

CITY OF PALMERSTON

**Notice of Council Meeting
To be held in Council Chambers, Civic Plaza, Palmerston
On Tuesday, 12 January 2016 at 6:30pm**

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

Mayor Abbott – Leave of absence

ACCEPTANCE OF APOLOGIES AND LEAVE OF ABSENCE

3. CONFIRMATION OF MINUTES

RECOMMENDATION

1. THAT the minutes of the Council Meeting held Tuesday, 8 December 2015 pages 8347 to 8388, be confirmed.
2. THAT the Confidential minutes of the Council Meeting held Tuesday, 8 December 2015 pages 199 to 202, be confirmed.

4. MAYOR'S REPORT

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

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

11.4 CEO Performance Appraisal Committee

1. THAT the minutes from the CEO Performance Appraisal Committee meeting held on 2 October 2015, be received.
2. THAT the minutes from the CEO Performance Appraisal Committee meeting held on 6 January 2016, be received.
3. THAT the Confidential minutes from the CEO Performance Appraisal Committee meeting held on 6 January 2016, be received.

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

12.3.1	Action Report	8/0793
12.3.2	Australia Day Celebrations 2016	8/0794
12.3.3	Local Government Association of the Northern Territory - Executive Minutes – 8 December 2015	8/0797
12.3.4	City of Palmerston Library Closure Easter 2016	8/0805
12.3.5	Feasibility Study to Install a Pedestrian Crossing on Lambrick Avenue	8/0803
12.3.6	Zuccoli Subdivision, Stages 3, 4 and 5 Stormwater Management System	8/0806

13. DEBATE AGENDA

13.1 Officer Reports

13.1.1	Proposal – Darwin Festival Event in Palmerston	8/0795
13.1.2	Freedom and Exercising Freedom of the City of Palmerston	8/0796
13.1.3	Local Government Association of the Northern Territory - Nomination to the Animal Welfare Advisory Committee	8/0798
13.1.4	Sign and Seal – Consent to Drainage Easement on Lots 12445 and 12446 (5 and 7) George Street, Johnston	8/0799
13.1.5	Liquor Licence Application (Liquor Merchant) on Lot 5694 (1) Mannikan Court, Bakewell (Bakewell Woolworths development site)	8/0800
13.1.6	Liquor Licence Application (Tavern) on Lots 11037, 7765 and 7766 (11, 5 and 15) Yarrawonga Road, Yarrawonga (Gateway Shopping Centre)	8/0801
13.1.7	Conversion of Crown Leases in Perpetuity (CLP) 1502 and 1503 to Freehold Title on Lots 4173 and 4502, Fiveash Lane, Palmerston City	8/0802
13.1.8	Clean Up Australia Day 2016	8/0807
13.1.9	Financial Report for the month of December 2015	8/0808
13.1.10	Electronic Delivery of Rates Notices	8/0809

14. CORRESPONDENCE

15. RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE

16. PUBLIC QUESTION TIME

At the invitation of the Chair

17. 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*

18. CONFIDENTIAL REPORTS

18.1 Application – Rates Concession for Assessment 103488

8/0804

RECOMMENDATION

1. THAT pursuant to Section 65 of the Local Government Act, Council orders that the public be excluded from the meeting with the exception of the Chief Executive Officer, Acting Director of Technical Services, Acting Director of Corporate Services, Acting Director of Community Services and Minute Secretary on the basis that Council considers it necessary and appropriate to act in a manner closed to the public in order to receive, discuss and consider the report and associated documents in relation to confidential agenda item 18.1 Application – Rates Concession for Assessment 103488 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 12 January 2016, in relation to confidential item number 18.1 Application – Rates Concession for Assessment 103488 and the report and associated documentation remain confidential and not available for public inspection for a period of 12 months from the date of this meeting or a lesser period as determined by the Chief Executive Officer.

18.2 Committee Recommendation – CEO Remuneration and CEO Performance Report

CPA/0030

RECOMMENDATION

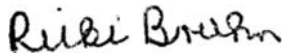
1. THAT pursuant to Section 65 of the Local Government Act, Council orders that the public be excluded from the meeting with the exception of the Minute Secretary on the basis that Council considers it necessary and appropriate to act in a manner closed to the public in order to receive, discuss and consider the Committee recommendation in relation to confidential agenda item 18.2 CEO Remuneration and CEO Performance Report and that Council is satisfied that the meeting should be conducted in a place open to the public is outweighed in relation to the matter because receiving, considering and discussing the report and associated documentation involves:

- (a) information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual;

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

- 2. THAT Council orders that the minutes from the Confidential Council meeting held on 12 January 2016, in relation to confidential item number 18.2 CEO Remuneration and CEO Performance Report and associated documentation remain confidential and not available for public inspection.

19. 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. 12.3.1 **Action Report**

FROM: Chief Executive Officer

REPORT NUMBER: 8/0793

MEETING DATE: 12 January 2016

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
8/0847	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.
8/0949	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.
8/1354	09/12/2014	Draft Palmerston City Centre Master Plan 2014 and associated documents	<ul style="list-style-type: none">- Draft Palmerston City Centre Parking Strategy to be presented to and considered by the City of Palmerston's Car Parking Committee.- 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.	<p>Council has adopted the Palmerston City Centre Master Plan and associated documents. Council adopted the Palmerston City Centre Parking Strategy on 2 June 2015.</p> <p>Staff are currently reviewing the proposed NT Planning Scheme Amendment Package for the Palmerston</p>

			<ul style="list-style-type: none"> - 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. 	City Centre Master Plan and associated documents. After the completion of the review, documents will be submitted to the DLPE for their consideration.
8/1434	03/03/2015	Small lot subdivisions	Council approach the Shadow Minister for Lands and Planning requesting a meeting in regards to small lot subdivisions	Meeting was held with the Leader of the Opposition on 8 December 2015.
8/1666		The Heights Durack Eastern Collector Road	Mayor and CEO to be delegated the ability to apply Council's seal and to sign all documents for the establishment of a road access easement on Lot 11504, 80 University Avenue, Durack	Awaiting construction and transfer documents from developer. No further action expected until mid to late 2016.
8/1695	06/10/2015	Streetlights Assets – Points of Clarification/Capital Charges	<p>A report to be presented to Council regarding the following:-</p> <ul style="list-style-type: none"> - As the Power and Water Authority denies owning the asset, when a subdivision is signed off who actually signs for the ownership of the power poles; - A legal opinion regarding depreciation if Power and Water Authority do not own the asset how can they charge depreciation on an asset they do not own; - If a streetlight is over 20 years how can they charge depreciation on an item that is fully depreciated; - Once a streetlight reaches 20 years will they consider the asset written down and not charge any further depreciation; - Council is being charged on a per unit basis, can we work out what the actual cost per kilowatt is based on the running times of the light; - Financial implications to ratepayers; 	Responses have been received from PWC. Report to be presented to Council in February 2016.

			- Information to establish a committee/provide consultation with rate payers on whether if the charge is levied they would like an increase in rates or a reduction in services or a combination of both. If it is a reduction of services then which services would they like to see reduced.	
8/1707	20/10/2015	Bi-Annual Council Meetings in Community Venue	Council to trial the holding of two Council meetings in 2016 in community venues with a budget allocation of \$4,600.	Meetings will be scheduled in line with Chambers roof repairs approximately March 2016.
8/1707	20/10/2015	Policy Review Community Consultation Policy	Council to undertake a City Wide Level 1 Consultation on the Draft Community Consultation Policy.	Community Consultation underway. Placed on website, in the NT News, on Social Media and sent out to networks. Consultation open 28 th October – 23 rd December 2015. Report expected to Council in January.
8/1714	20/10/2015	Joy Anderson Centre	CEO to write to the Dept. of Housing, to seek consideration for the freehold title of the Joy Anderson Centre, to be transferred to the City of Palmerston as a community asset.	Letter received by CEO Dept Housing, advising they are currently undertaking a review into NT Government Housing Programs and are unable to comment on future arrangements until the review is completed.
8/1755	17/11/2015	Sale of a Portion of Miller Court Road Reserve	CEO to arrange a valuation and report back to Council.	Staff are seeking an independent valuer. Planned for completion by end of January 2016.
8/1755	17/11/2015	Incorporating Yarrowonga Road North Funding into Proposed Territory Government Funding to Resolve Stormwater Issues in Yarrowonga and Pinelands	\$376,000 will be moved from reserves to undertake Baban Place drainage remediation in conjunction with the Northern Territory Government.	NT Government has been notified.

8/1764	17/11/2015	- Costs for Fencing of Playgrounds in Parks	- Council to conduct a level 1 consultation with Palmerston families in 2016, in regards to fencing and partial fencing of some Palmerston playgrounds in our parks.	
8/1768	17/11/2015	- Fencing Options Level 1 Consultation	- Report to be provided to Council regarding the cost of undertaking a Level 1 consultation on fencing options for playgrounds.	- A report on the cost of undertaking consultation was provided to the meeting held on 8/12/2015.
8/1773	8/12/2015	Motorbike Parking on Private Property/Verges	DTS to approach the owner of Highway House regarding the storage of a motorcycle adjacent to Ben and Sam's Café and Bakehouse.	Letter sent 15 December 2015.
8/1773	8/12/2015	Review Non-Rateable properties 2015	Council to invite the owners of assessments 108562 and 108876 to apply for a public benefit concession for the financial year 2016/17.	Completed.
8/1715	20/10/2015	Goyder Walking Trail in Palmerston	<ul style="list-style-type: none"> - Council are to investigate developing a "Goyder Walking Trail" within the City of Palmerston with a view to establishing appropriate walking trail infrastructure and interpretive signage. - Council will initiate discussions with the City of Darwin and Litchfield Council to develop an integrated Goyder Walking Trail across the three municipalities. - Council seek funding under appropriate Federal and Northern Territory Government funding programs that are available to fund the Goyder Walking Trail project. - Council will investigate the development of an annual Goyder Walking Trail Event in the City of Palmerston to commence in February 2016 as part of the Northern Territory Heritage Week. 	Initial discussion with Heritage Branch has taken place. Further report to December CCE meeting.

8/1776	8/12/2015	Goyder Walking Trail	A draft Goyder Walking trail be provided to Council for consideration.	Heritage Study (CCE/0482) to be undertaken to inform possible Goyder Walking trail. Staff are working on commissioning a consultant for the study.
8/1777 8/1780	8/12/2015	Recreational Fishing – Durack Lakes and Marlow Lagoon	<ul style="list-style-type: none"> - Signage to be erected at Lake 5, 6 and 10 Durack Lakes and Marlow Lagoon. - Estimated cost to construct recreational fishing infrastructure at lakes 5, 6 and 10 be provided to Council for consideration prior to its inclusion in the draft 2016/17 budget. 	Estimated costs for the fishing infrastructure were provided to the Capital Works Workshop held on 3/12/2015.
8/1789	8/12/2015	Significant Tree Register	Options available to establish a significant tree register be referred to the CCE Committee.	
8/1791	8/12/2015	Discharge of Statutory Charge, assessment 104190	Mayor and CEO be authorised to sign and seal the application to discharge statutory charges on assessment 104190.	Completed.
8/1799	8/12/2015	The Boulevard Stage 2	<ul style="list-style-type: none"> - Report on funding options for construction of The Boulevard Stage 2 be provided to a Special Meeting of the EDI Committee prior to 28 January 2016. - Report to be provided to Council regarding the impact of a reduced scope of works on The Boulevard Stage 2. - City of Palmerston to investigate and report the options for consolidation of the excess Boulevard road reserve with adjacent Lot 4537 and Lot 10027. 	

RECOMMENDATION

THAT Council receives Report Number 8/0793.

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

ITEM NO. 12.3.2 **Australia Day Celebrations 2016**

FROM: A/Director of Community Services

REPORT NUMBER: 8/0794

MEETING DATE: 12 January 2016

Municipal Plan:

1. Community & Cultural Wellbeing

1.3 Arts and Culture

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

Summary:

This report provides information on planning for the annual Palmerston Australia Day Citizenship and Flag Raising Ceremony to be held on 26 January 2016.

Background:

Each year the City of Palmerston hosts the annual Palmerston Australia Day Citizenship and Flag Raising Ceremony. In the past the ceremony has included the presentation of our Palmerston Australia Day Awards as well as a Flag Raising and Citizenship Ceremony.

For the past four (4) years the Palmerston Australia Day Ceremony has been held in the Palmerston Recreation Centre on 26 January between 3.00 and 5.00pm. This year the ceremony will be held between 1.00 and 3.00 pm.

The time change is due to the City of Palmerston securing Oz Fusion to be held at the Recreation Centre commencing at 4.00pm. Oz Fusion is a free family oriented event held on Australia Day that show cases and celebrates Darwin's cultural diversity through an exciting and engaging program of cultural performances, bands and multicultural food.

General:

Planning for the 2016 Australia Day celebrations has begun. The Australian Flag is used in Australia to demonstrate our national identity. The flag is traditionally raised at patriotic ceremonies and Australia Day is listed as one (1) of the seven (7) official flag flying days each year. The Australian Defence Force has been invited to conduct the Official Flag Raising at our Palmerston event.

Citizenship Ceremonies are an important part of Australia Day celebrations. They have always been an important part of the City of Palmerston Ceremony and many new Australians settling in Palmerston have celebrated becoming an Australian Citizen at our Ceremony. In 2015 approximately 60 new Australians affirmed their commitment to Australia and received their citizenship certificates. The 2016 event

will again include a citizenship ceremony led by the Mayor of Palmerston as presiding officer authorised by the Australian Government.

The Palmerston Australia Day Ceremony is also an opportunity for all Australian Palmerston residents to affirm their commitment to Australia by taking part in an Australian Citizenship Affirmation Ceremony.

The 2016 program will include the presentation of the Palmerston Australia Day Awards, recognising local achievers for their outstanding contribution to our community and have always been a major feature of our Australia Day Ceremony.

Palmerston Citizen of the Year, Young Citizen of the Year and Event of the Year, Awards nominations were called for and received between October and December. Judging has been conducted by the Deputy Mayor and two community judges.

To break up the official ceremonies and presentations the event includes musical performances of well-known Australian songs. Kevin McCarthy Sunset band has been sourced to supply the entertainment. Shellie Morris a well-known national Indigenous singer from Darwin will perform the Australian National Anthem during the Flag Raising Ceremony and will also perform the National Anthem in language at the end of the Citizenship Ceremony.

Due to City of Palmerton not hosting an Ambassador for 2016 an Ambassadors Reception will not be held after the Citizenship Ceremony.

Due to the time change and the unavailability of the Palmerston Australia Day Committee the afternoon tea for the Conferees will be supplied by a community group after the Ceremony.

At 4:00 pm Oz Fusion will be held in the Recreation Centre. The staging, chairs and sound system will be used from Australia Day Ceremony. Extra furnishings will be set up between 3:00 and 4:00 pm.

Financial Implications:

The 2015/16 budget allocation for the coordination of the Palmerston Australia Day Flag Raising and Citizenship Ceremony is \$20,000. Further \$5,000 promotional spend to promote both Award nominations and the event has been allocated in the 2015/16 promotional budget.

RECOMMENDATION

THAT Council receives Report Number 8/0794.

Recommending Officer: Jan Peters, Acting Director of Community Services.

Any queries on this report may be directed to Jan Peters, Acting Director of Community Services on telephone 89359976 or email jan.peters@palmerston.nt.gov.au.

Schedule of Attachments:

Nil

ITEM NO. 12.3.3 **LGANT Executive Minutes – 8 December 2015**

FROM: Chief Executive Officer

REPORT NUMBER: 8/0797

MEETING DATE: 12 January 2016

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, 8 December 2015 are attached for information.

Financial Implications:

Nil

Policy / Legislation:

Nil

RECOMMENDATION

THAT Council receives Report Number 8/0797.

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

Schedule of Attachments:

Attachment: LGANT Executive Meeting Draft Minutes – 8 December 2015

**LOCAL GOVERNMENT ASSOCIATION
OF THE NORTHERN TERRITORY**

**MINUTES OF THE LGANT EXECUTIVE MEETING
HELD ON FRIDAY 8 DECEMBER 2015 IN THE LGANT OFFICE
COMMENCING AT 10:03 AM**

1. PERSONS PRESENT AT THE MEETING OR ON THE TELEPHONE

Mayor Damien Ryan	President (<i>telephone</i>)
Mayor Tony Jack	Vice-President – Regional & Shires
Alderman Bob Elix	Vice-President – Municipal
Councillor Greg Sharman	Executive – Regional & Shires (<i>telephone</i>)
Mayor Lothar Siebert	Executive – Regional & Shires (<i>telephone until 10:48am</i>)
Councillor Kaye Thurlow	Executive – All Councils (<i>telephone</i>)
IN ATTENDANCE:	
Tony Tapsell	LGANT CEO
David Jan	LGANT
Camden Smith	LGANT
Elaine McLeod	LGANT - Secretariat

2. APOLOGIES FROM MEMBERS WHO WERE ABSENT FROM THE MEETING

Mayor Fay Miller	Executive – Municipal
President Barb Shaw	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: Mayor Jack

Carried

The President welcomed Councillor Kaye Thurlow back to the Executive and congratulated Alderman Bob Elix on his election to Vice President – Municipals.

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 meeting held on Tuesday 27 October 2015 be confirmed as a true and correct record of that meeting.

Moved: Alderman Elix

Seconded: Mayor Jack

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: Councillor Sharman

Seconded: Councillor Thurlow

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 31 October 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

Discussion

Members noted the reports and asked that LGANT provide information on how much of the total cash at bank is committed to roads.

RESOLUTION

THAT the Executive receives and adopts the financial reports for 31 October 2015.

Moved: Councillor Sharman

Seconded: Mayor Jack

Carried

6.2 2016-17 LGANT Budget Submission

Recent History

- Finance Reference Group meeting 17/09/15.
- CEO Forum meeting 11/11/15.

Discussion

Members discussed the budget submission and requested the following amendments:

- item 2, page 3 –
 - the reference to street lighting costs be removed as this cost has not been accepted by local government
 - the third point be changed to read 'implementing new business systems for Wagait and the proposed Belyuen/Coomalie council'
 - clarification that LGANT is seeking \$5M increase in operational subsidy, not just for funding local authorities
- item 2.1, page 10 – the amount of \$10M be mentioned in the transfer of local roads
- item 2.3, page 10 – replace the last sentence with 'regional councils do not accept the responsibility of the operation of morgues in remote communities'

RESOLUTION

THAT the Executive approves (with changes) the draft 2016-17 LGANT budget submission to the Northern Territory Government.

Moved: Mayor Jack

Seconded: Alderman Elix

Carried

6.3 Onshore Oil and Gas Exploration and Mining

Recent History

- Letter to LGANT from Department of Mines and Energy 21/10/15.
- Letter to LGANT from Coomalie Community Government Council 22/10/15.
- Executive meeting 27/10/15.
- Litchfield Council meeting 19/11/15.

LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

Discussion

Members were told that the presentation by the NT Government has been deferred until the general meeting in April 2016. The CEO will check with the Department to make sure this is possible.

RESOLUTION

THAT the Executive endorses the CEO arrange for a presentation to be given at the next LGANT general meeting in April 2016.

Moved: Mayor Ryan
Seconded: Alderman Elix
Carried

6.4 Policy on Morgues in Remote Communities

Recent History

- Executive meeting 18/08/15; 15/09/2015; 27/20/15.
- 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 respectively 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.
- Letter and review report of deceased persons facilities from Department of Health to LGANT 28/07/15.
- Email to the LGANT Executive and council CEOs 10/08/15 calling for nominations to working group and distributing report.
- Letter from Roper Gulf Regional Council 5/10/15.

Discussion

Most members felt that morgues in remote communities are clearly the responsibility of the Department of Health and that the NT Government needs to make a decision. Members agreed that the draft policy be amended to read:

LGANT calls on the Northern Territory Government to operate, maintain and upgrade morgue facilities in remote communities.

The CEO will write to the CEO Department of Health to try and get some resolution to this issue.

RESOLUTION

THAT the Executive approves:

- the draft policy (with changes) on morgues in remote communities
- a letter to the Roper Gulf Regional Council
- a letter to the CE of the Department of Health.

Moved: Mayor Jack
Seconded: Councillor Thurlow
Carried

Mayor Siebert left the meeting at 10:48am.

LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

6.5 2016 Executive Meeting Dates

Recent History

- Executive meetings 18/08/15; 15/09/15; 27/10/15.

Discussion

LGANT will contact all Executive members to get a suitable date for the Strategic Planning Meeting in February 2016 as not all members were in attendance at the meeting.

RESOLUTION

THAT the Executive endorses holding Executive meetings in accordance with the dates listed in Table 1 and the date of the Executive/Strategic Planning Meeting in February 2016 is yet to be decided.

Moved: Councillor Thurlow

Seconded: Alderman Elix

Carried

6.6 Submission to the 2014-15 Local Government National Report

Recent History

- Letter from the Federal Minister for Territories, Local Government and Major Projects, the Hon Paul Fletcher MP to the LGANT President 6/11/15.

Discussion

The CEO will circulate suggestions for the submission that have been received from regional councils. A new draft will be circulated for endorsement by email once changes have been completed. A meeting with the Federal Minister for Local Government is being organised.

RESOLUTION

THAT the Executive endorses the draft submission to the 2014-15 Local Government National Report.

To be endorsed via email by Executive members.

6.7 LGANT Representation on External Committees

Recent History

- Letter to Minister requesting increase of LGANT's representation on the Heritage Council 6/10/15.
- Response from Minister 30/10/15.
- At the LGANT AGM there was discussion about the need to review representation on all committees so that it includes representation from both municipal councils as well as regional or shire councils.
- Neighbourhood Watch NT Board report from Alderman Gary Haslett 27/11/15.

Discussion

The President advised that the NT Tobacco Control Advisory Committee has been cancelled.

Members appointed Alderman Elix to be the LGANT representative on the Minister's Advisory Council on Multicultural Affairs given it is just an observer position.

Members discussed the need for dual representation on some committees. The NT Grants Commission and the NT Water Safety Advisory Council already have dual representation. LGANT will write to the NT Place Names Committee, NT Weeds Advisory Committee and the Animal Welfare Advisory Committee to request representation from both municipal and regional councils.

**LOCAL GOVERNMENT ASSOCIATION
OF THE NORTHERN TERRITORY**

RESOLUTION

THAT the Executive approves the committees that LGANT is to pursue with dual representations and the changes to LGANT's policies.

Moved: Councillor Sharman

Seconded: Councillor Thurlow

Carried

6.8 Review of the 2015/2016 LGANT Budget

Recent History

- At the general meeting the LGANT budget was adopted 16/04/15.
- Monthly financial reports are presented at Executive meetings.

Discussion

Members discussed the increase in income for the by-laws project and heard it will be paid to the Parliamentary Counsel. The importance of getting some 'runs on the board' was mentioned. Members heard that animal by-laws have been completed and gazetted for the Nhulunbuy Corporation. The CEO will follow up with Central Desert Regional Council and Litchfield Council to find out the status of their animal by-laws.

RESOLUTION

THAT the Executive adopts the revised LGANT budget for 2015/2016.

Moved: Councillor Thurlow

Seconded: Alderman Elix

Carried

6.9 LGANT Fraud Prevention and Purchasing Card Policies

Recent History

A review of the LGANT officer delegations is currently underway.

Discussion

Members were happy to endorse these new policies.

RESOLUTION

THAT the Executive endorses the LGANT fraud protection and purchasing card policies as presented.

Moved: Mayor Jack

Seconded: Councillor Sharman

Carried

6.10 LGANT Submission to the Aviation Industry and Services Strategy 2020

Recent History

- LGANT submission on the Aviation Industry and Services Strategy 2020 sent 13/10/15.

Discussion

Members endorsed the submission.

RESOLUTION

THAT the Executive endorses the LGANT submission to the Aviation Industry and Services Strategy 2020.

**LOCAL GOVERNMENT ASSOCIATION
OF THE NORTHERN TERRITORY**

Moved : Councillor Thurlow
Seconded: Mayor Jack
Carried

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

7.1 Nominations to the Neighbourhood Watch NT Board

Recent History

- Email from the President, Neighbourhood Watch NT 12/08/15.
- Call for nominations emailed to councils 28/08/15.
- Executive meeting nominated Gary Haslett, City of Darwin 27/10/15.
- Committee and nominee advised 18/11/15.

Future Action

No further action required.

Discussion

Members noted the report.

7.2 Nominations to the Administration and Legislation Advisory Committee

Recent History

- Derrick Tranter, Litchfield Council resignation from ALAC 27/08/15.
- Alderman Jeanette Anictomatis resignation from City of Darwin 31/08/15.
- Email to all councils calling for nominations by 9/10/15 for the LGANT and council officer positions 23/09/15.
- Further email to councils calling for nominations for the council officer position 6/10/15.
- CEO Stuart Duncan, Victoria Daly Regional Council appointed as LGANT representative 27/10/15.

Future Action

Take nominations for the vacant position to the next ALAC meeting on 9/12/15.

Discussion

Members were informed that there was an error in the agenda papers and that it was in fact CEO Stuart Duncan of Victoria Daly Regional Council who the Executive appointed to ALAC.

RESOLUTION

What decision is the Executive being asked to make?

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

Moved : Alderman Elix
Seconded: Councillor Thurlow
Carried

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

8.1 2015 National Local Roads and Transport Congress

Recent History

18/19 November 2015 “National Local Roads and Transport Congress” Ballarat.

Discussion

Members noted the report.

RESOLUTION

THAT the Executive receives and notes the report on the 2015 National Local Roads and Transport Congress.

Moved: Councillor Thurlow

Seconded: Mayor Jack

Carried

9. PRESIDENT’S REPORT - Nil

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 3/04/14; 6/11/14; 16/04/15.
- Executive meeting 21/07/15; 18/08/15; 15/09/15.
- 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 13/02/15; 7/05/15; 4/08/15.
- Action items include:
 - legislative reviews, *Local Government Act, Information Act, Cemeteries Act*
 - disciplinary committees, by-laws, member allowances, morgues, statutory immunity for road authorities.
- The next meeting of ALAC is being held on 9/12/15.

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

- 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 18/08/15; 15/09/15; 27/10/15.
- 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.

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- 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.
- There are additional funds through the Roads to Recovery Program for local roads for the 2015/16 and 2016/17 financial years which includes local roads the NT Government is currently responsible for.
- General meeting resolution – *THAT delegates request LGANT write to the CEO of the Department of Transport requesting a meeting to discuss a terms of reference and convening of the “Local Roads Partnership Board” as per letter from Chief Minister dated 11 August 2013 12/11/15.*
- LGANT is to update its paper for presentation at the next general meeting for members to consider further action.

Future Action

Arrange meeting in 2016 with new CEO Of the Department of Transport, Andrew Kirkman.

Discussion

Members noted the report.

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.
- Executive meeting 18/08/15; 15/09/15; 27/10/15.

Future Action

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

Discussion

Members noted the report.

10.4 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 18/08/15; 15/09/15; 27/10/15.
- General meeting 6/11/14; 16/04/15; 12/11/15.
- 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.
- Meeting with Department of Planning to discuss proposed changes in dealing with minor planning approvals ie sheds, fencing and boundary setbacks.

Future Action

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

Discussion

Members noted the report.

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10.5 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 18/08/15; 15/09/15; 27/10/15.
- General meeting 16/04/15; 12/11/15.
- 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.

Council	Resolution passed at council meeting on date
East Arnhem Regional Council	6 September 2011
Katherine Town Council	23 September 2014
Central Desert Regional Council	6 December 2014
MacDonnell Regional Council	26 June 2015
West Arnhem Regional Council	10 June 2015

Future Action

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

Discussion

Members noted the report.

10.6 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 18/08/15; 15/09/15; 27/10/15.
- 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.
- Waste Management/Climate Change meeting hosted by WALGA and convened by ALGA 20-21/07/15. Formal paper to Executive in September.
- Presenting a paper at the WALGA Waste and Recycle 2015 Conference September 10-11.
- General meeting resolution – *THAT delegates adopt the draft LGANT policies on climate change* 12/11/15.
- Paper with policies tabled at the general meeting in November 2015 and passed.

Future Action

LGANT policy statements updated and published on LGANT website. No further action required.

Discussion

Members noted the report.

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10.7 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 18/08/15; 15/09/15; 27/10/15.
- 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.
- Discussion paper released with submissions required by 5/11/15:
<http://www.artsandmuseums.nt.gov.au/corporate/arts-and-cultural-policy>

Future Action

Report details of the government's policy once released.

Discussion

Members were told it is important for all councils to have a look at this discussion paper.

10.8 Belyuen, Coomalie, Wagait Local Government Advisory Group

Short Term History

- Advisory Group meetings 2/03/15 (Batchelor) and 9/6/15 (Belyuen).
- Executive meeting 18/08/15; 15/09/15; 27/10/15.
- A proposal for the establishment of a new regional council which includes Belyuen and Coomalie is expected to go before Cabinet in January 2016.

Future Action

Continue to provide progress reports.

Discussion

Members noted the report.

10.9 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.
- 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 18/08/15; 15/09/15; 27/10/15.

Future Action

Monitor development of legislation once it is known.

Discussion

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Members noted the report.

10.10 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 18/08/15; 15/09/15; 27/10/15.
- Canteen Creek work is now completed and LGANT will be invoiced for the work shortly.
- Continue remedial work in the East Arnhem Region.

Future Action

Final report and acquittal on the NDRRA Grant.

Discussion

Members noted the report.

10.11 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:*
 - *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.*
- 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
West Arnhem Regional Council	14 January 2015
Coomalie Community Govt Council	21 April 2015
Victoria Daly Regional Council	28 April 2015
West Daly Regional Council	20 May 2015
Barkly Regional Council	22 May 2015
Tiwi Islands Regional Council	27 May 2015
East Arnhem Regional Council	29 May 2015
City of Palmerston	2 June 2015

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Litchfield Council	18 June 2015
MacDonnell Regional Council	26 June 2015
Alice Springs Town Council	29 June 2015
Roper Gulf Regional Council	22 July 2015
Katherine Town Council	28 July 2015
City of Darwin	11 August 2015

- Executive meeting 18/08/15; 15/09/15; 27/10/15.
- Letter from the LGANT President to the NT Treasurer on support for the ALGA President to be present at meetings of Treasurers (Federal, State and Territory) to advance financial matters arising from the COAG meeting of 22/07/15.

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

Members noted the report.

10.12 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 18/08/15; 15/09/15; 27/10/15.
- Community/Industry consultation 26/06/15.
- LGANT submission sent 30/06/15.
- Email advising release of consultation draft 1/12/15; website www.transport.nt.gov.au/publications/strategies-and-plans/darwin-regional-transport-plan
- Submissions required by 18/12/2015. Tabled at TOPROC meeting 4/12/15.

Future Action

Consider putting in a submission.

Discussion

Members heard that City of Darwin is preparing a submission.

10.13 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'.
- Northern Territory Heavy Vehicle Taskforce meeting 06/05/15.
- Executive meetings 18/08/15; 15/09/15; 27/10/15.

Future Action

Waiting for Department of Transport invitation on further follow up meetings.

Discussion

Members noted the report.

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10.14 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 18/08/15; 15/09/15; 27/10/15.
- Presentation in Perth (WALGA) on the project and governance arrangements.
- Funding agreement approved by the Executive 18/08/15.

Future Action

Funds to be paid to councils and meeting of working group planned for early 2016.

Discussion

Members noted the report.

10.15 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.
- 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.
- Executive meetings 18/08/15; 15/09/15; 27/10/15.
- Launch at the National Roads Congress 18 November 2015.

Future Action

Reports to EITRG and the Executive during 2016.

Discussion

Members noted the report.

10.16 White Paper on Reform of the Federation

Short Term 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.
- 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.
- Executive meeting 18/08/15; 15/09/15; 27/10/15.
- The green paper is now not expected to be released until September/October 2015.
- Teleconference of LGA Presidents and CEOs 20/07/15.
- A special Council of Australian Governments (COAG) meeting was held on 22/07/15.

Future Action

Await release of the Green Paper.

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Discussion

Members noted the report.

10.17 Establishing a Territory Wide Local Government Insurance Scheme

Short Term 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*
 - *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.
- Executive meeting 18/08/15; 15/09/15; 27/10/15.

Future Action

Pursue the establishment in the next six months on the group insurance scheme opportunities for the NT.

Discussion

Members heard that LGANT has written an expression of interest and is discussing this with councils at the moment. This will go out to the industry in the new year.

10.18 NTG CEOs Acting as Community Champions

Short Term 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.
- Departmental forum of CEOs and Mayors and Presidents held on 29/06/15 emphasised need for engagement by councils with community champions.
- Executive meeting 18/08/15; 15/09/15; 27/10/15.

Future Action

Liaise with CEOs from time to time about their involvements with community champions.

Discussion

LGANT will send the letter received from the Chief Minister to relevant councils to show how Community Champions are expected to engage with their communities.

10.19 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.

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- 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.
- Draft LGANT submission approved at the general meeting subject to further changes 16/04/15.
- LGANT submission sent 29/04/15.
- Executive meeting 18/08/15; 15/09/15; 27/10/15.
- First meeting of the working party was held on 29/07/15.

Future Action

Attend further meetings of the working party and report.

Discussion

Members noted the report.

10.20 Nominations to the Heritage Council

Short Term History

- Executive meeting 18/08/15; 15/09/15; 27/10/15.
- Letter to Minister requesting representation from both municipal and regional councils on the Heritage Council 26/08/15
- Response from Minister 4/11/15.

Future Action

Await formal notice of appointment and alter records.

Discussion

Members noted the report.

10.21 National Procurement Network – Low Level Procurement in Local Government

Short Term History

- June 2015 NPN meeting Adelaide.
- August 2015 paper on importance of low valued procurements by local government.
- 18/08/15; 15/09/15; 27/10/15.

Future Action

No future action required.

Discussion

Members noted the report.

10.22 Street Lighting Charges

Short Term History

- February 2014 LGANT working group and industry research work and report completed costing \$81 000.
- Legal advice received and amendments made to the service level agreement (SLA) and circulated to councils 14/11/14.
- Executive meetings 21/07/15; 18/08/15; 15/09/15.
- Councils now have a service level agreement they can use for negotiating with Power and Water for streetlight repairs and maintenance.
- 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.

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- 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.
- Telephone conference with member councils and Power and Water officers regarding progress of negotiations with individual council 05/08/15.
- Minister's response confirms agreement to defer capital charges for street lighting until December 2015.
- Executive meeting 18/08/15; 15/09/15; 27/10/15.
- Legal brief with the support of the Alice Springs Town Council forwarded to Lawyers for a fee offer
- Fee offer accepted 26/11/15.
- Draft report is scheduled for release on 30 December 2015.
- Need to develop approaches to take to the meeting with the Chief Minister.

Future Action

Meeting with Chief Minister on 11 January 2016.

Discussion

The President asked if any Mayors are unable to attend the meeting with the Chief Minister, that they send their deputies instead.

Members heard that a brief written by Alice Springs Town Council has been used to commission Walman Lawyers. The lawyers have come back with a proposal which LGANT accepted after receiving endorsement from council CEOs. The lawyers are confident that they will be able to provide the report before the meeting with the Chief Minister. Once the report has been received, LGANT will organise a teleconference for meeting attendees to develop a consistent approach before the meeting.

10.23 Infrastructure Australia – ALGA Submission

Short Term History

- 2014 Productivity Commission report on "Public Infrastructure".
- January 2015 Northern Australia Audit from Infrastructure Australia is released.
- 7 August 2015 RATAC meeting with Infrastructure Australia.
- 28 September 2015 ALGA forwards its submission to Infrastructure Australia.
- Executive meeting 15/09/15; 27/10/15.

Future Action

Watching brief through ALGA (RATAC).

Discussion

Members noted the report.

10.24 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
- Executive meeting 21/07/15; 18/08/15; 27/10/15.
- Luke Bowen addressed CEOs, Mayors and Presidents at a meeting convened by the Department of Local Government and Community Services on 29/07/15.
- Mark Coffey has been appointed to head up the Federal Office of Northern Australia in Darwin. He starts in January 2016.

Future Action

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Monitor the implementation of the White Paper recommendations.

Discussion

Members noted the report.

10.25 Visitations by Ministers and Community Champions

Short Term History

- Executive meeting 15/09/15; 27/10/15.
- Letter sent to Chief Minister and copied to Minister for Local Government 5/10/15.
- Letter from Minister for Local Government and Community Services 29/10/15.
- Response from Chief Minister 4/11/15. Does not make any reference to Ministerial visitations.

Future Action

Obtain feedback from councils on notifications.

Discussion

Members noted the report.

10.26 Plan for Tourism

Short Term History

- Meeting of Mayors and Presidents with Chief Minister 17/08/15.
- Executive meeting 18/08/15; 27/10/15.
- LGA of SA report forwarded to the President 19/08/15.

Future Action

No further action required.

Discussion

Members noted the report.

10.27 Council Raising Own Source Revenue

Short Term History

- General meeting resolution – *THAT LGANT supports the motion by having the matter referred to the Finance Reference Group and reported to the Executive and the next LGANT general meeting 12/11/15.*

Future Action

Put item on the agenda for the next FRG meeting.

Discussion

Members noted the report.

10.28 The Transfer of Barge Landings, Boat Ramps and Airstrips to Local Government

Short Term History

- General meeting resolution – *THAT LGANT writes to the Minister for Transport to initiate meetings between LGANT and relevant government agencies to address the issues surrounding the condition of barge landings and boat ramps 12/11/15.*
- A draft letter will be circulated to relevant coastal councils and tabled at the meeting.

Future Action

Decide on the content of the letter at the meeting.

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Discussion

Members heard that LGANT is still waiting for a report on the status of barge landings and boat ramps from the Department of Transport before writing to the Minister.

10.29 Local Government Excellence Report Update

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.
- Executive meeting 18/08/15; 15/09/15; 27/10/15.

Future Action

Provide progress reports.

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: Alderman Elix
Seconded: Councillor Sharman
Carried

11. BUSINESS NOT YET FINISHED BUT INACTIVE

RESOLUTION

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

Moved: Councillor Sharman
Seconded: Councillor Thurlow
Carried

12. MEMBERS QUESTIONS

13. GENERAL BUSINESS

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14. COMPLETED BUSINESS

RESOLUTION

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

Moved: Councillor Sharman

Seconded: Alderman Elix

Carried

15. CONFIDENTIAL BUSINESS

16. NEXT MEETING

The next meeting of the LGANT Executive will be on a date to be decided in February 2016 in the LGANT Boardroom followed by the Strategic Planning Workshop.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 11:50am.

ITEM NO. 12.3.4 **City of Palmerston Library Closure Easter 2016**

FROM: **Acting Director of Community Services**

REPORT NUMBER: **8/0805**

MEETING DATE: **12 January 2016**

Municipal Plan:

4. Governance & Organisation

4.3 People

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

Summary:

This report provides advice of the City of Palmerston's Library hours of operation over the 2016 Easter period.

Background:

In 2016, Sunday 27 March falls between public holidays, therefore the City of Palmerston Library will close for the entire Easter weekend.

General:

The COP Library will close from close of business Thursday 24 March 2016, reopening on Tuesday 29 March 2016.

Good Friday	25 March 2016 – Closed (public holiday)
Easter Saturday	26 March 2016 – Closed (public holiday)
Sunday	27 March 2016 – Closed
Easter Monday	28 March 2016 – Closed (public holiday)

Note: Public Holiday information has been taken from the Office of the Commissioner for Public Employment NT.

Financial Implications:

Nil

RECOMMENDATION

THAT Council receives Report Number 8/0805.

Recommending Officer: Jan Peters, Acting Director of Community Services.

Any queries on this report may be directed to Jan Peters, Acting Director of Community Services on telephone (08) 8935 9976 or email jan.peters@palmerston.nt.gov.au.

Schedule of Attachments:

Nil

ITEM NO. 12.3.5 **Feasibility Study to Install a Pedestrian Crossing on Lambrick Avenue**

FROM: **Acting Director Technical Services**

REPORT NUMBER: **8/0803**

MEETING DATE: **12 January 2016**

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 informs Council about a grant funding of \$40,000 received from the Northern Territory Government through the Department of Transport (DOT) for the feasibility study to install a pedestrian crossing on Lambrick Avenue.

Background:

Council received concerns from a few residents of Rosebery and Bakewell regarding schoolchildren crossing on Lambrick Avenue. The area of concern is to the east of Forrest Parade (between Forrest Parade and Granites Drive). There is an existing pedestrian refuge on this section of the road. However, it has been perceived as unsafe by a few local residents given the 70 km/h speed zone.

The Minister for Transport, Hon. Peter Glen Chandler MLA, advised Council via a letter (**ATTACHMENT A**) dated 1 December 2015 that Council was successful to obtain a \$40,000 grant for the feasibility study to install a pedestrian crossing on Lambrick Avenue under *Improving Strategic Local Roads Infrastructure Program*. Subsequently, Council has entered into the agreement (**ATTACHMENT B**) with the DOT to complete the project by 30 April 2016.

General:

Staff have sought 3 quotations from engineering consultants to undertake the feasibility study. The study includes investigation and design of a proposed pedestrian crossing with an analysis of different options. The grant amount of \$40,000 seems to be sufficient to undertake both the feasibility study and construction unless it would be a pedestrian activated traffic light.

If there are any unused funds at the completion of the project, it needs to be refunded to the DOT as per the funding agreement.

Staff do not see any problem to finalise the project by 30 April 2016.

Financial Implications:

This project is fully funded under the Northern Territory Government's *Improving Strategic Local Roads Infrastructure Program*. The income will be included on Council's second budget review of the 2015/2016 financial year.

Policy / Legislation:

Nil

RECOMMENDATION

THAT Council receives Report Number 8/0803.

Recommending Officer: Jeetendra Dahal, Acting Director Technical Services.

Any queries on this report may be directed to Jeetendra Dahal, Acting Director Technical Services on telephone (08) 8935 9952 or email jeetendra.dahal@palmerston.nt.gov.au.

Schedule of Attachments:

- | | |
|---------------|--|
| Attachment A: | Letter from the Minister for Transport regarding the funding advice for the feasibility study to install a pedestrian crossing on Lambrick Avenue |
| Attachment B: | Funding Agreement between the Department of Transport (DOT) and the City of Palmerston for the feasibility study to install a pedestrian crossing on Lambrick Avenue |
| Attachment C: | Map indicating the area of the feasibility study for the pedestrian crossing on Lambrick Avenue |



MINISTER FOR TRANSPORT

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

GPO Box 3146
Darwin NT 0801
Telephone: 08 8928 6553
Facsimile: 08 8928 6645

Ricki Bruhn
Chief Executive Officer
City of Palmerston
PO Box 1
PALMERSTON NT 0835

CITY OF PALMERSTON

Doc ID

04 DEC 2015

Ricki
Dear Mr Bruhn

I am pleased to inform you that your application for the Department of Transport's *Improving Strategic Local Roads Infrastructure Program* is successful. This grant will be used for your nominated project:

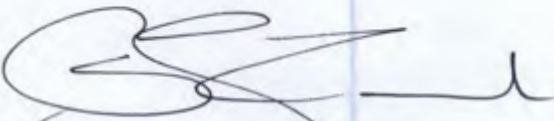
- Feasibility study to install a pedestrian crossing on Lambrick Avenue for the total amount of \$40 000.

Pursuant to the *Improving Strategic Local Roads Infrastructure Program* application guidelines, there are terms and conditions associated with the provision of this grant, including those outlined in the deed of agreement. The Department of Transport will despatch an information kit for grant recipients including a deed of agreement in due course.

I would like to thank you for your commitment to this program. We look forward to continued collaboration with your organisation, as you work to improve road and transport infrastructure that supports our economic enabling industries and provides job opportunities.

Should you require further assistance in regard to the funding process, please contact Ms Michelle Howson, Senior Project Officer, Department of Transport on telephone 8924 7118 or email projects.tipd@nt.gov.au

Yours sincerely


PETER CHANDLER
01 DEC 2015

The Northern Territory of Australia (The Northern Territory), represented by the Department of Transport (DoT) and the City of Palmerston (the Recipient), together the Parties, agree as follows:

Amount and use of Funding

The total approved funding, being \$40,000.00 plus \$4,000.00 GST (the Funding).

On the date this agreement takes effect, or as close to that date as is practicable, and the provision of a relevant tax invoice from the Recipient, the Northern Territory will cause to be paid into the **Designated Account** specified below, the approved Funding, being \$40,000.00 plus \$4,400.00 GST, which shall be used solely for the project to be completed by 30 April 2016 (the **Closing Date**).

The project: Feasibility study to install a pedestrian crossing on Lambrick Avenue

Repayment of Funding

At the closing date or upon the earlier completion of the project, the recipient will repay any unused portion of the Funding to the Northern Territory.

Recipient's Further Acknowledgements

The Recipient agrees:

- to direct the Funding diligently and to effectively carry out the work related to the projects;
- upon the request of DoT, to keep DoT fully informed as to the progress of the projects;
- to provide acquittal statements and tax invoices to the Contact Officer at the commencement and completion of the projects clearly identifying any expenditure of the Funding with supporting documentation;
- to promptly advise DoT in writing of any relevant matters which might affect the completion of the projects prior to the Closing Date or to otherwise meet its obligations under this Letter Agreement;
- to direct all notices under this Letter Agreement to the Contact Officer; and
- that the Northern Territory is under no obligation to provide any further funding to the Recipient if the expenditure on the projects exceeds the Funding or any part of the Funding attributable to a specific component of the projects.

GST

The Funding is inclusive of GST, where GST is calculated using the GST Rate at the time of forming this Letter Agreement, and where:

- (a) "GST" means any tax imposed on a supply by or through the *A New Tax System (Goods and Services Tax) Act 1999* ("the Act") and any related *Tax Imposition Act*;
- (b) "GST Rate" means the percentage amount of GST payable determined under section 9-70 of the Act as amended from time to time.

ATTACHMENT B

The Recipient will provide DoT with a tax invoice and/or adjustment notes in relation to the supply prior to an amount being paid by DoT under this Agreement and will do all things reasonably necessary to assist DoT to enable it to claim and obtain any Input Tax Credit available to it in respect of a supply where "Input Tax Credit", and "supply" have the meaning they bear in the Act.

Variations to agreement

The terms of this Letter Agreement may only be varied by written agreement by the Parties.

Designated Account:

BSB No: 085-933
Account No: 17 190 2236
Account Name: City of Palmerston

Contact Officer: Geoff Horni, Director, Network Planning, DoT
Phone: 08 8924 7531
Email: tipd.dot@nt.gov.au

Executed by the Parties as an agreement:

RICKI KEVIN BRAUN
CEO City of Palmerston (Print)

ANDREW KIRKMAN
CEO DoT (Print)

Ricki Braun
CEO City of Palmerston (Signature)

Andrew Kirkman
CEO DoT (Signature)

11/12/2015
Date

15/12/15
Date

CAROLINE HOCKING
Witness (Print)

ALICE GIBB
Witness (Print)

[Signature]
Witness (Signature)

[Signature]
Witness (Signature)

The Northern Territory of Australia (The Northern Territory), represented by the Department of Transport (**DoT**) and the City of Palmerston (the **Recipient**), together the **Parties**, agree as follows:

Amount and use of Funding

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The project: Feasibility study to install a pedestrian crossing on Lambrick Avenue

Repayment of Funding

At the closing date or upon the earlier completion of the project, the recipient will repay any unused portion of the Funding to the Northern Territory.

Recipient's Further Acknowledgements

The Recipient agrees:

- to direct the Funding diligently and to effectively carry out the work related to the projects;
- upon the request of DoT, to keep DoT fully informed as to the progress of the projects;
- to provide acquittal statements and tax invoices to the Contact Officer at the commencement and completion of the projects clearly identifying any expenditure of the Funding with supporting documentation;
- to promptly advise DoT in writing of any relevant matters which might affect the completion of the projects prior to the Closing Date or to otherwise meet its obligations under this Letter Agreement;
- to direct all notices under this Letter Agreement to the Contact Officer; and
- that the Northern Territory is under no obligation to provide any further funding to the Recipient if the expenditure on the projects exceeds the Funding or any part of the Funding attributable to a specific component of the projects.

GST

The Funding is inclusive of GST, where GST is calculated using the GST Rate at the time of forming this Letter Agreement, and where:

- (c) "GST" means any tax imposed on a supply by or through the *A New Tax System (Goods and Services Tax) Act 1999* ("the Act") and any related *Tax Imposition Act*;
- (d) "GST Rate" means the percentage amount of GST payable determined under section 9-70 of the Act as amended from time to time.

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Variations to agreement

The terms of this Letter Agreement may only be varied by written agreement by the Parties.

Designated Account:

BSB No: 085-933
Account No: 17 190 2236
Account Name: City of Palmerston

Contact Officer: Geoff Horni, Director, Network Planning, DoT
Phone: 08 8924 7531
Email: tipd.dot@nt.gov.au

Executed by the Parties as an agreement:

RICKI KEVIN BRUHN
CEO City of Palmerston (Print)

ANDREW KIRKMAN
CEO DoT (Print)

Ricki Bruhn
CEO City of Palmerston (Signature)

Andrew Kirkman
CEO DoT (Signature)

11/12/2015
Date

15/12/15
Date

CAROLINE HOCKING
Witness (Print)

ALICE CIBB
Witness (Print)

[Signature]
Witness (Signature)

[Signature]
Witness (Signature)

**Contact Details**

PO Box 1 Palmerston, NT, 0831
 Tel: (08) 8935 9922
 Fax: (08) 8935 9900
 Email: palmerston@palmerston.nt.gov.au
<http://www.palmerston.nt.gov.au>

Disclaimer

This map is a representation of the information currently held by the City of Palmerston. While every effort has been made to ensure the accuracy of the product, Council accepts no responsibility for any errors or omissions. Any feedback on omissions or errors would be appreciated.

ITEM NO. 12.3.6 **Zuccoli Subdivision, Stages 3, 4 and 5 Stormwater Management System**

FROM: **Acting Director Technical Services**

REPORT NUMBER: **8/0806**

MEETING DATE: **12 January 2016**

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 informs Council about the commitment made by the Northern Territory Government, Department of Lands Planning and Environment (DLPE) to provide funding for the construction of a groundwater supply infrastructure to support lakes system in Zuccoli subdivision, stages 3, 4 and 5. The lakes system provides several benefits such as public amenities, cheaper source of water for public open space irrigation and effective devices for controlling stormwater quantity and quality.

General:

There was an ongoing discussion between the Developer (Costajic Pty Ltd), the DLPE and Council regarding the provision of groundwater supply infrastructure to be incorporated into the overall stormwater management system of Zuccoli subdivision, stages 3, 4 and 5 to support lakes and manage stormwater quantity and quality.

Lately, DLPE has committed to providing a \$2.2 million upfront funding for the construction of a groundwater supply infrastructure to convey water from a bore situated near the intersection of Chung Wah Terrace and Temple Terrace to the subject site. The letter showing this commitment, including an outline project plan is attached to this report (**ATTACHMENT A**).

The DLPE has also advised that it will enter into a funding agreement with Council for managing the construction of the infrastructure. Staff recommend that this matter be further considered by Council once the concept design for the infrastructure is received.

Financial Implications:

Provision of the groundwater supply to top up lakes and irrigate a public open space area will have a positive impact on Council's operational cost in the long run as it will be significantly cheaper than potable water.

Policy / Legislation:

City of Palmerston Development Guidelines.

RECOMMENDATION

THAT Council receives Report Number 8/0806.

Recommending Officer: Jeetendra Dahal, Acting Director Technical Services.

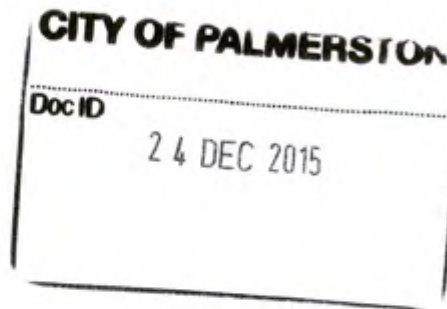
Any queries on this report may be directed to Jeetendra Dahal, Acting Director Technical Services on telephone (08) 8935 9952 or email jeetendra.dahal@palmerston.nt.gov.au.

Schedule of Attachments:

Attachment A:	Letter from the Department of Lands Planning and Environment (DLPE) regarding Zuccoli Stormwater Management dated 23 December 2015, including Zuccoli Groundwater- Outline Project Plan
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Mr Ricki Bruhn
Chief Executive Officer
PO BOX 1
PALMERSTON
NT 0831

Ricki
Dear Mr Bruhn,



Chief Executive
Level 5, Energy House
18-20 Cavenagh Street,
Darwin NT 0801
Postal address
GPO Box 1680
Darwin NT 0801
Tel 08 8924 7286
Fax 08 8924 7044
Web www.nt.gov.au/dlpe
Our ref LD2014/0094-007

RE: Zuccoli Stormwater Management

As you may be aware the Developer of Zuccoli Stages 3, 4 and 5 must design and construct its entire stormwater system including detention and treatment to the City of Palmerston's (Council) standards.

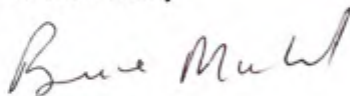
Further to the attached correspondence dated 20 November 2015, I wish to provide commitment to the enclosed outline project plan and confirm that \$2.2 million is allocated in the 2015-16 Capital Works Program to provide upfront funding for the construction of a ground water supply to support lakes in Zuccoli.

Once the concept design for the infrastructure is achieved, My Department will then be able to enter into a funding agreement with Council for managing the construction of the infrastructure.

I trust this advice will give Council the assurance necessary to support the ongoing development of Zuccoli Stages 3, 4 and 5.

If you have any further queries in relation to this matter please contact Mr Lawson Broad, Director, Land and Economic Development on ph: (08) 8924 7240 or via email: lawson.broad@nt.gov.au.

Yours sincerely



BRUCE MICHAEL
A/Chief Executive

23 December 2015

**DEPARTMENT OF
LANDS, PLANNING AND THE ENVIRONMENT**

Land and Economic Development
Level 5, Energy House
18-20 Cavenagh Street,
Darwin NT 0801

Postal address

GPO Box 1680
Darwin NT 0801
Tel 08 8924 7286
Fax 08 8924 7044

Web www.nt.gov.au/dlpe
Our ref LD2014/0094

Attn: Mark Spangler
PO BOX 1
PALMERSTON
NT 0831

Dear Mark Spangler,

RE: Zuccoli Stormwater Management

I refer to Council's correspondence dated 16 October 2015 and ongoing discussions with the developers of Zuccoli regarding stormwater management. In relation to this matter please find enclosed the final Feasibility Report for lakes in Zuccoli.

The report's investigation focuses upon the provision of a ground water supply to support Council's preference of permanent water bodies for stormwater management and irrigation within Zuccoli. The report finds that a suitable ground water supply is available near the intersection of Chung Wah Terrace and Temple Terrace and can be supplied to Zuccoli at an estimated cost of \$2.25 Million.

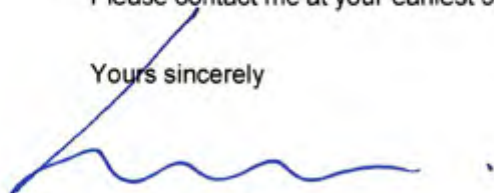
While the Territory maintains the view that ground water supply is non-essential infrastructure for development, it is acknowledged that there are potential shared benefits for Council and the Territory through the provision of this infrastructure. I therefore seek Council's in-principle support to work with the Territory to design and construct the necessary infrastructure that will provide a ground water supply to Zuccoli. If supported, I propose that the Territory and Council agree upon the terms of a Memorandum of Understanding for delivery and funding of the proposed infrastructure.

The draft terms could include:

- Up-front funding of the design and construction by the Territory;
- Joint detailed design by Council and the Territory, including establishment of the supply easements;
- Construction management by Council;
- Establishment of a contribution scheme by the Territory with payment by all beneficiaries including developers, Council and the Territory.

Please contact me at your earliest convenience to arrange a time to discuss further.

Yours sincerely



LAWSON BROAD
Director Land and Economic Development

20 November 2015



Zuccoli Groundwater – Outline Project Plan

Phase 1 – Memorandum of Understanding

- Agree roles and responsibilities including:
 - Develop and manage contributions plan
 - Scoping, due diligence, concept and detailed design
 - Construction

Phase 2 – Scoping and Due Diligence

- Scoping workshop with DLPE to determine project objectives and technical standards
- Bore and Aquifer testing
- Investigate option of accessing existing PWC non-potable system in Bellamack
- In-principle approvals obtained - Department of Transport and Department of Land Resource Management

Phase 3 – Concept Planning

- Concept Design
- Tender for detailed design and construction
- Cost estimates
- Funding Agreement based on cost estimates

Phase 4 – Detailed Design

- Detailed design drawings
- All authority approvals obtained

Phase 5 - Construction

- Management of construction (by Council)

Phase 6 – Connection by end users

- Consultations with all stakeholders, DLPE, Council, Developers
- Contributions agreements finalised
- Establish contributions plan under *Planning Act*

ITEM NO. 13.1.1 **Proposal - Darwin Festival Event in Palmerston**

FROM: **Acting Director of Community Services**

REPORT NUMBER: **8/0795**

MEETING DATE: **12 January 2016**

Municipal Plan:

1. Community & Cultural Wellbeing

1.3 Arts and Culture

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

Summary:

This report presents a range of events that the City of Palmerston could host as part of the 2016 Darwin Festival. Council are requested to consider each proposed event and decide whether or not City of Palmerston should host an event as part of the Festival program and, if any, which event that should be.

Background:

Darwin Festival have approached the City of Palmerston to determine our interest in hosting an event, or events, as part of the 2016 Festival. The Darwin Festival is held in August each year.

Darwin Festival would like to create satellite festival events in the Palmerston City Centre and regional area that will engage Palmerston families with the Festival and with their surroundings

The attached event choices have been proposed due to their ability to activate outdoor spaces that are not traditionally used for performance. The Palmerston events would be promoted via the Darwin Festival program guide, website, social media and media partnerships with NT News and Southern Cross Television.

Darwin Festival are a not for profit organisation and do not seek to make surplus on these events and propose that they be offered free of charge to the public. With the exception of Polarbear, which would tour schools in both Palmerston and Darwin, these events would be exclusive to the Palmerston area.

General:

The Darwin Festival Event Team have presented four (4) proposed events for Council to consider.

The four (4) events are outlined in greater detail in *Attachment A* and include:

Polygot – We built this city

A free outdoor, family friendly event suitable to be held in Goyder Square. Polygot uses thousands of cardboard boxes and involves families building their ideal city. The total funding required on a week of performances is \$74,713.

Shaun Parker & Company - Trolleys

A free indoor or outdoor event suitable to be held in an open space, inside the Shopping Centre or in Goyder Square. Great for the whole family to enjoy. Internationally lauded Shaun Parker & Company has repurposed the humble shopping trolley to a stunning effect in this beautifully executed dance work. The total funding required on a week of performances is \$56,936.

Polarbear – Mouth Open Story Jump Out

Critically acclaimed Polarbear brings his unique brand of interactive storytelling to schools throughout Darwin and Palmerston. After the performance kids take part in story writing workshops. The total funding required on a week of performances is \$15,876.

St Martins' Youth – Fitter, Faster, Better

A boot camp run by children for adults. Kids lead adults in one-on-one exercise regimes. Held in a public space such as Goyder Square, young local children will be trained (through workshops) in boot camp instruction and then “wrangle” passer-by’s and encourage them to reconnect with their inner child and challenge their perception of fitness. The total funding required on a week of performances is \$15,222.

All event coordination and promotion would remain the responsibility of the Darwin Festival as outlined in *Attachment A*.

The Darwin Festival Event Team require an answer from Council prior to the end of January 2016 to lock in and ensure the event availability.

Financial Implications:

If Council should decide to host one or more of the proposed events the financial implications would be as follows and could be included in the 2016/2017 Events budget.

Polygot – We built this City \$74,713
Shaun Parker & Company – Trolleys \$56,936
Polarbear – Mouth Open Story Jump out \$15,876
St Martins' Youth – Fitter Faster, Better - \$15,222

Policy / Legislation:

Nil

RECOMMENDATION

1. THAT Council receives Report Number 8/0795.
2. THAT Council host in Palmerston as part of the 2016 Darwin Festival.

Recommending Officer: Jan Peters, Acting Director of Community Services.

Any queries on this report may be directed to Jan Peters, Acting Director Community Services on telephone 89359976 or email jan.peters@palmerston.nt.gov.au.

Schedule of Attachments:

Attachment A: Darwin Festival Event Briefs



POLYGLOT – WE BUILT THIS CITY

“...a highly conceptual work celebrating the absolute simplicity and power of children’s imagination” – The Metro Herald, Washington



We Built This City is a large scale participatory theatrical installation celebrating absolute simplicity and the power of children’s imaginations. Darwin Festival will be offering this as a free event for families for a week during the Festival. There will be two performances per day and each performance has a capacity of 200 – allowing thousands of Darwin families to take part in this engaging public ‘construction site’.

Using nothing but thousands of cardboard boxes and the ingenuity of children and their families, cities and buildings are built – transforming the boxes into landscapes and bringing different creations to each performance.

We Built This City places children in the role of architect, empowering them to construct their ideal city. During the performance they will make buildings go up, pull them down, redesign them, extend, walk through, jump on, and reconstruct them.

We Built This City is not a play... it is play. At the end of the season children are lead in crushing their cardboard creations into a giant recyclable heap of cardboard rubble.

We Built this City, promo video

<https://vimeo.com/72418321>

POST: GPO BOX 570, DARWIN NT 0801
STREET: 56 McMINN ST, DARWIN
PHONE: 08 8943 4200 | FAX: 08 8941 5457



SHAUN PARKER & COMPANY – TROLLEYS

“This is my 9th time watching the show. I just love it and keep coming back for more” John, audience member.



Shaun Parker and Company is an exhilarating and bold Sydney based dance company that has exploded onto the international dance scene. The company creates critically acclaimed dance productions, which are renowned for their integration of stimulating choreographic forms, arresting musical scores, and theatrical invention. Led by award winning Artistic Director and Choreographer Shaun Parker, his work is described as ‘so cutting edge it actually wanders off the edge of any single-word definition...’

Trolleys is a twenty-minute outdoor dance theatre work utilising five supermarket trolleys and five exceptional dance and physical theatre artists. Choreographed by Shaun Parker and set to a stunning orchestral score by composer Nick Wales, (Sydney Symphony, Sydney Dance Company, Sarah Blasko, SBS, ABC), the work creates a highly physical, extraordinary urban world incorporating high-octane contemporary dance, acrobatics, street dance, parkour and seemingly ordinary everyday objects - the trolleys.

The work can be easily adapted to a wide variety of outdoor locations such as shopping malls, courtyards, railway station clear ways, basketball courts and a range of other public spaces. It has also played indoors in the central walkways of shopping centres to huge audiences.

Trolleys full-length footage, please treat as confidential and do not distribute
<https://vimeo.com/91583234> password: shaunparker

POLARBEAR – MOUTH OPEN STORY JUMP OUT

"In an ideal world, Birmingham born storyteller, Polarbear would be cloned and sent into every school and theatre in the land [...] life-affirmingly brilliant." The Scotsman



Mouth Open, Story Jump Out is a vivid and absorbing show about the craft of storytelling by Polarbear, one of the UK's most exciting spoken word artists. The show explores truth and invention, looking at how language is crafted to shape meaning. Children will develop literacy skills and use their imagination to fill in the gaps in the story, creating their own characters and working as a group to develop narrative.

Polarbear makes things up; stories, jokes, adventures – a master maker-upper. But where did it all begin? Mouth Open Story Jump Out is about the moment that started it all, and how one little decision set off a chain reaction that changed his life forever. International assassins, secret codes, dog eating boa constrictors and much more fill the hole left when a father disappears and a boy discovers a talent for telling tales.

The production is an interactive storytelling show in which the audience shape the content of through writing, drawing and responding to questions and prompts from Polarbear. The audience leave with the beginnings of their own story they have written to continue in class or at home.

Darwin Festival plans to tour this show to schools throughout the Darwin and Palmerston area.

Polarbear full-length footage, please treat as confidential and do not distribute

<http://vimeo.com/39473812> password: gus

St MARTINS' YOUTH – FITTER. FASTER. BETTER.

"An icon of Melbourne theatre, St Martins ... have since 1980, inspired over 100,000 young creative people through active arts participation." – Arts Review



Fitter. Faster. Better. is a boot camp run entirely by children. Each adult participant is paired with a 'personal trainer' between six and ten years old for a workout designed to challenge the contemporary commodification of fitness.

It is a production with a highly adaptable format and uses a cast of local children. Two people from St Martins will work with the children for between one and two weeks to prepare them for the public performances.

St Martins' performance work is fuelled by the voices, aesthetics and concerns of children and teenagers. Adults have a lot to answer for, and children ask the best questions. So they make work with and by children for adults.

Fitter. Faster. Better. puts kids in charge and reminds adults that exercise doesn't have to be a boring gym based chore. A mix of dance routines, games and cardio work-out -- this experience is tailored to the individual adult's fitness level.

Fitter Faster Better, promo video:

<https://www.youtube.com/watch?v=Tvuxv7VbdXg>



Proposed Agreement

The following information can act as a guide, in lieu of a detailed MOU being agreed later and does not constitute a binding contract.

Darwin Festival will ensure enough people are employed to oversee and deliver the events and will pay their wages as well as other operational costs associated with Producing events. We will be responsible for the venue build and bump-out of each event.

We will manage communications with artists and ensure that contracts are signed ahead of the event/s taking place.

We plan to offer these events free of charge. However, if ticketing services are needed we will facilitate that and bear those costs. We will act as the point of contact for the general public and artists regarding the events/s.

We will engage a marketing and publicity team who will publicise the event/s in the following ways:

- Inclusion in Darwin Festival's program guide (60 000 copies distributed)
- Inclusion on Darwin Festival's website (116,642 visits in 2015)
- Features in local publications. For example Off The Leash, DarwinLife, Territory Q Magazine and Territory Taste
- Possible features in online publications such as ArtsHub, Limelight Magazine and The Beat
- Radio ads on Territory FM, Hot 100 & Mix 1049, Top Country
- Inclusion in a TVC on Southern Cross TV
- Poster, flyer and signage campaign around Darwin and Palmerston
- Regular e-newsletter with a total subscriber base of 8,928, some editions of which could include information on Palmerston events
- Social media marketing: Facebook likes: 14,411, Twitter followers: 4746, and Instagram followers: 1321

Palmerston Council will be asked to cover the programming and production costs, which are outlined in the budgets below, of the event/s in the Palmerston area. These costs include artist-associated expenditure (fees, accommodation, flights) and the infrastructure costs of putting on the specified event/s. Darwin Festival can provide detailed budgets on request and will keep Palmerston Council informed of any savings that might be made. It may be possible to make savings by obtaining sponsorship from third parties. If Palmerston are seeking sponsorship for events, it will be asked that they liaise with Darwin Festival to ensure conflicts do not arise.

Palmerston Council may also be requested to utilise their marketing reach and resources to supplement the campaign undertaken by Darwin Festival.

With regards to Palmerston based venues we will ask Palmerston Council to provide a venue that is free of charge for the duration of The Festival's occupation of the space and to allow the Festival to leave the set up in the Event layout for the duration of occupancy.

BUDGET OUTLINE		
Figures include all programming and production costs associated with each project. We would hope to produce one or more of these events.		
Event	Description	Total funding required, based on a week of performances.
Polyglot – We built this city	Free outdoor or indoor, family friendly event. Using thousands of cardboard boxes Polyglot ask families are to build their ideal city.	\$74 713*
Shaun Parker & Company -- Trolleys	Free outdoor event for the whole family to enjoy. Internationally lauded Shaun Parker & Company has repurposed the humble shopping trolley to a stunning effect in this beautifully executed dance work.	\$56 936
Polarbear – Mouth Open Story Jump Out	Critically acclaimed Polarbear brings his unique brand of interactive storytelling to schools throughout Darwin and Palmerston. After the performance kids take part in story writing workshops.	\$15 876
St Martins' Youth – Fitter. Faster. Better.	A boot camp run by children for adults. Kids lead adults in one-on-one exercise regimes. Adults are encouraged to reconnect with their inner child and challenge their perception of fitness.	\$15 222

*This figure includes \$19,555 for cardboard boxes, an amount that could be saved if a partner box manufacturer is found.

Darwin Festival would like to create satellite festival events in the Palmerston city centre and regional area that will engage Palmerston families with the Festival and with their surroundings.

We have an interest in activating outdoor spaces that are not traditionally used for performance. We would promote these events via our Darwin Festival program guide, website, social media and media partnerships with NT News and Southern Cross Television.

As a not for profit organisation, we do not seek to make a surplus on these events and, where possible, they will be offered free of charge to the public. With the exception of Polarbear, which will tour schools in both Palmerston and Darwin, these events will be exclusive to the Palmerston area.

ITEM NO. 13.1.2 **Freedom and Exercising Freedom of the City of Palmerston**

FROM: **Acting Director of Community Services**

REPORT NUMBER: **8/0796**

MEETING DATE: **12 January 2016**

Municipal Plan:

4. Governance & Organisation

4.2 Service

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

Summary:

The report seeks Councils approval to grant Freedom of Entry and Exercise the Freedom of Entry for the 8th/12th Regiment Royal Australian Artillery, Robertson Barracks on Saturday, 16 April 2016.

Background:

It is believed that the “Freedom of Entry” ritual originated in the medieval struggle for power between the British barons and rapidly growing city and borough corporations in England. In those days it became customary for a body of armed men seeking admittance to a city to be challenged at the city gate by the city Marshall and his Garrison. The granting of permission for a formed body of armed men to enter a city became a mark of trust and confidence in which that armed body was held by its citizens. Over the years it became practice for the city to use this same ritual if it wished to honour a group of body of soldiers.

The term “Freedom of a City” includes the ceremony of the grant of the freedom to enter a city or municipality to a battalion, regiment or corps. The granting of a “Freedom of Entry” may be conferred by any civic or municipal authority large or small and may be offered to a sub-unit, a unit or regiment or corps. The restrictions applicable to any particular ‘freedom’ should be decided by the municipal authority and unit concerned.

A unit is granted a “Freedom of Entry” first. Once granted the unit can then exercise their “Freedom of Entry”.

General:

For an initial “Freedom of Entry” the ceremony is to take the following form:

- a. The unit moves on parade without colours and the official party arrives.
- b. The Mayor inspects the parade and band.
- c. The Mayor addresses the parade and the CEO reads the scroll.

- d. The scroll is accepted by the Parade Commander, addresses are made by the Parade Commander.
- e. Colours are marched on parade.
- f. The unit advances in review order and give a general salute to the citizens of the city and municipality.
- g. The unit prepares to exercise its freedom
- h. The unit marches through the city and the Mayor takes the salute.
- i. The unit disperses

If possible the entire parade should be conducted in one general area, however, size and suitability of the city area may dictate that the initial parade is conducted in one location and the actual march in another location.

Orders and the Band

The Commander of the unit is wired for sound. This makes the commander's orders easier to hear.

The band is usually positioned at the centre of the parade. This enables the troops to hear the beat and stay in step.

Participants

The following people are involved in the parade:

- a. The Mayor
- b. The Honorary Colonel (who should also be the host officer)
- c. A senior Police Officer (acting in the capacity of the City Marshall).

It is not uncommon to use the CEO instead of the Senior Police Officer.

Invitations

The invitations to guests to attend the ceremony are to come from the Mayor's office on behalf of the Mayor. The 8/12th Regiment will supply a list of names to be invited from the Australian Defence Force.

The City of Palmerston would work in partnership with the 8th/12th Regiment to host the Freedom of Entry and Exercise the Freedom event. The Logistics for the event may include:

- Freedom of Entry Scroll
- Seats for VIP guests
- Staging – (Dias x 2)
- Small sound system x 2
- Shade
- lectern
- Invitations
- Road closures
- Advertisement for the event and promotion (road closure and advertising the event)

A reception/ morning tea will be hosted by the Australian Defence Force following the parade in Memorial Park.

Financial Implications:

The estimated budget required for the two components of the event is up to \$10,000. This event is a partnership with the Australian Defence Force (ADF) with the majority of costs being for equipment hire, shade and road closures. These costs may be significantly reduced with assistance and support from the ADF.

These funds are available within the current approved 2015/2016 events budget.

RECOMMENDATION

1. THAT Council receives Report Number 8/0796.
2. THAT Council approve the Granting of Freedom Entry to the 8th/12th Regiment Royal Australian Artillery and the Exercising Freedom of Entry on Saturday 16 April 2016.

Recommending Officer: Jan Peters, Acting Director of Community Services.

Any queries on this report may be directed to Jan Peters, Acting Director of Community Services on telephone 89359976 or email jan.peters@palmerston.nt.gov.au

Schedule of Attachments:

Nil

ITEM NO. 13.1.3 **Local Government Association of the Northern Territory - Nomination to the Animal Welfare Advisory Committee**

FROM: Chief Executive Officer

REPORT NUMBER: 8/0798

MEETING DATE: 12 January 2016

Municipal Plan:

4. Governance & Organisation

4.3 People

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

Summary:

This report provides Council with the opportunity to nominate an Elected Member to the Animal Welfare Advisory Committee.

Background:

The Animal Welfare Advisory Committee is appointed by the Minister for Primary Industry and Fisheries pursuant to Regulation 6 of the Animal Welfare Regulations.

The functions of the Advisory Committee include:-

- Advising the Minister about animal welfare legislation and other matters relevant to animal welfare;
- Investigating and reporting on matters relevant to the animal welfare referred to it by the Minister;
- Participating in the development of codes of practice and the review of adopted codes of practice;
- Providing advice to bodies, organisations or the general community on programs for the improvement of community awareness about animal welfare;
- Any other functions prescribed by the Regulations.

The Advisory Committee must hold at least two meetings each year.

General:

Alderman Geoff Carter has put forward his nomination for the acceptance of Council.

The closing date for nominations is Wednesday 27 January 2016 and all nominations received by LGANT will be forwarded on to the Minister for consideration.

Financial Implications:

Nil

Policy / Legislation:

Nil

RECOMMENDATION

1. THAT Council receives Report Number 8/0798.
2. THAT Council nominate Alderman Geoff Carter as a member to the Animal Welfare Advisory Committee.

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.

Schedule of Attachments:

Nil

**Sign and Seal – Consent to Drainage Easement on
Lots 12445 and 12446 (5 and 7) George Street,
Johnston**

REPORT NUMBER: 8/0799

MEETING DATE: 12 January 2016

3. Environment & Infrastructure

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

This report seeks Council endorsement to undertake a sign and seal to register a Drainage Easement on a new lot resulting from an approval to consolidate 2 lots (Lots 12445 and 12446) into 1 new lot located at 5 and 7 George Street, Johnston

Source: NT Atlas and Spatial Data Directory

On 19 May 2015 a Development Permit (DP15/0273) was issued which permits the consolidation of 2 lots (Lots 12445 and 12446) into 1 new lot located at 5 and 7 George Street, Johnston. The site contains an approved and constructed Multiple Dwelling land use.

The existing two lots contain an existing Council Drainage Easement along the rear of the property (rear from the George Street frontage). The creation of the consolidated lot requires the re-registration of the Drainage Easement on the new title and as such requires the consent of Council.

General:

Officers raise no issue with the proposal and recommend Council delegate authority to the Mayor and CEO to sign and seal the relevant survey documents to enable the creation of the new title and re-establishment of the Council Drainage Easement.

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

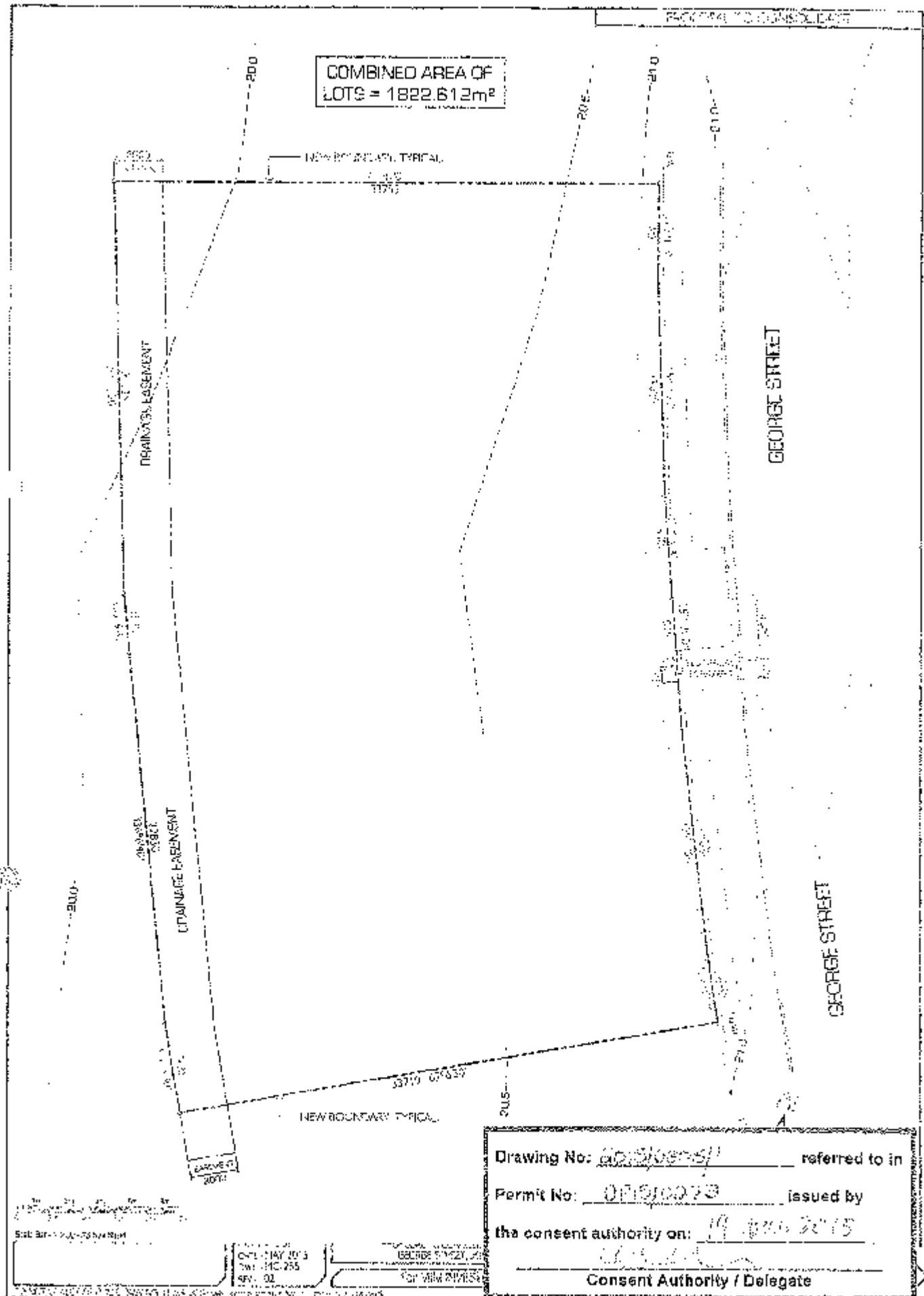
1. THAT Council receives Report Number 8/0799.
2. THAT Council delegate authority to the Mayor and CEO to sign and seal the relevant survey documents to enable the creation of the new title and re-establishment of the Council Drainage Easement at 5 and 7 George Street Johnston.

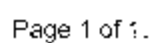
Recommending Officer: Jeetendra Dahal, Acting Director Technical Services.

Any queries on this report may be directed to Jeetendra Dahal, Acting Director Technical Services on telephone (08) 8935 9952 or email jeetendra.dahal@palmerston.nt.gov.au.

Schedule of Attachments:

Attachment A: Proposed and existing Survey Plan





ITEM NO. 13.1.5 **Liquor Licence Application (Liquor Merchant) on Lot 5694 (1) Mannikan Court, Bakewell (Bakewell Woolworths development site)**

FROM: **Acting Director Technical Services**

REPORT NUMBER: **8/0800**

MEETING DATE: **12 January 2016**

Municipal Plan:

3. Environment & Infrastructure

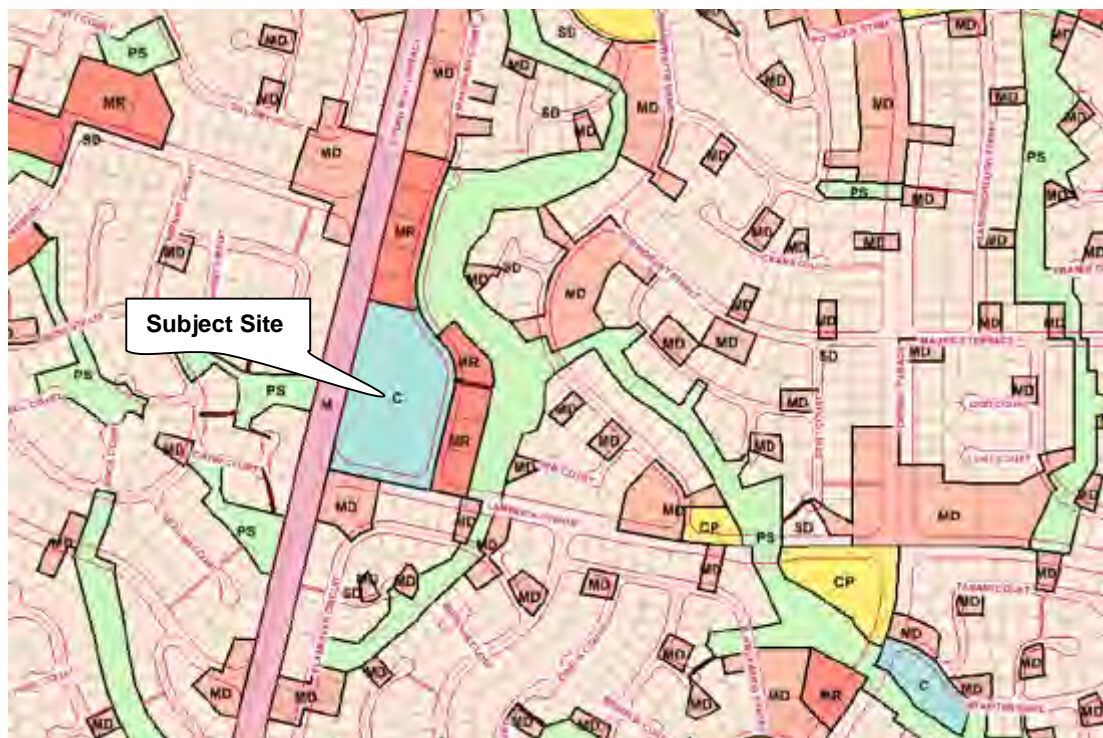
3.2 Assets and Infrastructure

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

Summary:

This report outlines issues to be considered by Council in regard to a Liquor Licence Application for a “Liquor Merchant” (BWS: Beer Wine Spirits - Bottleshop) on Lot 5694 (1) Mannikan Court, Bakewell (Bakewell Woolworths development site).

Background:



Source: NT Atlas and Spatial Data Directory

The subject site will contain the approved Bakewell Woolworths Shopping Complex and associated commercial uses currently under construction. The proposed liquor store will be located within the Woolworths supermarket. Once completed, the supermarket will have a total gross leasable area (GLA) of 4,790m². The proposed bottleshop store is approximately 250m² in area within the development.

The proposed hours of operation for the Liquor License (takeaway bottleshop) are as follows:

- *Monday to Friday:* 10am – 10pm
- *Saturday:* 9am – 10pm
- *Sunday:* Closed

NT Liquor Act:

In accordance with Section 47F of the *Liquor Act*, the City of Palmerston, as a public authority that performs functions relating to public amenities has the right to object to an application for the granting of a licence. Under the Act an objection may only be made on the ground that the grant of the licence may or will adversely affect:

- (a) *the amenity of the neighbourhood where the premises the subject of the application are or will be located; or*
- (b) *health, education, public safety or social conditions in the community.*

General:

While the provision of a takeaway bottle shop within a large retail development generally is common across both the Territory and other States, Council Officers initially raise concern with the proposed application on two aspects:

1. Proximity to a sensitive land use - Child Care Centre (Goodstart Early Learning) – Approximately 400m from the proposed outlet; and
2. Failure of the application and argument of “need” to acknowledge the recently approved and under construction Rosebery Takeaway bottleshop (Lot 11020 (164) Forrest Parade, Rosebery).

With regards to item (1) regarding the proximity to a sensitive land use (Child Care Centre), Council Officers consider the applicant has successfully demonstrated through the application material that the impact of the licensed premises on the sensitive premises will be minimised. This will occur as the location and design of the store within the Shopping Centre and more specifically, within the Woolworths supermarket will mitigate any annoyance, disturbance or inconvenience to neighbours and in this case the sensitive premises.

With regards to item (2), Officers maintain concern with the failure of the application to acknowledge the recently approved Rosebery Takeaway bottle shop which is within the Primary Sector of the Main Trade Area for the proposed new outlet approximately 1.2km (driving distance) from the subject site for this application. This lack of consideration considerably impacts on the argument of ‘need’ to justify the liquor outlet. With regards to Section 47F of the *Liquor Act*, concern is raised as an oversupply of liquor outlets has the potential to negatively impact the social conditions in the existing Palmerston community by way of excessive availability and consumption of Liquor.

Summary

It is recommended that Council object to the proposed bottle shop on the basis that the report and application material fails to address and acknowledge the existing approved liquor outlet within the main trade area (Lot 11020 (164) Forrest Parade, Rosebery) and therefore the argument of 'need' is not adequate in this instance.

It is also recommended that Council highlight the concern that an oversupply of takeaway liquor outlets in the suburban areas of Palmerston has the potential to negatively impact the social conditions in the existing Palmerston community by way of excessive availability and consumption of Liquor.

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 8/0800.
2. THAT the attachment to Report Number 8/0800 be endorsed.

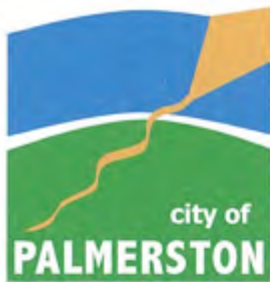
Recommending Officer: Jeetendra Dahal, Acting Director Technical Services.

Any queries on this report may be directed to Jeetendra Dahal, Acting Director Technical Services on telephone (08) 8935 9952 or email jeetendra.dahal@palmerston.nt.gov.au.

Schedule of Attachments:

Attachment A: Council's draft letter of comment for a Liquor Licence Application (Liquor Merchant) on Lot 5694 (1) Mannikan Court, Bakewell (Bakewell Woolworths development site)

Attachment B: Liquor Licence Application.



Please include the following reference in all correspondence

File: P5694

ID: JD:gr

13 January 2016

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

Director-General
Department of Business
GPO Box 1154
DARWIN NT 0801

Dear Sir/Madam,

Liquor Licence Application (Liquor Merchant) on Lot 5694 (1) Mannikan Court, Bakewell (Bakewell Woolworths development site)

Thank you for the Liquor Licence Application referred to this office on 11 December 2015 concerning Lot 5694 (1) Mannikan Court, Bakewell (Bakewell Woolworths development site).

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

Council objects to the granting of the proposed Liquor Licence for the following reasons:

- a) The report and application material fails to address and acknowledge the existing approved liquor outlet within the main trade area (Lot 11020 (164) Forrest Parade, Rosebery) and therefore the argument of 'need' is not adequate.
- b) Council is of the view that an oversupply of takeaway liquor outlets in the suburban areas of Palmerston has the potential to negatively impact the social conditions in the existing Palmerston community by way of excessive availability and consumption of Liquor.

If you require any further discussion in relation to this application please feel free to contact me on 8935 9900.

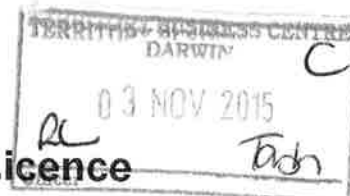
Yours sincerely

Jeetendra Dahal
Acting Director Technical Services



Rec: 0122698
Fee \$200

ATTACHMENT B

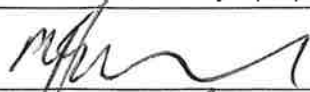



Application for the Grant of a Liquor Licence

Liquor Act

Application for the Grant of a Liquor Licence			
1. Application details			
Title	Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/>		
Full name of applicant	Woolworths Ltd		
Address of applicant	1 Woolworths Way, Bella Vista, NSW 2153		
Postal address of applicant	C/O Squire Patton Boggs Level 21, 300 Murray Street, Perth, WA 6000		
Telephone	(08) 9429 7405	Facsimile	(08) 9429 7666
Email	gemma.ellis@squirepb.com	Website	www.squirepattonboggs.com
Full name and address of Nominee (if applicable)			
Address/location of proposed licensed premises	1 Mannikan Court, Bakewell, NT 0832		
Trading name of proposed licenced premises	BWS: Beer Wine Spirits		
Nature of business associated with licence applied for (e.g. supermarket, hotel, etc.)	Supermarket		
Type of licence applied for:			
1. For consumption on premises		Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
2. For consumption away from premises		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
3. For consumption on and away from premises		Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Proposed conditions sought or volunteered by the Licensee			
Mandatory conditions: <ul style="list-style-type: none">No Cask Wine or Fortified Wine sales in containers larger than two (2) litresMust maintain reasonable range and stock of non-alcoholic drinks			
Voluntary conditions: <ul style="list-style-type: none">No 2 litre glass (Flagon) productsNo 2 litre Fortified Wine or RTD casksNo Fortified Wine products sold for less than \$17 per bottleNo \$2 CleanskinsVendor Restriction – No Banrock Station Infusion CasksVendor Restriction – No Brown Bros Style Series CasksNo 2ltr RTD casks			

ATTACHMENT B
Application for the Grant of a Liquor Licence

<ul style="list-style-type: none"> No Liquor Demonstrations No promotional activity related to gambling 			
Will any other person or entity have a financial interest in the Business? If so, provide details:			
No.			
Is Applicant or any member of the Applicant directly or indirectly interested in or concerned with any other licence? If so, provide details:			
Yes. All the BWS liquor store outlets in the Northern Territory.			
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	30/10/15
Signature of applicant(s)		Date	30/10/15

Grant of a Liquor Store Licence
Public Interest Assessment
BWS Bakewell

28 October 2015

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ABOUT THIS APPLICATION

Woolworths Limited (**Woolworths or the Applicant**) is applying for the grant of a liquor store licence for a new BWS liquor store in the proposed Woolworths supermarket to be located at 1 Mannakin Court, Bakewell.

This Public Interest Assessment report (**PIA**) is presented in support of an application to the Director General of Licensing (**Director General**) for the grant of a new liquor store licence in respect of the Proposed Store. Under sections 6 and 26 of the *Liquor Act 1979* (**Act**), the Applicant must satisfy the Director General that, on the merits of the application, it is in the public interest to grant the licence.

The Northern Territory Licensing Commission (since changed to the Director-General of Licensing) previously implemented a temporary blanket moratorium on the issuing of all new takeaway liquor licences. The Licensing Commission has since relaxed the moratorium and introduced a new guideline in respect of all new takeaway liquor licence applications which was last approved on 16 December 2014 (**Guideline**). The Guideline is intended to strike a balance between allowing additional takeaway licences to be issued to cater for population growth, while retaining sufficient controls to avoid the spread of additional takeaway alcohol outlets in areas that already have adequate access to alcohol.¹ Accordingly, the Guideline provides that takeaway liquor licence applications will be considered only in relation to the following:

- (a) the takeaway liquor licence will be located in a new residential development;
- (b) the takeaway liquor licence will be located in an area that has had a recent, substantial population increase;
- (c) the takeaway liquor licence will be for a producer of liquor products to enable the licensee to sell as takeaway only the liquor products they produce at the location;
or
- (d) the takeaway liquor licence will be for a location where there is a very clearly established public need.

This application complies with the Guideline. The Proposed Store will be located in an area surrounded by new residential developments and will cater to the public need within the area for one-stop shopping facilities (outlined under paragraphs 6 and 11.3 below). This area has experienced rapid population growth within recent years and is forecast to continue its rapid growth and expansion.

Woolworths submits that this licence application in respect of the Proposed Store:

- (a) is in the public interest;
- (b) satisfies the criteria put in place in respect of new takeaway liquor licence applications; and
- (c) will contribute to the responsible development of the liquor industry in the Main Trade Area.

This PIA is divided into 2 parts:

¹ Department of Business, 'Takeaway Liquor Guideline', <http://www.dob.nt.gov.au/gambling-licensing/licensing-commission/Pages/Takeaway-licence-guideline.aspx>

- (a) Part 1 which outlines the background of the application and the development of the Proposed Store; and
- (b) Part 2 which addresses the public interest criteria pursuant to s6(2) of the Act and demonstrates that the granting of a liquor licence is in the public interest.

PART 1 – BACKGROUND INFORMATION

PREMISES

This section of the PIA summarises the plans for the Proposed Store.

2 BAKEWELL SHOPPING CENTRE

The Proposed Store will be situated in a neighbourhood shopping centre which is planned to be built at 1 Mannikan Court, Bakewell (**Shopping Centre**).

The Shopping Centre is located in the south eastern suburbs of Darwin (approximately 2 km south of Palmerston). It will be anchored by a Woolworths supermarket and also include, a petrol station, a fast food drive-through and approximately 10 other specialty shops. The Shopping Centre will be approximately 6,235 sqm with 373 off-street car parking spaces. A plan of the proposed shopping centre is attached at Annexure A.

3 THE PROPOSED STORE

The Proposed Store will be located within the Woolworths Supermarket. The Woolworths supermarket will be 4,598 sqm, with an additional 192 sqm mezzanine giving a total supermarket gross leasable area (**GLA**) of 4,790 sqm. The Proposed Store is approximately 250 sqm in size and will hold stocks worth approximately \$270,000 at cost value. The Proposed Store will be in the typical BWS format and will employ 8 staff, including approximately 3 full time staff assisted by 5 permanent part time/casual working staff that will work during peak periods. A plan of the Proposed Store is attached at Annexure B.

The Proposed Store will be open:

Monday to Friday: 10am – 10pm

Saturday: 9am – 10pm

Sunday: Closed

The Proposed Store will expand and enhance the offering at the Woolworths supermarket to ensure that it will meet the consumer requirements of the residents within the area.

4 DEVELOPMENT APPROVAL

The development application for the development of the Shopping Centre was approved on 6 June 2015. A liquor store is defined as a shop under the Northern Territory Planning Scheme. As the Proposed Store does not increase the net floor area no other planning consent is required.

THE BUSINESS TO BE OPERATED AT THE PROPOSED STORE

5 OVERVIEW OF BWS

The major goal of BWS stores is to provide convenience to customers. BWS stores are strategically located in suburbs or as part of Woolworths supermarkets to cater to a growing consumer demand for one-stop shopping. The concept of one-stop shopping has become an increasingly important component of contemporary Australian life. In this regard, Buss JA stated in *Woolworths Ltd v Director of Liquor Licensing* that:²

...in contemporary Australian life, one-stop shopping in large suburban shopping centres is of great importance, especially to working people...

BWS's reputation of providing customers with convenient one-stop shopping access to an extensive range of competitively priced products has positioned BWS as the second most popular store for purchasers of packaged liquor after Dan Murphy's.³ For more information about BWS please see the statement of Anthony Smith attached at Annexure C.

5.1 BWS products

BWS offers a comprehensive range of liquor products, including local and international beer, wine and spirits. The range is focused on popular brands and includes brands sold exclusively through Woolworths liquor stores. Approximately 1,500 products will be available at the store, comprised of the following:

Item	Number of products
Beer	151
White wine	271
Sparkling wine	155
Red wine	318
Ciders	52
Fortified and cask wines	39
RTD's	106
Glass spirits	267
Snack foods, soft drinks and cigarettes	121
Total	1,480

² [2013] WASCA 227, 78.

³ Statement of Anthony Smith, pg 2.

5.2 Success of the BWS brand

BWS has built a strong reputation as both a stand-alone neighbourhood liquor store and also as part of Woolworths' comprehensive supermarket offering. The top six attributes of BWS (previously Woolworths Liquor) are:⁴

- (a) easy parking options;
- (b) easy access in and out of the store;
- (c) lots of advertisements for in-store deals;
- (d) comfortable stores to shop in;
- (e) a good range of product; and
- (f) competitive prices.

A BWS store is usually located at the front of a Woolworths supermarket or directly adjacent to it. This means the store is convenient to those customers who only want to purchase packaged liquor, as well as those customers who are purchasing liquor as part of their grocery shop.

5.3 Responsible management

BWS operates under Woolworths' strict policies and operational guidelines for its licensed premises. It seeks to implement and enforce harm minimisation policies to assist with management of alcohol in the community. These policies are discussed in further details below at Part 2 and include Responsible Service of Alcohol (**RSA**) training and certification for staff, educational campaigns and responsible buying guidelines.

BWS caters to the public demand for one-stop shopping and convenience in the purchase of liquor. The BWS brand is a leader in the retail liquor market and has been well recognised for the strength of its RSA policies and its history of operating safe and responsible liquor stores. The Proposed Store will be operated in accordance with these principles.

⁴ Statement of Anthony Smith, pg 4-5.

TAKEAWAY LICENCE GUIDELINE

According to the Guideline, an Applicant must establish that a proposed liquor licence application falls within one or more of the Guideline categories. In this part of the PIA, the Applicant will show that the Proposed Store satisfies three out of the four Guideline categories.

- (a) a takeaway liquor licence to be located in a new residential development;

The Proposed Store's Main Trade Area encompasses a number of new residential developments. These include the four new suburbs of Bellamack (nearing completion), Johnson, Zuccoli and Mitchell. In total, these suburbs are planned to provide in excess of 4,000 new dwellings upon completion. Currently, there are no convenient and accessible liquor stores which offer a one-stop shopping facility to residents within the Main Trade Area. The residents of these new residential developments will otherwise have to travel to the Palmerston Town Centre to access a comparable one-stop shopping facility.

- (b) a takeaway liquor licence to be located in an area that has had a recent, substantial population increase;

In light of these new residential developments, the Proposed Store will serve a rapidly growing trade area population. It is estimated that this population has expanded from 12,000 in 2011 to 18,000 in 2014 (representing a population growth rate of 12.5% per year or a 50% increase during this period). Further, strong population growth is expected to continue within the Main Trade Area over the next 5 years with significant pockets of land available for future residential development. By 2021, the Main Trade Area population is estimated to be at almost 25,000.

- (c) a takeaway liquor licence for a location where there is a very clearly established public need;

As discussed above, the Main Trade Area has already witnessed rapid population growth since 2011, with forecasts suggesting this trend to continue for years to come. This growing population within the Main Trade Area is characterised by a high percentage of full-time workers and the existence of traditional families with young children. Increasingly, these consumers are demanding one-stop shopping facilities to meet their consumer needs and their time-sensitive lifestyles.

In *Woolworths Ltd v Drase Coosit Pty Ltd*,⁵ the Court commented that:

[r]ecent Australian social history shows that facilities which one day are thought to be no more than matters of convenience quickly become, or at least are soon thought to be, necessities. The routines of contemporary Australian life are such that the facility of one stop shopping is of great importance to working people. The development of district and regional shopping centres reflects that social fact. Many shopping centres now include "off premises" retail liquor outlets.

Significantly, Woolworths Bakewell will be the only major supermarket located within the Main Trade Area, and is very well positioned to serve surrounding residents. As highlighted in Tables 1 and 2 below, there are no liquor stores within the immediate surroundings of the Proposed Store. While there may be

⁵ [2010] SASC 13.

other liquor stores within the Main Trade Area, currently some of the Main Trade Area residents may have to travel over 10km to access their nearest one-stop shopping centre.

6 PUBLIC NEED

The Applicant engaged McGregor Tan Research to conduct community surveys amongst the residents within the Main Trade Area to determine the public need for the Proposed Store. The results of these surveys have been provided below.

6.1 The Survey

A summary of the survey results is attached at Annexure D.

(a) Profile of Respondents

McGregor Tan set out to interview a broad range of respondents to provide the best indication of community attitudes to the Proposed Store.⁶ 42% of respondents were male and 43% were aged between 30 to 44 years of age. The most common household compositions were families with mainly school aged children (41%) followed by older couples or single older persons (26%) and families with mainly adult children living at home (20%).⁷

(b) Location

The respondents were from a wide range of locations restricted to those suburbs located within the Main Trade Area. 21% of respondents lived in Woodroffe, 18% in Moulden, 17% in Roseberry and 17% in Bakewell. The remaining respondents were from Grey, Ballamack and Johnstons Ridge.⁸

(c) Shopping Habits

Most (66%) of those surveyed were regular users of the Woolworths Supermarket located at the Palmerston Shopping Centre and 28% of the survey participants shopped at the Coles Supermarket at the Palmerston Shopping Centre.⁹ More than three quarters (79%) of the respondents had a need to purchase alcohol for their home or other social occasion.¹⁰ 58% of the respondents preferred to purchase packaged liquor from a store located in a shopping centre or supermarket, followed by a drive through bottle shop attached to a hotel or tavern (22%) and a stand-alone liquor store (11%).¹¹

78% of the respondents had purchased liquor in the past 6 months.¹² Over half of the respondents who purchased liquor in the past 6 months (53%) considered BWS Palmerston as the main store that they frequented, followed by BWS Palmerston Tavern Drive in (18%) and Liquorland Palmerston (14%).¹³

⁶ McGregor Tan Research, BWS Bakewell Report (2015) pg 61.

⁷ McGregor Tan Research, BWS Bakewell Report (2015) pg 62.

⁸ McGregor Tan Research, BWS Bakewell Report (2015) pg 62.

⁹ McGregor Tan Research, BWS Bakewell Report (2015) pg 9.

¹⁰ McGregor Tan Research, BWS Bakewell Report (2015) pg 12, 13.

¹¹ McGregor Tan Research, BWS Bakewell Report (2015) pg 57, 58.

¹² McGregor Tan Research, BWS Bakewell Report (2015) pg 38, 39.

¹³ McGregor Tan Research, BWS Bakewell Report (2015) pg 46, 47.

7 PROPOSED STORE: BENEFITS AND CONCERNS**7.1 Perceived benefits of the Proposed Store**

Over half (56%) of those surveyed indicated that the Proposed BWS store as part of the Shopping Centre at Bakewell was a good idea. This number increased to 66% where those that had purchased liquor in the last 6 months were concerned.¹⁴ Significantly, 76% of respondents who were likely to purchase from BWS indicated that the Proposed Store was a good idea.¹⁵ This indicates that there is a large gap in the current liquor offerings in the Locality. The respondents who indicated their support for the Proposed Store stated that this was because the Proposed Store would:

- (a) be in a convenient location (79%)
- (b) provide a convenient way of purchasing liquor and groceries at the same time (39%);
- (c) have easy access to parking (8%); and
- (d) increase competition (5%).¹⁶

70% of the respondents who think that the Proposed Store is a good idea have no concerns about the store.¹⁷ 89% of those surveyed who indicated they purchase liquor stated that they would either be somewhat likely or extremely likely to use the Proposed Store. Further, 86% of liquor purchasers interviewed would prefer to buy liquor from a store located in a shopping centre or supermarket.¹⁸

The majority (72%) of the respondents who were somewhat or extremely likely to visit the store stated that they would do so as part of a trip to the Bakewell Supermarket and Shopping Centre. 45% of these respondents stated that they would visit the store as a specific trip to the Proposed Store. 36% of participants who were somewhat or extremely likely to visit the BWS indicated that they would visit the Proposed Store en-route to somewhere else. Whilst 29% of respondents who were somewhat or extremely likely to visit the BWS indicated that they would visit the Proposed Store on the way to or from their place of work.¹⁹

The survey results indicate a high level of support for the Proposed Store. The Proposed Store will provide a choice of liquor store within the Shopping Centre and will provide a convenient and practical liquor shopping experience for Woolworths customers.

7.2 Concerns about the Proposed Store

The respondents who did not support the Proposed Store (29%) raised concerns about the number of liquor stores in the area already (69%), the location of the Proposed Store (22%) or an increase in social problems in the area due to alcohol (17%).²⁰

As discussed below at Part 2 paragraph 11.5, there are no takeaway liquor stores within 1km driving distance of the Proposed Store, and only 2 liquor stores within the Main

¹⁴ McGregor Tan Research, BWS Bakewell Report (2015) pg 21, 22, 23.

¹⁵ McGregor Tan Research, BWS Bakewell Report (2015) pg 23.

¹⁶ McGregor Tan Research, BWS Bakewell Report (2015) pg 24, 27, 28.

¹⁷ McGregor Tan Research, BWS Bakewell Report (2015) pg 34, 35.

¹⁸ McGregor Tan Research, BWS Bakewell Report (2015) pg 17.

¹⁹ McGregor Tan Research, BWS Bakewell Report (2015) pg 54.

²⁰ McGregor Tan Research, BWS Bakewell Report (2015) pg 29.

Trade Area. The liquor stores located in the Palmerston Town Centre do not meet the growing consumer need of the expanding Main Trade Area.

Another concern raised by the respondents was with regard to the social problems associated with drinking. As discussed below at Part 2, Paragraph 11, BWS is extremely well managed and has strong harm minimisation policies in place. Packaged liquor stores do not give rise to the same social issues as venues that offer on-premises drinking as patrons do not consume alcohol at the premises.²¹ BWS have a number of policies in place to mitigate any alcohol related harm in the community in which they operate. These policies and techniques are outlined below at Part 2 paragraph 11.2.

The amount of community support for the Proposed Store and the number of people who indicated they were likely to use the store clearly demonstrates the community need for a BWS liquor store to open alongside the Woolworths supermarket in the Shopping Centre. The current liquor stores do not cater to consumer requirements for convenience and a one-stop shopping experience.

²¹ Tanya Chikritzhs, Paul Catalano, Richard Pascal and Naomi Henrickson, 'Predicting alcohol- related harms from licensed outlet density: a feasibility study' (2007), p 16.

THE PUBLIC INTEREST CRITERION

The public interest criterion is established under section 6 of the Act. It establishes a set of objective criteria to regulate the sale, provision, promotion and consumption of liquor in a way that takes into account the public interest.

8 WHAT IS THE 'PUBLIC INTEREST TEST'?

For an application to be approved, an Applicant must show that the grant of the licence will be in the public interest with respect to the criterion set out in section 6(2) of the Act. The Northern Territory parliament clarified the purpose of the public interest criterion during the Second Reading Speech of the Liquor Amendment Bill (No 4) (Serial 193):

Another feature of the objects section is the public interest. The public interest is included, replacing the 'needs and wishes' criterion, which is vague and uncertain. The public interest criterion is recognised as being appropriate because a licensing approach based on competitive outcomes alone may significantly reduce the welfare and amenity of the community through negative health and social consequences. Hence, the bill proposed the public interest should be the standard against which applications including licence condition variations are sought. By including the public interest in the objects, and further defining public interest later in the amendment bill, applications may be prepared in respect to the public interest and the need to minimise harm and uphold the amenity of community life.

9 WHAT NEEDS TO BE SATISFIED TO MEET THE PUBLIC INTEREST TEST?

9.1 Public Interest Criteria

In considering or determining whether an application under the Act is in the public interest, a decision maker must consider any of the criteria that are relevant to the application set out in section 6(2). These criteria include:

- (a) minimising harm or ill health to people by consuming liquor;
- (b) the responsible sale and consumption of liquor;
- (c) maintaining public order and safety;
- (d) risk to the safety, health and welfare of people using licensed premises;
- (e) noise emanations from licensed premises must not be excessive;
- (f) any undue offence, annoyance, disturbance or inconvenience caused by the business;
- (g) that a licensee complies with relevant Territory Acts;
- (h) that each person involved in the business receives suitable training;
- (i) controlling the use of credit in the sale of liquor;
- (j) prohibiting practices which encourage irresponsible drinking;
- (k) the desirability of limiting:

- (i) the kind of liquor sold;
 - (ii) the manner in which the liquor is sold;
 - (iii) the containers or number of containers in which the liquor may be sold;
and
 - (iv) when liquor may be sold.
- (l) the possible necessity of prohibiting or limiting:
- (i) numbers on the licensed premises;
 - (ii) entertainment on the licensed premises; and
 - (iii) promotional activities in which drinks are offered free or at reduced prices.

The criteria set out in section 6(2) are not exhaustive. Pursuant to s 6(3) of the Act, a decision maker must also consider:

- (a) any other matter that is relevant to the public interest in the sale, provision, promotion and consumption of liquor; and
- (b) any information or matter contained in an application which is relevant to the public interest in the sale, provision, promotion and consumption of liquor.

A decision maker under the Act does not need to consider every criteria set out under section 6(2). It must only consider those that are relevant to a particular Application.

10 ABOUT THIS PIA

The role of this PIA is to address each of the criteria outlined in the Act with regard to the specific premises. In order to satisfy the public interest test the Applicant has completed research and engaged various experts, including:

- (a) engaging MacroPlan Dimasi in respect of defining the Main Trade Area;
- (b) research and analysis of data on alcohol-related harm and health, alcohol purchasing habits and issues in the Main Trade Area;
- (c) engaging McGregor Tan Research to collect community surveys from residents within the Main Trade Area; and
- (d) a review of other packaged liquor outlets in the Main Trade Area.

Part 2 of this PIA addresses the requirements of the public interest test and contains a summary of the information that was collected through the processes outlined above.

PART 2 – PUBLIC INTEREST CRITERION

PUBLIC INTEREST

An Applicant must satisfy the criteria set out in section 6(2) under the Act to show that the grant of a liquor licence is in the public interest. In this Part of the PIA, the Applicant addresses each of the public interest criteria set out in section 6(2) of the Act, in support of its application for the grant of a licence with respect to the Proposed Store.

11 MINIMISING HARM OR ILL HEALTH

In respect of a liquor licence application, the Act requires the minimisation of harm or ill health caused to people, or a group of people by the consumption of liquor. BWS places the highest priority on this criterion and has developed and implemented a range of management and staff practices to minimise any harm or ill health that may result from the consumption of alcohol.

11.1 Effective Management

The National Alcohol Strategy outlined the following principles for effective policing of licensed drinking environments, which can be applied to the effective management of a liquor store.²²

- (a) management practices that comply with legislation and reduce harm to staff and patrons;
- (b) comprehensive staff training;
- (c) implementation and enforcement of RSA policies and procedures;
- (d) premises designed to minimise harm;
- (e) responsible marketing practices;
- (f) community education;
- (g) access to public transport; and
- (h) cooperation with police and local government.

BWS have strong policies relating to each of these practices, which will be implemented at the Proposed Store. These policies are discussed in more detail below.

11.2 BWS management and staff practices

BWS implements strong management and staff policies which promote the effective management of all of its licensed premises. These policies and practices will be implemented at the Proposed Store and are discussed in more detail below.

The House Policy and Responsible Service Policies for all BWS store sets out the RSA procedures that will be implemented for the proposed Bakewell store. Appropriately RSA trained staff must be present at the Premises at all times. Woolworths encourages its staff to be aware of what is taking place both inside and outside the store. This is an

²² See National Alcohol Strategy 2006-2011 <
<http://webarchive.nla.gov.au/gov/20140801013918/http://www.alcohol.gov.au/internet/alcohol/publishing.nsf/Content/nas-06-09>>.

important part of monitoring customers who may consume alcohol bought at the premises on site. However, as the Proposed Store will be located in the Shopping Centre this will limit any chance of alcohol being consumed directly outside the Proposed Store.

Woolworths provides its staff with guidelines for assessing whether a customer is intoxicated. Woolworths requires that if a customer is intoxicated the staff member refuses to serve the customer and asks the customer to leave the premises. If any issues arise the staff member is required to ask for assistance from the store manager and contact the police if necessary. Staff must refuse to serve any alcohol to the intoxicated person and may refuse to admit any person to the store who has previously been asked to leave.

Woolworths also enforces strong policies regarding evidence of age and preventing service to juveniles. If a juvenile enters the store and is not accompanied by a responsible adult, the staff on duty are required to approach the juvenile and ask why they are present in the store. The ID25 policy is strictly applied and staff must ask for proof of age identification from anyone who looks under 25 years old. If the person is unable to produce identification, the staff member must refuse service. The School Uniform policy requires that staff must not serve alcohol to students in school uniform, even if they are over the age of 18. The Secondary Supply policy requires staff to refuse service of alcohol if they are aware that a person who is legally entitled to buy alcohol is going to pass that alcohol on to a minor or an intoxicated person.

Each BWS store contains an incident register which is required to be used consistently to record any incidents and ID checks. The staff members at the store must ensure that responsible service posters are displayed throughout the store to promote the responsible consumption of alcohol. It is preferred that all staff are RSA approved when commencing employment, if not they are required to complete RSA training within four weeks of commencing employment and to participate in an induction training. The induction covers:

- (a) company policies, such as employee conduct;
- (b) employee benefits and conditions;
- (c) loss prevention issues and theft;
- (d) safety and health policy and practices;
- (e) hazards to be aware of in the store;
- (f) reporting an accident;
- (g) first aid; and
- (h) selling regulated products, such as liquor.

A copy of the BWS harm minimisation policies is attached at Annexure E.

Woolworths undertakes a number of voluntary licence restrictions in the Northern Territory. The following voluntary restrictions will be enforced at the Proposed Store:

- (a) no Cask Wine or Fortified Wine sales in containers larger than two (2) litres;

- (b) must maintain reasonable range and stock of non-alcoholic drinks;
- (c) no 2 litre glass (Flagon) products;
- (d) no 2 litre Fortified Wine or RTD casks;
- (e) no Fortified Wine products sold for less than \$17 per bottle;
- (f) no \$2 Cleanskins;
- (g) Vendor Restriction – No Banrock Station Infusion Casks;
- (h) Vendor Restriction – No Brown Bros Style Series Casks;
- (i) no 2 litre RTD casks;
- (j) no Liquor Demonstrations; and
- (k) no promotional activity related to gambling.

These voluntary licence restrictions are undertaken by Woolworths to ensure that alcohol related harm is minimised. Woolworths implements these voluntary licence restrictions at other BWS store locations within the Palmerston area. Other stores in other locations have different restrictions which aim to respond to the needs of the local community. This is seen to be more effective than implementing a blanket policy for all of the Northern Territory as it takes into account the social and alcohol related harm in each local community.

11.3 Demographics

The Palmerston area is designated as a key growth area for the Greater Darwin urban area, with significant land available for future residential development in the region. This growth is expected to occur principally in the suburbs of Bellamack, Johnston, Zuccoli and Mitchell, which are located within the Main Trade Area. The Main Trade Area is divided into a primary sector and a secondary sector, described as follows:

- (a) The primary sector encompasses the suburbs of Bakewell, Rosebery, Woodroffe, Moulden, part of Gray and the growing residential subdivisions of Ballamack and Johnstons Ridge.
- (b) The secondary sector sits to the south of the primary sector, and incorporates the growth areas of Zuccoli and Mitchell.

Together, the primary sector and secondary sector are referred to as the “Main Trade Area” of the Proposed Store throughout the PIA. A map of the Main Trade Area is attached at Annexure F.

The Main Trade Area can be characterised as a growing outer suburban area, comprising traditional families with young children. The average age of residents is below the Darwin average, with a large percentage of children and a below average proportion of elderly residents. For example, 49.5% of the Main Trade Area’s population is between the ages of 20-49 years of age, as compared with the 48.9% for Greater Darwin and the 41.8% Australia-wide. Further, persons between the ages of 0-14 represent 27.1% of the Main Trade Area, as compared with 21% for Greater Darwin and 19.3% across Australia. Accordingly, couples with dependent children are the most

prevalent household type in the Main Trade Area, representing 52.1% of the population. This is higher than the 47.8% and 45.3% averages in Greater Darwin and Australia respectively. The average household size in the Main Trade Area is also slightly larger than the Greater Darwin and Australia-wide figures.

Per capita income within the Main Trade Area is \$35,678, which is lower than the Greater Darwin average of \$42,034. However, income levels in the Main Trade Area is higher than the Australia-wide average of \$34,467.

The Main Trade Area residents are predominantly Australian-born, with this group representing 83.9% of the population. This is significantly higher than the Greater Darwin average and the Australian-wide average which are 75.5% and 74% respectively.

The average retail expenditure per capita within the Main Trade Area is \$15,170 which is slightly below the Darwin average of \$16,512, but above the Australian average of \$12,898. This trend is also reflected in the Main Trade Area's packaged liquor expenditure levels which is lower than the Greater Darwin area, but above the Australian average.

The Proposed Store will serve the needs of a rapidly growing population, which is characterised by a large number of working families with dependent children who are increasingly in need of convenient and efficient one-stop shopping facilities.

11.4 Impact on specific at risk groups

The National Drug Strategy Survey (**National Survey**) found that certain groups within the population are at greater risk of developing harmful drug and alcohol use behaviours.²³ This section of the PIA examines the potential impact of the Proposed Store on specific at-risk groups within the Northern Territory.

(a) People from regional, rural and remote communities.

Palmerston is not a regional, rural or remote community. This factor significantly reduces the level of risk within the Main Trade Area, as compared with other rural and remote communities located throughout the Northern Territory. An independent study exploring alcohol restrictions in indigenous communities and frontier towns concluded that:

Alcohol consumption figures vary across Australia, particularly between urban and rural areas and between states and territories. Alcohol consumption levels are consistently lower for people living in major cities compared to outer regions.²⁴

The National Survey concluded that people living in remote and very remote areas are twice as likely to drink alcohol in risky quantities.²⁵ The Proposed Store will be located within the City of Palmerston. It will not be located in a rural or remote community. The City of Palmerston is the second largest settlement in the Northern Territory, after Darwin. According to the findings of the National Survey, the level of alcohol consumption should be significantly lower within the Main Trade Area, as compared with other rural and remote communities throughout the Northern Territory.

²³ National Drug Strategy Household Survey 2013, p83.

²⁴ Sara Hudson, Alcohol Restrictions in Indigenous Communities and Frontier Towns – The Centre for Independent Studies 2011.

²⁵ National Drug Strategy Household Survey 2013, p84.

(b) Aboriginal people and communities

The Bakewell area has a slightly higher percentage of Aboriginal and Torres Strait Islander people at 11.8% compared with 9.2% in Greater Darwin.

However, these figures do not necessarily reflect an increased risk to the indigenous residents in the Main Trade Area. Not all indigenous Australians are exposed to the same risks associated with the irresponsible consumption of alcohol. Research suggests that indigenous people in remote or rural communities are at a significantly higher risk of harm in respect of alcohol consumption than indigenous people residing in urban or regional centres.²⁶ As described above, the Main Trade Area is not a rural or remote community, but is located within Palmerston.

The National Survey found a significant decline in the proportion of Indigenous people exceeding the National Health and Medical Research Council (**NHMRC**) guidelines of consuming more than 2 standard drinks per day. As discussed in Part 2 Heading 11.2 and 12, BWS is committed to improving this trend through contributing to various local and national educational initiatives.

Further, as discussed at Part 2 Heading 11.2, BWS has strong harm minimisation policies aimed at monitoring customers who may consume alcohol bought at the premises on site. The BWS policy also provides staff with guidelines to assess whether a customer is intoxicated and when refusal of service is appropriate.

(c) Children and young adults

Research suggests that risky drinking behaviour generally tends to be a pursuit of the young, with most people outgrowing excessive drinking habits as they mature and start working and raising a family. According to the National Survey:

The average Australian drinker makes a rapid transition to a weekend heavy drinker at 20 and then almost as rapidly changes to a moderate drinker of increasing frequency by 30, appearing to reach a stable pattern by about 40.²⁷

Although there is a slightly higher percentage of individuals aged 20-29 in the Main Trade Area as compared with Greater Darwin, the Main Trade Area also has a higher percentage of families with young children. This is reflective of the nature of Bakewell as a growing outer suburban area, comprised of traditional families. The Proposed Store's Main Trade Area also has a higher percentage of full time workers than Greater Darwin and Australia generally. This suggests that the individuals within the Main Trade Area are at a stage in their life where they have outgrown excessive drinking habits they may have had prior to commencing work and raising a family.

Further, the policies implemented by BWS discussed in relation to children and young people will also be relevant in minimising any alcohol-related harm that could be caused to families. As discussed at Part 2 Heading 11.2, BWS has strong harm minimisation policies aimed at targeting underage drinking. BWS

²⁶ National Drug Research Institute – preventing harmful drug use in Australia. Restrictions on the Sale and Supply of Alcohol: Evidence and Outcomes [2.3.3].

²⁷ Jim Lemon, Drinking and Health in the 2007 National Drug Strategy Household Survey, Technical Report Number 306 (Sydney: National Drug and Alcohol Research Centre, University of New South Wales, 2009), p11.

enforces a strict I.D. 25 policy which requires staff to check the identification of anyone who appears to be under 25 years old. If the customer cannot produce ID, staff are required to refuse service. These policies will help minimise harm to children in the Main Trade Area.

(d) Low socio-economic groups

Low socio-economic groups are generally at a greater risk of alcohol related harm than higher socio-economic groups within the community. Research shows that a major reason for this is the increased amount of leisure time or unstructured time amongst lower socio-economic groups. An independent study exploring alcohol restrictions in indigenous communities and frontier towns found that:

The concentration of large numbers of people reliant on welfare with nothing meaningful to do has created a social environment where it is extremely hard for people to abstain from drinking.²⁸

The Proposed Store will not be contributing to the sorts of irresponsible consumption of alcohol outlined in the extract above. The Main Trade Area does not have the socio-economic characteristics of an area in which there is a high level of leisure and unstructured time available, which generally leads to an increased risk of alcohol related harm.²⁹

The social environment within the Proposed Store's Main Trade Area is relatively affluent and hard-working. Significantly, the percentage of full time workers in the Bakewell area is very strong, with 73.1% of the population working full time, as compared with the 69.4% in the Greater Darwin area and 59.7% Australia wide. The average income level in the Main Trade Area is above the Australian average income level but lower than the Greater Darwin average.

Further, the Australian Bureau of Statistics (**ABS**) publishes the Socio-Economic Indexes for Areas (**SEIFA**) which ranks state suburbs in Australia according to relative socio-economic advantage and disadvantage. The index is based on a scale of 1 to 10. On this scale, the most socio-economically advantaged state suburbs in Australia receive a SEIFA score of 10 and the most socio-economically disadvantaged state suburbs in Australia receive a SEIFA score of 1. As a state suburb, Bakewell received a strong SEIFA score of 8 (77th percentile) as compared with the rest of the Northern Territory and a strong SEIFA score of 7 (65th percentile) as compared with the rest of Australia. This score is consistent with the high percentage of full-time workers and relatively high level of average income in Bakewell.

The ABS also publishes a SEIFA index in respect of relative socio-economic disadvantage. This index is also based on a scale of 1 to 10. On this scale, the most socio-economically disadvantaged state suburbs in Australia receive a SEIFA score of 1 and those with the least prevalence of socio-economic disadvantage receive a SEIFA score of 10. As a state suburb, Bakewell received a SEIFA disadvantage score of 8 (80th percentile) as compared with the rest of

²⁸ Sara Hudson, "Alcohol Restrictions in Indigenous Communities and Frontier Towns", Centre for Independent Studies < <http://www.indigenousjustice.gov.au/db/publications/287906.html> >, p22-23.

²⁹ IBISWORLD – industry market research, Australia industry reports, liquor retailing, industry performance <<http://www.ibisworld.com.au/industry/default.aspx?indid=398>>.

the Northern Territory and a score of 7 (67th percentile) as compared with the rest of Australia. This suggests that Bakewell has a low level of disadvantage.

These statistics reflect a decreased risk of alcohol related harm to the residents within the Main Trade Area. They also reinforce the growing need within the Main Trade Area for convenient and efficient one-stop shop facilities to cater to the needs of the high proportion of time-poor, full-time workers in the area.

11.5 Other Venues

There are two licensed premises within the Main Trade Area of the Proposed Store. These premises are shown on the Main Trade Area map attached at Annexure G. The current licensed premises that sell packaged liquor, and the road distances from the Proposed Store to these existing stores are summarised below.

Table 1 – Main Trade Area

Premises	Location	Licence Type	Distance from Proposed Store (travelling by road)
Bottlemart Express	32 Baldwin Dr, Woodroffe NT	Liquor store	1.4km
Bottlemart Express	37 Moulden Terrace, Moulden NT	Liquor store	2.5km

Woolworths Bakewell will be the only major supermarket located within the Main Trade Area, and is very well positioned to serve surrounding residents. As highlighted in Table 1, there are no liquor stores within the immediate surroundings of the Proposed Store. While there may be other liquor stores within the Main Trade Area, currently the Main Trade Area residents may have to travel over 5km to access their nearest one-stop shopping centre.

(a) Bottlemart Express Woodroffe

The only other neighbourhood centre within the Main Trade Area is the Woodroffe neighbourhood centre. This centre is approximately 1.4km east of the Proposed Store by road. Within this centre, there is one licensed premises, namely the Bottlemart Express. The Bottlemart Express has a small browse area (approximately 25sqm) for packaged liquor at the rear of the shop. Therefore, the product offering is very limited. This centre operates primarily as a convenient neighbourhood centre for residents within its immediate vicinity in the suburb of Woodroffe. Notably, this centre is not located along any of the main roads within the Palmerston area. This makes it difficult for residents within the Main Trade Area to access the shopping centre and licensed premises. Therefore the supermarket would likely service those locals living in the immediate vicinity of the store, looking to buy a bottle of wine on the way home or on the way out.

(b) Bottlemart Express Moulden

The other Bottlemart Express is located at the 5 Star Handi market in Moulden, a freestanding shop with a small supermarket. The total premises is approximately 350 sqm in size offering a very basic range of groceries and a small 30sqm browse area for

packaged liquor in the rear corner of the grocery store. Therefore, the range of liquor products on offer is very limited. The store has a rundown appearance and the fitout is outdated. The store would likely service those locals living in the immediate vicinity of the store, looking to buy a bottle of wine on the way home or on the way out.

12 LIQUOR MUST BE SOLD AND CONSUMED IN A RESPONSIBLE MANNER

In respect of a liquor licence application, the Act requires that liquor is to be sold, or sold and consumed, on licensed premises in a responsible manner.

As discussed at Part 2, Heading 11.2, BWS implements strict RSA policies to ensure that harm is minimised through the responsible sale of liquor. Further, these policies also ensure that the on-site consumption of liquor is strictly monitored. As the Proposed Store forms part of the Woolworths Supermarket, the social environment will serve to minimise the irresponsible sale and consumption of liquor. This is in contrast to licensed bars and night clubs which permit the on-site consumption of liquor.

BWS is committed to participating in relevant community education programs in the local communities where its stores are located. BWS also supports local organisations and charities, and the following campaigns:

- (i) White Ribbon which is the world's largest male-led movement to end men's violence against women; and
- (ii) Drinkwise Australia which aims to educate consumers on the harmful effects of alcohol abuse.

These policies make BWS one of the most responsible liquor retailers.

13 PUBLIC ORDER AND SAFETY MUST NOT TO BE JEOPARDISED

In respect of a licensing application, the Act provides that 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.

The Proposed Store is not located within the Palmerston CBD designated area, where the Northern Territory government is currently concerned about alcohol fuelled violence and crime. The Proposed Store will be located within a shopping centre where there is minimal risk that the public order and safety of the residents in the Main Trade Area will be jeopardised. BWS does not envisage circumstances or events where large numbers of persons will come onto the Proposed Store within the meaning of section 6(2)(c) of the Act.

As has been discussed, the setup of the Proposed Store is markedly different from licensed premises where the on-site consumption of alcohol is encouraged and where events are marketed to attract large numbers of persons onto the licensed premises. It is expected that most customers who enter the licensed premises will be parents and full time workers carrying out their weekly shopping who will benefit from the convenience of a one-stop shop facility.

14 THE SAFETY, HEALTH AND WELFARE OF PERSONS WHO USE LICENSED PREMISES MUST NOT BE PUT AT RISK;

In respect of a licensing application, the Act provides that the safety, health and welfare of persons who use licensed premises must not be put at risk.

The Proposed Store will be modern, well-maintained and located within the new Shopping Centre. The Shopping Centre's environment will provide additional security given the number of people who will be patronising the complex and the on-site security staff who will patrol the premises. This set up minimises the potential risk to persons who use the licensed premises.

As discussed at Part 2, Heading 11.2, BWS implements strong harm minimisation policies to ensure that the safety, health and welfare of persons who use the premises are not put at risk. BWS also has strongly implemented responsible service of alcohol policies. The crime prevention through environmental design policies are used in the design of all BWS stores to ensure that a safe and secure environment is provided for customers. The site will have the standard BWS security features such as CCTV (including a minimum of 4 cameras and a large 42 inch TV monitor), back to base alarms and duress buttons for hold-ups.

All BWS stores are recognised for being well managed and are staffed by well trained, passionate people. The Proposed Store will be operated in a manner consistent with BWS' reputation. Management will take all steps to ensure that the Proposed Store is operated in a fashion supportive of the amenity, quiet and good order of the surrounding Main Trade Area.

15 NOISE EMANATIONS MUST NOT BE EXCESSIVE

In respect of a licensing application, the Act provides that noise emanations from licensed premises must not be excessive.

The Proposed Store will not create excessive noise. The Proposed Store must be distinguished from other licensed venues which are licensed to permit on-site alcohol consumption, where excessive noise emanations can disturb the amenity of a community. As the Proposed Store does not permit on-site alcohol consumption and is located in a Shopping Centre it is unlikely to create excessive noise which will disturb surrounding premises or neighbours. In support of this, we have provided a noise impact assessment which was conducted by Aurecon Australia Pty Ltd. The assessment found that noise emitted from within the Supermarket will not constitute a primary source of noise created from the Shopping Centre activity.

16 LICENSED PREMISES MUST NOT CAUSE UNDUE OFFENCE, ANNOYANCE, DISTURBANCE OR INCONVENIENCE

In respect of a licensing application, the Act provides that 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 (**Sensitive Premises**).

There are 15 Sensitive Premises in the Main Trade Area – 5 places of worship, 4 childcare centres, 5 educational institutes and 1 Alcoholics Anonymous venue. There are no homeless shelters within the Main Trade Area. The sensitive premises are shown in the table below:

Sensitive Premises	Distance from Proposed Store
Goodstart Early Learning	400m

Anglican Church of Australia	1.1km
Sacred Heart Primary School	1.3km
Alcoholics Anonymous – Sacred Heart Primary School	1.3km
Palmerston Baptist Church	1.4km
Kentish Family Day Care Inc.	1.5km
Palmerston Early Learning Centre	1.6km
Lutheran Church of Australia	1.8km
Gray Child Care Centre Inc.	1.8km
The Uniting Church	2.4km
Palmerston Senior College	2.4km
Moulden Park Primary School	2.6km
Bakewell Primary School	2.7km
Driver Primary School	3.1km
Palm City Church	3.6km

Generally the impact of a licensed premises on sensitive premises is greater where the licensed premises is a social facility which provides on-site drinking.³⁰ This is due to the potential noise issues and patron behavioural problems which may impact on the surrounding area. BWS is a packaged liquor store and, as such, consumption will not occur on the premises. The BWS store will also only operate until 10pm which will greatly minimise any potential impact on surrounding premises that might arise from late night trading.

The closest sensitive premises to the Proposed Store are the Goodstart Early Learning Centre, Anglican Church of Australia and Sacred Heart Primary School. Alcoholics Anonymous meetings are held weekly at the Sacred Heart Primary School. The Proposed Store will not be visible from any of these premises. The existing Bottlemart Express located in the Woodroffe Fresh Food Supermarket is closer to the Sacred Heart Primary School than the Proposed Store.

The integration of the Proposed Store within the Shopping Centre and, more specifically, within the Woolworths supermarket also helps mitigate any annoyance, disturbance or inconvenience to neighbours and sensitive premises in the Main Trade Area. This setup acts as a deterrent against the sort of antisocial behaviour and disturbance that sometimes arises in hotels, bars and night clubs.

³⁰ Tanya Chikritzhs, Paul Catalano, Richard Pascal and Naomi Henrickson, 'Predicting alcohol- related harms from licensed outlet density: a feasibility study' (2007), p16.

BWS' strict RSA policies which prevent the sale of alcohol to intoxicated persons will also help ensure that it has strict policies in place to prevent the sale of alcohol to people who are intoxicated.

17 A LICENSEE MUST COMPLY WITH PROVISIONS OF THE ACT

In respect of a licensing application, the Act provides that a licensee must comply with the provisions of the Act and any other law in force in the territory which regulates in any manner the sale or consumption of liquor or the location, construction or facilities of licensed premises, including:

- (a) by-laws made under the Local Government Act;

The Proposed Store will comply with all provisions under the Local Government Act.

- (b) provisions of or under the Planning Act;

The Proposed Store will comply with all provisions under the Planning Act.

- (c) 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;

All BWS staff in the NT are required to complete a recognised RSA Certification at the commencement of their employment and a refresher course each year. Management will be trained and take all steps to ensure that the Proposed Store is operated in a fashion supportive of the amenity, quiet and good order of the surrounding Main Trade Area. As discussed at Part 2, Heading 11.2, BWS staff are provided with quality training and the opportunity to undertake ongoing education in the industry.

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

BWS will not sell liquor on credit/account.

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

As discussed at Part 2, Heading 11.2, BWS implements strong policies which proactively mitigate irresponsible drinking practices. BWS actively supports community education initiatives which encourage responsible drinking practices.

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

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

The Proposed Store will serve an extensive range of products, including both light strength and mid strength products. BWS will comply with all restrictions imposed by the Director General in respect of the kinds of liquor that may be sold.

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

The Proposed Store will not sell liquor on credit/account, nor will it sell liquor to any intoxicated person.

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

BWS will comply with all restrictions imposed by the Director General in respect of the kinds of liquor that may be sold.

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

BWS will comply with all restrictions imposed by the Director General in respect of the days on which and times at which liquor may be sold.

18 THE ENFORCEMENT OF NECESSARY OR DESIRABLE PROHIBITIONS AND LIMITATIONS

In respect of a licensing application, the Act provides that it may be necessary or desirable to prohibit or limit:

- (a) 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;
- (b) 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; and
- (c) activities in which drinks are offered free or at reduced prices

As the Proposed Store is a takeaway liquor store which is planned to be located within the Woolworths supermarket, these criteria are not applicable.

BWS manages well run premises that minimise the impact of alcohol on the community in which they operate. The location of the Proposed Store in a district centre shopping centre will service the needs of the local community. This location will also be optimal for minimising any potential issues of harm in the Main Trade Area. There are not many at-risk groups in the Main Trade Area, and the area is very affluent. It is unlikely that the store would contribute to any social issues.

CONCLUSION

The Proposed Store will provide a comprehensive one-stop shop liquor service that is not currently available in the Main Trade Area or within close proximity of the Main Trade Area. As has been outlined above, the Proposed Store satisfies the Northern Territory Liquor Commission's guidelines in respect of new takeaway liquor store licences. It will be located within a new residential development that has had a recent substantial population increase. There is also a clearly established public need for the Proposed Store as there are no other one-stop shopping centres within the Main Trade Area.

The demographics of the Main Trade Area make it an ideal location for the Proposed Store. It will serve the growing outer suburb of Bakewell with its high percentage of traditional families in their early stages of family life. The area is not a low socio-economic area, as evidenced by the a strong SEIFA score of 8 as compared with the rest of the Northern Territory, and does not present significant risk to any particular group in the community.

BWS has an extremely strong reputation for being a responsible liquor retailer. BWS implements a number of RSA policies and ensures that their staff are highly trained and provided with sufficient management support. BWS also takes an active part in several community campaigns and industry groups aimed at eliminating social issues which arise from alcohol consumption.

The harm minimisation policies which are implemented at BWS will ensure that the Proposed Store furthers the development of the liquor industry in a positive way. Well managed premises and responsible liquor operators are essential to changing the liquor culture in Australia and mitigating alcohol-related harm.

The Applicant submits that it has satisfied the requirements and objects of the Act in respect of the Proposed Store and that it is in the public interest for this application to be granted.

FURTHER INFORMATION

The Applicant reserves the right to supplement this PIA and accompanying submissions if required in order to satisfy the requirements of the Act. The Applicant would also welcome the opportunity to discuss the application with the Licensing Authority if further information or further consideration of any aspect of this PIA is needed. The Applicant may be required to amend this PIA subject to any specific issues that are identified by the Licensing Authority or any interveners or objectors to this application.

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ANNEXURE A – PLAN OF NEW SHOPPING CENTRE



RPD

Lot No1 5694 on S96/192
Town of Palmerston
Volume 635 Folio 574

Site Area = 251,000 sq.m

Address: 1 Mannikin Court
Bakewell
Northern Territory

SCHEDULE OF AREAS (NLA)

CONVENIENCE CENTRE	
SUPERMARKET	4600 sq. m
MEZZANINE OFFICE	195 sq. m
SPECIALITY SHOPS	1044 sq. m
KIOSK	20 sq. m

SUB TOTAL 5859 sq. m

FAST FOOD 400 sq. m

SERVICE STATION 200 sq. m

TOTAL 6459 sq. m

PARKING SCHEDULE

CONVENIENCE CENTRE = 298

FAST FOOD = 38

SERVICE STATION = 6

TOTAL SPACES = 342

NOTE:
CAR SPACES TO BE MINIMUM 5.5m X 2.5m

Drawing No: 2014/0276/01A referred to in

Permit No: DP14/0730A issued by

the consent authority on: 16/6/15

Denis Burke

Consent Authority / Delegate



CCN Architects Pty Ltd
Level 2, 100 Sturt Street, Adelaide SA 5000
08 8333 1000 info@ccnarchitects.com

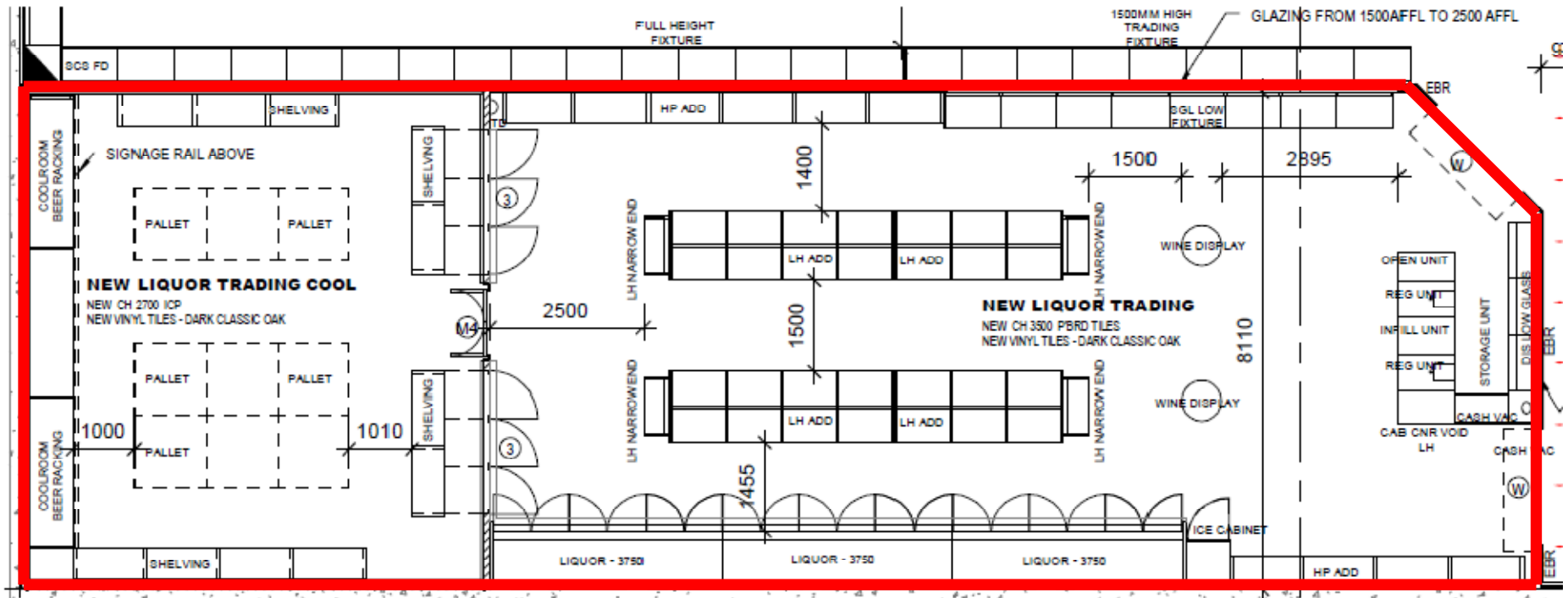
PLAN

1310 1:100 0003 AC

ATTACHMENT B

ANNEXURE B – PLAN OF NEW PROPOSED STORE

BWS BAKEWELL NT



PROPOSED LICENSED PREMISE BOUNDARY

ANNEXURE C – STATEMENT OF ANTHONY SMITH

**STATEMENT OF ANTHONY SMITH
BUSINESS MANAGER LICENSING,
WOOLWORTHS LTD,
1 WOOLWORTHS WAY,
BELLA VISTA NSW 2153**

1 Personal Details

- 1.1 I am the Business Manager of Licensing for Woolworths Limited in Australia.
- 1.2 This statement is provided by me to support Woolworths' application for a conditional grant of liquor store licence for the proposed new liquor store to form part of the Woolworths Supermarket to be constructed at 1 Mannikan Court, Bakewell in the Northern Territory (**Proposed Store**).
- 1.3 The information identified in this statement is within my personal knowledge and belief, certain of which have been provided to me through Woolworths' Head Office in Sydney.

2 Position and experience

- 2.1 I have over 35 years' experience in the retailing industry. In particular, I have significant experience in the retail packaged liquor industry with both Liquorland and predominantly Woolworths Limited, having managed licensed premises and being responsible for large numbers of licensed premises through Area Management. Further I have had experience in buying and marketing and more recently have been responsible for liquor licensing matters at a national level.
- 2.2 I have been employed by Woolworths since 1989. In my current position I am responsible for making applications for new licences and removing existing packaged liquor licences in the states of Western Australia, South Australia, New South Wales, Victoria, Tasmania and the Australian Capital Territory.
- 2.3 Through my current role and past experience I am well familiar with the retail liquor industry and how it operates.

- 2.4 I have also visited the Palmerston area generally and I am familiar with its location and surrounds.

3 About BWS

- 3.1 The BWS brand first began operations in June 2001. Originally the brand was associated with Woolworths' liquor stores that were not collocated with its supermarkets and it quickly established itself as the "local neighbourhood" bottle shop brand.
- 3.2 Currently our range of BWS stores includes freestanding stores, stores associated with neighbourhood shopping centres (such as the Proposed Store will be); stores associated with a hotel or tavern; and stores associated with Woolworths Supermarkets.
- 3.3 BWS stores are extremely popular. Market research completed in 2014 by Woolworths revealed that after Dan Murphy's, BWS was the store respondents nominated as being the store they were most likely to go to next to purchase their packaged liquor.¹ Around 35% of packaged liquor consumers "regularly" patronise BWS stores.²
- 3.4 The top attributes of BWS identified by customers are "convenient locations", "excellent customer service" and "great loyalty/reward program".³
- 3.5 At the core of the BWS brand is convenience. This convenience is provided through aspects such as location, e.g. being located in the local, neighbourhood shopping centre or next to a Woolworths Supermarket, and/or facilities, e.g. having a drive-through service.
- 3.6 Woolworths' corporate management and governance of its licensed premises is extremely strict. It devotes considerable resources to put in place stringent policies, procedures and systems to ensure compliance with Woolworths' Responsible Service of Liquor management criteria and provisions of the *Liquor Act 1979* (NT). The effectiveness of these systems and measures is demonstrated in Woolworths'

¹ House of Brand Research "Liquor Drivers" market research report 2014, page 2

² House of Brand Research "Liquor Group Brand Tracking Quarterly Report" market research report May 2014, page 10

³ House of Brand Research "Liquor Group Brand Tracking Quarterly Report" market research report May 2014, page 29

exceptional track record of compliance in the Northern Territory, as well as all other states and territories where its licensed premises operate.

- 3.7 The Proposed Store will operate under the same strict management regime as all of Woolworths other packaged liquor outlets.

4 BWS Stores associated with Woolworths' Supermarkets

- 4.1 Since the opening of its first single basement store in Sydney in 1924, Woolworths now operates over 950 supermarkets Australia wide. Woolworths' first comprehensive supermarket, offering self-selection and a wide range of food and other goods under the one roof, with adjacent parking space to meet the needs of the fast growing population of car-owners, was opened in Warrawong, NSW, in 1960.
- 4.2 Woolworths' supermarkets of today retain these founding principles, but are further enhanced by state of the art design and modern retailing principles. Modern Woolworths' supermarkets are large, fully integrated stores, designed to provide the amenity of several different shops in a "village style" retailing outlet. That is, a bakery, fruit and vegetables, butcher (i.e. the meat section), milk and dairy products, frozen goods, a delicatessen, household items, etc.
- 4.3 Packaged liquor was first added to the range of products offered at a Woolworths' supermarket in 1961. At the time this was revolutionary. Nowadays, it is common place to find a packaged liquor section in, or associated with, most major supermarkets. All the major supermarket brands (being Woolworths, Coles and IGA) offer a licensed area within many of their supermarkets. Currently over 11 of our supermarkets in the Northern Territory have a liquor licensed area forming part of, or associated with, the supermarket.
- 4.4 The association of a licensed area with our supermarkets is now part of Woolworths' standard supermarket design and is now reasonably expected by our customers nationwide. This is particularly so for any of our customers who are aware of, and familiar with, what a fully integrated Woolworths' supermarket provides.
- 4.5 The association of a packaged liquor section within our supermarkets provides significant convenience to our customers, particularly in terms of time, as it means

they only have to visit one store, at the one time, using the same trolley, to acquire all their daily or weekly grocery needs.

4.6 Our research reveals that a large proportion of packaged liquor consumers (around 46%) like to purchase packaged liquor as part of their grocery shopping or other shopping trip.⁴ Having said that, ultimately where and when people buy their packaged liquor will depend on their circumstances and needs at the time. For instance, other key purchase occasions include a “specific trip”, “on the way to a social occasion” and “on the way home”.⁵ Around 19% of packaged liquor consumers typically purchase their packaged liquor through a drive-through facility during any one of these trip types.⁶

4.7 Our research also reveals:

(a) Consumers believe the retail packaged liquor market is competitive but the bottom line cost of products does not vary significantly. That is, consumers perceive that there is always something on special and whilst most retailers were seen to heavily discount they “basically say the same thing”.⁷ Therefore, in a competitive market, consumers do not consider it is worth travelling far to purchase liquor products, except for an occasional stock up.⁸ Other factors, such as convenience, become the primary determinants as to where consumers will choose to shop.⁹

(b) The top six attributes associated with Woolworths Liquor stores (being the brand previously associated with Woolworths’s Supermarkets and now applies to BWS stores such as the Proposed Store) are:¹⁰

- (i) Easy park.
- (ii) Easy in/out.
- (iii) Lots of ads.
- (iv) Comfortable.

⁴ Project WLG 2010
⁵ Project WLG 2010
⁶ Project WLG 2010
⁷ Project WLG 2010
⁸ Project WLG 2010
⁹ Project WLG 2010
¹⁰ Project WLG 2010

- (v) Range.
 - (vi) Competitive.
 - (c) 37% of consumers “just want to get in and out as quickly as possible”.¹¹
 - (d) 45% of liquor consumers buy in bulk when they see a good deal”.¹²
 - (e) About 25% of liquor consumers change their preferred liquor retailer/outlet. The main reasons for switching were convenience and price.¹³
 - (f) The predominant reason liquor consumers shopped at smaller liquor stores such as BWS and Liquorland was convenience.¹⁴
- 4.8 The vast majority of consumers express a preference for walk-in stores over other ways to purchase liquor (such as going through a drive-through or ordering over the telephone).
- 4.9 Usually the packaged liquor section is located at the front of the supermarket, or immediately adjacent to it, (as is the case with the Proposed Store), with easy access in and out. This means the liquor section is also convenient to those customers who only want to purchase packaged liquor.
- 4.10 As well as the convenience aspect, BWS appeals to many consumers as it offers consistency: consistency in price, product range, modern design and exceptional service. These features are backed up by Woolworths’ commitment to the responsible service of liquor.

5 The Proposed Store

- 5.1 As detailed earlier, the Proposed Store will form part of a new shopping centre to be constructed in Bakewell (**Shopping Centre**). The Shopping Centre is a brand new shopping centre that will provide retail services to the residents of Bakewell and surrounding suburbs.

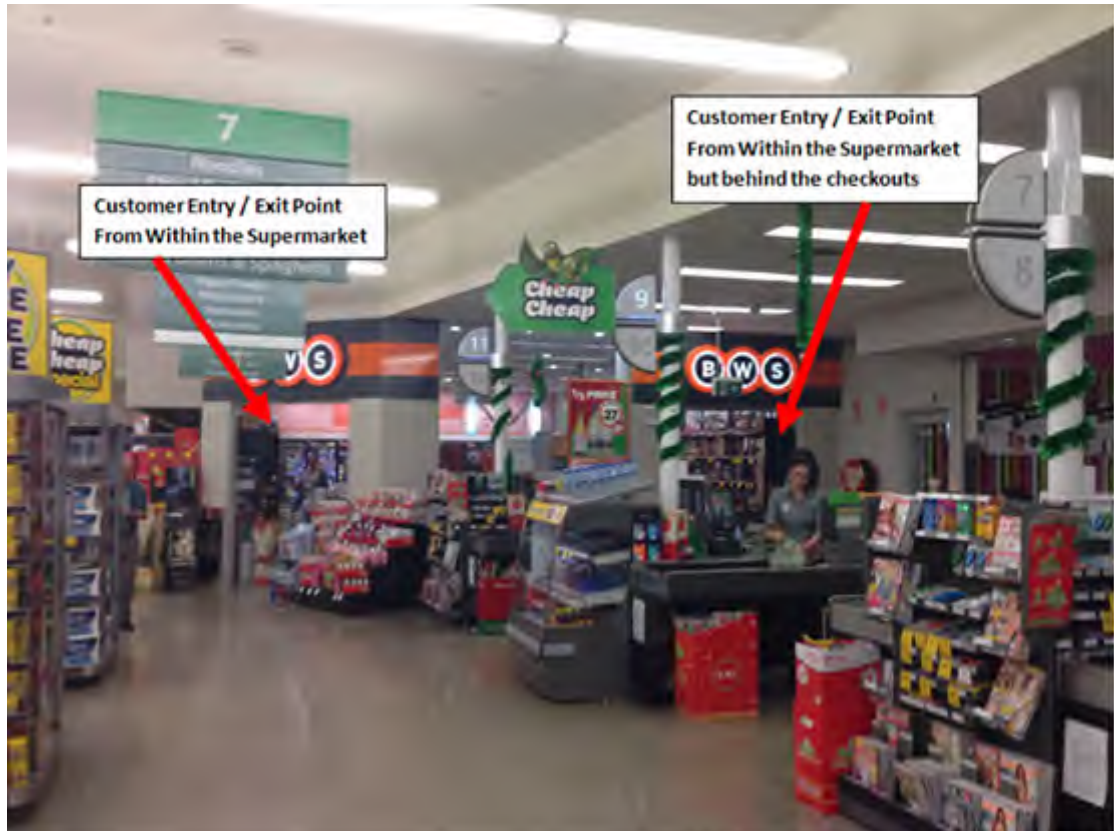
¹¹ Liquor Customer Insights Overview 2011

¹² Liquor Customer Insights Overview 2011

¹³ Liquor Customer Insights Overview 2011

¹⁴ Liquor Customer Insights Overview 2011

- 5.2 Research by Woolworths indicates the area has experienced strong population growth, with significant growth projected for the future. At this stage, although the development of the area is well underway, there are no takeaway liquor stores in the area which satisfy the growing consumer need for convenient one-stop shopping.
- 5.3 The Proposed Store will form part of the Woolworths supermarket to be constructed at the Shopping Centre (**Supermarket**). The Supermarket will have a total retail floor space of just over 4790 m². It will be a large, modern and fully integrated supermarket that will offer the latest in Woolworths' supermarket design, configuration and systems. The Proposed Store will occupy approximately 250 m² of the Supermarket floor area.
- 5.4 The Proposed Store will be located on the south-west corner of the Supermarket (near the Supermarket checkout counters), adjacent to (but with no direct access to) the adjoining tenancies within the Shopping Centre.
- 5.5 As with all licensed premises associated with Woolworths' supermarkets, the Proposed Store will be purposively separated and delineated from the general Supermarket area. This is to ensure the Proposed Store can be effectively and stringently controlled and supervised at all times. It also helps to isolate and differentiate liquor products from general grocery items. To illustrate this, I have inserted below a photograph of one of Woolworths BWS liquor stores associated with a Woolworths' supermarket to illustrate the integration between the two areas. The location of the BWS store within the Supermarket will have two entry/exit points, where customers can enter the BWS store from behind the supermarket checkouts or from within the Supermarket.



5.6 As shown in the above photographs:

- (a) The liquor store area, whilst extremely convenient to the general supermarket area, is clearly separated from the general supermarket. This means customers have to make a deliberate choice to go to the liquor store.
- (b) The dividing walls are solid, coloured walls which screen liquor products.
- (c) There is no “specials” advertising on the dividing walls facing the main part of the supermarket.
- (d) There are “electronic surveillance gates”.

All the above enhances the “discreetness” of the liquor store and the ability to effectively control the liquor area.

5.7 By design, the Proposed Store will have wide aisles to enable customers to wheel their grocery trolleys into the store, full of groceries, or before they do their shopping, to complete their packaged liquor purchases.

- 5.8 As it will adjoin the Supermarket, the Proposed Store will provide the ultimate in one-stop shopping convenience for consumers: the Supermarket will provide for the grocery shopping needs of the local community; the Proposed Store will be under the same roof as the Supermarket; it will be easily accessed from the Shopping Centre car park and from the Supermarket (which is particularly convenient when the weather is inclement, people are in a hurry, have mobility issues or are wheeling heavy shopping trolleys); and there are no obstacles (such as kerbing) that have to be traversed when moving between the Supermarket, the Proposed Store and the other facilities at the Shopping Centre.
- 5.9 The Proposed Store will offer the standard BWS range which includes a comprehensive range of liquor products, including local and International beer, wine and spirits. Overall the range is focused on popular brands and includes brands exclusive to Woolworths. Approximately **1,480** products will be available, comprised of the following:

Item	No. products
Beer	151
White wine	271
Sparkling wine	155
Red wine	318
Ciders	52
Fortified and cask wines	39
RTD's	106
Glass spirits	267
Snack foods, soft drinks and cigarettes	121
<i>Total</i>	<i>1,480</i>

6 Safety and security measures

- 6.1 Woolworths has comprehensive measures and management practices and procedures in place to ensure that its licensed premises are effectively controlled and to ensure the responsible service of alcohol.
- 6.2 Crime Prevention through Environmental Design Principles are applied, where possible, in the design of BWS stores. Aspects such as surveillance and lighting, territorial re-enforcement, space and activity management and access control will be incorporated into the built form of the Proposed Store to help minimise and reduce the incidence of crime.
- 6.3 The layout of the Proposed Store will be designed in a manner to minimise shop lifting. For instance, the cash desk will be located near to the public entrance to the store to ensure there is visual surveillance at all times.
- 6.4 The standard safety and security measures to be installed at the Proposed Store will include the following:
- (a) Bright lighting throughout all areas of the store.
 - (b) External and security lighting on the external areas of the building that will operate during non-trade hours.
 - (c) A high quality colour CCTV system will be installed, both internally and externally with high quality colour images stored for 30 days that specify the time and date. Numerous cameras will be installed throughout the Proposed Store in strategic positions, making it extremely difficult for a customer to move about the store undetected. In particular cameras will be positioned to capture images as persons are entering/exiting the store.
 - (d) A CCTV display monitor will be installed in the browse area of the store, making it obvious to any customer when they enter that they are under surveillance.
 - (e) A “back to base” security alarm system.
 - (f) “Duress buttons”, for staff safety.

- (g) An entry buzzer to alert staff to persons entering or exiting the store.
 - (h) Some spirits will be capped with Llexan caps and positioned on shelving which is within the sight line of the cash desk. (Llexan caps are special security caps that can only be removed by staff when the product is purchased using a special tool. The EAS gate alarm will be triggered where a customer crosses the gate with a product that has a cap that has not been removed.).
 - (i) At least two staff will be present in the store during trading hours, except in traditionally “quiet” times (e.g. 9.00am to noon on Monday, Tuesday and Wednesday).
- 6.5 Attached as **Annexures 1 and 2** are photographs, showing as an example, of the spirit product displays, in-store CCTV monitor and Llexan security caps that will be put in place at the Proposed Store.

7 Management and minimisation of risk

- 7.1 The Proposed Store will have a dedicated store manager, who is responsible for the day to day operation of the store. This manager will be a suitably qualified and experienced person. He or she will be supported by an assistant manager.
- 7.2 In addition to the store management, a BWS State and Area Manager will oversee the operation of the Proposed Store. A key responsibility of the State Manager is to lead and manage each of the stores within his/her State or Territory. This includes monitoring and assessing: all aspects of the operational side of the business; compliance with Woolworth’s management policies and procedures and the liquor licensing legislation; and security and safety issues. The State Manager is also responsible for ensuring Woolworths’ policies, decisions and strategies are implemented and complied with. There are both informal and formal reporting systems and structures in place which ensure Woolworths is able to closely monitor what is going on at each store and how the stores compare overall. In line with Woolworths’ management procedures, many incidents of theft will be reported to the police.

- 7.3 Significant resources within Woolworths are devoted to pro-active systems and processes in identifying risk and taking action. For instance, for BWS stores, we monitor our theft report data base, obtain statistics from Police to identify trends in criminal activity and then assess these risks and take immediate action. Each liquor store is equipped with an in-store *Central Monitoring Station* to stream-line information on incidents. This allows a more effective and quick response to resolving incidents with direct communication to policing departments at Woolworths. We constantly review anti-social activity hot-spots to ensure we are focused on taking action when required. Woolworths also consults with the Police and ensures targeted approaches are in line with Police priorities, for instance, juvenile offending and crime cycles.
- 7.4 If the Application is granted, the Proposed Store will be closely monitored in the first few months after it opens. If security or safety issues arise it will be assessed whether additional security measures or management practices over and above the standard BWS measures and policies are required and if warranted, these will be put in place. Given the circumstances of the Proposed Store I consider it unlikely that any additional measures will be required.
- 7.5 Woolworths also has a dedicated Risk and Safety Specialist who is responsible for Woolworths' retail operations. This person constantly reviews all relevant data; communicates with local area managers regularly on current issues and hotspots; and liaises with relevant statutory authorities (such as the Police).

8 External advertising

- 8.1 Any advertising on the external shopfront of the Proposed Premises will be discreet and limited to designated poster boards.
- 8.2 In 2013 Woolworths signed the Alcohol Beverages Advertising Code. The principles are closely aligned to those set out under the Alcohol Advertising Review Board Code. In short, Woolworths aims to ensure that its alcohol advertising:
- (a) is socially responsible;
 - (b) encourages responsible consumption of alcohol; and
 - (c) does not encourage young people to drink.

9 Existing liquor retailers

There are currently two other existing outlets in the “Main Trade Area” of the Application (being the Trade Area Map identified by MacroPlan Dimasi), that provide for the sale of packaged liquor. A detailed analysis of these premises has been undertaken by the applicant and is included in the PIA.

10 Working with stakeholders and the local community

10.1 Woolworths is committed to working with relevant stake-holders, such as the local police, the local authority, the Health Department and the local community in the operation of its stores.

10.2 Any major issues raised in respect of a liquor licence application are considered by Woolworths and, where it is commercially feasible, Woolworths will address the issues.

10.3 Once a store is open, both Woolworths’ local and national management continue to work closely with the relevant stakeholders. Any issues that arise are dealt with promptly and appropriately. An essential part of a store manager’s job is to report back on any actual as well as perceived potential issues and there are comprehensive protocols and procedures in place that ensure these are addressed. Further, if the licence is granted the store will become a member of the local Liquor Accord if there is one in place at this location.

11 Practical Impacts arising from the opening of the Proposed Store

11.1 It has been Woolworths’ experience that in areas where there are existing packaged liquor outlets, the introduction of a new liquor store merely changes consumer habits. That is, consumers change where they shop as more choice and competition becomes available. It is not the case that consumers will buy more because there is a new store to buy from. It is like any other retail store. If for example you opened a new supermarket in a suburb where there already was a supermarket, it doesn’t mean the people in that suburb are going to buy more bread and milk than what they normally do. It just means that they have a choice as to where they can buy it from. In short, like any mature competitive retail consumer market (such as packaged liquor), as new product choices and new competitors enter the market, consumers can change their buying patterns. This is particularly so when new outlets

open that offer services and facilities which may better appeal to, or better suit, an individual's particular consumer requirements. It is equally the case that the existing outlets can still appeal to the consumer for the specific services and facilities they offer (e.g. convenience, personalised service, etc).

- 11.2 Woolworths' research consistently reveals that packaged liquor consumers generally seek out the packaged liquor outlet that suits their particular need at a particular time. When a new licence is granted, regardless of the size or stock holding of that licence, a redistribution of the market share occurs, as consumers adjust their purchasing patterns in line with the increased choice available. A new licence does not create more liquor drinkers nor mean that people buy or consume more.

12 Conclusion

- 12.1 The Proposed Store will provide a one-stop shopping experience for customers of the Supermarket in the Shopping Centre. Residents currently have to travel a significant distance out of their local area to buy a bottle of wine or other liquor product. The proposed new BWS liquor store will change this and will introduce a brand new, modern liquor store into a planned and purpose built shopping centre that is designed to provide local services and facilities to the surrounding community.



Anthony Smith

15/10/15

Date

- Annexure 1: Photograph of spirit product displays and CCTV
Annexure 2: Photographs of Llexan caps on spirit bottles

ANNEXURE 1

Photograph of Spirit Product Displays and CCTV



ATTACHMENT B

42 inch LED display
monitor showing store
entry camera footage



CCTV Camera facing
store entry

Spirits prominently
displayed with clear line
of sight from the checkout

EAS Gates

Trading
Hours

Conditions of
Entry

020

We're OPEN
Antar Day

Open

Closed

ANNEXURE 2

Photographs of Llexan Caps on Spirit Bottles

Llexan Caps

ATTACHMENT B



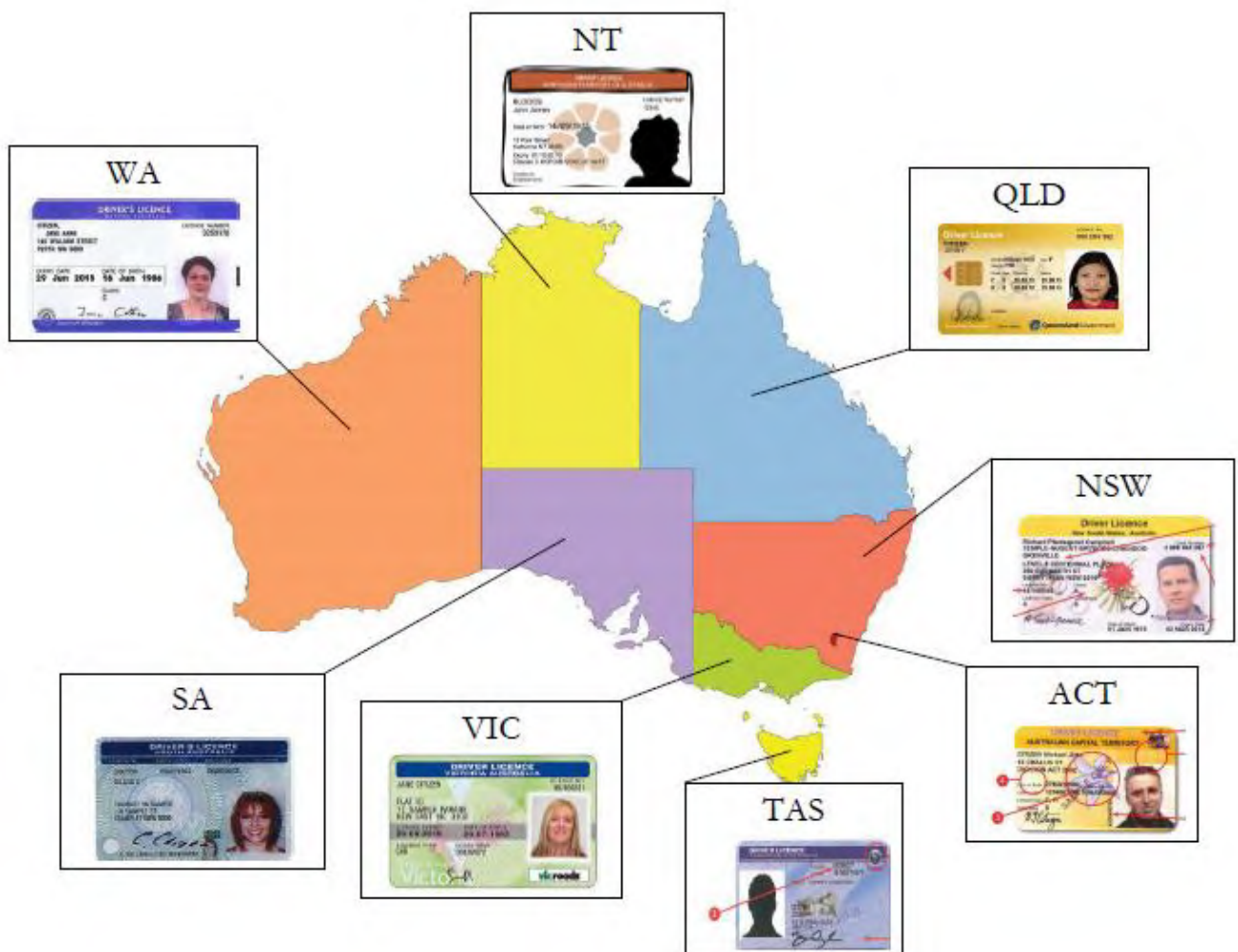
Llexan Caps

ATTACHMENT B



ANNEXURE D – BWS HARM MINIMISATION POLICY

ID Checking Guide



Updated July 2015

Please note –

The forms of ID listed here do not necessarily prove that a person is over 18, some ID's can be issued to minors. Please ensure the date of birth is always checked to confirm age.

Northern Territory – Acceptable ID

ATTACHMENT B

Please note –

The forms of ID listed here do not necessarily prove that a person is over 18, some ID's can be issued to minors. Please ensure the date of birth is always checked to confirm age.

A current Australian Drivers Licence

Northern Territory Drivers Licence

The Northern Territory Drivers Licence is a Photographic plastic card with a stylised Sturt's desert rose in the centre.



Colour Border	Type	Minimum age
Orange	Full	16 years 6 months
Purple	Heavy Vehicle	18 years 6 months
Orange	Provisional	16 years 6 months
Orange	Learn	16 years 6 months
Grey	Alcohol Ignition lock	18 years 6 months

Colour Border indicates type of licence

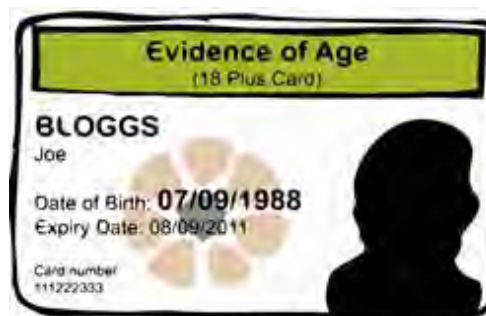
Security Features

- Holographic overlay with silhouette of Australia with Northern Territory map highlighted
- Coat of Arms in corners
- “Northern Territory of Australia” repeated on 5 lines across the centre (not overlapping silhouette of Australia)
- Up to 7 digit licence number at top right corner

A current Australian Government issued Proof of Age Card

The Northern Territory Evidence of Age card

The Northern Territory Evidence of Age card is a Photographic plastic card with a green coloured bar across the top of the card and a stylised Sturt's desert rose in the centre.



Security Features

- Holographic overlay with silhouette of Australia with Northern Territory map highlighted
- Coat of Arms in corners
- “Northern Territory of Australia” repeated on 5 lines across the centre (not overlapping silhouette of Australia)
- Up to 7 digit card number printed at bottom left

A current Keypass card

The Keypass is an accepted form of ID in some states and Territories of Australia, the Northern Territory being one of those. The minimum age for a Keypass is 17 years old



Security Features

- The Placard cards contain security features including holographic logos, embossed stamp, and UV visible logos

A current Passport

A Passport from any country, providing you can find a reference to the age of the patron by looking at it yourself.





IF YOU BELIEVE A CUSTOMER LOOKS UNDER THE AGE OF 25, YOU MUST ASK FOR IDENTIFICATION

The “ID 25” program was introduced to assist you in screening a wider range of people because some minors look older than they really are. It is also about educating our customers that they will be asked for identification if you think they are under 25.

OUR ID 25 POLICY IS:

If you believe a customer looks under the age of 25, you must ask for identification.

To help you make that assessment you **must**:

- Acknowledge and GREET the customer – this is your first chance to assess their age.
- Make prolonged EYE CONTACT with the customer - Ask yourself - Does this person look under 25?
- ENGAGE the customer in conversation and offer assistance.
- Try and make your assessment before the customer gets to the counter.
- Are they nervous? Ask yourself - Does this person look under 25?
- When the customer does approach the counter maintain EYE CONTACT. Be in the moment - focus on the customer and not on the POS. Don't be distracted by phone calls, conversations with other team members, etc.
- Ask yourself - Does this person look under 25?
- Be confident - Ask the customer for identification.

Points to look out for:

- Are they nervous - do they look like they are trying to get out of the store in a hurry?
- Are they paying with cash or cards without showing their wallet?

They can still be underage even if they don't exhibit these signs. Make the call and back your judgement.

When a customer provides you with identification you must also:

- Check the date of birth to make sure the person is 18 years of age or over
- Check the photo clearly resembles the person presenting it
- Check the identification is authentic and not fraudulent
- Check the identification is current.



REMEMBER: if a customer cannot provide you with acceptable identification to prove they are of age, you must refuse to serve them.....No ID, No Purchase.

Always remember to enter all refusal of service incidents in the RSA Incident Register.





IF YOU BELIEVE A CUSTOMER LOOKS UNDER THE AGE OF 25, YOU MUST ASK FOR IDENTIFICATION

Guideline for Disciplinary Matters regarding Responsible Service of Alcohol:

- WLG has numerous obligations to ensure and facilitate the RSA. There may be serious personal and business repercussions for non-compliance with RSA legislation and internal processes.
- This is a guideline to assist managers in applying a consistent and reasonable approach to determining appropriate penalties in response to non-compliance with WLG RSA principles.
- This guideline is not an absolute rule and managers must exercise discretion by weighing up the relevant circumstances and selecting the appropriate penalty where there have been issues of non-compliance.
 - Generally speaking, WLG may consider the following penalties:
 - First Offence:
 - May warrant a warning, training and/or first and final depending on the relevant circumstances. (Note – a warning for a breach should always confirm that a further breach may result in further disciplinary action including termination of employment)
 - Subsequent offence:
 - May warrant a further warning and/or training
 - In instances of serious contraventions or incidents of a similar nature, it may be warranted to consider termination of employment



REMEMBER: if a customer cannot provide you with acceptable identification to prove they are of age, you must refuse to serve them.....No ID, No Purchase.

Always remember to enter all refusal of service incidents in the RSA Incident Register.





Refusal of service – Intoxication

**IF YOU BELIEVE A CUSTOMER IS INTOXICATED,
POLITELY BUT FIRMLY REFUSE SERVICE.**

Whilst on most occasions it is easy to tell if a customer is intoxicated, sometimes you might be a bit unsure.

Here are some key signs to look out FOR when assessing intoxication:

- Speech is slurred or slow
- Breath smells of alcohol
- Difficulty walking, standing, moving around objects
- Fumbling with change
- Difficulty understanding you or answering questions
- Becoming loud and boisterous
- Aggressive behaviour
- Glassy eyes, lack of focus, loss of eye contact
- Making irrational or nonsensical statements

If you are unsure, you should find out more.

Approach the customer, ask if they would like your help, engage in conversation, judge their response and movements, and if you believe they are intoxicated refuse service.

Always remember to enter all refusal of service incidents in the RSA incident Register!





SECONDARY SUPPLY POLICY



**REMEMBER SECONDARY SUPPLY IS ABOUT
WHAT YOU KNOW NOT WHAT YOU THINK.**

ONE OF THE MOST DIFFICULT SITUATIONS THAT WE ARE ASKED TO MANAGE IS THAT OF SECONDARY SUPPLY. SECONDARY SUPPLY IS WHEN SOMEONE WHO IS LEGALLY ENTITLED TO BUY ALCOHOL PASSES THAT ALCOHOL ON TO A MINOR OR TO AN INTOXICATED PERSON.

We want to do everything we can to prevent secondary supply, but just being in the company of a minor is not sufficient reason to refuse service to an adult. You must have a reasonable suspicion that the adult is going to supply the alcohol to the minor. If you don't hear or see anything that would suggest the purchase is for a minor, then you can proceed to serve the customer. You can ask the customer if the purchase is for them or for the minor. Use your common sense and evaluate each situation on its merits.

There are some circumstances where you **MUST** refuse service:

- If you overhear a conversation between an adult and a minor that suggests the purchase is for the minor, e.g. where the minor is asking the adult for the type of liquor he/she likes to drink, and/or
- You witness actions between an adult and a minor that suggest the purchase is for the minor e.g. where the minor picks out the type of liquor he/she wants and takes it to the counter or gives the adult the money to purchase the liquor he/she has picked out.
- If a group of young people enters the store you should request ID from all of them - not just those making a purchase. If one or more of the group cannot produce ID you must refuse service.

It's not possible to forecast every scenario where this may occur so it's important to exercise your judgement and if you are in doubt talk to your manager, area manager or the licensing team.

Obviously if you have to refuse service then this should be done as discreetly as possible. If you have more than one staff member at the counter you should take the customer aside and explain that you are unable to serve them, indicating the 'don't buy it for them' signage that should be displayed in your store.

Always remember to enter all refusal of service incidents including secondary supply situations in the RSA incident Register!



ANNEXURE E – MAIN TRADE AREA MAP

Map 2.1

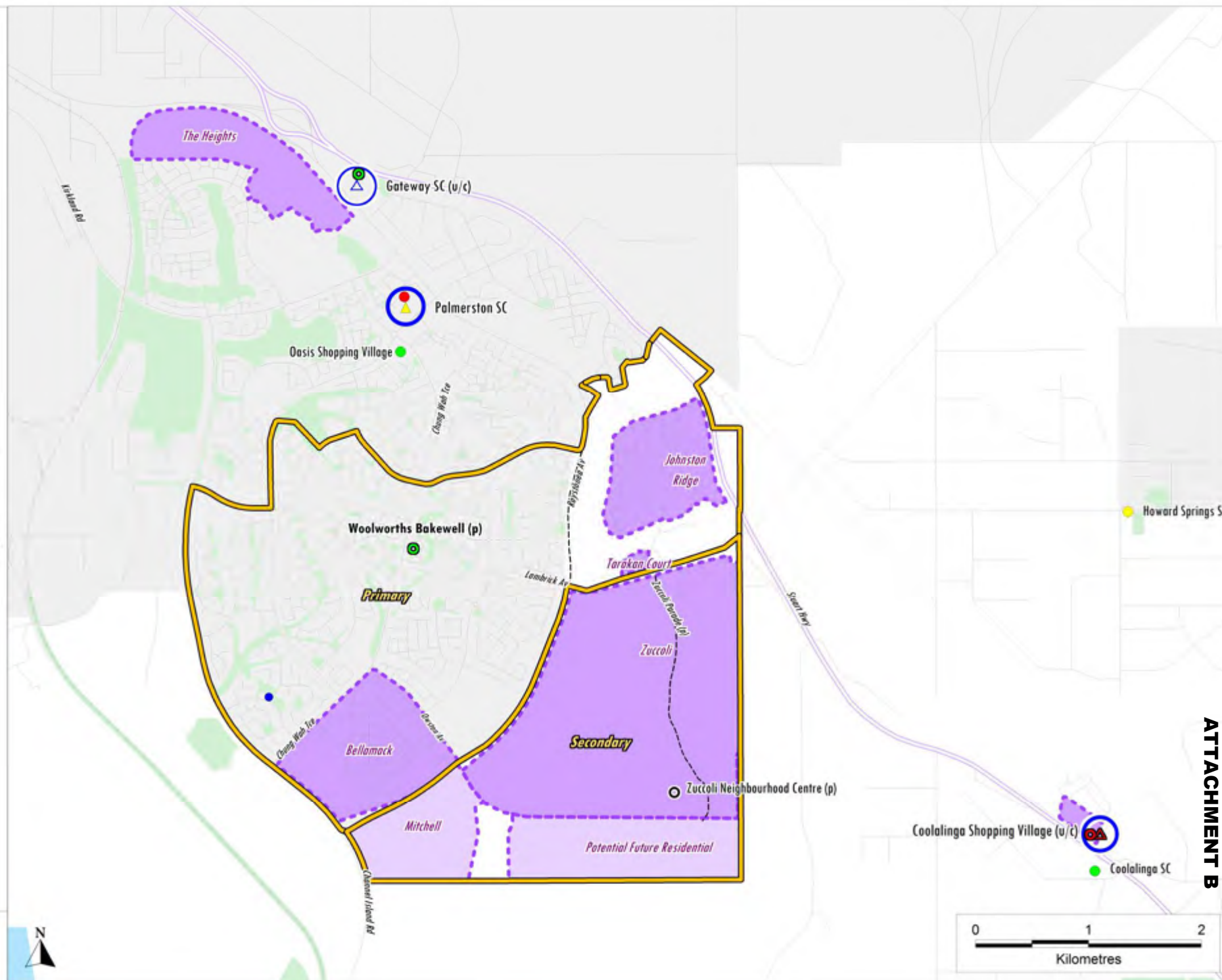
Woolworths Bakewell

Trade Area, Competition & Future Residential

Legend *

-  Sub-Regional Centre
-  Target
-  Big W
-  Kmart
-  Woolworths
-  Coles
-  Supa IGA / IGA
-  Other Smt (inc. Foodworks, IGA Express etc.)
-  Potential Smt
-  Planned Future Residential
-  Potential Future Residential

* Hollow symbols indicate proposed stores



ITEM NO. 13.1.6 **Liquor Licence Application (Tavern) on Lots 11037, 7765 and 7766 (11, 5 and 15) Yarrawonga Road, Yarrawonga (Gateway Shopping Centre)**

FROM: Acting Director Technical Services

REPORT NUMBER: 8/0801

MEETING DATE: 12 January 2016

Municipal Plan:

3. Environment & Infrastructure

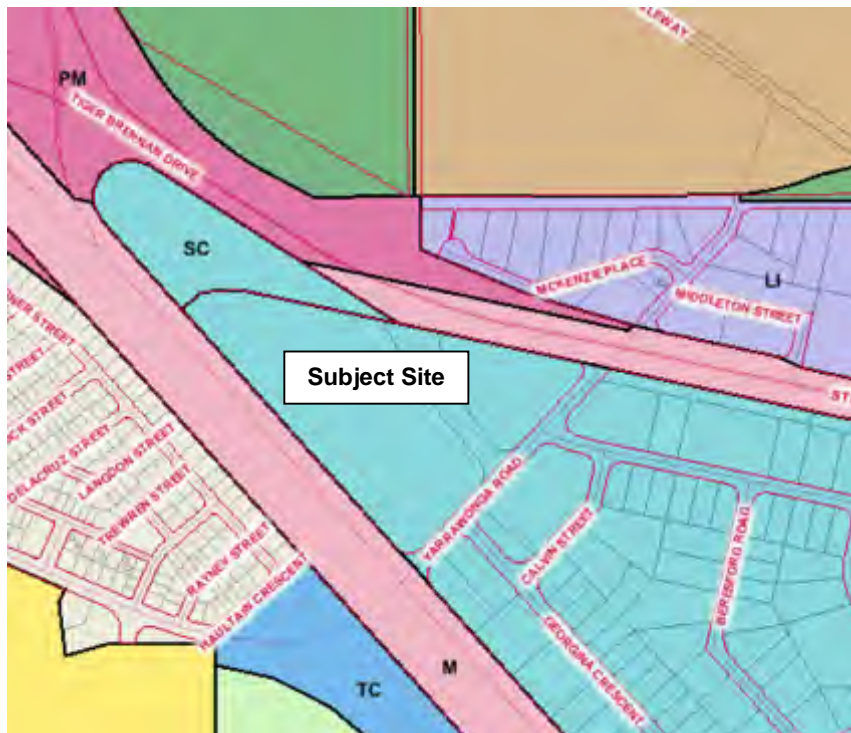
3.2 Assets and Infrastructure

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

Summary:

This report outlines issues to be considered by Council in regard to a Liquor Licence Application for a proposed Tavern on Lots 11037, 7765 and 7766 (11, 5 and 15) Yarrawonga Road, Yarrawonga (Gateway Shopping Centre).

Background:



Source: NT Atlas and Spatial Data Directory

The subject site will contain the approved Gateway Shopping Centre and associated uses currently under construction. The proposed license application is for a "Tavern" liquor licence to sell liquor from the premises to be known as the Gateway Tavern, located at the Gateway Shopping Centre.

The proposed trading details for the sale of liquor are as follows:

- The business proposed to be conducted will be in the nature of a multi-purpose, three-level Tavern incorporating a restaurant/bistro, bars and alfresco dining areas.
- Liquor is proposed to be sold for consumption on the licensed premise from 10:00 hours until 03:00 hours (the following day), seven (7) days a week. Closed Good Friday and Christmas Day.
- The 'basement' level will include a bar and entertainment in the form of live performers, DJ, Karaoke and LCD screens.
- The 'ground' level will feature a main bar, TAB, proposed gaming room and front and rear alfresco areas.
- The 'first' level will include a restaurant and bar catering for private functions, events and conferences and front and rear alfresco areas.
- Meals will be available between 11:30 hours to 14:00 hours and 18:00 to 21:30 hours, seven days a week.

NT Liquor Act:

In accordance with Section 47F of the *Liquor Act*, the City of Palmerston, as a public authority that performs functions relating to public amenities has the right to object to an application for the granting of a licence. Under the Act an objection may only be made on the ground that the grant of the licence may or will adversely affect:

- (a) *the amenity of the neighbourhood where the premises the subject of the application are or will be located; or*
- (b) *health, education, public safety or social conditions in the community.*

General:

While Section 47F of the *Liquor Act* outlines Councils legislative right to comment on the proposed License itself, concern is raised by Officers as the proposed Tavern does not have the required planning approval for the land use to occur on the site. The proposed Tavern is considered to be "**Hotel**" Land Use under the Planning Scheme and it is noted an approval for a Hotel does not exist on the subject site.

Under Section 6 (2) (g) of the *Liquor Act* the following is noted:

- (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**;*

The Department of Lands Planning and Environment (Development Assessment Services) as the Assessment Authority have also confirmed that further Planning Approval is required for the proposed use to occur on the site. As no Planning

Application has been submitted, Council has not had the opportunity to comment on the land use via the Planning comment process, which logically should precede a liquor licenses application for such a use.

It is noted that a planning application for a tavern will consider the land use itself occurring in the location and the impacts that it may have on the surrounding locality. A Planning application and assessment will also allow for the public comment period to fully consider public submissions and representations on the proposed use.

Summary

Officers are of the view that Council should object to the Liquor License application on the basis that a valid Planning Approval for a Tavern ('Hotel' land use) has not been obtained for the site. A Planning application and assessment against relevant codes and criteria is required along with the subsequent public comment period to fully consider if a Tavern and its proposed operation is an appropriate land use for the site and wider community. A Planning application and assessment should occur prior to the consideration of liquor license.

It is also recommended that Council advise the Department for Business that it is of the view that should a Development Permit be issued on the site for the proposed land use, a new Liquor License application should be advertised.

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 8/0801.
2. THAT the attachment to Report Number 8/0801 be endorsed.

Recommending Officer: Jeetendra Dahal, Acting Director Technical Services.

Any queries on this report may be directed to Jeetendra Dahal, Acting Director Technical Services on telephone (08) 8935 9952 or email jeetendra.dahal@palmerston.nt.gov.au.

Schedule of Attachments:

Attachment A: Council's draft letter of comment for a Liquor Licence Application for a Tavern on Lots 11037, 7765 and 7766 911, 5 and 15) Yarrawonga Road, Yarrawonga (Gateway Shopping Centre).

Attachment B: Liquor Licence Application.



Please include the following reference in all correspondence

File: P11037, 7765 and 7766

ID: JD:gr

13 January 2016

Director-General
Department of Business
GPO Box 1154
DARWIN NT 0801

Dear Sir/Madam,

Liquor Licence Application (Tavern) on Lots 11037, 7765 and 7766 (11, 5 and 15) Yarrowonga Road, Yarrowonga (Gateway Shopping Centre)

Thank you for the Liquor Licence Application referred to this office on 9 December 2015 concerning Lots 11037, 7765 and 7766 (11, 5 and 15) Yarrowonga Road, Yarrowonga (Gateway Shopping Centre).

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

Council objects to the granting of the proposed Liquor Licence for the following reasons:

- a) Council objects to the Liquor License application on the basis that a valid Planning Approval for a Tavern ('Hotel' land use) has not been obtained for the site. A Planning application and assessment against relevant codes and criteria is required along with the subsequent public comment period to fully consider if a Tavern and its proposed operation is an appropriate land use for the site and wider community. A Planning application and assessment should occur prior to the consideration of liquor license.
- b) Council is of the view that should a Development Permit be issued on the site for the proposed land use, a new Liquor License application should be advertised.

If you require any further discussion in relation to this application please feel free to contact me on 8935 9900.

Yours sincerely

Jeetendra Dahal
Acting Director Technical Services

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

Application for a New Tavern Liquor Licence



Proposed Business Trading as Gateway Tavern located
at the Gateway Development site Intersection of Stuart
Highway, Roystonea Ave and Yarrawonga Road,
Yarrawonga, Palmerston.

Contact Details:

Michael Coleman
0417 826 164
mc@colemanprint.com.au
06-Nov-15

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Attached Documents required for Application

Affidavit referred to in Section 26A of the Liquor Act

Plans – Floor Plan and Site Plan.....

Development Consent Approval or Certificate of Occupancy

Company and Business Certificates

Company Search Document

Finacial Stability Statement.....

Identification

Sole Contact for GLS for the purpose of this application

Evidence of Managerial Capacity

Introduction to Gateway Shopping Centre & Tavern

The 'Gateway Tavern' A.C.N 608 534 523, trading as the proposed - Gateway Tavern, forms one of the Coleman Group of Companies.

The new Gateway Shopping Centre is the location for the proposed Gateway Tavern, as well as the proposed Gateway Select Wine, Beer & Spirits bottleshop under the same ownership. This Entertainment and Leisure Precinct is one of the most significant retail and entertainment precincts to ever be constructed in the Northern Territory and is ideally located at the gateway to one of the fastest growing regions in the country.

Over \$200 million dollars is to be spent in stages 1 and 2 of the development, with another \$120m to be spent in stages 3 & 4. With its ideal location and easy access to all residents of the growing regions of Palmerston and Litchfield the Gateway Shopping Centre is expected to attract significant volumes of traffic through its doors.

Gateway Stage 1 includes over 30,000m² of retail space and has major tenants such as Woolworths and Big W along with over 80 specialty shops. Stage 1 also includes food court, restaurants and a large Cinema Complex. Gateway Stage 2 will see the addition of a homemaker centre with 13,000m² of retail space and 14 tenancies. The \$120 million Gateway Stage 3 expected to commence in 2020 will see the addition of a further 20,000m² including 60 more retail tenancies plus a department store and at least two mini majors.

The Gateway Shopping Centre will be located within the Palmerston City Centre on a triangular site bounded by the Stuart Highway, Yarrawonga Road and Roystonea Avenue. The site is positioned at the northern end of the Palmerston City Centre, approximately 700 metre's from The Boulevard which serves as the 'main street' in the City (Refer to Map 1.1 page 3)

As identified in previous assessments, the site of the Gateway Shopping Centre has a number of advantages for retail uses including:

A high profile site with long frontage to the Stuart Highway, the main road arterial in and out of Darwin, and Roystonea Avenue, which is a key thoroughfare linking the Palmerston City Centre to the Stuart Highway and Tiger Brennan Drive.

The development has excellent road accessibility for the local and broader regional markets as a result of its connections with the surrounding road networks.

Both of the above attributes will provide a convenient shopping location for Palmerston and Litchfield residents but also the wider Darwin market and visitors to the Greater Darwin region. The subject site therefore would enable retail uses in the Palmerston City Centre to serve a larger market and attract a greater number and broader range of visitors to the town centre.

The southern suburbs of greater Darwin (including Palmerston) are expected to account for almost 70% of the region's population growth over the period to 2026. The Gateway shopping centre will therefore be well positioned to capture trade from the rapidly growing market.

The directors and nominee are in the unique position of having extensive experience with the sale of alcohol in a shopping centre and Entertainment and Leisure Precinct and the nuances that go with that. Coleman's were pioneers in 1998 with Shenanigans Marion Tavern being one of the first in the country in an entertainment precinct and shopping complex. There are many similarities between the Westfield Marion shopping centre and the gateway development including it being located in a fast growing area. Also the socioeconomic diversity and offering is very similar in the centres of which both include entertainment and restaurants. It is because of this that the developers are very keen for Colemans to be a part of this development.



The Gateway site is expected to serve a main trade area generally covering the municipalities of Palmerston and Litchfield. The main trade area represents the core retail market upon which the Palmerston City Centre (and future Gateway development) would be supported.

The centre will also provide an alternative destination for residents in the Darwin and Casuarina areas, which are included in a tertiary sector and from residents in rural localities which Darwin serves as the main commercial centre as well as catering for the emerging suburbs and developments in the region.

The detail to follow indicates the proposed tavern meets the licencing objectives and we believe it will give consumers the service and venue standard that they desire in a destination like the Gateway ELP, serving the needs and wishes of the community.

The Northern Territory Government initiative "Develop the North" will require precincts and essential services to develop with the growth of the City of Palmerston. We plan for the Gateway Tavern to be a sustainable and responsible business that compliments the planned Gateway development and its tenancies. This will meet the needs of a growing population.

ENTERTAINMENT AND LEISURE PRECINCT.

The proposed Stage 1 development includes an ELP of just under 1,900m² at the southwestern end of the layout, anchored by the entry to the proposed 6 screen cinema complex.

Previous research undertaken by Urbis has highlighted the following requirements for ELPs in shopping centres:

ELPs are generally not supportable in centres with both a relatively small sized catchment (i.e. <150,000 people) and incomes well below the Australian average. Gateway has a relatively small catchment but residents have a solid spending profile and the centre can tap into to workers and visitors of the Palmerston City Centre.

It is known that ELPs perform better in centres with limited competition and/or serve as part of a dominant role and scale of activity node in their regions. In this regard, we note that the current dining offer in Palmerston is fragmented with few quality

operators, and there is a gap for a consolidated destination with sufficient critical mass. In sub-regional centres 6-8 F&B tenants is optimal, and the proposed number of tenancies at Gateway falls within this range (i.e. 8) but is likely more sustainable with six tenants initially. This would be the minimum amount of tenants necessary to provide sufficient critical mass and create a genuine destination for dining and entertainment activities.

Once completed new The Gateway Tavern will set the standard for a full entertainment experience for hospitality venues not only in Palmerston but throughout the entire Top End of the Northern Territory. The Gateway Tavern will have multi levels with multi use purposes.

Each level will have a different attraction to different groups and even attract different people within the same groups. The purpose of the design and offering is to make The Gateway Tavern a destination within a destination. It will appeal to a wide and varied group of the local market which we expect will not just draw people from the surrounding area but also the rural and Darwin areas.

Final introduction note - The business of the proposed Gateway Tavern will be owned and operated by the Directors and owners of the Gateway Tavern Pty Ltd who are also applying for a Standalone Bottleshop licence at the Gateway Shopping, Entertainment and Leisure precinct to be located in close proximity to the Tavern.

Proposed Business model for the Gateway Tavern

In keeping with the modern design of The Gateway Shopping Centre, the theme of the Tavern is that of a Modern Tropical Australian Venue, with food and entertainment at the heart of the business model. The ground floor will be family friendly with over 225sqm of outdoor area taking advantage of our tropical outdoor lifestyle. Quality fit out, furnishings and full service will complement the up market feel.

Trading conditions in the restaurants and bars sector should improve further over the coming 12 months. Even though consumer leisure time is expected to be squeezed by a rise in average working hours, the demand for convenient, quality food and drink will grow more robust. Operators that successfully tap into prevailing social trends – with an emphasis on quality and value – are likely to benefit in the future as consumer confidence continues to rise. It is our objective and business model to provide a quality select cuisine as we understand it will be a major driver for the business.

The Tavern is located in the entertainment precinct of the development. It will be imperative to deliver a quality all day service with food as we expect to compete at a level above your average pub style menu. Evening meals will draw on the attraction of the EPL & IMAX cinema complex, encouraging pre & post movie trade. Our target market will be entertained with a mix of modern Australian fare coupled with an extensive wine & beer selection.

The owners & management team have been and are currently involved with multiple successful NT and previously interstate venues. This includes the Northern Territory's current owner/operator of Shenannigans' and Globetrotters, and previously owned/operated Deck Bar. For many years the Group has participated in the annual AHA industry awards for excellence and has won an award at Shenannigans, an astounding, 18 out of the 19 years of operation. (Please see pages 18-19 for a full list of the winning awards)

The Coleman Groups kitchen teams have also won 5 of the prestigious Gold Plate awards during its 19 year history which include best Public Hotel Dining, best Tourism/Themed Restaurant, best Wine List and best World and Specialty Cuisine. The creation of the winning menus both food and wine have developed a keen understanding for the team of how to become high achievers in this competitive section of the business.

The management team has developed a sustainable proposition that will be highly appealing to our potential customers. Together with the team, we believe we can build a really significant business over the next four to five years that has a lot of room for further growth beyond that. We believe the buffet dining space to be one of the fastest growing segments of Australia's restaurant market and that Red Hot offers great choice and great value for money to its customers in these challenging times. We are looking forward to working with the founders and the wider management team to help them in their ambitious growth plans.

We have spent a lot of time talking to Palmerston customers in advance of our application and prior to investing in the opportunity and were delighted to discover that our research supported our initial assessment; that the Gateway Tavern can offer something

different in a competitive marketplace. This, along with the management team's track record in the sector, gave us the confidence to invest and we're very excited about helping the team develop the concept further.

The Darwin restaurants and Cafes are often the guinea pig for creativity in F&B due to the multi-cultural population, the key market in which new concepts are tested – even if those concepts started life elsewhere, such as in the UK, USA, Asia or the Far East. Examples here include “super foods” in the menu recipes of which have become very attractive to the educated consumer. The gourmet hamburger, the UKs Burger and Lobster dishes and the renowned ‘Tramshed’ chicken and steak serves. If it works in the UK, the signs are good and we have taken a lot from these very successful restaurants concepts.

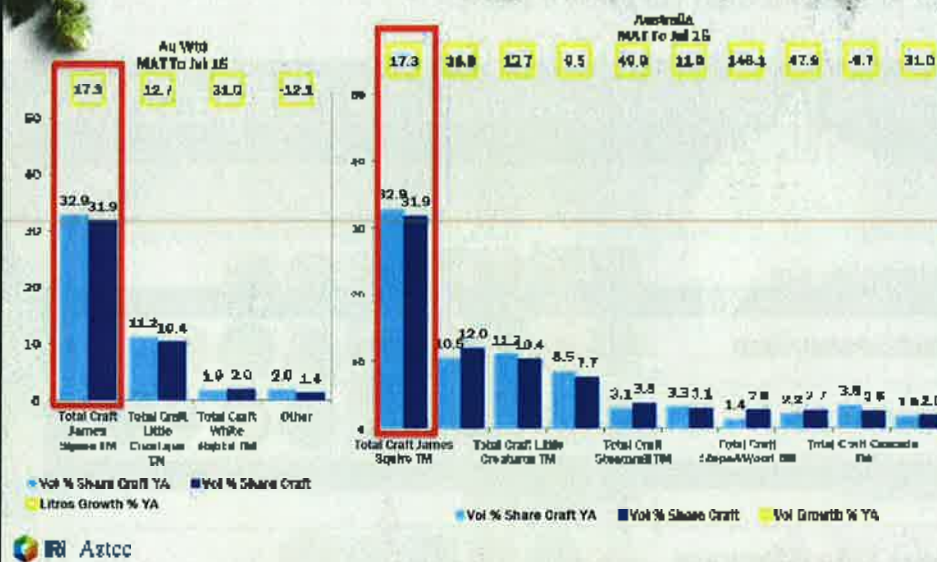
Quality wines and tap beers will dominate the drinks list at the Gateway Tavern. While including some of the expected Australian staple beers, the focus will be on an extensive range of imported, craft (Craft now accounts for 4.5% beer vol, 6.5% value - both growing at +20% & Accessible Gateway Styles represent 67% Craft Vol – growing at +21%) & boutique style beers.

Australia is in the grip of a craft beer revolution. New styles are being created, radical flavors explored, and new life breathed into long-forgotten recipes. The result is hundreds of new craft beers, where not long ago there was only a handful. Craft beer has become so big, in fact, that today there's an annual conference for Australian craft brewers and a day dedicated to celebrating Aussie craft beer. We propose to have Gateway Tavern reflect a broad occasion offer, in a modern Australian style with food the mainstay for attracting patrons to the venue.

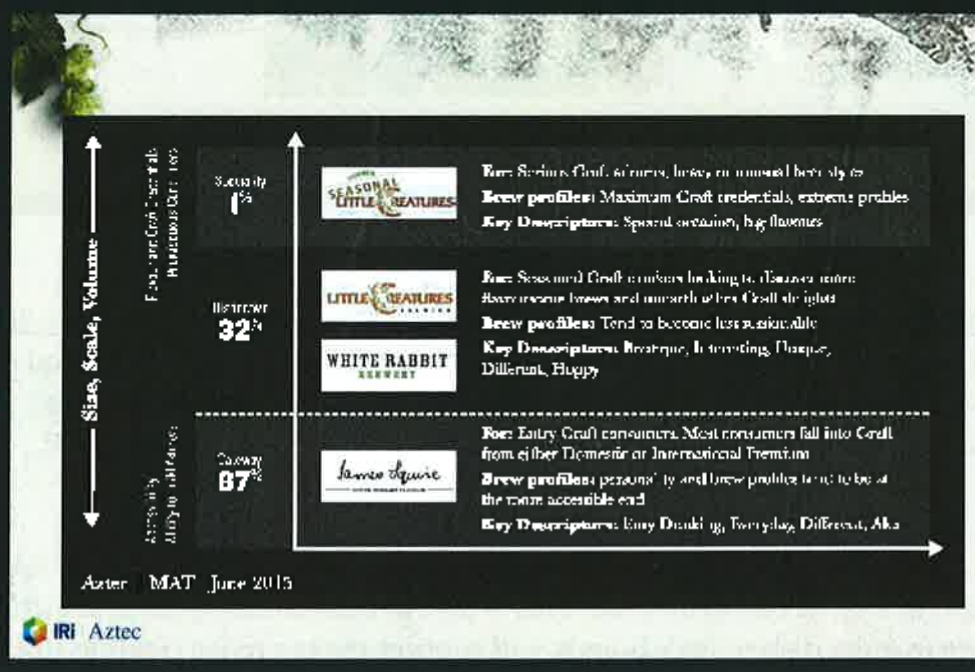
Craft Beers are also breaking new ground and timing fits for a Palmerston business model to take the step of introducing a focus on quality craft beers. This will be an integral part of delivering the unique Gateway Tavern experience.

TOP 10 CRAFT TRADEMARKS (VOLUME) | MAT





















































James Squire makes up 33% of craft volume and is growing 17.3% volume growth YOY



CRAFT SEGMENTATION



Clearly from the previous slides the James Squire range on Tap and Pack is the dominating brand in the Craft beer space. The below diagram indicates our direction on Tap range priority. The contemporary and upmarket brands of choice will fit into our business model at the Proposed Gateway Tavern

CRAFT TAP RANGING BY CHANNEL (ALL STATES EXCL. WA)	
TRADITIONAL BAR	      
CONTEMPORARY BAR	        
UPMARKET BAR	        
NIGHTCLUB	  
SMALL BAR/LANEWAY BAR	     
CLUB	     
REGULAR DINING	     
FINE DINING	     

Further to this packaged beer will only be available in bottles. An extensive wine list to complement the menu will be available which will include daily matched up food & beverage deals, appealing broadly to female patrons. Premium spirits & 'step up' offerings will round out the business model of an overall focus on a quality over quantity.

Research on quality Summer beers and ales are a great fit in our climate all year round and deliver an up market feel to a venue. This is part of our business plan to match great products to great dishes. Pack brands will support the tap range creating further diversity and choice as per below for example.

Q: WHAT ARE SOME EXAMPLES OF OTHER SUMMER ALES?

A:

Riverside Brewing Company – 69 Summer Ale

Anchor – Summer Beer

Stone & Wood – Pacific Ale

Samuel Adams – Summer Ale

Mountain Goat – Summer Ale

Feral – Sly Fox

Monteith's Summer Ale

Mountain Goat will be available in Glass only



Gaming : A Full Report will be provided in the Gaming Application for Gateway Tavern. As with many taverns, the gaming room will play a role in entertaining patrons. While we propose only 20 machines compared to the 55 at local clubs, it will be a modern & well fitted out room offering Palmerston residents the very best in gaming technology. The room will be separate from the main trading area with door access screening the room. The tavern overall will have a strict dress code & along with dedicated staff to monitor the room it will ensure that standards are maintained at our desired levels. A small area will also be dedicated to TAB operations, discreetly located at one end of the bar & walled on 3 sides.

Entertainment will also include Fox Sports, covering the major codes & events, & background music will be piped to all areas. Live entertainment will be strictly limited to acoustic solo or duo acts within the main venue. No dedicated dance floor is

proposed. Noise emanations from the venue will be managed & with due consideration for other premises & residences in the vicinity.

The Gateway Tavern venue will also contain a basement level. Housing our keg room, beer & spirit store, kitchen stores & additional toilet facilities, it is proposed that the remaining area be licensed to operate as an alternative TAB/function room/live music room. It will be fitted out with state of the art Audio Visual equipment with a focus on weekend sport followed by night time entertainment and will be an over 18 area of the facility. The additional security of the downstairs area & the acoustic advantages of being underground make it an ideal multi-function area.

The proposed first floor space is also sought to be licensed. We see this to be used for conferencing, functions & specialised events, such as corporate events. The enclosed area dominating the 1st floor space, catering to the specialized functions/conferencing/corporate events will also minimize noise pollution to surrounding businesses and residential areas. Noise emanating towards the residential area of the Heights will be further reduced by the Roystonca Wall, Bar, Kitchen and back of house/equipment room. Bi-fold doors will allow for open air networking that will only coincide with back ground music. Final design approvals from developers for the level one concept are to be confirmed. See pages 23-27 for an extended overview of all floors and their purposes

The overall objective is to have a multi-faceted venue, able to cater to the needs of Palmerston Residents, Litchfield residents & tourists visiting the NT. Also the increasing number of business people in Palmerston is another important market & the demand from this market for a venue in Palmerston to cater to their needs is currently a real concern for them. It is our objective to ensure the Gateway Tavern meets the needs and wishes of this market opportunity.

A business model promoting quality over quantity, responsible sociability & entertainment coupled with the management team's extensive history & expertise in the tavern business will ensure high standards are maintained. We have approached the Palmerston police and are meeting again with the superintendent to build a suitable and sustainable management plan. This will be coupled with a management plan considering harm minimisation, patron care & illicit drug policies being forefront in the management approach.

Public interest criteria in respect of licence or licensed premises

(1) When a person (a decision maker) has regard to the objects of this Act in:

the decision maker 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.

We believe that the public interest in providing a tavern style licensed venue in the Gateway Shopping Centre development is addressed in page 5-10 in the Business Modell section

(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;

The proposed tavern will focus on a varied specialty cuisine, a quality beverage list & appropriate entertainment. This will be the heart of it's business model. Our Marketing budget and focus will be directed at Palmerston's high income households and visitors to the ELP and shopping centre. High standards will be set and maintained, from the craft beer range, extensive wine list & all day dining options complimented by the quality fixtures & fittings. Venue management style & service levels will ensure a premium offering and avoid selling out to attract those most at risk by the consumption of liquor.

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

With experienced licensees at the helm, backed up by a management team with extensive industry knowledge, responsible training & service best practices will be observed. All staff will have their mandatory RSA within 30 days & experienced crowd controllers will be selected by the Shenannigans Security Manager, Steve Summers, to further compliment the service & monitoring of liquor at the venue. The Code of Conduct will be observed and responsible approach to promoting liquor specials in line with these guidelines.

(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;

The tavern will have the advantage of being located away from the main street of Palmerston. The shopping precinct provides ample parking, taxi stands and public transport options are within metres of the venue. This relative isolation will ensure gatherings at the venue are contained and supervised within the licensed area and at the same time to avoid gatherings at taxi ranks the opportunity for local taxi services and a commitment from them is imminent. Centre security and venue crowd controllers will work closely with management to ensure appropriate standards are maintained with dispersing from the venue, particularly later at night, with due regard for the surrounding residents and businesses.

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

With high standards to be maintained and using experienced managers and crowd controllers, patron safety within and around the venue will be paramount. The Group have approached the Palmerston Police and in cooperation with Superintendent Daniel Shein have planned meetings to develop a suitable security plan. Superintendent Daniel Shein has great knowledge and suggestions around lighting positioning, lighting colour, landscape layout, security standard and management and foot traffic flow. We plan to include this in our business model and ensure it is executed precisely in conjunction with the developers who fully support the factual concepts.

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

By agreement with the landlord, entertainment on the main level will be limited to background music, live acoustic solo/duo performers and sports coverage. Use of state of the art AV and audio systems will have noise emanations foremost in the design. The underground licenced area has significant acoustical advantage and full bands and DJ style entertainment will be limited to this area. Again, noise emanation considerations will see the use of additional acoustic protection in this area.

(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;

With peak trading times outside of normal centre and business hours we do not expect to cause any issues. Working closely with centre management will also ensure that any unseen issues are dealt with quickly and effectively. It has been a very strong focus of the developers to ensure we blend in and compliment the EIP and not work against the overall business model of the shopping centre. Our previous experience at the Marion in a major Adelaide Shopping centre will aid the building and execution of a successful Public Interest criteria Plan.

Liquor Act 8

Part I Preliminary

(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;

Acknowledged and confirm that the licensee will comply. A clear understanding and a continual focus on compliance for many years in the Darwin CBD venues is an asset for this proposal.

(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;

Acknowledged and confirm that the licensee will comply. All staff will complete RSA training and an induction to the proposed tavern guidelines on commencement of employment. Ongoing - hospitality courses, eg. Certificate 3 in hospitality, will be offered to staff as a part of best management practices. It will be a Management focus

for staff to participate in these courses to ensure service levels and presentation are of a very high standard. The Certificate 4 in hospitality, provides a high level of professionalism for management teams which is critical to delivering on our commitment to service excellence for the patrons. Currently eight staff members are enrolled in both Certificate 3 and 4 at Shenannigans and as a result the directors have witnessed the continual improvement from the staff approach to consistent and professional service levels and management expertise.

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

Acknowledged and confirm that the licensee will comply

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

Acknowledged and confirm that the licensee will comply with due consideration given to the Code of Conduct. RSA trained staff will ensure best practices in behaviour and responsible drinking occurs. This will be critical to providing Palmerston with a quality venue as outlined in our business model.

(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;

Acknowledged and confirm that the licensee will work closely with the local authorities to ensure community expectations are being met with regard to these matters.

(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;

Acknowledged and confirm that the licensee will work closely with the local authorities with regard to these matters, in particular the NTPRES and community fire officers.

(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;

Acknowledged and confirm that the licensee will work closely with the local authorities with regard to these matters.

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

Acknowledged and confirm that the licensee will follow the Code of Conduct governing these matters.

Public Interest Summary

Harm or ill-health caused to people, or a group of people, by the consumption of liquor is to be minimised. Previous experience from the development of the Coleman's current policies and procedures in existing venues will be reflected in our Gateway Tavern manuals with the consideration of license regulations.

Additionally we understand that low income and little education have shown to be strong predictors of a range of physical and mental health problems, including respiratory viruses, arthritis, coronary disease, and schizophrenia. These may be due to environmental conditions in their workplace, or, in the case of mental illnesses and may be the entire cause of that person's social predicament to begin with.

We strongly agree and aim to avoid attracting this market.

The public health and safety benefits of the Northern Territory's Living with Alcohol-Programme - witnesses reductions in estimated alcohol-caused deaths from acute conditions (road deaths 34.5%, other 23.4%) and in road crash injuries requiring hospital treatment (28.3%). In addition there were substantial reductions in per capita alcohol consumption and self-reported hazardous and harmful consumption via surveys. These reductions were evident immediately from the outset of the introduction of LWA and were largely sustained throughout the 4 years studied. The data reported here suggest that significant health and safety benefits accrued to the people of the

Northern Territory during the first 4 years of the Living With Alcohol programme. This benefit is likely to be due to several factors: the effect of the levy on alcohol consumption, other factors depressing alcohol consumption and the effect of the LWA programme itself.

2001, Vol. 20, No. 2, Pages 167-180

Tim Stockwell, Tanya Chikritzhs, Delia Hendrie, Richard Fordham, Faith Ying, Mike Phillips, Joanne Cronin, Bridie O'Reilly

Alcohol is intrinsically part of Australian culture. The majority of Australian's who regularly drink, do so in moderation. Around three-quarters (72.6%) of Australians drink below levels for long-term risk of harm. Our business model will be marketing to these Australians. We believe a well-managed business supported by our location and a disciplined business plan will not result in an increase in the cost per person in relation to alcohol related harm in the NT or Australia.

Adult per capita pure alcohol (i.e. pure ethanol) consumption in Australia has most recently been estimated to be about 9.0 litres, placing Australians in 22nd place in world rankings (World Advertising Research Centre 2004). Adult per capita alcohol consumption in Australia decreased markedly in the early 1990s but has since only exhibited minor fluctuations and a slight decline. However, there have been marked shifts in beverage preferences during that time – with wine, mid alcohol content beer and spirits consumption increasing while regular strength beer (other in Fig 1) consumption has decreased (World Advertising Research Centre 2004)

The safety, health and welfare of persons who use the licensed premises must not be put at risk.

Business conducted at the proposed liquor venue the Gateway Tavern will 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. The proposed Tavern is located in a shopping centre separated by main roads which eliminates many of the issues regarding these concerns. Other shopping centre tenancies will be enhanced by our resource which will compliment many of the businesses.

Our licensee will comply with provisions of the 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;

Each person involved in the business conducted at licensed premises receives suitable training relevant to the person's role in the conduct of the business;

Practices which encourage irresponsible drinking will be prohibited. Un-reasonable discounted pricing will be avoided as a part of our business model in working with the Liquor Act and NTC regulation. Higher margin premium product focus will drive smaller quantity and better quality purchasing.

A point of difference with technology and design for the consumer can create and enhance "occasions" - rather than "sessions", quality rather than quantity. This business approach avoids concerns towards the health of the NT community. In fact it improves quality of life for people of Palmerston.

Coleman company policies and procedures will be reflected from previous industry experience in our bottle shop manual with the consideration of license regulations

The proposed nominee for the proposed Liquor licence is Michael Coleman who is known to the Commission and is currently is the Licensee and has been the Nominee for Shenannigans and recently Globetrotters Lodge. Michael Coleman has a demonstrated an ability to comply with the provisions of the Act through his 19 years experience in these Northern Territory licensed venues as manager and Nominee and Licensee.

Hours of Trade, services to be provided, type of liquor to be stored, overall theme/concept and risk prevention

Hours of Trade:

1000 hrs to 0300 hrs Monday – Sunday 7 Days a week.

Closed - Good Friday & Christmas Day

Liquor to be stored:

The Gateway Tavern will have secure storage for all categories of packaged liquor & bulk Keg beer located in a fully secured underground coolroom's & dry store. High quality door locks will be supported by surveillance cameras and Shopping Centre security staff. We have acknowledged our responsibility to provide an adequate Surveillance Plan prior to operation of the proposed tavern.

Theme/Concept of the Tavern

Theme of the Tavern is that of Modern Tropical Australian Venue with food and entertainment at the heart of the business model. The ground floor will be family friendly with over 225m2 of outdoor area taking advantage of our tropical outdoor lifestyle. The Basement level will be dedicated purely for entertainment, bands, DJ's, Sports and TAB. It will be fitted out with state of the art Audio Visual equipment with a focus on weekend sport followed by night time entertainment and will be an over 18 area of the facility. The upper level will provide an additional dining area and be used for functions & specialised events, such as wedding receptions, parties or corporate events.

In partnership with the main brewers we aim to promote consumer awareness around responsible & informed choices. Knowledge is growing every day around sustainability, health and wellbeing. Gateway Tavern plans to support the category with support for initiatives such as Lion's "Beer, the beautiful truth" campaign & the publishing of information on alcohol, sugar & carbohydrate content.

A brief insight to a sustainable Energy Plan: It takes a lot of energy to operate a Tavern so tackling energy wastage is an important sustainability principle for us as Tavern/Bar

managers. Modern thinking includes energy efficiencies. We have researched variable drive air-conditioning units that reduce a significant amount of power usage, to an effective lighting plan delivering a dual purpose of ambiance and power reduction, to door heating on refrigeration form quality presentation in a harsh high humidity environment. Quality LCD LED screens also reduce significant power and provide excellence in visual impact due to the clarity and sound effects. In summary our demand reduction plan considering efficiencies, without sacrificing quality in operation, and customer comforts will allow investment back into the theme and marketing plans for the Gateway Tavern

Last but not least the message we want to resonate from the Gateway Tavern is a venue that provides a unique offering to support healthy sociability in a quality environment.

Service to be provided:

Our business model includes a Casual-dining experience. Our offer will be similar to fast-casual establishments but with a table-service dining atmosphere. Our casual-dining restaurants floor space will provide a family-friendly environment. The menus will be more extensive than at fast-casual places. Our Casual-dining restaurant will employ waiters who take customers' orders and serve the food. Our pricing structure will be lower than at fine-dining restaurants, but a little more expensive than at fast-casual places. Our restaurant will have a highly specialized menu, and serve a broad range of cuisine.

Leadership Management Style

A leadership style generally results from the way in which a manager or leader applies his personality and temperament to the customer, staff and business decisions he manages. In a tavern business, the approach a venue manager takes in leading can significantly impact the culture for both employees and customers. The Gateway Tavern will adopt a similar style to that of the successful Shenannigans business, employing enthusiastic hospitality professionals with a hands on approach & an ethos of leading by example. The management team will be multi layered with an overall GM, dedicated duty managers & supervisory staff leading the teams. There will be a strong focus on upskilling to the level above ensuring a broader understanding of the whole business for all senior staff. All managers will also be required to obtain & an NT Gaming Managers License. Ongoing staff training will ensure staff are skilled up to meet the requirements & challenges for a modern tavern. These will include an RSA for

all staff, ongoing Amity Community Services sessions on Gambling Awareness (levels 1+2) & regular staff meetings in conjunction with Licensing Compliance Officers. This approach has proven successful with the Shenannigans business model & should transfer well to the new venue.

Planning for Dealing with risks / problems:

It is clearly understood that there is a mandatory requirement for anyone involved in the service and supply of alcoholic beverages, to hold a current approved Responsible Service of Alcohol (RSA) certificate. New employees must complete the RSA course within thirty days of commencement of employment. This is very important for staff to make good judgement on whom to serve and not serve in various situations. Gateway Tavern will be privileged to have the shopping centre provide security staff to assist in avoiding issues with any intoxicated or irate customers but will also employ industry standard numbers of crowd controllers for evening/peak time operations. These crowd controllers will be selected & managed by the Shenannigans Manager for security, Steve Summers, well known throughout the industry for his skills & calm approach to crowd controlling & enforcement of harm minimisation & illicit drug control policies.

As previously mentioned the Directors of the proposed Gateway Tavern have vast experience of operating a tavern within a large Shopping Centre. We operated Shenannigans within Westfield Marion South Australia for 10 years. We were instrumental in developing a management plan for the Entertainment and Leisure Precinct of the centre. The Management Plan is a collaboration between Centre Management Security, Police, Licensing, Venues Security and Venue Management. We intend to be on the front foot with a similar approach at the Gateway Tavern. We have already met with the Superintendent Daniel Shein of the Palmerston & Rural Division to express our eagerness to work with Police to develop a management plan for the Tavern and the entire ELP of the Gateway Shopping Centre. We have also met with the Palmerston City Council Lord Mayor Ian Abbott, CEO Ricki Bruhn and Director of Technical Services – Mark Spangler to express the same interest to work cooperatively with all stake holders.

The Tavern has been designed to be able to close levels and areas down when not in use and to ensure the premises can be easily secured. Access to the Tavern from the main ELP will be closed down at a certain time to make access only from the one entry exit

point near the car park taxi and bus drop off points. This will ensure crowds will be more easily monitored from one point at busier times of the evening.

Providing staff with good communication tools such as 2 way mobile radio systems allow direct communications to security and management which will assist in the prevention of customer issues.

A Surveillance Security Plan is currently being created and we plan to make it available to the DG prior to the end of the advertising period for the application.

A planned approach to preventing alcohol related harm – Delivering staff training sessions for Gateway Tavern with the following focus:

1. Together, gather information about the local circumstances
2. Develop a shared understanding and vision between staff and management
3. Identify what approaches work best in a Tavern environment when challenged by customers
4. Agree what action to take when issues occur
5. Check what has worked and set parameters to avoid future concerns
6. Management to support staff in every instance with quality leadership

Gateway Tavern – The Concept

The concept of The Gateway Tavern is to offer the residents of Palmerston, Rural and surrounding areas a legitimate alternative to the Darwin CBD for a full dining and entertainment experience.

We will achieve this by having a multi level, multi use facility, which will encompass not only a quality food and beverage offering, but a quality entertainment venue equal to that offered in the Darwin CBD.

Our entertainment will comprise various forms of live music including bands, solo artists, duos and well-known DJ's. Our entertainment offering is likely to include Quiz nights, Karaoke competitions, ladies nights and much more. We will also have as part of our entertainment large LCD screens throughout the venues showing nightlife music videos, the best of Fox and free to air sports along with a modern TAB showing Sky Racing. In addition, the premises will feature a modern purpose built Gaming Room facility.

Gateway Tavern - The Operation

Ground Floor – General Tavern and Alfresco Level

The Ground Floor will be the focus and the engine room of the premises. It will feature a modern, well-equipped kitchen that will service not only the ground floor but also the basement and First Level food requirements. We envisage the ground floor to be open at all times the Tavern is operating.

This floor will have a heavy focus on food and will feature large areas both internally and externally for dining. It will also be the floor where the gaming room will be located and will also have a small TAB facility. The western end of this floor will have the larger alfresco area which will also be multi use with a large outdoor Big Screen for sporting events and from time to time will have solo and duo artists playing.

The alfresco area at the western end of the ground floor will act as the outdoor smoking area for the basement level when that floor is in operation.

The kitchen will be located in the eastern end of the ground floor, which will also feature a smaller alfresco area, which will interact with the other restaurants in the Entertainment and Leisure Precinct (ELP). This area will be non-smoking and will have more of a café/restaurant feel. This area is designed to seamlessly connect with and compliment the look and feel of the ELP and the various water features in this area.

The Ground floor and in fact the entire Tavern design has been designed in such a way that enables us to shut down access to the tavern later at night, making the only access via the western end entry. This will ensure adequate crowd control can be maintained at peak periods for the tavern and when the rest of the shopping centre and ELP is closing down.

We have made a commitment to both the developers of the project and the Police to work cooperatively to come up with an effective management plan to decide what times the shut downs of various access points occur.

Basement Level – Entertainment Level

The basement level of the premises will house our large cool rooms and store rooms for the bar and kitchen, toilets, staff amenities and other back of house requirements.

The concept of the basement level is to contain entertainment that is louder in nature such as four piece bands, DJ's and other larger music events held at the premises. It is also likely to be used a sporting venue particularly on weekends for watching a variety of sports and is likely to hold a large TAB auditorium as well ample screens for the watching an array of sporting events.

The basement level will be accessible via a large stair well and lift. The toilets to this area can be accessed whilst the basement is open and for busier periods of the ground floor operation if necessary. The toilet facilities can be locked off to the rest of the basement area during these times.

Whilst our licence application is to operate this area seven days a week, it is unlikely that this will be the reality and will ultimately be determined by demand.

First Floor Level – Conference/Function/ Event Level

The first floor is to be used as a multi purpose venue, catering for options including functions; events; conferences; and a restaurant or bar area. We want to be flexible with its use and operation depending on the demand for the space at any given time of the year.

There is a distinct lack of multi-purpose licenced areas like this in Palmerston and we see this flexibility in its operation as the key to the success of this space. Whilst we don't envisage this space will be operational every day, we would like the flexibility to be able to operate every day if the demand dictates it necessary.

As the name of the level suggests this floor will be used primarily for functions and events, including a conference facility. The area will be available for all sorts of events, such as weddings, birthdays, work functions, meetings, awards nights, Christmas parties and many more. At certain times of the year it may be used as an overall extension to the entire premises such as New Year's Eve.

We envisage that we could provide entertainment in this area, but with minimal noise emanating due to clever and effective design of the space.

The Gateway Tavern a Quality Venue for Palmerston

The concept and offering of the Gateway Tavern will offer the people of Palmerston and surrounding areas a destination alternative to the Darwin CBD. However, the Tavern will only be a true alternative if it offers similar trading hours, and that is a driving force behind our application for a 3am closing time.

We have extensive experience operating a Tavern in a shopping centre with a 3am close, being owners and managers of the successful Shenanigans at Marion Shopping Centre in Adelaide from 1998 to 2008. Based on this positive experience, we believe 3am is an ideal time to cease operations for a venue of this type. The following are some key factors in determining this closing time:

- 2am is often considered too early to finish up on a great night out and 4am is often too late for most clientele.
- If consumers know they have until 3am they start considering their means and methods of departure to go home at 2am to avoid queuing for taxi's.
- We believe in turn this will encourage consumers to head home, rather than into Darwin's CBD where lock outs are in place from 3am.

With the population of the Palmerston area predicted to exceed that of Darwin CBD in the next two-three years, the introduction of a multi-purpose late night entertainment for the first time will be thoroughly welcomed and enjoyed. The residents of Palmerston deserve to have direct access to great nightlife without the added expense of a \$120 round trip in a taxi and even more from the southern suburbs of Palmerston.

The Gateway Tavern will be an upmarket late night venue and a great addition for the Palmerston region. A venue in a location such as the Gateway Shopping Centre will have to be versatile to meet the needs of a broad community, however, we have a commitment to targeting a suitable market that compliments the shopping centre. Our craft beer, quality wine range and strong food offering will set the scene and ambience to give the Gateway Tavern an upmarket feel. We will take a zero tolerance approach to poor behaviour and will investigate using the latest in facial recognition camera technology and work closely with Police to ensure we can achieve this.

There is a real purpose and need that underpins the opportunity to provide a multipurpose venue in Palmerston. It will require a sensible approach to work in with all stakeholders surrounding the location at the Shopping centre.

Our extensive experience and desire to be successful will require a focus to cater to various markets that have the intention to enjoy a night out and feel safe at the same time. Our late night 3am close will need to consider the customer who will want to proceed downstairs to continue their socialising and furthermore dancing the night away. There will be the other customer that will want to remain in a zone that provides another form of entertainment that allows a lower key and lesser noise environment.

This customer base to the Gateway Tavern will be significant. To consistently provide this option on the ground floor and retain this market will be critical to the success of the business. There also lays a further consideration regarding the transition of customers to Darwin CBD as previously mentioned. The environmental design will support and play an important role in emanation of noise from the area of such nature or at such levels as to not cause unreasonable disturbance to the ordinary comfort of lawful occupiers of any residential premises.

It is of the applicant's belief the proposed liquor licence application process has, from its conception, remained transparent in regards to the communication towards the stakeholders. In particular regarding our intentions and vision for the Tavern. We are very confident in our ability to be able to build a suitable Security and Management plan with contribution of all stakeholders to ensure a quality well run premises.

We are also committed to create an Alcohol Management Plan in consultation with the Palmerston Police Superintendent, Daniel Shcain, the developers of the Gateway Shopping Centre and the surrounding cafes and restaurants to ensure we include their valuable contribution to matters of safety, Responsible Service of Alcohol, noise control, transportation and security.

Community Needs and Wishes

With such a large retail offering at Gateway Shopping Centre it would go without saying that there will not only be a demand for a dedicated quality Tavern outlet nearby, it will be expected. Whilst we acknowledge the existence of other taverns & clubs in the vicinity, it is evident by the community there is an expectation that a quality family friendly venue would be very well accepted and appreciated.

The fact that the developers are investing close to \$350 million dollars in a new major shopping complex in an area that already has two shopping centres in close proximity is testament to the growth and demand of the area.

The licence we are proposing and the way we want to set the venue up is aimed at engaging the consumer at the best possible level and to be as convenient as we possibly can. Most importantly we will encourage our staff to listen to their local customers and their demands. It is important to have an area of specialisation or feature. We can see the community appreciate and deserve a quality standard & level of service.

Our research and willingness to significantly invest in this proposed Tavern provide further evidence this venue is a viable proposition. We have objectives to adopt and deliver the following in our business model:

A positive friendly dining & social experience. Efficient and educational service approach. We plan to offer an expanded range of wines and craft beers giving locals and visitors a new range that meets their requests for diversity, variation and choice.

Continue establishing the current and future needs and wishes not being delivered in the area so that the Gateway Tavern can be the point of difference for various markets in Palmerston catchment and beyond.

We believe that our offer at the proposed Gateway Tavern and its location supplements the strength of the proposed Gateway development itself as a shopping & entertainment precinct for people to get a number of potential offerings of convenience provided by Woolworth's and '60 plus' other stores in a modern, comfortable & secure environment.

Community Stakeholder Communications

1. Meetings with stakeholders - We have held meetings and requested feedback from the following stakeholders and relevant groups:

1. Senior Policy Officer Drug and Alcohol Policy Unit - Zoe Langridge
2. Palmerston Police Station – The Superintendent – Daniel Shein
3. Mayor of Palmerston – Ian Abbot
4. Member for Brennan – Hon. Minister Chandler MLA
6. Member for Blain – Mr Nathan Barrett MLA

Who We Are

The Coleman Group of Companies incorporates a diverse range of industries, from the flagship business of commercial printing through to hospitality and the fitness industry.

Coleman's Printing was the first of the Coleman family businesses, and has gone from strength to strength, continuing to grow and innovate since opening its doors in 1955.

The family group has since diversified with its award-winning CBD bar and restaurant, and more recently, the Northern Territory's largest group fitness provider, Time Out Fitness Centre.

Coleman's own a significant property portfolio - including two large parcels of land in Darwin's CBD totaling 8000m² and also a 22,000m² of prime commercial land in the heart of the light industrial area at Pinelands.

The Coleman Group of Companies is part of the fabric of the local community, and sponsors a variety of sporting teams and charities, and sit on a number of voluntary boards.

Beneficiaries include:

- NT Police Association
- Tourism Top End
- Starlight Children's Foundation
- Leukemia Foundation
- St John's Ambulance Service
- St Mary's Football Team
- Camp Quality
- NT Rugby Union
- NT Irish Association
- Shave for a cure
- Top End Barra Series
- Nightcliff Cricket Club
- Waratahs Netball Club
- AFANT – Amateur Fishing Association Northern Territory
- Darwin Game Fishing Club
- Australian Hotels Association
- Darwin Shamrock GAA Club
- Paddy Bird annual memorial cup
- NT Athletics
- NT Caledoni
- Rince na hEireann Irish Dance School
- Fannie Bay Equestrian Club
- Darwin High School
- Jingili Pre School
- NT Irish Association
- Annual Rose of Tralee event
- Darwin Clay Target Club
- Darwin Cricket Club
- St Mary's Primary School

As a group we have considered and researched the Palmerston population growth, and capacity of services in the Palmerston region. We have also researched the accessibility for residents of Palmerston to local facilities, the safe environment to purchase essential items and reviewed the unique layout at the Gateway shopping centre. This development aims to deliver a great shopping experience.

The Gateway development has many elements that will evolve throughout the project that will greatly enhance local facilities for the entire community to enjoy. Construction of the Gateway project will involve large scale building works that will be undertaken by hundreds of skilled workers from throughout the Territory.

During construction and upon completion, Gateway will have created over 3,000 jobs for local Darwin residents. With Woolworths, Big W, Event Cinemas and over 80 stores; including a Food Court and restaurants, Gateway will offer plenty of choice.

Our research proves a demand for extra services in the region to accommodate current and predicted growth, with more suburbs being developed such as the Heights Durack (on the right hand side before entering into Palmerston central). There has been an incredible increase of traffic flowing into Palmerston's main suburban routes, including University Avenue, Temple Terrace, Roystonia and Chung Wah Terrace. For instance a Department of Transport and works traffic survey showed traffic flow on Chung Wah Terrace grew from 16,341(Inbound and outbound average daily count over one year) in 2011 to 27,293 in 2013.

The Coleman Family has just celebrated 60 years in business with Coleman Printing, the main pillar of their successful business ventures. Previous hotel ownership by the group in Queensland and South Australia and now currently in the Northern Territory adds to 19 years' experience, and is a crucial enabler to becoming more diverse with their operations. The Coleman business management team displays long term commitment and stability with existing key management personal developing the Coleman businesses for up to and over 40 years.

The most relevant experience and accolades over the 22 years of being involved in the Hospitality industry for the Colemans have set a platform to take on the exciting challenge the Gateway Tavern will produce. The history of owning/operating and winning Awards for excellence in all of the following venues at the Marion in the Westfield shopping centre in Adelaide, Shenannigans in Adelaide, Shenannigans in Cairns, Madison's on Mitchell, The Deck Bar and currently Glodetrotters Lodge and Shenannigans in Darwin have built a wealth of experience and key learnings to build success in the new Palmerston location.

The Marion experience brings forward the creation of a Tavern inside a shopping centre to the Northern Territory. The learning's from operating this business will play a crucial role in the success of the Gateway Tavern. The previous learnings will assist in avoiding alcohol related harm and it will minimise any public safety concerns due the

collaborative approach to building a security plan that had so many different considerations such as:

- The right design to allow for efficient service, easy access to toilets and easy egress to transportation and car parks.
- Clear and concise security measures to create a safe environment .
- We have such a great opportunity on this occasion having input to the internal design and fit out to achieve the above.
- The Right food offering to meet the needs of the community
- An Appropriate range of products and beverage choice to meet the needs and wishes of the community and of which will set standards in the Tavern.
- Create a partnership with the entire Entertainment Precinct to ensure a collaborative approach to centre management and security

Winning the various awards at our venues will allow us to facilitate programs that work towards excellence in many areas of the daily operations of a Tavern. Best Hotel, Responsible Service of Alcohol, Responsible service of Gaming, Best Bar Presentation and service, we employed the award winning rising star, Best Bistro dining, Best Themed Restaurant, Best marketed hotel and Best community service and achievement award rounds out a group of awards that prove the ability, commitment and knowledge to simply run a great Tavern that provides a tremendous range of food, beverage and entertainment.

Below is a list of most the recent awards at Shenannigans, Mitchell St. Darwin.

Shenannigans Darwin - Awards for Excellence History

2014

- BEST HOTEL OR PUB WITHOUT ACCOMMODATION - **WINNER**

2013

- BEST HOTEL OR PUB WITHOUT ACCOMMODATION - **WINNER**

2012

- MINISTER'S AWARD FOR RESPONSIBLE SERVICE OF GAMING - **WINNER**
- BEST HOTEL OR PUB WITHOUT ACCOMMODATION - **WINNER**
- MINISTER'S AWARD FOR RESPONSIBLE SERVICE OF ALCOHOL **WINNER**

2011

- BEST HOTEL OR PUB WITHOUT ACCOMMODATION - **WINNER**
- HOSPITALITY INDUSTRY RISING STAR - Dee Mulligan - **WINNER**
- BEST HOTEL BAR PRESENTATION & SERVICE - **WINNER**
- MINISTER'S AWARD FOR RESPONSIBLE SERVICE OF GAMBLING - **WINNER**

Gold Plate Awards 2011

- BEST PUBLIC HOTEL DINING - **WINNER**
- TOURISM / THEMED RESTAURANT - **WINNER**

2010

- BEST HOTEL GAMING VENUE - **WINNER**
- BEST HOTEL BISTRO DINING - **WINNER**
- BEST HOTEL BAR PRESENTATION & SERVICE - **WINNER**
- BEST OVERALL HOTEL - METROPOLITAN - **WINNER**

Gold Plate Awards 2010

- TOURISM / THEMED RESTAURANT - **WINNER**

2009

- BEST HOTEL GAMING VENUE - **WINNER**
- BEST HOTEL OR PUB WITHOUT ACCOMMODATION - **WINNER**
- BEST HOTEL BAR PRESENTATION & SERVICE - **WINNER**
- BEST OVERALL HOTEL - METROPOLITAN - **WINNER**

2008**Awards for Excellence**

- BEST HOTEL OR PUB WITHOUT ACCOMMODATION - **WINNER**
- BEST HOTEL BAR PRESENTATION & SERVICE - **WINNER**

2007**Awards for Excellence**

- BEST HOTEL - COMMUNITY SERVICE & ACHIEVEMENTS AWARD - **WINNER**

2006**Awards for Excellence**

- BEST MARKETED HOTEL - **WINNER**

2005

- BEST HOTEL BAR PRESENTATION & SERVICE - **WINNER**

Gold Plate Awards 2005

- BEST PUBLIC HOTEL DINING - **WINNER**

Management Team

Father Gary Coleman and sons Justin, Mick and Tony collectively possess management and leadership skills that have continued to develop the Coleman Group of Businesses to its current position with Gary himself having opened Darwin's first bottleshop in 1965.

The growth and continued diversification continues to allow the Coleman's to be a successful business partner of the Northern Territory community, and in turn it empowers the family capacity to give back to the community in many forms of support and sponsorship. Overall the Coleman businesses support over 100 employees and their families.

The combination of the team's business acumen, commercial understanding of the Northern Territory developments, managerial experience and a passion to contribute to the Northern Territory Governments Developing the North initiative sets the pathway for a more diverse and successful future.

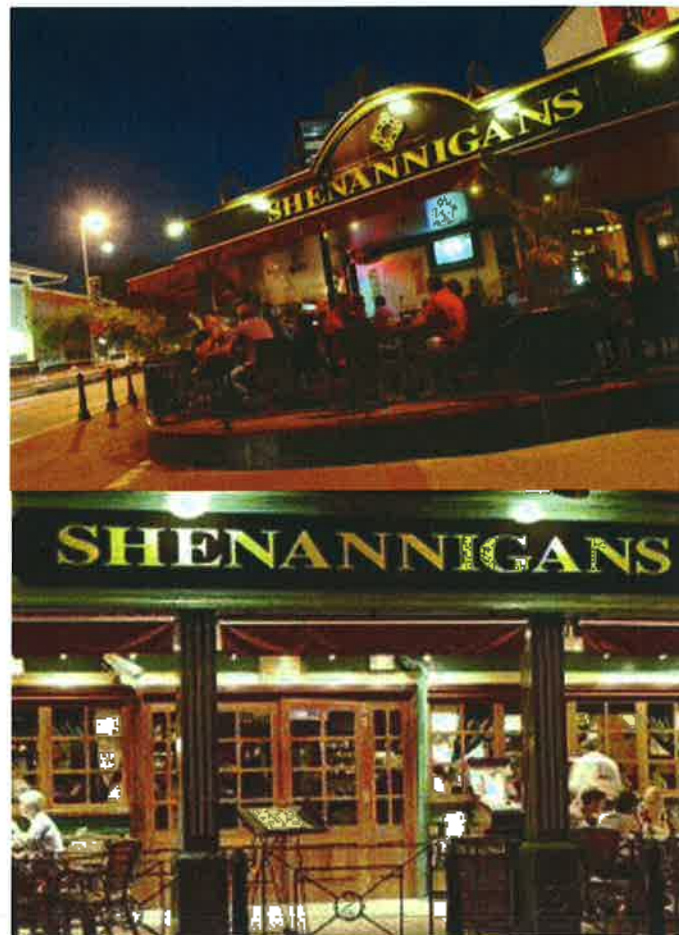
Coleman's Management Team Snapshot

						
Gary brings extensive business knowledge from a career in retail. As a successful Coleman veteran, Gary will play a vital role in the big picture.	Michael Coleman, passion and the true concept designer will be driving force for the project and his extensive hospitality experience adds further depth.	Justin Coleman, bachelor of business and design, an experienced and spirited manager, the Coleman Group will be under his watchful Coleman supervision.	Tony Coleman has led Coleman Park for a multitude of business ventures including the prestigious Telstra Small Business Awards.	Peter Sutcliffe has extensive financial knowledge of the Coleman group of businesses and will be the backbone of the financial success of the project.	Dorothy Coleman is director of Coleman Printing from 1980-2004 encompassing marketing, sales and human resources and has a keen eye for interior design.	Steve Dugan leads the operations management division for the group. Steve's extensive hospitality experience and passion for the industry will drive great results with the proposed business.

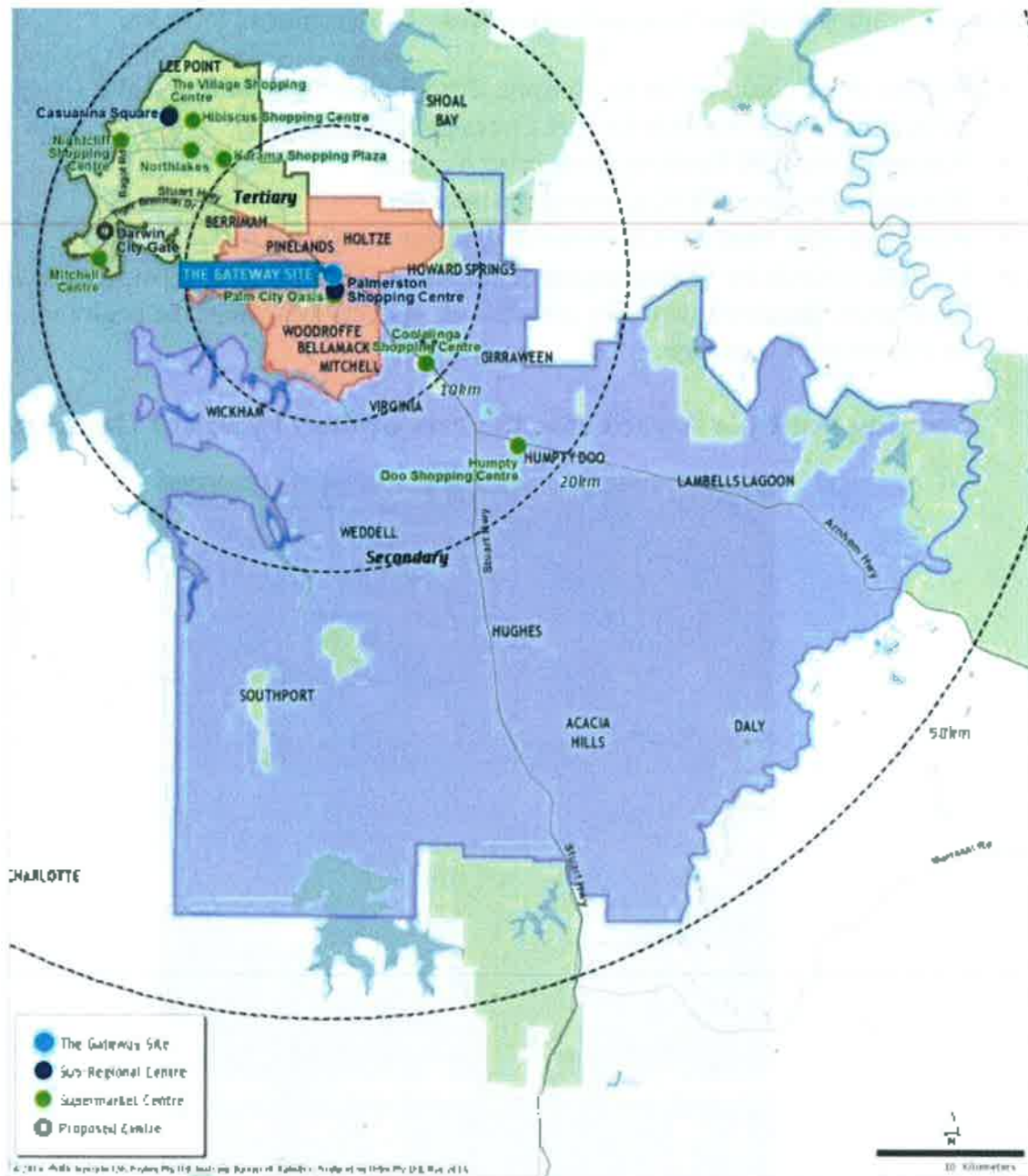
Awards. In addition to the recent Telstra Award, some of the past recognition Coleman's printing and their hospitality businesses have achieved includes:

- Winner of numerous print and graphic design awards, including eight consecutive PICA Awards for Best Overall Production (NT);
- Winner of the 1990 Territory Enterprise Awards;
- Winner of the Best CBD Commercial Business;
- Winner of 2001 Minister's National Award for Excellence in Training.
- Multiple awards for Shenannigans at Australian Hotels Association Awards for Excellence. Shenannigans have won an award every year from the beginning of its existence 19 years ago.

Winning multiple Awards for 18 years of the 19 years of Operation



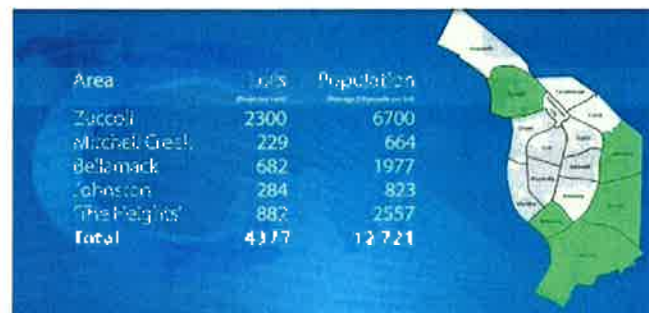
Catchment Area and Market Opportunity



The Gateway site is expected to serve a main trade area generally covering the municipalities of Palmerston and Litchfield. The main trade area represents the core retail market upon which the Palmerston City Centre (and future Gateway development) would be supported.

The centre will also provide an alternative destination for residents in the Darwin and Casuarina areas, which are included in the secondary sector (See - Map on previous page) and from residents in rural localities which Darwin or Casuarina Shopping Centre serves as the main commercial centre.

New property sales in the catchment area are attracting a demographic with higher income and stable employment positions. This market enjoys shopping for an occasion and at a recent IBA convention the facts and figures provided around marketing to special occasions and events promote a strong and healthy market for a social consumer.



Source - The Palmerston City Council website / Australian Bureau of Statistics

Tourism Market Demand

- Tourists heading to Kakadu, Litchfield, Daly Region and Katherine. The Top End had 908,000 visitors last financial year and is a very real market opportunity for our precinct. Note Numbers are up 11%. Tourism falls in line with "Develop the North" strategy and is a major focus for the government objectives and investment. Tourism 2020 Vision.
- Tourism sector over the next seven years outlining a vision "To grow the visitor economy in the Northern Territory to \$2.2 billion by 2020 as measured by overnight visitor expenditure". This target is well on the way to being met.

- The 2020 NT growth target equates to 3.1% growth per annum, delivering an additional \$535 million in visitor expenditure against 2011-12 levels and supporting an estimated 4300 new jobs.

Mining Sector

- Mining is important to the Territory. Important because it is the single most significant contributor of GSP accounting for \$2.5 billion in revenue each year and directly employing over 4,600 people. If you consider the petroleum industry as well, mining and petroleum make up over 20% of GSP, making them vital to the development of the Territory into the future.
- The Northern Territory's economy is largely driven by mining, which is concentrated on energy producing minerals and petroleum.
- The Northern Territory has hit a new peak with the highest full-time employment ever recorded at 6500 positions.
- Northern Territory's employment statistics are an important indicator of socio economic status. The levels of full or part-time employment, unemployment and labor force participation indicate the strength of the local economy and social characteristics of the population.



The Coleman group has an intimate connection and understanding of the importance of Tourism to the NT economy and how critical it is to partner Tourism to deliver a quality experience alongside what our National Parks offer. We believe the Gateway Tavern will play its role in the Northern Territory Tourism experience.

Road Traffic Surveys

The tables that follow indicate location where survey studies have taken place. The table top row indicates number of cars travelling on the inbound lane towards the city daily. The middle row indicates the number of vehicles travelling outbound away from the City of Darwin or the Northern suburbs daily. The bottom row indicates the total two way directional traffic over the course of One day. The columns indicate the year or month the survey was conducted. The detail is sourced from the Department of Transport website traffic data website.

Table: 1.1 AADT For Primary Stations - 10 Year Period

Road Name / Location	ADT Station	Direction	Units	Region: Darwin									
				2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
Chung Wah Terrace Between Bolgat & Temple Tr	UDVD0159	Inbound	D/A	7032		7521		7092		8766		16413	
		Outbound	D/A	6140		6736		7454		7575		10880	
		Both	D/A	13172		14257		14546		16341		27293	

Table: 1.1 AADT For Primary Stations - 10 Year Period

Road Name / Location	ADT Station	Direction	Units	Region: Darwin									
				2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
Ringsden Ave 100m West of Yarrawindupa Rd SITE REFLECTION - 2011 & 2012	UDVD0215	Inbound	Veh	8315	8751	9333	9431	9360	9723			12562	12840
		Outbound	Veh	8316	9094	9342	10134	9807	9842			14813	14523
		Both	Veh	17031	17845	19285	19645	19167	19565			27375	27363

Table: 1.1 AADT For Primary Stations - 10 Year Period

Table 1.1 ADT for Primary Stations - 10 Year Period												Region: Darwin				
Road Name / Location	ADT Station	Direction	Units	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014			
Temple Terrace 200m South of Stuart Hwy	UDVD0124	Inbound	Veh	5907	5749	5540	5496	5926	6010	5772	6192	6294	6138	6011	5190	5810
		Outbound	Veh	5600	5229	5151	4991	5336	5355	5172	5529	5597	5521	5432	4727	5236
		Both	Veh	11507	10978	10691	10487	11262	11365	11644	11711	11891	11659	11453	9917	11046

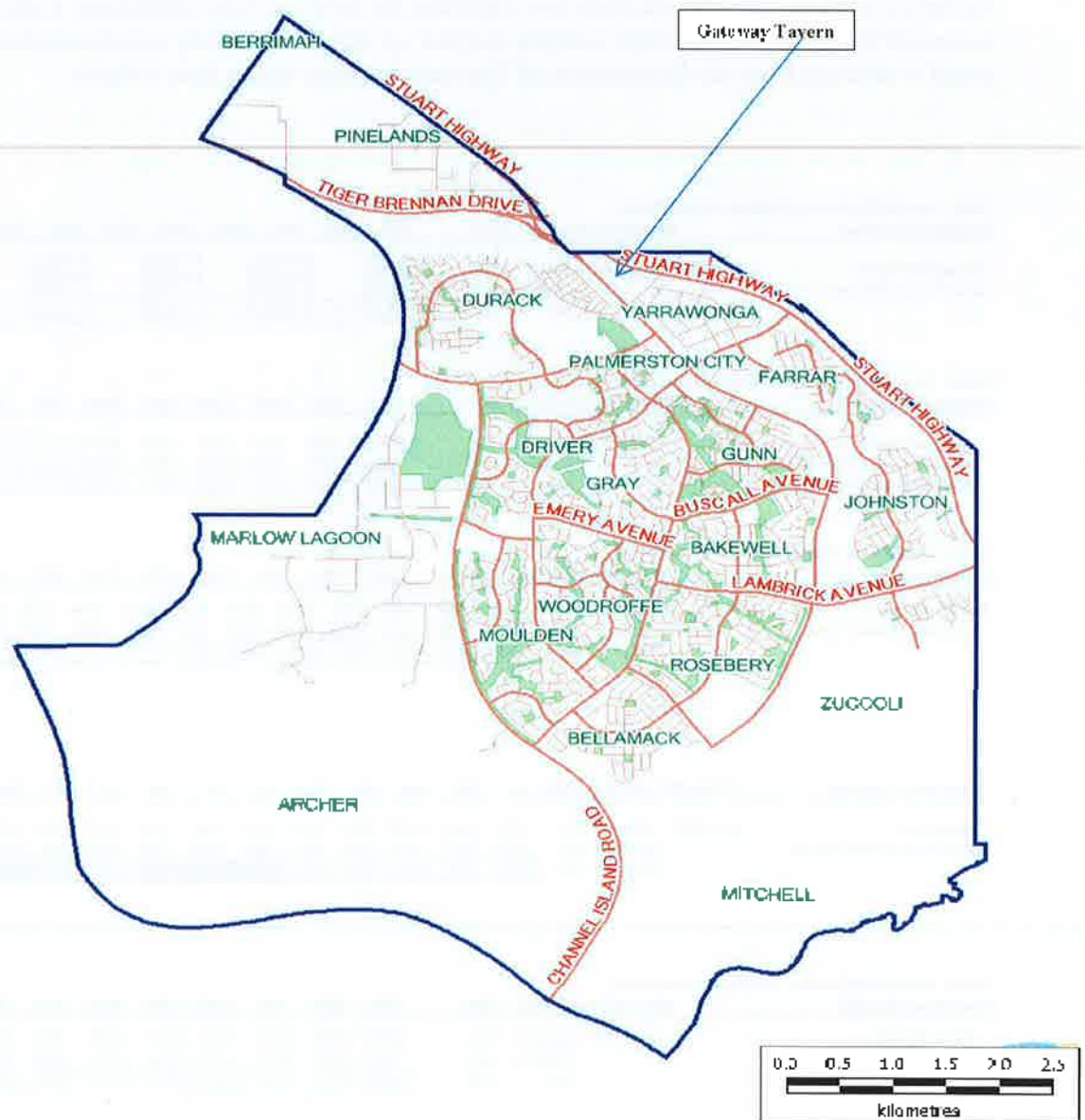
Road Name / Location	Station No	Direction	Units	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	AADT
Finlandia Ave 200m South of University Ave	UDVD0061	Inbound	Veh	5355	5894	5922	5816	6247	6740	6780	6346	5491	6154	5162	4885	6084
		Outbound	Veh	5023	5417	5470	5374	5811	5802	5859	5926	6098	5980	5753	4577	5654
		Both	Veh	10378	11311	11392	11190	12058	12542	12639	12272	12469	12134	10915	9462	11738

Table: 1.1 AADT For Primary Stations - 10 Year Period

Road Name / Location	ADT Station	Direction	Units	Region: Darwin									
				2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
Stuart Highway 400m East of Barrimah Rd.	UDVD0110	Inbound	Veh	11000	10950	11464	12023	12845	12260	8638	8371	4975	9768
		Outbound	Veh	9668	10052	10453	11194	11942	11467	5268	9170	8052	10044
		Both	Veh	20668	20992	21917	23217	24787	23727	13906	17541	12827	19812

Road Name / Location	Station No	Direction	Units	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	AADT
Stuart Highway 120m West of Barrimah Rd.	UDVD0226	Inbound	D/A					11601		11628				8433		10627
		Outbound	D/A					10002		16351				8503		16174
		Both	D/A					21603		27979				16936		26801

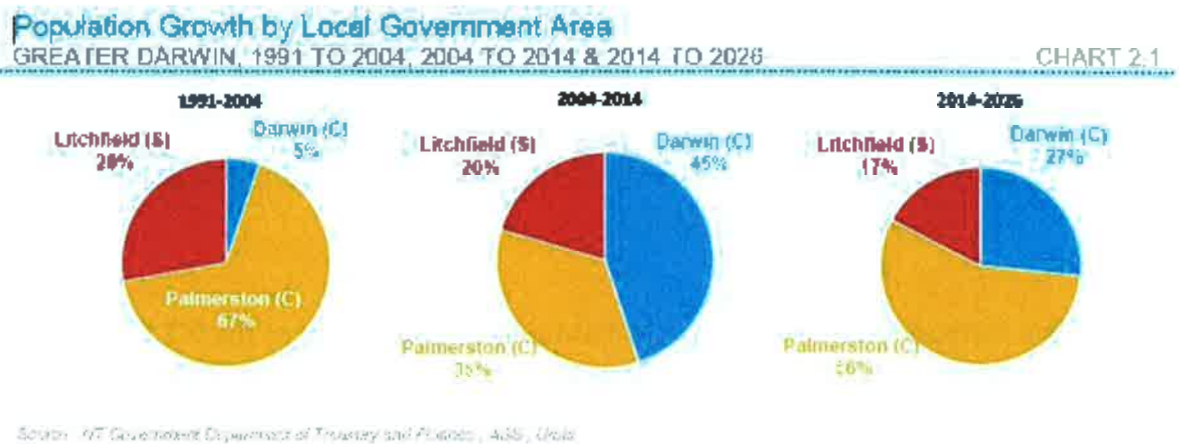
City of Palmerston Boundries



Population Forecasts

As of June 2014, the main trade area of the Gateway centre had approximately 55,600 residents, including 35,300 in the primary trade area. Including the tertiary sector, which essentially covers the City of Darwin boundary, the total trade area population currently amounts to 140,400 people.

Reflecting where the vast majority of land release is designated to occur, around 73% of the Greater Darwin region's population growth is expected to occur in the southern suburbs, including the Palmerston municipality, from 2014-2026. Palmerston's share of Greater Darwin's growth is forecast to increase from 35% to around 56% over the next 12 years [refer Chart 2.1].



Between 2014-2026, the main trade area population is forecast to increase by around 26,900 people to 82,500; an increase of around 48% [refer Table 2.1, next page]. The trade area population is forecast to grow to 177,300 people by 2026.

Forecast Population Growth
THE GATEWAY TRADE AREA, 2007-2026

TABLE 2.1

	Population ¹				
	2006	2014	2017	2021	2026
Primary	26,010	35,280	40,370	47,180	57,820
Secondary	15,110	20,340	21,910	23,410	24,710
Main Trade Area	41,120	55,620	62,280	70,590	82,530
Tertiary	72,330	84,750	88,200	91,790	94,770
Total Trade Area	112,450	140,370	150,480	162,380	177,300
	Average Growth p.a. (No.)				
	2006-14	2014-17	2017-21	2021-26	
Primary	1,159	1,697	1,703	2,128	
Secondary	654	523	375	260	
Main Trade Area	1,813	2,220	2,078	2,388	
Tertiary	1,553	1,150	890	595	
Total Trade Area	3,365	3,370	2,975	2,984	
	Average Growth p.a. (%)				
	2006-14	2014-17	2017-21	2021-26	
Primary	3.9%	4.8%	4.0%	4.2%	
Secondary	3.6%	2.5%	1.7%	1.1%	
Main Trade Area	3.6%	3.8%	3.2%	3.2%	
Tertiary	2.0%	1.3%	1.0%	0.6%	
Total Trade Area	2.7%	2.3%	1.9%	1.8%	

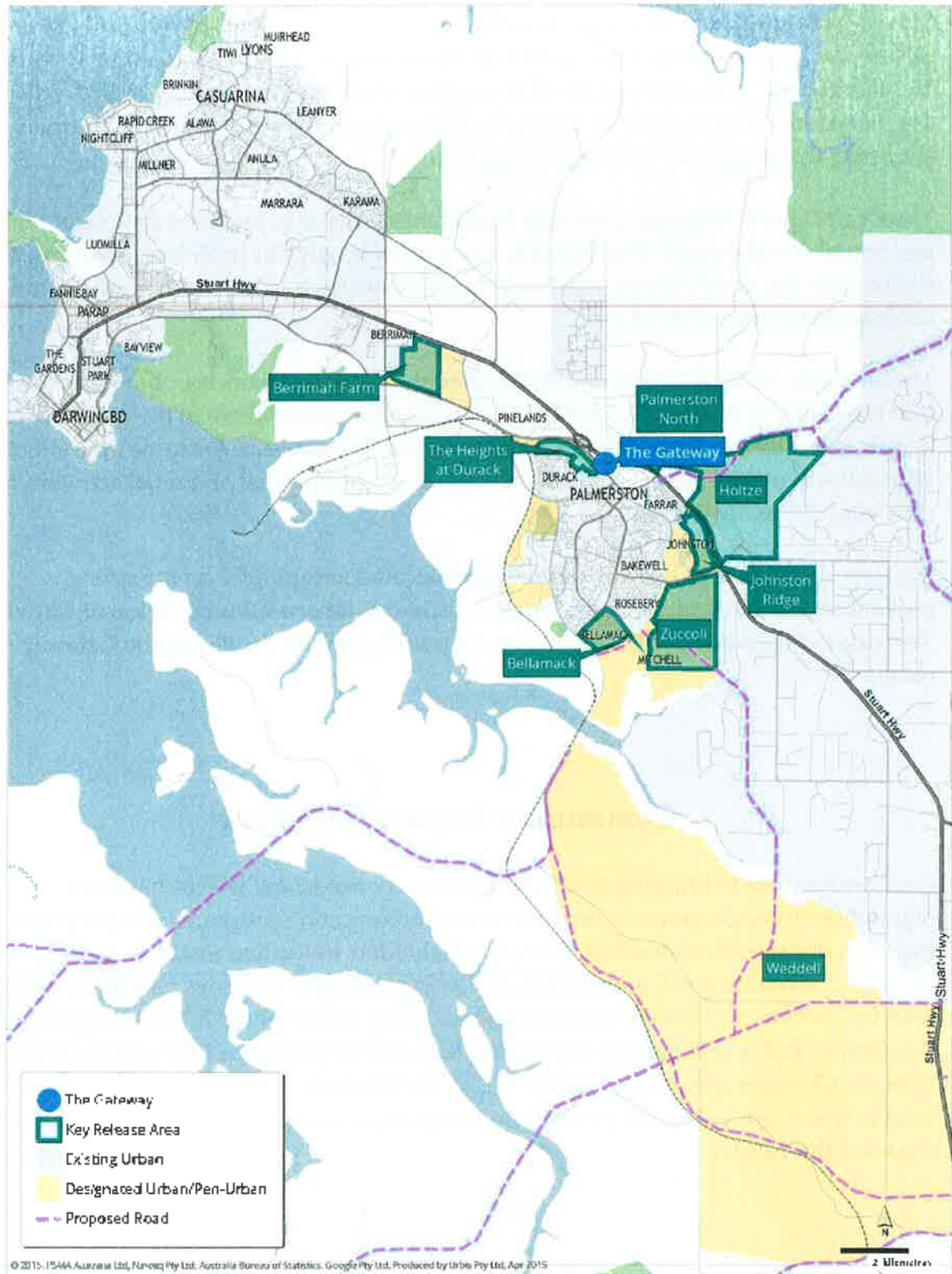
¹ 2006 Census

Source: NT Government Department of Treasury and Finance (2014 Main Update), ABS, 2006

The increased share of growth to Palmerston is reflective of the NT Government's policy of promoting infill development and the large amount of land currently and planned to be released for residential development in the Palmerston area.

Based on figures from the Northern Territory Government's Department of Planning and Infrastructure, the vast majority of greenfield land release is accounted for by areas in and around Palmerston (e.g. Zuccoli, Mitchell, Berrimah Farm and Berrimah Prison). The lone major release area outside of this area is Muirhead.

Key residential developments are illustrated in Map on the next page and include The Heights at Durack, Johnston Ridge and Zuccoli.



The NT government is current seeking Expressions of Interest for the future development of Berrimah Farm. Initial estimates indicate that this area, located within a 10 minute drive (and north) of the Gateway site, could provide around 2,950 dwellings. The Palmerston City Centre, including the Gateway centre, would serve as the main shopping destination for residents of this area.

The Draft Darwin Regional Land Use Plan identifies various locations for longer term residential development. This includes a new growth corridor in Holtze, just north of Palmerston and the Gateway site. Preliminary estimates suggest that this land could accommodate around 9,500 lots.

The schedule for land release and development of Weddell is unclear, but it is expected that the land will yield up to 20,000 lots, and therefore somewhere in the order of 50,000 people in the future. Development is not expected to commence for some time although Weddell will ultimately provide added support for commercial and retail activities in the Palmerston City Centre.

It is apparent that the Gateway centre is well located to capitalise on the strong population growth forecast in the Palmerston and southern suburbs region of Darwin. This expanding market will support a good trading growth profile for the Gateway centre.

Community Impact Statement

Our commitment to bringing to life the community needs and wishes has been highlighted through means of an extensive communication program. This program has included sharing relevant detail with all Stakeholders in the first instance, starting on the day of submitting our application. As listed previously meetings have been called with key community leaders in the Drug and Policy officer of the NT Zoe Langridge, Palmerston Police (Palmerston Superintendent) Daniel Shein, the Palmerston Mayor, Minister Chandler and Nathan Barret M.L.A. The feedback from all the community leaders was overwhelmingly positive and supportive of our intensions for the business model of the Tavern.

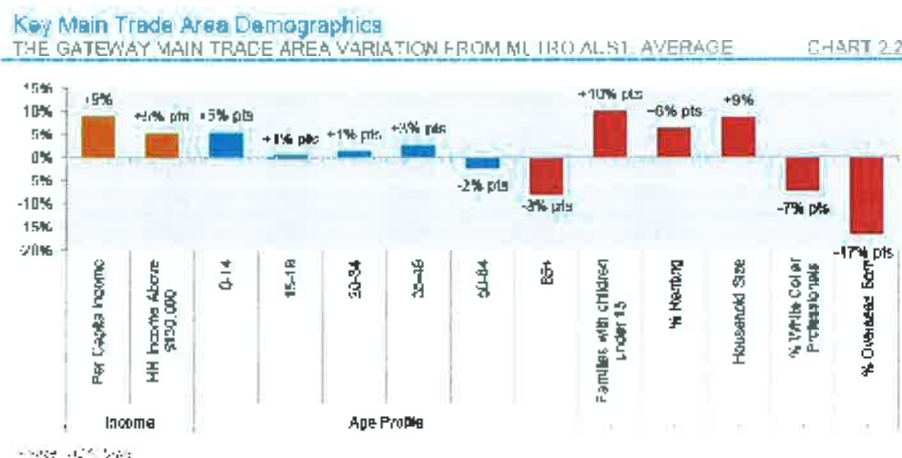
It is our view that the presence of our facility will not result in a net increase in the purchase or incidence of alcohol consumption; nor will it result in undesirable other effects such as congregation of anti-social drinkers in the vicinity. The proposed location of this facility is (conveniently) most inconvenient to anyone who is not travelling by motor vehicle, due to its separation of Roystonea Ave and the Stuart Highway direct from any residential area.

Risk Management: We will establish a training program for all management and staff to create an acute awareness of the challenges we are faced with in regards to alcohol related harm. This will take into account consideration of patron, venue and staffing characteristics and social and the wider environment. Education will play a key component in our staff capabilities and how they deliver service in the proposed Gateway Tavern.

We have read and will abide by the relevant provisions of issued guidelines and terms of the Liquor Act itself.

Demographics and Market research data

The key main trade area demographic characteristics are summarised in Chart 2.2, with detailed data for all sectors provided in Tables A.1 and A.2 following 2 pages.



Trade Area Demographics

THE GATEWAY TRADE AREA, 2011

TABLE A.1

	Primary	Secondary	Main Trade Area	Tertiary	Total Trade Area	Metro Australia	Darwin
Household Income							
\$Nil	1%	2%	1%	1%	1%	2%	1%
\$1-\$20,800	7%	7%	7%	7%	7%	10%	7%
\$20,800-\$52,000	15%	10%	10%	17%	10%	25%	10%
\$52,000-\$78,000	16%	15%	17%	10%	10%	17%	10%
\$78,000 - \$130,000	32%	28%	30%	27%	28%	23%	28%
\$130,000-\$208,000	24%	23%	24%	25%	24%	10%	24%
\$208,000 plus	4%	0%	0%	7%	0%	0%	0%
Average Household Income	\$103,361	\$104,110	\$103,653	\$108,100	\$108,403	\$89,341	\$106,458
Variance from Metro Australia Avg.	+16%	+17%	+16%	+21%	+19%	0%	+19%
Average Household Size	2.8	2.8	2.8	2.8	2.7	2.0	2.7
Per Capita Income (Persons aged 15-64) (%)							
\$Neg/Nil	7%	0%	0%	0%	0%	11%	0%
\$1 - \$20,800	14%	10%	15%	15%	15%	23%	15%
\$20,800 - \$41,600	10%	20%	19%	10%	10%	22%	10%
\$41,600 - \$78,000	42%	34%	30%	30%	37%	28%	37%
\$78,000 +	18%	21%	19%	23%	22%	17%	22%
Avg. Per Cap. Income (aged 15-64)	\$52,042	\$52,004	\$52,950	\$58,220	\$64,888	\$47,083	\$54,005
Variance from Metro Australia Avg.	+12%	+13%	+13%	+19%	+17%	0%	+17%
Age Distribution							
Aged 0-14	26%	22%	24%	19%	21%	19%	21%
Aged 15-19	7%	7%	7%	0%	7%	0%	7%
Aged 20-34	20%	10%	24%	20%	25%	22%	25%
Aged 35-49	23%	27%	24%	23%	24%	22%	24%
Aged 50-64	12%	21%	10%	10%	17%	16%	17%
Aged 65-70	3%	0%	4%	0%	0%	0%	0%
Aged 80+	1%	1%	1%	1%	1%	4%	1%
Average Age	29.3	35.3	31.0	34.0	33.5	37.2	33.5
Dependency Ratio ¹	30%	20%	20%	20%	27%	32%	27%

1. Dependency ratio refers to the proportion of the population between 0-14 and 65+ to 15-64 years.

Source: ABS; DfPS.

Trade Area Demographics

THE GATEWAY TRADE AREA, 2011

TABLE A.2

	Primary	Secondary	Main Trade Area	Tertiary	Total Trade Area	Metro Australia	Darwin
Household Composition (%)							
Couples with no children	24%	30%	28%	27%	27%	28%	27%
Family with children <15	41%	34%	38%	28%	32%	28%	32%
Family with children >15	11%	14%	12%	13%	12%	17%	12%
Total Family (with children)	52%	47%	50%	41%	44%	45%	44%
Group Household	5%	3%	4%	8%	7%	5%	7%
One Person	18%	10%	18%	23%	21%	23%	21%
Other	1%	1%	1%	1%	1%	1%	1%
Housing Tenure							
Owner	8%	20%	10%	20%	18%	31%	18%
Purchaser	43%	52%	48%	33%	38%	37%	38%
Renter	48%	18%	37%	47%	43%	30%	43%
Housing Costs							
Loan Mortgage Repayments (monthly \$)	\$2,328	\$2,358	\$2,341	\$2,307	\$2,322	\$2,142	\$2,322
% Households in Mortgage Stress ²	1%	1%	1%	0%	1%	3%	1%
Rent Payments (weekly \$)	\$351	\$323	\$340	\$391	\$377	\$346	\$377
% Households in Rental Stress ³	4.3%	1.7%	3.3%	5.5%	4.7%	7.2%	4.7%
% Households in Housing Stress	5%	3%	4%	6%	5%	10%	5%
Car Ownership							
% 0 Cars	6%	2%	5%	8%	7%	10%	7%
% 1 Car	31%	22%	28%	37%	34%	37%	34%
% 2 Cars +	63%	78%	68%	55%	59%	53%	60%
Labour Force							
Labour Force Participation	81%	77%	80%	75%	77%	67%	77%
% Unemployed	4%	4%	4%	4%	4%	5%	4%
% Managers and Professionals	24%	28%	29%	37%	33%	37%	33%
% Other White Collar	44%	32%	40%	38%	37%	38%	37%
% Blue Collar Occupations	32%	40%	35%	27%	30%	28%	30%
Birthplace							
Australian Born	84%	80%	84%	70%	78%	68%	78%
Overseas Born	16%	14%	16%	30%	24%	32%	24%
- Asia	8%	3%	5%	10%	6%	11%	8%
- Europe	5%	6%	5%	8%	7%	11%	7%
- Other	6%	5%	6%	11%	6%	11%	9%

1. Other Tenure Types have not been included

2. The Affordability Housing Taxation (established by the AOT Government) is defined people as having difficulty in accessing affordable housing if they are in the lowest two quintiles (lowest 40%) of income distribution and pay 30% or more of their gross household income in housing costs. That group is referred to as being in housing stress.

Source: ABS (2011)

The total trade area generally encompasses the Darwin metro area. Compared with the Australian capital city averages, the total trade area includes a relatively high proportion of younger, working-age adults (49% aged 20-49 vs. 44% metro Australia) who are often quite transient by way of their pursuit of employment opportunities. This drives:

A higher per capita income (+17%) and a higher average household income (+19%).

A younger average age (especially a lower representation of retirees).

A high proportion of renters and high labor force participation.

These characteristics have a significant influence on retail spending patterns, as detailed in the next sub-section.

The main trade area, which generally comprises the Palmerston and Litchfield municipalities, is similar to Darwin as a whole with the only notable differences being:

Per capita and household incomes are slightly lower, albeit still above the Metro Australia average at 116% and 113% respectively.

A younger age profile and greater concentration of families.

A greater proportion of households with mortgages and slightly higher labour force participation rate.

Opportunity to deliver on locals needs

GATEWAY STAGE 1 - GROUND FLOOR

FIGURE 1.1



A great Opportunity exists in this environment to deliver on consumer need`s and wishes. The fact that the developers are investing close to \$350 million dollars in a new major shopping complex in the area that already has two shopping centres in close proximity is testament to the growth and demand of the area.

Our business model and strategic measures for a new Liquor Licence for Tavern in this new exciting Shopping centre if successful with the application can add much needed value to the industry and more importantly the consumer.

The new Gateway Shopping, Entertainment and Leisure Precinct is one of the most significant retail and entertainment precincts to ever be constructed in the Northern Territory. Over \$200 million dollars is to be spent in stages 1 and 2 of the development, with another \$120m to be spent in stages 3 & 4.

With its ideal location and easy access to all residents of the Territory's fastest growing regions of Palmerston and Litchfield, the Gateway Shopping Centre is expected to attract significant volumes of traffic through its doors. Gateway Stage 1 includes over 30,000m² of retail space and has major tenants such as Woolworths and Big W along with over 80 specialty shops.

Stage 1 also includes a food court, restaurants and a large Cinema Complex. Gateway Stage 2 will see the addition a homemaker centre with 13,000m² of retail space and 14 tenancies. The \$120 million Gateway Stage 3 expected to commence in 2020 will see the addition of a further

20,000m² including 60 more retail tenancies plus a department store and at least two mini majors.

The Governments Develop the North objectives are here to stay, grow and thrive. The industry now more than ever needs to stand tall together, raise the standards, improve our offering and create a win for everyone involved. We can object to the potential growth and competition but in fact when the population of an area grows it requires businesses to expand and/or make way for new business to be established enabling a community to move with the growth successfully. Gateway Tavern is an opportunity to set a bench mark to ensure as industry operators we continue to thrive in today's healthy competitive and growing world.

In Summary: Gateway Tavern is ideally located at the gateway to one of the fastest growing regions in the country.

Being located at the gateway to this exciting growth area allows the proposed Gateway Tavern to cater to the entire growth area as people return or enter this region. It means we not only cater for the emerging suburbs and developments but the entire catchment which makes this development the ideal candidate to satisfy the requirements of issuing a new liquor licence.

Being located at the gateway to this enormous Growth area means the Gateway Tavern is ideally located to cater for the unprecedented demand that is occurring in the Palmerston, Berrimah and rural areas.

These are the sites where the statistical information contained within this report have been sourced.

www.palmerston.nt.gov.au/city

Palmerston City Council site for Master plan detail and suburb development

<http://www.litchfield.nt.gov.au/land-infrastructure/planning-and-development/application>

Litchfield Council development plans and population detail

<http://www.transport.nt.gov.au/publications/traffic-reports>

Traffic Reports Northern Territory

<http://chiefminister.nt.gov.au/news/draft-area-plan-berrimah-farm-released>

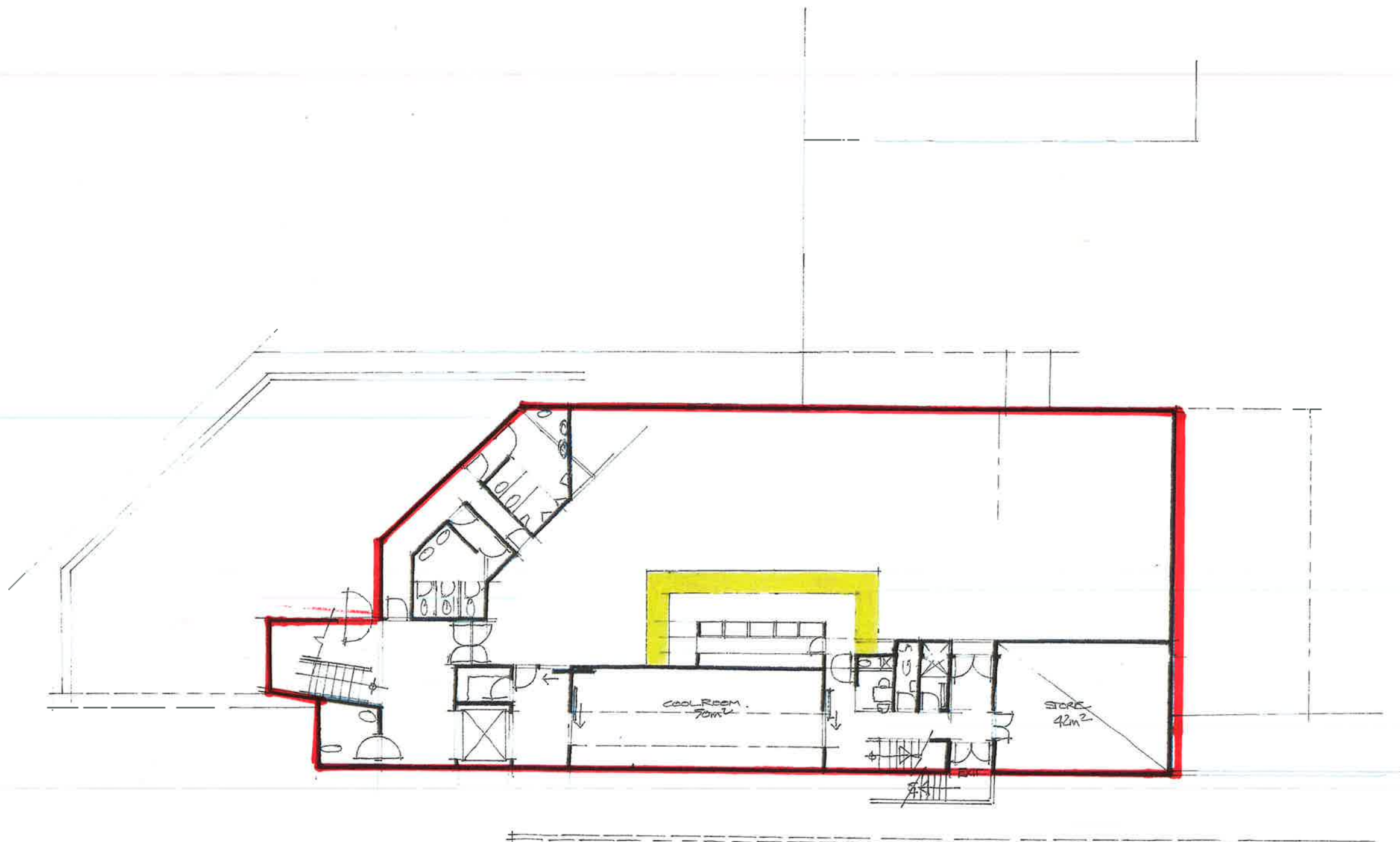
Berrimah Farm property release and Government commitment

file:///C:/Users/Scott/Downloads/The_1Heights_Newsletter_Ed_1.pdf

The Heights Durack – One of six Palmerston suburb developments

<http://www.abs.gov.au/ausstats/abs@.nsw/Latestproducts/3218.0Main%20Features102012-13?opendocument&tabname=Summary&prodno=3218.0&issue=2012-13&num=&view>

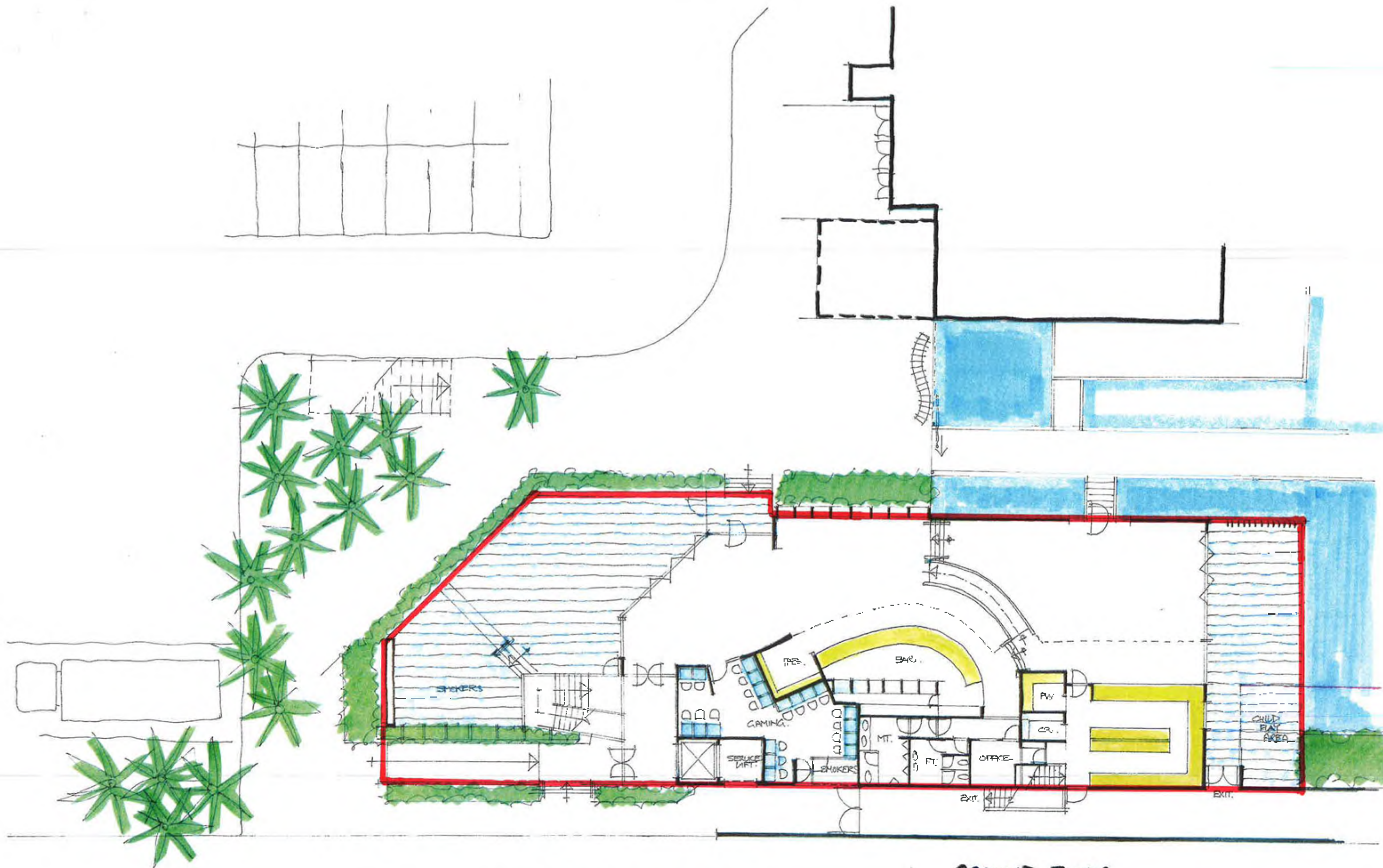
Australian Bureau of Statistics - Population



ROYSTONEA. AVENUE

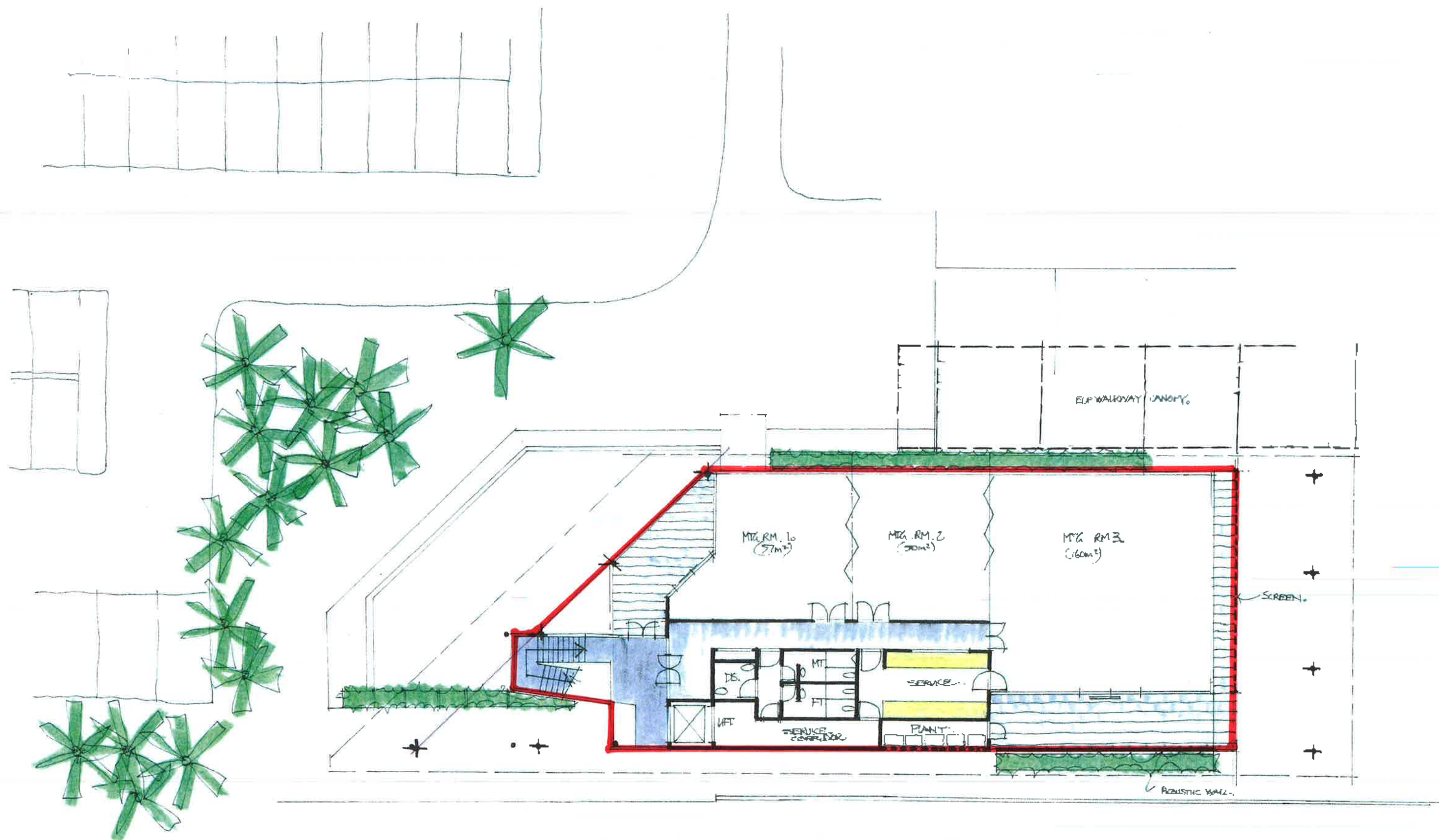
BASEMENT
PROPOSED TAVERN - GATEWAY

SAVAGE ARCHITECTURE
DATE - NOVEMBER 2015
SCALE 1:100
JOB NO SAU 15026
DWG NO 1-A.



ROYSTONER AVENUE.

GROUND FLOOR
 PROPOSED TAVERN - GATEWAY.
 SAVAGE ARCHITECTURE
 DATE - NOVEMBER 2015
 SCALE - 1/100



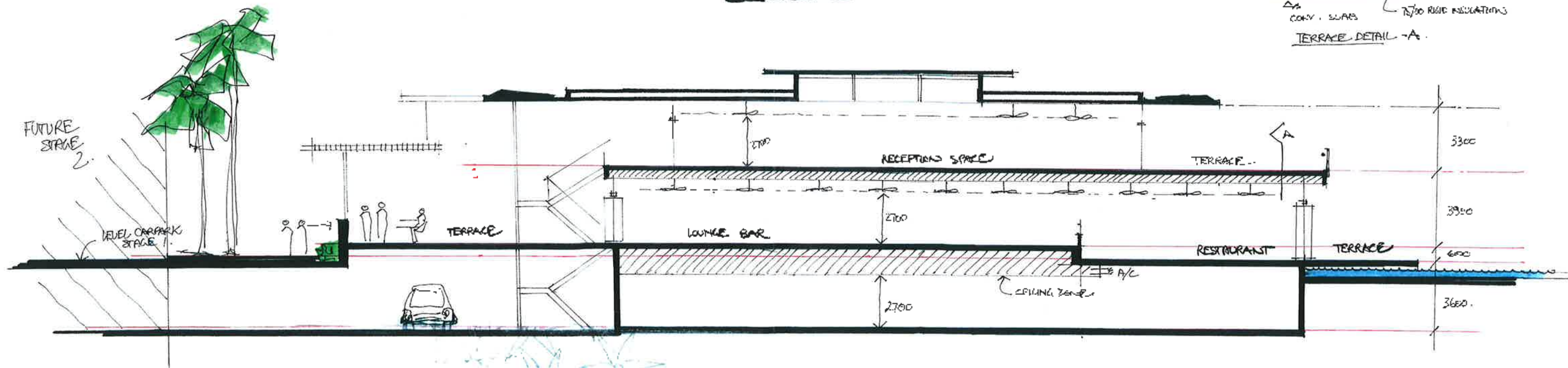
SAVAGE ARCHITECTURE.

ROYSTONER AVENUE.

FIRST FLOOR.
PROPOSED TAVERN - GATEWAY.

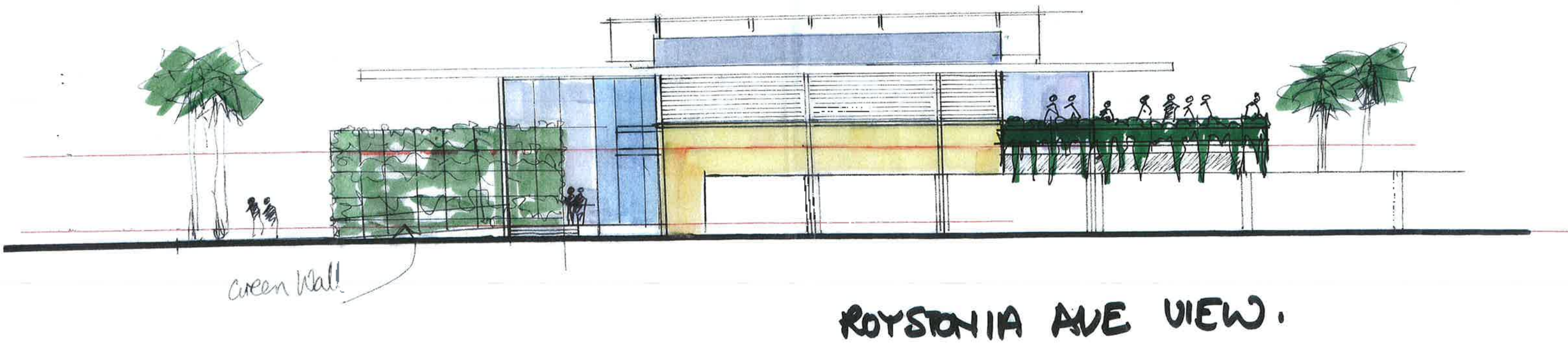
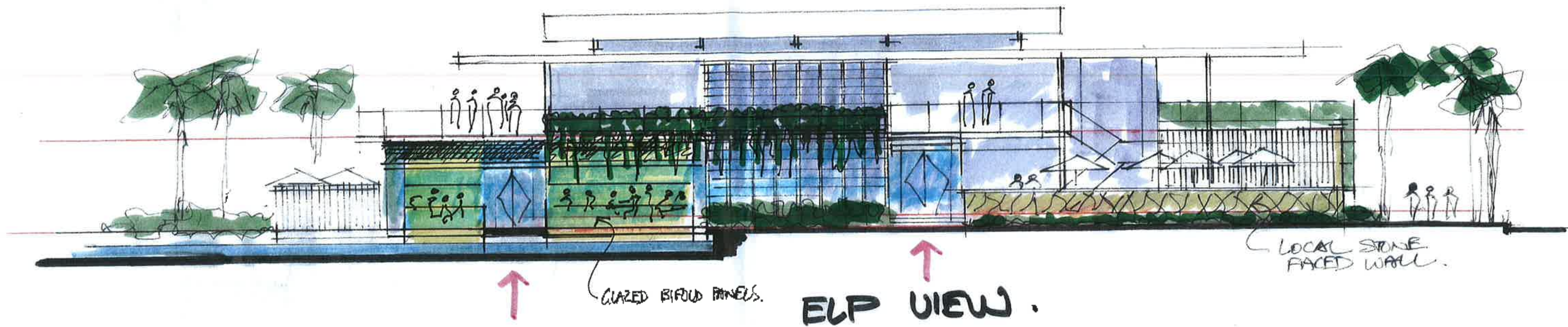
DATE: DECEMBER 2015
 SCALE: 1:100 @ A1.
 JOB N°: SAV 15.0026
 DWG. NO: 3-B.

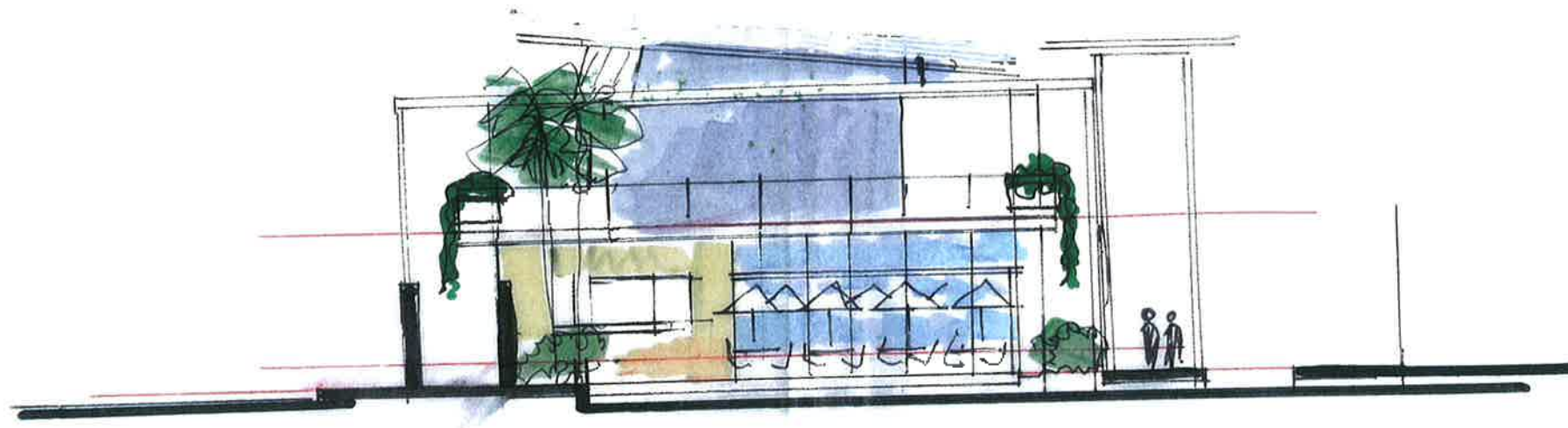
Hand-drawn cross-section diagram of a terrace detail. The diagram shows a concrete slab (CONV. SLAB) with a 25mm thick layer of rigid insulation (25MM RIGID INSULATION) on top. Above the insulation is a 25mm thick layer of waterproofing (25MM THICK). The top layer is labeled 'PURPOSES' and 'WATER'. The entire assembly is labeled 'TERRACE DETAIL - A'.



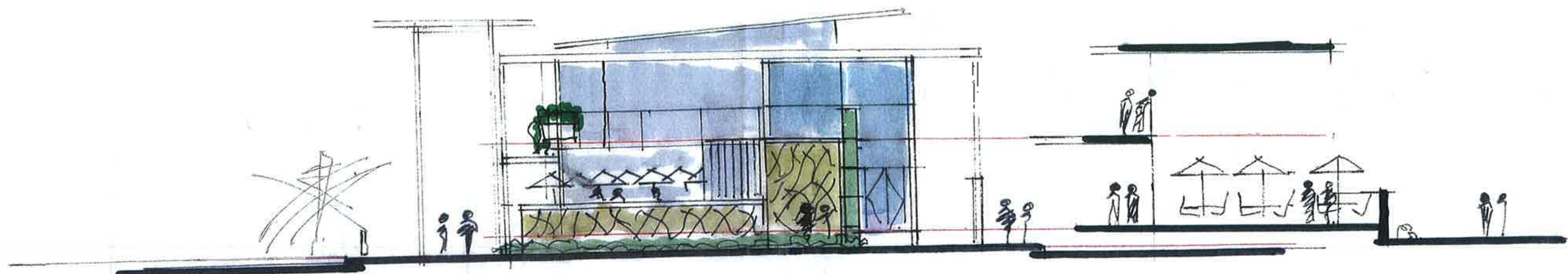
SECTION 1

SAVAGE ARCHITECTURE
DATE - NOVEMBER 2015
SCALE 1/160
JOB NO SAV-150026
DWG NO. 4-A.





VIEW FROM ELP.



VIEW FROM CARPARK

ITEM NO. 13.1.7 **Conversion of Crown Leases in Perpetuity (CLP) 1502 and 1503 to Freehold Title on Lots 4173 and 4502, Fiveash Lane, Palmerston City**

FROM: **Acting Director Technical Services**

REPORT NUMBER: **8/0802**

MEETING DATE: **12 January 2016**

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 consent to accept variations to Crown Leases in Perpetuity (CLP) 1502 and 1503 on Lots 4173 and 4502, Fiveash Lane, Palmerston City.

Background:

On 3 November 2015 Council wrote to the Chief Executive of the Department of Lands Planning and Environment seeking support to the conversion of Crown Leases in Perpetuity (CLP) 1502 and 1503 to Freehold Title. (Attachment A)

Under the terms of the Crown leases over lots 4173 and 4502 the land can only be used for car parking purposes. As part of the City Centre Masterplan and Parking Strategy, Council will still seek to develop the land primarily for car parking but also has identified that a development could possibly include a level of mixed use, to activate the street level of parking structures by introducing a mixture of retail, office and restaurant uses.

On 18 December 2015, the Department of Lands Planning and Environment advised that rather than a conversion freehold, the Department was willing to vary the existing lease purpose from "*Public Car Parks*" to "*Mixed-Use Development, Incorporating Public Car Parking*" to facilitate Council's long term development proposal. (Attachment B)

General:

Although the proposed variation to the purpose of the leases does not convert the lease site to free hold, it does enable the same outcome in allowing mixed use development to occur in addition to Car Parking on the subject site. The proposed variation is therefore supported.

Financial Implications:

A fee of \$600 is payable in respect of document preparation and Land Titles Office Lodgement fees.

Legislation / Policy:

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

RECOMMENDATION

1. THAT Council receives Report Number 8/0802.
2. THAT Council delegate authority to the Mayor and CEO to sign the relevant "Variation to Crown Lease Forms" relating to Crown Leases in Perpetuity (CLP) 1502 and 1503 on Lots 4173 and 4502, Fiveash Lane, Palmerston City.

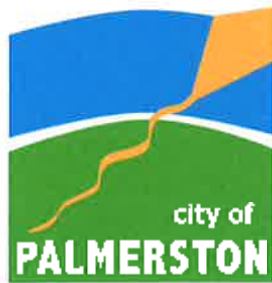
Recommending Officer: Jeetendra Dahal, Acting Director Technical Services.

Any queries on this report may be directed to Jeetendra Dahal, Acting Director Technical Services on telephone (08) 8935 9952 or email jeetendra.dahal@palmerston.nt.gov.au.

Schedule of Attachments:

Attachment A: Letter to DLPE (3 November 2015).

Attachment B: Letter from DLPE (18 December 2015).



Telephone 1081 8935 9922
Facsimile 1081 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

PDN 42 050 176 000

ATTACHMENT A

Please include the following reference in all correspondence
ID: MAS:ch

3 November 2015

Mr Rod Applegate
Chief Executive
Department of Lands, Planning and The Environment
GPO Box 1680
DARWIN NT 0801

Dear Rod

CROWN LEASES IN PERPETUITY 1502 AND 1503

Council currently has crown leases in perpetuity over lots 4173 and 4502 Fiveash Lane, Palmerston City. The basis of the leases is the provision of public car parking.

Earlier in 2015 Council adopted its City Centre Masterplan and Parking Strategy. The Masterplan predicts significant growth in retail and office floor space as well as residential accommodation over the coming years. To meet the car parking demands of such growth Council's parking strategy dictates the establishment of 3-4 key multistorey car parks. The first of these multistorey car parks would be located on the site of the existing Fiveash Lane on-grade car parks.

Under the terms of the lease over lots 4173 and 4502 the land can only be used for car parking purposes. Council seeks to develop the land primarily for car parking but would like the opportunity to include a level of mixed use.

Council seeks to activate the street level of its parking structures by introducing a mixture of retail, office and restaurant uses. This not only benefits the wider business community by providing business opportunities but also allows direct retail and employment engagement with the local residents.

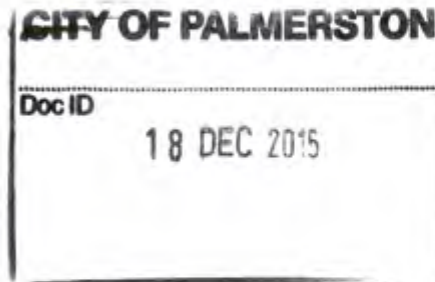
Allowing a mixed use development will enable council to offset the ongoing costs of the provision of car parking in its city centre. Council's proposal is in accordance with the Palmerston City Centre Area Plan which identifies the site as "mixed use development with active interface to pedestrian corridors and public spaces."



Northern
Territory
Government

DEPARTMENT OF
LANDS, PLANNING AND THE ENVIRONMENT

Mr Ricki Bruhn
Chief Executive Officer
City of Palmerston
PO Box 1
PALMERSTON NT 0831



Chief Executive
Level 5, Energy House
18-20 Cavenagh Street,
Darwin NT 0801

Postal address
GPO Box 1680
Darwin NT 0801
Tel 08 8924 7286
Fax 08 8924 7044
Web www.nt.gov.au/dlpe

Our ref CLP1502 & CLP1503
Your ref MAS:ch

Ricki
Dear Mr Bruhn

I refer to your letter addressed to Mr Rod Applegate dated 3 November 2015 in which you seek support for the conversion of Crown Leases in Perpetuity (CLP) 1502 and 1503 to freehold title to facilitate the development of multi-storey carparks including retail, office and restaurant space over Lots 4173 and 4502 Town of Palmerston.

I understand that on 9 December 2015, this Department and the City of Palmerston (CoP) discussed this matter, specifically the option of varying the existing Crown leases to reflect the proposed new land use of mixed-use development, incorporating public car parking rather than obtaining freehold.

I am advised that CoP considered the proposal reasonable as it would not hinder its ability to develop the area; to obtain a mortgage over the properties; nor would it require CoP to cover costs associated with the issuing of freehold title.

In light of the above, and considering the development proposal is in accordance with NT Planning Scheme; aligns with the existing Area Plan and the proposed Palmerston City Centre Master Plan, I am prepared to vary the existing lease purposes to facilitate CoP's development proposal.

Should CoP accept the variation to both leases, it is requested that the two enclosed Variation of Crown Lease forms be executed and returned to this office. Along with the executed forms, a cheque of \$600 in respect of document preparation and Land Titles Office lodgement fees will be required. A cheque can be made out to 'Receiver of Territory Monies' or RTM.

If you have any further questions relating to this matter, please contact Mr Greg Woodroffe, A/Manager Crown Land and Leases, on telephone (08) 8999 6143 or via email at greg.woodroffe@nt.gov.au.

Yours sincerely

BRUCE MICHAEL
A/Chief Executive

16 December 2015

ITEM NO. 13.1.8 **Clean Up Australia Day 2016**

FROM: **Acting Director Technical Services**

REPORT NUMBER: **8/0807**

MEETING DATE: **12 January 2016**

Municipal Plan:

3. Environment & Infrastructure

3.1 Environment Sustainability

We are committed to actively protecting and enhancing the environmental assets and infrastructure of the City of Palmerston, while supporting local businesses and industry in sustainable land use

Summary:

This report seeks Council's decision to participate in the National Clean Up Australia Day to be held on Sunday 6 March 2016 at Marlow Lagoon Recreation Area.

Background:

The City of Palmerston has participated in Clean Up Australia Day since 2012. Locations where the events were previously held are:

- The Escarpment.
- Durack Lakes.
- Temple Terrace.
- Selected area of the Elrondie Avenue buffer zone.

Council has a strong commitment to Clean and Green in the Municipal Plan. Participation in Clean Up Australia Day is a great opportunity to give support to the Council theme. Supporting this national event also provides a 'hands on' activity for the community and Council alike to spend some time together in the environment of the City of Palmerston.

General:

A potential site for this year is Marlow Lagoon Recreation Area, in particular the bushland surrounding the top car park as depicted in **Attachment A**.

After the event is completed there is the opportunity for participants to attend the bbq that will be located near the playground area.

Ample car parking and public amenities are also available at this location.

Financial Implications:

Transpacific Cleanaway have agreed to provide sponsorship this year for the bbq and water for participants.

The cost for staff coordination and management of the event is covered in the current budget allocation.

Policy / Legislation:

City of Palmerston Sustainability Strategy 2013-2018.

RECOMMENDATION

1. THAT Council receives Report Number 8/0807.
2. THAT Council agrees to participate in Clean Up Australia Day 2016.
3. THAT Council endorses Marlow Lagoon Recreation Area as the site for Clean Up Australia Day 2016.

Recommending Officer: Jeetendra Dahal, Acting Director of Technical Services.

Any queries on this report may be directed to Jeetendra Dahal, Acting Director of Technical Services on (08) 8935 9952 or email jeetendra.dahal@palmerston.nt.gov.au

Author: Rishenda Moss, Environment and Emergency Operations Officer.

Schedule of Attachments:

Attachment A: Map of Marlow Lagoon Recreation Area.



Suggested site for
Clean Up Australia Day 2016

FLOCKHART DRIVE

TEURUNDIE AVENUE

DRIVER AVENUE

BAILEY CIRCUIT

WILFRED COURT

WATER ROAD

ITEM NO. 13.1.9 **Financial Report for the month of December 2015**

FROM: A/Director of Corporate Services

REPORT NUMBER: 8/0808

MEETING DATE: 12 January 2015

Municipal Plan:

4. Governance & Organisation

4.1 Responsibility

We are committed to corporate and social responsibility, the sustainability of Council assets and services, and the effective planning and reporting of Council performance to the community

Summary:

Financial Report for the month of December 2015.

Background:

The Local Government (Accounting) Regulations, prescribes that:

18 Financial reports to council

- (1) *The CEO must, in each month, lay before a meeting of the council a report, in a form approved by the council, setting out:*
 - (a) *the actual income and expenditure of the council for the period from the commencement of the financial year up to the end of the previous month;*
 - (b) *the forecast income and expenditure for the whole of the financial year.*
- (2) *The report must include:*
 - (a) *Details of all cash and investments held by the council (including money held in trust);*
 - (b) *a statement on the debts owed to the council including the aggregate amount owed under each category with a general indication of the age of the debts;*
 - (c) *other information required by the council.*

If a council does not hold a meeting in a particular month, the report is to be laid before the council committee performing the council's financial functions for the particular month.

General:

Financial Officers provide year to date financial information for the month ended 31 December 2015.

Financial Implications:

Nil

RECOMMENDATION

THAT Council receives Report Number 8/0808.

Recommending Officer: Silke Reinhardt, Acting Director of Corporate Services

Any queries on this report may be directed to Silke Reinhardt, Acting Director of Corporate Services on telephone (08) 8935 9922 or email silke.reinhardt@palmerston.nt.gov.au.

Schedule of Attachments:

Attachment: Financial Management Report – December 2015

Financial Management Reports

December 2015

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

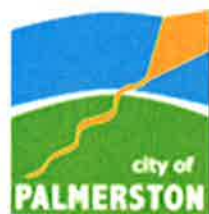


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2.2 Investments Management Report

2.3 Reserves Schedule

2.4 Debtor Control Accounts

2.5 Creditor Accounts Paid

2.6 Creditor Accounts Outstanding

2.7 Statement of Credit Card Transactions

2.8 Waste Charges

Section 1

Executive Summary

1.1 Executive Overview
As at 31 December 2015

RESULT

Operating Income

Operating income is currently at 93.94% for the year. Waste income is higher than the annual budget with more connections added as required. Income for Driver Resource Centre is also higher than anticipated with the commencement of a new lead tenant.

Operating Expenditure

Overall operating expenditure is currently at 58.44% of the full year budget, including commitments raised. Waste Management expenditure is tracking higher than anticipated, due to new waste connections.

Capital Income

Capital Income for the current financial year is at 0.74% of the budget. Capital Income of \$35m in the budget relates to gifted assets which will be recognised at the end of the financial year. Income received from the sale of vehicles will be taken up in the second budget review.

Capital Expenditure



Percentage spent on Capital Expenditure is tracking as anticipated at 35.43%. Final payments for Goyder Square are expected to be paid before the end of February and invoices are being assessed for a portion of the Yarrowonga Road contribution. Additionally, other major works are expected to commence from the end of February through to the end of financial year.

CASH POSITION

As at the end of December 2015 the cash and investments balance was \$22.4M. After the first budget review reserve requirements with restricted access is \$5.9M. Interest earned to date is \$268k, circa 67% of budget.

Section 2 Financial Results

2-1 Budget Summary Report as at 31 December 2015

	Total Budget (Inc. Revisions)	YTD Actuals (incl commitments)	Budget to be met	Budget Met
	\$	\$	\$	%
Operating Income	(28,605,075)	(26,870,270)	(1,734,805)	93.94%
Operating Expenditure	33,839,599	19,776,222	14,063,377	58.44%
Capital Income	(37,800,554)	(279,302)	(37,521,252)	0.74%
Capital Expenditure	19,562,923	6,931,854	12,631,069	35.43%
Subtotal	(13,003,106)	(441,496)	(12,561,611)	
Less Depreciation/Revaluation	(3,062,100)	(4,000,050)	(4,062,050)	
Gifted Assets	35,000,000	0	35,000,000	
Net (Income)/Expenditure	13,934,794	(4,441,546)	18,376,339	
Net (Income)/Expenditure Funded by:				
Transfers from Reserves	(10,955,210)			
Transfers to Reserves	1,020,416			
Borrowings	(4,000,000)			
Total	(0)			
Net Surplus/Deficit	13,934,794			
 Reviewed by: Finance Manager				
 Approved by: Chief Executive Officer				

Section 2

Financial Results

31 December 2015

2.1 - Budget Summary Report as at

Operating Income

	Original Budget	First Budget Review	Total Budget (Inc. Revisions)	YTD Actuals	%
Governance					
Office of the CEO	-690,000	-24,856	-714,856	-529,743	74.10%
Governance	-690,000	-24,856	-714,856	-529,743	74.10%
Corporate Services					
Financial Services	-400,000	-10,661	-410,661	-334,998	81.58%
Office of the Director Corp and Community Services	0	-30,000	-30,000	-120,289	400.96%
Rates	-18,181,252	-264,697	-18,445,949	-17,730,187	96.12%
Corporate Services	-18,581,252	-305,358	-18,886,610	-18,185,473	96.29%
Community Services					
Arts & Culture	-12,000	0	-12,000	0	0.00%
Community Development	0	-3,511	-3,511	-3,511	100.01%
Events Promotion	-21,000	0	-21,000	1,000	4.76%
Library Services	-729,273	0	-729,273	626,779	85.95%
Senior Citizens	-1,500	0	-1,500	0	0.00%
Youth Services	-4,000	0	-4,000	-2,000	50.00%
Community Services	-767,773	-3,511	-771,284	-633,290	82.11%
Technical Services					
Animal Management	-399,000	0	-399,000	-269,376	67.51%
Aquatic Centre	95,300	0	95,300	-41,343	43.38%
Civic Centre	-186,600	0	-186,600	-91,308	48.93%
Driver Resource Centre	-7,500	10,101	-17,601	-18,351	104.26%
Gray Community Hall	-16,000	0	-16,000	-9,357	58.48%
Office of the Director Technical Services	-49,250	0	-49,250	-36,016	69.07%
Parking & Other Ranger Services	-171,185	0	-171,185	-80,865	47.24%
Private Works	-90,000	0	-90,000	-73,156	81.28%
Roads & Transport	-795,000	-779	-795,779	-595,883	74.89%
Stormwater Infrastructure	-4,000	0	-4,000	-965	24.13%
Subdivisional Works	-180,000	0	-180,000	-11,297	6.33%
Waste Management	-5,771,500	-10,000	-5,781,500	-5,901,972	103.12%
Biripia Court Investment Property	-446,160	0	-446,160	-233,874	52.42%
Technical Services	-8,211,495	-20,830	-8,232,325	-7,521,764	91.37%
	-28,250,520	-354,555	-28,605,075	-26,870,270	93.94%

Section 2 Financial Results

2.1 - Budget Summary Report as at 31 December 2015

Capital Income

	Original Budget	First Budget Review	Total Budget (Inc. Revisions)	YTD Actuals	%
Corporate Services					
Office of the Director Corp and Community Services	0	-12,554	-12,554	-57,305	456.47%
Corporate Services	0	-12,554	-12,554	-57,305	456.47%
Technical Services					
Roads & Transport	-1,938,000	-450,000	2,388,000	0	0.00%
Subdivisional Works	-35,400,000	0	35,400,000	22,997	0.63%
Technical Services	-37,338,000	-450,000	-37,788,000	221,997	0.59%
	-37,338,000	-462,554	-37,800,554	-279,302	0.74%

Section 2 Financial Results

2.1 - Budget Summary Report as at 31 December 2015 Operating Expenditure

	Original Budget	First Budget Review	Total Budget (inc. Revisions)	YTD Actuals	Commitment	Total YTD Actuals plus Commitments	%
Governance							
Elected Members	320,740	0	320,740	227,890	1,968	229,858	71.65%
Office of the CEO	689,886	0	689,886	304,431	473	304,904	44.17%
Public Relations and Communications	113,500	0	113,500	30,290	13,186	43,476	38.42%
Governance	1,123,876	0	1,123,876	562,671	25,627	588,298	51.94%
Corporate Services							
Customer Services	227,737	4,000	223,737	100,558	0	100,558	44.95%
Financial Services	1,191,467	23,000	1,168,467	571,762	164,730	736,492	62.85%
Human Resources	271,849	0	271,849	139,749	207	139,956	51.30%
Information Technology	1,090,264	4,000	1,086,264	435,665	247,141	682,806	62.85%
Office of the Director Corp and Community Services	8,488,694	15,846	8,504,540	4,278,555	2,910	4,281,465	50.34%
Rates	101,000	176,963	277,963	264,073	1,553	265,626	95.92%
Records Management	339,365	0	339,365	121,155	34,119	155,274	45.75%
Corporate Services	11,666,375	264,809	11,931,184	5,901,440	450,271	6,351,711	52.81%
Community Services							
Arts & Culture	100,000	0	100,000	73,283	2,012	75,295	75.29%
Community Development	939,010	46,750	985,760	366,315	2,146	368,461	37.47%
Facilities Promotion	304,000	0	304,000	39,806	1,217	41,023	13.49%
Families & Children	277,292	184,125	461,417	69,365	400	70,765	15.34%
Health and Wellbeing Services	44,000	0	44,000	300	400	700	1.57%
Library Services	1,201,302	19,830	1,221,132	326,413	31,735	358,148	29.31%
Senior Citizens	9,500	0	9,500	3,584	0	3,584	37.72%
Youth Services	23,000	0	23,000	3,359	0	3,359	14.60%
Community Services	2,900,104	281,345	3,181,449	1,043,844	45,010	1,088,854	34.22%
Technical Services							
Animal Management	79,680	30,000	109,680	44,143	4,716	48,859	44.53%
Aquatic Centre	328,300	61,300	389,600	176,972	154,595	331,567	85.10%
Archer Sports Club	12,310	0	12,310	2,559	0	2,559	20.78%
Civic Centre	380,572	0	380,572	145,075	30,736	175,811	46.21%
Dupont	67,277	0	67,277	30,143	7,611	37,754	56.10%
Driver Resource Centre	0	2,500	2,500	1,460	0	1,460	58.40%
Emergency Operations	99,917	1,170	101,087	62,369	359	62,728	62.12%
Gray Community Hall	108,015	0	108,015	45,369	8,790	54,159	50.14%
Office of the Director Technical Services	1,452,956	0	1,452,956	608,966	20,488	629,454	43.32%
Open Space	1,716,932	2,000	1,718,932	220,337	343,648	563,985	32.80%
Parking & Other Ramp Services	717,145	0	717,145	285,619	1,454	287,073	40.03%
Private Works	80,023	0	80,023	37,482	719	38,201	47.74%
Recreation Centre	209,930	2,000	211,930	15,398	73,739	89,137	42.06%
Roads & Transport	2,057,719	10,000	2,067,719	941,718	105,138	1,046,856	50.64%
Stormwater Infrastructure	241,000	0	241,000	151,041	6,630	157,671	65.42%
Street Lighting	1,161,500	0	1,161,500	304,714	0	304,714	26.23%
Subdivisional Works	80,000	0	80,000	428	0	428	0.54%
Waste Management	5,564,551	2,500	5,567,051	2,649,353	3,183,877	5,833,230	104.78%
Wonga Court Investment Property	168,971	2,000	170,971	64,414	461	64,875	37.94%
Technical Services	17,577,960	104,130	17,682,090	7,775,202	3,983,158	11,758,360	66.50%
	33,262,316	577,284	33,839,600	15,261,257	4,493,066	19,754,323	58.44%

Section 2 Financial Results

2.1 - Budget Summary Report as at 31 December 2015 Capital Expenditure

	Original Budget	First Budget Review	YTD Bud Reviews	Total Budget (Inc. Revisions)	YTD Actuals	Commitment	Total YTD Actuals plus Commitments	%
Corporate Services								
Information Technology	70,000	0	0	70,000	0	0	0	0.00%
Office of the Director Corporate Community Services	250,000	31,538	31,538	281,538	42,117	0	254,117	90.23%
Corporate Services	320,000	31,538	31,538	351,538	42,117	0	254,117	72.32%
Community Services								
Library Services	0	21,000	21,000	21,000	10,458	6,118	16,576	78.93%
Community Services	0	21,000	21,000	21,000	10,458	6,118	16,576	78.93%
Technical Services								
Aquatic Centre	0	9,800	9,800	9,800	9,800	0	9,800	100.00%
Civic Centre	750,500	0	0	750,500	6,500	110,187	116,687	15.55%
Urban Resource Centre	0	0	0	0	4,700	0	4,700	0.00%
Office of the Director Technical Services	0	6,408,997	6,408,997	6,408,997	5,002,630	65,419	5,068,049	79.08%
Open Space	800,750	47,000	47,000	847,750	176,809	70,313	547,132	64.55%
Roads & Transport	3,942,439	442,000	442,000	4,384,439	243,509	139,101	382,610	8.73%
Stormwater Infrastructure	390,000	0	0	390,000	0	0	0	0.00%
Subdivisional Works	0	0	0	0	74,083	0	74,083	0.00%
Waste Management	5,400,000	65,000	65,000	5,465,000	14,180	60,855	74,035	1.35%
Technical Services	11,842,889	7,342,397	7,342,397	19,185,286	5,959,860	701,301	6,661,161	34.76%
	12,162,889	7,373,935	7,373,935	19,536,824	6,224,433	707,419	6,931,852	35.43%

INVESTMENTS REPORT TO COUNCIL AS AT 30/11/2015

COUNTERPARTY	RATING	AMOUNT	INTEREST RATE	MATURITY DATE	DAYS TO MATURITY	WEIGHTED AVERAGE RATE	INSTITUTION TOTALS	%COUNTER PARTY
People's Choice Credit Union		\$ 6.78	0.00%				\$ 6.78	0.00%
Bank of Queensland	S&P A2	\$ 2,000,000.00	2.87%	July 6 2018	219	0.003251279		
Bank of Queensland	S&P A2	\$ 2,000,000.00	2.87%	July 20 2018	233	0.003251279	\$ 4,000,000.00	22.66%
National Australia Bank	Fitch F1+	\$ 1,300,000.00	3.00%	January 6 2018	37	0.001688275		
Nabarra Australia Bank	Fitch F1+	\$ 2,300,000.00	2.61%	March 2 2018	83	0.003298593		
National Australia Bank	Fitch F1+	\$ 1,300,000.00	2.89%	April 6 2018	126	0.001638960		
National Australia Bank	Fitch F1+	\$ 2,000,000.00	3.01%	April 27 2018	149	0.004026678		
National Australia Bank	Fitch F1+	\$ 2,000,000.00	2.89%	May 25 2018	177	0.003087221		
National Australia Bank	Fitch F1+	\$ 2,000,000.00	2.86%	June 22 2018	205	0.003532388		
National Australia Bank	Fitch F1+	\$ 7,177.46	2.80%			0.000011383		
National Australia Bank	Fitch F1+	\$ 147,403.80	2.80%			0.000233781	\$ 10,151,581.26	57.52%
MyState Bank	S&P A2	\$ 1,500,000.00	3.00%	May 11 2018	183	0.002548912	\$ 1,500,000.00	8.50%
Auswide (Wide Bay)	S&P A2	\$ 2,000,000.00	3.04%	February 17 2018	78	0.004438664	\$ 2,000,000.00	11.33%

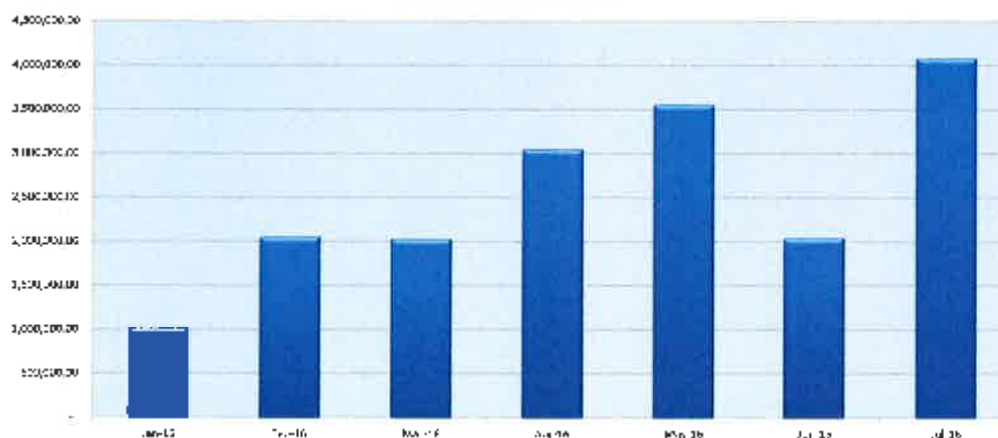
TOTAL SHORT TERM INVESTMENT	\$ 17,554,585.05	Average Days to Maturity	148.001	Weighted Average	2.95%	100.00%
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% OF TOTAL INVESTMENT PORTFOLIO	A1 (max 100%) 0%	F1 (max 100%) 57%	A2 (max 80%) 45%	P2 (max 80%) 0%
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GENERAL BANK FUNDS	\$ 4,748,239.72	Total Budget	\$ 400,000.00
		Investment Earnings	

TOTAL ALL FUNDS	\$ 22,402,827.77	Year to Date	-\$ 165,057.29
		Investment Earnings	

Cashflow of Investments



John Peter
Reviewed by: Finance Manager

Rishi Bhowan
Approved by: Chief Executive Officer

Section 2

Financial Results

2-3 Reserves Schedule

	Balance as at 1/07/2015	Original Budget	TO RESERVES Budget Reviews 1st Review	Adopted Budget	Original Budget	FROM RESERVES Budget Review 1st Review	Adopted Budget	Balance as at 30/06/2016
Asset Related Reserves								
Property Reserve	1,881,188	0	0	0	0	0	0	1,881,188
Plant and Equipment Reserve	511,404	0	0	0	0	0	0	511,404
Infrastrucutre Reserve	5,584,184	620,416	0	620,416	3,800,000	0	3,800,000	2,404,600
	7,976,776	620,416	0	620,416	3,800,000	0	3,800,000	4,797,192
Other Reserves								
Election Expenses Reserve	150,000	0	0	0	0	0	0	150,000
Disaster Recovery Reserve	500,000	0	0	0	0	0	0	500,000
Strategic Initiatives Reserve	500,000	0	0	0	0	0	0	500,000
Unexpended Grants Reserve	352,479	0	0	0	0	184,425	184,425	168,054
Unexpended Capital Works Reserve	6,924,035	0	0	0	0	6,924,035	6,924,035	0
Developer Funds in lieu of construction	4,118,287	400,000	0	400,000	0	0	0	4,518,287
Community Grants Reserve	146,750	0	0	0	0	46,750	46,750	100,000
	12,691,551	400,000	0	400,000	0	7,155,210	4,121,231	5,936,341
Total Reserve Funds	20,668,327	1,020,416	0	1,020,416	3,800,000	7,155,210	10,955,210	10,733,533


 Reviewed by: Finance Manager


 Approved by: Chief Executive Officer

Section 2

Financial Results

2-4 Debtor Control Accounts

SUNDRY DEBTORS:		Dec-15				
BALANCE	CURRENT	30 DAYS	60 DAYS	90 DAYS	OVER 90 DAYS	
\$	118,915.69	93,214.57	11,357.54	18,055.20	50.00 -	3,761.62
RATES:		Dec-15				
RATES DEBTORS:	\$8,346,479.28				OVERDUE:	\$843,192.33
INFRINGEMENTS:		Dec-15				
			\$			
Animal Infringements			119,880.86			
Public Places			10,101.00			
Parking Infringements			140,265.84			
Litter Infringements			925.00			
Signs			0.00			
Other Law and Order			0.00			
Net Balance on Infringement Debts			<u>271,475.70</u>			


Reviewed by: Finance Manager


Approved by: Chief Executive Officer

SECTION 2

Financial Results

2.5 - Creditor Accounts paid - December 2015

Creditor No.	Creditor Name	Invoice Number	Invoice Description	Amount
VD0614	Dept. of the Attorney General and Justice (FRU)	REFUND - OVERPAYMENT OF FINES	Refund - Overpayment of Fines	\$ 64.00
2186	Optus Billing Services Pty Ltd	14401249	Optus Evolve Internet - NOV 2015	\$ 2,442.00
59	City of Palmerston	PETTY CASH RECOUP 10/12/2015	Corp Petty Cash Recoup 10/12/2015	\$ 253.20
932	Mr I Abbott	2DEC2015	Allowance to 2 December 2015	\$ 4,124.27
4966	Mr P Bunker	2DEC2015	Allowance to 2 December 2015	\$ 802.09
4237	Ms S M McKinnon	2DEC2015	Allowance to 2 December 2015	\$ 1,247.16
1809	Alderman G A Carter	2DEC2015	Allowance to 2 December 2015	\$ 802.09
5552	S J Shutt	2DEC2015	Allowance to 2 December 2015	\$ 550.00
4967	Mr A N Byrne	2DEC2015	Allowance to 2 December 2015	\$ 802.09
V00599	Athina Pascoe-Bell	2DEC2015	Allowance to 2 December 2015	\$ 802.09
932	Mr I Abbott	16DEC2015	Allowance to 16 December 2015	\$ 4,124.27
4966	Mr P Bunker	16DEC2015	Allowance to 16 December 2015	\$ 802.09
4237	Ms S M McKinnon	16DEC2015	Allowance to 16 December 2015	\$ 1,247.16
1809	Alderman G A Carter	16DEC2015	Allowance to 16 December 2015	\$ 802.09
5552	S J Shutt	16DEC2015	Allowance to 16 December 2015	\$ 802.09
4967	Mr A N Byrne	16DEC2015	Allowance to 16 December 2015	\$ 802.09
V00599	Athina Pascoe-Bell	16DEC2015	Allowance to 16 December 2015	\$ 802.09
932	Mr I Abbott	30DEC2015	Allowance to 30 December 2015	\$ 4,124.27
4966	Mr P Bunker	30DEC2015	Allowance to 30 December 2015	\$ 802.09
4237	Ms S M McKinnon	30DEC2015	Allowance to 30 December 2015	\$ 1,247.16
1809	Alderman G A Carter	30DEC2015	Allowance to 30 December 2015	\$ 802.09
5552	S J Shutt	30DEC2015	Allowance to 30 December 2015	\$ 802.09
4967	Mr A N Byrne	30DEC2015	Allowance to 30 December 2015	\$ 802.09
V00599	Athina Pascoe-Bell	30DEC2015	Allowance to 30 December 2015	\$ 802.09
2	Australian Taxation Office	PAYG WE 27/12/2015	PAYG WE 27/12/2015	\$ 58,721.00
4929	Barramundi Group	VWCS98883	30,000 km service CB34NE	\$ 997.25
289	Bolinda Publishing Pty Ltd	0439518	Library Stock - O/NO:20222965	\$ 224.28
289	Bolinda Publishing Pty Ltd	0439785	Library Stock - O/NO:20222965	\$ 54.23
256	The Bookshop Darwin	BD14437	QUOTE: 303718	\$ 728.11
256	The Bookshop Darwin	BD14444	QUOTE: 303715	\$ 29.69
4398	Quality Indoor Plants Hire	571115	Civic Centre Plant Hire and Maintenance NOV 2015	\$ 102.40
4029	Totally Workwear Palmerston	100027464	Uniforms for Tech as per quote #1407	\$ 294.30
238	The Australian Local Government Job Directory	1544028AW	Job advertisement Issue 45 - 3 positions	\$ 297.00
V00078	BMD	008003780	TS2015-06 Variation 15 - Power Bollards	\$ 4,154.11
V00078	BMD	008003779	TS2015-06 Variation 13 - Removal h/way hse trees	\$ 4,368.23
V00078	BMD	008003778	TS2015-06 Variation 10 - Exeloo power supply	\$ 9,446.27
35	Staples Australia Pty Limited	9016493782	Staples - NET33290930	\$ 300.69

Creditor No.	Creditor Name	Invoice Number	Invoice Description	Amount
40	GemInex Northern Territory	GXAK2396	Uniforms - polo tshirts for Tech	\$ 94.74
5104	JLM Civil Works Pty Ltd	00004405	Dead Animal - Lambrick Ave/Forrest Pde	\$ 88.77
5104	JLM Civil Works Pty Ltd	00004404	Please collect and dispose of dumped ute canopy	\$ 149.52
5104	JLM Civil Works Pty Ltd	00004401	Please collect items left throughout Lorna Lim Tee	\$ 293.62
712	Paradise Landscaping (NT) Pty Ltd	00034465	20 x Plants for memorial park Friday	\$ 132.00
V00193	AmCom Pty Ltd	68842-091115	AmCom P Tel Service: DoC ID: 254515 to June 2016	\$ 8,410.43
272	City Wreckers	00009661	Towing and Storage: Dark Blue Hyundai Hatch	\$ 110.00
272	City Wreckers	00009662	Towing and Storage: White Toyota 4x4	\$ 110.00
272	City Wreckers	00009663	Towing and Storage of Black Suzuki Hatch	\$ 110.00
V00368	IWater NT	119	Irrigation repairs - week 2 - 9.11.15 to 13.11.15	\$ 2,320.00
3683	Area9 IT Solutions	5IN36309	IBM System X 1 Yr Post Warranty - Onsite NBD	\$ 2,890.27
V00476	Water Dynamics (NT) Pty Limited	5U121002719	Irrigation repairs at various Park and road reserv	\$ 3,520.00
5104	JLM Civil Works Pty Ltd	00004408	Install new base for 1hr parking sign in front	\$ 110.97
4538	Byrne Design & Drafting	INV00430	Goyder Square Superintendents Representative	\$ 23,672.00
25	Solicarity Cleaning Services	00013679	Order PO107553	\$ 380.60
25	Solicarity Cleaning Services	00013680	Order PO107554	\$ 314.60
2587	Top End RACE	00033539	Aircon in Recreation Centre not working	\$ 107.80
5104	JLM Civil Works Pty Ltd	00004411	refill the edge drop 3m2 in the verge at 250	\$ 210.27
5104	JLM Civil Works Pty Ltd	00004407	1. remove internal bollards at Widdup park	\$ 2,088.56
5104	JLM Civil Works Pty Ltd	00004406	install 4 standard bollards and slide post gate at	\$ 1,785.25
5104	JLM Civil Works Pty Ltd	00004403	Install safe house sign 50 Royal Circuit	\$ 105.13
5104	JLM Civil Works Pty Ltd	00004402	Remove safe house sign James Crct/Lens Court inter	\$ 52.57
5104	JLM Civil Works Pty Ltd	00004437	clean the grates and trash rack in Rosebery	\$ 317.71
5104	JLM Civil Works Pty Ltd	00004414	Replace footpath at Widdup Park	\$ 6,772.54
5104	JLM Civil Works Pty Ltd	00004422	Reconstruct asphalt Widdup Prk & Weisener Cr	\$ 6,339.89
5104	JLM Civil Works Pty Ltd	00004415	S& 1 whiteboard at DTS office	\$ 234.10
35	Staples Australia Pty Limited	9016455569	Staples - NET33290930	\$ 18.98
549	City of Darwin	91058	Toll Priority Library Courier Service Weds OCT2015	\$ 66.88
10	DBH Contracting	1X001/204	Remove silts and vegetation 4 Jones Street	\$ 5,444.34
4737	D & L Plumbing & Gasfitting	6084	Replace filter tap on chiller unit Aquatic Centre	\$ 319.00
4737	D & L Plumbing & Gasfitting	6179	Repairs to cistern at driver resources centre	\$ 143.00
1270	SIDS and Kids Northern Territory	RM HIRE DEPOSIT REFUND R95488	Rm Hire Deposit Refund - NOV Bkings 2015 R95488	\$ 125.00
2336	Flick Washroom Services	IC96583611	DRC - Sanitary Disposal Units (4 Wkly Service)	\$ 275.00
V00585	Asphalt Company Australia Pty Ltd	00014352	Carryout seal works as per contract TS2015-09	\$ 45,009.25
4538	Byrne Design & Drafting	INV00429	Goyder Square - Design and Advice	\$ 4,950.00
V00078	BMD	008003746	Vary 011 - changes to stormwater manhole DS 2/1	\$ 2,315.50
V00078	BMD	008003745	Vary 008 - Hydro excavation	\$ 25,500.75
4508	News 4 U	SN00197231102015	Newspapers - DC&CS - OCT 2015	\$ 52.95
630	Cleanaway	15547719	Driver Resource Centre - OCT 2015	\$ 37.50
5104	JLM Civil Works Pty Ltd	00004338	Concrete replacement, soakage pits, kerb as discus	\$ 7,150.00
10	DBH Contracting	00007180	ITC 21 - Remove silt and vegetation from the drain	\$ 5,444.34
1607	Sterling NT Pty Ltd	00041596	Adj inv - Litter Collection Nov 2014 -Aug 2015	\$ 14,685.47
5114	S.E. Rentals Pty Ltd	1500065028	Rental Copier CHC229546 15/12/15 - 14/01/16	\$ 269.17

Creditor No.	Creditor Name	Invoice Number	Invoice Description	Amount
2977	Security & Technology Services P/L	97804	STS Service call - 20/11/15 - Recreation Centre	\$ 154.00
4065	Southern Cross Protection Pty Ltd	747101	Security Patrols - NOV 2015	\$ 1,935.68
5104	JLM Civil Works Pty Ltd	00004350	ITC 540 - Carry out as per contract - Oct 2015	\$ 14,144.63
444	Ms Techy Mascro	05	Stage 1 xmas tree installation	\$ 7,500.00
V00597	Jenny Kerr	0080	Arts Strategy Stage 1	\$ 14,176.80
5163	Linda Masters Children's Entertainment	116	Carols	\$ 450.00
54	Powerwater	63384036	205522910 -02.09.2015 - 01.10.2015	\$ 23.90
54	Powerwater	63383895	2014004010 -08.09.2015 - 01.10.2015	\$ 19.12
54	Powerwater	63519683	2010941110 -30.07.2015 - 24.10.2015	\$ 2,004.94
54	Powerwater	63510693	206803011 -30.07.2015 - 24.10.2015	\$ 1,766.76
54	Powerwater	63519682	2010845510 -30.07.2015 - 24.10.2015	\$ 69.30
54	Powerwater	63510697	206190610 -30.07.2015 - 24.10.2015	\$ 484.06
54	Powerwater	63444484	206399910 -18.09.2015 - 15.10.2015	\$ 833.57
54	Powerwater	63526780	206480110 -18.09.2015 - 15.10.2015	\$ 212.48
54	Powerwater	63520394	206745910 -30.07.2015 - 24.10.2015	\$ 3,426.74
54	Powerwater	63510628	206245510 -30.07.2015 - 24.10.2015	\$ 2,622.81
54	Powerwater	63520325	206334110 -22.07.2015 - 21.10.2015	\$ 573.01
54	Powerwater	63444344	206382310 -18.09.2015 - 15.10.2015	\$ 2,342.87
54	Powerwater	63444456	206233510 -16.09.2015 - 15.10.2015	\$ 357.73
54	Powerwater	63510660	201536210 -30.07.2015 - 24.10.2015	\$ 868.46
54	Powerwater	63510711	2011752411 -30.07.2015 - 24.10.2015	\$ 1,615.91
54	Powerwater	63383942	202797611 -02.09.2015 - 01.10.2015	\$ 873.74
54	Powerwater	63510601	2011711914 -30.07.2015 - 24.10.2015	\$ 2,157.22
54	Powerwater	63503538	2012185911 -21.07.2015 - 20.10.2015	\$ 1,071.44
54	Powerwater	63444444	2013921810 -17.09.2015 - 15.10.2015	\$ 241.93
54	Powerwater	63520082	203241910 -31.07.2015 - 24.10.2015	\$ 355.79
54	Powerwater	63510594	201531510 -30.07.2015 - 24.10.2015	\$ 3,459.11
54	Powerwater	63510633	206490610 -30.07.2015 - 24.10.2015	\$ 1,863.46
54	Powerwater	63366531	206245410 -08.07.2015 - 02.10.2015	\$ 2,858.22
54	Powerwater	63520382	206646610 -24.07.2015 - 21.10.2015	\$ 71.69
54	Powerwater	63481591	201513910 -24.07.2015 - 21.10.2015	\$ 4,496.43
54	Powerwater	63510615	201513610 -30.07.2015 - 24.10.2015	\$ 2,882.50
54	Powerwater	63510656	205605910 -30.07.2015 - 24.10.2015	\$ 6,625.42
54	Powerwater	63510653	206774710 -30.07.2015 - 24.10.2015	\$ 2,925.86
54	Powerwater	63466094	206213510 -16.09.2015 - 15.10.2015	\$ 25.81
54	Powerwater	63466104	206639310 -16.09.2015 - 15.10.2015	\$ 502.63
54	Powerwater	63466100	206414410 -16.09.2015 - 15.10.2015	\$ 2,702.67
54	Powerwater	63444423	206347110 -16.09.2015 - 15.10.2015	\$ 739.14
54	Powerwater	63466097	206317110 -18.09.2015 - 15.10.2015	\$ 91.05
54	Powerwater	63466026	204433210 -17.09.2015 - 15.10.2015	\$ 691.19
54	Powerwater	63551318	206590410 -02.10.2015 - 02.11.2015	\$ 221.74
54	Powerwater	63466106	207029610 -17.09.2015 - 15.10.2015	\$ 636.38
54	Powerwater	63519720	2012531810 -31.07.2015 - 24.10.2015	\$ 281.53

Creditor No.	Creditor Name	Invoice Number	Invoice Description	Amount
54	Powerwater	63374856	2012531810 -06.05.2015 - 30.07.2015	\$ 281.53
54	Powerwater	63510726	205650710 -30.07.2015 - 24.10.2015	\$ 7,730.09
54	Powerwater	63547647	206681310 -29.07.2015 - 28.10.2015	\$ 2,123.81
54	Powerwater	63520362	206523811 -23.07.2015 - 22.10.2015	\$ 73.28
54	Powerwater	63502138	205896910 -29.07.2015 - 23.10.2015	\$ 1,085.90
54	Powerwater	63520303	206190710 -30.07.2015 - 24.10.2015	\$ 978.67
54	Powerwater	63520304	206190810 -30.07.2015 - 24.10.2015	\$ 679.24
54	Powerwater	63520365	206527910 -30.07.2015 - 24.10.2015	\$ 4,507.01
54	Powerwater	63510603	2011827710 -30.07.2015 - 24.10.2015	\$ 3,242.56
54	Powerwater	63366554	206301410 -08.07.2015 - 02.10.2015	\$ 5,264.21
54	Powerwater	63384075	206301510 -08.07.2015 - 02.10.2015	\$ 89.53
54	Powerwater	63539913	206372910 -30.07.2015 - 24.10.2015	\$ 177.41
54	Powerwater	63510630	206544410 -30.07.2015 - 24.10.2015	\$ 3,728.20
54	Powerwater	63520280	206107510 -30.07.2015 - 24.10.2015	\$ 3,258.74
54	Powerwater	63520354	206457710 -30.07.2015 - 24.10.2015	\$ 69.30
54	Powerwater	63510554	205892210 -30.07.2015 - 24.10.2015	\$ 3,230.49
54	Powerwater	63366566	202994810 -07.07.2015 - 02.10.2015	\$ 1,023.02
54	Powerwater	63461648	202465710 -17.07.2015 - 14.10.2015	\$ 71.69
54	Powerwater	63510668	201537010 -30.07.2015 - 24.10.2015	\$ 209.78
54	Powerwater	63570357	206456010 -30.07.2015 - 24.10.2015	\$ 260.03
54	Powerwater	63465935	203025110 -17.07.2015 - 14.10.2015	\$ 470.26
54	Powerwater	63473320	205562610 -23.07.2015 - 20.10.2015	\$ 4,075.60
54	Powerwater	63519936	201536810 -30.07.2015 - 24.10.2015	\$ 1,753.56
54	Powerwater	63510670	201529310 -30.07.2015 - 24.10.2015	\$ 491.08
54	Powerwater	63519904	201519010 -30.07.2015 - 24.10.2015	\$ 970.58
54	Powerwater	63520095	203266410 -28.07.2015 - 23.10.2015	\$ 306.80
54	Powerwater	63510501	206686212 -30.07.2015 - 24.10.2015	\$ 9,742.55
54	Powerwater	63510499	206646410 -30.07.2015 - 24.10.2015	\$ 2,885.81
54	Powerwater	63529413	206538010 -30.07.2015 - 24.10.2015	\$ 4,950.21
54	Powerwater	63419378	206639410 -11.07.2015 - 09.10.2015	\$ 391.00
54	Powerwater	63551341	205691510 -02.10.2015 - 02.11.2015	\$ 1,750.65
54	Powerwater	63383939	202787910 -07.09.2015 - 01.10.2015	\$ 457.82
54	Powerwater	63539915	206144710 -30.07.2015 - 30.10.2015	\$ 531.82
54	Powerwater	63444399	206795510 -16.09.2015 - 15.10.2015	\$ 634.91
54	Powerwater	63444465	206237910 -16.09.2015 - 15.10.2015	\$ 1,475.21
54	Powerwater	63466096	206301310 -18.09.2015 - 15.10.2015	\$ 896.29
54	Powerwater	63551430	2014457910 -02.10.2015 - 02.11.2015	\$ 2,108.22
54	Powerwater	63551281	202798510 -02.10.2015 - 02.11.2015	\$ 1,572.02
54	Powerwater	63466117	3016723810 -01.10.2015 - 31.12.2015	\$ 202.50
V00295	Jacana Energy	63551895	1016554010 -07.10.2015 - 02.11.2015	\$ 446.20
V00295	Jacana Energy	63365443	1016554010 -01.09.2015 - 06.10.2015	\$ 595.95
V00295	Jacana Energy	63551841	1016766810 -07.10.2015 - 02.11.2015	\$ 226.67
V00295	Jacana Energy	63444564	1015105310 -17.09.2015 - 15.10.2015	\$ 505.09

Creditor No.	Creditor Name	Invoice Number	Invoice Description	Amount
V00295	Jacana Energy	63444519	1014518010 -16.09.2015 - 15.10.2015	\$ 418.33
V00295	Jacana Energy	63465567	106190610 -17.09.2015 - 15.10.2015	\$ 24.31
V00295	Jacana Energy	63529724	1010962110 -01.10.2015 - 31.10.2015	\$ 1,811.87
V00295	Jacana Energy	63511128	106128010 -23.07.2015 - 21.10.2015	\$ 237.03
V00295	Jacana Energy	63444549	1014110110 -16.09.2015 - 15.10.2015	\$ 2,000.78
V00295	Jacana Energy	63383790	107710210 -01.09.2015 - 01.10.2015	\$ 254.32
V00295	Jacana Energy	63444328	106367310 -16.09.2015 - 15.10.2015	\$ 2,027.37
V00295	Jacana Energy	63444471	1010817310 -16.09.2015 - 15.10.2015	\$ 423.03
V00295	Jacana Energy	63444334	106382310 -18.09.2015 - 15.10.2015	\$ 25.36
V00295	Jacana Energy	63465527	105742210 -18.09.2015 - 15.10.2015	\$ 36.31
V00295	Jacana Energy	63444522	1014518410 -18.09.2015 - 15.10.2015	\$ 137.97
V00295	Jacana Energy	63444469	106690411 -16.09.2015 - 15.10.2015	\$ 2,302.32
V00295	Jacana Energy	63465103	1014111710 -16.09.2015 - 15.10.2015	\$ 125.21
V00295	Jacana Energy	63464594	1010817411 -16.09.2015 - 15.10.2015	\$ 24.83
V00295	Jacana Energy	63464595	1010866212 -16.09.2015 - 15.10.2015	\$ 24.83
V00295	Jacana Energy	63444336	106143211 -16.09.2015 - 15.10.2015	\$ 48.92
V00295	Jacana Energy	63444558	102914811 -17.09.2015 - 15.10.2015	\$ 1,076.26
V00295	Jacana Energy	63465102	1014110010 -16.09.2015 - 15.10.2015	\$ 215.64
V00295	Jacana Energy	63465100	1014109710 -16.09.2015 - 15.10.2015	\$ 41.09
V00295	Jacana Energy	63465477	103579111 -17.09.2015 - 15.10.2015	\$ 200.73
V00295	Jacana Energy	63444324	104178910 -17.09.2015 - 15.10.2015	\$ 713.41
V00295	Jacana Energy	63548183	104406210 -01.10.2015 - 31.10.2015	\$ 1,070.14
V00295	Jacana Energy	63551760	105650710 -02.10.2015 - 02.11.2015	\$ 28.36
V00295	Jacana Energy	63383721	106225010 -02.09.2015 - 01.10.2015	\$ 24.83
V00295	Jacana Energy	63465568	106198310 -17.09.2015 - 15.10.2015	\$ 24.00
V00295	Jacana Energy	63444332	106390910 -18.09.2015 - 15.10.2015	\$ 81.66
V00295	Jacana Energy	63465575	106114110 -16.09.2015 - 15.10.2015	\$ 24.83
V00295	Jacana Energy	63465572	106317110 -18.09.2015 - 15.10.2015	\$ 23.17
V00295	Jacana Energy	63444357	1010931710 -16.09.2015 - 15.10.2015	\$ 72.38
V00295	Jacana Energy	63465478	103598210 -17.08.2015 - 15.10.2015	\$ 280.18
V00295	Jacana Energy	63464596	1010884410 -18.09.2015 - 15.10.2015	\$ 23.17
V00295	Jacana Energy	63465101	1014109910 -16.09.2015 - 15.10.2015	\$ 25.14
V00295	Jacana Energy	63444473	1014109810 -16.09.2015 - 15.10.2015	\$ 111.48
V00295	Jacana Energy	63444430	103115310 -17.09.2015 - 15.10.2015	\$ 202.29
V00295	Jacana Energy	63472746	103315510 -22.07.2015 - 20.10.2015	\$ 454.74
V00295	Jacana Energy	63537311	106775610 -29.07.2015 - 29.10.2015	\$ 159.54
V00295	Jacana Energy	63551423	1014457810 -02.10.2015 - 02.11.2015	\$ 570.75
V00295	Jacana Energy	63551271	102787910 -02.10.2015 - 02.11.2015	\$ 641.76
V00295	Jacana Energy	63383789	107710110 -01.09.2015 - 01.10.2015	\$ 25.66
V00295	Jacana Energy	63444377	106365710 -18.09.2015 - 15.10.2015	\$ 70.72
V00295	Jacana Energy	63444504	106795510 -16.09.2015 - 15.10.2015	\$ 1,235.68
V00295	Jacana Energy	63465578	106720111 -16.09.2015 - 15.10.2015	\$ 24.83
V00295	Jacana Energy	63464997	1010921910 -16.09.2015 - 15.10.2015	\$ 25.14

Creditor No.	Creditor Name	Invoice Number	Invoice Description	Amount
V00295	Jacana Energy	63444375	1011630810 - 17.09.2015 - 15.10.2015	\$ 91.56
V00295	Jacana Energy	63465068	109001210 - 17.08.2015 - 15.10.2015	\$ 142.24
V00295	Jacana Energy	63444400	109001110 - 17.09.2015 - 15.10.2015	\$ 403.12
V00295	Jacana Energy	63366503	105741910 - 08.07.2015 - 02.10.2015	\$ 143.32
V00295	Jacana Energy	63465505	104433510 - 17.09.2015 - 15.10.2015	\$ 24.00
V00295	Jacana Energy	63448030	107722111 - 12.09.2015 - 12.10.2015	\$ 229.92
V00328	Capital Security (NT) Pty Ltd	00001808	Security Hire W/E - 22/11/15	\$ 369.58
4737	D & L Plumbing & Gasfitting	6134	Replace below rubbers in cisterns Library	\$ 467.50
V00176	Rick James Knight T/A Rick Creative	INV-0770	Carols	\$ 170.00
5104	JLM Civil Works Pty Ltd	00004376	Garage Sale Trail	\$ 561.00
V00166	Diamond International Events T/A Trina's Catering	151674	Catering - Council Meeting 9/11/2015	\$ 200.00
4508	News 4 U	SN00098831102015	Newspapers - Mayor OCT 2015	\$ 52.95
5104	JLM Civil Works Pty Ltd	00004357	Johnstone Lot 11314, 8 Marshall St, Driveway	\$ 2,842.28
5104	JLM Civil Works Pty Ltd	00004368	Zuccoli 79 Crosby St, New Driveway	\$ 985.14
5104	JLM Civil Works Pty Ltd	00004367	Bellamack, 5 Gemma Street New Driveway	\$ 1,219.25
5104	JLM Civil Works Pty Ltd	00004369	Zuccoli, 38 Crosby St, New Driveway	\$ 1,021.77
V00613	Corrie John De Wilt	KEY DEPOSIT REFUND R98555	Key Deposit Refund R98555	\$ 60.00
V00615	Jia Shearsby	DRIVEWAY REIMBURSEMENT - L11348	Driveway Reimbursement - L11348, 156 Lind Rd	\$ 519.75
54	Powerwater	PJ000677	FORTNIGHT 2016-11 - From Payroll	\$ 615.00
5104	JLM Civil Works Pty Ltd	00004413	Replace asphalt transit cct & astrolabe crt	\$ 13,217.30
2	Australian Taxation Office	PAYG WE 29/11/2015	PAYG WE 29/11/2015	\$ 68,179.00
5104	JLM Civil Works Pty Ltd	00004457	Install new driveway lot 10543, 39 Damascence st	\$ 655.00
5104	JLM Civil Works Pty Ltd	00004326	Lot 2457, 15 Muckaninnie Crt, Moulden Driveway	\$ 2,178.33
5104	JLM Civil Works Pty Ltd	00004380	Zuccoli Lot 11755, 20 Stearman Crt,	\$ 655.00
4065	Southern Cross Protection Pty Ltd	750680	Library Security Patrols 23/11/2015 - 28/11/2015	\$ 435.12
V00592	Dreamedia	1000524	Carols	\$ 9,570.00
V00531	All Make Equipment Sales	6057	Purchase Kobelco SK35SR Hydraulic Excavator & Acce	\$ 55,293.70
5104	JLM Civil Works Pty Ltd	00004400	Zuccoli Install new driveway 3 Falco Crt	\$ 655.00
5104	JLM Civil Works Pty Ltd	00004399	Zuccoli Install new driveway 11 Falco Crt	\$ 655.00
5104	JLM Civil Works Pty Ltd	00004451	Weed removal sanctuary C 13/11/15	\$ 630.76
5104	JLM Civil Works Pty Ltd	00004450	Weed removal lake 7 12/11/15	\$ 420.51
V00522	Steven Tingey	BBQ DEPOSIT REFUND - R98180	BBQ Deposit Refund - R98180	\$ 200.00
V00616	Richard O'Neill	LIBRARY MEMBERSHIP REFUND R88997	Temporary Library Membership Refund R88997	\$ 45.00
399	St John Ambulance (NT) Incorporated	582718	Carols	\$ 109.00
3705	Hungry Hearts	4142	Catering Morning Tea to Farewell Tech Staff Member	\$ 360.00
3514	NI Automotive Group (NTAG) P/L	413254	Motor Vehicle Services & Parts CA0100	\$ 451.94
5031	All Aspects Recruitment & HR Services	00011975	Temp Staff EA to DCCS W/E 29/11/2015	\$ 2,402.73
V00299	EPAC Salary Solutions Pty Ltd	172860-031215	Salary Packaging - Pay 11 (F/E 29/11/2015)	\$ 1,112.35
V00328	Capital Security (NT) Pty Ltd	00001817	CAPITAL Security W/E- 29/11/2015	\$ 369.58
4508	News 4 U	SN00134230112015	Library Newspapers - NOV 2015	\$ 122.55
2	Australian Taxation Office	PAYG PAY 11-2016	PAYG Pay 11-2016	\$ 538.00
V00585	Asphalt Company Australia Pty Ltd	00014353	Carriout resal works as per contract T52015-09	\$ 85,669.65
V00295	Jacana Energy	63465111	CR/Adj Note for Consumer # LD1451791D	\$ 65.04

Creditor No.	Creditor Name	Invoice Number	Invoice Description	Amount
V00295	Jacana Energy	63383480	CR/Adj Note for Consumer # 1014457810	-\$ 421.02
4190	National Australia Bank	NABCCC - OCT 2015	NAB CCC - October 2015	\$ 9,244.46
V00318	StatewideSuper Clearing House	PJ000615	FORTN.GHT 2016- 9 - From Payroll	\$ 6,267.66
V00318	StatewideSuper Clearing House	PJ000633	FORTNIGHT 2016-10 - From Payroll	\$ 6,313.89
V00318	StatewideSuper Clearing House	PJ000677	FORTNIGHT 2016-11 - From Payroll	\$ 7,032.48
V00318	StatewideSuper Clearing House	NOV 15 SUPERANNUATIO	Superannuation Contribution	\$ 71,869.23
112	Beaurepaires	6407733576 REF:U855353931	Vehicle Repair - CEO	\$ 576.94
3880	PAWS Darwin Limited	00000066	Pound Maintenance Contract - 14 Oct to 13 Nov 2015	\$ 7,707.75
272	City Wreckers	00009772	Towing and Storage of Gold Holden Commodore	\$ 110.00
V00476	Water Dynamics (NT) Pty Limited	SLI21302872	Irrigation repairs - Week 2 - 9.11.15 to 13.11.15	\$ 3,520.00
V00228	Outback Tree Service	INV-0220	various areas - tree removal	\$ 1,155.00
V00228	Outback Tree Service	INV-0225	Removal of trees - Durack	\$ 3,905.00
5551	Active Tree Services Pty Ltd	INV-260746	Temple Terrace - street tree maintenance	\$ 3,256.70
36	Darwin Lock & Key	108337	key 3 new BBQ locks to 200 system - Parks	\$ 597.56
V00228	Outback Tree Service	INV-0223	Eric Asche Park - tree maintenance	\$ 2,640.00
V00228	Outback Tree Service	INV-0222	Pretty Park - tree maintenance	\$ 737.00
V00228	Outback Tree Service	INV-0221	various areas - tree maintenance	\$ 286.00
V00228	Outback Tree Service	INV-0224	9 Parmentier - remove & sg dead Rosewood q234	\$ 935.00
V00228	Outback Tree Service	INV-0229	Ida Scott & Flora McLaren - tree maintenance	\$ 2,420.00
2587	Top End RACE	00033598	Install new A/C fan motor Civic Plaza	\$ 1,557.78
5533	Custom Av Pty Ltd	00354979	ITC 352 - Monthly fire indication panel test for	\$ 109.90
V00379	Merchandising Libraries	IV0000000520	Library - Acrylic Shelf Holders - Quote 55?	\$ 1,377.20
272	City Wreckers	00009794	Towing and Storage of Blue Hyundai	\$ 110.00
2441	Penny's Fancy Dress Hire	18/11/2015	Penny's Invoice - 18/11/2015	\$ 130.00
4483	Isuscribe Pty Ltd	00026984	Subscriptions Quote:19439 PO107676	\$ 2,503.00
5104	JLM Civil Works Pty Ltd	00004419	72sqm of reinforced concrete at manow lagoon	\$ 6,476.16
5104	JLM Civil Works Pty Ltd	00004445	Reinstate G/way sign Harvard groves/wooklake inter	\$ 207.54
5038	Central Tree Services	713	Tree Maintenance - Marlow Lagoon BBQ area	\$ 3,652.00
5038	Central Tree Services	714	Tracey Drain - tree maintenance lot 5388 & 4333	\$ 4,180.00
5104	JLM Civil Works Pty Ltd	00004424	Sanctuary Lakes - investigate & fix leak	\$ 3,548.55
5104	JLM Civil Works Pty Ltd	00004423	Joan Fejo & Phoenix - Replace bolts	\$ 773.30
5104	JLM Civil Works Pty Ltd	00004425	Sanctuary Lakes - investigate & fix further leaks	\$ 1,796.80
5104	JLM Civil Works Pty Ltd	00004426	Phoenix Park - replace dual taps	\$ 538.45
5104	JLM Civil Works Pty Ltd	00004427	replace bollards - various parks	\$ 2,204.35
5611	Steelmans Tools and Industrial Supplies	74108	Tools for excavator	\$ 217.00
5611	Steelmans Tools and Industrial Supplies	74110	Purchase items	\$ 424.00
5716	UHY Haines Norton Chartered Accountants	22339	CS2014-02: 01/07/14...30/06/15	\$ 6,683.60
5104	JLM Civil Works Pty Ltd	00004429	replace 7.5m2 of pavement replacement with FCR	\$ 1,340.47
5104	JLM Civil Works Pty Ltd	00004430	install new safety house signs at the following.	\$ 210.27
5104	JLM Civil Works Pty Ltd	00004431	install new safety house signs at the following	\$ 105.13
5104	JLM Civil Works Pty Ltd	00004432	replace a post for KL sign at RAB of Odogaard	\$ 110.97
5104	JLM Civil Works Pty Ltd	00004433	clean the grates and trash rack in Rosebery	\$ 397.14
5104	JLM Civil Works Pty Ltd	00004434	install new sign post for hazard marker near RAB 6	\$ 169.38

Creditor No.	Creditor Name	Invoice Number	Invoice Description	Amount
5104	JLM Civil Works Pty Ltd	00004435	remove dead cat from Chung Wah terrace near Coles	\$ 88.77
5104	JLM Civil Works Pty Ltd	00004436	repalce post and splke base for street sign at	\$ 659.98
5104	JLM Civil Works Pty Ltd	00004439	install temporary sign for Crocodile warning from	\$ 165.00
5104	JLM Civil Works Pty Ltd	00004440	uninstall temporary signs for crocodile warning	\$ 79.43
5104	JLM Civil Works Pty Ltd	00004442	hazard marker sign and post	\$ 338.76
2965	KIK FM Pty Ltd	09008475	The Scoop Wednesday 18 November 2015 Ep. 31	\$ 660.00
272	City Wreckers	00009810	Towing and Storage of White Toyota Hilux	\$ 110.00
2965	KIK FM Pty Ltd	09008485	Australia Day Nominations radio audio production	\$ 170.00
2965	KIK FM Pty Ltd	09008481	Palmerston Carol radio audio production	\$ 170.00
V00368	iWater NT	121	Joan Fejo Park - preparation for Telstra Living	\$ 1,200.00
938	Nightcliff Electrical	1069	Street Lights	\$ 93.50
938	Nightcliff Electrical	1021	Carryout Park Light Audit	\$ 220.00
5104	JLM Civil Works Pty Ltd	00004418	Buntoff broken table Marlow rounda	\$ 106.93
5104	JLM Civil Works Pty Ltd	00004417	Clean debris from mosaic f/patn Marlows lagoon	\$ 158.86
5104	JLM Civil Works Pty Ltd	00004416	S&I whiteboard at depot supervisor office	\$ 234.10
938	Nightcliff Electrical	1091	Laneway Light	\$ 93.50
5036	Territory Door Services	00011954	Call to attend the site to check non working main	\$ 1,142.21
1410	RTM - Department of Arts and Museums	909000395	Brian Gambles - Library Talk	\$ 636.58
289	Bolinda Publishing Pty Ltd	0440937	Library Stock - O/NQ:20222965	\$ 74.76
2199	SBA Office National	091-31964	Supply File cabinet	\$ 249.00
V00073	Off the Leash	00001434	Square Impact Dec/ Jan	\$ 220.00
938	Nightcliff Electrical	1066	Replace Light	\$ 93.50
5104	JLM Civil Works Pty Ltd	00004449	Replace PVC	\$ 648.45
5104	JLM Civil Works Pty Ltd	00004448	Vandalism - Aquatic Centre	\$ 1,195.32
5104	JLM Civil Works Pty Ltd	00004447	Replace sprinkles	\$ 609.62
5104	JLM Civil Works Pty Ltd	00004446	Replace Sprinkles	\$ 914.43
5104	JLM Civil Works Pty Ltd	00004428	Aquatic centre - replace doors	\$ 937.75
5104	JLM Civil Works Pty Ltd	00004421	Signs & traffic controls 5xfriday markets oct 15	\$ 4,972.00
5104	JLM Civil Works Pty Ltd	00004420	supply and paint handrails at marlows lagoon	\$ 952.55
2161	GHD Pty Ltd	2176519	Undertake works required for the Pollution Abateme	\$ 1,535.16
3189	Seek Limited	94204679	Seek Upgrade Community Events Officer	\$ 55.00
5104	JLM Civil Works Pty Ltd	00004458	Various works at various locations	\$ 165.00
3545	Amalgamated Pest Control	1510324538	Soil injection - Cunningham Crescent Gunn	\$ 286.00
5315	Adamant Property Services Pty Ltd	5575	Depot Clear all gutters	\$ 459.53
5315	Adamant Property Services Pty Ltd	5576	Gray Community Hall - Clear all gutters	\$ 1,017.17
5315	Adamant Property Services Pty Ltd	5577	ITC 377 - Driver Resource Centre - clear all	\$ 825.00
5315	Adamant Property Services Pty Ltd	5578	ITC 378 - Library - clear all gutters, down pipes	\$ 550.00
5315	Adamant Property Services Pty Ltd	5580	Clear all gutters, down pipes - Marlow Lagoon	\$ 330.00
V00585	Asphalt Company Australia Pty Ltd	00014359	Carryout reseal works as per contract T52015-09	\$ 10,963.70
5312	Recreational Concepts Australia Pty Ltd	00008028	20x infant/toddler seats, Various Parks	\$ 6,270.00
938	Nightcliff Electrical	721	Check for the non working lights Rec Centre	\$ 877.25
2977	Security & Technology Services P/L	97682	Alarm Response 19/10/15 - Aquatic Centre	\$ 165.00
549	City of Darwin	RATE REFUND REF: 3406-8	Rate Refund - 14 Whitby Court - Ref: 3406-8	\$ 359.00

Creditor No.	Creditor Name	Invoice Number	Invoice Description	Amount
5104	JLM Civil Works Pty Ltd	00004468	remove silt and debris from various SEP located	\$ 397.16
5104	JLM Civil Works Pty Ltd	00004464	straighten two poles and a sign at Packard Avenue	\$ 204.42
5104	JLM Civil Works Pty Ltd	00004463	reconstruction of 12.88 m2 of pavement at Royal Ct	\$ 2,302.04
5104	JLM Civil Works Pty Ltd	00004462	fill the garden bed with select fill at Flynn/Gera	\$ 204.52
5104	JLM Civil Works Pty Ltd	00004461	Remove bollards x 2, 1 x fire hydrant bollard and	\$ 165.00
4029	Totally Workwear Palmerston	100027701	Safety Clothing - Asset Officers	\$ 433.00
4029	Totally Workwear Palmerston	100027763	Sunscreen 50+ 1 litre pump	\$ 36.00
5104	JLM Civil Works Pty Ltd	00004443	install horizontal bar 33 Shearwater Drive JTC 70	\$ 165.00
5104	JLM Civil Works Pty Ltd	00004441	replace KL sign near Chingong Circuit in Ilston	\$ 490.61
5104	JLM Civil Works Pty Ltd	00004438	remove debris opposite 88 Benson terrace SEP	\$ 210.27
V00368	iWater NT	120	Irrigation repairs Parks 16.11-20.11.15 Wk 3	\$ 1,327.50
5104	JLM Civil Works Pty Ltd	00004465	Replacement of 111 m2 of footpath in front of	\$ 16,124.76
5104	JLM Civil Works Pty Ltd	00004472	Remove sign spike Cornwallis park light post	\$ 110.00
5104	JLM Civil Works Pty Ltd	00004469	Install driveway Lot 12767, 12 Grumman crt	\$ 598.55
5104	JLM Civil Works Pty Ltd	00004471	Remove debris from end of Illamuta Crct	\$ 330.00
5104	JLM Civil Works Pty Ltd	00004467	Install driveway Lot 11371, 98 Lind St, Johnston	\$ 655.00
5104	JLM Civil Works Pty Ltd	00004466	Install driveway Lot 11646, 5 Warbird St, Zuccoli	\$ 655.00
5104	JLM Civil Works Pty Ltd	00004454	Bobcat Hire loading mulch 11/11/15	\$ 397.14
5104	JLM Civil Works Pty Ltd	00004453	Weed removal 10 a Durack 20/11/15	\$ 420.51
5104	JLM Civil Works Pty Ltd	00004452	Weed removal - Lake 3 - 18/11/15	\$ 420.51
353	Otis	1438708	OTIS lift maintenance	\$ 2,339.97
3545	Amalgamated Pest Control	IS10324542	Termite treatment of marlow lagoon footbridge	\$ 968.00
4508	News 4 U	SN00197230112015	Newspapers - DC&CS - NOV 2015	\$ 50.60
4508	News 4 U	SN00098830112015	Newspapers - Mayor - NOV 2015	\$ 50.60
5104	JLM Civil Works Pty Ltd	00004486	SS Dwyer - DBYD investigation & install	\$ 1,858.45
5	Australlo Post	1004757120	Monthly Postage - NOV 2015	\$ 7,021.39
4538	Byrne Design & Drafting	INVD0126	The Boulevard	\$ 1,446.50
35	Staples Australia Pty Limited	9016337924	Kitchen Supplies - CIVIC CENTRE	\$ 28.84
4029	Totally Workwear Palmerston	100027169	Office Uniform	\$ 210.20
47	Telstra Corporation Ltd	T311 - 2 DEC 2015	4640728244 - Satellite x3 - 2 Dec 2015	\$ 105.00
399	St John Ambulance (NT) Incorporated	582609	Restocking of First Aid Kits	\$ 785.24
399	St John Ambulance (NT) Incorporated	582606	Restocking of First Aid Kits	\$ 94.78
5104	JLM Civil Works Pty Ltd	00004412	Pavement Chung Wah Tce reconstruction	\$ 3,631.32
5104	JLM Civil Works Pty Ltd	00004444	Install horizontal bars in letterbox pits	\$ 330.00
5598	Diskbank P/L T/A SoundPack Solutions	INV-1361	Soundpack Order - PO107061 - CREDIT NOTE TO APPLY	\$ 1,177.00
4126	Opus International Consultants	00051284	COP Tree Risk manual Proposal - Claim 3	\$ 4,653.00
4126	Opus International Consultants	00050231	COP Tree Risk manual Proposal - Claim 2	\$ 17,923.40
1607	Sterling NT Pty Ltd	00042537	Undertake TS2013-05 month of October Area 1	\$ 23,694.69
1607	Sterling NT Pty Ltd	00042538	Undertake TS2013-06 month of October Area 2	\$ 27,475.60
1607	Sterling NT Pty Ltd	00042539	Undertake TS2013-07 month of October Area 3	\$ 18,516.42
1607	Sterling NT Pty Ltd	00042541	Undertake TS2013-08 month of October Area 4	\$ 16,831.35
V00619	Sarah Little	2	2015 Palmerston Carols Stage Manager Assistant	\$ 250.00
5104	JLM Civil Works Pty Ltd	00004487	Precyclone cleanup shoal bay tipping fees reimburs	\$ 2,541.39

Creditor No.	Creditor Name	Invoice Number	Invoice Description	Amount
5104	JLM Civil Works Pty Ltd	00004455	clean low flow drain in Terry drive (remove weeds,	\$ 7,150.00
4744	Sue Little	22	2015 Palmerston Carols Stage Management:	\$ 750.00
4735	Palmerston and Rural Party Hire	1066_COP	chair hire citizenship ceremony	\$ 70.00
3680	Telpoj Pty Ltd	DRIVEWAY REIMB: L11704	Driveway Reimb: L11704, 21 Hawker St, Zuccoli	\$ 1,215.00
V00328	Capital Security (NT) Pty Ltd	00001837	CAPITAL Security W/E - 06/12/2015	\$ 369.58
V00295	Jacana Energy	63657468	1016645511 - 19.8.2015 - 16.11.2015	\$ 152.26
5031	All Aspects Recruitment & HR Services	00011983	Temp Staff EA to DCCS - W/E 06/12/2015	\$ 2,215.31
V00172	CIC-FitD-PTY LTD	R5684	Rate Refund - R5684	\$ 588.00
4029	Totally Workwear Palmerston	100027529	Uniform items for Open Spaces	\$ 1,182.80
3617	Plastic Card Customization	8020	Library Membership Cards (X 3000)	\$ 1,536.11
V00613	Corrie John De Wit	R98555 - DEPOSIT REFUND	Cleaning Deposit Refund - R98555	\$ 150.00
5471	Palmerston Christian School	COPAL SMALL GRANT OFFER 2015	Copal Small Grant Offer 2015	\$ 550.18
5104	JLM Civil Works Pty Ltd	00004305	replacement of 55m2 of asphalt from Bowman park	\$ 4,336.49
272	City Wreckers	00009848	Towing and Storage of White Ford Sedan	\$ 110.00
3313	Zip Print	11626	Goyder Christmas Tree Lighting DL printing x 2000	\$ 374.00
4563	Darwin Life Pty Ltd	00003424	Goyder Christmas Tree Lighting Doc Issue	\$ 330.00
V00476	Water Dynamics (NT) Pty Limited	5L121003041	Irrigation repairs 15.11-20.11.15 Wk 3	\$ 3,520.00
4562	NT Repairs and Painting	00000791	Paint 2x entry statement at Woodlake Boulevard	\$ 2,310.00
4029	Totally Workwear Palmerston	100027902	Office Uniform	\$ 441.00
272	City Wreckers	00009873	Towing and Storage of Green Hyundai Sedan	\$ 110.00
938	Nightcliff Electrical	1086	Urgent Repair to Hot water at Roof	\$ 200.20
938	Nightcliff Electrical	1034	Repair the pool hoist	\$ 297.00
938	Nightcliff Electrical	988	Half yearly RCD testing Sanctuary Lakes Exelco	\$ 187.00
938	Nightcliff Electrical	986	Half yearly RCD testing, contact sudeep	\$ 872.85
938	Nightcliff Electrical	984	Half yearly RCD testing, YMCA to be contacted	\$ 341.55
938	Nightcliff Electrical	983	Half yearly RCD testing, contact sudeep for	\$ 75.90
938	Nightcliff Electrical	982	Half yearly RCD testing, contact sudeep	\$ 170.78
5104	JLM Civil Works Pty Ltd	00004475	Profile and reinstate lifted up asphalt Gray	\$ 4,594.77
2587	Top End RACE	10033676	Bi-Monthly maintenance for Gray Comm Half air con.	\$ 198.00
185	Bridge Toyota	JC2416378	Vehicle Service 40,000km - CB 08 IQ	\$ 1,508.19
V00315	HWL Ebsworth Lawyers	570743	Professional Ser - Car Parking Rate to 26/11/15	\$ 2,314.40
3545	Amalgamated Pest Control	1510324530	Termite treatment - Driver	\$ 242.00
5315	Adamant Property Services Pty Ltd	5581	ITC 376 - Clear all gutters, down pipes and	\$ 3,753.09
5315	Adamant Property Services Pty Ltd	5579	ITC 379 - Aquatic Centre - clear all gutters, down	\$ 1,001.00
2587	Top End RACE	00033675	ITC 369 - Monthly maintenance for Aquatic Centre	\$ 390.50
5533	Custom Av Pty Ltd	00355145	ITC 372 - Replace 7 x failed lights, supply 1 x	\$ 1,925.00
4737	D & L Plumbing & Gasfitting	6196	Repair leaking sink	\$ 720.00
4737	D & L Plumbing & Gasfitting	6194	Replace the broken vandale proof tap Marlow Lagoon	\$ 143.00
4737	D & L Plumbing & Gasfitting	6195	Hot water not draining	\$ 165.00
3705	Hungry Hearts	4169	Catering Morning Tea to Farewell Ranger	\$ 360.00
274	CSG Business Solutions (NT) Pty Ltd	INV00071387	Canon Copier#JBA02100-1000016738: NOV 2015	\$ 1,860.25
3099	Iron Mountain Australia Pty Ltd	540311-AT1	Records Management - NOV 2015	\$ 1,414.31
272	City Wreckers	00009925	Towing and Storage of Red Ford Lazer	\$ 110.00

Creditor No.	Creditor Name	Invoice Number	Invoice Description	Amount
4095	Deuce Cleaning Service	4411	Cleaning Service Joy Anderson 15/11/2015	\$ 60.50
4737	D & L Plumbing & Gasfitting	5198	Location of blockage in drain, Driver	\$ 2,117.50
4737	D & L Plumbing & Gasfitting	5197	Repairs to the burst pvc pipe in pump room	\$ 665.50
5038	Central Tree Services	715	Bombax Park - tree maintenance	\$ 2,090.00
5038	Central Tree Services	716	Dunbar Park - Structural works on mahogany trees	\$ 4,972.00
938	Nightcliff Electrical	1084	Aquatic Centre Light Switch	\$ 100.10
938	Nightcliff Electrical	1158	Replace a fire at Palmerston Recreation Centre -	\$ 320.10
938	Nightcliff Electrical	1050	Repair lights at child minding room	\$ 240.90
938	Nightcliff Electrical	1031	Repair the pool flood light Aquatic Centre	\$ 1,727.00
938	Nightcliff Electrical	985	Half yearly RCD testing, contact sudeep	\$ 832.15
5000	Austrasian Playgrounds T/a a_space recreation	5597	2x Caps 39.50 & Freight \$45.50 as per quote	\$ 136.95
5038	Central Tree Services	717	Moulden Drain - tree maintenance	\$ 4,620.00
V00228	Outback Tree Service	INV-0231	Ulvestona Park - tree maintenance q232 10+ removal	\$ 1,950.00
289	Ba Linda Publishing Pty Ltd	0442005	Library Stock - O/NO:20222965	\$ 74.76
1874	Ulverscroft Large Print Books Limited	1108612AU	LIBRARY STOCK - O/No: web0008029	\$ 54.44
256	The Bookshop Darwin	BD14495	Library stock - Quote BD3729	\$ 655.30
V00078	BMD	008003833	IS2015 - Variation 1/ - Removable s/steel bollards	\$ 27,547.34
V00078	BMD	008003832	TS2015-06 - Variation 5 - Stormwater variations	\$ 20,561.74
4029	Totally Workwear Palmerston	100027820	IT - Uniforms / Clothes Purchased	\$ 197.40
3683	Area9 IT Solutions	51N36467	Lenovo Universal All-in-One Stand x10 - Library PC	\$ 1,376.65
394	Civica Pty Limited	C/LG003468	Authority DR Services January 2015	\$ 3,311.00
2977	Security & Technology Services P/L	98069	Alarm Response - Rec Centre - 17/11/2015	\$ 82.50
2977	Security & Technology Services P/L	98067	Alarm Response - Rec Centre - 18/11/2015	\$ 82.50
2977	Security & Technology Services P/L	98064	Alarm Response - Rec Centre - 19/11/2015	\$ 82.50
2977	Security & Technology Services P/L	98072	Alarm response - Rec Centre - 14/11/15	\$ 82.50
2977	Security & Technology Services P/L	98071	Alarm response - Rec Centre - 15/11/15	\$ 82.50
2977	Security & Technology Services P/L	98068	Alarm response - Rec Centre - 18/11/15	\$ 82.50
2977	Security & Technology Services P/L	98063	Alarm response - Rec Centre - 20/11/15	\$ 82.50
2977	Security & Technology Services P/L	98061	Alarm response - Rec Centre - 21/11/15	\$ 82.50
5104	JLM Civil Works Pty Ltd	00004478	Footpath @ Yarrawonga	\$ 2,254.34
3787	Total Event Services T/A Top End Sounds P/L	15041	Carols - furniture	\$ 381.67
10	DBH Contracting	00007214	Supply and lay 20 meters of broad leaf carpet ML	\$ 606.91
272	City Wreckers	00009545	Towing and Storage of Silver/Holden/Ute /No plates	\$ 110.00
5195	Bernard Schenkell	0101	COPAL Water promotion design	\$ 320.00
5195	Bernard Schenkell	0100	Palmerston Carols 2015 Design	\$ 640.00
5195	Bernard Schenkell	0099	Goyder Christmas Tree Lighting 2015 Design	\$ 560.00
112	Beaurepaires	6407775625 REF: U855354161	Tyre Maintenance CA31VH	\$ 1,015.83
4528	Miranda's Armed Security Officers Pty	PCC1021	Cash Collection - NOV 2015	\$ 514.80
5104	JLM Civil Works Pty Ltd	00004482	Replace missing bolt to secure the lid 30 Latram	\$ 55.00
5104	JLM Civil Works Pty Ltd	00004481	Reinstate plate and straighten strap stormwater	\$ 137.50
5104	JLM Civil Works Pty Ltd	00004480	Tighten nuts at SD-127 in front of 61 Emery Avenue	\$ 55.00
5104	JLM Civil Works Pty Ltd	00004479	Reinstate bolts to secure the grate at SD=03	\$ 55.00
3428	Bunnings Group Limited	2315/00281499	20lts polson (Weed Spray)	\$ 215.65

Creditor No.	Creditor Name	Invoice Number	Invoice Description	Amount
3428	Bunnings Group Limited	2315/00124506	Tool Boxes irrigation	\$ 739.10
112	Beaurepaires	6407774565 RCF:U855354226	Wheel alignment ute CB025G	\$ 46.35
V00271	Fuji Xerox Business Centre NT	AB00019040	FujiXerox Copiers(Tech)-D801045443: DEC 2015	\$ 1,715.06
753	Territory FM 104.1 Darwin - CDU	3931-1	Australia Day Award Nominations Radio Advertising	\$ 924.00
253	Territory FM 104.1 Darwin - CDU	3932-1	Palmerston Carols Radio Advertising	\$ 1,663.20
2977	Security & Technology Services P/L	98053	Recreation Centre-Security Sensor Replacement	\$ 503.40
1499	Oasis Palm Hire	00015447	Carols	\$ 181.50
V00582	Ezko Property Services (Aust) Pty Ltd	00038778	TS2015/11: Cleaning Service - NOV 2015	\$ 5,194.50
4679	iSentia Pty Ltd	MN0612466	iSentia Media Monitoring DEC 2015	\$ 480.34
2236	The Top End Tri-Services Magazine Inc	00003049	The Top End Dec 2015/Jan 2016 edition	\$ 144.00
30	Colemans Printing Pty Ltd	112702	Ranger Service Notice and Infringement Books	\$ 1,518.00
30	Colemans Printing Pty Ltd	112618	Ranger Service Notice and Infringement Books	\$ 627.00
V00443	Top End Hydraulic Services P/L T/A Forecast Machin	00001489	Vehicle Ramp for Excavator	\$ 2,581.70
2238	Hollands Print Solutions Pty Ltd	00030804	600 Staff parking Permits PD107696	\$ 642.00
3545	Amalgamated Pest Control	1510326194	Timber pest inspection for Joy Anderson Building	\$ 266.20
3545	Amalgamated Pest Control	1510326195	Timber pest inspection for Gray Community Hall	\$ 363.00
5533	Custom Av Pty Ltd	00355340	Battery replacement - once every 2 year	\$ 616.00
5533	Custom Av Pty Ltd	00355333	Callout by rec centre on 29/10/15 to repair broken	\$ 165.00
1581	NT Broadcasters Pty Ltd	155-236-HOT-0000	Australia Day Nominations Radio Advertising-HOT	\$ 774.40
1581	NT Broadcasters Pty Ltd	155-235-HOT-0000	Palmerston Carols Radio Advertising - HOT 100	\$ 1,650.00
1581	NT Broadcasters Pty Ltd	155-235-MIX-0000	Palmerston Carols Radio Advertising - MIX	\$ 1,650.00
1581	NT Broadcasters Pty Ltd	155-236-MIX-0000	Australia Day Nominations Radio Advertising-MIX	\$ 774.40
5272	Greville Fabrication Pty Ltd	GF960	Pins for tractor	\$ 1,100.00
4856	Portner Press Pty Ltd	G7003850	Employment Law Update 9 2015	\$ 97.00
4619	Darwin Office Technology P/L	SA00263605	Toshiba Copier Readings - 15/10/15 - 15/11/2015	\$ 12.04
4619	Darwin Office Technology P/L	SA00263604	Toshiba Copier Readings - 15/10/15 - 15/11/2015	\$ 445.15
4619	Darwin Office Technology P/L	SA00263606	Toshiba Copier Readings - 22/10/15 - 15/11/15	\$ 212.71
4619	Darwin Office Technology P/L	SA00263607	Toshiba Copier Readings - 15/10/15 - 15/11/2015	\$ 314.12
V00443	Top End Hydraulic Services P/L T/A Forecast Machin	00001991	20 Lt Oil	\$ 135.00
5104	JLM Civil Works Pty Ltd	00004491	*Install bollards along median strip at Temple Tce	\$ 220.00
5104	JLM Civil Works Pty Ltd	00004490	Cut the stone basket Stormwater Gully	\$ 220.00
5104	JLM Civil Works Pty Ltd	00004505	Reattach wheel to table and lock tight Gray Hall	\$ 110.00
5104	JLM Civil Works Pty Ltd	00004506	Check and replace the battery of hoist of swimming	\$ 427.72
5104	JLM Civil Works Pty Ltd	00004504	Refill soap dispenser and replace toilet paper DRC	\$ 198.00
5104	JLM Civil Works Pty Ltd	00004502	Clean up trash rack grate and grate at Forest Pde	\$ 220.00
4912	Remote Area Tree Services Pty Ltd	00002571	Forrest Parade - watering for new trees @ bin bay	\$ 704.00
5038	Central Tree Services	720	Dog Park - tree maintenance mahogany Tree Marlowes	\$ 2,838.00
5038	Central Tree Services	719	Tree Maintenance - PO107555 & PO107853	\$ 2,948.00
5038	Central Tree Services	718	Lindsay Park - tree maintenance; 4 removals	\$ 3,256.00
5104	JLM Civil Works Pty Ltd	00004483	Replace missing nuts to secure the grated pits CBD	\$ 198.00
5104	JLM Civil Works Pty Ltd	00004477	Replace floodway warning sign next to the culvert	\$ 490.61
5533	Custom Av Pty Ltd	00355447	Monthly Fire Indication Panel Test Nov DRC	\$ 118.10
5533	Custom Av Pty Ltd	00355446	Monthly Fire Indication Panel Test Nov - Depot	\$ 28.74

Creditor No.	Creditor Name	Invoice Number	Invoice Description	Amount
5533	Custom Av Pty Ltd	00355445	Monthly Fire Indication Panel Test Nov - Gray Comm	\$ 28.74
5533	Custom Av Pty Ltd	00355444	Monthly Fire Indication Panel Test Nov library	\$ 178.67
5533	Custom Av Pty Ltd	00355443	Monthly Fire Indication Panel Test Nov Civic Cnt	\$ 185.83
5533	Custom Av Pty Ltd	00355442	Monthly Fire Indication Panel Test Nov Joy Anders	\$ 21.30
5533	Custom Av Pty Ltd	00355441	Monthly Fire Indication Panel Test Nov Aquatic Cn	\$ 109.90
5533	Custom Av Pty Ltd	00355440	Monthly Fire Indication Panel Test Nov Rec Centre	\$ 202.87
35	Staples Australia Pty Limited	9016662276	Kitchen Supplies - Civic Centre	\$ 417.91
35	Staples Australia Pty Limited	9016682665	CIVIC CENTRE - Stationery	\$ 947.56
35	Staples Australia Pty Limited	9016676140	Kitchen Supplies - Civic Centre	\$ 38.37
5104	JLM Civil Works Pty Ltd	00004511	please perform tree maintenance: various areas	\$ 876.65
5104	JLM Civil Works Pty Ltd	00004510	please remove graffiti from: various places	\$ 495.00
5104	JLM Civil Works Pty Ltd	00004509	Marlow Lagoon - repair burst pipe	\$ 852.67
5104	JLM Civil Works Pty Ltd	00004508	Birripa Court - replacement plants	\$ 401.50
5104	JLM Civil Works Pty Ltd	00004507	please remove litter from various places	\$ 330.00
5104	JLM Civil Works Pty Ltd	00004524	Oasis gardenbed - landscape maintenance	\$ 2,689.17
5104	JLM Civil Works Pty Ltd	00004523	Durack landscape maintenance	\$ 850.20
5104	JLM Civil Works Pty Ltd	00004522	Chung Wah gardenbed - landscape maintenance	\$ 3,886.52
5104	JLM Civil Works Pty Ltd	00004521	Johnston landscape maintenance	\$ 846.89
5104	JLM Civil Works Pty Ltd	00004520	Bellamack landscape maintenance	\$ 423.45
5104	JLM Civil Works Pty Ltd	00004519	Forrest Parade median - landscape maintenance	\$ 338.76
5104	JLM Civil Works Pty Ltd	00004518	Gunn landscape maintenance	\$ 2,201.91
5104	JLM Civil Works Pty Ltd	00004517	Memorial Park - pressure clean path, cross	\$ 2,518.45
5104	JLM Civil Works Pty Ltd	00004516	Memorial Park - garden bed maintenance	\$ 4,942.28
5104	JLM Civil Works Pty Ltd	00004515	Flora McLaren Park drain	\$ 756.75
5104	JLM Civil Works Pty Ltd	00004514	play equipment various	\$ 1,641.31
5104	JLM Civil Works Pty Ltd	00004513	Fr. Gerry Remie - remove 3 shadesails	\$ 1,308.45
3683	Area9 IT Solutions	SIN36616	Service Agreement - Managed IT Services - DEC 2015	\$ 11,564.78
40	Geminex Northern Territory	GXAK3905	Uniforms - polo tshirts for Tech Services ITC 540	\$ 94.74
5104	JLM Civil Works Pty Ltd	00004541	Replace 4uro :adles toilet grnd floor Civic Plaza	\$ 55.00
5104	JLM Civil Works Pty Ltd	00004538	Clear debris of trash rack and culvert Rosebery	\$ 165.00
5104	JLM Civil Works Pty Ltd	00004537	Remove dead cat from the front og 50 Emery Avenue	\$ 88.77
5104	JLM Civil Works Pty Ltd	00004536	1. remove 2 Road to Recovery Sign in between	\$ 158.86
5104	JLM Civil Works Pty Ltd	00004535	install new safety sign at below location,	\$ 105.14
5104	JLM Civil Works Pty Ltd	00004542	bar straighten and replacement SFP Bakewell	\$ 4,250.09
5104	JLM Civil Works Pty Ltd	00004484	Weed Collection Lake 10	\$ 657.06
4029	Totally Workwear Palmerston	100028043	Uniforms Outdoor Staff	\$ 844.00
3428	Bunnings Group Limited	2315/00127548	Excavator items	\$ 254.63
846	Nationwide News NT Division	39884707	Advertising Charges - NOV 2015	\$ 7,094.70
549	City of Darwin	91467	Public Libraries contribution gift - 04/12/2015	\$ 55.00
35	Staples Australia Pty Limited	9016688749	Library Stationery Order - NET33429222	\$ 332.16
V00284	Wheeler's Books	1591585	Library stock Sales order 3438459	\$ 509.04
5636	Time Juice Image Consultancy	0568	Library Information Flyers - 30/11/2015	\$ 3,733.00
5104	JLM Civil Works Pty Ltd	00004512	other structures various	\$ 977.63

Creditor No.	Creditor Name	Invoice Number	Invoice Description	Amount
5104	JLM Civil Works Pty Ltd	00004532	Please remove Maggie Geese Carcass's from Gray	\$ 88.77
5104	JLM Civil Works Pty Ltd	00004501	Remove dead dog from the drain area on the Driver	\$ 88.77
10	DBH Contracting	00007213	East Mowing November 2015	\$ 88,166.87
272	City Wreckers	00010014	Towing and Storage of White Holden Sedan NT-956576	\$ 110.00
272	City Wreckers	00010015	Towing and Storage of White Nissan Ute NT-567527	\$ 110.00
5435	Access Hardware (NT) Pty Ltd	DRH-14630	19 Master Key Copies	\$ 495.00
3313	Zip Print	11772	COPAL Water A3 Poster x 30	\$ 132.00
3313	Zip Print	11773	COPAL Water A4 Action Sheet (double sided) x 1000	\$ 1,188.00
48	Top End Line Markers Pty Ltd	L15/615	Belyuen Road - Extension of Yellow Line PO105429	\$ 550.00
5104	JLM Civil Works Pty Ltd	00004496	Grass seed around new BBQ areas.	\$ 372.74
5104	JLM Civil Works Pty Ltd	00004495	Pick up fallen tree branch at Flockhart Drive.	\$ 110.00
3705	Hungry Hearts	4166	Appreciation morning tea for Library	\$ 95.00
87	Industrial Power Sweeping Services Pty	00010479	TS2015-02 - Sweeping for November 2015	\$ 20,112.10
26	Viva Energy Australia Ltd	1602475967	Fuel COP vehicles - November 2015	\$ 6,341.71
272	City Wreckers	00009961	Towing and Storage of Silver Mazda Sedan NT-CA54FQ	\$ 110.00
272	City Wreckers	00009960	Towing and Storage of Black Holden Hatch NT-LB59-HQ	\$ 110.00
2977	Security & Technology Services P/L	98204	Alarm Response - Rec Centre - 26/11/2015	\$ 82.50
2977	Security & Technology Services P/L	98206	Alarm Response - Rec Centre - 29/11/2015	\$ 82.50
V00193	Amcom Pty Ltd	68812-041215 REF:3001013	AmCom IP Tel Service: DoC ID: 254519 to June 2016	\$ 5,917.58
3189	Seck Limited	94229679	PO107914 & PO107915 - BULK JOB ADVERTISE	\$ 1,276.00
35	Staples Australia Pty Limited	9016728024	Library Stationery Order NET33543941 PO107918	\$ 126.46
938	Nightcliff Electrical	1184	Install light fittings for 2 light posts Bellamack	\$ 1,166.00
4538	Byrne Design & Drafting	INV00452	Goyder Square Superintendents Representative	\$ 18,392.00
1502	Fingleaf Pool Products	386052	Commercial Plant room, replace laterals and filter	\$ 10,173.00
4912	Remote Area Tree Services Pty Ltd	00002532	Widdup Park - additional tree works (2 removals)	\$ 330.00
4912	Remote Area Tree Services Pty Ltd	00002570	1 Ping Que - remove Alstonia and wattle & SG	\$ 792.00
4912	Remote Area Tree Services Pty Ltd	00002563	Memorial Park - Peltophorum & Albizia tree main	\$ 330.00
V00228	Outback Tree Service	INV-0236	Dead Tree Removal - Driver	\$ 2,120.00
V00228	Outback Tree Service	INV-0237	Tiverton Park - tree maintenance q237	\$ 1,760.00
938	Nightcliff Electrical	1206	Joan Hejo Pk-repair faulty relay on south/west BBQ	\$ 167.75
5104	JLM Civil Works Pty Ltd	00004540	Bellamack Lot 10536 27 Damascene Cres	\$ 655.00
5104	JLM Civil Works Pty Ltd	00004531	Zuccoli 109 Zuccoli Pde. New Driveway	\$ 1,586.02
5104	JLM Civil Works Pty Ltd	00004493	Bellamack Lot 10542 (41) Damascene St Driveway	\$ 1,275.67
5104	JLM Civil Works Pty Ltd	00004470	Install driveway Lot 12766 10 Grumman Court	\$ 767.86
54	Powerwater	142283	Relocation of pillar Goyder Square	\$ 4,932.40
272	City Wreckers	00010075	Towing and Storage - Rego CB38HU	\$ 110.00
272	City Wreckers	00010076	Towing and Storage - No Plates - Hyundai Hatch	\$ 110.00
1470	Local Government Managers Australia	N7099	2016 LGMA Challenge Entry Fee	\$ 4,700.00
V00511	IAP2- International Association	00020109	Advertisement Community Engagement Officer IAP	\$ 412.50
289	Bolinda Publishing Pty Ltd	0444097	Library stock. Quote: 234954	\$ 121.47
V00621	Kelly Blackburn	REIMBURSEMENT RELOCATION EXPENSES	Reimbursement - Relocation Expenses - Comm Dev	\$ 5,238.42
35	Staples Australia Pty Limited	9016700212	LIBRARY Stationary order - 33429222	\$ 186.84
256	The Bookshop Darwin	BD14532	Library stock BD3741	\$ 684.98

Creditor No.	Creditor Name	Invoice Number	Invoice Description	Amount
10	DBH Contracting	00007222	remove debris from culvert at Surlingle Dr	\$ 624.44
10	DBH Contracting	00007221	clearing debris from the drain Marlow Lagoon	\$ 2,340.38
10	DBH Contracting	00007220	remove silt and debris from culvert Marlow Lagoon	\$ 660.74
112	Beaurepaires	6407800033 REF:U855354432	4 tyres 999-051	\$ 384.18
789	Bolinda Publishing Pty Ltd	0442006	Library stock. Quote: 234954	\$ 299.04
4662	G & T Electrical Enterprises	00077875	Repair the non working toilet paper dispenser Sanc	\$ 1,364.22
5104	JLM Civil Works Pty Ltd	00004534	install new spike for Hazard marker near coles	\$ 110.97
5104	JLM Civil Works Pty Ltd	00004530	Dynabolt KL sign lfo 10 Marjorie Street	\$ 110.97
5104	JLM Civil Works Pty Ltd	00004528	remove debris from 4 SEP as in the email forwarded	\$ 158.86
5104	JLM Civil Works Pty Ltd	00004527	remove debris from 2 SEP as in the email forwarded	\$ 79.43
5104	JLM Civil Works Pty Ltd	00004526	remove debris from 6 SEP as in the email 27 Nov 20	\$ 317.71
5104	JLM Civil Works Pty Ltd	00004525	install new safety sign at intersection of Flinder	\$ 52.57
5104	JLM Civil Works Pty Ltd	00004500	Repair the timber bridge with planks, Marlows	\$ 5,940.64
5104	JLM Civil Works Pty Ltd	00004499	reinstace the RAB sign at Maluka and Rolyat street	\$ 52.57
5104	JLM Civil Works Pty Ltd	00004498	remove concrete from old RAB sign post Johnston	\$ 256.98
5104	JLM Civil Works Pty Ltd	00004492	remove debris from Sep lfo 3, 5 & 13 Raymond Cres	\$ 238.29
5104	JLM Civil Works Pty Ltd	00004488	replace 2.9m2 of footpath in front of 42 Larrakia	\$ 744.56
5104	JLM Civil Works Pty Ltd	00004353	Stormwater Temple Terrace	\$ 13,707.54
5104	JLM Civil Works Pty Ltd	00004485	Carols	\$ 4,273.83
938	Nightcliff Electrical	1250	Investigate and repair the speakers Library	\$ 93.50
938	Nightcliff Electrical	1216	Replace 2x lights at library	\$ 128.70
5568	Mr E F Gojar	STAFF REIMBURSEMENT	Staff Reimburse - Internet - Nov/Dec/Jan 2016	\$ 227.76
2238	Holland's Print Solutions Pty Ltd	00030808	Invitation Cards	\$ 347.00
5104	JLM Civil Works Pty Ltd	00004589	Fill the sinkhole with stabilised sand at verge	\$ 249.98
5104	JLM Civil Works Pty Ltd	00004588	Remove rubble from in front of 27 Packsaddle Road,	\$ 370.43
5104	JLM Civil Works Pty Ltd	00004587	Paint door to remove graffiti from the Lib sign	\$ 198.00
5104	JLM Civil Works Pty Ltd	00004586	Remove TV from Driver Family Resource Centre	\$ 110.00
5104	JLM Civil Works Pty Ltd	00004585	Replace the damaged electric box at Royal park	\$ 395.45
5104	JLM Civil Works Pty Ltd	00004584	Fill the sink hole behind SEP lfo Cornwall Park	\$ 110.00
5104	JLM Civil Works Pty Ltd	00004583	Replace Heathcock Street Sign in Durack heights	\$ 344.60
5104	JLM Civil Works Pty Ltd	00004582	Repair the breather at the library	\$ 275.00
5104	JLM Civil Works Pty Ltd	00004581	Clean out under grates of drain lfo 29 Muster Rd	\$ 158.86
5104	JLM Civil Works Pty Ltd	00004578	Please collect dead cat from verge 70 Driver Ave	\$ 88.77
5104	JLM Civil Works Pty Ltd	00004572	stormwater Maintenance Moulden	\$ 2,542.30
5104	JLM Civil Works Pty Ltd	00004571	Stormwater Maintenance Moulden	\$ 4,048.57
5104	JLM Civil Works Pty Ltd	00004570	Gordon Stott Park - install new bars in letterbox	\$ 396.00
5104	JLM Civil Works Pty Ltd	00004568	Please remove bin from lake (Sanctuary)	\$ 195.17
5104	JLM Civil Works Pty Ltd	00004566	Provide safety webbing around fallen tree Royal PK	\$ 110.00
5104	JLM Civil Works Pty Ltd	00004565	Remove and store storm affected shade Marshall Pk	\$ 753.50
5104	JLM Civil Works Pty Ltd	00004564	Call Out 15/11/15. Secure playground with fencing	\$ 502.28
5104	JLM Civil Works Pty Ltd	00004563	Call Out 14/11/15. Clean blocked drain	\$ 502.28
5104	JLM Civil Works Pty Ltd	00004562	Call Out 14/11/15. Remove and dispose tree branch	\$ 697.93
5104	JLM Civil Works Pty Ltd	00004561	Call Out 14/11/15. Remove & dispose of tree branch	\$ 697.93

Creditor No.	Creditor Name	Invoice Number	Invoice Description	Amount
123	Kerry's Automotive Group	GMCF447890	Further brake works on CB02JN	\$ 176.00
5104	JLM Civil Works Pty Ltd	00004557	Please collect 1 x Domestic bin with a dead dog	\$ 110.00
4737	D & L Plumbing & Gasfitting	6127	Replace bellow rubbers for flushing Library	\$ 500.50
V00078	BMD	008003909	TS2015-06 - December 2015 - Claim 7	\$ 753,769.06
V00078	BMD	008003888	TS2015-06 - November 2015 Claim 6	\$ 1,074,431.17
5104	JLM Civil Works Pty Ltd	00004595	pour footing for the existing Invert 14 Katherine	\$ 7,490.11
5104	JLM Civil Works Pty Ltd	00004594	install 51.68 m2 of concrete Terry drive culvert	\$ 6,170.74
5104	JLM Civil Works Pty Ltd	00004591	remove 2 bollards, 13.6m line marking and 2m2	\$ 934.27
5104	JLM Civil Works Pty Ltd	00004590	replace Morton St sign at Heathcock intersection	\$ 344.60
5104	JLM Civil Works Pty Ltd	00004577	Remove weeds and silt from SEP near 6 Emery ave	\$ 79.43
5104	JLM Civil Works Pty Ltd	00004573	remove debris from Forrest Pde	\$ 158.86
5104	JLM Civil Works Pty Ltd	00004559	straighten the sign post in front of 56 Bonson Tce	\$ 75.92
5104	JLM Civil Works Pty Ltd	00004558	remove safety sign at Intersection of Macdonnell	\$ 52.57
5104	JLM Civil Works Pty Ltd	00004551	install one bollards near Quest apartment block	\$ 165.00
V00368	iWater NT	123	Labour irrigation repairs Dec 30.11-4.12.2015 WK 1	\$ 2,545.75
47	Telstra Corporation Ltd	1600235803	9032687000 - Mobile/mainline account - 12 Dec 2015	\$ 5,736.19
3685	Pltncey Bowes Mapinfo Australia Pty Ltd	IN187463	Mapinfo Pro License Package 24/12/15 - 23/12/16	\$ 20,762.50
47	Telstra Corporation Ltd	1020777801	0675506800 - MS Exchange - 10 Dec 2015	\$ 682.42
350	IBM Global Financing Australia Limited	IBM LEASE AGREEMENTS - DEC 2015	IBM Lease Agreements - DEC 2015	\$ 2,388.15
1607	Sterling NT Pty Ltd	00043079	Undertake TS2013-06 Month of November Area 2	\$ 24,241.40
1607	Sterling NT Pty Ltd	00043078	Undertake TS2013-05 Month of November Area 1	\$ 70,419.89
4912	Remote Area Tree Services Pty Ltd	00002551	Royal park - Remove & SG fallen mahogany	\$ 968.00
4912	Remote Area Tree Services Pty Ltd	00002608	Remove and stump grind dead tree at 7 Gosse Cr	\$ 220.00
1607	Sterling NT Pty Ltd	00043080	Undertake TS2013-07 Month of November Area 3	\$ 16,061.40
1607	Sterling NT Pty Ltd	00043081	Undertake TS2013-08 Month of November Area 4	\$ 14,542.36
1607	Sterling NT Pty Ltd	00043082	Undertake TS2013-04 Grounds Maintenance West	\$ 87,198.76
5104	JLM Civil Works Pty Ltd	00004503	"Clean up the vegetations and silts around Durack	\$ 110.00
4871	Reface Industries	26517	Disc Cleaner Commodities 11/12/2015	\$ 764.10
35	Staples Australia Pty Limited	9016710983	Staples order - NET33513966	\$ 381.57
35	Staples Australia Pty Limited	9016731001	Library supplies - PO 107918081215	\$ 33.11
54	Powerwater	PJ000696	FORTNIGHT 2016-12 - From Payroll	\$ 615.00
V00295	Jacana Energy	63649380	104426110 -16.10.2015 - 16.11.2015	\$ 167.24
V00295	Jacana Energy	63610887	102810210 -13.10.2015 - 11.11.2015	\$ 1,328.90
V00295	Jacana Energy	63638137	1014109610 -16.10.2015 - 16.11.2015	\$ 906.38
V00295	Jacana Energy	63444478	1014109610 -16.09.2015 - 15.10.2015	\$ 637.61
V00295	Jacana Energy	63282397	1014109510 -18.08.2015 - 15.09.2015	\$ 818.51
V00295	Jacana Energy	63068050	1014109610 -16.07.2015 - 17.08.2015	\$ 808.05
V00295	Jacana Energy	62874197	1014109610 -16.06.2015 - 15.07.2015	\$ 826.51
V00295	Jacana Energy	62694867	1014109610 -20.05.2015 - 15.06.2015	\$ 646.07
V00295	Jacana Energy	63647914	1015010612 -21.08.2015 to 17.11.2015	\$ 195.01
V00295	Jacana Energy	63659419	1015260310 -18.08.2015 to 13.11.2015	\$ 252.38
V00295	Jacana Energy	63659444	1015418510 -18.08.2015 to 16.11.2015	\$ 302.09
V00295	Jacana Energy	63742175	1014164011 -01.09.2015 to 30.11.2015	\$ 276.13

Creditor No.	Creditor Name	Invoice Number	Invoice Description	Amount
V00295	Jacana Energy	63742020	1014217811 -01.09.2015 to 30.11.2015	\$ 473.47
V00295	Jacana Energy	63638257	1015105310 -16.10.2015 to 16.11.2015	\$ 613.29
V00295	Jacana Energy	63638193	1014518010 -16.10.2015 to 16.11.2015	\$ 453.77
V00295	Jacana Energy	63678939	1012379010 -19.08.2015 to 17.11.2015	\$ 422.63
V00295	Jacana Energy	63591076	1011710011 -12.08.2015 to 09.11.2015	\$ 174.22
V00295	Jacana Energy	63649507	106190610 -16.10.2015 to 16.11.2015	\$ 26.48
V00295	Jacana Energy	63600701	1012213510 -13.08.2015 to 10.11.2015	\$ 216.49
V00295	Jacana Energy	63723345	1010962110 -01.11.2015 to 30.11.2015	\$ 1,571.97
V00295	Jacana Energy	63638226	1014110110 -16.10.2015 to 16.11.2015	\$ 1,956.57
V00295	Jacana Energy	63558427	107710210 -02.10.2015 to 02.11.2015	\$ 318.32
V00295	Jacana Energy	63649540	106367310 -16.10.2015 to 16.11.2015	\$ 2,040.92
V00295	Jacana Energy	63638131	1010817310 -16.10.2015 to 16.11.2015	\$ 449.70
V00295	Jacana Energy	63637943	106382310 -16.10.2015 to 16.11.2015	\$ 28.98
V00295	Jacana Energy	63591815	106700113 -12.08.2015 to 09.11.2015	\$ 313.15
V00295	Jacana Energy	63649474	105742210 -16.10.2015 to 16.11.2015	\$ 40.87
V00295	Jacana Energy	63591079	1011717311 -12.08.2015 to 09.11.2015	\$ 150.49
V00295	Jacana Energy	63638195	1014518410 -16.10.2015 to 16.11.2015	\$ 128.14
V00295	Jacana Energy	63638191	1014517910 -16.10.2015 to 16.11.2015	\$ 115.94
V00295	Jacana Energy	63638127	106690411 -16.10.2015 to 16.11.2015	\$ 2,330.26
V00295	Jacana Energy	63649048	1014111710 -16.10.2015 to 16.11.2015	\$ 127.20
V00295	Jacana Energy	63657525	106870211 -20.08.2015 to 16.11.2015	\$ 188.46
V00295	Jacana Energy	63658746	106739011 -19.08.2015 to 17.11.2015	\$ 133.17
V00295	Jacana Energy	63648852	1010817411 -16.10.2015 to 16.11.2015	\$ 26.48
V00295	Jacana Energy	63648853	1010866212 -16.10.2015 to 16.11.2015	\$ 26.48
V00295	Jacana Energy	63637945	106143211 -16.10.2015 to 16.11.2015	\$ 65.27
V00295	Jacana Energy	63638251	102914811 -16.10.2015 to 16.11.2015	\$ 2,247.68
V00295	Jacana Energy	63649047	1014110010 -16.10.2015 to 16.11.2015	\$ 221.04
V00295	Jacana Energy	63638239	1014109710 -16.10.2015 to 16.11.2015	\$ 234.81
V00295	Jacana Energy	63638039	103579111 -16.10.2015 to 16.11.2015	\$ 412.16
V00295	Jacana Energy	63649377	104178910 -16.10.2015 to 16.11.2015	\$ 1,004.61
V00295	Jacana Energy	63724403	104406210 -01.11.2015 to 30.11.2015	\$ 991.97
V00295	Jacana Energy	63558342	106225010 -02.10.2015 to 02.11.2015	\$ 26.48
V00295	Jacana Energy	63649508	106198310 -16.10.2015 to 16.11.2015	\$ 26.48
V00295	Jacana Energy	63637941	106399910 -16.10.2015 to 16.11.2015	\$ 92.48
V00295	Jacana Energy	63649545	106414410 -16.10.2015 to 16.11.2015	\$ 26.48
V00295	Jacana Energy	63649519	106317110 -16.10.2015 to 16.11.2015	\$ 26.48
V00295	Jacana Energy	63637970	1010931710 -16.10.2015 to 16.11.2015	\$ 76.53
V00295	Jacana Energy	63649360	103598210 -16.10.2015 to 16.11.2015	\$ 350.23
V00295	Jacana Energy	63648854	1010884410 -16.10.2015 to 16.11.2015	\$ 26.48
V00295	Jacana Energy	63649046	1014109910 -16.10.2015 to 16.11.2015	\$ 26.48
V00295	Jacana Energy	63638134	1014109810 -16.10.2015 to 16.11.2015	\$ 121.26
V00295	Jacana Energy	63638078	103115310 -16.10.2015 to 16.11.2015	\$ 261.39
V00295	Jacana Energy	63558285	102137110 -18.09.2015 to 15.10.2015	\$ 23.17

Creditor No.	Creditor Name	Invoice Number	Invoice Description	Amount
V00295	Jacana Energy	63591296	1013177111 - 28.08.2015 to 09.11.2015	\$ 151.95
V00295	Jacana Energy	63620671	106623610 - 13.08.2015 to 10.11.2015	\$ 211.67
V00295	Jacana Energy	63648855	1010920710 - 15.08.2015 to 13.11.2015	\$ 75.31
V00295	Jacana Energy	63629018	1012616510 - 15.08.2015 to 12.11.2015	\$ 142.36
V00295	Jacana Energy	63557356	106440910 - 08.08.2015 to 03.11.2015	\$ 119.44
V00295	Jacana Energy	63558426	107710110 - 02.10.2015 to 02.11.2015	\$ 26.48
V00295	Jacana Energy	63637994	106365710 - 16.10.2015 to 16.11.2015	\$ 67.14
V00295	Jacana Energy	63649558	106795510 - 16.10.2015 to 16.11.2015	\$ 1,278.31
V00295	Jacana Energy	63648856	1010921910 - 16.10.2015 to 16.11.2015	\$ 26.79
V00295	Jacana Energy	63637990	1011630810 - 16.10.2015 to 16.11.2015	\$ 99.99
V00295	Jacana Energy	63649623	109001210 - 16.10.2015 to 16.11.2015	\$ 160.05
V00295	Jacana Energy	63649622	109001110 - 16.10.2015 to 16.11.2015	\$ 441.88
V00295	Jacana Energy	63649381	104433510 - 16.10.2015 to 16.11.2015	\$ 26.17
V00295	Jacana Energy	63640237	107772111 - 13.10.2015 to 11.11.2015	\$ 225.02
V00078	BMD	008003915	TS2015/06 - Variation 21 - s/steck water tap mount	\$ 1,938.86
V00078	BMD	008003917	TS2015/06 - Variation 27 - tree hole material	\$ 4,968.70
V00078	BMD	008003918	TS2015/06 - Variation 32 - make good pavers H/hous	\$ 1,198.26
V00078	BMD	008003919	TS2015/06 - Variation 39 - tree anchoring system	\$ 24,632.33
V00078	BMD	008003920	TS2015/06 - Variation 43 - S/steel tree surrounds	\$ 3,611.12
V00078	BMD	008003921	TS2015/06 - Variation 44 - repair dingo leaks	\$ 2,421.10
V00078	BMD	008003922	TS2015/06 - Variation 48 - h/duty lid PWC pit	\$ 3,192.20
V00078	BMD	008003923	TS2015/06 - Variation 49 - add valve boxes	\$ 825.00
V00078	BMD	008003924	TS2015/06 - Variation 50 - Add s/water satepak hou	\$ 2,578.40
5104	JLM Civil Works Pty Ltd	00004597	repatch two pothole at lambrick Ave / Forrest Fde	\$ 327.07
5104	JLM Civil Works Pty Ltd	00004596	replace 3.42 m2 of missing footpath President Park	\$ 345.24
5104	JLM Civil Works Pty Ltd	00004567	install a drain sign near Elrundle Av	\$ 158.86
5104	JLM Civil Works Pty Ltd	00004545	replacement of 0.9 m2 of footpath ifo 28 Driver	\$ 141.08
639	Cleanaway	15550925	TS2014/01 - Operational charges - Library NOV 2015	\$ 84.20
639	Cleanaway	15550933	TS2014/01-Operational Charges - DRC NOV 2015	\$ 30.88
639	Cleanaway	15550937	TS2014/01-Operational Charges - Gray Hall NOV 2015	\$ 18.72
639	Cleanaway	15551189	TS2014/01-Operational Charges - Dog Pound NOV 2015	\$ 2.88
639	Cleanaway	15553381	TS2014/01 Operational Charges - Depot NOV 2015	\$ 274.56
639	Cleanaway	15553597	TS2014/01 - Woodroffe Primary - NOV 2015	\$ 7.92
5104	JLM Civil Works Pty Ltd	00004533	replace post and sign hazard marker ifo 18 Baldwin	\$ 338.76
639	Cleanaway	15550928	TS2014/01Operational charges-Civic Centre NOV 2015	\$ 90.99
1569	Australasian Performing Right Assoc Ltd	01419511/00008	licence fees - period 1/1/15 to 31/3/16	\$ 192.60
5104	JLM Civil Works Pty Ltd	00004473	reallocate one sign as instructed and install	\$ 823.52
5615	EcOz Environmental Consulting	001462	Water quality monitoring and reporting	\$ 2,538.25
5104	JLM Civil Works Pty Ltd	00004397	repalce 6.6 m2 of marked footpath Moulden	\$ 1,034.55
5104	JLM Civil Works Pty Ltd	00004576	Signs Emery Avenue	\$ 735.91
5104	JLM Civil Works Pty Ltd	00004575	replace post KL sign near Chin Gong Cct ifo PSC	\$ 601.58
5104	JLM Civil Works Pty Ltd	00004574	remove silt and debris from ifo 33 Zenith Circuit	\$ 79.43
5104	JLM Civil Works Pty Ltd	00004556	replace 10m2 of footpath in front of 72 Flynn Circ	\$ 1,457.78

Creditor No.	Creditor Name	Invoice Number	Invoice Description	Amount
5104	JLM Civil Works Pty Ltd	00004553	Signs Johnston	\$ 1,197.31
5104	JLM Civil Works Pty Ltd	00004552	Install new street name sign for Petermann Street	\$ 344.60
5104	JLM Civil Works Pty Ltd	00004550	rep ace Johnston Ave street name sign at Bellamack	\$ 344.60
5104	JLM Civil Works Pty Ltd	00004549	install a new suburb name sign for Bakewell	\$ 607.42
5104	JLM Civil Works Pty Ltd	00004529	replace SEP lid in front of 27 Monson Crl	\$ 327.07
VD0295	Jacana Energy	63723339	1011831010 -01.11.2015 - 30.11.2015	\$ 12,566.77
54	Powerwater	63610970	2012020910 -13.10.2015 - 11.11.2015	\$ 898.78
54	Powerwater	63638203	2014563410 -16.10.2015 - 16.11.2015	\$ 2,723.81
54	Powerwater	63650197	204426110 -16.10.2015 - 16.11.2015	\$ 341.11
54	Powerwater	63558448	2012299610 -02.10.2015 - 02.11.2015	\$ 969.30
54	Powerwater	63610932	202810210 -13.10.2015 - 11.11.2015	\$ 284.21
54	Powerwater	63657472	2011605910 - 01.10.2015 to 31.12.2015	\$ 5,282.82
54	Powerwater	63558485	205522910 -02.10.2015 to 02.11.2015	\$ 25.49
54	Powerwater	63558457	2014004010 -02.10.2015 to 02.11.2015	\$ 25.49
54	Powerwater	63669373	2015010511 -21.08.2015 to 17.11.2015	\$ 282.98
54	Powerwater	63647749	2016103410 -20.08.2015 to 17.11.2015	\$ 1,370.59
54	Powerwater	63657750	2012379010 -19.08.2015 to 18.11.2015	\$ 6,926.58
54	Powerwater	63557105	206440910 -08.08.2015 to 03.11.2015	\$ 2,062.24
54	Powerwater	63638147	206399910 -16.10.2015 to 16.11.2015	\$ 981.83
54	Powerwater	63650135	206480110 -16.10.2015 to 16.11.2015	\$ 25.49
54	Powerwater	63637956	206382310 -16.10.2015 to 16.11.2015	\$ 2,616.58
54	Powerwater	63638115	206233510 -16.10.2015 to 16.11.2015	\$ 377.53
54	Powerwater	63620745	2012616611 -15.08.2015 to 12.11.2015	\$ 1,624.05
54	Powerwater	63657494	206863911 -20.08.2015 to 16.11.2015	\$ 3,101.30
54	Powerwater	63657986	206863611 -20.08.2015 to 16.11.2015	\$ 1,423.02
54	Powerwater	63658751	206739011 -19.08.2015 to 17.11.2015	\$ 2,113.68
54	Powerwater	63601534	206696311 -12.08.2015 to 10.11.2015	\$ 1,787.94
54	Powerwater	63659281	2012117510 -18.08.2015 to 17.11.2015	\$ 3,677.63
54	Powerwater	63601565	206382211 -12.08.2015 to 10.11.2015	\$ 295.03
54	Powerwater	63679914	205901611 -19.08.2015 to 16.11.2015	\$ 71.69
54	Powerwater	63658367	2012130110 -19.08.2015 to 17.11.2015	\$ 2,217.44
54	Powerwater	63621075	2012080010 -15.08.2015 to 12.11.2015	\$ 2,908.78
54	Powerwater	63558473	202797611 -02.10.2015 to 02.11.2015	\$ 890.79
54	Powerwater	63619907	2012460211 -13.08.2015 to 10.11.2015	\$ 1,119.71
54	Powerwater	63600895	2012635911 12.08.2015 to 10.11.2015	\$ 3,413.22
54	Powerwater	63741449	2014753111-01.09.2015 to 30.11.2015	\$ 143.29
54	Powerwater	63601941	201637481013.08.2015 to 10.11.2015	\$ 1,993.73
54	Powerwater	63742062	2014164111 -01.09.2015 to 30.11.2015	\$ 3,465.75
54	Powerwater	63742059	2014312511 -01.09.2015 to 30.11.2015	\$ 3,904.79
54	Powerwater	63591691	2013177111 -12.08.2015 to 19.11.2015	\$ 3,122.57
54	Powerwater	63658591	206870211 -20.08.2015 to 16.11.2015	\$ 2,302.13
54	Powerwater	63638097	2013921810 -16.10.2015 to 16.11.2015	\$ 279.78
54	Powerwater	63679913	205524510 -19.08.2015 to 15.11.2015	\$ 834.44

Creditor No.	Creditor Name	Invoice Number	Invoice Description	Amount
54	Powerwater	63600526	206021310 -12.08.2015 to 10.11.2015	\$ 6,463.26
54	Powerwater	63594066	205406810 -06.08.2015 to 04.11.2015	\$ 1,262.12
54	Powerwater	63621343	205763210 -15.08.2015 to 12.11.2015	\$ 2,115.62
54	Powerwater	63640760	206114010 -15.08.2015 to 12.11.2015	\$ 183.53
54	Powerwater	63558189	206070810 -06.08.2015 to 02.11.2015	\$ 70.89
54	Powerwater	63640730	205786410 -15.08.2015 to 12.11.2015	\$ 71.69
54	Powerwater	63650100	206213510 -16.10.2015 to 16.11.2015	\$ 27.40
54	Powerwater	63638041	206639310 -16.10.2015 to 16.11.2015	\$ 292.51
54	Powerwater	63650131	206414410 -16.10.2015 to 16.11.2015	\$ 2,636.54
54	Powerwater	63638067	206347110 -16.10.2015 to 16.11.2015	\$ 715.93
54	Powerwater	63638065	206317110 -16.10.2015 to 16.11.2015	\$ 300.01
54	Powerwater	63649947	204433210 -16.10.2015 to 16.11.2015	\$ 474.98
54	Powerwater	63593833	2011998911 -08.08.2015 to 05.11.2015	\$ 71.69
54	Powerwater	63657997	2012787811 -19.08.2015 to 16.11.2015	\$ 1,180.40
54	Powerwater	63714122	206224110 -28.08.2015 to 25.11.2015	\$ 4,438.72
54	Powerwater	63658138	206155210 -19.08.2015 to 16.11.2015	\$ 3,039.72
54	Powerwater	63639318	206329110 -15.08.2015 to 16.11.2015	\$ 1,846.42
54	Powerwater	63653078	205909310 -19.08.2015 to 16.11.2015	\$ 1,885.53
54	Powerwater	63620150	2011393410 -13.08.2015 to 10.11.2015	\$ 1,251.22
54	Powerwater	63650125	206371210 -15.08.2015 to 16.11.2015	\$ 1,369.72
54	Powerwater	63650134	206453410 -15.08.2015 to 16.11.2015	\$ 401.02
54	Powerwater	63650115	206333010 -15.08.2015 to 13.11.2015	\$ 293.14
54	Powerwater	63558471	202787910 -02.10.2015 to 02.11.2015	\$ 1,531.09
54	Powerwater	63638029	206795510 -16.10.2015 to 16.11.2015	\$ 654.71
54	Powerwater	63638122	206237910 -16.10.2015 to 16.11.2015	\$ 1,208.43
54	Powerwater	63650109	206301310 -16.10.2015 to 16.11.2015	\$ 906.97
54	Powerwater	63558497	206322710 -06.08.2015 to 02.11.2015	\$ 1,432.70
54	Powerwater	63602788	206608110 -12.08.2015 to 10.11.2015	\$ 444.72
V00623	Sarah Thomas	PRO-RATA DOG REGO REFUND A121D57	Pro-rata Dog Rego Refund A121D57	\$ 24.00
479	Jardine Lloyd Thompson Pty Ltd	048-018548	Public Liability - Quarterly Insurance 15/16 Q3	\$ 25,631.52
54	Powerwater	63620165	206623610 -13.08.2015 to 10.11.2015	\$ 12,358.55
5104	JLM Civil Works Pty Ltd	00004560	Stormwater Gully	\$ 18,243.86
90	Local Government Association of the NT (LGANT)	3459	Registration - Darwin Annual General Meeting 2015	\$ 220.00
V00368	iWater NT	124	Irrigation labour and repairs - Week 2 Dec 2015	\$ 2,826.85
3705	Hungry Hearts	4193	Seniors Advisory Group Meeting Catering	\$ 125.00
V00618	Amit Parajuli - T/A DP Productions	3/12/2015	Photography, Processing and Editing	\$ 250.00
444	Ms Techy Masero	08	Christmas Tree Installation - Stage 2	\$ 7,500.00
V00351	Charles Darwin University	819572	Diploma of Library Services	\$ 490.00
V00351	Charles Darwin University	819571	Diploma of Library Services	\$ 490.00
4398	Quality Indoor Plants Hire	551215	Civic Centre Plant Hire and Maintenance 2015/2016	\$ 102.40
5104	JLM Civil Works Pty Ltd	00004592	install 7 permanent and 1 removable bollard	\$ 1,051.78
5104	JLM Civil Works Pty Ltd	00004569	replace the post & spike for cyclepath sign Durack	\$ 373.80
5104	JLM Civil Works Pty Ltd	00004548	Replace f/path - 46 & 55 Flametree Circuit	\$ 1,658.58

Creditor No.	Creditor Name	Invoice Number	Invoice Description	Amount
5104	JLM Civil Works Pty Ltd	00004456	Install new driveway(2.2X3.5X0.1) at Lot 11710, 11	\$ 1,219.26
V00209	EPAC Salary Solutions Pty Ltd	172860-171215	Salary Packaging - Pay 12 (F/E 13/12/2015)	\$ 1,112.35
2	Australian Taxation Office	PAYG WE 13DEC2015	PAYG WE 13DEC2015	\$ 60,861.00
5104	JLM Civil Works Pty Ltd	00004460	Install driveway Lot 12761 - 5 Follington St	\$ 1,606.07
5104	JLM Civil Works Pty Ltd	00004459	Install driveway Lot 12762 3 Follington St, Zuccol	\$ 1,606.07
V00218	Be'inda Ransome (Allebasi Toys)	ROOM HIRE DEPOSIT REFUND - R68442	Room Hire Deposit Refund - R68442	\$ 125.00
1642	The Environment Centre NT inc. T/A Coolmob	RM HIRE DEPOSIT REFUND R45092	Rm Hire Deposit Refund R45092	\$ 125.00
V00066	Role Models and Leaders Australia	GARAGE SALE TRAIL-DONATION OF FUNDS	Garage Sale Trail - Donation Raised Funds	\$ 343.05
V00368	iWater NT	122	Irrigation repairs Park/Road 23.11-27.11.15 Wk 4	\$ 1,829.00
5651	Minter Ellison Lawyers	1540848	14 The Boulevard (Lot 10029) - Caveat docs	\$ 1,650.00
549	City of Darwin	91243	Shoal Bay Weigh Bridge Charges NOV 2015	\$ 42,569.34
4816	CS Services NT	00004511	TS2011 03 Archer Waste Transfer Station PQ107587	\$ 170,274.19
5526	Wallbridge & Gilbert	INV-0154	Archer Waste Proposed Recycling Operations	\$ 23,100.00
5104	JLM Civil Works Pty Ltd	00004554	Pound Work	\$ 13,338.05
5104	JLM Civil Works Pty Ltd	00004580	TS2012/07 - Public Place Bin Collection Nov 15	\$ 14,169.84
639	Cleanaway	15552964	TS2014/01 - Tenements - NOV 2015	\$ 194,173.52
5508	Open Systems Technology Pty Ltd	S1003146	Dialog Payroll Annual Maintenance 16/1/16-15/1/17	\$ 1,895.82
4538	Byrne Design & Drafting	INV00447	The Blvd	\$ 16,351.50
V00328	Capital Security (NT) Pty Ltd	00001845	CAPITAL Security W/E- 13/12/2015	\$ 369.58
V00476	Water Dynamics (NT) Pty Limited	18SD01-1000-2849	Parts as purchased for irrigation NOV 2015	\$ 214.32
V00476	Water Dynamics (NT) Pty Limited	18SD01-1000-2800	Parts as purchased for irrigation NOV 2015	\$ 481.92
V00476	Water Dynamics (NT) Pty Limited	18SD01-1001-1005	Parts as purchased for irrigation NOV 2015	\$ 280.96
V00476	Water Dynamics (NT) Pty Limited	18SD01-1001-1014	Parts as purchased for irrigation NOV 2015	\$ 255.48
V00476	Water Dynamics (NT) Pty Limited	18SD01-1001-1003	Parts as purchased for irrigation NOV 2015	\$ 136.51
V00476	Water Dynamics (NT) Pty Limited	18SD01-1001-990	Parts as purchased for irrigation NOV 2015	\$ 129.80
V00476	Water Dynamics (NT) Pty Limited	18SD01-1000-2717	Parts as purchased for irrigation NOV 2015	\$ 13.86
V00476	Water Dynamics (NT) Pty Limited	18SD01-1000-2698	Parts as purchased for irrigation NOV 2015	\$ 15.93
V00476	Water Dynamics (NT) Pty Limited	18SD01-1000-2674	Parts as purchased for irrigation NOV 2015	\$ 128.13
V00476	Water Dynamics (NT) Pty Limited	18SD01-1000-2659	Parts as purchased for irrigation NOV 2015	\$ 58.67
V00476	Water Dynamics (NT) Pty Limited	18SD01-1000-2627	Parts as purchased for irrigation NOV 2015	\$ 523.55
V00476	Water Dynamics (NT) Pty Limited	18SD01-1000-2617	Parts as purchased for irrigation NOV 2015	\$ 19.44
V00476	Water Dynamics (NT) Pty Limited	18SD01-1001-949	Parts as purchased for irrigation NOV 2015	\$ 977.41
V00476	Water Dynamics (NT) Pty Limited	18SD01-1000-2595	Parts as purchased for irrigation NOV 2015	\$ 209.74
V00476	Water Dynamics (NT) Pty Limited	18SD01-1000-2572	Parts as purchased for irrigation NOV 2015	\$ 133.06
V00476	Water Dynamics (NT) Pty Limited	18SD01-1000-2519	Parts as purchased for irrigation NOV 2015	\$ 818.38
V00476	Water Dynamics (NT) Pty Limited	18SD01-1001-911	Parts as purchased for irrigation NOV 2015	\$ 171.51
V00476	Water Dynamics (NT) Pty Limited	18SD01-1000-2506	Parts as purchased for irrigation NOV 2015	\$ 67.12
V00476	Water Dynamics (NT) Pty Limited	18SD01-1000-2477	Parts as purchased for irrigation NOV 2015	\$ 477.68
V00476	Water Dynamics (NT) Pty Limited	18SD01-1001-902	Parts as purchased for irrigation NOV 2015	\$ 46.64
V00476	Water Dynamics (NT) Pty Limited	18SD01-1000-2454	Parts as purchased for irrigation NOV 2015	\$ 117.30
V00476	Water Dynamics (NT) Pty Limited	18SD01-1001-880	Parts as purchased for irrigation NOV 2015	\$ 678.90
V00476	Water Dynamics (NT) Pty Limited	18SD01-1000-2444	Parts as purchased for irrigation NOV 2015	\$ 849.64
V00476	Water Dynamics (NT) Pty Limited	18SD01-1000-2343	Parts as purchased for irrigation NOV 2015	\$ 313.28

Creditor No.	Creditor Name	Invoice Number	Invoice Description	Amount
V00476	Water Dynamics (NT) Pty Limited	185001-1000-2321	Parts as purchased for irrigation NOV 2015	\$ 78.23
V00476	Water Dynamics (NT) Pty Limited	185001-1001-840	Parts as purchased for irrigation NOV 2015	\$ 322.18
V00476	Water Dynamics (NT) Pty Limited	185001-1000-2286	Parts as purchased for Irrigation NOV 2015	\$ 139.23
798	YMCA of the Top End Inc	5930	CS2004-01: Operational Subsidy NOV 2015	\$ 32,361.32
798	YMCA of the Top End Inc	5931	Rental Income Subsidy NOV 2015	\$ 5,798.45
5104	JLM Civil Works Pty Ltd	00004517	Weed removal lake 4	\$ 657.06
5104	JLM Civil Works Pty Ltd	00004546	Load Mulch	\$ 324.16
5611	Steelmanns Tools and Industrial Supplies	74618	Blue for truck	\$ 54.20
V00443	Top End Hydraulic Services P/L T/A Forecast Machin	00001965	Truxor service 1000hrs	\$ 298.21
41	Harvey Distributors	422736	Garbage bin liners	\$ 423.77
41	Harvey Distributors	422737	Garbage bin liners	\$ 65.80
5104	JLM Civil Works Pty Ltd	00004273	ITC 539 - works as per contract - Sept 2015	\$ 14,144.63
5022	Australian Local Government Women's NT	2016 CORPORATE MEMBERSHIP	2016 Corporate Membership - Community Dev Manager	\$ 30.00
V00557	BG Group NT Pty Ltd	NT-00016	Flockhart Foot Bridge - 90% Completion Payment	\$ 34,620.30
5031	All Aspects Recruitment & HR Services	00012002	Temp Staff Community Services W/E 13/12/2015	\$ 2,402.73
35	Staples Australia Pty Limited	9016664744	CR/Adj Note for invoice 9016493782	-\$ 21.52
54	Powerwater	63679633	CR/Adj Note Consumer ID: 2014702010	-\$ 379.92
V00476	Water Dynamics (NT) Pty Limited	185001-1000-2675	CR/Adj Note PCR100078	-\$ 84.02
5665	Peter Pal Library Supplier	CRN06904	CR/Adj Note PCR100053	-\$ 342.98
5598	Diskbank P/L T/A SoundPack Solutions	INV-1361	Soundpack Order - PO107064 - CREDIT NOTE TO APPLY	\$ 1,177.00
5598	Diskbank P/L T/A SoundPack Solutions	CN-1956	CR/Adj Note PCR100075	-\$ 91.30
V00351	Charles Darwin University	INVOICE 819571 - GST CORRECTION	Invoice 819571 - GST Correction	\$ 490.00
V00351	Charles Darwin University	GST CORRECTION INVOICE 819571	CR/Adj Note GST correction invoice 819571	-\$ 490.00
V00351	Charles Darwin University	INVOICE 819572 - GST CORRECTION	Invoice 819572 - GST Correction	\$ 490.00
V00351	Charles Darwin University	GST CORRECTION INVOICE 819572	CR/Adj Note GST Correction Invoice 819572	-\$ 490.00
				\$ 4,499,104.40



Reviewed by: Finance Manager



Approved: Chief Executive Officer

SECTION 2

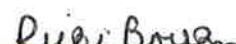
Financial Results

2.6 - Creditor Accounts outstanding - December 2015

Creditor No.	Creditor Name	Amount	
1502	Figleaf Pool Products	\$	154.30
1569	Australasian Performing Right Assoc Ltd	\$	577.80
2	Australian Taxation Office	\$	934.92
2009	The Big Mower (NT) Pty Ltd	\$	690.00
2103	Australia Day Council NT Inc	\$	500.00
2124	Grinners Catering - Darwin	\$	1,039.50
22	Norsign Pty Ltd	\$	740.76
238	The Australian Local Government Job Directory	\$	478.50
256	The Bookshop Darwin	\$	305.50
2587	Top End RACE	\$	836.77
272	City Wreckers	\$	330.00
2965	KIK FM Pty Ltd	\$	660.00
3313	Zip Print	\$	1,287.00
337	Darwin Glass (NT) Pty Ltd	\$	425.00
3428	Bunnings Group Limited	\$	1,107.90
35	Staples Australia Pty Limited	\$	171.74
350	IBM Global Financing Australia Limited	\$	2,388.15
36	Darwin Lock & Key	\$	307.03
3648	Mobile Locksmiths Australia Pty Ltd	\$	88.00
4145	International Quadralics & Pierce Pool Supplies	\$	9,652.50
4508	News 4 U	\$	50.60
4737	D & L Plumbing & Gasfitting	\$	5,703.50
4816	CS Services NT	\$	2,640.00
4856	Portner Press Pty Ltd	\$	77.00
4929	Barramundi Group	\$	3,655.35
5022	Australian Local Government Women's NT	\$	30.00
5031	All Aspects Recruitment & HR Services	\$	2,925.73
5104	JLM Civil Works Pty Ltd	\$	67,012.75
5272	Greville Fabrication Pty Ltd	\$	1,210.00
5387	Odd Job Bob - Darren John Fillmore	\$	201.85
54	Powerwater	\$	615.00
549	City of Darwin	\$	66.88
61	Action Design, Print and Copy Bureau	\$	8,125.00
938	Nightcliff Electrical	\$	4,067.80
V00078	BMD	\$	15,284.50
V00166	Diamond International Events T/A Trina's Catering	\$	400.00
V00284	Wheeler's Books	\$	350.73
V00318	Statewide Super Cleaning House	\$	14,275.68
V00328	Capital Security (NT) Pty Ltd	\$	369.58
V00368	iWater NT	\$	2,071.00
V00414	Ian Abbott	\$	38.74
V00476	Water Dynamics (NT) Pty Limited	\$	7,124.02
V00532	Fuso Darwin	\$	638.00
V00582	Ezko Property Services (Aust) Pty Ltd	\$	1,460.25
V00622	Harry Mason	\$	60.00
V00625	Nucky Setyawan	\$	24.00
V00627	Peter Clark	\$	100.00
V00628	Cliff Giles	\$	50.00
		\$	161,303.03



Reviewed by: Finance Manager



Approved by: Chief Executive Officer

SECTION 2

Financial Results

2.7 - STATEMENT OF CREDIT CARD TRANSACTIONS - NOVEMBER 2015

NAB Visa

29 October 2015 to 27 November 2015

Cardholder	Amt.	Cost Code	Description
Emily Buchanan	\$ 8.00	3603.EXEC001.305	Presentation - Mayor
	\$ 425.30	3603.EXEC001.305	Presentation - Mayor
	\$ 23.65	3828.EXEC001.307	Chambers kitchen supplies
	\$ 43.90	3808.EXEC001.308	Postage
Ricki Bruhn	\$ 55.50	3855.EXEC002.334	Taxi Fare - AICD function
	\$ 55.28	3855.EXEC002.334	Taxi Fare - NT Gov Public Sector Awards
Alyce Breed	\$ 14.16	3828.CORP003.308	Office supplies
Ben Dornier	\$ 31.60	3806.CORP004.309	Software Renewal
Jeetendra Dahal	\$ 186.90	3827.TECH009.308	Measuring wheel
	\$ 309.45	3853.TECH009.302	Airfares - Staff Training
	\$ 90.00	3111.TECH009.300	Staff farewell gift
	\$ 87.05	3828.TECH011.334	Supplies - Ranger Services
	\$ 1,375.00	3852.TECH009.302	Training Course - Open Space Staff
	\$ 697.30	3854.TECH009.302	Accommodation - Staff Training
Jan Peters	-\$ 2,710.76	5521	Credit for fraud transactions
Ian Mathers	\$ 49.00	3828.CORP003.308	Catering supplies
	\$ 1,170.00	3852.TECH009.302	IPWEA training registration - Private Works Officer
	\$ 113.85	3828.CORP003.308	Catering supplies
	\$ 787.15	3823.EXEC002.301	Vehicle Rego - CBo81Q
	\$ 300.00	3810.CORP003.302	AHRI membership - HR Advisor
	-\$ 769.00	3852.EXEC002.300	Refund on CC transaction 5 Aug 2015
	\$ 50.00	3828.CORP003.308	Safety Week promotion voucher
Maeve Masterson	\$ 385.00	3852.COMM007.302	Training - Library Staff
	\$ 385.00	3852.COMM007.302	Training - Library Staff
	\$ 69.95	3818.COMM007.315	Library Stock
	\$ 377.91	3819.COMM007.315	Library Stock
	-\$ 94.74	3818.COMM007.315	Refund on CC transaction 27 Jan 2015
	\$ 150.17	3841.COMM007.335	Program Material
	\$ 30.39	3819.COMM007.315	Library Stock
	\$ 362.87	3819.COMM007.315	Library Stock
	\$ 1.69	3841.COMM007.335	Program Music
	\$ 89.98	3819.COMM007.315	Library Stock
	\$ 3.16	3841.COMM007.335	Program Material
	\$ 23.72	3841.COMM007.335	Program Material
	\$ 20.00	3841.COMM007.335	Program Material
	\$ 64.55	3841.COMM007.335	Program Material
	\$ 125.18	3841.COMM007.335	Program Material
	\$ 50.00	3818.COMM007.315	Library Stock
Maxie Smith	\$ 79.20	3111.CORP003.300	Milk - staff kitchen
	\$ 1,485.00	3203.CORP006.312	Registration Statutory Charges x9
	\$ 47.76	3111.CORP003.300	Milk - staff kitchen
Samantha Abdic	\$ 7.12	3828.EXEC003.308	Social Media
	\$ 14.39	3828.EXEC003.308	Social Media
	\$ 138.46	3807.EXEC003.308	Online Newsletter
Renee Williams	\$ 59.15	3842.COMM009.335	Catering - VIP end of year celebration
	\$ 354.90	3847.COMM004.335	Decorations - Carols

Cardholder	Amt.	Cost Code	Description
	\$ 16.00	3842.COMM001.335	Microphone clip - Xmas tree
	\$ 218.00	3842.COMM004.335	Decorations - Carols
	\$ 236.64	3828.COMM002.335	Pipes and drains
	\$ 99.27	3842.COMM004.335	Decorations - Carols
	\$ 85.00	3842.COMM004.335	Decorations - Carols
Stike Reinhardt	\$ 80.76	3111.CORP003.300	Milk - staff kitchen
	\$ 59.00	3804.CORP004.309	iPad cover
	\$ 17.00	3855.CORP002.302	Travel expenses - conference - Finance Manager
	\$ 585.00	3854.CORP002.302	Travel expenses - conference - Finance Manager
	\$ 17.00	3855.CORP002.302	Travel expenses - conference - Finance Manager
	\$ 29.00	3804.CORP004.309	iPad cover
	\$ 10.00	3855.CORP002.302	Travel expenses - Training - Finance
	\$ 8,076.81		


Reviewed by: Finance Manager


Approved by: Chief Executive Officer

Section 2 Financial Results

2.8 - Waste Charges as at 31 December 2015

Waste Management

	Original Budget	First Budget Review	Total Budget (inc. Revisions)	YTD Actuals	Commitment	Total YTD Actuals plus Commitments	%
Income							
Rates & Charges	(5,771,500)	-	(5,771,500)	(5,951,452)	-	(5,951,452)	103.12%
Income	(5,771,500)	-	(5,771,500)	(5,951,452)	-	(5,951,452)	103.12%
Expenditure							
Educational Resources	10,000	-	10,000	7,904	400	8,304	83.04%
Utilities	9,450	-	9,450	4,360	1,240	5,600	59.26%
Security	2,500	(2,500)	-	-	-	-	0.00%
Litter Collection	187,684	-	187,684	94,322	204	94,526	50.36%
Domestic Bin Collection	2,600,600	-	2,600,600	1,141,129	1,740,047	2,881,177	110.79%
Kerb Side Collections	90,000	-	90,000	98,850	-	98,850	109.83%
Tip Recharge Domestic Bin Collection	450,000	-	450,000	230,969	296,429	527,399	117.20%
Transfer Station	1,584,301	-	1,584,301	778,076	934,704	1,712,780	108.11%
Tip Recharge Transfer Station	310,016	-	310,016	135,091	194,692	329,783	106.38%
Expenditure	5,244,551	(2,500)	5,242,051	2,490,702	3,167,717	5,658,419	107.94%
(Profit)/Loss	(526,949)	(2,500)	(529,449)	(3,460,750)	3,167,717	(293,033)	

Reconciliation of waste charge in line with Part 11.5 Division 2 Local Government Act NT.

Expenditures not included in reconciliation are waste related depreciation, overheads and capital works.


Reviewed By: Finance Manager


Approved By: Chief Executive Officer

ITEM NO. 13.1.10 Electronic Delivery of Rates Notices

FROM: Acting Director of Corporate Services

REPORT NUMBER: 8/0809

MEETING DATE: 12 January 2016

Municipal Plan:

4. Governance & Organisation

4.1 Responsibility

4.1 We are committed to corporate and social responsibility, the sustainability of Council assets and services, and the effective planning and reporting of Council performance to the community

Summary:

Management has investigated different options of electronic delivery of Rates Notices. This report provides Council with information about two options for providers, costing and administrative concerns. The Council is asked to support the implementation of an electronic delivery option for Rates Notices to be implemented in the 2015/16 financial year.

Background:

City of Palmerston has been approached by ratepayers requesting electronic delivery of Rates Notices. Management has identified two major providers for the delivery of official documents and has investigated the impact for the organisation, legal issues and cost of providing the service.

The Local Government Act stipulates under Section 159 the content and timing for Rates Notices. The Act is silent on how the delivery has to occur. The City of Darwin received legal advice and consulted with the Department of Local Government about the compliance of electronic delivery options. No concerns have been raised from either sources. City of Darwin has implemented electronic delivery options without legal problems arising.

General:

Management has engaged with two providers and investigated the cost for Council and the functionality of those systems.

The first provider is Australia Post with the product MyPost Digital Mailbox. Attachment A gives an overview of the different functionalities of the product, including:

- Mail on the go
- Bill payments, payment reminders, payment scheduling
- Creation and filing of Payment receipts
- Secure storage.

The system can be used through an internet browser, but more commonly would be a standalone application downloaded for free on mobile devices. Users have to sign up with Australia Post free of charge for the service and have to choose the suppliers they wish to receive electronic mail from. Australia Post has 54 live providers including some that our ratepayers usually would deal with, e.g. Motor Vehicle Registration and Telstra.

Management believes that the system is functional and could be used to distribute different kind of communication from Council. Control over the electronic distribution lies with an external printer.

Senior staff has concerns in regards to notices being distributed to old owners, once ratepayers have signed up for the service. A manual process would need to be established on Council's end to ensure that this is prevented.

Furthermore Council has found whilst testing the system that issues might arise for ratepayers in new developments with signing up for the service, as their property address might not be verified by Australia Post. We have raised this with Australia Post and been advised that this issue will be rectified in the future.

The Second provider is BPay with the product Bpay View. Attachment B gives an overview of functionalities of the product, including:

- Receive and store bills and statements
- Receive email, SMS or bank message reminders
- Pay directly or schedule pay from your account.

The system is located in the online banking of most banking institutions. Whilst customers have to initially sign up for the service in their online banking account and choose the billers they wish to receive electronic bills from.

Currently 57 financial institutions offer BPay View with 272 biller codes. BPay View has major other clients that our ratepayers usually would deal with, e.g PowerWater, Telstra, Optus and Vodafone.

Management believes that the system is functional for the purpose of delivering Rates Notices and could also be used to distribute other Rates correspondence. Control over the electronic distribution lies with an external printer.

With the property and rating system utilised by Council, BPay View won't require a manual process to ensure that old owners do not continue to receive notices for properties they do not own anymore.

City of Darwin is currently offering both above mentioned services to their ratepayers. Since implementation of the two systems the take up has been totalling around 3% of the rates assessments, with a split of 61%BPay View users and 39% MyPost users. Through the process of their implementation City of Darwin has found customers trying to sign up with both services. As only one distribution channel can be utilised, ratepayers were confused and additional administrative work was necessary to ensure customers are informed.

Management has published a survey for residents, requesting their opinion on the implementation of an electronic delivery option of Rates Notices. The survey had been open for two weeks and has been advertised over social media and website. Unfortunately only 35 residents (28 being current ratepayers) have answered the survey. Staff does not believe that this is a valid sample size reflecting the opinion of the community. Attachment C shows all responses of the survey.

Financial Implications:

The two different providers have different costing models and the total cost are dependent on the uptake.

Fee	MyPost	BPay View
Set Up with printer	\$4,000	\$4,000
Annual Registration with printer	\$500	\$500
Transaction Fee from printer	\$0.30	\$0.30
Transaction Fee provider	\$0.20 to \$0.75 dependent on size of document	\$0.20
Once off establishment Fee provider	\$0	\$99

BPayView is taking over the implementation cost with the external printer of \$4,000 and are providing free of charge promotional material. No Budget Review required.

My Post Digital Mailbox is offering \$5,000 towards marketing costs for promoting the service. A Budget Review for the additional set up of \$4,000 would be required.

Policy / Legislation:

Section 159 Rates notice

- (1) At least 28 days before the payment of the rates (or the first instalment of the rates) falls due, the council must issue an account for the payment of rates (a rates notice) for each allotment.
- (2) The rates notice must be given if practicable to the principal ratepayer for an allotment or, if it is not practicable to do so, to any other ratepayer for the allotment.
- (3) The rates notice must:
 - (a) state the due date for payment of the rates and, if payment by instalment is allowed, the due date for payment of the first instalment; and
 - (b) must be given at least 28 days before the due date for payment of the rates or the first instalment of the rates.
- (4) Non-compliance with subsection (3)(b) does not invalidate the rates notice.

RECOMMENDATION

1. THAT Council receives Report Number 8/0809.
2. THAT Council adopt BPay View as an electronic delivery option for Rates Notices.

Recommending Officer: Silke Reinhardt, Acting Director of Corporate Services

Any queries on this report may be directed to Silke Reinhardt, Acting Director of Corporate Services on telephone (08) 8935 9922 or email silke.reinhardt@palmerston.nt.gov.au.

Schedule of Attachments:

Attachment A – MyPost Digital Mailbox Information

Attachment B – Bpay View Information

Attachment C – Online Survey Results

SCHEDULE OF ATTACHMENTS EXCEED FILE SIZE

For viewing please visit the City of Palmerston Website:-
www.palmerston.nt.gov.au/council/meetings/council-meetings

Or Council Public Office.