to LGANT and EITRG for comment.
- June 2015 Public launch of 'Indigenous Community Engineering Guidelines' (ICEG2014) for remote communities in the NT.
- Executive meeting 23/06/15.

#### Future Action

Paper to be presented at the EITRG meeting October 2015. No further action.

#### Discussion

Members noted the report.

### 10.24 Darwin and Katherine Flood Mitigation Advisory Group

#### Short Term History

- 20/11/14 Formation of the Darwin and Katherine Region Flood Mitigation Advisory Committee.
- Local government representatives on the committees are Katherine Mayor Fay Miller and LGANT's Peter McLinden.
- Darwin Region Flood Mitigation Advisory Committee meetings: 21/02/15; 5/03/15; 11/03/15; 18/03/15; 30/03/15.
- April 2015 Darwin and Katherine Region Flood Mitigation Advisory Committee draft reports to government.
- 14/05/15 Draft reports released for public comment.
- 11/06/15 Close for public comments.
- City of Darwin request extension of time to 22/06/15 to allow report to go before full council on 16/06/15.
- Executive meeting 23/06/15.
- 24/06/15 Darwin Region Flood Mitigation Advisory Committee Final Report.

#### Future Action

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No further action required.

**Discussion**

Members noted the report.

**10.25 Draft Darwin Regional Transport Plan**

**Short Term History**

- December 2013 Integrated Transport Planning and Investment Road Map.
- 2014 Darwin Regional Land Use Plan.
- 2/06/15 Letter from Department of Transport with invitation to comment.
- Executive meeting 23/06/15.

**Future Action**

July 2015 Community/Industry consultation. December 2015 Final draft to Government.

**Discussion**

Refer agenda item 8.2.

**10.26 Heavy Vehicle Task Force**

**Short Term History**

- October 2010 Darwin Region Heavy Vehicle Task Force.
- June 2011 Darwin Region Heavy Vehicle Task Force Final Report 'A Safe System Approach to Heavy Vehicles in Greater Darwin Region'.
- 06/05/15 Northern Territory Heavy Vehicle Taskforce.
- Executive meeting 23/06/15.

**Future Action**

Waiting for Department of Transport invitation to follow up meetings.

**Discussion**

Members noted the report.

**10.27 Waste Management Regional Projects**

**Short Term History**

- 2012/2015 Central Australian Waste Management Coordinator Project.
- 2014/15 Big Rivers / Katherine Pilot Project Waste Management Coordinator Initiative.
- 2014/15 Public Health Community Education Initiative Central Australia.
- Executive meeting 23/06/15.

**Future Action**

Awaiting funding agreement for both working groups. Presentation in Perth (WALGA) on the project and governance arrangements.

**Discussion**

Members noted the report.

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**10.28 National State of the Assets Report 2014**

**Short Term History**

- 2010 the Local Roads Funding Gap Report.
- 2012/13 data collection undertaken.
- 2013 State of Assets Report launched at the 2013 Road Congress in Alice Springs.
- 2014 appointment of consultants Jeff Rorda and Associates.
- Executive resolution – *THAT the Executive supports ALGA and promote participation of member councils in the “National State of Assets Report 2014”* 16/09/14.
- Executive meetings 10/03/15; 1/05/15; 19/05/15.
- Report launched at the “Local Government Roads and Transport Congress” in Tamworth in 2014.
- ALGA President spoke to the Executive on the initiative on 1/05/15.

**Future Action**

ALGA News informed it is progressing with a possible launch of the report at the National Roads Congress in November 2015.

**Discussion**

Members noted the report.

**10.29 Local Government Excellence Project Report**

**Short Term History**

- Funding approved August 2014.
- Project commenced on 1/09/2014.
- 15/01/2015 First progress report submitted to the Department of Local Government and Community Services.
- 08/05/2015 Meeting with Meeta to discuss the revised budget for 2014/15 and updated service plan for 2015/16.
- 1/07/15 Meeting to discuss revised service plan with Department.

**Future Action**

Final twelve month report to be completed and available at next Executive meeting along with revised Service Plan for 2015/2016.

**Discussion**

Members noted the report.

**RESOLUTION**

THAT the Executive receives and notes the reports on business from previous meetings that is not yet finished.

**Moved:** Councillor Sharman  
**Seconded:** Alderman Elix  
**Carried**

**11. BUSINESS NOT YET FINISHED BUT INACTIVE**

**RESOLUTION**

THAT the Executive accepts the business not yet finished but inactive.

**Moved:** Alderman Anictomatis  
**Seconded:** Mayor Miller  
**Carried**

**LOCAL GOVERNMENT ASSOCIATION  
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**12. MEMBERS QUESTIONS - Nil**

**13. GENERAL BUSINESS**

**13.1 Draft General Meeting and AGM Program**

Members noted the draft program.

**14. COMPLETED BUSINESS**

**RESOLUTION**

THAT the Executive approves the removal of items of completed business from the agenda for the next meeting.

**Moved:** Mayor Miller  
**Seconded:** President Shaw  
**Carried**

**15. CONFIDENTIAL BUSINESS**

**15.1 Update on Leasing Arrangements for Units 3 and 5**

**Recent History**

- Executive meeting 16/09/14.

**Discussion**

Members noted the report.

**RESOLUTION**

THAT the Executive receives and notes the report on the leasing arrangement for Units 3 and 5.

**Moved:** Alderman Elix  
**Seconded:** Mayor Miller  
**Carried**

**16. NEXT MEETING**

The next meeting of the LGANT Executive will be on Tuesday 18 August 2015 at 9:30am in the LGANT Boardroom.

**THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 4:38 pm.**

**ITEM NO.**        13.1.1        **Street Naming for Zuccoli Subdivision Stages 3 & 4, Sub-stage 1**

**FROM:**                                **Director of Technical Services**

**REPORT NUMBER:**                **8/0709**

**MEETING DATE:**                **4 August 2015**

---

**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 Council's consideration for street naming for Zuccoli Subdivision Stages 3 and 4, Sub-stage 1.

**General:**

Costajic Pty Ltd, the developer of Zuccoli Stage 3 and 4 subdivisions, has proposed to Council a list of street names for roads in sub-stages 1A and 1B. This subdivision (sub- stages 1A and 1B) includes 11 roads. The developer has proposed the following street names for the subdivision using a Native Flora theme of local flora.

1. Kangaroo
2. Ginger
3. Fern
4. Cheesefruit
5. Windmill
6. Banksia
7. Oatgrass
8. Corkbark
9. Goldenbeard
10. Bloodwood
11. Blacktop

The developer has advised that the above listed street names have been reviewed by a Place Names Officer and found not to have any obvious conflicts with the guidelines or existing streets in surrounding suburbs. The developer has also provided additional names as alternatives in **Attachment 1**, should it be Council's preference. The additional names are also in line with the Native Flora theme.

It is noted that Council, at its ordinary meeting on 21/10/2014, supported street names for Zuccoli Stage 2 (Mitchell Creek Green) using the same Place Names theme "Native Flora".

Staff have assessed the proposal and concluded that the proposed street names are appropriate to be supported by Council as they align with the existing Place Names theme “Native Flora” (the theme used for Zuccoli Stage 2) and comply with Council’s Place Names Policy.

**Financial Implications:**

Nil

**Legislation / Policy:**

Place Names Policy RS02.

**RECOMMENDATION**

1. THAT Council receives Report Number 8/0709.
2. THAT Council supports the proposed street names for Zuccoli Stage 3 and 4, Sub-stage 1 subdivision as shown in the streets layout plan in **Attachment 1** to Report Number 8/0709 subject to them meeting the criteria established by the Place Names Committee.

**Recommending Officer:** Mark Spangler, Director of Technical Services

Any queries on this report may be directed to Mark Spangler, Director of Technical Services on telephone (08) 8935 9958 or email [mark.spangler@palmerston.nt.gov.au](mailto:mark.spangler@palmerston.nt.gov.au).

Author: Jeetendra Dahal, Technical Services Manager.

**Schedule of Attachments:**

- |               |  |
|---------------|--|
| Attachment 1: | Costajic Pty Ltd.’s proposal for street naming for Zuccoli Stage 3 and 4, Sub-stage 1 subdivision. |
| Attachment 2: | Place Names Policy RS02.   |

**TO: CITY OF PALMERSTON**

**FROM: COSTOJIC PTY LTD (DEVELOPER AT 'ZUCCOLI ASPIRE')**

**SUBJECT: ZUCCOLI ASPIRE 1A & 1B STREET NAMES PROPOSAL FOR APPROVAL**

**PERMIT: DP15-0096**

**REQUEST**

We kindly request that Council supports the proposed road naming plan as shown in Attachment A.

**CONTEXT**

Zuccoli Aspire ("Zuccoli Stages 3&4") has 11 roads in the first stage of works that require road names. We kindly seek Council's urgent consideration and support for the proposed road names so that we may meet the deadlines of the infrequently meeting of the Place Names Committee in 5 Aug 2015.

In deciding which names to propose, we were fortunate to have Deputy Mayor Sue McKinnon kindly provide us with a list of the local native flora that was put forward for another Zuccoli developer. Several of the names were selected from that list for this proposal. Some were already used by Zuccoli Stage 2 (Mitchell Creek Green estates) or did not meet the guidelines e.g. in a nearby suburb on the register.

**NAMES PROPOSED**

The names proposed are as follows:

1. Kangaroo
2. Ginger
3. Fern
4. Cheesefruit
5. Windmill
6. Banksia
7. Oatgrass
8. Corkbark
9. Goldernbeard
10. Bloodwood
11. Blacktop

These 11 streets have been reviewed by Rafael Perez Place Names Officer and found to not have any obvious conflicts with the guidelines or existing streets in surrounding suburbs.



## **Alternative Names**

Additional names from the master list are also provided on the plan if any are not preferred by Council and they wish to swap out from the proposed list. Just change any proposed road with an alternative e.g. Nutmeg, Sheoak, White Gum, Batswing, etc.

## **REASONS AND BACKGROUND FOR PROPOSED NAMES**

Local native flora: All the names proposed are local native flora (grasses/trees/shrubs) from the original master list provided by Deputy Mayor Sue McKinnon. They were fresh, in keeping with the local Mitchell Creek surrounds, easy to say, spell and remember.

Existing theme: Place Names Committee and City of Palmerston supported and approved 19 names for Zuccoli Stage 2 (Mitchell Creek Green estate) using a Native Flora theme of local flora.

Integrated estates: Zuccoli Stage 2 (Mitchell Creek Green) is connected to Zuccoli 3&4 (Zuccoli Aspire) by three links; via a main road named Tuckeroo Blvd (a local tree), at least one pedestrian link between the two urban areas and via Mitchell Creek Green. So it's logical to have a connected theme between the two areas.

Consistency beyond the developers: Once the developers have completed at Zuccoli, the boundaries and names of streets ideally becomes as one consistent and recognisable theme for residents and visitors; rather than distinct and separate estates that exist now, but will on exist in the future.

Thus Zuccoli 3&4 (Zuccoli Aspire) wanted to follow the Native Flora theme to maintain that consistency into the future.

## **ATTACHMENT**

Attachment A contains:

- Endorsed plan with proposed names and alternates.
- List of previously approved names in Zuccoli Stage 2.
- Master list of proposed names from Deputy Mayor Sue McKinnon.

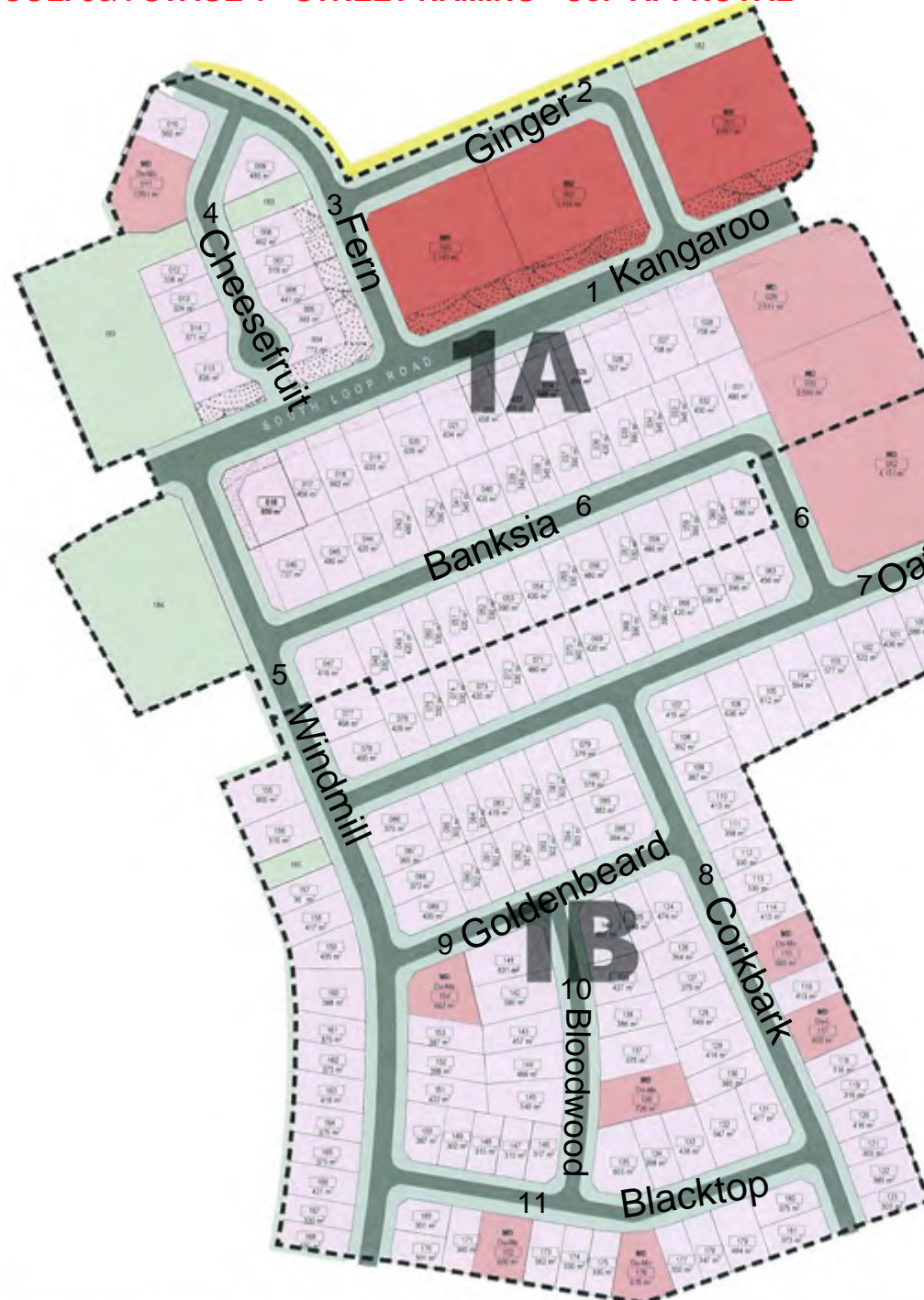
Sub-Staging Plan  
Stage 1  
ZUCCOLI 3 & 4

Lots 14232 & 14233

- Staging boundary
- Zone MD (Multiple Dwelling Residential)  
Use: Single dwelling
- Zone MD (Multiple Dwelling Residential)  
Use: Multiple dwellings
- Zone MR (Medium Density Residential)  
Use: 4 storeys
- Designated open space within allotment
- Public open space
- Road reserve

NATIVE FLORA  
IN THE AREA:

1. Kangaroo
2. Ginger
3. Fern
4. Cheesefruit
5. Windmill
6. Banksia
7. Oatgrass
8. Corkbark
9. Goldenbeard
10. Bloodwood
11. Blacktop



ALTERNATIVE NAMES: If the Place Names Committee finds Kangaroo conflicts with Tuckeroo Blvd (which it eventually meets) then it may swap Windmill with Kangaroo, or use other Native Flora in the Zuccoli Area identified as: Nutmeg, Sheoak, White Gum, Batswing, Purpletop, Lotus Lily, Kapok, and may replace any unsuitable road name.

Drawing No: 2014/1034/01 referred to in  
Permit No: DP15/0096 issued by  
the consent authority on: 02/03/2015  
  
Consent Authority / Delegate

Timing: Stage 1A is required sooner than Stage 1B, so if Council has issues with 1B names, please defer those and approve 1A's names (or change change them to any of the alternatives, or any other name as you wish.)

Thanks for your support.

Subdivision concept  
and layout design  
by Bennett Design

bennett design

ARCHITECT

## ATTACHMENT A

Minute Book Page 7654

**11.2 Economic Development and Infrastructure**

The Chair invited Alderman Bunker, Chair of the Economic Development and Infrastructure Committee to provide a report to the meeting.

*A verbal report on the Committee Meeting held on 9 October 2014 was presented by Alderman Bunker.*

Moved: Alderman Bunker  
Seconded: Alderman McKinnon

THAT the minutes from the Economic Development and Infrastructure Committee meeting held on 9 October 2014 be received and noted and that Council adopts the recommendations made by the Committee and accordingly resolves as follows:

**11.2.1 Contract TS2014/05 Lakeview Boulevard Reconstruction EDI/0221**

1. THAT Council award Contract TS 2014/05, Lakeview Boulevard Reconstruction to JLM Civil Works Pty Ltd for \$181,463.75 ex GST.
2. THAT Council approves an additional \$38,382 for the Lakeview Boulevard reconstruction project.
3. THAT the Mayor and Chief Executive Officer sign and seal all contract documentation for Contract TS2014/05, Lakeview Boulevard Reconstruction.

**11.2.2 Street naming Zuccoli Stage 2 (Mitchell Creek Green) EDI/0223**

THAT Council supports the Place Naming theme of Native Flora for Zuccoli Stage 2 and in particular the following names:

1. Feathertop
2. Bluegrass
3. Blackspine
4. Rivergrass
5. Canegrass
6. Limestone
7. Haresfoot
8. Tassel
9. Comet
10. Myrtlewood
11. Sandstone
12. Sandpaper
13. Paperbark
14. Corkwood
15. Lilyilly
16. Gooseberry
17. Leadwort
18. Turkeybush
19. Lasiandra

**NOTE: 19 names already approved;  
now crossed off the master list.**

**CARRIED 8/1275-21/10/2014**

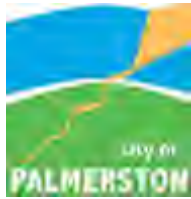
**NOTE: Original source list of names for Zuccoli Stage 2 (Mitchell Creek Green). Proposed to continue this same theme in Zuccoli 3&4 (Aspire).**

**Zuccoli Proposed Street Names – Alderman Sue McKinnon 2014**

Native Flora –

Example of names with 2 words - Chung Wah/Amy Johnston/Van Plemen/Henry Ellis/

Native Grasses	Native Trees	Shrubs
[REDACTED]	Bloodwood	Lotus Lily
[REDACTED]	Batwing	Lily
[REDACTED]	[REDACTED]	Fern
[REDACTED]	[REDACTED]	Ginger
[REDACTED]	[REDACTED]	[REDACTED]
Northern Cane	Kapok	Banksia
Mitchell Grass	Ghost Gum (example Apple Gum Cres in Karama)	[REDACTED]
Goldenbeard	White Gum	[REDACTED]
Ribbon grass	Ti-tree (weeping)	Wild Grape
Native lemon	[REDACTED] silver; weeping;	
[REDACTED]	Nutmeg	
[REDACTED]	Mimusops	
Indian	Leichardt Pine	
[REDACTED]	White Bush Apple	
Wanderrie	She-oak	
Windmill	Bush Plum	
[REDACTED]	Bush Currant	
Blacktop	Cheese fruit	
Oatgrass	[REDACTED]	
Purpletop	Corkbark	
Tamil	Forest Apple	
Kangaroo)	Kurrajong	
Silky Oil	[REDACTED]	
	[REDACTED]	
	Mangrove	
	Peach-leaf (Fig)	
	Red Bush (Apple)	
	Red Bead	
	Wild Orange	



Name:	Place Names Policy		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Director Technical Services		
Approval Date:	14/01/2014	Next Review Date:	13/01/2015

## 1 Purpose

This policy sets out the application procedure for the naming of places in the Municipality of Palmerston.

## 2 Principles

The City of Palmerston encourages early contact with Council to ensure that place names applications are processed in a timely manner. The Council understands that in accordance with the Place Names Act the Place Names Committee must “before making a report..... seek the views of interested persons” including “the Council established for the area”. The Minister then considers the report and may approve names.

## 3 Definitions

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

Term	Definition

## 4 Policy Statement

- 4.0 The City of Palmerston fully appreciates the development industry need for timely approvals. This policy is developed to ensure that street name approvals and other place name approvals are processed by Council in a timely manner.
- 4.1 Developers seeking consideration of street names and other place names by the Place Names Committee are encouraged to make an application for Council approval very early in the development process. Developers are required to forward a written application to Council containing the following information.
- i. Details of any naming theme proposed for an area.
  - ii. List of names proposed and a brief history of the names origins.
  - iii. Where possible a diagram of the location of the features to be named.
  - iv. Where streets are to be named the developer is encouraged to provide an excess of names to allow for any name that may be rejected by the Place Name Committee.
  - v. A Place Name search to demonstrate that names are not being duplicated in the Palmerston and surrounding areas.
- 4.2 All applicants are referred to the Northern Territory Rules of Nomenclature on the Place Names Committee website. The naming rules are supported by the City of Palmerston.

- 4.3 Before Council will consider an application the application must be reported to the Economic Development and Infrastructure Committee. Council will not guarantee that it supports a name nor that it won't lay an application on the table while additional information is sought. This process will generally mean that an application can take more than a calendar month to process and the applicant should allow for this.
- 4.4 Once an applicant has Council approval for the proposed names an application which includes the Council resolution may be made to the Place Names Committee.

## **5** Associated Documents

Nil, there are no fees for Place Name Applications.

## **6** References and Related Legislation

Place Names Act.

**ITEM NO.** 13.1.2      **Creation of Stormwater Easement - Stormwater Remediation at Baban Place, Pinelands**

**FROM:** Director of Technical Services

**REPORT NUMBER:** 8/0710

**MEETING DATE:** 4 August 2015

---

**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 Council's consideration for creating stormwater easements over four lots in Pinelands to accommodate stormwater drainage infrastructure to be run from Baban Place through to Stuart Highway service lane.

**Background:**

The suburb of Pinelands was developed by the Northern Territory Government and handed over to Council in late 1990s. Since the handover, it has been observed that the properties surrounding Baban Place get flooded every wet season as a result of undersized drainage infrastructure.

**General:**

In April 2015, Council commissioned Byrne Design to investigate a drainage issue at Baban Place in Pinelands and to provide Council with a survey and design report for remedying the issue. Byrne Design has submitted detailed design documentation for upgrading the existing drainage system to cater for Q100 storm events across the affected properties. The proposed drainage alignment as shown in **Attachment A** requires new easements over Lot 1702, Lot 1703, Lot 2886 and Lot 1795 in Pinelands (Hundred of Bagot) in favour of Council.

The property owners of the aforementioned four lots have separately signed "Creation of Easement in Gross" forms (**Attachment B**) to grant easements in favour of City of Palmerston. These forms are required to be signed and sealed by Council to register the drainage easements.

Council has listed the Baban Place stormwater upgrade project on its 2015/2016 financial year capital works program pending a \$900,000 (estimated full cost of construction) grant from the Northern Territory Government.

**Financial Implications:**

Costs associated with surveying and registering the easements have been met from the financial year 2014/2015 budget. No additional funds are required.

**Policy / Legislation:**

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.

**RECOMMENDATION**

1. THAT Council receives Report Number 8/0710.
2. THAT Council delegates to the Mayor and Chief Executive Officer the power to sign and seal all required documentation to register drainage easements over Lot 1702, Lot 1703, Lot 2886 and Lot 1795 in Pinelands (Hundred of Bagot).

**Recommending Officer:** Mark Spangler, Director of Technical Services

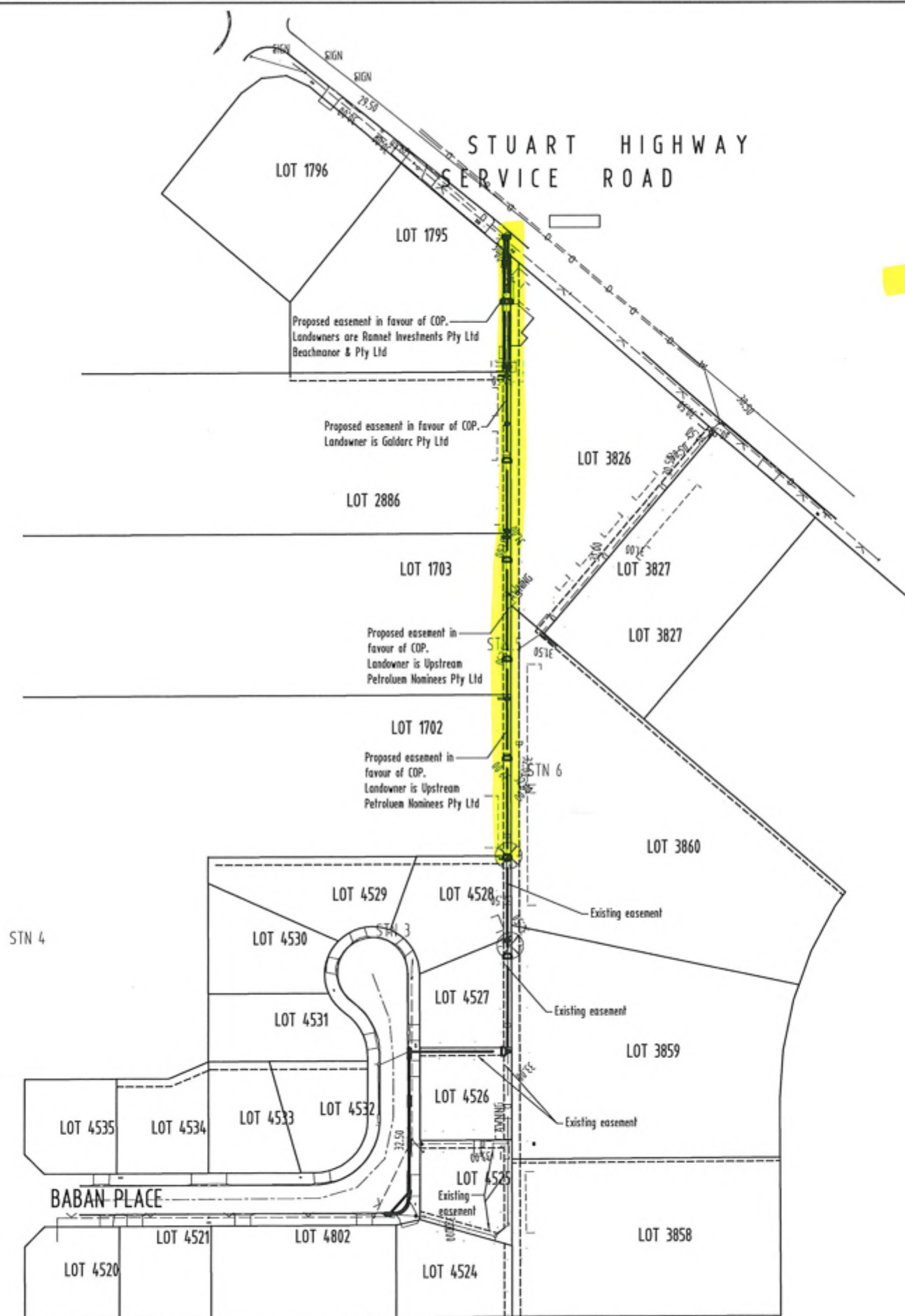
Any queries on this report may be directed to Mark Spangler, Director of Technical Services on telephone (08) 8935 9958 or email [mark.spangler@palmerston.nt.gov.au](mailto:mark.spangler@palmerston.nt.gov.au).

Author: Jeetendra Dahal, Technical Services Manager.

**Schedule of Attachments:**

- Attachment A: Plan showing proposed drainage alignment and easements.
- Attachment B: Easement registration documentation.





**Proposed Easement**

**WARNING**  
**BEWARE OF UNDERGROUND SERVICES**

The locations of underground services are approximate only and their exact position should be proven on site. No guarantee is given that all existing services are shown.



FOR CONTINUATION REFER TO DRG C03

**PLAN**

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Land Title Act  
REGISTRAR-GENERAL'S DIRECTIONS



## NORTHERN TERRITORY OF AUSTRALIA

Commissioner of Territory Revenue use only

E

G

No:

## IMPORTANT NOTICE

Please Note Privacy Statement Overleaf

CREATION OF  
EASEMENT IN GROSS

The owner of the land grants to the person(s) specified below the easement for the value described below subject to the conditions set out on the back page. (NOTES 1 - 3)

Register	Volume	Folio	Location	Lot Description	Plan	Unit
CLFT	771	179	11undred of Bagot	Portion 1702	S.74/179B	

(NOTE 4)

Easement

Drainage Easement

Plan 23097A

(NOTE 5)

Person(s) to whom granted

City of Palmerston

(NOTE 6)

Value (GST inclusive)

Nil

GST Amount Nil

(NOTE 7)

SIGNED by the Owner *Gregory Francis Hogan*  
Director  
Upstream Petroleum Nominees Pty Ltd  
(ACN 114 761 894) as Trustee for Upstream  
Petroleum Unit Trust

on (Date) *15<sup>th</sup> April 2015*

In the presence of *Gregg Nicholas Heislow*  
*GREGG NICHOLAS HEISLOW*

Signature of qualified Witness:

*COMMISSIONER FOR PATHS*  
*0427 600034*

SIGNED by the person(s) receiving the benefit of  
the easement *City of Palmerston*

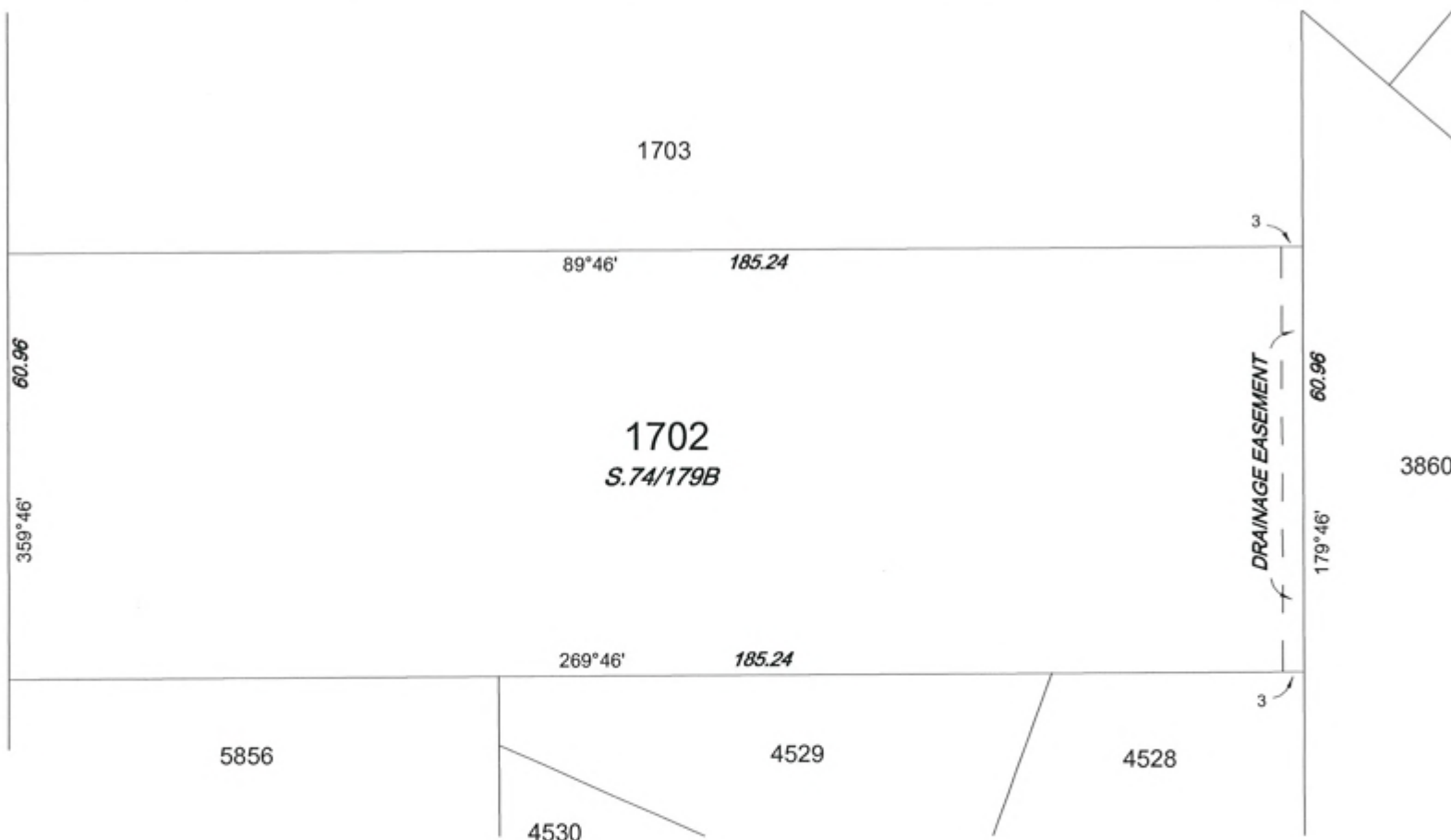
on (Date) .....

In the presence of:

Signature of qualified witness:

(NOTE 8)

McKINNON ROAD



GREGG N. HESTELOW

LICENSED SURVEYOR

DATE 27/03/15

Proposed Drainage Easement is in favour of the City of Palmerston

0 10 20 40m  
Scale 1:1000

Client:

City of Palmerston

Date:	27/03/2015
Co-ord. System:	NA
Survey Plan:	S.74/179B
CUFT:	Vol 771 Fol 179
Local Authority:	City of Palmerston
Surveyed By:	AAM Pty Ltd
Field Book Ref.:	NA
Reference:	23097A.dwg



### PROPOSED DRAINAGE EASEMENT

Portion 1702 Hundred of Bagot  
166 McKinnon Road, Pinelands

Scale  
1:1000

Job  
23097A

Email  
darwin@aamgroup.com

Telephone  
(08) 8930 2000

A.B.N 63 106 160 678



5/41 Sadgroves Cresc, Winnellie, NT 0820  
P.O. Box 492, Darwin, NT 0801, Australia

Form 51

Section 91

Land Title Act  
REGISTRAR-GENERAL'S DIRECTIONS



NORTHERN TERRITORY OF AUSTRALIA

E	G	No:
---	---	-----

Commissioner of Territory Revenue use only

**IMPORTANT NOTICE**

Please Note Privacy Statement Overleaf

**CREATION OF  
EASEMENT IN GROSS**

The owner of the land grants to the person(s) specified below the easement for the values described below subject to the conditions set out on the back page. (NOTES 1 & 2)

Register	Volume	Folio	Location	Lot Description	Plan	Unit
CUFT	770	563	Hundred of Bagin	Portion 1703	S.74/179B	

(NOTE 4)

Easement

Plan 23097A

Drainage Easement

(NOTE 5)

Person(s) to whom granted

City of Palmerston

(NOTE 6)

Value (GST inclusive)

Nil

GST Amount Nil

(NOTE 7)

SIGNED by the Owner *Gregory Francis Hogan*  
Upstream Petroleum Nominees Pty Ltd  
(ACN 114 761 894) as Trustee for Upstream Petroleum Unit Trust

on (Date) ... *15th April 2015* ...

In the presence of:

*GREGG NICHOLAS HESTERSON*

Signature of qualified Witness:

*COMMISSIONER FOR NATI*  
*0927600034*

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

on (Date) .....

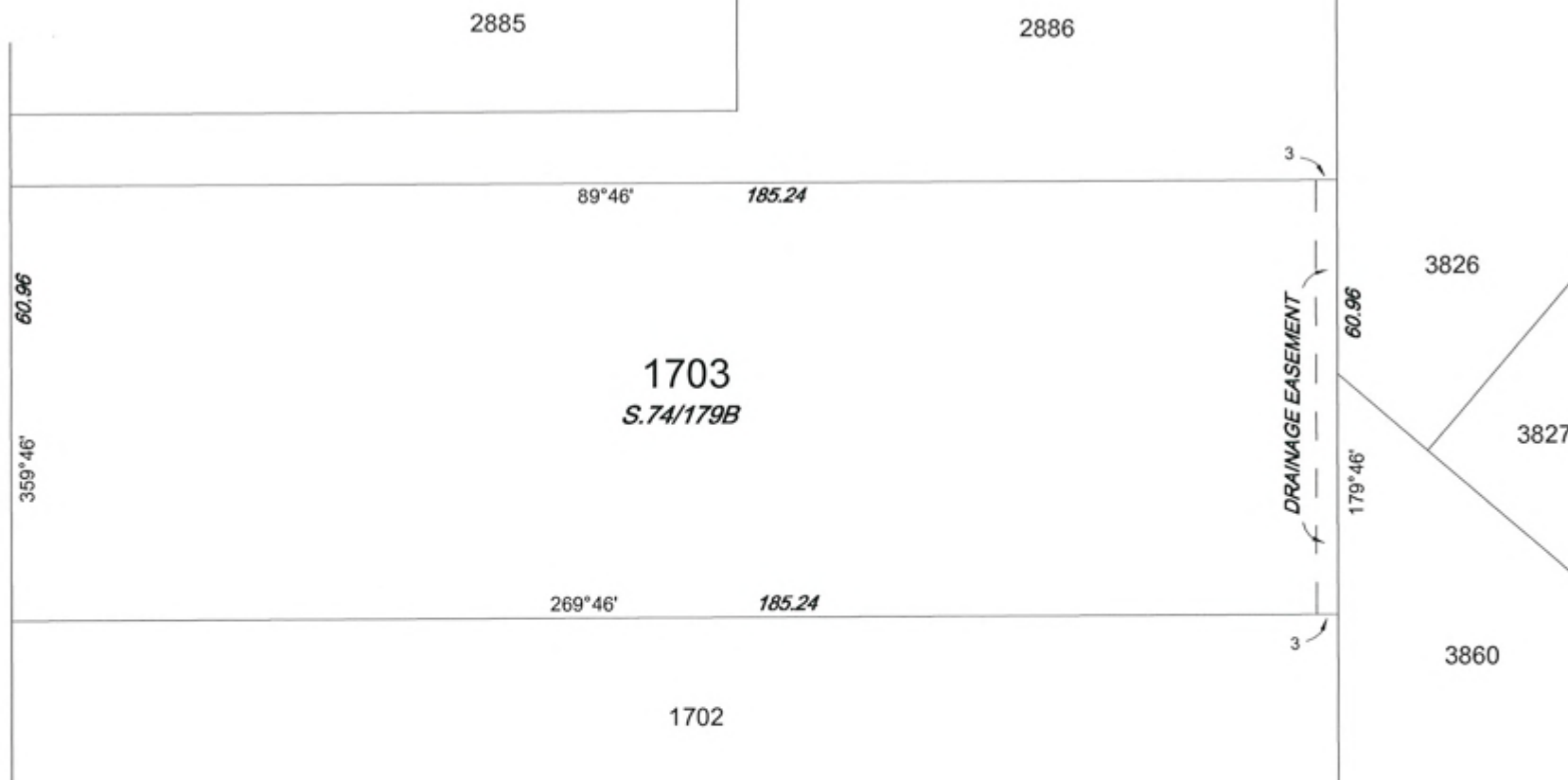
In the presence of:

Signature of qualified witness:

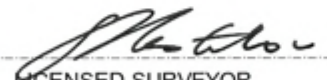
(NOTE 8)

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

McKINNON ROAD



GREGG N. HESTELOW

  
 LICENSED SURVEYOR

DATE 27/03/15

Proposed Drainage Easement is in favour of the City of Palmerston



Client:

City of Palmerston

Date:	27/03/2015
Co-ord. System:	NA
Survey Plan:	S.74/179B
CUFT:	Vol 770 Fol 563
Local Authority:	City of Palmerston
Surveyed By:	AAM Pty Ltd
Field Book Ref.:	NA
Reference:	23097A.dwg



### PROPOSED DRAINAGE EASEMENT

Portion 1703 Hundred of Bagot  
174 McKinnon Road, Pinelands

Scale  
1:1000

Job  
23097A

Email  
darwin@aamgroup.com

Telephone  
(08) 8930 2000

A.B.N 63 106 160 678



5/41 Sadgroves Cresc, Winnellie, NT 0820  
P.O. Box 492, Darwin, NT 0801, Australia

Form 51

Section 91

Land Title Act  
REGISTRAR-GENERAL'S DIRECTIONS

NORTHERN TERRITORY OF AUSTRALIA

E	G	No:
---	---	-----

<b>IMPORTANT NOTICE</b> Please Note Privacy Statement Overleaf
---

Commissioner of Territory Revenue use only

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### CREATION OF EASEMENT IN GROSS

The owner of the land grants to the person(s) specified below the easement for the value described below subject to the conditions set out on the back page.

(NOTES 1  
3)

Register	Volume	Folio	Location	Lot Description	Plan	Unit
CUFT	128	160	Hundred of Bagot	Portion 2836	LT083/85	

(NOTE 4)

Easement

Drainage Easement

Plan 23097A

(NOTE 5)

Person(s) to whom  
granted

City of Palmerston

(NOTE 6)

Value (GST inclusive)

Nil

GST Amount Nil

(NOTE 7)

SIGNED by the Owner

Galdarc Pty Ltd

Gregory John Vazourakis (Director)

on (Date) 11/05/2015

In the presence of

 COMMISSIONER FOR OATHS  
 GREGG NICHOLAS HESTERLOW  
 2/40 GARDENS HILL CRE8  
 THE GARDENS NT 0820

Signature of qualified Witness:

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

City of Palmerston

on (Date) .....

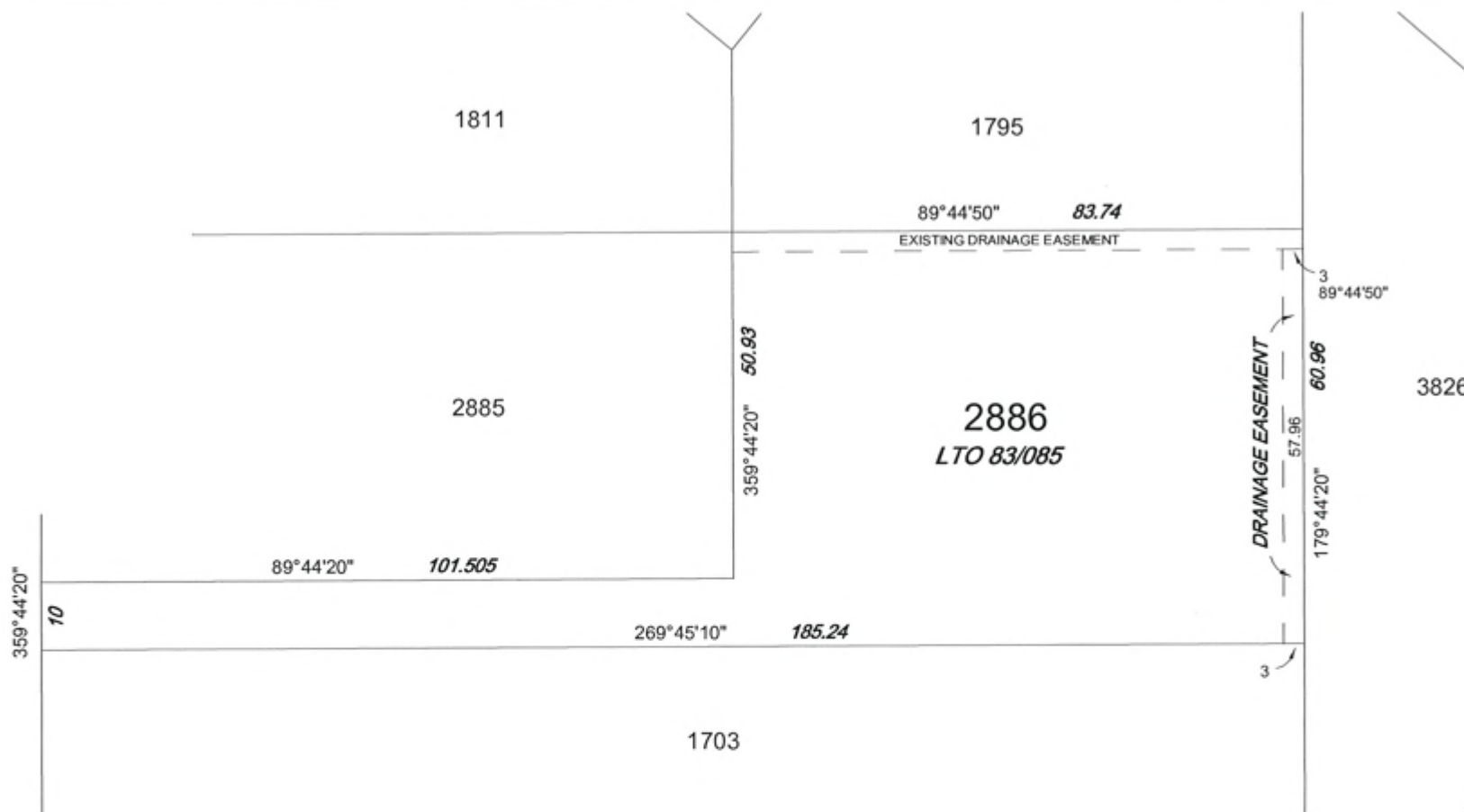
In the presence of:

Signature of qualified witness:

(NOTE 8)

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

MCKINNON ROAD



GREGG N. HESTELOW


  
 LICENSED SURVEYOR

DATE 27/03/15

Proposed Drainage Easement is in favour of the City of Palmerston



Client:

City of Palmerston

Date:	27/03/2015
Co-ord. System:	NA
Survey Plan:	LTO 83/085
CUFT:	Vol 128 Fol 160
Local Authority:	City of Palmerston
Surveyed By:	AAM Pty Ltd
Field Book Ref.:	NA
Reference:	23097A.dwg



### PROPOSED DRAINAGE EASEMENT

Portion 2886 Hundred of Bagot  
176 McKinnon Road, Pinelands

Scale  
1:1000

Job  
23097A

Email  
darwin@aamgroup.com

Telephone  
(08) 8930 2000

A.B.N 63 106 160 678



5/41 Sadgroves Cresc, Winnellie, NT 0820  
P.O. Box 492, Darwin, NT 0801, Australia



Form 51

Section 91

*Land Title Act*  
REGISTRAR-GENERAL'S DIRECTIONS



NORTHERN TERRITORY OF AUSTRALIA

E	G	No:
---	---	-----

Commissioner of Territory Revenue use only

**IMPORTANT NOTICE**

Please Note Privacy Statement Overleaf

**CREATION OF  
EASEMENT IN GROSS**

The owner of the land grants to the person(s) specified below the easement for the value described below subject to the conditions set out on the back page. (NOTES 1 - 3)

Register	Volume	Folio	Location	Lot Description	Plan	Unit
CUFT	734	025	Hundred of Bagot	Portion 1795	S.74/111A	

(NOTE 4)

Easement	Plan 23097A
	Drainage Easement

(NOTE 5)

Person(s) to whom granted	City of Palmerston
---------------------------	--------------------

(NOTE 6)

Value (GST inclusive)	Nil	GST Amount	Nil
-----------------------	-----	------------	-----

(NOTE 7)

SIGNED by Body Corporate for the Proprietors of  
Units Plan No. U2008/027

1<sup>st</sup> Member's Signature *[Signature]* Date: *20.05.2015*  
ZACHARIASZ BARNI as Director  
OF PALMERSTON INVESTMENTS PTY LTD

1<sup>st</sup> Member's Full Name *[Signature]* Date: *10/5/15*

2<sup>nd</sup> Member's Signature *[Signature]* Date: *21.5*

2<sup>nd</sup> Member's Full Name *ROBERT M HAYES*  
BEACHMANOR PTY LTD

Affix Seal of the Body Corporate:



(NOTE 8)

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

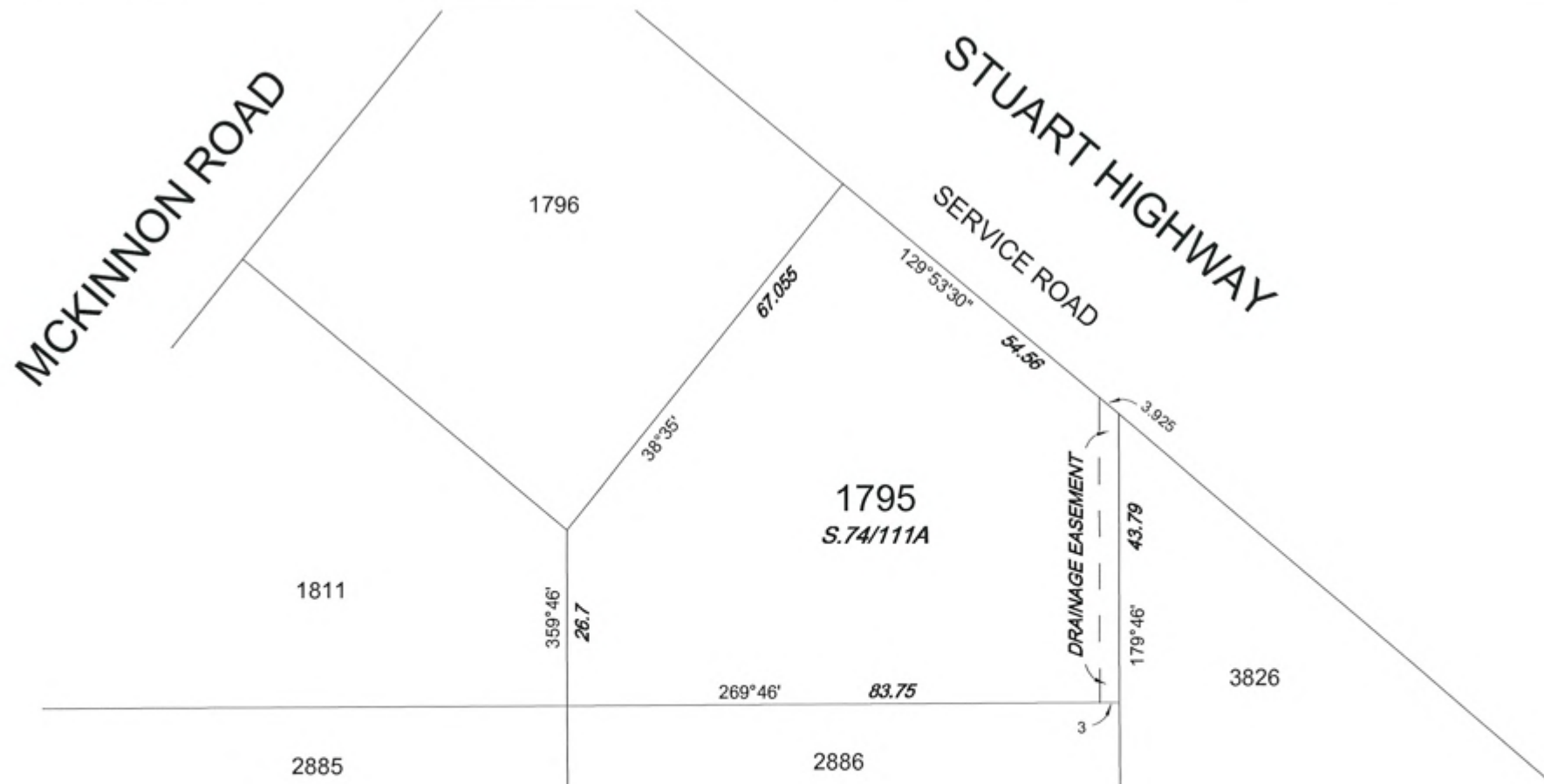
on (Date) .....

In the presence of:

Signature of qualified witness:

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





GREGG N. HESTELOW

LICENSED SURVEYOR

DATE 27/03/15

Proposed Drainage Easement is in favour of the City of Palmerston

0 10 20 40m  
Scale 1:1000

Client:

City of Palmerston

Date:	27/03/2015
Co-ord. System:	NA
Survey Plan:	S.74/111A
CUFT:	Vol 734 Fol 025
Local Authority:	City of Palmerston
Surveyed By:	AAM Pty Ltd
Field Book Ref.:	NA
Reference:	23097A.dwg



### PROPOSED DRAINAGE EASEMENT

Portion 1795 Hundred of Bagot  
894 Stuart Highway, Pinelands

Scale  
1:1000

Job  
23097A

Email  
darwin@aamgroup.com

Telephone  
(08) 8930 2000

A.B.N 63 106 160 678



5/41 Sadgroves Cresc, Winnellie, NT 0820  
P.O. Box 492, Darwin, NT 0801, Australia

**ITEM NO.** 13.1.3      **Liquor Licence Application on Lot 11498 (15) Maluka Drive, Palmerston (Rydges Palmerston)**

**FROM:** Director of Technical Services

**REPORT NUMBER:** 8/0711

**MEETING DATE:** 4 August 2015

---

**Municipal Plan:**

**2. Economic Development**

**2.3 City Planning**

2.3 We are committed to effective and responsible city planning which balances and meets both residential and commercial needs in our community

**Summary:**

This report outlines issues to be considered by Council in regard to a liquor licence application lodged on Lot 11498 (15) Maluka Drive, Palmerston (Rydges Palmerston).

**Background:**



Source: NT Atlas and Spatial Data Directory

The subject site is part of a new motel development (Rydges Palmerston), located on Maluka Drive – adjacent to “The Hub”.

In June 2014 the Development Consent Authority issued Development Permit DP14/0465 for the purpose of motel in an 8 storey building, plus 2 levels of above ground parking. Specifically, the motel consists of 200 guest accommodation rooms, restaurant and bar, a number of extensive conference facilities and ancillary gym and pool facilities.

The motel development, branded as “Rydges Palmerston” is nearing competition and the applicant is now seeking a liquor license for the use, primarily for the restaurant & bar which are internal to the building on site.

The proposed license is an “on ” liquor license (liquor sold for onsite consumption only) and the applicant seeks the following trading hours:

Sunday	10:00 am	and Monday 02:00am
Monday	10:00 am	and Tuesday 02:00am
Tuesday	10:00 am	and Wednesday 02:00am
Wednesday	10:00 am	and Thursday 02:00am
Thursday	10:00 am	and Friday 02:00am
Friday	10:00 am	and Saturday 02:00am
Saturday	10:00 am	and Sunday 02:00am

With regards to concerns of noise emitted from the site, the applicant has stated that as the premises will have in-house guests it would be counterproductive to emit excessive noise and disturb these guests. Furthermore, the motel will have extensive CCTV security cameras and a trained staff member will be operational 24 hours a day. Other security measures for the motel operation will include an overnight security guard to commence at approximately 8pm and work through until 6am, 7 days a week.

### **General:**

Under the approved Development Application previously presented to Council, a liquor license associated with the motel was anticipated. The primary concern for Council is for the protection of amenity of the adjacent residential residences (across from the site).

As a comparison, the adjacent “The Hub” operation has the following liquor license hours:

*Sunday to Wednesday - 10:00 to 23:59*  
*Thursday to Saturday - 10:00 to 02:00 (the following day)*  
*No trading on Good Friday and Christmas Day.*

Obviously “The Hub” does not house guests staying overnight and therefore does not require extended hours for Sunday to Wednesday nor does it trade on Good Friday and Christmas Day. The operation of the subject site as a Rydges motel does have different needs for the customer, being the guests staying overnight, hence the operation of the license until 2:00am, 7 days.

Given the proposed license is for on site consumption, this in part ensures the sale and consumption of alcohol will occur on the site only and as the restaurant and bar

are internal to the building, the consumption of alcohol will occur within the building on site.

As stated by the applicant, as the premises will have in-house guests it would be counterproductive to emit excessive noise to disturb these guests. The operation of the site as motel will also in part ensure that noise impacts will be controlled by the operator to ensure guests are not impacted upon by noise emissions. This management of noise will also protect the amenity of the nearby residences.

The Northern Territory Governments Department of Business has confirmed that the proposed hours are consistent with other motels in the greater Darwin region.

Based on the above comments, Council Officers recommend that Council provide a comment of No Objection to the proposed liquor license application.

**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.

**RECOMMENDATION**

1. THAT Council receives Report Number 8/0711.
2. THAT the attachment to Report Number 8/0711 be endorsed.

**Recommending Officer:** Mark Spangler, Director of Technical Services

Any queries on this report may be directed to Mark Spangler, Director of Technical Services on telephone (08) 8935 9958 or email [mark.spangler@palmerston.nt.gov.au](mailto:mark.spangler@palmerston.nt.gov.au).

Author: Gerard Rosse, Strategic Planner.

**Schedule of Attachments:**

- |               |   |
|---------------|---|
| Attachment A: | Council's letter of comment for a liquor licence Lot 11498 (15) Maluka Drive, Palmerston (Rydges Palmerston). |
| Attachment B: | Liquor Licence Application.   |



**Telephone** (08) 8935 9922  
**Facsimile** (08) 8935 9900

**Email**  
palmerston@palmerston.nt.gov.au

**Web**  
www.palmerston.nt.gov.au

Civic Plaza  
2 Chung Wah Terrace  
Palmerston NT 0830

Please address  
all correspondence to:

**Chief Executive Officer**  
PO Box 1  
Palmerston NT 0831

ABN 42 050 176 900

*Please include the following reference in all correspondence*

**File:** P11498

**ID:** MAS:gr

5 August 2015

Director-General  
Licensing, Regulation and Alcohol Strategy  
GPO Box 1154  
DARWIN NT 0801

Dear Director-General

**Liquor Licence Application**  
**Lot 11498 (15) Maluka Drive, Palmerston (Rydges Palmerston)**

Thank you for the Liquor Licence Application referred to this office on 15 July 2015, concerning Lot 11498 (15) Maluka Drive, Palmerston (Rydges Palmerston).

The following comments are provided for consideration by the Director-General:

**Council does not object to the granting of a Liquor Licence for the following reasons:**

- The "on" liquor license and proposed hours of operation is suitable for the motel use on the site and is consistent with existing motel operation within the greater Darwin region.

If you require any further discussion in relation to this application please feel free to contact me on 8935 9958.

Yours sincerely

**Mark Spangler**  
**Director Technical Services**





Northern  
Territory  
Government

DEPARTMENT OF  
BUSINESS

[www.nt.gov.au](http://www.nt.gov.au)

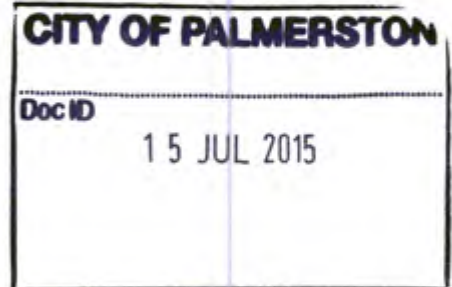
Licensing, Regulation and Alcohol Strategy  
Enterprise House, 28 - 30 Knuckey Street, Darwin NT 0800

Postal address GPO Box 1154, DARWIN NT 0801

Tel 08 8999 1319 Fax 08 8999 7498

Email [shane.mccorkell@nt.gov.au](mailto:shane.mccorkell@nt.gov.au)

Senior Planner  
City of Palmerston  
2 Chung Wah Terrace,  
PALMERSTON NT 0831



Dear Sir / Madam

**RE: Liquor Licence Application for RYDGES PALMERSTON**

An application for an "On" liquor licence has recently been received from Top End Investment Pty Ltd for the proposed premises to be known as "RYDGES PALMERSTON", located at 15 Maluka Drive, Palmerston NT.

Please provide any comments you might have in relation to the application taking into account the Objects of the *Liquor Act* (the Act) as defined in section 3 of the Act. Your comments should relate to the matters the Director-General must consider when assessing an application, as detailed in section 6 and 28 of the Act.

The purpose of this request is to assist the Director-General in investigating the application. It is not an avenue for the lodging of an objection to the application or an opportunity to raise concerns in relation to neighbourhood amenity, which would more appropriately be dealt with by way of objection under section 47F of the Act.

A copy of the Application (including the applicant's detailed response to section 6(2), advertisement and site plans are enclosed for your reference. A copy of section 3, 6 and 28 of the Act are also attached.

Your comments, if any, should be received by this office no later than 14 August 2015.

If you require any further information in relation to the above, please contact Senior Compliance Officer Shane McCorkell on telephone 8999 1318 or via email. [shane.mccorkell@nt.gov.au](mailto:shane.mccorkell@nt.gov.au)

Yours sincerely



SHANE McCORKELL  
Senior Compliance Officer

10 July 2015

**Section 3. Objects**

- (1) The primary object of this Act is to regulate the sale, provision, promotion and consumption of liquor –
  - (a) so as to minimise the harm associated with the consumption of liquor; and
  - (b) in a way that takes into account the public interest in the sale, provision, promotion and consumption of liquor.
- (2) The further objects of this Act are –
  - (a) to protect and enhance community amenity, social harmony and wellbeing through the responsible sale, provision, promotion and consumption of liquor;
  - (b) to regulate the sale of liquor in a way that contributes to the responsible development of the liquor and associated industries in the Territory; and
  - (c) to facilitate a diversity of licensed premises and associated services for the benefit of the community.
- (3) When the Director-General exercises a power or performs a function under this Act, the Director-General must have regard to the objects of this Act and must exercise the power and perform the function in a way that is consistent with those objects.

**Section 6. Public interest criteria in respect of licence or licensed premises**

(1) When the Director-General has regard to the objects of this Act in –

- (a) considering or determining an application under this Act in respect of a licence or licensed premises; or
- (b) determining the conditions of a licence,

the Director-General must, when taking into account the public interest in the sale, provision, promotion and consumption of liquor, consider any of the criteria specified in subsection (2) that are relevant to the application or conditions.

(2) For subsection (1), the criteria are the following:

- (a) harm or ill-health caused to people, or a group of people, by the consumption of liquor is to be minimised;
- (b) liquor is to be sold, or sold and consumed, on licensed premises in a responsible manner;
- (c) public order and safety must not be jeopardised, particularly where circumstances or events are expected to attract large numbers of persons to licensed premises or an area adjacent to those premises;
- (d) the safety, health and welfare of persons who use licensed premises must not be put at risk;
- (e) noise emanations from licensed premises must not be excessive;
- (f) business conducted at licensed premises must not cause undue offence, annoyance, disturbance or inconvenience to persons who reside or work in the neighbourhood of the premises or who are making their way to or from, or using the services of, a place of public worship, hospital or school;
- (g) a licensee must comply with provisions of this Act and any other law in force in the Territory which regulate in any manner the sale or consumption of liquor or the location, construction or facilities of licensed premises, including –
  - (i) by-laws made under the *Local Government Act*; and
  - (ii) provisions of or under the *Planning Act*;
- (h) each person involved in the business conducted at licensed premises must receive suitable training relevant to the person's role in the conduct of the business;
- (i) the use of credit in the sale of liquor must be controlled;
- (j) practices which encourage irresponsible drinking must be prohibited;
- (k) it may be necessary or desirable to limit any of the following:
  - (i) the kinds of liquor that may be sold;
  - (ii) the manner in which liquor may be sold;
  - (iii) the containers, or number or types of containers, in which liquor may be sold;
  - (iv) the days on which and the times at which liquor may be sold;



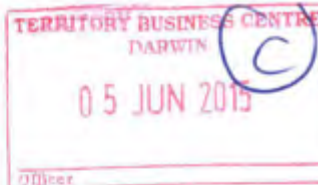
- (l) it may be necessary or desirable to prohibit persons or limit the number of persons who may be on licensed premises, on any particular part of licensed premises or in an adjacent area subject to the control of the licensee;
  - (m) it may be necessary or desirable to prohibit or limit the entertainment, or the kind of entertainment, which may be provided on licensed premises or in an adjacent area under the control of the licensee;
  - (n) it may be necessary or desirable to prohibit or limit promotional activities in which drinks are offered free or at reduced prices.
- (3) Also, the Director-General must consider –
- (a) any other matter the Director-General believes is relevant to the public interest in the sale, provision, promotion and consumption of liquor in respect of the application or conditions under consideration; and
  - (b) any information or matter contained in an application, or otherwise provided or raised by the applicant, which is relevant to the public interest in the sale, provision, promotion and consumption of liquor.

**Section 28. Assessment of applications**

- (1) The Director-General must conduct or cause to be conducted the investigations it considers necessary to enable it to make a proper assessment of an application for a licence.
- (2) The Director-General must consider an application for a licence, the accompanying affidavit made under section 26A and the results of investigations conducted in relation to the application and make an assessment of the following matters:
  - (a) the suitability of the premises in respect of which the application is made, having regard to any law of the Territory which regulates in any manner the sale or consumption of liquor or the location, construction or facilities of premises which are used for that purpose;
  - (b) if the applicant is a natural person – the financial stability, general reputation and character of the applicant;
  - (c) if the applicant is a body corporate – the business reputation and financial stability of the body corporate and the general reputation and character of the secretary and executive officers of the body corporate;
  - (d) if the applicant is a federation of clubs – the business reputation and financial stability of each constituent club and the general reputation and character of the secretary and executive officers of each constituent club;
  - (e) whether the applicant is a fit and proper person to hold a licence;
  - (f) if a person is referred to in the affidavit under section 26A – whether that person is a fit and proper person to be an associate of a licensee;
  - (g) if the Director-General considers it appropriate – whether any other associate of the applicant is a fit and proper person to be an associate of a licensee;
  - (h) if the applicant has nominated a person under section 25(2) to be its manager – whether that person is a fit and proper person to be the manager.
- (3) In assessing whether an applicant is a fit and proper person to hold a licence, the Director-General must have regard to any matters prescribed by the Regulations relevant to that assessment.
- (4) The Director-General may require an applicant, a nominee manager of the applicant or an associate of the applicant to provide the Director-General with the additional information or material that the Director-General considers necessary to make a proper assessment of the application.



## Application for the Grant of a Liquor Licence



Receipt # 0111427  
Fee \$200 -

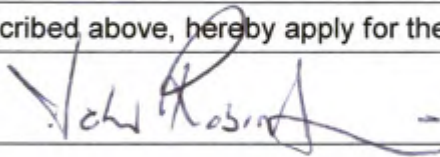


### Liquor Act

Application for the Grant of a Liquor Licence			
<b>1. Application details</b>			
Title	Mr <input checked="" type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/>		
Full name of applicant	John Robinson		
Address of applicant	15 Maluka Drive, Palmerston NT 0830		
Postal address of applicant	PO Box 2305 Parap NT 0804		
Telephone	08 89444700	Facsimile	08 8941 1766
Email	ainslie@darro.net.au	Website	Rydges.com.au
Full name and address of Nominee (if applicable)	John Robinson 94 East Point Road Fannie Bay NT 0820		
Address/location of proposed licensed premises	15 Maluka Drive, Palmerston NT 0830		
Trading name of proposed licenced premises	Rydges Palmerston Hotel		
Nature of business associated with licence applied for (e.g. supermarket, hotel, etc.)	Hotel accommodation, conference, restaurant & bar		
Type of licence applied for:			
1. For consumption on premises	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
2. For consumption away from premises	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
3. For consumption on and away from premises	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Proposed conditions sought or volunteered by the Licensee			
10:00am – 2:00am			
Will any other person or entity have a financial interest in the Business? If so, provide details:			
Amalgamated Holdings Limited (Rydges Hotels & Resorts) as Managers			



## Application for the Grant of a Liquor Licence

Application for the Grant of a Liquor Licence			
Is Applicant or any member of the Applicant directly or indirectly interested in or concerned with any other licence? If so, provide details:			
Darwin Airport Lodge Trepang Services Pty Ltd (Bladin Accommodation Village)			
Have any of the Applicants (including Directors of Companies or Committee Members of Club) ever been arrested, charged or summonsed for an offence (exclude spent convictions)? If so, provide details:			
No			
Have any of the Applicants (including Directors of Companies or Committee Members of Club) ever been a defendant in a civil lawsuit for breach of duty of care? If so, provide details:			
No			
Have any of the Applicants (including Directors of Companies or Committee Members of Club) ever been the subject of any action pursuant to the provisions of bankruptcy legislation? If so, provide details:			
No			
I/We the Applicant(s) described above, hereby apply for the grant of the above licence.			
Signature of applicant(s)		Date	5.6.15
Signature of applicant(s)		Date	
Signature of applicant(s)		Date	

## Application for the Grant of a Liquor Licence

Application for the Grant of a Liquor Licence					
<b>2. For office use only</b>					
File number		Date received			
<b>3. Application by a Body Corporate to appoint manager/nominee</b>					
Full name of applicant					
Trading name of premises					
Address/Location of premises					
<b>4. Nominated persons details</b>					
Full Name and any alias(es) of proposed Manager/Nominee	John Robinson				
Date of birth	04/10/1950	Place of birth	Peak Hill		
Address	94 East Point Road Fannie Bay NT 0820				
Occupation	Company Director				
Phone	0889444700	Facsimile	0889411766		
Mobile	0419861030	Email	foxy@westnet.com.au		
Length of time in the Northern Territory	30 years	Period of residence in Australia	Life		
If naturalised, can papers be produced?				Yes <input type="checkbox"/>	No <input type="checkbox"/>
What is your marital status? (including defacto)		Married			
Name of Spouse (including defacto)		Patricia Robinson			
Occupation of spouse/defacto		Company Director			
If licence granted, does proposed Manager/Nominee intend to follow another trade or profession?				Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Has proposed Manager/Nominee had experience in the conduct of licensed premises?				Yes <input checked="" type="checkbox"/>	No <input checked="" type="checkbox"/>
If yes, provide details	Hotel owner in the Northern Territory for 30 years				
Will the proposed Manager/Nominee have a financial interest in the Business?				Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Is the proposed Manager/Nominee directly or indirectly interested in or concerned with any other Licence?				Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
If yes provide details	Darwin Airport Lodge Trepang Services Pty Ltd (Bladin Accommodation Village)				



## Application for the Grant of a Liquor Licence

Application for the Grant of a Liquor Licence			
Has the proposed Manager/Nominee ever been arrested, charged or summonsed for an offence anywhere (exclude spent convictions)? If so, provide details:			
No			
Has the proposed Manager/Nominee ever been convicted of any offence anywhere (exclude spent convictions)? If so, provide details:			
No			
Has the proposed Manager/Nominee ever been a party in a civil lawsuit (exclude spent convictions)? If so, provide details:			
No			
Has the proposed Manager/Nominee ever been dismissed / discharged or asked to resign from any employment? If so, provide details			
No			
Has the proposed Manager/Nominee completed a Patron Care Course? If yes, attach relevant certificate.			Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Please provide one personal Profile / Resume (detailing a minimum of last 10 years work history) and four (4) written references to be made up of two (2) business references and two (2) personal references. These are to be attached with this application.			
Signature of Proposed Manager/Nominee		Date	03/06/2015

## Application for the Grant of a Liquor Licence

<b>Application for the Grant of a Liquor Licence</b>			
<b>5. Statement of display</b>			
To be completed after the expiry of the 30 day display period of the Green Sign erected at a prominent part of the proposed premises to be licensed.			
I, (insert full name)	John Robinson		
of (insert address)	94 East Point Road Fannie Bay NT 0820		
In the Northern Territory, being the Applicant or acting for and behalf of the Applicant, who has applied for the grant/variation of a licence for the premises known or to be known as (insert name of premises)	Rydges Palmerston Hotel		
And situated at (insert address of premises)	15 Maluka Drive, Palmerston NT 0830		
State that:			
1.The above application was lodged with the Director-General of Licensing on the			
4	day of	June	2015
2.A Public Notice (Green Sign) was displayed on the premises or site to which the application relates on the			
	day of		20
3.The public notice was continuously and conspicuously displayed during the period of 30 days until			
	day of		20
Signature		Date	
Full name (in block letters)			



## Application for the Grant of a Liquor Licence

**Application for the Grant of a Liquor Licence****6. Notice In Accordance with the *Information Act*  
(Information Privacy Principle 1)**

Licensing, Regulation and Alcohol Strategy (LRAS – a division of NT Department of Business) is seeking information from you for the purposes of your application.  
Information Privacy Principle 1 (IPP 1) requires that a public sector organisation must not collect personal information unless the information is necessary for one or more of its functions or activities. If personal information about an individual is collected from the individual, the organisation must take reasonable steps to ensure that the individual is aware of certain matters. For the purposes of IPP 1, the following advice is provided.

- a) You are able to access your personal information that you have provided by making a written request to the Director-General of Licensing.
- b) The information is required pursuant to the *Liquor Act*. The Act requires that certain matters must be considered when deciding whether or not to approve an application.
- c) The information will be kept confidential except as follows:
  - i. Information may be sought from Police, government agencies, interstate licensing authorities, or referees or other persons nominated by you. Information may be released to those sources to the extent necessary to verify information about you and your application.
  - ii. Registers of licences and permits will be maintained and may be made available to the public on request.
- d) You do not have to provide information if you do not wish to do so. However, an application may not be approved if there is insufficient information to properly determine the matter in accordance with the Act.

**7. Application notes**

1.	Applicants should note that the grant of a licence will not be considered by the Director-General of Licensing unless all of the requirements set out in this application form and as may be additionally advised by the Director-General has been satisfied. The list below is intended as a basic guide only. The Director-General may require additional information at any stage of the process.	
2.	Applicants are entitled to apply for an "in principle" liquor licence in limited circumstances where for example the premises that is to be licensed is under construction. In such circumstances the Licensing Inspector responsible for your application will determine what of the listed requirements must be submitted before your application will be considered.	
3.	These Notes to Application and the checklists within are to be submitted with the application.	
4.	The following are documents that must be lodged with the application:	
a)	Completed application form	Yes <input type="checkbox"/>
b)	Payment of the Liquor Licence application statutory fee*	Yes <input type="checkbox"/>
c)	Affidavit referred to in Section 26A of the <i>Liquor Act</i> . The affidavit must be in the form of a Statutory Declaration. Licensing Inspectors are available to offer assistance should it be required.	Yes <input type="checkbox"/>
d)	Site and Floor Plans (drawn in accordance with the attached approved guidelines.)	Yes <input type="checkbox"/>
e)	Proof of Title, lease or right to occupy the premises. (Note: if an applicant seeks to provide a copy of a contract for the sale of land or a lease of the relevant premises such documentation <b>must</b> be legally executed.)	Yes <input type="checkbox"/>
f)	Photocopies of relevant identification of Applicants and nominated Managers, which may be current driver's licence, passport or birth certificate extract.	Yes <input type="checkbox"/>

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✓  
four  
✓  
Dep



## Application for the Grant of a Liquor Licence

Application for the Grant of a Liquor Licence		
g)	<p>Proof that the Applicant(s) have undertaken a fingerprint check and have submitted an Authority to Release Criminal History to the Northern Territory Police, with return address of the fingerprint check noted as:</p> <p>Manager Territory Business Centre (TBC) GPO Box 9800 Darwin NT 0801</p> <p>Or</p> <p>Manager Territory Business Centre (TBC) PO Box 9800 Alice Springs NT 0871</p> <p><b>Note:</b> Where the applicant is a company the Director(s) and proposed nominated manager(s) must undertake fingerprint checks, unless waived; or Where the applicant is an incorporated association, a fingerprint check is to be completed by the President, Treasurer, Secretary and proposed nominated Manager.</p> <p>i) The original form is submitted. Photocopy or faxed copies will not be accepted. A photocopy of either a driver's licence or birth certificate must be submitted with every criminal history form.</p> <p>ii) All details are printed clearly</p> <p>iii) All sections of the form a completed</p> <p>iv) All relevant signatures appear on the form</p> <p>No wording of this form is to be altered or deleted in any way</p>	<p>Yes <input type="checkbox"/></p> <p><i>Exempt</i></p> <p><i>reality.</i></p> <p><i>Bladin approu.</i></p> <p><i>Tren</i></p>
h)	Evidence of the financial stability of the Applicant(s). A recent statement of assets and liabilities is the minimum requirement, preferably with an appropriate letter from the Applicant's bank and/or Accountant addressing the question of the Applicant's financial stability.	<p>Yes <input type="checkbox"/></p> <p><i>Exempt</i></p>
i)	Evidence of Managerial Capacity to conduct the proposed business e.g. a Curriculum Vitae or resume of each of the Applicants	<p>Yes <input checked="" type="checkbox"/></p> <p><i>1</i></p>
j)	Where the Applicant is a person or person(s), at least two references attesting to the general reputation and character of the Applicant(s). Where the Applicant is a Body Corporate, at least two references attesting to the business reputation of the Applicant.	<p>Yes <input type="checkbox"/></p> <p><i>Exe</i></p>
k)	<p>Description of Business to be conducted, detailing the proposed business to be conducted and containing details of proposed method of operation including hours of trade, services to be provided, type of liquor to be stored, overall theme/concept to be utilised for the business/premises, style of service, plans for dealing with risks/problems e.g. for "Nightclub Type Premises" – how illicit drug prevention measures will be undertaken and the like. This should also include full details of camera surveillance if the premises is to be late night trading.</p> <p>The information sought above is generally contained in the business plan of the premises, which should also accompany this application. Assistance in preparing business plans can be obtained by contacting the Business Services Division of the Department of Business Industry and Resource Development.</p>	<p>Yes <input type="checkbox"/></p> <p><i>Grant</i></p>



## Application for the Grant of a Liquor Licence

Application for the Grant of a Liquor Licence		
l)	Public interest – Applicants must demonstrate in the application that the grant of the licence will be in the public interest by providing information about any relevant criteria referred to in section 6(2) of the <i>Liquor Act</i> and any other matter relevant to the public interest in the sale, provision, promotion and consumption of liquor. The Applicant should refer to section 6 and 26(3) of the <i>Liquor Act</i> to identify those matters the Director-General of Licensing must consider when determining an application.	Yes <input type="checkbox"/>
m)	Certificate from the Development Consent Authority confirming that town planning approval has been given for the proposed liquor licensed premises at the relevant address of the proposed premises; or Certificate of Occupancy	Yes <input type="checkbox"/>
n)	Business Name Certificate of Registration and Business Names Extract	Yes <input checked="" type="checkbox"/>
o)	Certificate of Registration as a Food Business, if applicable	Yes <input type="checkbox"/>
p)	Boarding House Certificate, if applicable	Yes <input type="checkbox"/>
7.	Additional documents to be lodged where the Applicant is a company:	
a)	Original recent company search document issued by the Australian Securities and Investment Commission (ASIC) showing particulars of the Applicant Company's Directors, Shareholders, Registered Company Address and Securities registered against company assets.	Yes <input type="checkbox"/>
b)	Nominee Application Form signed by the proposed nominee of the Company (form attached) and two written business references and two personal references	Yes <input type="checkbox"/>
c)	Separate references attesting to the general reputation and character of each of the Directors, the Secretary and the Executive Officers.	Yes <input type="checkbox"/>
8.	Additional documents to be lodged where the Applicant is an incorporated association (club):	
a)	Copy of the Certificate of Incorporation	Yes <input type="checkbox"/>
b)	Copy of the registered constitution of the Incorporated Association, which shall contain relevant clauses and terms as required by the attached guideline	Yes <input type="checkbox"/>
c)	Nominee Application Form signed by the proposed nominee of the Incorporated Association (form attached) and two written business references and two written personal references. References may be checked and verified.	Yes <input type="checkbox"/>
9.	Additional documents and requirements where the Applicant(s) are in Partnership:	
a)	Copy of the partnership agreement (if in existence)	Yes <input type="checkbox"/>
b)	A declaration in the form of a letter to the Director-General of Licensing and signed by all partners, nominating a partner who will be the sole contact for the Licensing, Regulation and Alcohol Strategy (LRAS) to deal with for all matters relevant to the liquor licence and the licensed premises.	Yes <input type="checkbox"/>



## Application for the Grant of a Liquor Licence

10.	Documents required prior to consideration of application:	
a)	Copies of advertisements of the proposed liquor licence application placed in relevant newspapers or other form of media (where required by the Director-General of Licensing). Licensing Inspectors will assist the Applicant in drafting the relevant advertisement for the Applicant and advise where the advertisements should be placed i.e. NT News, Centralian Advocate, Katherine Times, Kununurra Times etc. Applicants should make every effort to attend to this requirement as soon as possible after the application has been lodged, as an application will not be considered until such time as the Advertising period has closed and the Community has had the opportunity to object to the Application. Other documentation and requirements can be submitted while the advertising period is running.	Yes <input type="checkbox"/>
b)	Signed declaration (form enclosed) that the "Green Sign" has been erected at a prominent external area of the proposed premises and has been displayed for a 30 day period coinciding with the advertisements. "Green Signs" will be provided by a Licensing Inspector. Random checks are undertaken to ensure that "Green Signs" are erected in a prominent external area of the proposed premises.	Yes <input type="checkbox"/>
11.	Further requirements:	
a)	Licensee or Nominee to sit examination on knowledge of the <i>Liquor Act</i> and Licence conditions. (Contact LRAS for further details and to book an appointment for the test)	Yes <input type="checkbox"/> No
b)	A Licensee (or if a Body Corporate, its Nominee) will normally be required to have completed a responsible service of alcohol course before commencing trading operations under any liquor licence. (list of providers attached)	Yes <input type="checkbox"/> No
c)	Inspection of proposed licensed premises by Licensing Inspectors	Yes <input type="checkbox"/> No
d)	Certain venues are required to have camera surveillance therefore applicants need to inform themselves of this requirement. Refer to the Camera Surveillance Guidelines fact sheet or inquire at any TBC or LRAS office.	Yes <input type="checkbox"/> Yes
12.	Guidelines – Site and Floor Plans	
a)	A Floor Plan of the proposed or existing premises: <ul style="list-style-type: none"> <li>i) drawn to a scale or scales considered by the Director-General Licensing to be adequate for the relevant detail;</li> <li>ii) showing each level/area of the premises to which the application relates, showing fixtures and the use of all rooms; and</li> <li>iii) shall delineate the proposed licensed premises in red.</li> </ul>	Yes <input type="checkbox"/> ✓
b)	A Site Plan showing: <ul style="list-style-type: none"> <li>i) showing an outline (delineated in red) of every building to which the application relates;</li> <li>ii) the boundary of the land on which those premises are or are to be situated;</li> <li>iii) the front entrance of every building on those premises;</li> <li>iv) the names of adjacent streets;</li> <li>v) features such as swimming pools and other outdoor areas on those premises.</li> </ul>	Yes <input type="checkbox"/> ✓
c)	The Floor Plan and the Site Plan shall be professionally drawn plans by an appropriately qualified architect, surveyor, town planner, engineer or draftsman.	Yes <input type="checkbox"/> ✓



## Application for the Grant of a Liquor Licence

d)	The Director-General of Licensing may in certain limited circumstances waive full compliance with this guideline. If an applicant wishes to apply for a waiver from the Director-General they should do so in the form of a letter setting out their reasons as to why they cannot fully comply with this guideline.	Yes <input type="checkbox"/>
It should be understood that these plans will be made available for inspection by members of the public at all stages of the application and approval process. In the event that the Director-General of Licensing grants a liquor licence, the plans will be held by the Director-General and will remain available for public inspection, upon request.		
13.	Director-General of Licensing requirements for "club" constitutions	
Applicants seeking to apply for a class of liquor licence known as a Club Licence are required to submit to the Director-General of Licensing a copy of their constitution which shall contain clauses or provisions as follows:		
a)	The rules of a club must provide that a visitor to a club must not be supplied with liquor in the club premises unless the visitor is a guest in the company of a member	Yes <input type="checkbox"/>
b)	The rules of a club, except in the case of a club primarily for a sporting purpose; must provide that a person under the age of 18 years shall not be admitted to the membership of the club	Yes <input type="checkbox"/>
c)	The rules of the club must provide for a management committee of the club be elected for a term of not less than 12 months by members or a class of members constitutionally entitled.	Yes <input type="checkbox"/>
d)	The rules of the club must provide for the keeping of records of guests	Yes <input type="checkbox"/>
e)	The rules of the club must provide for the appointment of a secretary	Yes <input type="checkbox"/>
f)	Acceptable procedures for the admission of new members that are consistent with the club's core objectives and operations	Yes <input type="checkbox"/>
14.	Who may sign the application form?:	
Where the Applicant is: a) a natural person – the natural person b) a partnership – as per the partnership agreement, otherwise, all of the partners c) a company – at least one of the Directors and the Secretary (common seal not required) d) an incorporated association – the Secretary and one other member of the Committee When the signatory is the sole proprietor of a company, this should be noted alongside the proprietor's signature.		
15.	Do you intend to apply for a gaming machine licence?	
Under section 24(1)(d) of the <i>Gaming Machine Act</i> , an Applicant can apply for a Gaming Machine Licence at the same time as their application for a liquor licence if the liquor licence they have applied for is: a) a hotel liquor licence; or b) a club liquor licence You may make an application for a Gaming Machine Licence concurrent with this application and have both applications considered by the Director-General of Licensing at one time. If you wish to exercise this option please ask for a supplementary Gaming Machine Licensing application form. It should be noted that you will not be required to satisfy requirements already met in the Liquor Application.		

## Application for the Grant of a Liquor Licence

16.	Do you intend selling tobacco products?		
<p>If you intend selling tobacco products you are required to obtain a Tobacco Retail Licence. You should make yourself aware of your obligations to comply with the <i>Tobacco Control Act</i> and Regulations.</p> <p>Information can be obtained from the smoke free website, <a href="http://www.smokefree.nt.gov.au">http://www.smokefree.nt.gov.au</a></p> <p>An application form can be obtained from any TBC or from the LRAS website.</p>			
17.	Responsible service of alcohol course providers as at December 2014		
<p><b>Training Plus NT</b>            ABN: 37 620 097 688            NTIS code: 70035            Caretakers' Residence            Nakara Primary School            Nakara Terrace            Nakara NT 0810</p> <p>PO Box 42023            Casuarina NT 0811</p>			
Phone	0406 548 224	Email	<a href="mailto:tony@trainingplusnt.com">tony@trainingplusnt.com</a>
Website	<a href="http://www.trainingplusnt.org.au">http://www.trainingplusnt.org.au</a>		
Method of delivery	<ul style="list-style-type: none"> <li>• In person</li> <li>• Online</li> </ul>		
<p><b>Charles Darwin University</b>            ABN: 54 093 513 649            NTIS code: 0373</p> <p><b>Darwin</b>            Tourism, Hospitality, Sport &amp; Recreation (Top End)            Palmerston Campus            University Avenue            Palmerston NT 0830</p>			
Phone	08 8946 7525	Facsimile	(08) 8946 7833
Email	<a href="mailto:tour_hosp_recreation-topend@cdu.edu.au">tour_hosp_recreation-topend@cdu.edu.au</a>		
Method of delivery	<ul style="list-style-type: none"> <li>• In person</li> <li>• Post</li> </ul>		
<p><b>Charles Darwin University</b>            ABN: 54 093 513 649            NTIS code: 0373</p> <p><b>Alice Springs</b>            Tourism &amp; Hospitality (Central)            Grevillea Drive            Alice Springs NT 0870</p>			
Phone	(08) 8959 5200	Facsimile	(08) 8959 5240
Email	<a href="mailto:nick.desilva@cdu.edu.au">nick.desilva@cdu.edu.au</a>		
Method of delivery	<ul style="list-style-type: none"> <li>• In person</li> </ul>		



## Application for the Grant of a Liquor Licence

<b>Karen Sheldon Catering Pty Ltd</b> ABN: 21 117 356 779 NTIS code: 70045 Kantillas Function Centre Level 3 TIO Stadium Marrara NT 0812  PO Box 2351 Parap NT 0804			
Phone	(08) 8945 6048	Facsimile	(08) 8927 5799
Mobile	0437 525 797	Email	<a href="mailto:rto@karenseldontraining.com">rto@karenseldontraining.com</a>
Method of delivery	<ul style="list-style-type: none"> <li>In person</li> </ul>		
<b>8. Lodgement details</b>			
Once the application is complete it must be lodged at a Territory Business Centre with the prescribed fee at:			
<b>Darwin</b> Ground Floor, Development House 76 The Esplanade Darwin GPO Box 9800 Darwin NT 0801 t: (08) 8982 1700 f: (08) 8982 1725 Toll free: 1800 193 111 e: <a href="mailto:territory.businesscentre@nt.gov.au">territory.businesscentre@nt.gov.au</a>		<b>Katherine</b> Shop 1, Randazzo Building 18 Katherine Terrace Katherine PO Box 9800 Katherine NT 0851 t: (08) 8973 8180 f: (08) 8973 8188 e: <a href="mailto:territory.businesscentre@nt.gov.au">territory.businesscentre@nt.gov.au</a>	
<b>Tennant Creek</b> Shop 2, Barkley House Cnr Davidson and Paterson Street Tennant Creek PO Box 9800 Tennant Creek NT 0861 t: (08) 8962 4411 f: (08) 8982 1725 e: <a href="mailto:territory.businesscentre@nt.gov.au">territory.businesscentre@nt.gov.au</a>		<b>Alice Springs</b> Ground Floor, The Green Well Building 50 Bath Street Alice Springs PO Box 9800 Alice Springs NT 0871 t: (08) 8951 8524 f: (08) 8951 8533 e: <a href="mailto:territory.businesscentre@nt.gov.au">territory.businesscentre@nt.gov.au</a>	
<b>9. Fees and payment</b>			
Contact your local Territory Business Centre for the relevant schedule of fees.			

Rydges Palmerston is an accommodation hotel situated at 15 Maluka drive Palmerston, NT, 0831.

The hotel features a variety of 200 guest accommodation rooms, restaurant, bar, a number of extensive conference facilities, gym and pool. The hotel will operate 24 hours a day with reduced operating hours within the food & beverage department to coincide with softer demand and liquor license requirements.

The restaurant & bar will be a relaxed setting where the restaurant will be open for breakfast, lunch & dinner serving a large array of food options including children friendly menus. The bar will be also be severing food throughout its operating hours & will have a range of non-alcoholic & alcohol beverages available for consumption, with a strong focus of RSA laws, to encourage responsible attitudes towards the consumption and sale of alcohol. All measures will be taken to minimise the harm associated with the sale & consumption of alcohol & that it contributes, and does not detract from the amenity within the community.

CCTV cameras will be fitted throughout the premises with a focus on high risk areas and along with areas associated with alcohol consumption. The exact details of the CCTV positions are attached to this email.

Other security measures for the hotel operation will include an overnight security guard to commence at approximately 8pm and work through until 6am. The security company will be engaged in a 7 day a week operation.

## NORTHERN TERRITORY OF AUSTRALIA

## AFFIDAVIT

.....

I, John Robinson

Of, 94 East Point Road, Fannie Bay NT, in Darwin in the Northern Territory of Australia,

~~make oath~~/affirm as follows:-

I am the principal executive officer of Top End Investment Holdings Pty Ltd, Pursuant to Section 26A of the Northern Territory Liquor Act and subject to subsection (4), that there are no other person/s other than Top End Investment Holdings Pty Ltd who will by any lease, agreement or arrangement be able to influence any decision made by the Director/s in relation to the sale of liquor or the sale and consumption of liquor.

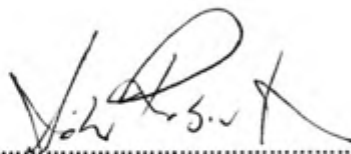
Pursuant to Section 26A of the Northern Territory Liquor Act Section 26A subsection (5) that there is no other person other than the Director/ s who by any lease, agreement or arrangement may expect any benefit from Top End Investment Pty Ltd in relation to the sale of liquor or the sale and consumption of liquor.

The matters stated in this affidavit that are within my personal knowledge are true. All other matters stated in the affidavit are true to the best of my knowledge, information and belief. Where I give any estimate in the application, it is based on knowledge, information and belief and is given in good faith.

SWORN/AFFIRMED by the applicant

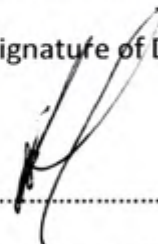
At Darwin

On this 8 day of July 20 15



(Signature of Deponent)

Before me:



(Signature and title of person before whom the

affidavit was sworn/affirmed)

Legal Practitioner

HWL Ebsworth Lawyers

Level 9, Mitchell Centre

59 Mitchell Street, Darwin NT 0800

08 8943 0400



## Section 6 (2) Public Interest, statement concerning.

In reference to a Liquor Licence, the following areas of the Act need to be answered from section 2 (a to n)

Answers may be in dot point and may or may not be applicable to your type of Licence or premises, please answer to your best ability and knowledge.

### 6 *Public interest criteria in respect of licence or licensed premises*

(1) *When the Director-General has regard to the objects of this Act in:*

- (a) *considering or determining an application under this Act in respect of a licence or licensed premises; or*

*the Director-General must, when taking into account the public interest in the sale, provision, promotion and consumption of liquor, consider any of the criteria specified in subsection (2) that are relevant to the application or conditions.*

(2) *For subsection (1), the criteria are the following:*

- (a) *harm or ill-health caused to people, or a group of people, by the consumption of liquor is to be minimised;*

***Rydges Hotel Palmerston does not encourage rapid consumption of alcohol. Food is available in the restaurant, as well as a bar snacks menu. The consumption of food by guests will be encouraged.***

- (b) *liquor is to be sold, or sold and consumed, on licensed premises in a responsible manner;*

***All staff serving alcohol are RSA trained, food is available for purchase. Rydges Hotel Palmerston will not encourage the rapid consumption of alcohol by persons on the premises.***

- (c) *public order and safety must not to be jeopardised, particularly where circumstances or events are expected to attract large numbers of persons to licensed premises or an area adjacent to those premises;*

***This premises will conduct functions including weddings, other celebrations and corporate functions. CCTV is fitted through-out the premises and trained staff will be on hand at all events to ensure order is maintained.***

- (d) *the safety, health and welfare of persons who use licensed premises must not be put at risk;*

***Rydgges Palmerston will only have RSA trained staff serving alcohol. It will encourage the consumption of food and will, at all times, offer low and non-alcoholic beverages to patrons.***

- (e) *noise emanations from licensed premises must not be excessive;*

***As this premises has in-house guests it would be counter-productive to emit excessive noise and disturb these guests, therefore this will not apply.***

- (f) *business conducted at licensed premises must not cause undue offence, annoyance, disturbance or inconvenience to persons who reside or work in the neighbourhood of the premises or who are making their way to or from, or using the services of, a place of public worship, hospital or school;*

***Rydgges Palmerston Hotel is a family orientated corporate hotel that does not intend to cause any undue offence annoyance disturbance or inconvenience to any members of the public. CCTV and a trained staff member will be operational 24 hours a day.***

- (g) *a licensee must comply with provisions of this Act and any other law in force in the Territory which regulate in any manner the sale or consumption of liquor or the location, construction or facilities of licensed premises, including:*

- (i) *by-laws made under the Local Government Act; and*

***Rydgges Palmerston Hotel will adhere to all by-laws made under the Local Government Act at all times;***

- (ii) *provisions of or under the Planning Act;*

***Rydgges Palmerston Hotel will adhere to provisions of the Planning Act at all times.***

- (h) *each person involved in the business conducted at licensed premises must receive suitable training relevant to the person's role in the conduct of the business;*

***Rydgges Palmerston Hotel has a rigorous training program to ensure all staff are suitable trained for their respective positions.***



- (i) *the use of credit in the sale of liquor must be controlled;*

***The sale of Alcohol will be done by persons suitably trained and hold RSA training.***

- (j) *practices which encourage irresponsible drinking must be prohibited;*

***Practices encouraging irresponsible consumption of alcohol will be prohibited.***

- (k) *it may be necessary or desirable to limit any of the following:*

- (i) *the kinds of liquor that may be sold;*

***A wide variety of beverages will be available including low and non-alcoholic beverages.***

- (ii) *the manner in which liquor may be sold;*

***Where alcohol is taken for consumption in rooms by in-house guests, this will be limited to a maximum of 6 ready to drink beverages or 1 bottle of wine per room, per day.***

- (iii) *the containers, or number or types of containers, in which liquor may be sold;*

***Not applicable.***

- (iv) *the days on which and the times at which liquor may be sold;*

**Proposed trading Hours for Rydges Palmerston Hotel shall be between:-**

**Sunday 10:00 and Monday 02:00**

**Monday 10:00 and Tuesday 02:00**

**Tuesday 10:00 and Wednesday 02:00**

**Wednesday 10:00 and Thursday 02:00**

**Thursday 10:00 and Friday 02:00**

**Friday 10:00 and Saturday 02:00**

**Saturday 10:00 and Sunday 02:00**

- (l) *it may be necessary or desirable to prohibit persons or limit the*

*number of persons who may be on licensed premises, on any particular part of licensed premises or in an adjacent area subject to the control of the licensee;*

***Not applicable***

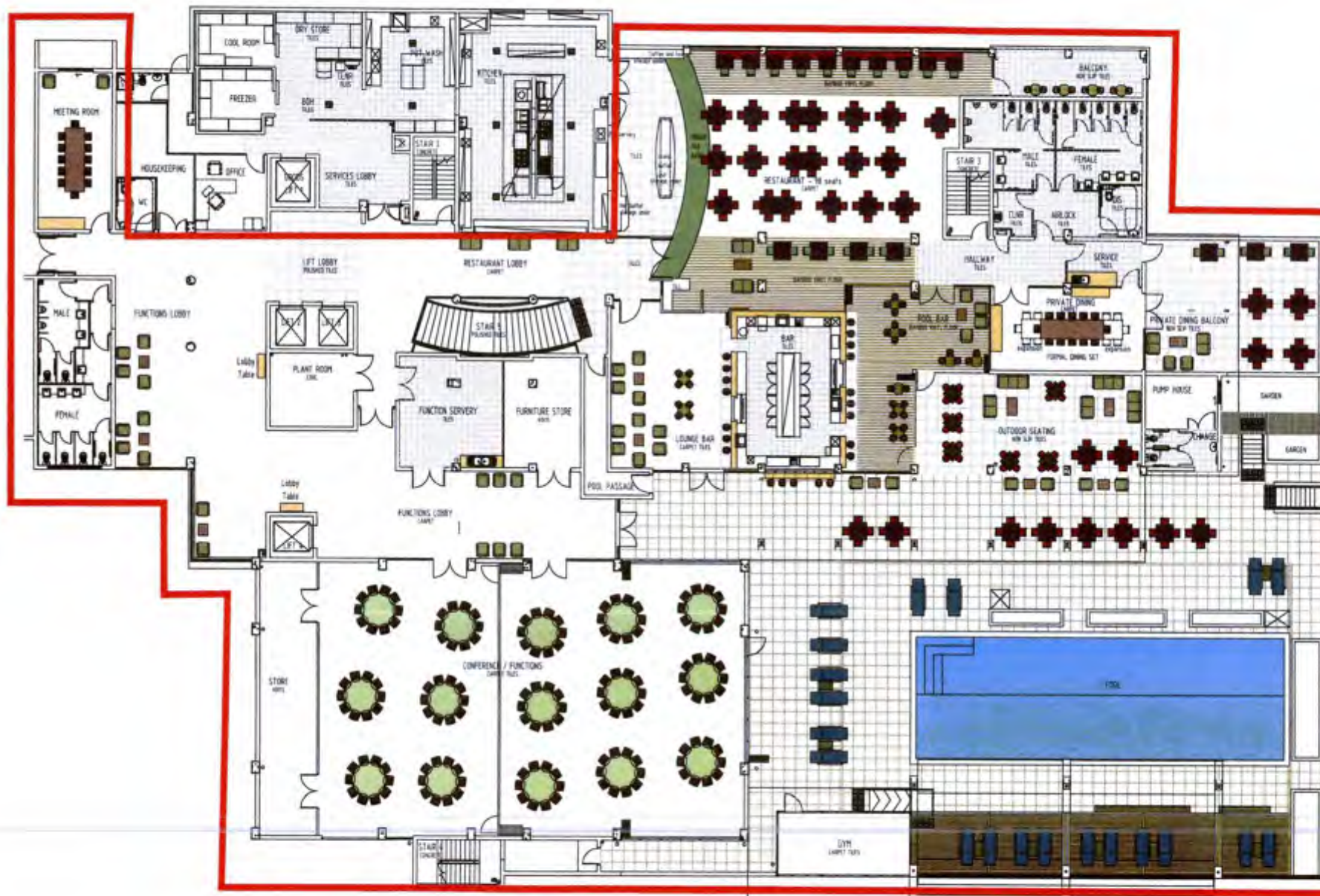
- (m) *it may be necessary or desirable to prohibit or limit the entertainment, or the kind of entertainment, which may be provided on licensed premises or in an adjacent area under the control of the licensee;*

***Entertainment will only be offered for events and promotions. Loud and disruptive entertainment will not be offered as it will adversely affect in-house guests.***

- (n) *it may be necessary or desirable to prohibit or limit promotional activities in which drinks are offered free or at reduced prices.*

***Any promotions involving subsidising alcohol will be done in a responsible manner and only where food is offered as a part of this promotion ie. Voucher for dinner and a bottle of wine.***





- LEGEND**
- DINING TABLE AND SEATING (indoor and outdoor styles)
  - HIGH MODERN TABLE AND SEATING
  - HIGH OUTDOOR TABLE AND SEATING
  - BAR STOOLS WITH BACK
  - LOUNGE SEATING (indoor and outdoor styles)
  - COFFEE TABLES
  - POOL SIDE LOUNGE AND TABLE
  - PURPOSE DESIGNED FOOD JUNCTION
  - FUNCTIONING FURNITURE
  - FURNITURE BY TENANT

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Drawing Title  
**FURNITURE PLAN  
LEVEL 1**

Drawing Number  
**FFE-1**

Revision  
**B**