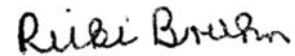


## CITY OF PALMERSTON

### Notice of Council Meeting

**To be held at the Palm A Meeting Room, Rydges  
Palmerston, 15 Maluka Drive, Palmerston  
On Tuesday, 19 July 2016 at 6.30pm**



Ricki Bruhn  
**Chief Executive Officer**

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

---

### Audio Disclaimer

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

---

## 1 PRESENT

---

## 2 APOLOGIES

---

## 3 CONFIRMATION OF MINUTES

### RECOMMENDATION

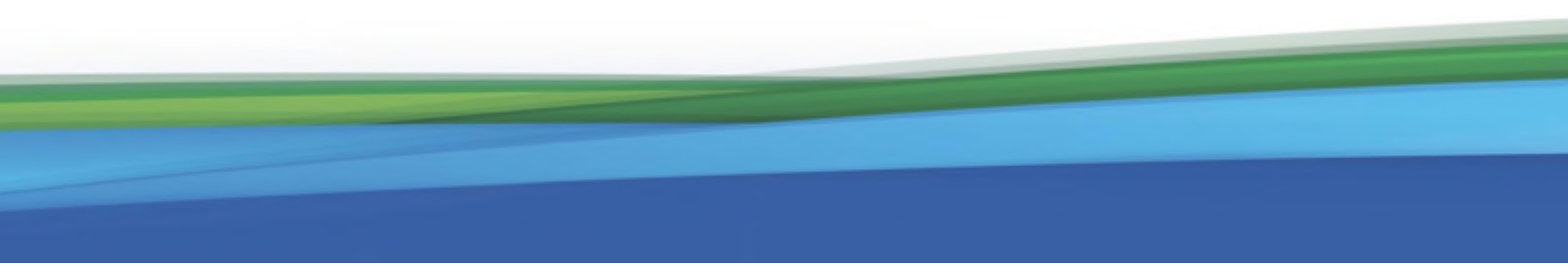
1. THAT the minutes of the Council Meeting held Tuesday, 5 July 2016 pages 8626 to 8632, be confirmed.
2. THAT the Confidential minutes of the Council Meeting held Tuesday, 5 July 2016 pages 243 to 244, be confirmed.
3. THAT the minutes of the Special Council Meeting held Monday, 11 July 2016 pages 8633 to 8634, be confirmed.

---

## 4 MAYOR'S REPORT

### 4.1 Mayor's Report

**M8-25**



## **5** REPORT OF DELEGATES

---

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

---

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

---

## **8** PETITIONS

---

## **9** DEPUTATIONS/PRESENTATIONS

---

### **9.1** Zuccoli Aspire - Update

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

---

## **11** COMMITTEE RECOMMENDATIONS

---

### **11.1** Governance and Organisation

THAT the minutes from the Governance and Organisation Committee meeting held on 14 July 2016, be received and noted and that Council adopts the recommendations made by the Committee and accordingly resolves as follows:-

#### **11.1.1** Review FIN10 Fraud Protection Plan Policy

THAT Council adopt the amended FIN10 Fraud Protection Plan Policy.

#### **11.1.2** Review RS01 Works on Council Verge

THAT Council adopt the amended RS01 Works on Council Verge with the review period to be extended to four (4) years.

## **11.2 Economic Development and Infrastructure**

THAT the minutes from the Economic Development and Infrastructure Committee meeting held on 14 July 2016, be received and noted and that Council adopts the recommendations made by the Committee and accordingly resolves as follows:-

### **11.2.1 City Centre Car Parking**

1. THAT Council notes:
  - a. The existing and required number of disabled car parking bays; and
  - b. More utilised disabled car parking bays in the vicinity of the post office and Civic Plaza.
2. THAT Council approves removing 3 disabled car parking bays from the Civic Plaza car park and 2 disabled car parking bays from the Five Ash Lane car park.
3. THAT Council endorses opening a discussion with the NT Government regarding the use of vacant crown land Lot 10027, and the owner of Lot 4273 and other vacant lots for use as formal car parking in the Palmerston city centre.

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

THAT the minutes from the Community, Culture and Environment Committee meeting held on 6 July 2016, be received and noted and that Council adopts the recommendations made by the Committee and accordingly resolves as follows:-

### **11.3.1 Navy Week Reception**

THAT Council approve \$2,500 to host a reception to celebrate Navy Week 2016.

### **11.3.2 Smoke Free Council Events**

THAT Council approves the request for all Council events to be promoted as smoke free events.

### **11.3.3 Financial Support – Ark Aid Inc.**

THAT Council approve the grant to Ark Aid Inc. to the value of \$10,000.

## 11.3.4 Breastfeeding Friendly Places

THAT Council pledges to make all City of Palmerston buildings breastfeeding friendly spaces and agree to promote and support other facilities around Palmerston to do the same.

## 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   | 8/0926 |
| 12.3.2 LGANT Executive Minutes – 28 June 2016                  | 8/0928 |
| 12.3.3 Professional Development Allowance – Deputy Mayor Shutt | 8/0929 |
| 12.3.4 Chief Executive Officer – Recent Activities             | 8/0931 |
| 12.3.5 Community Benefits Scheme June 2016                     | 8/0939 |

## 13 DEBATE AGENDA

---

### 13.1 Officer Reports

|  |        |
|--|--------|
| 13.1.1 Request to Extinguish Drainage Easement Lot 12825 | 8/0927 |
| 13.1.2 2016 Compliance Review Report                     | 8/0930 |
| 13.1.3 Review FIN25 Rating Policy                        | 8/0932 |
| 13.1.4 Financial Report for the Month of June 2016       | 8/0933 |
| 13.1.5 Christmas and New Year Meeting Dates 2016/2017    | 8/0938 |
| 13.1.6 Master Plan Logo                                  | 8/0940 |
| 13.1.7 Fees and Charges 2016/2017                        | 8/0941 |

## 14 CORRESPONDENCE

---

### 14.1 Palmerston Division of the Development Consent Authority Appointment



## 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 Financial Hardship Application Assessment 110371

8/0934

#### RECOMMENDATION

1. THAT pursuant to Section 65 of the Local Government Act, Council orders that the public be excluded from the meeting with the exception of the Chief Executive Officer, Director of Corporate and Community Services, Acting Director of Technical Services and Minute Secretary on the basis that Council considers it necessary and appropriate to act in a manner closed to the public in order to receive, discuss and consider the report and associated documents in relation to confidential agenda item 18.1 Financial Hardship Application Assessment 110371 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 19 July 2016, in relation to confidential item number 18.1 Financial Hardship Application Assessment 110371, the report and associated documents remain confidential and not available for public inspection for a period of 12 months from the date of this meeting or a lesser period as determined by the Chief Executive Officer.

## **18.2 Financial Hardship Application Assessment 105531**

**8/0935**

### **RECOMMENDATION**

1. THAT pursuant to Section 65 of the Local Government Act, Council orders that the public be excluded from the meeting with the exception of the Chief Executive Officer, Director of Corporate and Community Services, Acting Director of Technical Services and Minute Secretary on the basis that Council considers it necessary and appropriate to act in a manner closed to the public in order to receive, discuss and consider the report and associated documents in relation to confidential agenda item 18.2 Financial Hardship Application Assessment 105531 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 19 July 2016, in relation to confidential item number 18.2 Financial Hardship Application Assessment 105531, the report and associated documents remain confidential and not available for public inspection for a period of 12 months from the date of this meeting or a lesser period as determined by the Chief Executive Officer.

## **18.3 Financial Hardship Application Assessment 101542**

**8/0936**

### **RECOMMENDATION**

1. THAT pursuant to Section 65 of the Local Government Act, Council orders that the public be excluded from the meeting with the exception of the Chief Executive Officer, Director of Corporate and Community Services, Acting Director of Technical Services and Minute Secretary on the basis that Council considers it necessary and appropriate to act in a manner closed to the public in order to receive, discuss and consider the report and associated documents in relation to confidential agenda item 18.3 Financial Hardship Application Assessment 101542 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 19 July 2016, in relation to confidential item number 18.3 Financial Hardship Application Assessment 101542, the report and associated documents remain confidential and not available for public inspection for a period of 12 months from the date of this meeting or a lesser period as determined by the Chief Executive Officer.

## **18.4 Baton Relay**

**8/0937**

### **RECOMMENDATION**

1. THAT pursuant to Section 65 of the Local Government Act, Council orders that the public be excluded from the meeting with the exception of the Chief Executive Officer, Director of Corporate and Community Services, Acting Director of Technical Services and Minute Secretary on the basis that Council considers it necessary and appropriate to act in a manner closed to the public in order to receive, discuss and consider the report and associated documents in relation to confidential agenda item 18.4 Baton Relay and that Council is satisfied that the meeting should be conducted in a place open to the public is outweighed in relation to the matter because receiving, considering and discussing the report and associated documentation involves:

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

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

- 2. THAT Council orders that the minutes from the Confidential Council meeting held on 19 July 2016, in relation to confidential item number 18.4 Baton Relay, the report and associated documents remain confidential and not available for public inspection for a period of 2 years from the date of this meeting or a lesser period as determined by the Chief Executive Officer.

## **19 CLOSURE**

---

**ITEM NUMBER:** 4                      **Mayor's Report**

**FROM:** Ian Abbott

**REPORT NUMBER:** M8-25

**MEETING DATE:** 19 July 2016

---

**Summary:**

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

**RECOMMENDATION**

THAT Council receives Report Number M8-25.

**General:**

Monday, 27 June 2016

- Teleconference with Mayor Damien Ryan
- Chaired Special Council Meeting

Thursday, 30 June 2016

- Met with the NT Thai Association
- Met with the LK Athanasiou Group

**Friday, 1 July 2016**

- Attended the 38<sup>th</sup> Anniversary of Self Government in the NT & Citizenship Ceremony

**Tuesday, 5 July 2016**

- Meeting with Racheal Sweeney, Managing Director Regional Capitals Australia
- Attended a meeting with Business Owners of Covai Café
- Chaired the Ordinary Council Meeting

**Wednesday, 6 July 2016**

- Photoshoot with the Palmerston and Rural Senior Committee, promoting Senior's Fortnight in August.
- Radio Interview with Territory FM

**Friday, 8 July 2016**

- Attended the NT Thunder Chairman Lunch, as guest of INPEX
- Attended the Combined Lions Change Over Dinner

**Monday, 11 July 2016**

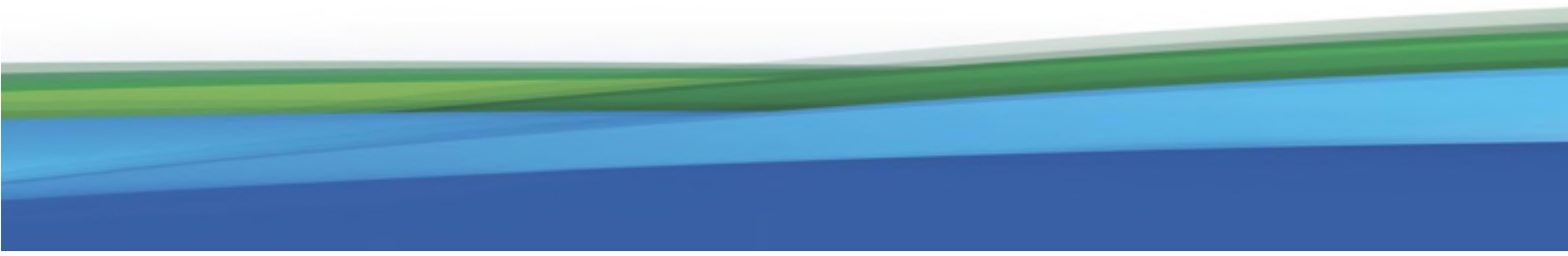
- Catch up meeting with Litchfield Mayor Maree Bredhauer
- Chaired Special Council Meeting

**Recommending Officer:** Ian Abbott, Mayor

Any queries on this report may be directed to Ian Abbott, Mayor on telephone (08) 8935 9902 or email [ian.abbott@palmerston.nt.gov.au](mailto:ian.abbott@palmerston.nt.gov.au).

**Schedule of Attachments:**

Nil



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

Name: ..... Mike Schokman .....

Organisation: ..... Costojic Pty Ltd .....

Contact Tel: ..... 0418 626 361 .....

Contact Email: ..... mike@costaland.com.au .....

Presentation topic: ..... Zuccoli Aspire - Update incl. commercial centre .....

Date of Request: ..... 19 July 2016 .....

Meeting date requested: ..... 12 July 2016 .....

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

*Up to 20 minutes*

Names of those making the address:

1) ..... Mike Schokman .....

Title: ..... Director .....

Organisation: ..... Costojic Pty Ltd (Zuccoli Aspire developer) .....

2) ..... Hermanus Louw .....

Title: ..... Development Manager .....

Organisation: ..... Costojic Pty Ltd .....

Purpose of the deputation: To provide to the Aldermen an update on: the project, the latest Zuccoli Aspire masterplan, parks and amenity, and the commercial centre.

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

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

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

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



**ITEM NUMBER:** 12.3.1

**Action Report**

**FROM:**

**Chief Executive Officer**

**REPORT NUMBER:**

**8/0926**

**MEETING DATE:**

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

**RECOMENDATION**

THAT the Council receives Report Number 8/0926.

| Dec #  | Task Date | Owner | Matter   | Action  | Update   |
|--------|-----------|-------|--|---|--|
| 8/0949 | 18/2/2014 | DTS   | Car Parking Contribution Plan Update                                   | Matter on the table   | Workshop on Car Parking to be held on 21 April 2016.   |
| 8/1126 | 17/6/2014 | DTS   | Reconstruct Radford Road   | Council to enter into a memorandum of understanding regarding the use of any contractor security held by LDC.   | 98% Complete.  |
| 8/1354 | 9/12/2014 | DTS   | Draft Palmerston City Centre Master Plan 2014 and associated documents | <ul style="list-style-type: none"> <li>- Draft Palmerston City Centre Parking Strategy to be presented to and considered by the City of Palmerston's Car Parking Committee.</li> <li>- Final documents and application submission to amend the NT Planning Scheme be submitted to Council for endorsement at the Council meeting scheduled 17 February 2015.</li> <li>- Mayor to forward a letter to the Minister for Lands and Planning to inform the NT Government of the public</li> </ul> | <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>Planning Scheme amendment package has been lodged with Strategic Town</p> |

|        |            |      |   |   |   |
|--------|------------|------|---|---|---|
|        |            |      |   | consultation process for the Draft City Centre Master Plan “package”, prior to lodgement of the formal rezoning application with the Minister in 2015.                                  | Planning branch of DLPE.<br><br>A presentation was made to the NT Planning Commission. Council is currently waiting on feedback from the NT Planning Commission.  |
| 8/1666 |            | DTS  | The Heights Durack Eastern Collector Road | Mayor and CEO to be delegated the ability to apply Council's seal and to sign all documents for the establishment of a road access easement on Lot 11504, 80 University Avenue, Durack. | Awaiting construction and transfer documents from developer. No further action expected until mid to late 2016.   |
| 8/1714 | 20/10/2015 | DCCS | 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 written. No response.  |
| 8/1776 | 8/12/2015  | DTS  | 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.<br><br>Consultant was commissioned in early June and the study is now being completed over the coming months.<br><br>The completed study will be presented to Council late September 2016. |
|        |            | DTS  | Community Infrastructure Plan             | Progress update.  | First workshop on the Plan was held 9/3/2016. A report to Council seeking formal endorsement will follow.   |

|        |            |      |  |   |  |
|--------|------------|------|--|---|--|
|        |            |      |  |   | <p>The Draft Community Infrastructure Plan will go before Council at the 2 August 2016 meeting seeking endorsement to undertake public consultation.</p> <p>It is envisaged that public consultation will occur between August and September 2016.</p> |
| 8/1853 | 1/03/2016  | DCCS | Operating Costs – Recreation Facilities              | Report to be prepared for Council regarding the cost of operating its recreation facilities.  |  |
| 8/1872 | 15/03/2016 | DCCS | Expression of Interest Community Activities          | EOI to be released to the public calling for submissions to host regular or one off community place making activities in Palmerston.  | Will be prepared for new financial year.   |
| 8/1929 | 19/04/2016 | DTS  | Broadarrow Circuit Footpath                          | Council develop a forward works program for the upgrade of footpath standards throughout Palmerston.  | Under development  |
| 8/1931 | 19/04/2016 | DCCS | Palmerston Seniors Update                            | <p>Council staff review the concerns expressed by the Palmerston Seniors Advisory Group regarding:-</p> <ul style="list-style-type: none"> <li>- Planned car park numbers at the Palmerston Regional Hospital.</li> <li>- Crossing / island / access to improve safe access for all users at Oasis Shopping Centre.</li> <li>- Venue accessibility for mobility aids users at The Hub.</li> </ul> | Completed  |
| 8/1980 | 17/05/2016 | DTS  | Goyder Square Operational Costs and Level of Service | Council review the level of service provided in Goyder Square in September 2016 following a dry season operation of the area.   | Report to October EDI Committee.   |
| 8/1987 | 17/05/2016 | DCCS | Palmerston Arts Strategy Community Consultation      | Council endorses the Palmerston Arts Strategy 2016 – 2021 for Level 2 City Wide Community Consultation.   | Consultation has commenced. Submissions for consultation closed 5pm 8 June 2016.   |

|                  |            |      |  |  |                         |
|------------------|------------|------|--|--|-------------------------|
| 8/2005<br>8/2006 | 17/05/2016 | DTS  | City Centre Improvement Levy   | <p>Consultation commence with City Centre land owners regarding the introduction of a City Centre Improvements Levy in 2017/18.</p> <p>City Centre Improvement Reserve be established and a reserve policy be forwarded to Council for consideration.</p>  |                         |
| 8/2037           | 31/05/2016 | DCCS | Draft Municipal Plan 2016/2021   | The Draft Municipal Plan 2016/2021 is released for public consultation and a further report is prepared for Council at the expiration of the statutory 21 day public consultation period, being from 1 June to 21 June 2016.   | Completed               |
| 8/2054           | 7/06/2016  | DCCS | Breastfeeding Friendly Initiative  | A report to be provided outlining possible breastfeeding friendly initiatives which Council could enact.   | Completed               |
| 8/2084           | 21/06/2016 | DTS  | Fencing Playgrounds  | <ul style="list-style-type: none"> <li>- THAT a playground risk management policy be developed and all playgrounds be assessed against the future policy.</li> <li>- Improvement works required to address the risks identified by the future playground risk management policy be costed and brought back to Council for budget consideration.</li> </ul> |                         |
| 8/2099           | 27/06/2016 | DCCS | Proposed Marlow Lagoon Rate  | Pursuant to COMM03 Community Consultation, a Level 2 City-wide consultation regarding the establishment of a Marlow Lagoon valuation-based differential rate, set at 0.350971%, with a minimum rate of \$1,177 for 2016/17.  | Consultation commenced. |
| 8/2110           | 5/07/2016  | DTS  | Drainage Easement on Lot 9550, Town of Palmerston  | Mayor and CEO are granted consent to sign and seal the Form 17-Application to Note Change of Name to correct the entity name of the Drainage Easement to City of Palmerston on Lot 9550, Town of Palmerston.   | Completed               |
| 8/2111           | 5/07/2016  | DTS  | Consent for conversion of Crown Lease Term No. 2247 over Lot 9550 to a Crown Lease in Perpetuity | Mayor and CEO are granted consent to sign and seal the Form 17- Surrender of Whole of Crown Lease on Lot 9550, on which a drainage easement to Council exists.   | Completed               |

|        |           |     |   |  |           |
|--------|-----------|-----|---|--|-----------|
| 8/2112 | 5/07/2016 | CEO | Nomination to the LGANT Executive Board | Mayor Ian Abbott be nominated to the LGANT Executive as Vice President – Municipal / Board Member – Municipal / Board Member – All Councils. | Completed |
|--------|-----------|-----|---|--|-----------|

**Recommending Officer:**

Ricki Bruhn, Chief Executive Officer

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

**Schedule of Attachments:**

Nil

**ITEM NUMBER:** 12.3.2 LGANT Executive Minutes – 28 June 2016  
**FROM:** Chief Executive Officer  
**REPORT NUMBER:** 8/0928  
**MEETING DATE:** 19 July 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.

**RECOMMENDATION**

THAT Council receives Report Number 8/0928.

**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 on Tuesday, 28 June 2016 are attached for information.

**Financial Implications:**

Nil

**Legislation/Policy:**

Nil

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

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

**Schedule of Attachments:**

Attachment: Draft LGANT Executive Meeting Minutes – 28 June 2016

**LOCAL GOVERNMENT ASSOCIATION  
OF THE NORTHERN TERRITORY**

**MINUTES OF THE LGANT EXECUTIVE MEETING  
HELD ON TUESDAY 28 JUNE 2016 IN THE LGANT OFFICE  
COMMENCING AT 10:07 AM**

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

|                         |                               |
|-------------------------|-------------------------------|
| Mayor Damien Ryan       | President                     |
| Alderman Bob Elix       | Vice-President – Municipal    |
| Mayor Fay Miller        | Executive – Municipal         |
| Alderman Gary Haslett   | Executive – Municipal         |
| Councillor Greg Sharman | Executive – Regional & Shires |
| Mayor Lothar Siebert    | Executive – Regional & Shires |
| Councillor Kaye Thurlow | Executive – All Councils      |
| <b>IN ATTENDANCE:</b>   |                               |
| Tony Tapsell            | LGANT CEO                     |
| Peter McLinden          | LGANT                         |
| Camden Smith            | LGANT                         |
| Elaine McLeod           | LGANT Secretariat             |

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

|                     |                                    |
|---------------------|------------------------------------|
| President Barb Shaw | Executive – Regional & Shires      |
| Mayor Tony Jack     | Vice-President – 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.
3. accept the recording of the meeting.

**Moved: Alderman Elix**

**Seconded: Alderman Sharman**

**Carried**

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

Members heard that Mayor Siebert was likely to declare a conflict of interest with Item 6.7.

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

**RESOLUTION**

THAT the minutes of the previous Executive meeting held on Tuesday 17 May 2016 be confirmed as a true and correct record of that meeting.

**Moved: Alderman Haslett**

**Seconded: Councillor Thurlow**

**Carried**

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

The following business items were proposed for general business:

- Review of the **Local Government Act**
- NT Population Reference Group.



**RESOLUTION**

THAT the papers as circulated be received for consideration at the meeting and that members agree to the matters to be raised in general business.

**Moved:** Councillor Sharman  
**Seconded:** Councillor Thurlow  
**Carried**

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

**6.1 LGANT Financial Reports for 31 May 2016**

**Discussion**

Members heard that the Department of Transport's outstanding debt has been paid.

**RESOLUTION**

THAT the Executive receives and adopts the financial reports for 31 May 2016.

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

**6.2 Natural Disaster Relief Recovery Arrangement – East Arnhem Region 2015**

**Discussion**

Members approved the lodgement of the financial acquittal for these funds.

**RESOLUTION**

THAT the Executive approves lodgement of the financial acquittal for NDRRA funding for the restoration of East Arnhem region roads following Cyclone Lam and Nathan that are managed by LGANT.

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

**ACTION**

1. Lodge financial acquittal for NDRRA funding.

**6.3 Review and Approval of MOU Between Local Buy and LGANT**

**Discussion**

Members were told that LGANT receives a percentage of Local Buy's rebate which helps towards running procurement workshops and participation in the national procurement network.

**RESOLUTION**

THAT the Executive approves signing of the MOU between LGANT and Local Buy Pty Ltd by the CEO of LGANT.

**Moved:** Alderman Haslett  
**Seconded:** Alderman Elix  
**Carried**

**ACTION**

2. Sign MOU and send to Local Buy for signature.

**LOCAL GOVERNMENT ASSOCIATION  
OF THE NORTHERN TERRITORY**

#### **6.4 Northern Territory Government's Remote Housing Strategy**

##### **Discussion**

Members heard it is important for LGANT to be represented on the new steering committee by a principal member of a regional council as well as a LGANT officer and that it puts in a submission once a discussion paper is released.

##### **RESOLUTION**

THAT LGANT:

1. writes to the Minister for Housing requesting representation on the steering committee
2. puts in a submission on the discussion paper following its release.

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

##### **ACTION**

3. Write to Minister for Housing requesting representation on the steering committee.

#### **6.5 Representation to the NT Weeds Advisory Committee (NTWAC)**

##### **Discussion**

Members heard that LGANT has been advised by the Department that the Minister will be sending a formal letter requesting a local government nomination to the NTWAC. LGANT will follow up with the Department regarding the letter from the Minister.

##### **RESOLUTION**

THAT the Executive receives and notes report on local government representation to the Northern Territory Weeds Advisory Committee.

THAT the Executive on receipt of formal letter will resolve the local government nomination to the NTWAC.

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

##### **ACTION**

4. LGANT to follow up with Department regarding letter from Minister.

#### **6.6 LGANT Nomination to the Employment Assistance Service NT Board**

##### **Discussion**

Members endorsed the nomination of Michael Hummel, Human Resources Manager for Barkly Regional Council to the EASA Board.

##### **RESOLUTION**

THAT the Executive endorse the nomination of Michael Hummel to the EASA Board.

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

##### **ACTION**

5. Inform EASA and nominees of decision.

**Due to a conflict of interest, Mayor Lothar Siebert left the meeting while item 6.7 was discussed.**

**LOCAL GOVERNMENT ASSOCIATION  
OF THE NORTHERN TERRITORY**

## **6.7 Nominations to the NT Grants Commission**

### **Discussion**

Members endorsed the nomination of Mayor Lothar Siebert, West Arnhem Regional Council as member (regional councils) to the NT Grants Commission and Mayor Steven Hennessy, Victoria Daly Regional Council as his alternate member.

### **RESOLUTION**

THAT the Executive endorses the nomination of Mayor Lothar Siebert as member (regional councils) and Mayor Steven Hennessy as alternate member (regional councils) to the NT Grants Commission.

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

### **ACTION**

6. Inform NTGC and nominees of decision.

**Mayor Lothar Siebert returned to the meeting after item 6.7 was discussed.**

**Mayor Lothar Siebert left the meeting at 10:35am.**

## **6.8 LGANT Video Conference Capability**

### **Discussion**

Members heard that there are potential savings to be made by using this technology. More research needs to be done and will be reported on at a later date.

### **RESOLUTION**

THAT the Executive receives and notes the report on the investigation into video conference facilities and commits to assessing its suitability to LGANT.

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

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

### **7.1 NT Library Community Reference Group Nomination**

#### **Future Action**

Await confirmation of the appointment from NT Library.

#### **Discussion**

Members noted the report.

### **7.2 Submission to the Draft Alcohol Action Plan**

#### **Future Action**

Future Action

Do an assessment of the changes proposed by government once legislation is introduced.

#### **Discussion**

Members noted the report.

### **7.3 Submission to the Planning Act**

#### **Future Action**

Do an assessment of the changes proposed by government once legislation is introduced.

#### **Discussion**

## LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

Members heard that legislation has been passed on amendments to the **Planning Act** which assigns some functions currently held by the Development Consent Authority (DCA) as a reporting body to the Planning Commission. Where in the past councils had input through the DCA they will now have to make submissions.

Executive members expressed confusion and disappointment that local government's representations have been overlooked and that the community has lost an opportunity to speak. Representation from elected local government officials has been overlooked in the construction of the Planning Commission Board. LGANT will write a media release airing these concerns which will be circulated to Executive members for approval before sending out.

### **ACTION**

7. Send out media release airing concerns over changes to the **Planning Act**.

### **7.4 Constitutional Recognition of Aboriginal and Strait Islander Peoples**

#### **Future Action**

Await response from Recognise Australia.

#### **Discussion**

Members noted the report.

### **7.5 NO MORE Campaign**

#### **Future Action**

The Executive to discuss at its next meeting.

#### **Discussion**

Members noted the report.

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

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

#### **8.1 Northern Territory Budget 2016-2017 and LGANT Budget Submission**

#### **Discussion**

Members noted the report.

### **RESOLUTION**

THAT the Executive receives and notes the report on the Northern Territory Budget for 2016-2017 and LGANT budget submission.

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

#### **8.2 Federal Budget 2016-2017**

#### **Discussion**

Members noted the report.

### **RESOLUTION**

THAT the Executive receives and notes the report on the Federal budget for 2016-2017.

**LOCAL GOVERNMENT ASSOCIATION  
OF THE NORTHERN TERRITORY**

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

**8.3 Land Development in the Northern Territory – Uniform Subdivision Guidelines****Discussion**

Members noted the report.

**RESOLUTION**

THAT the Executive receives and notes the report on land development in the Northern Territory and uniform subdivision guidelines.

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

**8.4 Street Lighting Arrangements****Discussion**

Members were told that Alice Springs Town Council did not support the deed of agreement and has instructed its CEO to seek more information from Power and Water Authority over the state of some of the poles and if there is asbestos in some of the very old poles.

The City of Palmerston endorsed signing the agreement last night. Katherine Town Council and City of Darwin will be considering the deed at their council meetings tonight. All the other councils have signed the deed of agreement except for Central Desert Regional Council which has agreed in principle and will consider it at its meeting on 5 August 2016.

**RESOLUTION**

THAT the Executive receives and notes the report on street lighting arrangements.

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

**8.5 LGANT Managed Roads – Maintenance and Project Status****Discussion**

Members noted the report.

**RESOLUTION**

THAT the LGANT Executive receives and notes the report on local roads managed by LGANT for 2015/2016 financial year.

**Moved :** Councillor Thurlow  
**Seconded:** Councillor Sharman  
**Carried**

**LOCAL GOVERNMENT ASSOCIATION  
OF THE NORTHERN TERRITORY**

**8.6 Belyuen, Coomalie, Wagait Local Government Advisory Group**

**Discussion**

Members heard that a final report is expected to be released towards the end of July 2016, however no decisions are expected to be made until after the Territory election.

**RESOLUTION**

THAT the Executive receives and notes the report on the Belyuen, Coomalie, Wagait Local Government Advisory Group.

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

**8.7 Governance Reference Group Report**

**Discussion**

Members noted the report.

**RESOLUTION**

THAT the Executive receives and notes the report on the Governance Reference Group.

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

**8.8 ALGA Board Report – June 2016**

**Discussion**

Congratulations were expressed to the LGANT President on being appointed as the Vice-President of ALGA.

Members were told that the Northern Territory was very well represented at the National General Assembly in Canberra having more delegates than Tasmania with its 28 councils.

**RESOLUTION**

THAT the Executive receives and notes the report on the ALGA Board Report for June 2016.

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

**ACTION**

8. The President will send the group photo from the NGA to the CEO for circulation.

**8.9 Highlights from the 2016 National General Assembly of Local Government and the Regional Development Forum**

**Discussion**

Members heard that the NT was the only jurisdiction that was not surveyed for the Regional Wellbeing Survey due to lack of funds. This survey will be undertaken in October 2016 in the NT. It was mentioned that if councils want to understand these surveys it is important that they take part.

There is still \$495 million available in the Stronger Futures Fund for regional, rural and remote Australia members were told, so applications by regional councils should have a better chance in the next round of grants.

**RESOLUTION**

THAT the Executive receives and notes the highlights from the 2016 National General Assembly of Local Government and the Regional Development Forum.

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

**9. PRESIDENT'S REPORT**

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

**10.1 Administration & Legislation Advisory Committee**

**Future Action**

Provide progress reports.

**Discussion**

Members noted the report.

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

**Future Action**

Provide progress reports.

**Discussion**

Members heard that LGANT officers met with Louise McCormack, Executive Director from the Department of Transport on 27 June 2016. Negotiations on the transfer of roads to Central Desert Regional Council were discussed and officers were told the submission will not be done until after the Territory election.

**10.3 Draft Submission on the Cemeteries Act**

**Future Action**

Monitor development of legislation once it is known.

**Discussion**

Members noted the report.

**10.4 Establishing a Territory Wide Local Government Insurance Scheme**

**Future Action**

Provide an expression of interest to insurance brokers.

**Discussion**

Members were informed that officers from LGANT and CouncilBIZ will be meeting on 29 June 2016 to finalise the scoping document to go out to insurance brokers.

**10.5 Nominations to the Heritage Council**

**Future Action**

No further action required.

**Discussion**

Members noted the report.



**LOCAL GOVERNMENT ASSOCIATION  
OF THE NORTHERN TERRITORY**

**10.6 The Transfer of Barge Landings, Boat Ramps and Airstrips to Local Government****Future Action**

Meeting with Louise McCormick Executive Director, Transport Infrastructure on 27 June 2016 when this matter will be on the agenda.

**Discussion**

There has been a commitment in the budget for four barge landings in the East Arnhem area and \$2.3 million allocated for barge landings at Wadeye. The Department is currently seeking Section 19 leases from the Northern Land Council for the barge landing sites.

**10.7 Local Government Excellence Report Update****Future Action**

Provide further updates as required.

**Discussion**

Members noted the report.

**10.8 Draft Submission on the Oil and Gas Industry Development Strategy****Future Action**

Await Government response and release of the final strategy.

**Discussion**

Members noted the report.

**10.9 Anti-Corruption, Integrity and Misconduct Commission Inquiry****Future Action**

Await decision of the Government on the Inquiry.

**Discussion**

Members noted the report.

**10.10 Community Champions****Future Action**

Business paper presented to Governance Reference Group for feedback on 12 May 2016. Follow up with OAA what action it has taken.

**Discussion**

Members noted the report.

**10.11 Australian Local Government Women's Association MOU****Future Action**

No future action required.

**Discussion**

Members noted the report.

**10.12 Northern Territory Election Document****Future Action**

Meet with leaders of political parties and independents before the Northern Territory election.

**Discussion**

Members noted the report.

**LOCAL GOVERNMENT ASSOCIATION  
OF THE NORTHERN TERRITORY**

**10.13 Balanced Environment Strategy Discussion Draft****Future Action**

Await final release of the strategy and compare with LGANT's submission.

**Discussion**

Members noted the report.

**10.14 New Library Management System for NT Libraries****Future Action**

Provide progress reports.

**Discussion**

Members noted the report.

**10.15 Cancellation of CentrePay Deductions for Council Programs****Future Action**

LGANT to:

- canvas regional councils to ascertain the scope of the issue for Northern Territory councils, and
- contact the relevant Australian Government department and organise a meeting to discuss the issue with a view to devising a solution in which councils will not be subsidising these programs.

**Discussion**

Members noted the report.

**10.16 Downgrading of Regional Media Communication****Future Action**

No further action required.

**Discussion**

Members noted the report.

**10.17 LGANT Representation on External Committees****Future Action**

Await response from Departments responsible for the above committees.

**Discussion**

Members noted the report.

**10.18 Incorporation of LGANT****Future Action**

Await legal advice.

**Discussion**

Members heard that the lawyers are preparing advice on:

- incorporating under the **Associations and Corporations Act**
- incorporating under the **Corporations Act**
- remaining under the **Local Government Act**.

The CEO will prepare a letter to David Willing saying LGANT is seeking legal advice and giving a timeframe for change.

**LOCAL GOVERNMENT ASSOCIATION  
OF THE NORTHERN TERRITORY**

**RESOLUTION**

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

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

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

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

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

**12. MEMBERS QUESTIONS - Nil****13. GENERAL BUSINESS****13.1 Review of the Local Government Act****Discussion**

As the draft LGANT submission has just been recently circulated it was suggested that councils be given more time to respond. LGANT will send out an email requesting comments by Friday 1 June 2016. The CEO will then circulate the final submission to the Executive before submitting.

**ACTION**

9. Send reminder email to councils for comments and circulate final submission for a decision by the Executive.

**13.2 NT Population Reference Group**

Members heard that LGANT has been invited to become part of a population reference group to provide advice and input into the formulation and presentation of a Northern Territory Population Summit which is scheduled for 2 August 2016.

**RESOLUTION**

THAT the Executive endorses the CEO to represent LGANT on the NT Population Reference Group.

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

**ACTION**

10. Inform the Northern Australia Development Office of LGANT's representation on the NT Population Reference Group.

**LOCAL GOVERNMENT ASSOCIATION  
OF THE NORTHERN TERRITORY**

**14. COMPLETED BUSINESS****RESOLUTION**

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

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

**15. CONFIDENTIAL BUSINESS - Nil****16. NEXT MEETING**

The next meeting of the LGANT Executive will be held on Tuesday 19 July 2016 at 10:00am in the LGANT Boardroom.

**THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 11:32am.**

**17. LIST OF ACTIONS FROM THE MEETING**

| <b>ACTIONS</b>   | <b>Item No</b> |
|--|----------------|
| 1. Lodge financial acquittal for NDRRA funding.  | 6.2            |
| 2. Sign MOU and send to Local Buy for signing.   | 6.3            |
| 3. Write to Minister for Housing requesting representation on the steering committee.                                | 6.4            |
| 4. LGANT to follow up with Department regarding letter from Minister.  | 6.5            |
| 5. Inform EASA and nominees of decision.   | 6.6            |
| 6. Inform NTGC and nominees of decision.   | 6.7            |
| 7. Send out media release airing concerns over changes to the <b>Planning Act</b> .                                  | 7.3            |
| 8. The President will send the group photo from the NGA to the CEO for circulation.                                  | 8.8            |
| 9. Send reminder email to councils for comments and circulate final submission for a decision by the Executive.      | 13.1           |
| 10. Inform the Northern Australia Development Office of LGANT's representation on the NT Population Reference Group. | 13.2           |

**ITEM NUMBER:** 12.3.3 Professional Development Allowance – Deputy Mayor Shutt  
**FROM:** Chief Executive Officer  
**REPORT NUMBER:** 8/0929  
**MEETING DATE:** 19 July 2016

---

**Municipal Plan:**

## 4. Governance &amp; 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:**

Deputy Mayor Shutt has requested that her Professional Development Allowance for 2016/2017 be utilised to attend the National Women in Local Government Summit 2016 from 17 – 20 October 2016 in Melbourne.

**RECOMMENDATION**

THAT Council receives Report Number 8/0929.

**Background:**

The Elected Members Benefits and Support Policy supports the attendance of Elected Members at appropriate and relevant conferences or training courses which sustain the professional competence of members. As per the policy, I have approved Deputy Mayor's request to attend the summit.

**General:**

The National Women in Local Government Leadership Summit 2016 will hold a Pre-Summit Workshop on 17 October, the Summit will be held on 18 – 19 October and a Post-Summit Workshop on 20 October 2016. Deputy Mayor will be attending the Pre-Summit Workshop and the Summit. A copy of the agenda has been provided as an attachment for information.

### Financial Implications:

The Elected Member Professional Development Allowance for the 2016/2017 Financial Year is \$3,653.68.

A cost breakdown has been provided below:-

|  |                             |
|--|-----------------------------|
| 3 Day Registration (17-19 October) – Early Bird Rate | \$2,695.00 (exc GST)        |
| Flights  | \$ 746.36 (exc GST)         |
| <b>Total</b>   | <b>\$3,441.36 (exc GST)</b> |

The remaining \$212.32 will go towards the cost of accommodation. Deputy Mayor Shutt has advised that she will cover any other additional costs towards attending the summit.

### Legislation/Policy:

EM02 – Elected Members Benefits and Support Policy

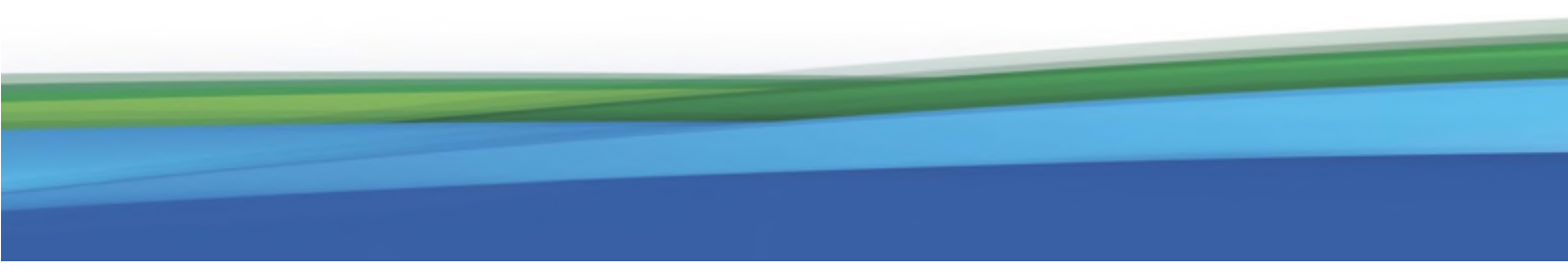
*Section 4.1.3 A Professional Development Allowance is paid to members to attend appropriate and relevant conferences or training courses which sustain the professional competence of members. Prior approval from the CEO is required to access this allowance.*

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

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

### Schedule of Attachments:

Attachment: The National Women in Local Government Leadership Summit 2016 Agenda



# The National Women in Local Government Leadership Summit 2016

Enhancing Essential Skills for Successful Leadership and Career Excellence in Local Government

The unmissable opportunity for existing and aspiring leaders to come together and be inspired by women in senior leadership roles across the sector. An invaluable occasion to build your professional network, develop your capability and establish the foundations for personal and professional success.

## FEATURED SPEAKERS



**Nuatali Nemes** Lord Mayor  
The City of Newcastle



**Helen Coleman** President, Victorian Branch  
ALGWA



**Councillor Angela Owen** Chairman of Council  
Brisbane City Council



**Vijaya Vaidyanath** Chief Executive Officer  
Yarra City Council



**Nerina Di Lorenzo** Chief Executive Officer  
Moreland City Council



**Rebecca McKenzie** Chief Executive Officer  
Glen Eira City Council



**Kelly Grigsby** Chief Executive Officer  
Wyndham City Council



**Amelia Bitsis** Chief of Staff  
City of Melbourne



**Carol Jeffs** General Manager, Community Development  
Port Phillip City Council



**Kerry Robinson** General Manager  
Blacktown City Council



**Sally Curtain** Director, Infrastructure Services  
City of Casey Council



**Julie Reid** Director of Engineering Services  
City of Greater Dandenong Council



**Carole Todd** Director Business Improvement  
Liverpool City Council



**Vanessa Godden** Associate Director, Customer  
Adelaide City Council



**Debra Robinson** Manager, Development Assessment,  
City Planning & Sustainability  
Brisbane City Council



**Kristie McMaster** Elite Performance Coach  
Soulfull Leadership



**Toni Courtney** Leadership and Performance Coach  
Toni Courtney



**Claire Besley** Managing Director/ Business and  
Leadership Coach  
Inspired Solutions



**Nell Wilson** Director  
Nell Wilson Executive Coaching



2016 Theme:  
'Visions of Success'

## Pre-Summit Workshop

17 October 2016

## Summit

18 & 19 October 2016

## Post-Summit Workshop

20 October 2016

Melbourne Marriott Hotel

## EXPLORE

- Useful guidance and practical advice to excel as a leader in Local Government
- Strategies to overcome barriers to personal and professional success
- Inspirational professional journeys from the country's prominent Local Government leaders
- Techniques to enhance your leadership potential and motivate your team

## EARLY BIRD DISCOUNTS

Book & Pay by 17 July 2016 to  
receive an additional Value Plus Discount!

Phone: +61 2 8239 9711

Fax: +61 2 8239 9777

[www.liquidlearninggroup.com](http://www.liquidlearninggroup.com)

Booking Code - E



**LIQUIDLEARNING**

development opportunities for professionals



9.00 - 4.30

## Essential Communication Strategies for Leaders in Local Government

"The art of communication is the language of leadership." — James Humes

The ability to communicate effectively and influentially is an indispensable trait of a leader in the Public Sector. Exceptional interpersonal abilities and effectual people management capabilities are necessary to gain career credibility and respect in local government.

This pre-summit workshop will explore the essential skills required to establish yourself as a leader and will offer guidance on how to select the most effective channels for the highest influence and strongest engagement with your audience.

### Augmenting tactical communication

- Build rapport, prioritise key relationships and influence those around you
- Identify channels for communication and recognise which are the most effective
- Develop successful interpersonal strategies, radiate confidence and find your voice

### Useful communication devices

- Identify the most suitable and effective style to connect you successfully with others
- Useful negotiation techniques
- Tips on how to deal with difficult people in confronting situations at work

### Adapting authentic communication

- Applying your personality traits for authentic influence
- Clarify how to communicate your perspective in a meeting, conversation or presentation
- Strategies for impactful public speaking

### Planning for your next big career move

- Initiate communication with potential investors or sponsors
- Put yourself out there and positioning yourself for promotion
- Create an action plan for implementing your interpersonal skill set

**Expert Facilitator: Kristie McMaster** Elite Performance Coach  
Soulfull Leadership

## WORKSHOP SCHEDULE

|                 |                     |                 |                      |               |                          |
|-----------------|---------------------|-----------------|----------------------|---------------|--------------------------|
| • 8.30 - 9.00   | <b>Registration</b> | • 11.00 - 12.30 | <b>Session Two</b>   | • 3.00 - 3.20 | <b>Afternoon Tea</b>     |
| • 9.00 - 10.40  | <b>Session One</b>  | • 12.30 - 1.30  | <b>Lunch</b>         | • 3.20 - 4.30 | <b>Session Four</b>      |
| • 10.40 - 11.00 | <b>Morning Tea</b>  | • 1.30 - 3.00   | <b>Session Three</b> | • 4.30        | <b>Close of Workshop</b> |

## TEAM BOOKINGS AVAILABLE



### TEAM BOOKINGS

Receive a 20% discount when booking a team of 8 to attend, please call: +61 2 8239 9711 or email: [registration@liquidlearning.com.au](mailto:registration@liquidlearning.com.au)

### SPONSOR TODAY!

Limited sponsorship and exhibition opportunities available. For your chance to brand yourself as a market leader, please call: +61 2 8239 9711 or email: [partnership@liquidlearning.com.au](mailto:partnership@liquidlearning.com.au)

## Day One 18 October 2016

### 2016 Theme: 'Visions of Success'

We talk a lot about leadership and success, but what does success really mean to you? What does it look like? The vision of success is different for everybody, it may change as you grow and develop, both professionally and personally. We have invited some of Australia's most influential and inspiring leaders to reflect on their own personal vision for success, how it has changed and developed with them, and what are their insights and advice for turning that vision into a reality.

#### 8.30 - 8.55 Registration and Morning Coffee

#### 8.55 - 9.00 Official Welcome and Opening Remarks from the Chair

#### 9.00 - 9.40 OPENING KEYNOTE CASE STUDY

##### Effective planning to achieve organisational goals

Achieving organisational visions of success requires leaders to keep on top of change within the community and government sector. Efficient leaders devise clear plans and work closely with communities to facilitate change and remain focused on achieving goals and results. Kelly has always recognised the importance of making a strategic plan to achieve her council's ambitions and implement growth efficiently. She will draw on her experience to discuss:

- Techniques for planning and anticipating challenges
- Working closely with communities to facilitate change and transition
- Devising a clear plan to achieve visions of success

**Kelly Grigsby** Chief Executive Officer  
Wyndham City Council

#### 9.40 - 9.50 Questions and Discussion

#### 9.50 - 10.30 CASE STUDY

##### Future-proofing yourself as a leader

Pressures in local government are ever-present, and it is therefore crucial for operative leaders to develop their strengths and keep up to date with the changing climate. Amelia has extensive experience working in complex environments, implementing policy, and driving change. Her in-depth understanding of Federal, State and Local Government operations enables her to stay informed and sustain her influence. She will share her experience and discuss:

- Keeping up to date and informed
- How to sustain influence and credibility as a leader
- Engaging with stakeholders, colleagues and the community

**Amelia Bitsis** Chief of Staff  
City of Melbourne

#### 10.30 - 10.40 Questions and Discussion

#### 10.40 - 10.55 Morning Tea

#### 10.55 - 11.35 CASE STUDY

##### Developing a resilient leadership style

Resilience is a key characteristic of successful leaders in Local Government. Vijaya's resilient approach is inspired by her grandmother and mother, whose tenacity and determination to succeed against odds shaped her world view and led to her interest in social justice and value-based leadership. From a diverse leadership background in male-

dominated sectors including central banking and international finance, she overcame adversity and strengthened her resilience. She will discuss:

- Developing resilience as a leader
- The importance of adaptation and persistence
- Overcoming adversity and achieving your vision of success

**Vijaya Vaidyanath** Chief Executive Officer  
Yarra City Council

#### 11.35 - 11.45 Questions and Discussion

#### 11.45 - 12.25 EXPERT COMMENTARY

##### Achieving your highest leadership potential

Leaders who embrace their authenticity and practice their own signature leadership style make the greatest impact. They have significant influence over their team, colleagues and other stakeholders. Whilst this may seem obvious, the difficulty lies in unlocking your authenticity in a regimented world of expectation and conformity. In this session, Claire will discuss:

- Identifying and applying your authentic leadership style
- Aiming to achieve your highest potential
- Sustaining influence and authenticity

**Claire Besley** Managing Director/ Business and Leadership Coach  
Inspired Solutions

#### 12.25 - 12.35 Questions and Discussion

#### 12.35 - 1.35 Networking Lunch

#### 1.35 - 3.15 INTERACTIVE PANEL DISCUSSION

##### Managing career breaks and maintaining career credibility

Most working females can relate to the struggle of having to juggle demands from your personal and professional life. Obtaining your vision of success can be heavily reliant on achieving this balance. Yet professional pressures are further intensified when you take a break in your career or prioritise a different area of your life. For some the stress associated with trying to regain hard earned career credibility upon the return to work prevents them from fulfilling personal aspirations. These successful women will share their insights on how to maintain an effective work / life balance and how to sustain or even reclaim career credibility when re-engaging in the workforce. Explore:

- Balancing work and life – Successful practices of highly effective female leaders
- Achieving flexibility at work
- Working smarter, not harder
- How to regain career credibility after time away from work

**Helen Coleman** President, Victorian Branch  
ALGWA

**Carole Todd** Director Business Improvement  
Liverpool City Council

**Councillor Angela Owen** Chairman of Council  
Brisbane City Council

**Carol Jeffs** General Manager Community Development  
Port Phillip City Council

**Debra Robinson** Manager, Development Assessment, City Planning & Sustainability  
Brisbane City Council

**Nuatali Nemes** Lord Mayor  
The City of Newcastle

**Vanessa Godden** Associate Director, Customer  
Adelaide City Council

#### 3.15 - 3.30 Afternoon Tea

## PLUS TWO WORKSHOPS!

Plus Two Separately Bookable Full-Day Workshops on 17 & 20 October 2016



## VALUE PLUS DISCOUNT

Receive up to \$200 off registration if you register and pay by 17 July 2016

### 3.30 - 4.20 EXPERT COMMENTARY

#### A game plan for leadership success

People who are able to thrive, create opportunity and innovate within their role which enables them to contribute far more than the individual who is simply good at their job. In order to step-up in your career you need to build capability, nurture strong professional relationships and be focused on fulfilling a positive vision of success. In this session, Toni will discuss required strategies to achieve your potential and set you firmly on the path to leadership, focusing on:

- Building capability
- Building and maintaining positive professional relationships
- Fulfilling career aspirations and achieving your vision of success

**Toni Courtney** Leadership and Performance Coach  
**Toni Courtney**

### 4.20 - 4.30 Questions and Discussion

### 4.30 Concluding Remarks from the Chair

### 4.30 - 5.30 Networking Reception

## NETWORKING RECEPTION

**4:30 - 5:30**

Make the most of your experience,  
join us to network over complimentary  
canapés and drinks

## FOLLOW THIS EVENT

Tweet about this event using the hashtag **#WILG16** and  
**@LiquidLearning** for daily industry updates!

## WHO WILL ATTEND

- C-Level Executives
- Directors
- Assistant Directors
- General Managers
- Managers
- Assistant Managers
- Team Leaders
- Councillors
- Human Resources
- Learning and Organisation Development
- Advancement / Diversity

### 8.30 - 8.55 Morning Coffee

### 8.55 - 9.00 Opening Remarks from the Chair

### 9.00 - 9.40 OPENING CASE STUDY

#### The Leaderful Organisation – Repositioning local government leadership

Being the Chief Executive Officer of a Council demands extensive responsibility and strong performance. An effective leader will work closely with their team and actively respond to significant change in the sector. Rebecca has international Public Sector experience at local and state level. Her professional accomplishments qualify her to anticipate the future of Local Government leadership and offer advice from the lessons she has learnt on her journey to CEO. Discuss:

- Achieving and sustaining Local Government leadership success
- Valuable lessons to learn from
- The future of Local Government leadership

**Rebecca McKenzie** Chief Executive Officer  
**Glen Eira City Council**

### 9.40 - 9.50 Questions and Discussion

### 9.50 - 10.30 CASE STUDY

#### Overcoming barriers to achieve your vision of success

Very few careers are a smooth ride into leadership. In a constantly changing sector such as Local Government, challenges are ever-present for ambitious female leaders. Building resilience and tolerance creates a strong shield against knock-backs, but even the most accomplished leaders will have felt defeated at some point. Helen will share some of the challenges she has faced in her career and will provide useful strategies for overcoming obstacles. Discuss:

- Confronting challenges and maintaining positivity
- Tips to overcome the fear of failure
- Strategies for perseverance and achieving your vision of success

**Helen Coleman** President, Victorian Branch  
**ALGWA**

### 10.30 - 10.40 Questions and Discussion

### 10.40 - 10.55 Morning Tea

### 10.55 - 11.35 CASE STUDY

#### Adaptive leadership through times of change

Keeping up with the evolving Public Sector environment requires leaders to adapt their leadership style accordingly when confronted with challenging situations. It is important to maintain authenticity as a leader in intimidating circumstances, as well as meetings and during public engagements. Keeping your team proactive and motivated also demands a strong innovative and authentic approach to leadership. Sally has become accustomed to adapting her leadership style with over 20 years' experience in government. She will share:

- How to maintain authenticity as a leader during intimidating circumstances and during times of change
- Being authentic in meetings and at public engagements
- Creative ways of adapting work and practices to motivate team participation

**Sally Curtain** Director, Infrastructure Services  
**City of Casey Council**



## SUPER SAVER DISCOUNT

Receive up to \$150 off registration if you register and pay by 22 August 2016



## EARLY BIRD DISCOUNT

Receive up to \$100 off registration if you register and pay by 19 September 2016

# Implementing an Adaptive and Innovative Leadership Style

## 11.35 - 11.45 Questions and Discussion

## 11.45 - 12.25 EXPERT COMMENTARY

### Driving success and leading award-winning teams

Inspiring leaders in Local Government are the driving force behind high-performance teams. They exert a positive influence that helps implement and improve services to meet the needs of the community. Carole has international experience as a leader of award-winning teams in the Public Sector. She is responsible for successfully heading innovative programmes targeted to meet the needs of the community. She will discuss:

- Effective team management
- Influencing colleagues and stakeholders
- Implementing innovative community services and programmes

**Carole Todd** Director Business Improvement  
**Liverpool City Council**

## 12.25 - 11.35 Questions and Discussion

## 12.35 - 1.35 Networking Lunch

## 1.35 - 2.25 CASE STUDY

### Becoming an expert negotiator

Negotiation skills are essential for any accomplished leader. Local government front-runners rely on refined negotiation strategies to meet both personal and organisational visions of success. Kerry has broad general management experience in Local Government and the property development industry. He is skilled in negotiating and managing large joint ventures with private sector developers and has a strong understanding of Government. As a result, he has acquired a strong proficiency when it comes to negotiating. He will draw from his experience and discuss:

- Strategies to develop your negotiation skills
- Practicing effective negotiating
- Implementing a strong influence as a leader

**Kerry Robinson** General Manager  
**Blacktown City Council**

## 2.25 - 2.35 Questions and Discussion

## 2.35 - 3.05 CASE STUDY

### Innovative team leadership in Local Government

Aside from juggling personal career demands, leaders in Local Government are responsible for large teams and their collective success when it comes to delivering the Council's services. Nerina is the head of 1100 staff, working across 65 different business areas. She must constantly be on top of her team's progress and devise innovative ways to effectively motivate and collaborate. In 2011, she won the SACS Award for Executive Leadership in Victorian Local Government. In this session, Nerina will draw on her experience to discuss:

- Developing strategies to work with the Council's team
- Building a high performing organisation
- Achieving the Council's vision of success

**Nerina Di Lorenzo** Chief Executive Officer  
**Moreland City Council**

## 3.05 - 3.15 Questions and Discussion

## 3.15 - 3.30 Afternoon Tea

## 3.30 - 4.30 CLOSING ROUNDTABLE

### Future directions for female Local Government leaders

This interactive discussion will allow participants to revisit the key topics and themes touched on throughout the two-day forum. Delegates will have the opportunity to reflect on their own strengths and weaknesses as a leader, and prioritise a set of changes they can make to improve their effectiveness as leaders.

Explore:

- Essential leadership lessons for aspiring female leaders in Local Government to take that next step
- Success factors for influencing and initiating change
- Support systems for emerging leaders: coaching and mentoring

**Toni Courtney** Leadership and Performance Coach  
**Toni Courtney**

4.30

### Concluding Remarks from the Chair and Summit Close

## ABOUT THE EVENT

The local government sector has entered into a period of significant transformation and change which is creating both challenges and opportunities for leaders in Local Councils. Leaders in this environment often find themselves pulled in different directions by diverse internal and external stakeholders. Many cite that a well-rounded set of influencing skills, political acumen and a diplomatic character is required to thrive.

Women in Local Government leadership roles are often confronted with additional challenges associated with carving out a successful leadership career in a male-dominated space. While organisations are making significant headway in improving female representation in leadership roles, there is more work to be done. Women have a significant opportunity to take charge of their career through embarking on a leadership development journey.

The National Women in Local Government Leadership Summit brings together some of the country's finest front-runners in the sector to share valuable expertise gained over significant careers. The event will give delegates the opportunity to hear from leaders and experts, to discuss the issues that face them in the unique context of their sector and develop plans and goals for the future. This event is designed to give delegates the inspiration and skills they need to effectively lead in a dynamic and constantly changing environment. It will highlight how leaders in this environment can successfully achieve both their professional and personal aspirations. The exceptional array of speakers who will share the challenges they have experienced and overcome throughout their career, as well as their stories of achievement and success.

## ALSO AVAILABLE



### THE 6TH PUBLIC SECTOR WOMEN IN LEADERSHIP NSW SUMMIT 2016

24, 25, 26 & 27 October 2016  
Pullman Sydney Hyde Park

**Phone:** +61 2 8239 9711

**Fax:** +61 2 8239 9777

[www.liquidlearninggroup.com](http://www.liquidlearninggroup.com)



**LIQUIDLEARNING**

development opportunities for professionals

9.00 - 4.30

## Inspirational and Innovative Team Leadership

The most effective and popular leaders have a reliable and strong team behind them. Often they have earned the respect as a valued guide and motivator from their colleagues by demonstrating their aptitude in difficult times and driving progress by constantly facilitating a supportive and diverse working environment.

Effective leaders are consistently in control by keeping focused on end goals ensuring that they don't lose sight of the team's progress and can guarantee a positive outcome. By upholding an innovative approach to leading and motivating, their action inspires progression and promotes an infectious desire to succeed and achieve.

This workshop will guide you towards navigating a team through times of change and difficulty. It will equip you with an extensive toolkit to prepare you for potentially intimidating obstacles and circumstances.

### Facilitating high performing teams

- Strategies for creating a positive culture of engagement and success
- Accountability and commitment
- Working with difference

### Building resilience

- Techniques for building resilience
- Proactively navigating self and others through pressure and change
- Encouraging your team to view challenge as an opportunity to thrive

### Coaching and developing others

- Keeping your goal in sight
- A commitment to continuous learning and adapting to change
- Tips to maximise your team's potential

### Practical strategies for innovative and effective team leadership

- Maintaining positive team relations
- Being an influencer
- Practicing emotional intelligence

**Expert Facilitator: Nell Wilson** Director

**Nell Wilson Executive Coaching**

Nell (Narelle) Wilson is a Senior, experienced and accomplished HR Leader/Specialist and Executive Coach with over 23 years' experience in leadership and learning & development roles within large Australian corporations.

After several years leading small, medium and large teams in the private sector Nell now work's with executives and senior leaders as an Executive coach and Senior Facilitator. Nell has worked with Executive and Senior leaders across private, public and not-for-profit sectors. Her experience spans across a variety of disciplines including Health, Education, Government (Federal, State and Local), ADF, Police & Emergency Services, IT, Mining & resources, Telecommunications, Banking & Finance, Law, Consulting, Media/Advertising, NGOs to name a few.

## WORKSHOP SCHEDULE

- |                 |                     |                 |                      |               |                          |
|-----------------|---------------------|-----------------|----------------------|---------------|--------------------------|
| • 8.30 - 9.00   | <b>Registration</b> | • 11.00 - 12.30 | <b>Session Two</b>   | • 3.00 - 3.20 | <b>Afternoon Tea</b>     |
| • 9.00 - 10.40  | <b>Session One</b>  | • 12.30 - 1.30  | <b>Lunch</b>         | • 3.20 - 4.30 | <b>Session Four</b>      |
| • 10.40 - 11.00 | <b>Morning Tea</b>  | • 1.30 - 3.00   | <b>Session Three</b> | • 4.30        | <b>Close of Workshop</b> |



## TEAM BOOKINGS

Receive a 20% discount when booking a team of 8 to attend, please call: +61 2 8239 9711 or email: [registration@liquidlearning.com.au](mailto:registration@liquidlearning.com.au)

## SPONSOR TODAY!

Limited sponsorship and exhibition opportunities available. For your chance to brand yourself as a market leader, please call: +61 2 8239 9711 or email: [partnership@liquidlearning.com.au](mailto:partnership@liquidlearning.com.au)



Registration Information

|                             |           |          |       |          |
|-----------------------------|-----------|----------|-------|----------|
| Organisation Name           |           |          |       |          |
| Address                     |           | Suburb   | State | Postcode |
| Booking Contact Information |           |          |       |          |
| Title                       | Full Name | Position | Email | Phone    |

Delegate Information

| #  | Title | Full Name or TBA | Position | Email | Attendance Date/s  |
|----|-------|------------------|----------|-------|--|
| 1  |       |                  |          |       | <input type="checkbox"/> 17 <input type="checkbox"/> 18 & 19 <input type="checkbox"/> 20 |
| 2  |       |                  |          |       | <input type="checkbox"/> 17 <input type="checkbox"/> 18 & 19 <input type="checkbox"/> 20 |
| 3  |       |                  |          |       | <input type="checkbox"/> 17 <input type="checkbox"/> 18 & 19 <input type="checkbox"/> 20 |
| 4  |       |                  |          |       | <input type="checkbox"/> 17 <input type="checkbox"/> 18 & 19 <input type="checkbox"/> 20 |
| 5  |       |                  |          |       | <input type="checkbox"/> 17 <input type="checkbox"/> 18 & 19 <input type="checkbox"/> 20 |
| 6  |       |                  |          |       | <input type="checkbox"/> 17 <input type="checkbox"/> 18 & 19 <input type="checkbox"/> 20 |
| 7  |       |                  |          |       | <input type="checkbox"/> 17 <input type="checkbox"/> 18 & 19 <input type="checkbox"/> 20 |
| 8  |       |                  |          |       | <input type="checkbox"/> 17 <input type="checkbox"/> 18 & 19 <input type="checkbox"/> 20 |
| 9  |       |                  |          |       | <input type="checkbox"/> 17 <input type="checkbox"/> 18 & 19 <input type="checkbox"/> 20 |
| 10 |       |                  |          |       | <input type="checkbox"/> 17 <input type="checkbox"/> 18 & 19 <input type="checkbox"/> 20 |

Your Investment

| No. #                    | Options (per person) | Standard Rate              | Early Bird Rate*           | Super Saver Rate**         | Value Plus Rate***         |
|--------------------------|----------------------|----------------------------|----------------------------|----------------------------|----------------------------|
| <input type="checkbox"/> | 4 Days               | \$3595 + GST = (\$3954.50) | \$3495 + GST = (\$3844.50) | \$3445 + GST = (\$3789.50) | \$3395 + GST = (\$3734.50) |
| <input type="checkbox"/> | 3 Days               | \$2895 + GST = (\$3184.50) | \$2795 + GST = (\$3074.50) | \$2745 + GST = (\$3019.50) | \$2695 + GST = (\$2964.50) |
| <input type="checkbox"/> | 2 Days               | \$2095 + GST = (\$2304.50) | \$1995 + GST = (\$2194.50) | \$1945 + GST = (\$2139.50) | \$1895 + GST = (\$2084.50) |
| <input type="checkbox"/> | 1 Day Workshop       | \$1295 + GST = (\$1424.50) | \$1245 + GST = (\$1369.50) | \$1195 + GST = (\$1314.50) | \$1145 + GST = (\$1259.50) |

\* Receive up to \$100 off registration if you register and pay by 19 September 2016

\*\* Receive up to \$150 off registration if you register and pay by 22 August 2016

\*\*\* Receive up to \$200 off registration if you register and pay by 17 July 2016

**TOTAL incl GST**

All Prices listed in Australian Dollars

**Conditions:** Group Discounts apply for bookings made simultaneously. Only one discount applies. Group discounts apply to standard rates only. Group discounts are not applicable to Value Plus, Super Saver and Early Bird rates. Discounts cannot be applied retrospectively and must be claimed at the time of booking. Liquid Learning Group reserves the right to have sole discretion on an organisation's eligibility for discounts. **Note:** Course materials, refreshments & lunches are included. Travel and accommodation are NOT included. Registration Options are per person only.

|  | Group Discounts Available: | 10% off Standard Rate<br>Team of 3 - 4 | 15% off Standard Rate<br>Team of 5 - 7 | 20% off Standard Rate<br>Team of 8 + |
|--|----------------------------|--|--|--------------------------------------|
|  |                            |  |  |                                      |

Please Note: Payment is required prior to attending this event.

|  |   |   |
|--|---|---|
| <input type="checkbox"/> Credit Card<br><input type="checkbox"/> Cheque (payable to Liquid Learning Group Pty Ltd)<br><input type="checkbox"/> Electronic Funds Transfer<br><input type="checkbox"/> Please invoice me:<br>Purchase Order No. # <input type="text"/> | <b>Credit Card Details - Please charge my credit card for this registration:</b><br>Card Type <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> American Express<br><b>Note: 2% surcharge applies to American Express payments</b><br>Card Number <input type="text"/> Expiry <input type="text"/> / <input type="text"/><br>Full Name as on card <input type="text"/><br>Cardholder's Contact Number <input type="text"/> Signature | <b>Electronic Funds Transfer (EFT)</b><br>Please transfer funds directly to:<br>Westpac Account Name: Liquid Learning Group Pty Ltd<br>BSB: 032 002<br>Account No: 407 273<br>SWIFT Code: WPACAU2S<br>Amount <input type="text"/><br>Please quote ref WILG1016A and registrant name |
|--|---|---|

Payment Details

Authorising Manager's Details: This registration is invalid without a signature.

|       |           |       |
|-------|-----------|-------|
| Name  | Position  | Phone |
| Email | Signature | Date  |

Authority

Email this form to: [registration@liquidlearning.com.au](mailto:registration@liquidlearning.com.au) or Call us on: +61 2 8239 9711

**Registration Policy:** If you are unable to attend this event, you may send a substitute delegate in your place at no additional cost. Please advise us of any substitutions as soon as possible. Alternatively, you may transfer your registration to another event run by Liquid Learning Group Pty Ltd. A 10% service fee may apply. Should you wish to cancel your registration, please notify us in writing as soon as possible and a credit note will be issued valid for use towards any future event held by Liquid Learning Group Pty Ltd in the twelve months following date of issuance. Cancellation notifications received less than 14 days from the event running will receive a credit note to the value of the registration fee less a service fee of \$400 plus GST. Liquid Learning Group Pty Ltd does not provide refunds for cancellation. The prices above are based on one person per registration. It is not possible for multiple people to attend within any day of the event on a single registration. Split tickets, i.e. a different person attending each day of the event, can be arranged. A fee will apply. Please call us for details.  
Liquid Learning Group Pty Ltd takes all care to produce high quality events that deliver as promised. All advertised details are correct at time of publishing.

However, when circumstances beyond our control prevail, we reserve the right to change program content, facilitators or venues. We also reserve the right to cancel or reschedule events if circumstances arise whereby performance of the event is no longer feasible, possible or legal. Liquid Learning Group Pty Ltd will not be responsible for any loss or damage arising from any changes to or cancelling or rescheduling of an event. If an event is cancelled or rescheduled, Liquid Learning Group Pty Ltd will make every effort to contact every registered delegate; if an event is cancelled or you are unable to attend the rescheduled event you will be issued with a credit note valid for use towards any future Liquid Learning Group Pty Ltd event held in the twelve months following date of issuance.  
**Disclaimer:** Liquid Learning Group Pty Ltd has taken due care in selecting qualified professionals as its authors and course facilitators. The information provided by course facilitators is not produced by Liquid Learning Group Pty Ltd and should not be regarded as advice. Liquid Learning Group Pty Ltd accepts no responsibility for reliance on such information and recommends that its clients seek

further professional advice.  
**Privacy Statement:** Liquid Learning Group Pty Ltd is committed to your privacy. All information collected on this registration will be held in the strictest of confidence and in accordance with the Privacy Act 1988. Liquid Learning Group Pty Ltd will add your information to a secure database. This will be used primarily to contact you for ongoing research, product development and notice of future events and services offered by Liquid Learning Group Pty Ltd. Occasionally you may receive information from organisations associated with Liquid Learning Group Pty Ltd. If you do not wish to receive such information please tick this box: ☐  
To update or have your details deleted please advise our Database team at Liquid Learning Group Pty Ltd, Level 9, 80 Clarence Street, Sydney NSW 2000. Ph: +61 2 8239 9700, FX: +61 2 8239 9777, email: [database@liquidlearning.com.au](mailto:database@liquidlearning.com.au)  
© 2016 Liquid Learning Group Pty Ltd ACN 108 415 354

**ITEM NUMBER:** 12.3.4 Chief Executive Officer – Recent Activities  
**FROM:** Chief Executive Officer  
**REPORT NUMBER:** 8/0931  
**MEETING DATE:** 19 July 2016

---

**Municipal Plan:**

## 4. Governance &amp; 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:**

To provide a summary of activities recently undertaken by the Chief Executive Officer.

**RECOMMENDATION**

THAT Council receives Report Number 8/0931.

**Background:**

Nil

**General:**

I advise Council of the following activities:-

- 9 March – The Minister for Northern Australia, the Hon. Matthew Canavan and the Member for Solomon, Ms Natasha Griggs visited Council. A presentation was provided on key council initiatives and information provided on our funding application for the National Stronger Regions Fund – Round 3.
- 22 March – Mayor Abbott and I attended the TOPROC Meeting held at the City of Darwin. The purpose of the meeting was to conduct a workshop with Jane Munday from Michels, Warren Munday to consider ways of improving the role of councils in land use planning. A copy of the notes from this workshop are attached for information.
- 12 April – The Senior Management Team and Mayor met with the NT Government CEO's from the Department of Lands, Planning and the Environment, Department of Infrastructure and the Department of Transport. This meeting provides the opportunity for Council and the NT Government to provide updates on key projects within Palmerston. These projects included :-

- Palmerston City Centre Master Plan
  - The Boulevard Redevelopment – Stage 2
  - Sale of Council Land in the CBD
  - Proposed Palmerston Court House
  - Council Boundaries
  - Traffic Related Matters
  - NT Government Roadworks
  - Inpex and Gateway Shopping Centre projects
  - Future Holtze Land Development
  - Palmerston Regional Hospital
  - Zuccoli Groundwater Supply
  - Regional Waste Facility
- 13 - 14 April – Mayor Abbott and I attended the LGANT General Meeting and CEO's / President's forums held at Jabiru. The CEO's forum included presentations from Tim Rose (LGAQ – Local Buy), Kate Peake (Regional Development Australia NT – Stronger Regions Fund) and Ben Dornier on Shared Services arrangements. Various updates were provided by CEO's on their respective councils. Recommendations from the Standing Committees were endorsed and the General Meeting agenda was discussed.
- Minister Bess Price addressed the General Meeting and David Willing (Executive Director – Department of Local Government) presented on the review of the Local Government Act and general matters. The Leader of the Opposition Michael Gunner also addressed the meeting on his vision for the Northern Territory. Some of the key outcomes to come out of the General Meeting included: -
  - Adoption of the draft 2016/2017 annual priorities;
  - Endorsing LGANT membership subscriptions for 2016/2017;
  - Approval of the 2016 Northern Territory election document;
  - Support for unincorporated lands to be placed with local government areas;
  - Approval for councils to consider a model resolution to accept the NT Government's offer for the transfer of street lighting assets;
  - Approval for an MoU to be signed between LGANT and ALGWA.
- 3 – 6 May – I attended the Local Government Professionals Australia National General Assembly held at the Gold Coast. The City of Palmerston were invited to present at one of the con-current sessions with both Chanelle Prance (Rates Officer) and I participating. I was also elected as the National Vice President for Local Government Professionals Australia at the NGA which is a huge honour.
- 13 May – Mayor Abbott and I attended a TOPROC Meeting hosted by the Litchfield Council. I have attached a copy of the minutes from this meeting for information.
- 29 May – 1 June - I represented the National President of Local Government Professionals Australia at the CAMA (Canadian Association of Municipal Administrators) Conference held in Winnipeg, Manitoba. I also made a presentation on behalf of Australian local government and participated in an international local government panel at the conference. All costs associated with my attendance at the conference were paid by CAMA and Local Government Professionals Australia.
- 19-22 June - Mayor Abbott and I attended the ALGA National General Assembly held in Canberra. As requested by Council, I have attached a copy of the resolutions from the National General Assembly. Of particular note is Resolution 50 which was put forward by the City of Darwin.

Other meetings / functions attended included:-





- 1 March Ordinary Council Meeting
- 1 March Council Workshop – Rates & Waste Charges
- 2 March Community, Culture & Environment Committee Meeting
- 7 March Smart Cities Project – Meeting with David Bryan from the NT Government
- 8 March Work Health Safety Committee Meeting
- 8 March Staff Performance Appraisal
- 9 March Council Workshop – Community Infrastructure Plan
- 10 March Governance and Organisation Council Meeting
- 10 March Economic Development and Infrastructure Committee Meeting
- 10 March Local Government Professionals Australia NT Board Meeting
- 11 March Local Government Professionals Australia – National Executive Committee Teleconference
- 11 March Catch-up with Brendan Dowd (CEO City of Darwin) and Richard Nunn (CEO Statewide Super)
- 15 March Arts Strategy Discussion
- 15 March Ordinary Council Meeting
- 15 March Second Capital Works Workshop
- 16 March Manex Meeting
- 16 March Welcome function for the NT Management Challenge participants hosted by the City of Darwin
- 17 March NT Management Challenge and Presentation Dinner
- 29 March Special Council Meeting – The Boulevard Stage 2 Contract Award
- 31 March Release of Barramundi Fingerlings into the Durack Lakes
- 5 April Manex Meeting
- 5 April Meeting with the Quest owners regarding vehicle access
- 5 April Ordinary Council Meeting
- 5 April Budget Workshop – Operational Expenditure and Fees and Charges
- 6 April Community, Culture and Environment Committee Meeting
- 6 April Staff Performance Appraisal
- 7 April Council Workshop – Archer Recycling Centre
- 11 April Freedom of Entry Briefing with Dean Sinclair
- 12 April Second Rates Workshop
- 15 April Special Council Meeting – Affixation of Common Seal – Freedom of Entry Scroll
- 16 April Freedom of Entry Parade
- 19 April Local Government Professionals Australia – National Executive Committee Teleconference
- 19 April Ordinary Council Meeting
- 19 April Council Workshop – Long Term Financial Plan
- 20 April Meeting with Inpex Representatives – Emergency Management Operations
- 20 April Freedom of Entry Debrief – Dean Sinclair
- 21 April Council Workshop – City Centre Special Levy and sale of Council owned land
- 25 April Anzac Day Ceremony – Memorial Park
- 26 April Common Services Joint Venture Meeting
- 9 May Special Council Meeting – Electrical Easement and grant application from the Melaleuca Refugee Centre
- 10 May Manex Meeting
- 11 May Special Council Meeting – Archer Pollution Abatement Notice
- 12 May Governance and Organisation Committee Meeting
- 12 May Economic Development and Infrastructure Committee Meeting
- 17 May Council Workshop – Community Forums
- 18 May JKC Quarterly Ichthys Project update

- 19 May Attended the Office of the Public Commissioner Training Session
- 19 May Special Council Meeting – Sale of Land Lot 10024
- 19 May Council Workshop – Municipal Plan and Car Parking Charges
- 23 May Gateway Shopping Centre Roof Topping Ceremony
- 23-24 June Australasian Management Challenge Final in Melbourne
- 27 June Special Council Meeting – Proposed Marlow Lagoon Rate
- 28 June Internal Audit Committee Meeting
- 30 June Meeting with Senior Officers from the Department of Local Government on Council's Compliance Audit Report
- 5 July Presentation from the Covai Café
- 5 July Ordinary Council Meeting
- 6 July Community, Cultural and Environment Committee Meeting

**Financial Implications:**

Nil

**Legislation/Policy:**

Nil

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

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

**Schedule of Attachments:**

Attachment A: TOPROC Workshop Notes - 22 March 2016  
Attachment B: TOPROC Minutes – 13 May 2016  
Attachment C: ALGA National General Assembly 2016 Resolution Notes



## TOPROC WORKSHOP

TUESDAY, 22 MARCH 2016, 9 am to 12 noon

Facilitator: Jane Munday, Michels Warren Munday

## SUMMARY OF DISCUSSIONS

A KPMG report in 2015 identified three key priorities for the Top End Regional Councils (TOPROC):

- improving the role of councils in land use planning
- waste management
- incorporation of all areas.

A key issue identified in the report is that planning decisions by NTG have high impact on councils, but councils have low control over these decisions. Councils want to play a more active role in land use planning.

Based on feedback in the KPMG report, key things councils wanted:

- collective voice
- avenue for advocacy
- drive policy debate
- ensure government consults
- greater certainty around land use planning
- amplify the voice of smaller councils
- encourage a focus on regional issues
- consistent planning
- advance planning for infrastructure
- integrated planning
- sequencing of sub-divisions
- greater role for councils in land use planning
- leadership on regional policy and priority areas.

**What are the key 'hot button' issues for councils, from the perspective of residents and councils (summary from the workshop and KPMG report)**

For the public?

- rates
- water (in the rural area)
- major change in the rural area and number of big government projects
- small block sizes
- lifestyles
- don't trust government or developers
- community engagement is rushed

- growth, where, infill, smaller rural blocks
- ad hoc planning decisions, spot rezoning
- pace of development

For councils:

- cost-shifting
- resolution of native title
- need to resolve land tenure issues
- alignment of Planning and Local Government Acts
- need for social planning
- affordable housing and diversity
- council's role, will there be devolution from the land use plans
- what does the election mean
- access to sub-divisions
- access to reticulated water
- acceptance of council master plans
- giving councils more say, and early in the process
- respect and inclusion
- recognition of council's role, not taken seriously by government
- clear roles and responsibilities
- clarity and consistency
- genuine collaboration
- indifference: councils are seen as recalcitrant but have concerns with the long-term consequences of planning decisions (eg stormwater)
- working together to contribute to good outcomes
- councils understand the community but get long term legacy issues from a lack of consultation and collaborative planning (eg water sensitive urban design, got it wrong and had to start again)
- cost of infrastructure (roads, power, water, community)
- pressures for land release
- pressures on water (unmetered in rural area)
- waste transfer station
- unincorporated land and resistance to rates
- planning for Kenbi land claim, water on Cox Peninsula – uncertainty and opportunity
- need to clarify clearing applications
- cost and ownership of street lights
- Berrimah Farm – opportunities to learn and do it properly
- emergency waste management, planning for the long-term beyond Shoal Bay
- uncertainty for developers
- amalgamation of councils

More detailed discussion of the above issues:

- Greater recognition of master plans in the planning process and legislative recognition of the resources and efforts of councils.
- There is no structure for developers to go through the process with councils from the start (examples of where early consultation delivered better outcomes were Lyons, Muirhead and Durack Heights, examples of poor collaboration were Zuccoli and Berrimah Farm).
- Policy development between government and councils needs to be better aligned.
- Councils' role in relation to land use plans in the future, there needs to be some devolution.
- LGANT is preparing an election document and is hoping to get some response on land use plans and master plans for cities.
- Concern with street lighting and lack of consultation by Power and Water Corporation.
- For Litchfield, top of the list is the sub-regional land use plan, how council can influence it and the number of large private developments. What do activity centres look like?
- For Wagait, it's waste management. A hole in the ground was shut down as part of the Kenbi Land Claim and council had to put in place alternative measures at short notice.
- The issue of multiple dwellings on one acre blocks, there aren't clear guidelines.
- Problems with access to new sub-divisions.
- What are the impacts of the Kenbi land claim. It will be a greenfield development and it needs to be done properly. There are many good examples to learn from. What size will the blocks be, what is the bigger picture, how to address the issue of water.
- Will smaller councils be rolled in together? No one is thinking how amalgamation will operate.
- Native title is holding back development in Batchelor.
- Issues with sub-divisions and land clearing: applications are expensive and bureaucratic.
- The Batchelor land use plan is 16 years old. There is a native title claim over the town and council isn't part of the process, it doesn't know what is going on.
- There is significant unincorporated land around Darwin, will it be incorporated?
- What is the sustainability of councils?
- The indifference of government to areas outside Darwin. Councils don't get to see anyone from Government or Power and Water.
- There needs to be a simple development process for rural areas.
- Issues with planning issues in Darwin municipality that council has no control over but residents expect council to have more influence, eg Kulaluk, where there are so many factions.
- Council has representatives on the DCA but they are then told they are not there to represent council - but councils have an expectation that their interests will be represented. Needs revisiting.
- Government produces policy documents with no reference to councils (eg Land Use Plans, the recent *Balanced Environment* policy document).
- The Government is ready to do Berrimah Farm (but not engaging with Council).
- Social housing is the hot topic as governments knock down public housing and replace it with mixed residential, with the net effect of less public housing. What happens to the displaced people?

- The CBD of Palmerston is nothing like its original design. Five years ago, council did a master plan (but government doesn't recognise it). The government isn't serious about master planning. It's hard trying to retrofit a plan.
- Government policy is to develop land to price points (rather than based on good planning). eg the number of dwellings in Zuccotti has gone up from 1700 to 3000 and there is only one piece of community purpose land in the sub-division.
- The amount of rezoning.
- Our level of influence with government is low. We are not seen as a legitimate partner in the planning process. We are seen as a constant irritation because we raise issues that make government uncomfortable.
- In the *Planning Act* we are seen as a 'service authority' vs *Local Government Act* sees us as a legitimate level of government.
- There is a mistrust of local government but we have some serious concerns.
- We developed the CBD master plan in conjunction with the NT Government. It was funded by the three levels of government. The NT Government was part of the Project Control Group. But when it came to incorporating it in the Planning Scheme it was described as a 'guidance document'. After all the effort and the deep engagement, how can you have any trust in government and their motivation?
- We support greater residential density but want more input into the concept of community urban centres. If there are things to be improved, who will pay for it?
- The middle suburbs plan is out. It's a question of who is going to pay. There seems to be a misunderstanding of our capacity to pay and what is the responsibility of each level of government, eg for social and community infrastructure vs physical infrastructure.
- With the election coming up, expect there will be questions about the future of the Planning Commission. Local government is represented on the Planning Commission and they have done a good job in terms of trying to get a more strategic focus, but in other areas councils are not being given a level of respect and engagement.
- There is a high level of scepticism about the Planning Commission, even though the legislation says it is independent (because of perceptions about politicisation of developments).
- We have a highly valued lifestyle and culture in the Territory.
- It's easy to plan increased density from the comfort of an air-conditioned room, but when you go to deliver these things on the ground, there is a resistance from the community because of a lack of trust.
- There hasn't been a commitment to demonstration projects (so the community can see how they might be done properly).

### What would success look like?

- Native title would be resolved
- the NT Government would introduce social planning
- influence
- respect
- inclusion
- clarity and consistency
- recognition
- genuine collaboration and engagement
- active participation in land use planning
- greater alignment between *Local Government Act* and *Planning Act*
- less cost-shifting by government
- acceptance of council master plans
- clear roles and responsibilities.

### What are the barriers to success (these were listed and then ranked)

- mindset of government towards councils (x8)
- capacity of government in the area of planning, inconsistency within departments (x4)
- capacity of councils (x3)
- public distrust (x3)
- blurred lines (eg different elements of the planning process) (x2)
- lack of consultation with councils (x1)
- attitudes of people in senior positions (x1 – seen as linked to first point)
- legislation
- 2 elections
- the economy
- social planning and amenity issues
- departments have their own agendas
- public expectations
- cost-shifting

### Action plan

The key strategy was to capitalise on the August election, recognising that new governments generally start with a fresh approach and are more willing to listen and learn. Government departments prepare a brief of key issues for their incoming ministers. TOPROC/LGANT should do the same.

Focus is to get planning 'on the agenda'. This will take good communication. The Opposition has released policies on planning, supports the Palmerston and Darwin master plans, and has outlined ideas on governance but these have received little media coverage. The Country Liberals haven't released a policy as yet.

Planning is abstract. It needs to be linked to what is newsworthy, as politicians tend to take the most notice of issues in the media.

Look at 'what's in it for me': for government, the community and other key players.

- LGANT to develop a policy paper.
- TOPROC to use this as the basis of an election manifesto, asking all parties and candidates their position on planning issues.
- To be presented at next LGANT meeting in Jabiru, which will be attended by the Minister and media.
- To be used as the basis of a package of suggested reforms presented to the incoming government after the August elections, either Labor or Country Liberals, in the hope of a more consultative and inclusive approach.
- To be supported by a communication strategy in which the issues are translated into media-friendly action, through tangible examples of abstract issues and impacts on people's lives.
- TOPROC wants to play a greater role as advocate and lobbyist, which means building support from champions.
- To consider what role LGANT can play in organising, given that individual councils are concerned about loss of funding in return for being seen to criticise government.
- Suggestion to hold a forum, 'Does planning matter' but would need to ensure the right people attended.



**Attendees**

|                                 |  |
|---------------------------------|--|
| Ian Abbott                      | Palmerston Council Mayor (Chair)                           |
| Ricki Bruhn                     | Palmerston Council CEO                                     |
| Tony Tapsell                    | Local Government Association of the NT                     |
| Peter McLinden                  | LGANT (Apology from LGANT President Damien Ryan)           |
| Kaylene Conrick                 | Litchfield Council (CEO)                                   |
| Maree Bredhauer                 | Litchfield Council, Mayor                                  |
| Brad Irvine                     | Wagait Council (Apology from President Peter Clee)         |
| Deb Allen                       | Wagait Council CEO   |
| Leigh Ashford                   | Coomalie Council CEO                                       |
| Dave Gray                       | Coomalie Councillor (Apology from Andrew Turner)           |
| Brendan Dowd                    | City of Darwin, CEO  |
| Katrina Fong Lim                | City of Darwin, Lord Mayor                                 |
| Sherree Jeeves                  | Manager Strategy and Outcomes, City of Darwin, Secretariat |
| Michael Cormack                 | City of Darwin, Strategic Project Officer                  |
| Apologies from Belyuen Council. |  |

**Maybe a manifesto could look something like this:**

The Top End Regional Councils of Darwin, Palmerston, Litchfield, Coomalie, Wagait and Belyuen believe land use planning is a critical issue for the community, local government and the Northern Territory Government.

The councils, known collectively as TOPROC, say residential and industrial growth are creating pressures on land release, use of water and provision of infrastructure which require careful thought and long-term planning.

TOPROC feels the Northern Territory Government is indifferent to these issues and council and community concerns.

The councils want to play an earlier and more active role in land use planning decisions by the Northern Territory Government, Planning Commission, Development Consent Authority, agencies such as the Power and Water Corporation and developers.

These decisions have a significant impact on residents' lifestyles, council planning, infrastructure needs (eg waste, roads and parks) and consequently council budgets and rates.

A study by KPMG in 2015 found that councils bear substantial costs from planning decisions but have little control over them.

Government consultation is limited, which impacts on community trust and sensible long-term planning decisions, often leaving councils and the community with the legacy of rushed decisions.

TOPROC, supported by the Local Government Association of the Northern Territory, is calling on all parties and candidates in the August election to state their position on the following:

**Masterplans:** The Northern Territory Government is not supporting master plans prepared at great expense and with considerable community input by Palmerston and Darwin Councils. The Darwin City Masterplan was developed with joint funding by Council, the Northern Territory and Australian Government and had strong support from the Property Council of Australia, Urban Development Institute of Australia and NT Chamber of Commerce but the current Planning Minister and his CEO do not support the plan.

☒ ☒ *Will you support implementation of the Palmerston and Darwin Master Plans?*

**Native Title:** There are key outstanding native title claims throughout the Territory, including the Kenbi Land Claim on the Cox Peninsula and land claims over Batchelor. Councils have no issue with the native title claims, but the failure to resolve them leaves councils in limbo in terms of likely population growth, land use and decisions on key municipal infrastructure (such as waste management and reticulated water).

☒ ☒ *Will you support greater efforts by all parties to resolve outstanding native title claims.*

**Land use plans:** Councils commend the Planning Commission for its recent land use plans, but is concerned at the lack of recognition of councils' roles in these plans and would like to see plans cover all of Darwin, Palmerston and the rural areas, including unincorporated land.

☒ ☒ *Will you support the creation of land use plans for all areas covered by the TOPROC councils?*

**Social planning:** Social planning is standard practice in most parts of Australia, to ensure that new developments and sub-divisions take account of the social impacts and needs of these projects. This includes provision for people displaced by demolition of public housing, homeless people, the future of town camps and proper planning for community infrastructure in developments such as Zuccoli. The Northern Territory has no capability or focus on this important area.

☒ ☒ *Will you implement social planning as a key element of strategic planning for the Northern Territory?*

**Community consultation:** Our residents keep telling us they have little confidence in the Northern Territory Government's consultation for planning and development consent processes and are concerned at the continued ad hoc decision-making on these issues. This is apparent in the widespread unrest over rapid change in the rural area in particular. Councils are often not consulted or listened to on major projects that have a substantial impact on infrastructure that the council is then expected to take responsibility for, the most recent example being Berrimah Farm. Councils and residents bring both passion and local knowledge to planning want genuine consultation and a strategic, long-term focus to provide greater certainty, clarity and confidence in the planning process.

☒ ☒ *Will the Northern Territory Government introduce mandatory and proper consultation procedures for all strategic planning and planning decisions with an impact on councils and residents?*

**Incorporation:** There is great uncertainty over the future of unincorporated areas in the TOPROC municipalities, both in terms of the future of smaller councils and service provision and funding of municipal services and infrastructure required in these areas.

☒ ☒ *Will you commit to sitting down with TOPROC councils to discuss the timing and implications of incorporation of all land in our municipalities?*

#### General

- **Alignment of planning and local government acts to give greater recognition to councils**
- **Partnership Agreement between NT Government and councils**
- **Councils want more input to activity centres**

#### Elements of an action plan

- agree on goal (councils want to be active participants in the planning process)
- how will success be measured
- key strategies (election manifesto, a higher media profile, find champions)
- tactics to implement

- roles, leadership
- key messages (how to communicate with influence)
- evaluation



***Membership:***

Darwin, Palmerston, Litchfield, Wagait,  
Belyuen and Coomalie Councils

**MINUTES OF THE TOPROC MEETING HELD ON  
FRIDAY 13 MAY 2016 at 10.00AM AT LITCHFIELD COUNCIL**

PRESENT:

City of Darwin

Ms Katrina Fong Lim, Lord Mayor  
Mr Brendan Dowd, Chief Executive Officer  
Ms Kate Worden, Elected Member

City of Palmerston

Mr Ricki Bruhn, Chief Executive Officer  
Mr Ian Abbott, Mayor

Coomalie Community Government Council

Mr Leigh Ashford, Chief Executive Officer

Litchfield Council

Ms Maree Bredhauer, Mayor  
Mr Stuart Totham, Acting Director Corporate Services

Wagait Shire Council

Ms Deborah Allen, Chief Executive Officer  
Mr Peter Clee, Elected Member

Local Government Association of the NT

Mr Tony Tapsell, Chief Executive Officer

Council Officers in Attendance

Ms Vanessa Green, Manager Strategy & Outcomes,  
City of Darwin

Department of Local Government and Regions

Mr David Willing, Executive Director  
Mr Adrian Curry, Director Development and  
Integration

**1. Welcome – Meeting Declared Open**

Mayor Ian Abbott welcomed members and declared the meeting opened at 10.05am.

**2. Apologies**

Ms Cathy Winsley, Belyuen Community Government Council

Mr Andrew Turner, President, Coomalie Community Government Council

Ms Kaylene Conrick, Chief Executive Officer, Litchfield Council

**3. Declaration of Interests of Members**

Alderman Kate Worden, City of Darwin declared an interest in agenda item 7, discussion on Territory Election Manifesto and left the meeting.

**4. Confirmation of Previous Minutes**

**Resolved**

THAT the minutes of the meeting held 22 March 2016 be confirmed as a true and correct record:

MOVED by Darwin

SECONDED by Litchfield

CARRIED

**5. Presentations**

Mr David Willing, Executive Director, Department of Local Government and Regions, Northern Territory Government attended the meeting at 10.05am, in place of the Hon. Bess Nungarrayi Price MLA, Minister for Local Government and provided the following information

- Mr Willing presented a map of Unincorporated Land across the Top End demonstrating to Councils what proposals are / have been in place
- The Department had received a proposal from Belyuen and Coomalie Community Government Councils to incorporate Litchfield National Park, the Litchfield Land Trust and land covered by the Kenbi Land Claim into a new Regional Council. The Minister for Local Government and Regions gave in-principle support for the proposal however Cabinet would not make a decision until post-election in August 2016.
- The Department has requested that Belyuen, Coomalie and Wagait Councils work collectively to submit a new proposal to establish a regional council, articulating their views to incorporate surrounding unincorporated land including Dundee.
- The Department shared a view that unincorporated land to the east of Litchfield Council be shared amongst Litchfield Council and West Arnhem Councils. The likely boundary may be Mary River. Discussions with affected Councils had not yet taken place.

- The Kenbi Land claim is now settled
- No decision had been made with regards to Berrimah unincorporated land. This decision is also deferred until after the election.
- All local government electoral representation reviews and boundary expansion requests for the current term have now been received. Ministers would need to progress quickly post-election if it were to make any changes
- Changes to the Local Government Act are out for consultation. Proposed changes to this act and the Cemeteries Act are deferred until post-election
- Darwin queried the Departments view with regards to Rates Capping. The Department does not support rates capping or poll tax which has been suggested by another Council.

Mr Willing introduced Adrian Curry, Director Development and Integration, Department of Local Government and Regions to answer any questions / concerns regarding regional waste.

- Mr Curry provided a history of work that had been undertaken in order to identify a regional waste management and emergency waste site. Originally three sites were identified with the preferred site being allocated to the Correctional Centre. Mr Curry undertook to seek permission to release the 2011 Waste Study to TOPROC.
- The current site identified in the Litchfield Subregional Land Use Plan is a large site which once the plan is approved needs to be rezoned.
- Council's are expected to lodge a Notice of Intent for the site which the Environmental Protection Agency will assess. Councils will need to determine how the site will operate for this submission
- Site purpose will need to be identified for this stage
- Chief Executive Officer, City of Darwin enquired as to the Departments view for an Emergency Waste Management Site. Mr Curry indicated that the identified site is large enough for this purpose and measures might be considered to make it suitable for that purpose in the interim. Mr Willing will commence discussion internally on this matter
- TOPROC expressed that it may be a disadvantage the site being an old quarry site with infill a costly exercise

Mr Willing and Mr Curry, Department of Local Government and Regions left the meeting at 10.45am.

## **6. Correspondence**

### **Out:**

1. Letter to Northern Territory Planning Commission – *Clarification on whether a waste disposal site has been identified*
2. Letter to the Hon Bess Price – *Invitation to attend TOPROC Meeting*
3. Letter to Department of Transport – *Feedback on the Darwin Regional Plan Draft*

### **In:**

1. Letter from Northern Territory Planning Commission – *Advising that the Litchfield Subregional Land Use Plan acknowledges the future need for a regional waste management facility and identifies a site on the Howard Peninsula for its potential to support this use.*

## **Resolved**

THAT the incoming and outgoing TOPROC correspondence be received.

MOVED by Wagait

SECONDED by Litchfield  
CARRIED



## **7. Actions**

Members discussed the Actions list focussing on the development of a Northern Territory Election Manifesto.

A number of recommended amendments to the draft Manifesto were provided. TOPROC Secretariat to update and circulate out of session in order to progress in a timely manner.

Members also discussed advocacy in the lead up to the Federal Government Election resolving to forward a letter to the three Federal Members seeking Local Government to retain the current Financial Assistance Grants (FAGs) for local government.

## **Resolved**

THAT TOPROC write to the three Federal Members seeking an election promise to retain the current Financial Assistance Grants (FAGs) for local government.

MOVED by Darwin

SECONDED by Litchfield

CARRIED

Refer item 10 Regional Development Plan

## **8. Member updates**

### **8.1. City of Darwin**

City of Darwin provided the following update:

- The Darwin City Centre Master Plan has been included as a reference document to the Planning Scheme with the Department of Planning website referring the community to Council's website to obtain the document
- Council's Draft Municipal Plan and Budget will be presented to Council on Tuesday 17 May 2016. Members were invited to attend the public media briefing on Wednesday 18 May 2016
- Further workshops would be held in coming months regarding Council's Waste Management Strategy
- Parap Pool project has been delayed due to the Development Consent Authority requesting further consultation be undertaken. The application will again be submitted next week
- Council has received notice of \$1.5m funding for the Darwin Velodrome
- In two weeks, Council will release its Darwin Safer City Plan
- Lord Mayor will be attending the Council of Capital Cities Lord Mayor's Forum on 9 June 2016 in Canberra

At 12.05pm, Lord Mayor and Chief Executive Officer, City of Darwin left the meeting.

### **8.2. Litchfield Council**

Litchfield Council provided the following update:

- The recent rates recovery program has been progressing well
- Council is finalising the Municipal Plan and Budget
- Work is progressing on two major infrastructure projects being Freds Pass and ANZAC Parade
- Litchfield is developing a 10 year Waste Management Strategy

### **8.3. Coomalie Community Government Council**

Coomalie Community Government Council provided the following update:

- iLUA have registered documents regarding the Native Title claim over the Batchelor Township. Indications are that it has been resolved, some work to be done to understand the legal documents
- A master plan for the Batchelor Airstrip has been drafted and is with the Department of Transport for review. There may be potential for the airport as a small aircraft facility
- Council has received a grant to undertake the Adelaide River Economic Development and Tourist Precinct Study, however had had some difficulty in sourcing a local consultant. Chief Executive Officer sought recommendations for local consultants to assist with this study
- Coomalie noted that it had received a good response for tenders to seal 10km of Cheeney Road, South West of Batchelor and that tenders were quite competitive
- Council's Annual Shire Plan is being developed and informed by three community information sessions. Council will consider the plan at its next meeting and release for public comment

#### **8.4. City of Palmerston**

City of Palmerston provided the following update:

- Stage 2 of the Boulevard construction project has commenced
- Council will consider its Municipal Plan and Budget on Tuesday 17 May 2016 and release for public comment
- Landfills continue to be an issue for Council
- Palmerston's draft Community Infrastructure Plan and City Centre Master Plan have been lodged with the Planning Commission
- Council is currently developing an Art Strategy
- Palmerston has recently undergone a Local Government Compliance Audit questioning the Departments scope with this process

#### **8.5. Local Government Association of Northern Territory (LGANT)**

LGANT provided the following update:

- Final negotiations are occurring on the Deed of Agreement with Power and Water on Street Lighting. Councils will be requested to seek endorsement of the agreement prior to 1 July 2016 with model motions presented at the last LGANT Meeting. Chief Executive Officer LGANT undertook to circulate these motions again. Chief Executive Officer, City of Palmerston expressed concern that the Deed did not include a clause ensuring Power and Water fixes all outstanding issues with street lights prior to handing over to Councils
- LGANT recommended that members review the 2016-17 Federal Budget resource entitled *Investing in Regional Growth*. A copy of the document is available via the following link: [www.infrastructure.gov.au/departments/statements/2016\\_2017/index.aspx](http://www.infrastructure.gov.au/departments/statements/2016_2017/index.aspx)
- The LGANT Executive Meeting will be held next Tuesday 17 May 2016
- A library reference group has been established
- LGANT has made a submission to government regarding the Incorporation of LGANT as a company limited by guarantee
- A submission has been made to the Planning Commission in response to changes to the Planning Act regarding reporting. The submission requests the Act be amended to allow Local Government to attend meetings
- LGANT are proposing that the Annual General Meeting be held the first week of December this year as opposed to mid-November in previous years

- Members are recommended to review outcomes for the National Local Government Cultural Forum and keep a watching brief on their outcomes regarding measuring culture in Australia <http://www.culturaldevelopment.net.au/>
- LGANT advised that it is currently reviewing the proposed National General Assembly motions from a Northern Territory perspective

## **9. General Business**

### **Profile ID Update**

TOPROC were advised that their staff have been contacted to attend workshops regarding a collective purchase arrangement for Profile ID for the whole of the Northern Territory

### **Planning Commission Reporting**

Litchfield Council advised it is seeking to better understand the changes to reporting as advised by the Planning Commission.

Chief Executive Officer, City of Darwin provided an overview of the changes and briefed the Committee on the City of Darwin response which is scheduled to be presented to Council for endorsement on Tuesday 17 May 2016. Members were invited to review Council's report and draft response which is included in Council's agenda located on the website.

## **10. Regional Development Plan**

Nil

## **11. The Meeting closed at 12.35pm**

## **NEXT MEETING**

The next meeting is to be held on ??? at ??????.

**Resolutions of the 2016 National General Assembly of Local Government**

**Resolution A**

*The NGA calls on all Councils to adopt procurement policies that ensure that materials sourced for council projects, including steel, meet relevant Australian standards for manufacture and fabrication.*

*Carried unanimously*

**Resolution B**

**Randwick City Council**

The NGA calls upon the ALGA to actively advocate for the earliest possible Local Government election date and no later than March 2017 for the recently proclaimed councils, and any councils which are about to be formed in NSW.

*Carried*

**Resolution 1**

Kyogle Council and Blacktown City Council NSW

That the National General Assembly re-affirms its call on the Federal Government to end the freeze on the indexation of Financial Assistance Grants (FAGs).

*Carried unanimously*

**Resolution 2**

Lake Macquarie City Council NSW

That the National General Assembly call on the Australian Government to review the quantum and method of indexing Financial Assistance Grants to ensure that funding is commensurate with increases in the costs of efficient local government service delivery.

*Carried*

**Resolution 3**

Lockyer Valley Regional Council QLD

That the National General Assembly call on the Federal Government to streamline additional targeted funding directly to local governments.

*Carried unanimously*

**Resolution 4**

Uralla Shire Council NSW

That the National General Assembly call upon the Federal Government to restore the level of Financial Assistance grants to local government to at least 1% of Commonwealth tax revenue and to reintroduce full indexation on this amount for the future.

*Carried*

**Resolution 5**

Flinders Shire Council QLD

That the National General Assembly make representation to the Commonwealth Treasurer for the release of the Commonwealth Grants Commission Report titled "Review on Improving the Impact of the Financial Assistance Grants on Local Government Financial Sustainability", completed in December, 2013.

*Carried unanimously*

**Resolution 6**

Ku-ring-gai Council NSW

That the National General Assembly calls for a rating system for Local Government be levied uniformly, with Rates Capping to be abolished across Australia.

*Lost*

**Resolution 7**

Byron Shire Council NSW

## **ATTACHMENT C**

That the National General Assembly call on the Federal Government to collaborate with State and Local Governments in the area of innovative funding reform to ensure fairness and equity in service delivery to disadvantaged and vulnerable Australians, align funding outcomes and maximise the impact of limited resources.

*Carried*

### **Resolution 8**

Kyogle Council NSW

That the National General Assembly calls on the Federal Government to create a rural portfolio that will provide a framework for states to apply for federal government funding as well as FAG funding allocations to be redistributed to rural councils in most need.

*Lost*

### **Resolution 9**

Shoalhaven City Council NSW

That the National General Assembly calls on the Federal Government to adopt a consistent Australian wide approach to determine infrastructure deficiencies and funding priorities on key local freight routes, in particular the first and last mile.

*Carried*

### **Resolution 10**

Yarra City Council VIC

That the National General Assembly calls for ALGA to continue to raise through COAG structures, the urgent need for re-alignment of Federal funding arrangements so that levels of Government in Australia have a more efficient match between their responsibilities and their finances and importantly to address the growing infrastructure gap and productivity impact.

*Carried unanimously*

**Resolution 11**

Yarra City Council VIC

That the National General Assembly calls on the Federal Government to restore infrastructure funding, reduce inequitable discrepancies between states, and support rail infrastructure projects.

*Carried*

**Resolution 12**

Alice Springs Town Council NT

That the National General Assembly calls on the Australian, State and Territory Governments to deliver future infrastructure upgrades in all Aboriginal Living Areas to Australian National Standards.

*Carried*

**Resolution 13**

Isaac Regional Council QLD

That this National General Assembly calls on the Federal Government, through the Minister for Infrastructure and Transport and the Minister for Regional Development, to recognise the importance of roads to the development of the agriculture sector by implementing urgently Recommendation 3.4 of the Australian Infrastructure Plan 2016, that being: Australia needs a National Freight and Supply Chain Strategy.

*Carried*

**Resolution 14**

Lake Macquarie City Council NSW

That the National General Assembly call on the Australian Government to effectively partner with local government in any adaptation, or delivery of, of the UK City Deals model, including Smart City Plans.

*Carried unanimously*



**Resolution 15**

Brisbane City Council QLD

That the National General Assembly calls on the Australian Government to investigate innovative funding models (including value capture) for the provision of infrastructure and ensure those models include the ability for local government to access alternative equitable and sustainable funding and financing opportunities.

*Carried unanimously*

**Resolution 16**

Maribyrnong City Council VIC

That the National General Assembly calls on the Federal Government to resource Councils experiencing rapid population growth as part of its commitment to promoting sustainable cities to assist with provision of required infrastructure, recognising the obligations of developers to contribute to the costs of infrastructure required for their developments, and service demand.

*Carried*

**Resolution 17**

Parkes Shire Council NSW

That this National General Assembly calls on the Federal Government to commit to delivering the Melbourne to Brisbane Inland Railway (MBIR) within ten (10) years as a matter of national priority.

*Carried*

**Resolution 18**

North Burnett Regional Council QLD

That this National Assembly calls upon the Federal Government to make funding for the Roads to Recovery Program permanent and to continue allocation of funding as a minimum at current levels.

*Carried*

**Resolution 19**

City of Whittlesea VIC

That the National General Assembly calls on the Commonwealth Government to establish an Infrastructure Funding Agency to complement the work of Infrastructure Australia by establishing a financing framework to fund and deliver priority projects.

*Carried unanimously*

**Resolution 20**

Orange City NSW

That the National General Assembly call on the Commonwealth Government to require all councils across Australia to submit consistent, accurate and validated data in relation to the condition of road transport assets, including any funding backlogs.

*Carried*

**Resolution 21**

Blacktown City Council NSW

That this National General Assembly calls on the Australian Government to set appropriate standards, and provide technical support and funding for sustainable transport projects and associated infrastructure, including support for electric motor vehicles.

*Carried*

**Resolution 22**

Brisbane City Council QLD

That this National General Assembly call on the Australian Government to partner, in association of State and Territory Governments, with local government to deliver smart, connected cities and towns using digital technologies (such as street lighting, parking, CCTV).

*Carried*

**Resolution 23**

Forbes Shire Council NSW

That this National General Assembly call on the Federal Government to provide dedicated and meaningful funding for community sporting facilities, with such funding regime commencing in the 2017/2018 Commonwealth budget period.

*Carried*

**Resolution 24**

Blacktown City Council NSW

That this National General Assembly calls on the Australian Government to fund the maintenance of legacy facilities built for Olympic and Commonwealth Games competition in Australia.

*Lost*

**Resolution 25**

East Gippsland Shire Council, endorsed by Latrobe City Council and Wellington Shire Council VIC

That the National General Assembly call on the Australian Government to exempt Airport and Aerodrome Operators from having to meet the requirements of the 'Permitted clearing of native vegetation - Biodiversity assessment guidelines' when maintaining the Obstacle Limitation Surface (OLS) and Visual Segment Surface (VSS) at airports and aerodromes.

*Carried*

**Resolution 26**

Isaac Regional Council QLD

That this National General Assembly calls on the Federal Government, through the Minister for Infrastructure and Transport and the Minister for Regional Development, to implement the infrastructure reform incentives and long-term regional infrastructure plans elements of the *Australian Infrastructure Plan 2016* to ensure safe and secure supplies of potable water across Australia. Specifically, the implementation of recommendations 1.1 and 4.1 as follows:

*1.1 The Australian Government should establish Infrastructure Reform Incentives, which link additional infrastructure funding to the delivery of reform outcomes. This mechanism would encourage state, territory and local governments to deliver productivity enhancing reforms to the planning, construction, operation, ownership and governance of Australia's infrastructure.*

*4.1 State and territory governments should deliver long-term regional infrastructure plans. In particular, these plans should:*

- identify gaps in infrastructure networks and identify priorities to support productive regional industries; and*
- be developed with involvement from all levels of government to help coordinate investments and remove duplication.*

*Carried*

#### **Resolution 27**

Wyndham City Council VIC

That the guidelines for the National Irrigation Infrastructure Upgrade Fund established by the Federal Government be amended to allow immediate funding for capital projects where business cases have been completed and approved by State Governments and Water Authorities.

*Carried*

#### **Resolution 28**

Flinders Shire Council QLD

That the National General Assembly of Local Government make representations to the Federal Government to end the uncertainty and allocate sufficient funds to complete the capping and piping of the remaining bores that are still wasting water and pressure.

*Carried unanimously*

#### **Resolution 29**

Cowra Council NSW

That the National General Assembly:

## **ATTACHMENT C**

1. Confirm its opposition to recommendation 4.7 in the Infrastructure Australia Plan Priorities and reforms for our nation's future released in February 2016 that recommends the transfer of council provided water and sewerage services to regional water corporation and their privatisation where commercially viable; and

2. Recognises international research on the remunicipalisation of water and sanitation services over the past 15 years in advocacy in this regard.

*Carried*

### **Resolution 30**

City of Mitcham SA

The National General Assembly calls upon the Federal Government to improve local living standards by increasing funding available for stormwater infrastructure. Major upgrade and improvements to local stormwater infrastructure needs financial support from Federal Government to reduce the effects of flooding.

*Carried unanimously*

### **Resolution 31**

Central Highlands Regional Council QLD

That the National General Assembly call on the Australian Government for more funding to be allocated to the Mobile Black Spot Programme.

*Carried unanimously*

### **Resolution 32**

City of Whittlesea VIC

That the National General Assembly calls on the Commonwealth Government to amend the legislation and customer charter of NBN Co to require it to provide priority emergency management telephone lines free of charge as part of its social obligations.

*Carried unanimously*

**Resolution 33**

Ku-ring-gai Council NSW

This National General Assembly call for more technologically advanced Councils, who use, for example, electronically advanced hardware and software computer programs and apps which provide swift and efficient pathways to service residents' needs, enter into voluntary mentoring relationships with less innovative Councils, and for the Commonwealth Government to support this through a funding program.

*Carried*

**Resolution 34**

Lake Macquarie City Council NSW

That the National General Assembly call on the Australian Government to establish a National Local Government Digital Innovation and Smart Communities Acceleration program and funding commitment, to recognise and facilitate the pivotal role of local government in creating local conditions conducive to technology and knowledge-driven economic development, consistent with the National Innovation and Science Agenda.

*Carried*

**Resolution 35**

Shoalhaven City Council NSW

That the National General Assembly calls on the Federal Government to reduce the duplication between the Commonwealth and State Governments with respect to Environmental Approvals.

*Carried*

**Resolution 36**

Town of Gawler SA

That the National General Assembly endorses the Paris Agreement under the United Nations Framework Convention on Climate Change adopted in December 2015, and requests the Australian Government to create partnerships and provide assistance to local governments to help implement the Paris Agreement including support for action:

## **ATTACHMENT C**

1. By local governments to reduce their environmental impacts related to Climate Change.
2. To encourage innovation by local governments, local communities and local businesses to assist in reducing environmental impacts relating to Climate Change.
3. To help with community education to understand Climate Change and effective ways to contribute to the goals set out in the Paris Agreement.

*Carried*

### **Resolution 36.1**

Nillumbik Shire Council VIC

The Australian Local Government Association calls on the Australian Government to provide direct funding to assist local governments and their related greenhouse action alliances to address climate change mitigation and adaptation.

*Carried*

### **Resolution 37**

Melbourne City Council VIC

That the National General Assembly encourages all Australian councils and local government peak bodies to support and get involved in the Ecocity World Summit to be held in Melbourne between 12 and 14 July 2017 through actions such as, but not limited to, the following:

1. Noting Summit details in council and community event calendars and newsletters.
2. Promotion through council and local government peak body publications and websites.
3. Sending council representatives to the Summit.
4. Submitting papers and/or presentations to the secretariat as the Summit program develops.
5. Considering running a local government forum around the Summit themes concurrently with the Ecocity World Summit.
6. Considering how councils might connect with visiting international delegates to further explore and advance local opportunities.

*Carried*

**Resolution 38**

Port Augusta City Council SA

That the National General Assembly: a) Supports the establishment of the Federal Government's 'Clean Energy Innovation Fund' and the retention of the Australian Renewable Energy Agency (ARENA) and Clean Energy Finance Corporation; and b) Pursues opportunities for the Local Government sector to partner with Government and industry in innovative renewable energy and zero carbon solutions that will both reduce emissions and create new local jobs and industries.

*Carried*

**Resolution 39**

Hobart City Council TAS

That the National General Assembly call on the Federal Government to reconsider its position with regard to CSIRO job cuts because of the critical importance of the scientific data needed by Councils to accurately inform their climate adaptation strategies and to inform their communities.

*Carried*

**Resolution 40**

Shoalhaven City Council NSW

That the National General Assembly support the position of the Australian Coastal Councils Association and call on the Federal Government to implement a coordinated national approach to Coastal Management.

Withdrawn

**Resolution 40.1**

Bega Valley Shire Council NSW, Eurobodalla Shire Council NSW and East Gippsland Shire Council VIC

That the National General Assembly call on the Australian Government to develop an Intergovernmental Agreement on the Coastal Zone in consultation with state, territory and local governments as a means of defining the roles and responsibilities of each tier of government in relation to coastal zone management.

*Carried unanimously*



**Resolution 41**

City of West Torrens SA

That the National General Assembly call on the Federal Government to address the blue green algae problem of the Murray Darling River System, and in conjunction with the Murray Darling Association and/or Murray Darling Basin Authority commit funding to research and investigation of this breakout.

*Carried unanimously*

**Resolution 42**

Broken Hill City Council NSW, Mildura Rural City Council VIC, Wentworth Shire Council NSW and Central Darling Shire Council VIC

That the National General Assembly supports the Local Government Authorities of Broken Hill City Council, Mildura Rural City Council, Wentworth Shire Council and Central Darling Shire Council with their campaign for a sustainable Darling River system that ensures the health and wellbeing of the communities that live along it and enriches the Economic, Social, Environmental and Cultural values that has been part of its long history.

*Carried unanimously*

**Resolution 43**

Willoughby City Council NSW

That the National General Assembly calls on the Federal Government to support the protection of urban bushland and increase local biodiversity values across Australia.

*Lost*

**Resolution 44**

Willoughby City Council NSW

That the National General Assembly call on the Minister for Primary Industry and the Minister for Agriculture and Water Resources on measures to limit further loss of productive food growing areas that

## **ATTACHMENT C**

include a comprehensive policy framework driven by long-term food security, and the establishment of a Food and Water Data Commission for the co-ordination of essential food and water related information.

*Lost*

### **Resolution 45**

Bega Valley Shire Council NSW

That the National General Assembly call on the Australian Government to develop a national guideline for all States and Territories to ban mass balloon release.

*Lost*

### **Resolution 46**

Warrumbungle Shire Council NSW

That the National General Assembly call on the Australian Government to establish an emergency fund to offset the cost of asbestos related impacts on the community. This fund would be accessible to the agency responsible for the clean-up and to assist with action required to make safe the asbestos threat  
FURTHERMORE that the fund is ongoing indexed to CPI and regularly topped up to a level relative to need.

*Carried*

### **Resolution 47**

City of Ballarat VIC

That the National General Assembly requests all State and Territory Associations lobby the various State and Territory Governments to provide to all Councils template procurement policies and guidelines that promote green and sustainable building requirements for infrastructure, energy and transport contracts above \$300,000.00.

*Carried*

### **Resolution 48**

Lockyer Valley Regional Council QLD

## **ATTACHMENT C**

That the National General Assembly call on the Commonwealth Government to increase funding for the appropriate Agency to properly resource the integration into our local communities of migrant workers, refugees and members of other minority groups.

*Carried*

### **Resolution 49**

Isaac Regional Council QLD

That this National General Assembly calls on the Federal Government, through the Attorney-General, to prevent the discrimination practiced by employers that deny employment opportunities on the basis of place of residence in Australia, by including place of residence as a protected attribute in employment under Australia's Anti-Discrimination laws. This National General Assembly notes that it is unlawful in Australia to discriminate on the basis of a number of protected attributes including age, disability, race, sex, intersex status, gender identity and sexual orientation in certain areas of public life, including education and employment; and that place of residence should not be a disqualification for applying for and gaining employment.

*Carried*

### **Resolution 50**

City of Darwin NT

That this National General Assembly call on the Federal Government and the Federal Parliament to treat with dignity and respect all members of the community regardless of gender or sexuality by supporting changes to the Marriage Act to achieve marriage equality for same sex couples.

*Carried*

### **Resolution 51**

Byron Shire Council NSW

That the National General Assembly call on the Federal Government to introduce legislation making it unlawful for a person to engage in offensive behaviour based on another person's gender identity, sexual orientation or related grounds.

*Carried*

**Resolution 52**

Ballina Shire Council NSW

That the National General Assembly write to the relevant Federal Ministers to encourage and support any actions or legislative changes that can or are to be taken to remove or ban the inappropriate messages that are printed on Wicked Camper vans.

*Carried*

**Resolution 53**

Mildura Rural City Council VIC

Given the high levels of disadvantage, the National General Assembly calls on the Federal Government to do everything possible to deploy the Gonski recommendations for our education system and reduce the level of education disengagement experienced in Australia.

*Carried*

**Resolution 54**

Knox City Council VIC

That the National General Assembly call on the Commonwealth Government to provide continuity and stability of funding to support the provision of 15 hours of preschool to young children across the nation in recognition of the critical importance of the provision of accessible, affordable and high quality early childhood education and care services in building strong foundations for a prosperous, humane and modern Australia.

*Carried*

**Resolution 55**

Mildura Rural City VIC

## **ATTACHMENT C**

That the National General Assembly call on the Federal Government do everything possible to minimise the impact of the proposed reforms to the Home and Community Care (Community Home Support Program) program on our senior population.

*Carried unanimously*

### **Resolution 56**

Knox City Council VIC

That the National General Assembly calls on the Federal Government to reinstate the funding to the National Partnership Agreement for Preventative Health (NPAPH) to enable State based obesity prevention health promotion/prevention initiatives to continue from 1 July 2016.

*Carried unanimously*

### **Resolution 57**

Central Highlands Regional Council QLD

That the National General Assembly call for existing health-related funding and, where necessary, new funding to support the provision of rural and remote health services in Australia. This includes: initiatives to address the workplace health and safety of remote health professionals, the provision of mental health services generally, and specifically to address drought-related mental illness and resources to combat the escalation of illicit drug use.

*Carried unanimously*

### **Resolution 58**

City of West Torrens SA

That the National General Assembly call on the Federal Government to ban all forms of online gambling advertising during sporting events.

*Carried*

**Resolution 59**

Port Phillip City Council VIC

That the National General Assembly call on ALGA to work with the Federal Government on innovative ways to improve housing affordability so key workers and families have appropriate and affordable housing options.

*Carried*

**Resolution 60**

Tweed Shire Council NSW

That the National General Assembly call on both the Federal and State Governments to consider providing an amendment to the Income Tax Assessment Act whereby a private land owner with capacity in their home to let a bedroom or perhaps a granny flat would be exempt from both capital gains tax and land tax provisions should the bedroom or granny flat be let to a person deemed in housing crisis by Centrelink.

*Lapsed*

**Resolution 61**

North Burnett Regional Council QLD

That this National General Assembly call on the Australian Government to maintain the current funding levels and percentage ratios for Natural Disaster events.

*Carried*

**Resolution 62**

North Burnett Regional Council QLD

That this National General Assembly calls on the Federal Government to engage directly with local government in developing an upfront recovery funding model, including full assessment of its merits prior to introduction.

*Carried*

**Resolution 62.1**

Port Stephens Council NSW

That the National General Assembly call on the Australian Government to:

1.Review and revision of the limitation on cost recovery for restoration works, under which 'only additional council resources such as overtime and extra shifts and additional contracted services are eligible for reimbursement'. This request is based on the additional and unnecessary cost to councils and the wider community brought about by the inability of councils to recover the cost of restoration works undertaken by councils using their day labour resources during ordinary hours of work. This approach does nothing but add cost to the recovery phase.

2.The current closing date for the submission of claims for the recovery of costs of 'Emergency Works' needs to be more flexible. The current three week (21 day) limitation in most cases will not be appropriate and requires extension.

3.Increased support and flexibility in respect to cooperation and assistance from the NSW Environment Protection Authority (EPA) in relation to the collection, storage, processing, re-use and disposal (as necessary) of waste from events. While Council generally supports the approach that the EPA has in respect to management of waste in NSW, in times of major disasters, flexibility and support is needed to assist local communities in dealing with this major impost.

4.Exemption from the NSW Waste Levy for the disposal of all material as a result of a natural disaster. This cost has a considerable impact on local communities and requires review. Further, when there is a decision to exempt the levy there should also be more flexibility in the time period that this applies subsequent to an event. 5.Increased funding for works in the planning and preparation phases of emergency management, so that required mitigation works can be planned and implemented. It is shown through research and review undertaken by experts in the field of emergency management that this will provide substantial long term financial, social and environmental benefits. The recently released Productivity Commission findings support a re-think by Governments on this issue.

*Carried*

**Resolution 63**

Albury City Council NSW

That the National General Assembly calls for: a.Australian Government bipartisan support for the continuation of the National Stronger Regions Program (or similar); and b.State and Territory programs

available to Local Government for major infrastructure funding are aligned with the National Stronger Regions to better facilitate increased opportunities for a whole of government approach to project planning and achievement.

Carried unanimously

**Resolution 64**

West Wimmera Shire Council VIC

That the National General Assembly calls on the Federal Government critically evaluate its usage and methodology of the Australian Bureau of Statistics dataset of Remoteness Areas Index, and that these findings be given consideration to address rural disadvantage and support the Federal Government's broader aims of supporting innovation and economic development.

*Withdrawn*

**Resolution 65**

Boulia Shire Council QLD

That the National General Assembly calls on the Commonwealth Government to significantly increase the remote area tax zone rebate including boundaries to encourage workers and families to live and work in rural and remote parts of Australia.

*Carried unanimously*

**Resolution 66**

Rockdale City Council NSW

That this National General Assembly call on major political parties and the incoming government to commit to the longstanding policy of successive Australian Governments on Payment of Local Council Rates for Commonwealth Owned Land in specified circumstances together with an assurance that all Government Agencies will be required to act in a manner which is consistent with this Policy.

*Lapsed*



**Resolution 67**

Central Highlands Regional Council QLD

That the National General Assembly call on the Commonwealth Government to provide innovative solutions to current electoral processes through the introduction of electronic voting systems for all elections.

*Carried unanimously*

**Resolution 68**

Melbourne City Council VIC

That the National General Assembly endorses the following transparency and disclosure principles:

1.Councillor expense claims should be fully disclosed periodically on the council website. 2.International travel by councillors should be pre-approved at an open council or committee meeting, including the likely cost to ratepayers of the proposed travel.

*Carried*

**Resolution 69**

Byron Shire Council NSW

That this National General Assembly call on the Federal government to hold a referendum to amend the Commonwealth Constitution to recognise local government.

*Carried*

**Resolution 70**

Tweed Shire Council NSW

That the National General Assembly calls on Federal and State Governments to consider instituting into the appropriate taxation systems a 'Booking Tax' on online accommodation booking services like Airbnb, in a similar method to the levying of the Hospitality Tax currently being applied in the United States of America.

*Lapsed*

**Resolution 71**

Tweed Shire Council NSW

That the Australian Local Government Association on a six monthly basis provides a status update to all member councils on the current situation of each motion considered at the previous National General Assembly.

*Lapsed*

**Resolution 72**

Wingecarribee Shire Council NSW

That the National General Assembly call on the Federal Government to urgently review the policy on the sale of land to Foreign sovereign investors.

2. THAT the Foreign Investment Board reviews the levels of investment allowable in Australian land and properties.

3. THAT the Australian Local Government Association makes these representations to ensure that Australian agricultural lands remain in Australian ownership to ensure that Australian food and water security is ensured.

*Lost*

**Resolution 73**

Melbourne City Council VIC

That the ALGA National General Assembly: 1.Supports the establishment of an independent Federal government agency with a specific mandate to investigate, expose and prosecute corruption in areas of public administration directly overseen by the Federal Government, including the conduct of Federal Members of Parliament; 2.Requests the ALGA President write to the leaders of all political parties represented in the Federal Parliament informing them of the National General Assembly's position.

*Carried*

**Resolution 74**

Adelaide City Council SA

## **ATTACHMENT C**

That the National General Assembly call upon the Australian Government to provide relief from the Goods and Services Tax (GST) on materials and labour used for all listed heritage conservation projects.

*Carried*

### **Resolution 75**

Orange City NSW

That the National General Assembly express concern to the building certification authorities in relation to the performance of private certifiers, and request the Board review its complaint management process to ensure home owners are able to lodge complaints and be confident that such complaints will be investigated accordingly.

*Carried*

### **Resolution 76**

East Arnhem Regional Council NT

That the National General Assembly supports and encourages councils that represent discrete Indigenous Communities to network and workshop while at the NGA.

*Carried unanimously*

### **Resolution 77**

Blacktown City Council NSW

That this National General Assembly calls on the Australian Government to regulate all commercial airport operations (such as the proposed Western Sydney airport at Badgerys Creek) to ensure that flight activities over metropolitan areas are subject to curfews which protect the amenity of residential areas, especially at night, except in case of emergency.

*Carried*

### **Resolution 78**

Wyndham City Council VIC

## **ATTACHMENT C**

That the Commonwealth provide adequate funding for NDIS to ensure that children with developmental delay have timely, comprehensive and well-integrated early intervention assessment and support services.

*Carried unanimously*

### **Resolution B5**

Tumut Shire Council NSW

That the National General Assembly support the establishment of the very fast train network in south eastern Australia both to enhance regional development and to compensate for the downturn in the mining industry.

*Carried*

### **Resolution B8**

Wellington Council NSW

That the National General Assembly call on local government entities across Australia to ensure that water and sewer assets do not become part of any future privatisation agenda by state governments.

*Carried*

### **Resolution B10**

Tumut Shire Council

That the National General Assembly call on Federal and state governments to adopt a strategic approach for increased planting of forests in Australia.

*Carried unanimously*

### **Resolution B13**

Leichhardt NSW

That the National General Assembly call on the Federal Government to fund local government to facilitate education of children and young people on respectful relationships, applying a whole of community approach, which is the key to creating generational change to end Domestic and family Violence.

*Carried*

**Resolution B15**

Leichhardt NSW

That the National General Assembly call on the Federal Government to ensure National Partnership Agreement on Homelessness includes continued provision of health services for homeless persons in specialist homeless clinics.

*Carried unanimously*

**Resolution B25**

Marrickville Council NSW

That the National General Assembly of Local Government call on the leaders of the two major parties, to immediately intervene to ensure there are no forced amalgamations amongst NSW Local Government Councils noting the concerns with the manner in which the NSW Government has managed the entire NSW Local Government amalgamations process and the way in which the NSW Government has misled and ignored the people and local communities of NSW.

*Carried*

**ITEM NUMBER:** 12.3.5 Community Benefits Scheme June 2016  
**FROM:** Director of Corporate and Community Services  
**REPORT NUMBER:** 8/0939  
**MEETING DATE:** 19 July 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:**

This report has been referred from the Community, Culture and Environment Committee to provide Council with a summary of the Community Benefits Scheme applications processed for the month of June 2016.

**RECOMMENDATION**

1. THAT Council receives Report Number 8/0939.

**Background:**

On 6 July 2016 the Committee made the following decision:

***Community Benefits Scheme June 2016***

THAT the Report Number CCE/0332 Community Benefits Scheme June 2016 be brought to Council for information.

***CARRIED CCE/0566-01/06/2016***

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

**General:**

Please see attached the table listing all grants and acquittals received during June 2016.

Included is a table with an update of funds paid to recipients and amount of funds remaining in the budget for Grants, Donations, Sponsorships and Scholarships for 2015/2016.

The budget for the 2015/2016 year for grants, donations, scholarships and sponsorships is \$137,975.24. The Community Grant Reserve total remains at \$100,000.

Due to the successful distribution of funds to the community the available budget now rests at \$5,850.42

**Financial Implications:**

Nil.

**Legislation/Policy:**

Policy FIN18 – Grants, Donations, Scholarships and Sponsorships

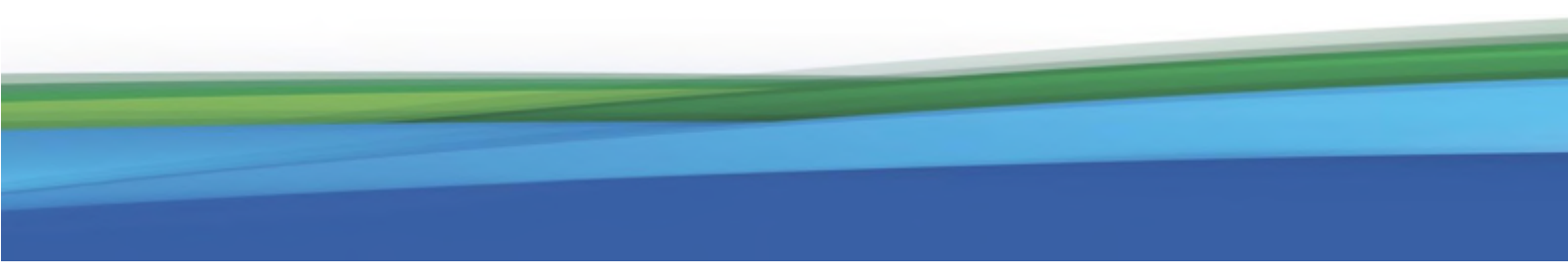
**Recommending Officer:** Ben Dornier, Director of Corporate and Community Services

Any queries on this report may be directed to Ben Dornier, Director of Corporate and Community Services on telephone (08) 8935 9976 or email [ben.dornier@palmerston.nt.gov.au](mailto:ben.dornier@palmerston.nt.gov.au)

**Author:** Jan Peters, Community Services Manager.

**Schedule of Attachments:**

Attachment A: Applications/Acquittals Received Summary – June 2016, Expenditure to Date.



## Attachment A: Applications/Acquittals Received Summary – June 2016, Expenditure to Date

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

| Activity Project        | Applicant             | Amount Requested | Amount Received | Outcome             |
|-------------------------|-----------------------|------------------|-----------------|---------------------|
| 2016-17 Program support | Arafura Wind Ensemble | \$6,000          | \$6,000         | Successful          |
| Every Cat Program       | Ark Aid Inc.          | \$10,000         |                 | Under consideration |
| Palmerston parkrun      | parkrun Australia     | \$5,000          | n/a             | Withdrawn           |

**Acquittals Received**

| Applicant | Activity Project | Amount Granted | Outcome |
|-----------|------------------|----------------|---------|
|           |                  |                |         |

**Current Community Benefits Scheme Expenditure to Date**

| CC name                               | Account Name     | YTD \$     | Commitment \$ | YTD+Comm \$ | Rev. Budget | Budget Available \$ |
|---------------------------------------|------------------|------------|---------------|-------------|-------------|---------------------|
| Grants / Donations/Contributions Paid | Community Grants | 132,124.82 | -             | 132,124.82  | 137,975.24  | 5,850.42            |



**ITEM NUMBER:** 13.1.1 Request to Extinguish Drainage Easement Lot 12825  
**FROM:** Acting Director Technical Services  
**REPORT NUMBER:** 8/0927  
**MEETING DATE:** 19 July 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:**

The surveyors working on behalf of the developer of Lot 12825 (superblock) have written to the City of Palmerston (CoP) seeking to extinguish a small section of drainage easement that currently encumbers the lot. The drainage easement is in favour of CoP. CoP has no requirement to retain the drainage easement over lot 12825 as the closest storm water pipe is located approximately 6m from the lot boundary.

**RECOMMENDATION**

1. THAT Council receives Report Number 8/0927.
2. THAT Council agree to extinguish the drainage easement over lot 12825 at no cost to Council.
3. THAT the Mayor and Chief Executive Officer be granted consent to sign and seal all documentation required to extinguish the drainage easement over lot 12825, Town of Palmerston.

**Background:**

The surveyors working on behalf of the developer of Lot 12825 (superblock) have written to CoP (**Attachment A**) seeking to extinguish a small section of drainage easement that currently encumbers the lot (**Attachment B**). The title to lot 12825 shows the drainage easement is in favour of CoP (**Attachment C**).

**General:**

CoP has no requirement to retain the drainage easement over lot 12825 as the closest storm water pipe is located approximately 6m from the lot boundary (**Attachment D**). The location of the CoP storm water assets has been physically confirmed during works on The Boulevard Stage 2. These works required trenching for new storm water pipes and excavation of existing storm water pipes. These works did not require any trenching in proximity to lot 12825. The existing storm water pit that currently drains surface water from the road verge in this area will be demolished as part of the superblock development.

**Financial Implications:**

There are no financial implications arising from this report.

**Legislation/Policy:**

Should CoP agree to extinguish the drainage easement over lot 12825, Council needs to formally consent to the action by signing and sealing the required documentation (**Attachment E**).

**Recommending Officer:** Gerard Rosse, Acting Director of Technical Services

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

**Author:** Gary Boyle, Major Projects Officer.

**Schedule of Attachments:**

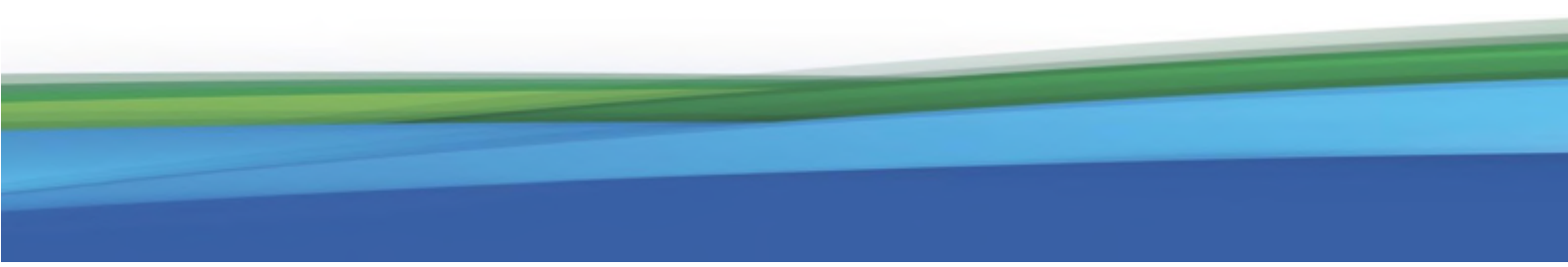
Attachment A: Email from Earl James and Associates requesting extinguishment of easement

Attachment B: Lot 12825 title

Attachment C: Lot 12825 survey plan

Attachment D: The Boulevard storm water drainage

Attachment E: Form 53



**From:** Tracy Coughlan [mailto:tcoughlan@eja.com.au]  
**Sent:** Tuesday, June 28, 2016 1:57 PM  
**To:** City of Palmerston  
**Subject:** 9945 - Lot 12825 (1) Palmerston Circuit, Palmerston City

**Our ref: 9945**

Good afternoon,

Attached Survey Plan S2015/157 shows a Drainage Easement registered over Lot 12825 Town of Palmerston which is no longer required. Gary Boyle from City of Palmerston advised the owners that CoP should have no issue if the easement is removed.

So we can work towards getting the easement extinguished from Lot 12825, could you please arrange for the attached Extinguishment of Easement (form53) to be signed on behalf of City of Palmerston under their Common Seal. Please note that the form is a double sided document and will need to be printed as such prior to signing. If you could please forward the original signed document to our postal address below it would be much appreciated.

Thank you and regards,

**Tracy Coughlan**

**Earl James & Associates**

GPO Box 884

Darwin NT 0801

Ph: 08 8981 2494

Fax: 08 8981 5205



Web: <http://eja.com.au/>



Find us on

Facebook -

[www.facebook.com/EJA.Surveyor](http://www.facebook.com/EJA.Surveyor)

Date Registered: 18/05/2016

Volume 810 Folio 785

Duplicate Certificate as to Title issued? No

**SEARCH CERTIFICATE****CROWN LEASE TERM 02453**

Lot 12825 Town of Palmerston from plan(s) S2015/157  
Area under title is 4300 square metres

**Owner:**

Randazzo Properties Pty Ltd (ACN 055 507 367)  
of Level 2, 47 Stuart Highway, Stuart Park NT 0820

**Easements:**

Drainage Easement to City of Palmerston

| Registered Date | Dealing Number | Description                              |
|-----------------|----------------|--|
| 18/05/2016      | 969236         | Notice of a Right to a Grant of Interest |
| End of Dealings |                |  |

**Commencement Date:** 18th May 2016

**Expiry Date:** 18th September 2022

**Reservations:**

1. Reservation of a right of entry and inspection.
2. Reservation of all minerals, mineral substances and ores in or upon the land, including gems, stones, sands, valuable earths and fossil fuels.
3. Reservation of a power of resumption.

**Interpretation and Definitions:**

1. Unless the contrary intention appears, words and expressions defined and rules of interpretation contained in the Development Agreement entered into between the parties on 16 December 2015 (Development Agreement) have the same meaning and apply in this Lease.
2. Act means the Crown Lands Act and includes any Regulation made under the Act.
3. Headings are for ease of reference only and do not form part of this Lease.

**Lease Purpose:**

The purpose of this lease (Lease Purpose) is to grant tenure over the Leased Land to allow the Lessee to:

- (a) undertake the Development; and
- (b) comply with its obligations under the Development Agreement.

**Lease Conditions:**

1. This lease is for a term of six years and 4 months, unless surrendered earlier under the provisions of the Act.

**Date Registered:** 18/05/2016

**Volume 810 Folio 785**

**Duplicate Certificate as to Title issued?** No

2. The annual rent for the lease ("the rent") will be One Dollar (\$1.00) (inclusive of GST), if demanded.
3. If the rent is unpaid for six (6) months or more, this Lease will be liable to be forfeited.
4. This Lease is granted pursuant to the provisions of the Development Agreement, and also under and subject to the Act and is conditional upon compliance by the Lessee with the covenants and conditions contained in this Lease as well as those contained in the Development Agreement and the Act.
5. If there is any inconsistency between the provisions of this Lease, the Development Agreement and the Act, those documents will take the following priority:
  - (a) the Act;
  - (b) the Development Agreement;
  - (c) this Lease.
6. The Lessee must comply in all things and at all times with the provisions of the Development Agreement.
7. The Lessee must not at any time, without the prior consent in writing of the Territory, use the Leased Land for any purpose other than the lease purpose.
8. Subject to the Act, if the Development Agreement is lawfully terminated for any reason, either party may immediately terminate this Lease by notice in writing to the other party (without prejudice to any other right or action the Territory may have against the Lessee whether arising out of the Lease or the Development Agreement).
9. The Lessee may at any time surrender this Lease in the manner prescribed under the Act, provided that the Lessee complies with, or has complied with, the Development Agreement and this Lease and provided the Lessee is not in breach of the Act.
10. Subject to Clause 11, if the Lessee completes the Development in accordance with the terms of the Development Agreement and complies with this Lease, the Lessee may at any time surrender this Lease in exchange for freehold title over the Leased Land.
11. The Lessee must pay all the costs, charges and expenses relating to the process of the grant of freehold title to the Leased Land.
12. The Lessee must ensure that at all times and to the satisfaction of the Minister that the Leased Land is maintained and kept clean, tidy and free of weeds, debris, dry herbage, rubbish, carcasses of animals and other unsightly or offensive poisonous, toxic or hazardous matter (except as specifically authorised by this Lease) and is not permitted to become a harbour for insects, pests and the breeding of mosquitoes.
13. If the Lessee fails to observe and carry out or cause to be observed or carried out the requirements of Clause 12, the Territory has the right to enter onto the Leased Land and do all things necessary to that end and the expense and the cost incurred by the Territory is payable by the Lessee on demand.
14. The Lessee must effect and maintain insurance appropriate for the lease purpose and in accordance with the Development Agreement for the term of this Lease. Such insurance must include public and general liability insurance for at least TWENTY MILLION DOLLARS (\$20,000,000.00) for any one occurrence.
15. The Lessee must, on request made by the Territory, provide the Territory with a copy of a Certificate of Currency for the insurance policies required by this Lease certified by the insurer as being true and correct.
16. The Lessee must not do or fail to do or permit to be done or omitted any act whereby any insurance required under this Lease may be rendered void or voidable.
17. The Lessee releases to the full extent permitted by law and indemnifies and shall keep indemnified the Territory from and against:

**Date Registered:** 18/05/2016

**Volume 810 Folio 785**

**Duplicate Certificate as to Title issued?** No

(a) all actions, claims and demands made against the Territory in respect of any damage to or loss of property, personal injury or death sustained by any person, including the Lessee, its servants and agents and the employees, servants and agents of the Territory, in connection with the lease purpose or its activity on the Leased Land in any manner whatsoever; and

(b) all costs, damages and expenses which may be incurred by the Territory in defending any action, claim or demand referred to in clause 17(a).

except if, but only to the extent that, the damage, loss, injury or death is caused by a wilful or negligent act or omission of the Territory.



NORTHERN TERRITORY OF AUSTRALIA

## Record of Administrative Interests and Information

### Record of Administrative Interests and Information

The information contained in this record of Administrative Interests only relates to the below parcel reference.

**Parcel Reference:** Lot 12825 Town of Palmerston plan(s) S2015/157

(See section 38 of the Land Title Act)

Note: The Record of Administrative Interests and Information is not part of the Land Register and is not guaranteed by the Northern Territory of Australia, and the NT Government accepts no Liability for any omission, misstatement or inaccuracy contained in this statement.

Registrar General

### Government Land Register

(none found)

### Custodian - Registrar General (+61 8 8999 6252)

#### Current Title

CUFT 810 785 (order 1)

#### Tenure Type

CROWN LEASE TERM 2453

#### Tenure Status

Current

#### Area Under Title

4300 square metres

#### Owners

Randazzo Properties Pty Ltd (ACN 055 507 367)  
Level 2, 47 Stuart Highway, Stuart Park NT 0820

#### Easements

Drainage Easement to City of Palmerston

#### Schema Name

(none found)

#### Schema Body Corporate Name

(none found)

#### Resarvad Name(s)

(none found)

#### Unit Entitlements

(none found)



**Transfers**

(none found)

**Tenure Comments**

(none found)

**Historic Titles**

(none found)

Visit the website [http://www.nt.gov.au/justice/bdm/land\\_title\\_office/](http://www.nt.gov.au/justice/bdm/land_title_office/)**Custodian - Surveyor General (+61 8 8995 5362)****Address**

1 PALMERSTON CCT, PALMERSTON CITY

**Survey Plan**

S2015/157

**Survey Status**

Approved

**Parcel Status**

CURRENT

**Parcel Area**

4300 square metres

**Map Reference**

(none found)

**Parent Parcels**

Lot 10026 Town of Palmerston plan(s) S2008/199

**Parcel Comments**

(none found)

**Survey Comments**

LOTS 12825 AND 13055, SUBDIVISION OF LOT 10026, TOWN OF PALMERSTON

**Proposed Easements**

Drainage to Palmerston City Council

**Municipality**

PALMERSTON MUNICIPALITY

**Region**

DARWIN

**Custodian - Valuer General (+61 8 8943 9193)****Owner's Last Known Address**

Randazzo Properties Pty Ltd (ACN 055 507 367), LEVEL 2, 47 STUART HIGHWAY, STUART PARK NT 0820

**Parcels in Valuation**

Lot 12825 Town of Palmerston

**Unimproved Capital Value**

\$2,150,000 on 01/07/2014



**Valuation Improvements**  
(none found)

**Custodian - Property Purchasing (+61 8 8999 6631)**

**Acquisitions**  
(none found)

**Custodian - Building Advisory Service (+61 8 8999 8965)**

**Building Control Areas**

BBDAR001 - Building Control Area

DARWIN BUILDING AREA

**Building Permits**  
(none found)

Visit the website <http://www.nt.gov.au/building/>

**Custodian - Town Planning and Development Assessment Services (+61 8 8999 6046)**

**Planning Scheme Zone**  
CB (Central Business)

**Interim Development Control Orders**  
(none found)

**Planning Notes**  
(none found)

**Planning Applications**  
(none found)

**Custodian - Power and Water Corporation (1800 245 092)**

**Meters on Parcel**

Power Water - Electricity (none found)

Power Water - Water (none found)

For Account balances, contact the Power and Water Corporation.

**Custodian - Pool Fencing Unit (+61 8 8924 3641)**

**Swimming Pool/Spa Status**  
(none found)

For more information, contact the Pool Fencing Unit (+61 8 8924 3641).

**Custodian - Mines and Energy (+61 8 8999 5322)**

For information on possible Exploration Licences, contact Mines & Energy or visit the website  
[http://www.nt.gov.au/d/Minerals\\_Energy/](http://www.nt.gov.au/d/Minerals_Energy/)

For information on possible Petroleum Titles, contact Mines & Energy for further details.

**Custodian - NT Environment Protection Authority (+61 8 8924 4218)**

**Results of site contamination assessment**  
(none found)

For further information contact Environment Protection Agency or visit the website  
<http://www.ntepa.nt.gov.au/waste-pollution/contamination>

**Custodian - Heritage Branch (+61 8 8999 5039)**

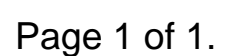
**Heritage Listing:**  
(none found)

For further information on heritage places contact Heritage Branch or visit the website <http://www.dlpe.nt.gov.au/heritage>

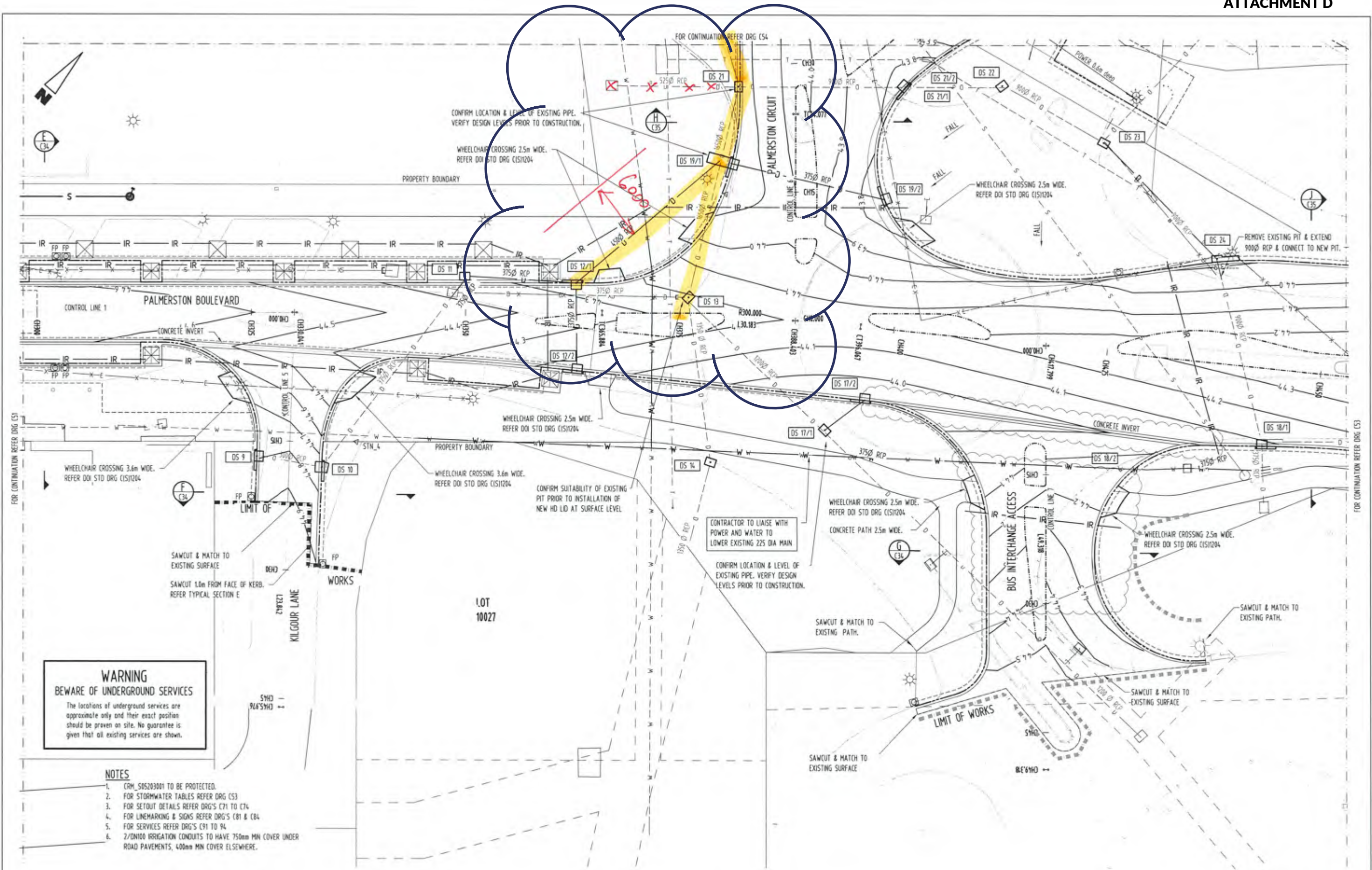
**Other Interests**

For Account balances, contact Palmerston City Council










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

- NOTES**
- 1. CRM\_S05203001 TO BE PROTECTED.
  - 2. FOR STORMWATER TABLES REFER DRG C53
  - 3. FOR SETOUT DETAILS REFER DRG'S C71 TO C74
  - 4. FOR LINEMARKING & SIGNS REFER DRG'S C81 & C84
  - 5. FOR SERVICES REFER DRG'S C91 TO 94
  - 6. 2/DN100 IRRIGATION CONDUITS TO HAVE 750mm MIN COVER UNDER ROAD PAVEMENTS, 400mm MIN COVER ELSEWHERE.

|  |      |           |     |   |  |  |  |  |      |   |  |       |     |         |     |                          |     |                           |     |   |  |                    |  |
|--|------|-----------|-----|---|--|--|--|--|------|---|--|-------|-----|---------|-----|--------------------------|-----|---------------------------|-----|---|--|--------------------|--|
|  |      |           |     | <b>COPYRIGHT</b><br>The concepts and information contained in this document are the copyright of BYRNE DESIGN.<br>Use or copying of the document in whole or in part without the written permission of BYRNE DESIGN constitutes an infringement of copyright. |  | <b>CLIENT</b><br> |  | <b>byrne design</b><br>ABN 78 124 388 192<br>P.O.Box 43420 Casuarina NT 0811<br>Ph. 08 89418113 Fax: 08 89418201 |      | <b>APPROVED</b><br><table><tr><td>DRAWN</td><td>PMC</td><td>CHECKED</td><td>SPB</td></tr><tr><td>DESIGNED</td><td>PMC</td><td>CHECKED</td><td>SPB</td></tr></table> |  | DRAWN | PMC | CHECKED | SPB | DESIGNED                 | PMC | CHECKED                   | SPB | <b>TITLE</b><br>PALMERSTON BOULEVARD RECONSTRUCTION<br>STAGE 2 - FRANCES DRIVE TO ROYSTONE AVENUE<br>CIVIL WORKS & DRAINAGE PLAN - SHEET 2 OF 4 |  |                    |  |
| DRAWN  | PMC  | CHECKED   | SPB |   |  |  |  |  |      |   |  |       |     |         |     |                          |     |                           |     |   |  |                    |  |
| DESIGNED   | PMC  | CHECKED   | SPB |   |  |  |  |  |      |   |  |       |     |         |     |                          |     |                           |     |   |  |                    |  |
| <table><tr><td colspan="2">ISSUED FOR CONSTRUCTION</td><td colspan="2">AMENDMENT</td></tr><tr><td>No</td><td>DATE</td><td>INITIAL</td><td></td></tr></table> |      |           |     | ISSUED FOR CONSTRUCTION   |  | AMENDMENT  |  | No   | DATE | INITIAL   |  |       |     |         |     | <b>SCALE</b><br>AS SHOWN |     | <b>PROJECT No</b><br>1349 |     | <b>DRAWING No</b><br>1349-C52   |  | <b>AMOUNT</b><br>0 |  |
| ISSUED FOR CONSTRUCTION  |      | AMENDMENT |     |   |  |  |  |  |      |   |  |       |     |         |     |                          |     |                           |     |   |  |                    |  |
| No   | DATE | INITIAL   |     |   |  |  |  |  |      |   |  |       |     |         |     |                          |     |                           |     |   |  |                    |  |

*Land Title Act*  
REGISTRAR-GENERAL'S DIRECTIONS



NORTHERN TERRITORY OF AUSTRALIA

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

**IMPORTANT NOTICE**

Please Note Privacy Statement Overleaf

Commissioner of Territory Revenue use only

**EXTINGUISHMENT OF  
EASEMENT IN GROSS**

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

EASEMENT BEING EXTINGUISHED Drainage Easement LTO: S2015/157 (NOTE 4)

| Register | Volume | Folio | Location           | Lot Description | Plan      | Unit |          |
|----------|--------|-------|--------------------|-----------------|-----------|------|----------|
| CUFT     | 810    | 785   | Town of Palmerston | Lot 12825       | S2015/157 |      | (NOTE 5) |

OWNER OF THE LAND BURDENED BY THE EASEMENT Randazzo Properties Pty Ltd (ACN 055 507 367) (NOTE 6)

PERSON RECEIVING THE BENEFIT OF THE EASEMENT City of Palmerston (NOTE 7)

VALUE (GST INCLUSIVE) Nil GST amount Nil (NOTE 8)

SIGNED by the Easement Holder  
The Common Seal of the City of Palmerston was affixed in the presence of:

.....  
Ian Abbott Mayor Ricki Kevin Bruhn CEO

on (date): .....

(NOTE 9)



## CONSENT OF REGISTERED MORTGAGEES AND LESSEES

|   |   |
|---|---|
| Instrument type: .....  | Instrument type: .....  |
| Instrument No: .....  | Instrument No: .....  |
| Name of Parties: .....  | Name of Parties: .....  |
| I the registered proprietor of the interest shown above consent to the registration of this instrument. | I the registered proprietor of the interest shown above consent to the registration of this instrument. |
| Signed: .....   | Signed: .....   |
| (Date): .....   | (Date): .....   |
| In the presence of: .....   | In the presence of: .....   |
| Name of Witness: .....  | Name of Witness: .....  |
| Address or Telephone No.: .....   | Address or Telephone No.: .....   |

## SCHEDULE OF NOTES

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

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

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

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

For a corporation, an instrument must be executed in a way permitted by law or sealed with the corporation's seal in accordance with the *Law of Property Act*, Section 48.

For witnessing of instruments executed outside the Northern Territory refer to Schedule 1 of the *Land Title Act* and the Registrar-General's Direction.

## PRIVACY STATEMENT – LAND REGISTER FORMS

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

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

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

**ITEM NUMBER:** 13.1.2 2016 Compliance Review Report  
**FROM:** Chief Executive Officer  
**REPORT NUMBER:** 8/0930  
**MEETING DATE:** 19 July 2016

---

**Municipal Plan:**

## 4. Governance &amp; 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:**

This report presents the Department of Local Government and Community Services 2016 Final Compliance Review Report for the City of Palmerston.

**RECOMMENDATION**

1. THAT Council receives Report Number 8/0930.
2. THAT the Chief Executive Officer address the recommended remedial actions and minor items contained in the 2016 Compliance Review Report to the satisfaction of the Department of Local Government and Community Services.
3. THAT the Chief Executive Officer report back to Council on all actions taken to address the issues contained in the Compliance Review Report.

**Background:**

Under Part 15.2 of the Local Government Act, the Department of Local Government and Community Services must establish a program of compliance reviews for all councils in the Northern Territory. The Act is also clear on the purpose of conducting compliance reviews: -

- ***"The purpose of a compliance review is to ensure that councils conduct their business lawfully"***

A compliance review is to be carried out by an inspector, or 2 or more inspectors, assigned to the review by the Department (three inspectors were present for the City of Palmerston compliance review). The Department must report to the council on the results of a compliance review. This report serves to present the final compliance review report to Council.

Given there are currently 17 local government councils in the Northern Territory, it is usual for a council to undergo a compliance review every 3 – 4 years. It did come as some surprise when I was contacted at very short notice by the Department earlier this year, seeking to do a compliance review in March 2016, when our last compliance review was completed in September 2013 – just two and a half years ago. When I questioned this with the Department, I indicated that the City of Palmerston was happy to work in with the earlier date, but sought the reasoning for this.

In a letter dated 3 March 2016 from the Executive Director, Mr David Willing it was indicated: -

- ***“A compliance review on City of Palmerston was scheduled for September 2016 but due to key staff resourcing issues, for both the council and the department, and the department's assurance, where possible a compliance review would not be conducted in the months of June, July and August, this compliance review has been brought forward.*”**

A copy of this correspondence is provided as Attachment A. Whilst our Finance Manager was scheduled to be on maternity leave from July onwards, we had several other finance staff who were capable of assisting with the compliance review. As indicated in the correspondence, we were given just 3 working days to provide the preliminary documents prior to the on-site visit. This resulted in the Finance Manager being redirected from her budget preparation duties to satisfy these requirements. In a later telephone conversation with the CEO of the Department, Mr Mike Chiodo, I was assured that the bringing forward of our compliance review was not the result of any political influence.

The Inspectors conducted a site visit from 15 – 18 March 2016 and following this visit, a number of further requests for information were made by the Inspectors. Staff worked diligently to provide all requested information at the earliest opportunity. A copy of the draft compliance review report was received from the Department on 28 April 2016 and I was given until 16 May 2016 to review the report and provide a written response on any issues where I disagreed with the inspector's findings.

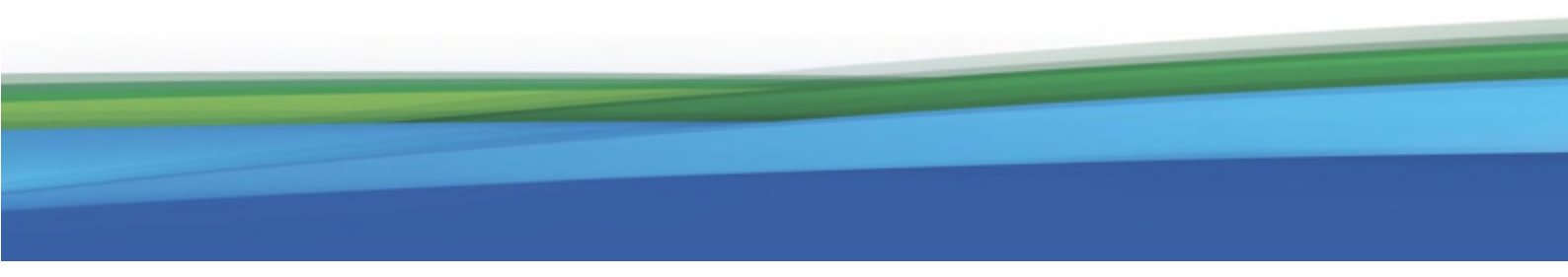
It would be fair to say I disagreed across a number of areas as I felt the purpose of the compliance review (to ensure that councils conduct their business lawfully), was being confused with suggestions for policy enhancement and improvements. It was pleasing to see the final report separated the specific non-compliances from the suggestions for administrative procedure improvements. My comments were provided and a further draft of the compliance review report was provided by the Department on 30 May 2016. As I was on leave at this time, a meeting was scheduled with Mr David Willing and Ms Meeta Ramkumar to work through the final report and this meeting took place on 30 June 2016.

#### **General:**

A copy of the final Compliance Review Report and the accompanying letter from the Department of Local Government and Community Services dated 1 July 2016 is provided as Attachment B. It is pleasing to note the following comments contained with the letter: -

- ***“As discussed with you on 30 June 2016, upon completion of the review, local government inspectors did not find evidence of an irregularity in the conduct of the council's affairs and nor was there evidence of dishonesty, illegality or serious deficiencies”.*”**

The compliance review was very thorough, as it should be, and staff have already addressed many of the 12 issues and 5 minor items identified in the report. For the information of council, the following actions have already taken place: -





- Issue 1 All staff have been advised in writing of their responsibilities regarding inspectors under Section 209 of the Local Government Act by the CEO - **COMPLETED**.
- Issue 2 Human Resource procedure needs to be written and approved internally. Expected completion date is the end of July.
- Issue 3 Elected Members Benefits Policy needs to be reviewed by Council before 31 August 2016
- Issue 4 Procedural changes have now been implemented to ensure full compliance with Section 128 of the Local Government Act - **COMPLETED**
- Issue 5 Human Resource Policy HR02.2 to be reviewed and updated prior to 31 August 2016
- Issue 6 Internal Control Policy was reviewed and adopted at the council meeting held on 21 June 2016. CEO to ensure staff are following set procedures and undertaking their duties in line with the revised policy.
- Issue 7 Version control for the common seal register – to be updated with expected completion in August 2016.
- Issue 8 Financial Delegations Policy FIN07 to be formally reviewed by 30 September 2016.
- Issue 9 By 31 October 2016, the CEO must ensure council has written procedures for conducting regular stocktakes of its property.
- Issue 10 Procurement Policy FIN04 was reviewed and adopted at the council meeting held on 21 June 2016 - **COMPLETED**
- Issue 11 The only policies left to be reviewed are the Grants Income and the Fleet Management policies.
- Issue 12 Website to be updated or Policy FIN01 to be updated to ensure there is a valid reference to the location of the Organisation Chart and Roles and Responsibilities of Senior Management.
- Minor Issue 1 Certification has been signed for the 2016/2017 Rates Assessment in accordance with Regulation 24(b) of the Accounting Regulations - **COMPLETED**
- Minor Issue 2 Document Management Policy to be reviewed
- Minor Issue 3 This request is unreasonable and would require staff to scan all legacy documents which have been received and created since the commencement of the council in 1985.

- Minor Issue 4 Internal Control procedures to be strengthened to clearly identify approving officers.
- Minor Issue 5 Consideration to be given to developing a policy and implementing specific controls to safeguard its portable and attractive assets.

**Financial Implications:** Nil

**Legislation/Policy:** Section 205 Local Government Act

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

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

**Author:** Chief Executive Officer

**Schedule of Attachments:** Attachment A - Letter from the Department dated 3 March 2016  
Attachment B – Copy of Final Compliance Review Report and covering letter from the Department of Local Government and Community Services



Mr Ricki Bruhn  
Chief Executive Officer  
City of Palmerston  
PO Box 1  
PALMERSTON NT 0831

Email to: ricki.bruhn@palmerston.nt.gov.au

Dear Mr Bruhn

### **Compliance Review Details and Requirements**

The Department of Local Government and Community Services is required to undertake a program of compliance reviews of all local government bodies in the Northern Territory pursuant to section 205 of the *Local Government Act*.

The purpose of a compliance review is to ensure that a council is conducting its business lawfully. The compliance review is also for providing feedback to council, in terms of how it discharges its obligations under the relevant legislation, and to assess management practises.

A compliance review on City of Palmerston was schedule for September 2016 but due to key staff resourcing issues, for both the council and the department, and the department's assurance, where possible a compliance review would not be conducted in the months of June, July and August, this compliance review has been brought forward. **The on-site compliance review visit is now scheduled for Tuesday 15 March to Friday 18 March 2016.**

The local government inspectors conducting the compliance review will be Mr Abdus Sattar and Mr Neil Murray and department compliance officer, Mr Shashank Laroia, will assist the inspectors.

I request you nominate a staff member as the single point of contact to co-ordinate the provision of documents between your council and the inspector. Please provide the nominated person's name, email and office phone number to [lg.compliance@nt.gov.au](mailto:lg.compliance@nt.gov.au) by Friday 4 March 2016.

Attachment A is a list of preliminary documents required to be emailed by Wednesday 9 March 2016 to [lg.compliance@nt.gov.au](mailto:lg.compliance@nt.gov.au). From these preliminary documents a list of sample items to be tested will be emailed to the nominated person by Thursday 10 March 2016.

Attachment B is a list of other on-site visit documents which are to be ready for review during the on-site visit.

If you have any queries in relation to the matters mentioned in this letter please contact Ms Meeta Ramkumar on 8999 8868 or email [lg.compliance@nt.gov.au](mailto:lg.compliance@nt.gov.au).

Yours sincerely

A handwritten signature in dark ink, appearing to read 'D. Willing', with a stylized flourish at the end.

DAVID WILLING

Executive Director

3 March 2016

## Attachment A – Preliminary documents required

|  |                      |
|--|----------------------|
| <b>Prior to on-site visit</b>  |                      |
| Confidential minutes (from 1 July prior year to YTD)   |                      |
| List of rates written off (from 1 July prior year to YTD)  |                      |
| List of other debtors written off (from 1 July prior year to YTD)  |                      |
| List of money or property written off (from 1 July prior year to YTD) (r 23 LG (Accounting) Regulations) |                      |
| List of purchase orders issued > \$10 000 but < \$100 000 (from 1 July prior year to YTD)                | For sample selection |
| List of purchase order issued > \$100 000 (from 1 July prior year to YTD)                                | For sample selection |
| Fixed asset register   |                      |
| Minor and attractive items register  |                      |
| List of assets disposals (s 182 of the Act & Guideline 7)  |                      |
| List of newly appointed staff (from 1 July prior year to YTD)  | For sample selection |
| List of terminated staff (from 1 July prior year to YTD)   | For sample selection |
| List of staff given a promotion (from 1 July prior year to YTD)  | For sample selection |

## Attachment B – On Site Visit

|  |  |
|--|--|
| <b>On-site visit:</b>  |  |
| <b>Governance Review</b>   |  |
| Correspondence register (r 11 LG (Administration) Regulations)                     |  |
| Common Seal Register   |  |
| Election Register  |  |
|  |  |
| <b>Financial Review</b>  |  |
| List of council credit card holders and card limits                                |  |
| Access to all council bank statements and reconciliations                          |  |
| Access to council's rates assessment records                                       |  |
| Access to councils rates notices (from 1 July prior year to YTD)                   |  |
| Copies of records of the most recent stock takes performed                         |  |
| Access to petty cash records   |  |
| Access to credit card records and reconciliations                                  |  |
| Access to movement and travel requisitions   |  |
| List of payments made to council members (from 1 July prior year to YTD)           |  |
| List of payments made to local authorities members (from 1 July prior year to YTD) |  |
| Access to Human Resource Records   |  |
| Access to FBT documents (from 1 April prior year to YTD)                           |  |

This list is not meant to be exhaustive and additional information may be required during the compliance review.



Local Government Division  
Ground Floor, RCG House  
83-85 Smith Street  
DARWIN NT 0800

Postal address  
GPO Box 2850  
Darwin NT 0801  
Tel 8995 5115  
Fax 8999 8437

File Ref: LGR2015/00015-9

Mr Ricki Bruhn  
Chief Executive Officer  
City of Palmerston  
PO Box 1  
PALMERSTON NT 0831

Email: [ricki.bruhn@palmerston.nt.gov.au](mailto:ricki.bruhn@palmerston.nt.gov.au)

Dear Mr Bruhn

### **2016 Final Compliance Review Report – City of Palmerston**

Please find attached the final report on the compliance review conducted on the City of Palmerston (council) in March 2016. The final report incorporates your written responses on the draft report sent to council on 28 April 2016, as well as the inspector's responses and recommended remedial actions for council.

As discussed with you on 30 June 2016, upon completion of the review, local government inspectors did not find evidence of an irregularity in the conduct of the council's affairs and nor was there evidence of dishonesty, illegality or serious deficiencies.

However, on completion of the review, local government inspectors identified 12 issues which they consider require council's attention and are detailed in the attached report. Of the 12 issues, issues 4, 9, 10, 12 are in relation to specific non-compliance with legislative or regulatory requirements. The remaining eight issues are in relation to operational and/or administrative procedures which have the potential to become a non-compliance issue or a more contentious matter if not addressed in a timely manner.

Due to the limited scope of the compliance review, the report alone should not be relied upon solely by council in forming an opinion on whether it is conducting its business lawfully. Under the provision of the Act this is the responsibility of the council and the council's Chief Executive Officer.

Council is now required to address each of the 12 issues as detailed in the report. In some instances the recommendation may include a specific timeframe within which council must act on the recommended action.

Local government inspectors will continue to monitor council's progress until satisfied all issues identified in the report have been adequately addressed.

I once again take this opportunity to thank council staff for their cooperation and assistance provided to the inspectors during the course of the review.

If you require any further information in regards to the report, please contact Ms Meeta Ramkumar, Director Sustainability and Compliance, on 8999 8868.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'David Willing', with a stylized flourish at the end.

DAVID WILLING  
Executive Director

/ July 2016

Cc: Mr Ian Abbott, Mayor, City of Palmerston



# COMPLIANCE REVIEW REPORT

**City of Palmerston**  
**Conducted in March 2016**

## Table of Contents

|                             |    |
|-----------------------------|----|
| 1. Executive Summary .....  | 3  |
| 2. Background .....         | 3  |
| 3. Scope of Work.....       | 3  |
| 4. Basis of Testing .....   | 4  |
| 5. Summary of Findings..... | 4  |
| Issue 1 .....               | 6  |
| Issue 2 .....               | 7  |
| Issue 3 .....               | 9  |
| Issue 4 .....               | 12 |
| Issue 5 .....               | 13 |
| Issue 6 .....               | 16 |
| Issue 7 .....               | 20 |
| Issue 8 .....               | 23 |
| Issue 9 .....               | 24 |
| Issue 10 .....              | 26 |
| Issue 11 .....              | 28 |
| Issue 12 .....              | 30 |
| Minor Items .....           | 31 |

## 1. Executive Summary

This report has been prepared by inspectors of local government (inspectors) who have undertaken a review of the City of Palmerston (CoP or Council) in accordance with Section 205 of the *Local Government Act* (the Act). The compliance review primarily covered the period 1 July 2015 to March 2016 however, where necessary, the inspectors have also considered information from outside this period in order to assist with the review process.

The purpose of the report is to furnish council members and management with objective analysis, recommendations and information relating to the activities reviewed by the inspectors.

In reaching the conclusions made in this report the inspectors have relied on the information provided by CoP, information on CoP's website and information held by the Department of Local Government and Community Services (the department).

## 2. Background

Section 205 of the Act mandates the establishment of a program of compliance reviews for local government councils to ensure they conduct their business lawfully. Compliance reviews are to be undertaken by inspectors of local government. After conducting a compliance review, under section 207 of the Act, inspectors are required to report to the council on the results of a compliance review. The inspectors consider the results of the review are not necessarily confined to only matters of specific non-compliance with the Act.

The 'results of the review' reported back to council can include (but are not limited to) any identified, perceived or suspected failures to comply with legislated requirements in the context of: deficiencies in internal control processes and/or procedures; adequacy of human resource management; appropriateness and or adequacy of council's governance arrangements; communication protocols; strength of controls over the management and use of public assets; and expenditure of public monies.

## 3. Scope of Work

The compliance review considered the following legislation and regulatory requirements:

- *Local Government Act* (the Act);
- *Local Government (Accounting) Regulations* (Accounting Regulations);
- *Local Government (Administration) Regulations* (Administration Regulations);
- Ministerial Guidelines and General Instructions made under the Act;
- Council's internal policies and procedures; and
- Other relevant Federal and/or Territory legislative requirements.

## 4. Basis of Testing

The compliance review utilised a variety of testing and assessment methods including, but not limited to:

- site visits at the CoP office at Civic Plaza, First Floor, 2 Chung Wah Terrace, Palmerston, NT, 0831 from 15 March to 18 March 2016, and the Palmerston Library on 17 & 18 March 2016;
- consultation and discussions with relevant council staff;
- examination and review of a sample number of files and source documents;
- assessment of implementation and adherence to council policies and decisions;
- strength of document management and control;
- workflow management; and
- review of source and supporting documentation and information held by the CoP, on council's website and by the department.

## 5. Summary of Findings

Based on the inspectors' interpretation of legislative and policy requirements, the issues below require Council's attention. These issues are based on an assessment of the sample testing of material, information obtained and observations made by the inspectors during the review.

| Issue | Finding   |
|-------|---|
| 1.    | Request from inspectors.  |
| 2.    | There is no formal mechanism to update council's long service leave records as a result of elections made under section 109 of the Act.                         |
| 3.    | The council's policy relating to elected members' benefits and payments require review and updating.  |
| 4.    | The amended budget for 2015-16 adopted by Council on 3 November 2015 is not published on the Council's website nor was any notification sent to the Department. |
| 5.    | All aspects of travel activity are not covered in the Council's Training/ Development and Study Assistance Policy.  |
| 6.    | Council's internal control policy needs review over petty cash.   |
| 7.    | Version control is deficient in relation to the Common Seal Register and Election and Polls Register  |
| 8.    | Council's financial delegations require review  |

|     |   |
|-----|---|
| 9.  | There is no evidence council has conducted regular stocktakes of its property.  |
| 10. | The council's Procurement Policy does not reflect the correct procurement thresholds as required by General Instruction No. 4 Procurement |
| 11. | A number of Council's internal and operational policies are overdue for review.   |
| 12. | The Organisation Chart and Roles and Responsibilities of Senior Management could not be located on council's website.                     |

A table of minor items has also been included at the end of this report for Council's consideration.

#### Disclaimer

In some instances, the inspectors have had to exercise judgement and assumptions as can be necessary to complete a review of this kind. The inspectors have done so based on their experience, interpretation and analysis of the information provided. The inspectors do however acknowledge that there may be other information that may exist within the Council that was not provided or sought that may have the effect of negating individual findings and conclusions in this report.

Although due professional care in the performance of the review was exercised, this should not be construed to mean that unreported non-compliance or irregularities do not exist within Council. The deterrence and detection of fraud is the responsibility of management. The review alone, even when carried out with professional care, does not guarantee that fraud or other irregularities will be detected.

## Issue 1

Request from inspectors.

### Background

Section 209 of the Act, provides that:

- (2) The CEO or any other member of the council's staff must, at the request of an inspector:
  - (d) give other assistance the inspector reasonably requires.
- (3) A person to whom a request is addressed under subsection (2) must comply with the request.

### Finding

DELETED

#### Council CEO Comment:

Appropriate measures will take place to ensure all staff are aware of their responsibilities regarding inspectors under Section 209.

#### Inspector's Response to CEO's Comment / Conclusion:

CEO's response is accepted.

#### Required Action

The Council CEO is to advise the inspectors of what measures have been taken within council to ensure all staff are made aware of their responsibilities regarding inspectors under Section 209.

## Issue 2

There is no formal mechanism to update council's long service leave records as a result of elections made under section 109 of the Act.

### Background

Section 109 of the Act provides that a person who leaves employment from one (local government) employer and enters into employment with a latter local government employer within 3 months, may elect to transfer accrued and accruing rights to long service leave to the latter employer.

Council's Human Resource Policy (HR01.8) states:

- 1.3 Without limiting the ability to retain any information on an Employee's personnel file, Council agrees to keep a record of the:
  - g. Records necessary for the calculation of Long Service Leave;

### Finding

On review of 3 selected samples of new appointments, the inspector noted that for Employee No. 1034 there was a letter in the personnel file from the employee's former employer confirming the balance of the long service leave hours accrued in their HR records.

When reviewing the personnel file, the inspector asked what was done with the letter (dated 22 October 2015) and if any HR records were updated as a result of that letter. CoP staff advised that no action was taken with regards to transferring leave balances from the former employer.

During the compliance review the inspector provided verbal encouragement to the CoP's HR section to action the transfer of the long service leave entitlements from the former employer. Subsequently, HR staff promptly actioned this request.

The inspectors also noted that, whilst new recruits are requested to fill in an "Employee Personal Particulars" form which includes notifying Council of a previous employment by a local government, there is no council policy or procedure to direct staff on what action needs to be taken thereafter to update council's long service leave records.

#### Council CEO Comment:

This is incorrect, and inconsistent with the inspector's own description of Council's policy HR01.8, provided in the report.

No evidence is provided indicating Council conducts its business unlawfully in this respect. Indeed, all staff eligible for long service leave portability have been provided for compliant with Section 109 of the Act, and no evidence to the contrary has been provided by the inspectors. Nowhere in Section 109 is there a requirement to amend or create additional policy or procedure, or how such policy or procedure should read.

Because of this, it is incorrect to identify Issue 2 as a non-compliance because the 'non-compliance' is not based on a requirement under legislation.

**Council CEO Comment continued**

As there is already legislation in place which deals with the portability of long service leave rights (Section 109), there is no need to duplicate this into a separate council policy. Council staff complied with Section 109 of the Local Government Act therefore there is no non-compliance in relation to this matter.

As such, I deny Issue 2 is a matter of non-compliance, and assert that Council conducts its business lawfully in this regard.

**Inspector's Response to CEO's Comment**

The inspectors agree there is legislation in place which deals with the portability of long service leave rights (Section 109). However, council did not action the employee's election to transfer long service leave entitlements despite written notification being received from the employee's former employer of long service leave entitlement information. As such, council has not implemented procedures to ensure long service leave records are updated in accordance with elections made under section 109 of the Act.

**Additional Information**

- It is a requirement under section 101(g) of the *Local Government Act* for the CEO: 'to ensure that financial and other records are properly made and maintained'.
- Amongst other things, the City of Palmerston Enterprise Agreement 2013 at clause 26.1 states "Long service leave will be in accordance with the *Long Service Leave Act* of the Northern Territory".
- Section 14 of the *Long Service Leave Act* requires:

**Leave records**

(1) An employer shall, in respect of each employee, keep and maintain or cause to be kept and maintained a record showing particulars of:

- (a) the name of the employee;
- (b) the date on which the employee commences employment with the employer, the wages, the periods of prior qualifying service, and the salary or commission paid to such an employee;
- (ba) the number of hours of work per week worked by the employee;
- (c) the accrued long service leave credit of the employee;

**Conclusion**

The council does not have procedures which ensure records are properly made or maintained with regards to actioning elections made under section 109 of the Act.

**Recommended Remedial Action**

By 31 July 2016 Council must implement a formal process to ensure records are properly made and maintained with regards to actioning elections made under section 109 of the Act.



## Issue 3

The council's policy relating to elected members' benefits and payments require review and updating.

### Background

Section 101 of the *Local Government Act* requires the CEO:

- (f) to ensure that proper standards of financial management are maintained and, in particular, proper controls over expenditure; and
- (g) to ensure that financial and other records are properly made and maintained.

Section 71 of the Act provides the basis of payments for member allowances and section 72 of the Act provides the basis for payment or reimbursement of reasonable expenses for travel and accommodation.

Local Government Guideline 2 "Allowances for Council Members" details the types of allowances payable to members and any conditions associated with such payments. Under this Guideline:

1. The definition of *approval* as defined in section 2 "means approval of the council or the CEO according to council policy."
2. Under Clause (6) – Rules Regarding Allowances
  - (e) Professional Allowance Development Allowance Claims
    - (v) only approved courses/conferences consistent with council policy attract professional development allowance.

The Council's Policy on Elected Members Benefits and Support Policy (EM02) provides the basis for allowances, benefits, and support to be provided to Elected Members.

### Findings

In relation to Council's Policy EM02:

1. Paras 4.1.3, 4.3.1 and 4.3.3 require members to obtain prior approval from the CEO to access various member allowances and expenditure payments.

However, the requirements of Local Government Guideline 2 clause (6)(e)(v) are not adequately met in this policy as the policy does not indicate what are the 'approved courses/conferences' which attract the professional development allowance.

2. Section 4.5 Legal Assistance' commits the council to provide legal assistance for members including where an elected member is the subject of an enquiry by the police or DPP. The inspectors consider this section could be interpreted very widely and potentially expose the council to high risk and legal costs. It is unclear why the policy includes the condition that binds the council into providing legal assistance and why a result must be in the member's interest.

3. A number of references made in the policy are either outdated or no longer valid e.g. the Department of Local Government, Housing and Sport is not a valid department name and Guideline 1: Employees Disqualified from Council Membership was revoked in June 2012.

**Council CEO Comment:**

Although this issue makes the claim of 'inconsistencies' between Council policy and the Act and Guidelines, the description is unable to provide any clarity about what these inconsistencies are, nor how they result in Council carrying out its business unlawfully in this regard. Three examples are given:

1. According to the inspectors, Council policy "does not provide any guide or criteria which the CEO can use to assist him to make decisions". Unfortunately, there is no requirement in either the Act or Guideline 2 requiring there to be such guide or criteria, only that a policy be in place. No evidence is given by the inspectors as to what non-compliance has occurred in this respect.
2. "The inspectors consider this section could be interpreted very widely and expose the council to high risks and legal costs. "Unfortunately, the inspectors are unable to provide evidence that this policy is unlawful, only that they do not appear to like it.
3. "A number of references made in the policy are either outdated or no longer valid" Unfortunately, such anomalies do not result in a policy no longer being effective, nor is it evidence of Council conducting its business unlawfully in this regard.

Not only are there no non-compliances identified in this issue, there is no identification of 'inconsistencies' needing rectification, other than there being outdated reference to the Department's former name. Council will ensure that references to the Department of Local Government and Community Services are corrected when the policy is reviewed.

As such, I deny Issue 3 is a matter of non-compliance, and assert that Council conducts its business lawfully in this regard.

**Inspector's Response to CEO's Comment**

Council's Policy EM02 provides the framework to support members to effectively carry out their functions as it details their allowance and other payment entitlements. The council had updated this policy in April 2015 at which time Local Government Guideline 2 and the department name referred to were no longer relevant. The reference to incomplete and outdated information does not fully satisfy meeting the requirement for 'information and advice the council reasonably requires for effectively carrying out its functions'.

1. The specific issue the inspectors are raising is in relation to "professional development allowance claims" as Council's policy does not reflect the requirements of Local Government Guideline 2 "Allowances for Council Members" clause (6)(e)(v).
2. Agreed.
3. Section 101 of the Act states the CEO is responsible to the council to ensure that (a) the council's policies, plans and lawful decisions are implemented and, (c) to provide or obtain for the council the information and advice the council reasonably requires for effectively carrying out its functions.

### Conclusion

Incomplete and outdated information in council's policy regarding elected members entitlements does not fully satisfy meeting the requirement for 'information and advice the council reasonably requires for effectively carrying out its functions'.

The council must ensure it has a policy which clearly reflects all the requirements of Local Government Guideline 2 "Allowances for Council Members" with particular regard to clause (6)(e)(v).

### Recommended Remedial Action:

By 31 August 2016 Council needs to ensure all requirements of Local Government Guideline 2 - 'Allowances for council members' are met in its policies. Cross-referenced information contained in Council's Policy EM02 is to be reviewed for accuracy.

## Issue 4

The amended budget for 2015-16 adopted by Council on 3 November 2015 is not published on the Council's website nor was any notification sent to the Department.

### Background

Section 128 of the Act requires the council, as soon as practicable after adopting an amended budget, to publish the budget on the council's website; publish a notice in the newspaper informing the public where they can obtain a copy of the budget; and notify the Department in writing of the adoption of the amended budget.

Sections 200 and 200A of the Act requires a council's budget and any amended budgets to be available on the council's website and at the council's public office for three years from the last day of the financial year for which the budget or amendment was adopted.

### Findings

The inspectors noted on review of council's published minutes dated 3<sup>rd</sup> November 2015 that the council adopted a revised budget for 2015-16.

The inspectors could not locate any published material in relation to the amended budget for 2015-16 on council's website.

The department confirmed that there was no correspondence received from the City of Palmerston notifying it of the budget amendment.

#### Council CEO Comment:

This is correct. While the amended budget is located on Council's website in the agenda of the meeting, and the minutes of the meeting published in the local newspaper, it is not located in an easily accessible location and no notification made to the Department as required under Section 128

The necessary procedural changes are now being put into place to rectify this oversight and prevent any further non-compliance.

#### Inspector's Response to CEO's Comment / Conclusion:

CEO's response is accepted.

#### Recommended Remedial Action:

The council must ensure it follows the requirements of the Act for all future budgets.

## Issue 5

All aspects of travel activity are not covered in the Council's Training/ Development and Study Assistance Policy.

### Background

Section 101 of the *Local Government Act* requires the CEO:

- (f) to ensure that proper standards of financial management are maintained and, in particular, proper controls over expenditure; and
- (g) to ensure that financial and other records are properly made and maintained.

The Council's Training/ Development and Study Assistance Policy (HR02.2) - Training/ Development and Study Assistance (HR Policy) provides guidance for council staff who wish to travel interstate for the purposes of training and development activities. This policy defines Training and Development as "*short term training and development courses with registered training organisations and private companies*". This policy further states:

*"1.4.1 Training and development activities that have been authorised by the Director shall be paid for by Council including reasonable travel and accommodation expenses. In the instance the activity is interstate, a \$60 non- taxable daily travel allowance will be paid."*

The Australian Taxation office has issued a Taxation Ruling on: 'Income Tax: substantiation exception for reasonable travel and overtime meal allowance expenses'.

### Finding

1. The wording of the current HR Policy only permits staff to be paid a daily travel allowance for training and development purposes undertaken interstate. The policy does not specify whether the allowance is payable for other areas covered in this policy such as Study Assistance or for attendance at Conferences and Seminars.
2. The HR Policy refers to Associated Form – "Training and Development /Study Assistance Application." Section 2 of this form refers to Training / Development and provides the following three options:
  1. Course/Study
  2. Conference/Seminar
  3. Business Trip

The inspectors consider the above options do not match the definition of "Training and Development" as defined in the HR Policy. The HR Policy is silent on defining "Business Trip" and does not articulate what allowances and other costs are payable for this purpose of travel.

3. The HR Policy is silent on what approvals are required and allowances payable for intrastate and overseas travel.
4. The HR Policy does not articulate that the Training and Development /Study Assistance Forms are to be filled for all travel undertaken by staff.
5. Neither the HR Policy nor the Associated Form requires travelling officers to acquit their travel on return. Whilst there is no legislative requirement for travel acquittals, this

is a good practice to substantiate whether staff were paid the right amount of travel allowance and, that all travel related expenditure are as per prior approvals.

6. The inspectors could not identify a council policy covering other aspects of official travel such as: conditions over air travel bookings (e.g. rules to travel first class, economy), taxi use v hire cars, conditions over private vehicle use and expenditure reimbursements, use of private frequent flyer or similar airline loyalty cards and same day travel expenditure reimbursements.

#### **Council CEO Comment:**

It is unclear from the description of Issue 5 as to where the non-compliance has occurred, as no evidence is provided that Council is conducting its business unlawfully with respect to travel. Six areas were identified by the inspectors:

1. The wording of the HR policy "does not specify whether the allowance is payable in other areas. ..." Unfortunately, there is no requirement under legislation for it to do so, thus this is not a non-compliance.
2. The inspectors found inconsistencies within the policy and associated forms. Unfortunately, this neither makes the policy ineffective, nor is it evidence of Council conducting its business unlawfully, thus this is not a non-compliance.
3. "The HR Policy is silent on what approvals are required and allowances payable for intrastate and overseas travel." Unfortunately, this neither makes the policy ineffective, nor is it evidence of Council conducting its business unlawfully, thus this is not a non-compliance.
4. "The HR policy does not articulate that the Training and Development/Study Assistance Forms are to be filled out for all travel undertaken by staff". Unfortunately, this neither makes the policy ineffective, nor is it evidence of Council conducting its business unlawfully, thus this is not a non-compliance.
5. "Neither the HR Policy nor associated form requires travelling officers to acquit their travel on return." Unfortunately, this neither makes the policy ineffective, nor is it evidence of Council conducting its business unlawfully, thus this is not a non-compliance. Interesting to note that the Report specifically admits that there is no legislative requirement associated with such acquittal. Such an admission should apply to all six areas identified here.
6. "Inspectors could not identify a council policy covering other aspects of official travel" Unfortunately, this neither makes the policy ineffective, nor is it evidence of Council conducting its business unlawfully, thus this is not a non-compliance.

Not one instance of disputed travel expenditure incurred was brought to the attention of staff during the inspection. Whilst I appreciate the suggestions for the review of the Council's Training / Development and Study Assistance Policy, the current policy has not led to any identified non-compliance or unlawful activity. In each of the six areas above, there are neither legislative requirements nor instructions by the Department on how it wishes these matters to be handled. No evidence has been provided in the Report that these matters have resulted in breaches of legislation or financial irregularity. As such, there is no evidence that City of Palmerston is in breach of Section 101, nor is any assertion to this effect in the Report.

Because of this, I deny Issue 5 is a matter of non-compliance, and assert that Council conducts its business lawfully in this regard.

### **Inspector's Response to CEO's Comment**

The inspectors concur there is no specific unlawful activity being conducted by council under Issue 5 but there are noted deficiencies and inconsistencies in the contents of council's policy HR02.2 and associated form as detailed above.

Under section 101 of the Act, the CEO is responsible to the council to ensure council's assets and resources are properly managed and maintained and, that proper standards of financial management are maintained and, in particular, proper controls over expenditure. In this regard, Council's policy HR02.2 in effect should provide the basis of controls over expenditure and ensure council's resources are properly managed.

The ATO has issued a taxation ruling regarding the rules for the provision of tax-free travel allowance. The council is recommended to review the taxation ruling to ensure council's Training/ Development and Study Assistance Policy (HR02.2) is consistent with these provisions.

Findings 1 - 4 – These matters are in relation to proper controls over expenditure and ensuring council's resources are properly managed and maintained. These matters are required to be reviewed by the CEO.

Findings 5 -6 – These are suggestions for improvement.

### **Conclusion**

The CEO is responsible to the council to ensure that the council's policies, plans and lawful decisions are implemented and that proper standards of financial management are maintained.

### **Recommended Remedial Action**

By 31 August 2016 the council is to:

1. Review and update HR Policy HR02.2 and any associated form(s) for content and consistency.
2. Review and update HR Policy HR02.2 in consideration of findings 1 – 4 above and with reference to ATO requirements.

## Issue 6

Council's internal control policy needs review over petty cash.

### Background

Section 101 of the *Local Government Act* requires the CEO:

- (f) to ensure that proper standards of financial management are maintained and, in particular, proper controls over expenditure; and
- (g) to ensure that financial and other records are properly made and maintained.

Regulation 9(1)(g) of the Accounting Regulations provides that an accounting and policy manual must include the details of all administrative and accounting procedures, policies and delegations of authority including the details of personnel and financial delegations.

Regulation 21 of the Accounting Regulations states expenditure may be made in cash to an extent authorised by resolution of the Council. And that the council must keep an account of cash expenditure under the imprest system.

Council's internal control policy (FIN08) section 4.1 details internal control procedures in relation to Petty Cash.

### Finding

1. The frequency of the petty cash reconciliations were not in accord with Council's policy.

Council's internal control policy requires petty cash reconciliations to be conducted on a weekly basis (para 4.1.4). However, council staff advised petty cash reconciliations were conducted on the following dates:

| For Civic Plaza | For Library |
|-----------------|-------------|
| 19/02/2016      | 23/02/2016  |
| 10/12/2015      | 11/01/2016  |
| 12/11/2015      | 30/06/2015  |
| 23/10/2015      |             |
| 15/09/2015      |             |
| 18/09/2015      |             |
| 21/08/2015      |             |
| 31/07/2015      |             |
| 30/06/2015      |             |



2. The consolidation of the petty cash float in the Civic Plaza is inconsistent with council's approved petty cash allocations to each office as per the Internal Controls document (FIN08).

According to the petty cash reconciliation statements, the amount of float maintained at the Civic Plaza is \$950; however according to the internal control policy, the cash advance for petty cash purposes is:

|                    |       |
|--------------------|-------|
| Corporate Services | \$700 |
| Community Services | \$150 |
| Library            | \$150 |
| Mayor Office       | \$100 |

3. The Council's internal control policy does not provide guidance to staff on what procedures to follow in the event of either a cash surplus or deficit being identified in the petty cash float.

As part of the review, officers conducted a spot reconciliation of petty cash on 15 March 2016 at the Civic Plaza and on 18 March at the Library. The reconciliation identified a surplus cash variance of \$2 at the Civic Plaza and \$18.80 at the Library.

4. The petty cash float is not kept in a secure location at all times.

During the review, it was noted the petty cash box at the Civic Plaza was stored during business hours on an unattended desk behind the reception counter within easy access of passers-by.

5. The inspectors could not ascertain if petty cash reimbursement approvals were in line with council's delegations.
6. There was no specific document (such as a job description) or policy which clearly listed the position titles or names of staff specifically responsible for managing council's petty cash floats.
7. The Council has not reviewed its internal control policy in a timely manner.  
The council's Internal Control policy (FIN08) was due for review on 01/06/2013.

#### **Council CEO Comment:**

It is unclear as to what non-compliance has been identified by inspectors in Issue 6. It asserts that financial and other records are not being properly made and maintained, but provides scant evidence that this is correct. Seven areas are identified:

1. The frequency of petty cash reconciliations is not in line with policy. This is correct, and a review of internal controls will catch just this type of issue. Unfortunately, this neither makes the policy or control ineffective, nor is it evidence of Council conducting its business unlawfully, thus this is not a non-compliance.
2. The consolidation of the petty cash float is inconsistent. This is incorrect, as the description accurately describes how the allocated \$950 for the Civic Plaza is broken down, as per policy. Unfortunately, this is not evidence of Council conducting its business unlawfully, thus this is not a non-compliance.
3. "Council's internal control policy does not provide guidance to staff on procedures. .." Unfortunately, this neither makes the policy ineffective, nor is it evidence of Council conducting its business unlawfully, thus this is not a non-compliance.

4. "The petty cash float is not kept in a secure location at all times." This is incorrect, and the description provided in the report false. It is stored in the spare customer service station in a locked cash box in full view of a cctv camera and displayed on a large screen for all finance staff to see. Unfortunately, this is not evidence of Council conducting its business unlawfully, thus this is not a non-compliance.

5. "The inspectors could not ascertain if petty cash reimbursement approvals were in line with council's delegations." Inspectors also did not ask for the signature specimen sheet identifying all authorised officers, nor attempt to match these with signatures of reimbursements. Unfortunately, this is not evidence of Council conducting its business unlawfully, thus this is not a non-compliance.

6. "There was no specific document (such as a job description) or policy." This is incorrect. It is in the job descriptions of both the Finance Manager and Assistant Finance Manager. Unfortunately, this is not evidence of Council conducting its business unlawfully, thus this is not a non-compliance.

7. "Council has not reviewed its internal control policy in a timely manner" Unfortunately, this neither makes the policy ineffective, nor is it evidence of Council conducting its business unlawfully, thus this is not a non-compliance. While the Report identifies several areas where an audit of internal controls will provide benefit to City of Palmerston, it does not provide any evidence that Council is conducting its business unlawfully.

The description of Issue 6 in the Report does seem to indicate the Department has an opinion on how councils are to conduct its business, even on fairly low level process issues such as petty cash. Should this be so, it should document clearly its expectations using the legislative tools at its disposal prior to identifying them as issues in a compliance review.

Because of this, I deny Issue 6 is a matter of non-compliance, and assert that Council conducts its business lawfully in this regard.

### Inspector's Response to CEO's Comment

1. Section 101 of the Act requires the CEO to ensure that the council's policies, plans and lawful decisions are implemented; and further Regulation 10 of the *Local Government (Accounting) Regulations* specifically requires: the CEO must establish and maintain internal controls to (e) ensure adherence to council policies.

The inspectors conclude the CEO is not ensuring the frequency of the petty cash reconciliations are being conducted in accord with Council's policy.

2. The CEO's comment states '*the description accurately describes how the allocated \$950 for the Civic Plaza is broken down, as per policy*'. Council's Internal Controls document (FIN08) does not mention Civic Plaza nor does the policy permit or disallow consolidation of council's petty cash into a single reconciliation. The consolidation of petty cash into a single reconciliation has the impact of limiting individual petty cash pools to be tracked to ensure petty cash expenditure is within authorised limits.

Inspectors conclude council's control and management over petty cash expenditure requires review.

3. The CEO is required under section 101 of the Act to ensure that financial and other records of the council are properly made and maintained.

Inspectors conclude council must therefore ensure it has proper procedures for staff to follow to ensure financial and other records are properly made and maintained.

4 -5 CEO's comment is accepted.

6. According to the observations made during the field visit, the Finance Manager and Assistant Finance Manager were not the custodians of all petty cash floats.

Inspectors conclude the CEO must ensure there are proper controls over expenditure by ensuring there is a clear list of authorised officers responsible for the management of petty cash.

7. The CEO is required under section 101 of the Act to ensure the council's assets and resources are properly managed and maintained; and to ensure financial and other records are properly made and maintained. Failure to review policies as and when they are due for review does not reflect proper management of council resources nor promote the highest degree of internal controls.

### **Conclusion**

Internal controls as set by council's policy are not being followed. Financial and other records are not being properly made and maintained.

### **Recommended Remedial Action**

By 31 August 2016 the CEO must review the Council's Internal Control Policy (FIN08).

Once the policy is updated, the CEO must communicate this to council staff to ensure they are following set procedures and undertaking their duties in line with the revised policy.

## Issue 7

Version control is deficient in relation to the Common Seal Register and Election and Polls Register.

### Background

Section 101 of the *Local Government Act* requires the CEO:

- (f) to ensure that proper standards of financial management are maintained and, in particular, proper controls over expenditure; and
- (g) to ensure that financial and other records are properly made and maintained.

Regulation 10 of the Administration Regulations provides a list of the council's primary records.

Regulation 14 of the Administration Regulations states:

- (1) The CEO is responsible for ensuring the proper custody of the council's records.
- (2) The CEO must ensure that the council's records are properly filed and indexed to facilitate access.

Section 134 of the *Information Act* requires a public sector organisation to keep full and accurate records of its activities and operations and implement the practices and procedures for managing its records necessary for compliance with the standards applicable to the organisation.

### Findings

1. During the compliance review the Inspectors noted that the Council had more than one formal document pertaining to the same issue.

The council holds multiple records of the same data in different electronic programs. One of them being the corporate records management system (InfoXpert) and the other being a collaborative workspace product (SharePoint).

2. The inspector requested to review the Common Seal Register and Election Register. Council staff provided a copy of both registers from SharePoint. The inspector then requested the records management unit to confirm the recording of these registers in their records management system (InfoXpert). The records unit produced similar records to those provided from SharePoint but with differing date ranges and some date ranges missing from the Common Seal Register.

The Election Register and Common Seal register were maintained in both SharePoint and council's corporate record management system as detailed in the table below.

| Document Name        | Date Range of contents | System used |
|----------------------|------------------------|-------------|
| Election Register    | 1984 – 2015            | SharePoint  |
| Election Register    | 1987 - 2010            | InfoXpert   |
| Common Seal Register | 2012 – 2015            | SharePoint  |
| Common Seal Register | 1986 - 2003            | InfoXpert   |

3. During the review, the inspector noted that Council staff had drafted a common seal register procedure but this was not approved by the CEO.
4. At council's meeting on 18 August 2015, council approved the use of the common seal to a document. A review of the Common Seal register indicated that this authorisation was not duly recorded in the register.

#### **Council CEO Comment:**

It is unclear what issue of non-compliance has been identified in Issue 7. It appears that the Department wishes to identify best practices related to record keeping, although it is evident current legislation in this respect leaves much to be desired. Two conclusions are provided:

1. Election Register and Common Seal Register are primary records of council. "As such, the CEO must ensure these registers are complete, there are proper version controls implemented over these documents and that master records are held in a single centralised system that has proper records management functionality." A review of the Local Government Act, Regulations and the Information Act provides no indications that the requirements asserted by the Department are in fact requirements under law. Unfortunately, the inspectors provide no evidence of Council conducting its business unlawfully, thus this is not a non-compliance.
2. "Council's procedure for ensuring the proper custody of the council's records is deficient." Unfortunately, a review of legislation brings the same conclusion as 1 above. As no procedures are legislated, identifying a 'deficiency' is the expression of an opinion by the inspectors rather than the identification of a non-compliance.

I note two further points within the Report regarding Issue 7: a) the nebulous requirement that all records be scanned and filed; and b) a discussion of software employed by Council to maintain its records. These two points appear to carry some weight in the eyes of the inspectors

Please note, compliance with Administration Regulation 14(2) does not require all records to be scanned - only that they are properly indexed and filed. The legislation is silent on records management software.

As such, as legislation is silent in the areas identified, I deny Issue 7 is a matter of non-compliance, and assert that Council conducts its business lawfully in this regard.

#### **Inspector's Response to CEO's Comment**

A key role of the CEO is to ensure the council has a robust records management system and that all aspects of records management are compliant with legislative requirements.

1. In addition to the requirements of Regulation 14 of the Administration Regulations, Regulation 11 requires: (1) a council must keep a register containing copies of all documents executed under the council's common seal; and (3) A council must keep a register of the results of all elections and polls. (4) A register must be kept under this regulation by computer.

The inspectors conclude the CEO must ensure the council maintains by computer:

- (a) a register containing copies of all documents executed under the council's common seal
- (b) a register with the results of all elections and polls.

2. There is no non-compliance associated with maintaining information in multiple systems such as SharePoint or InfoXpert. However, in council's document 'Business Rules for Records Management', the authorised record-keeping systems are InfoXpert and Authority. The recording of information in additional systems such as SharePoint should also be governed by a relevant internal policy.

The Administrative Regulations requires a register to be maintained which the inspectors consider is a single register – not multiple registers. As such, the CEO must ensure council only has a single common seal register and a single register for election results and polls and, that staff are made aware of this requirement.

3. The inspectors are unclear as to the reasoning for the CEO's comment '*the nebulous requirement that all records be scanned and filed; and b) a discussion of software employed by Council to maintain its records*'.

## Conclusion

Version control is deficient in relation to the common seal register and elections and polls register. The council has recorded information in multiple systems which are based on differing date ranges and some date ranges are missing from the common seal register.

## Recommended Remedial Action

The CEO must ensure:

1. the council maintains by computer:
  - a) a single register containing copies of all documents executed under the council's common seal.
  - b) a single register with the results of all elections and polls.
2. staff are made aware of which system information relating to all registers is to be recorded in.
3. a common seal register procedure is issued to staff.
4. council has formal written procedures to duly record council's approvals for the use of the common seal onto a document into the relevant register.

By 30 September 2016 the CEO must advise the inspectors on council's progress with regards to the above recommended actions.

## Issue 8

Council's financial delegations require review.

### Background

Section 101 of the *Local Government Act* requires the CEO:

- (f) to ensure that proper standards of financial management are maintained and, in particular, proper controls over expenditure; and
- (g) to ensure that financial and other records are properly made and maintained.

### Findings

During the compliance review the Inspectors noted the Council maintains two documents relating to formal financial delegations; one being FIN07 – Financial Delegation approved on 23 January 2015 and the other being the Delegation Manual – updated as at 10 January 2014. The inspectors noted the monetary delegation limits set in both documents for the same reason were inconsistent and it was unclear which document took precedence over the other.

#### Council CEO Comment:

It is unclear what non-compliance is being identified in Issue 8. The description by the inspectors clearly identify that of the two financial delegations, one is newer than the other. One would naturally assume that a newer version would be the active version as it is in this case.

Furthermore, had the inspectors examined the financial delegations active in Council's financial software, they would have immediately ascertained that the newer version was in place governing procurement, and that all staff with procurement responsibilities were aware of their delegations.

As such, as the report is silent on just what area of law has been breached, I deny Issue 8 is a matter of non-compliance, and assert that Council conducts its business lawfully in this regard.

### Inspector's Response to CEO's Comment

Section 101 of the Act requires the CEO to ensure proper standards of financial management are maintained and, in particular proper controls over expenditure.

The CEO provides the comment that *'One would naturally assume that a newer version would be the active version as it is in this case.'*

1. The inspectors note that, if dates are to be relied on, then council's Financial Delegation policy (FIN07) was due for review on 1 January 2016. This policy is therefore outdated.

### Conclusion

Council's current Financial Delegations policy FIN07 was not duly reviewed on 23/01/2016 as stated in its policy.

### Recommended Remedial Action

By 30 September 2016 the Financial Delegations policy FIN07 must be formally reviewed.

## Issue 9

There is no evidence council has conducted regular stocktakes of its property.

### Background

Amongst other things, regulation 10(1) of the Accounting Regulations provides that the CEO must establish and maintain internal controls to:

- (a) safeguard the assets of the council; and
- (b) ensure the accuracy, completeness and reliability of the accounting data.

Regulation 22 of the Accounting Regulations states:

- (1) the CEO is responsible for the safekeeping of all council property (including stores, materials and tools)
- (2) the CEO must ensure that adequate records are kept of council property
- (3) the CEO must ensure that stocktakes of council property are carried out regularly in accordance with the Accounting Standards and any applicable council policies

### Finding

The Council does not have stocktake procedures as required by the Accounting Regulations. Council does however have a policy on asset Capitalisation, Depreciation, Revaluation and Disposals.

The lack of a formal policy to conduct regular stocktakes increases the risk of asset records not being accurate and theft or unauthorised purchases of assets being undetected. A lack of stocktake procedures may also result in errors occurring during stocktakes due to a lack of understanding by council staff of the process and /or information needed to be recorded.

Inspectors noted assets were not tagged with a unique asset number which has the potential to hinder future stocktakes as it would be difficult to distinguish between like assets.

#### Council CEO Comment:

The description of Issue 9 takes substantial liberty with the interpretation of legislation, beginning with "The Council does not have a stocktake policy as required by the Accounting Regulations. " - whereas, the Regulation 22(3) sets no such requirement, nor does it require the tagging of Council assets with unique numbers Council is responsible for determining what it considers to be 'assets' for the purposes of valuation, depreciation, capitalisation and disposal. Policies are in effect for each of these areas, and fulfill the requirements of the Accounting Standards for the purpose of Regulation 22(3).

Stocktakes are carried out in accordance with these policies for assets.

Should the Department seek to interpret the Regulations and Accounting Standards in a manner which specifies asset tagging and stocktakes, we suggest making use of the legislative tools at your disposal prior to identifying them as non-compliances.

As such, I deny Issue 9 is a matter of non-compliance, and assert that Council conducts its business lawfully in this regard.



### Inspector's Response to CEO's Comment

Section 101 of the Act requires the CEO to ensure council's assets and resources are properly managed and maintained.

1. During the compliance review field visit, council staff advised no stocktakes were conducted by the council. However, the CEO states '*Stocktakes are carried out in accordance with these policies for assets*'.

The inspectors conclude the council has not conducted a stocktake of its assets and based on an assessment of the above-mentioned council's policies, there is requirement for stocktakes to be undertaken.

2. Inspectors concur there is no legislative requirement for council assets to be tagged with a unique asset number.

### Conclusion

The council has not conducted regular stocktakes of council property.

### Recommended Remedial Action

By 31 October 2016 the CEO must ensure council has written procedures for conducting regular stocktakes of its property.

## Issue 10

The council's Procurement Policy does not reflect the correct procurement thresholds as required by General Instruction No. 4 Procurement

### Background

Section 101 of the *Local Government Act* requires the CEO:

- (f) to ensure that proper standards of financial management are maintained and, in particular, proper controls over expenditure; and
- (g) to ensure that financial and other records are properly made and maintained.

Regulation 29 of the Accounting Regulations stipulates that a council must not enter into a contract for the provision of supplies to the council at a cost of more than \$100 000, unless it has first called for tenders for that contract by public notice published in a newspaper circulating in the council's area.

On 13<sup>th</sup> July 2015 the department issued General Instruction 4 "Procurement" which clarified councils must include the value of any GST payable in the total cost of the supplies when assessing quotation and tender cost thresholds.

Regulation 8 of the Accounting Regulations states a council must comply with a general instruction in force.

Council's Procurement Policy (FIN04) provides the planning processes for purchasing, including financial considerations, for a purchase order to be raised. This policy states:

#### 4.4 Quotation Requirements:

*"When exercising purchasing delegation the following requirements must be observed in accordance with Section 28 of the Local Government (Accounting) Regulations. Dollar values given in this section relate to the cost of the purchase and therefore are exclusive of GST. For the purpose of this policy "cost" is defined as the full cost of the procurement process inclusive of costs for administration, delivery and establishment of the goods and services".*

### Finding

The treatment of GST in the council's policy FIN04 contradicts General Instruction 4 Procurement which was issued by the department in July 2015.

The council's Policy FIN04 is therefore inconsistent with the requirements of General Instruction 4 which has a flow on effect on council's quotation and tendering thresholds being above those prescribed in the Accounting Regulations.

#### Council CEO Comment:

This is correct. The policy is being updated to meet the requirements of General Instruction No. 4.

The necessary procedural changes are now being put into place to rectify this oversight and prevent any further non-compliance

**Inspector's Response to CEO's Comment / Conclusion:**

CEO's response is accepted.

**Recommended Remedial Action**

By 31 August 2016 the council's Procurement Policy FIN04 must be reviewed to be consistent with General Instruction 4 Procurement.

## Issue 11

A number of Council's Internal and operational policies are overdue for review.

### Background

Section 101 of the *Local Government Act* requires the CEO:

- (f) to ensure that proper standards of financial management are maintained and, in particular, proper controls over expenditure; and
- (g) to ensure that financial and other records are properly made and maintained.

Regulation 10 of the Accounting Regulations states that the CEO must establish and maintain internal controls to:

- (a) safeguard the assets of the Council; and
- (b) ensure the accuracy, completeness and reliability of the accounting data.

### Finding

The inspectors observed that there were a number of Council policies which were overdue for review.

| S. No. | Policy Name                 | Review date |
|--------|-----------------------------|-------------|
| 1      | Internal Controls           | 1/06/2013   |
| 2      | Chart of Accounts           | 3/02/2016   |
| 3      | Credit Card                 | 3/02/2016   |
| 4      | Grant-income                | 3/02/2016   |
| 5      | Asset Disposal              | 19/08/2015  |
| 6      | Asset Revaluation           | 1/06/2013   |
| 7      | Asset Depreciation          | 1/06/2013   |
| 8      | Asset Capitalisation        | 1/06/2013   |
| 9      | Financial Delegations       | 23/01/2016  |
| 10     | Borrowing                   | 17/03/2016  |
| 11     | Computer Based Accounting   | 1/06/2013   |
| 12     | Employee Entitlement        | 1/06/2013   |
| 13     | Investment                  | 1/10/2014   |
| 14     | Fleet Management            | 28/02/2013  |
| 15     | Procurement                 | 30/11/2015  |
| 16     | Annual financial Statements | 31/01/2015  |
| 17     | Finance                     | 30/11/2014  |
| 18     | Financial Management        | 1/06/2013   |

**Council CEO Comment:**

It is unclear what non-compliance is being identified in Issue 11. Internal and operational policies not being reviewed in a timely manner is not something Council is able to find described in the legislation. Nor do the inspectors. Other than broad reference to Section 101 of the Local Government Act and Regulation 10 of the Accounting Regulations, no indication is given as to how Council is conducting its business unlawfully in this instance.

As such, as the report is silent on just what area of law has been breached, I deny Issue 8 is a matter of non-compliance, and assert that Council conducts its business lawfully in this regard.

**Inspector's Response to CEO's Comment**

There are several sections of the Act, Accounting Regulations and Administrative Regulations which the CEO should be familiar with in regards to ensuring council operating activities are conducted within the boundaries of legislative requirements. The use of internal policies is a key internal control tool that ensures council staff are conducting their day-to-day activities in a consistent and legal manner.

Failure to review policies as and when they fall due is reflective of poor internal controls and exposing the council to a higher level of risk.

**Conclusion**

Proper standards of internal controls have not been maintained as a number of council policies have not been reviewed in a timely manner and are therefore outdated.

**Recommended Remedial Action**

All policies overdue for a review must be reviewed by 30 September 2016. Thereafter policies are to be reviewed as per the individual policy's review dates.

## Issue 12

The Organisation Chart and Roles and Responsibilities of Senior Management could not be located on council's website.

### Background

Regulation 9, of the Accounting Regulations states the accounting and policy manual must include or incorporate by reference the following:

- (a) an organisation chart showing the functions of the council, its committees and responsible officers;
- (b) a statement of the duties and responsibilities of the CEO and responsible officers.

Council's Policy (FIN01) outlines principles, definitions and assumptions which govern all financial policies for the City of Palmerston. This policy states:

#### 4.2 Finance and Accounting Policies:

*"This Policy governs the use and interpretation of all Finance Policies at the City of Palmerston.*

*For the purposes of Section 9 of the Local Government (Accounting) Regulations, the following documents make up the City of Palmerston Accounting Policies and Procedures:"*

| Code | Document / Policy  | Location |
|------|--|----------|
|      | Organisational Chart and Roles and Responsibilities of Senior Management | Website  |

### Finding

The inspectors consider council's policy (FIN01) is in accord with the required contents of an accounting and policy manual as per regulation 9 of the Accounting Regulations.

However, the inspectors could not locate either the Organisational Chart or the Roles and Responsibilities of Senior Management on the council's webpage. Inspectors searched the Council's website with the words "Organisational Chart and Roles and Responsibilities of Senior Management", "Organisation Chart" and "Senior Management". No search results provided this information.

#### Council CEO Comment:

This is correct. The website will be updated with the current Organisation Chart in compliance with Regulation 9.

The necessary procedural changes are now being put into place to rectify this oversight and prevent any further non-compliance.

#### Inspector's Response to CEO's Comment / Conclusion:

CEO's response is accepted.

#### Recommended Remedial Action

By 31 July 2016 Council must either update its policy FIN01 or its webpage to ensure there is a valid reference to the location of its Organisation Chart and Roles and Responsibilities of Senior Management.

## Minor Items

| Item | Finding  | Recommendation  | Legislative Reference  |
|------|--|---|--|
| 1    | For 2015/16 the CEO did not certify to the Council that “to the best of the CEO’s knowledge information and belief, the assessment record is a comprehensive record of all rateable land within the area”.   | The CEO must certify the Rates Assessment for 2016/2017 before the adoption of the budget for that financial year.                      | Regulation 24 (b) of the Accounting Regulations.   |
| 2    | The Council’s Records and Document Management Policy approved in 2011 was only captured into its records management system during the compliance review.   | The Council must ensure it reviews the Records and Document Management Policy in timely manner.   | Section 101 of the Act and Regulation 14 of the Administration Regulations.  |
| 3    | Hardcopy legacy records are not yet captured into the official recordkeeping system. The records unit is trying to progress this backlog.  | That the CEO ensures that the hardcopy legacy records are properly indexed to facilitate access and proper custody of Councils records. | Regulation 10 of the <i>LG Accounting Regulations</i><br>Regulation 14 of the <i>LG Administration Regulations</i><br><br>Related Legislation <i>Information Act</i> . |
| 4    | Based on a review of a quote document for shade cloth and Contract TS2015/06, the signatories agreeing to accept a certain quote or approving a contract variation were not discernible, clear names to the signature were not discernible and no delegated position title was identified. | Council’s internal control procedures are to be strengthened to clearly identify approving officers.                                    | Section 101 of the Act.  |
| 5    | Safeguarding portable and attractive assets.   | Council may consider developing a policy and implement specific controls to safeguard its portable and attractive assets                | Section 101 of the Act.  |

**ITEM NUMBER:** 13.1.3 Review FIN25 Rating Policy

**FROM:** Director of Corporate and Community Services

**REPORT NUMBER:** 8/0932

**MEETING DATE:** 19 July 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:

Policy FIN25 has been due for revision in line with the review date set in the policy. And requires review due to the introduction of a change to the rating structure.

Council is asked to receive the report and approve the attached amended policy FIN25.

## RECOMMENDATION

1. THAT Council receives Report Number 8/0932.
2. THAT Council adopt the amended FIN25 Rating Policy.

## General:

The listed changes below are necessary due to the introduction of a separate rate for residential properties in the suburb of Marlow Lagoon as well as suggested improvements for clarification.

Management suggests extending the review period from twelve (12) months to twenty-four (24) months.

| Section of Policy | Addition/Deletion | Amendment  | Reason  |
|-------------------|-------------------|--|---|
| Approval Date     | Deletion          |  | Approval date will be set with date of Council decision |
| Next Review Date  | Deletion          |  | One year from approval date                             |
| 2 Principles      |                   |  |   |
|                   | Addition          | Rates are a system of taxation and are not reflective of the services, | Clarification   |



|                                      |          |   |  |
|--------------------------------------|----------|---|--|
|                                      |          | infrastructure or facilities used by any particular property owner or resident.   |  |
| 4 Policy Statement                   |          |   |  |
| 4.1.1                                | Addition | Location being added as basis for application of rates.   | Reflecting the suggested introduction of a separate residential rate for properties in Marlow Lagoon.      |
| 4.4.1                                | Addition | First rate for Residential Use is declared for land within the suburb of Marlow Lagoon.<br><br>Second rate for Residential Use is declared for land within all other suburbs of the municipality, other than Marlow Lagoon. | Reflecting the suggested introduction of a separate residential rate for properties in Marlow Lagoon.      |
| 4.4.1 to 4.4.4                       | Deletion | Removing the set multiplier for the financial year.   | This will ensure Council does not have to update policy every twelve months to reflect the declared rates. |
| 6 References and Related Legislation |          |   |  |
| 6.7                                  | Addition | Added Local Government General Instructions   | Improved reference   |

**Financial Implications:**

Nil.

**Legislation/Policy:**

Local Government Act – Chapter 11 Rates and Charges

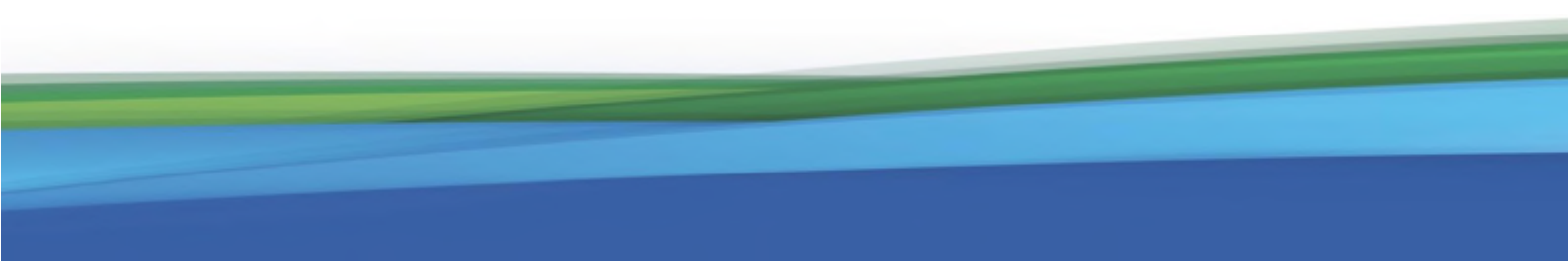
**Recommending Officer:** Ben Dornier, Director of Corporate and Community Services

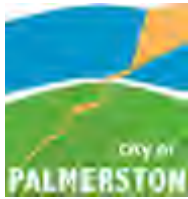
Any queries on this report may be directed to Ben Dornier, Director of Corporate and Community Services on telephone (08) 8935 9976 or email [ben.dornier@palmerston.nt.gov.au](mailto:ben.dornier@palmerston.nt.gov.au)

**Author:** Silke Reinhardt, Finance Manager

**Schedule of Attachments:**

Attachment A: Draft FIN25 Rating Policy





|                      |                         |                   |               |
|----------------------|-------------------------|-------------------|---------------|
| Name:                | Rating Policy           |                   |               |
| Type:                | Council Policy          |                   |               |
| Owner:               | Chief Executive Officer |                   |               |
| Responsible Officer: | Finance Manager         |                   |               |
| Approval Date:       | [Approval Date]         | Next Review Date: | [Next Review] |

## 1 Purpose

The purpose of this policy is to outline Council's approach towards rating its community and to meet the requirements of the Local Government Act Northern Territory (the Act).

## 2 Principles

City of Palmerston is committed to accountability and transparency in the rating structure. City of Palmerston is distributing the rate responsibility equitably across the community. The Rating structure is consistent with Council's strategic, corporate and financial directions and budgetary requirements. Rates are a system of taxation and are not reflective of the services, infrastructure or facilities used by any particular property owner or resident.

## 3 Definitions

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

| Term               | Definition                              |
|--------------------|---|
| The Act            | Local Government Act Northern Territory |
| NT Planning Scheme | Northern Territory Planning Scheme      |

## 4 Policy Statement

### 4.1 Basis for Rates

- 4.1.1 Council applies rates on the basis of land use and location.
- 4.1.2 Where Council is not aware of the Use of the Land it will deem the Use in line with the Zoning of the land under the NT Planning Scheme.
- 4.1.3 Council, pursuant to Section 149 of the Act, adopts the Unimproved Capital Value method as the basis for determining the assessed value of allotments within the Municipality. The Unimproved Capital Value of land is set by the NT Valuer General.
- 4.1.4 In accordance with section 148(1) of the Local Government Act rates are based on differential valuation-based charges calculated as a proportion of the assessed value of each allotment.
- 4.1.5 The Valuation-based charge may be subject to a specified minimum amount.

### 4.2 Rateable Allotments

- 4.2.1 An allotment is a parcel or part of a parcel of land for which Council makes a separate assessment of rates.
- 4.2.2 For the purpose of residential rates, allotment means a residential part, unit, dwelling house, flat or other substantially self-contained residential unit or building.
- 4.2.3 If a parcel is divided into separate allotments that are adapted for separate rating, a minimum charge will be multiplied by the numbers of separate allotments.

### 4.3 Land Use for Rating Purpose

4.3.1 The following table outlines the Land Use for all Rating Categories:

| Rating Category    | Land Use                         |
|--------------------|----------------------------------|
| <b>Residential</b> | Caretakers Residence             |
|                    | Group Home                       |
|                    | Homes Based Child Care Centre    |
|                    | Home Based Contracting           |
|                    | Home Based Visitor Accommodation |
|                    | Home Occupation                  |
|                    | Independent Unit                 |
|                    | Multiple Dwellings               |
|                    | Single Dwelling                  |
| <b>Commercial</b>  | Animal Boarding                  |
|                    | Business Sign                    |
|                    | Caravan Park                     |
|                    | Car Park                         |
|                    | Child Care Centre                |
|                    | Fuel Depot                       |
|                    | Hostel                           |
|                    | Hotel                            |
|                    | Leisure and Recreation           |
|                    | Licensed Club                    |
|                    | Medical Clinic                   |
|                    | Medical Consulting Rooms         |
|                    | Motel                            |
|                    | Office                           |
|                    | Promotional Sign                 |
|                    | Passenger Terminal               |
|                    | Restaurant                       |
|                    | Retail Agricultural Stall        |
|                    | Service Station                  |
|                    | Shop                             |
|                    | Showroom Sales                   |
|                    | Supporting Accommodation         |
|                    | Vehicle Sales and Hire           |
|                    | Veterinary Clinic                |
|                    | Warehouse                        |
| <b>Industrial</b>  | Abattoir                         |
|                    | General Industry                 |
|                    | Light Industry                   |
|                    | Motor Body Works                 |
|                    | Motor Repair Station             |
|                    | Recycling Depot                  |
|                    | Rural Industry                   |
|                    | Transport Terminal               |
| <b>Vacant</b>      | Vacant Land                      |

- 4.3.2 Where Council is not aware of the Use of the Land the Rating Category for rateable land is determined by the Zoning of the land under the NT Planning Scheme:

| Rating Category    | Zoning                             |
|--------------------|------------------------------------|
| <b>Residential</b> | Single Dwelling Residential (SD)   |
|                    | Multiple Dwelling Residential (MD) |
|                    | Medium Density Residential (MR)    |
|                    | High Density Residential (HR)      |
|                    | Community Living (CL)              |
|                    | Rural (R)                          |
|                    | Rural Residential (RR)             |
|                    | Rural Living (RL)                  |
| <b>Commercial</b>  | Central Business (CB)              |
|                    | Commercial (C)                     |
|                    | Caravan Park (CV)                  |
|                    | Service Commercial (SC)            |
|                    | Tourist Commercial (TC)            |
| <b>Industrial</b>  | Light Industry (LI)                |
|                    | General Industry (GI)              |
|                    | Development (D)                    |
| <b>Vacant Land</b> | Public Open Space (PS)             |
|                    | Organised Recreation (OR)          |
|                    | Horticulture (H)                   |
|                    | Agriculture (A)                    |
|                    | Community Purposes (CP)            |
|                    | Conservation (CN)                  |
|                    | Heritage (HT)                      |
|                    | Restricted Development (RD)        |
|                    | Water Management (WM)              |
|                    | Future Development (FD)            |
|                    | Township (T)                       |
|                    | Specific Use(SP)                   |
|                    | Main Road (M)                      |
|                    | Proposed Main Road (PM)            |
|                    | Railway (RW)                       |
|                    | Utilities (U)                      |

- 4.3.3 If a ratepayer believes that a particular property has been wrongly classified by the Council as to its land use, then the ratepayer may object in writing to the Council within 60 days of being notified. The objection must set out the basis for the objection and details of the land use that, in the opinion of the ratepayer, should be attributed to that property. Council will decide over the objection. Lodgement of an objection does not change the due date for the payment of rates.

#### 4.4 Rating Categories

##### 4.4.1 Residential Use

With respect to rateable land with a Residential Land Use, two differential rates of the assessed value of such land are declared depending on the location of the land with minimum amounts being payable in the application of that differential rate multiplied by:

- a) the number of separate parts or units that are adapted for separate occupation or use (pursuant to section 148 (4) of the Act) on each allotment of land; or
  - b) the number1,
- whichever is greater.

First rate for Residential Use is declared for land within the suburb of Marlow Lagoon.

Second rate for Residential Use is declared for land within all other suburbs of the municipality, other than Marlow Lagoon.

#### 4.4.2 Commercial Use

With respect to all rateable land with a Commercial Land Use, a differential rate of the assessed value of such land is declared with minimum amounts being payable in the application of that differential rate multiplied by:

- a) the number of separate parts or units that are adapted for separate occupation or use (pursuant to section 148 (4) of the Act) on each allotment of land; or
  - b) the number1,
- whichever is greater.

#### 4.4.3 Industrial Use

With respect to all rateable land with a Industrial Land Use, a differential rate of the assessed value of such land is declared with minimum allotments being payable in the amounts of that differential rate being \$1,177.00 multiplied by:

- a) the number of separate parts or units that are adapted for separate occupation or use (pursuant to section 148 (4) of the Act) on each allotment of land; or
  - b) the number1,
- whichever is greater.

#### 4.4.4 Vacant Land

With respect to all rateable vacant land, a differential rate of the assessed value of such land is declared with minimum amounts being payable in the application of that differential rate multiplied by:

- a) the number of separate parts or units that are adapted for separate occupation or use (pursuant to section 148 (4) of the Act) on each allotment of land; or
  - b) the number1,
- whichever is greater.

## 5 Associated Documents

### 5.1 City of Palmerston Policies

## 6 References and Related Legislation

- 6.1 Northern Territory Local Government Act
- 6.2 Northern Territory Local Government (Administration) Regulations
- 6.3 Northern Territory Local Government (Accounting) Regulations
- 6.4 Australian Accounting Standards
- 6.5 Ministerial Guidelines
- 6.6 Northern Territory Planning Scheme
- 6.7 Local Government General Instructions

**ITEM NUMBER:** 13.1.4 Financial Report for the Month of June 2016

**FROM:** Director of Corporate and Community Services

**REPORT NUMBER:** 8/0933

**MEETING DATE:** 19 July 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:**

Financial Report for the month of June 2016.

**RECOMMENDATION**

THAT Council receives Report Number 8/0933.

**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 investments held by the Council (including money held in trust);
  - b. A statement on the debts owed to the Council including 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 30 June 2016.

The figures presented in this report do not include final end of year transactions and will vary from the annual report 2015/2016 currently in preparation.

A final budget-actuals comparison with explanations for the year 2015/2016 will be presented to Council once the annual report is finalised.

**Financial Implications:**

Nil.

**Legislation/Policy:**

Council Policies, the Local Government Act and associated regulations and the Australian Accounting Standards.

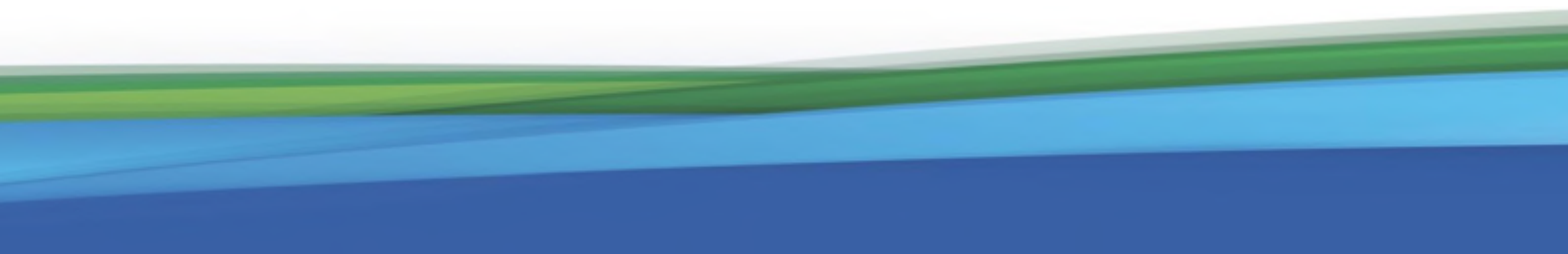
**Recommending Officer:** Ben Dornier, Director of Corporate and Community Services

Any queries on this report may be directed to Ben Dornier, Director of Corporate and Community Services on telephone (08) 8935 9976 or email [ben.dornier@palmerston.nt.gov.au](mailto:ben.dornier@palmerston.nt.gov.au)

**Author:** Silke Reinhardt, Finance Manager

**Schedule of Attachments:**

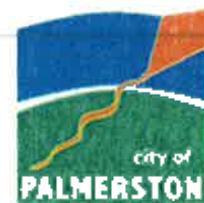
Attachment A: Financial Management Report – June 2016.



# Financial Management Reports

June 2016

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





# TABLE OF CONTENTS

June 2016

|                                      |     |                                       |
|--------------------------------------|-----|---------------------------------------|
| <b>SECTION 1 – EXECUTIVE SUMMARY</b> | 1.1 | Executive Summary                     |
| <b>SECTION 2 – FINANCIAL RESULTS</b> | 2.1 | Budget Summary Report                 |
|                                      | 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 30 June 2016

### RESULT

#### Operating Income

Operating income is currently at 98.97% for the year. Income is lower than anticipated in Animal Management, Parking & Other Ranger Services, and Events Promotion.

#### Operating Expenditure

Overall operating expenditure is currently at 92.49% of the full year budget, including commitments raised. End of financial year accruals are yet to be processed.

#### Capital Income

Capital income for the current financial year is at 5.13% of the budget. Capital income of \$3.5m in the budget relates to gifted assets which will be recognised at the end of the financial year.

#### Capital Expenditure



Percentage spent on Capital Expenditure is tracking as anticipated at 78.82%. End of financial year accruals are expected to increase this figure, and ongoing works will be rolled over into the next financial year.

### CASH POSITION

As at the end of June 2016 the cash and investments balance was \$17.5M. After the third budget review reserve requirements with restricted access is \$9.6M. Interest earned to date is \$503k, circa 94% of budget.

**Section 2**  
**Financial Results**  
**30 June 2016**

**2-1 Budget Summary Report as at**

|   | Total Budget<br>(Inc. Revisions)<br>\$ | YTD Actuals<br>(Incl commitments)<br>\$ | Budget to be met<br>\$ | Budget Met<br>% |
|---|--|---|------------------------|-----------------|
| Operating Income  | (29,415,851)                           | (29,113,505)                            | (302,285)              | 98.97%          |
| Operating Expenditure   | 33,422,385                             | 30,910,745                              | 2,511,640              | 92.49%          |
| Capital Income  | (40,577,333)                           | (2,080,347)                             | (38,496,986)           | 5.15%           |
| Capital Expenditure   | 20,643,723                             | 16,271,093                              | 4,372,630              | 78.82%          |
| <b>Subtotal</b>   | <b>(15,927,075)</b>                    | <b>15,987,925</b>                       | <b>(31,915,000)</b>    |                 |
| Less Depreciation/Revaluation   | (8,062,100)                            | (8,000,100)                             | (62,000)               |                 |
| Gifted Assets   | 35,000,000                             | 0                                       | 35,000,000             |                 |
| <b>Net (Income)/Expenditure</b>   | <b>11,010,825</b>                      | <b>7,987,825</b>                        | <b>3,023,000</b>       |                 |
| <b>Net (Income)/Expenditure Funded by:</b>  |  |   |                        |                 |
| Transfers from Reserves   | (13,259,024)                           |   |                        |                 |
| Transfers to Reserves   | 2,248,199                              |   |                        |                 |
| <b>Total</b>  | <b>(0)</b>                             |   |                        |                 |
| <b>Net Surplus/Deficit</b>  | <b>11,010,825</b>                      |   |                        |                 |
| <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;"> <br/> Reviewed by: Finance Manager </div> <div style="text-align: center;"> <br/> Approved by: Chief Executive Officer </div> </div> |  |   |                        |                 |

**Section 2**  
**Financial Results**  
30 June 2016

**2.1 - Budget Summary Report as at**  
**Operating Income**

|  | Original Budget    | First Budget Review | Second Budget Review | Third Budget Review | YTD Bud Reviews   | Total Budget (Inc. Revisions) | YTD Actuals        | %              |
|--|--------------------|---------------------|----------------------|---------------------|-------------------|-------------------------------|--------------------|----------------|
| <b>Governance</b>                                  |                    |                     |                      |                     |                   |                               |                    |                |
| Office of the CEO                                  | -690,000           | -24,836             | 0                    | -417,791            | -442,647          | -1,132,647                    | -1,132,647         | 100.00%        |
| <b>Governance</b>                                  | <b>-690,000</b>    | <b>-24,836</b>      | <b>0</b>             | <b>-417,791</b>     | <b>-442,647</b>   | <b>-1,132,647</b>             | <b>-1,132,647</b>  | <b>100.00%</b> |
| <b>Corporate Services</b>                          |                    |                     |                      |                     |                   |                               |                    |                |
| Financial Services                                 | -400,000           | -10,661             | 0                    | 133,863             | 144,526           | -544,526                      | -539,646           | 117.47%        |
| Human Resources                                    | 0                  | 0                   | 0                    | 0                   | 0                 | 0                             | -1,177             | 0.00%          |
| Office of the Director Corp and Community Services | 0                  | -30,000             | 0                    | 0                   | -30,000           | -30,000                       | -132,145           | 440.48%        |
| Rates  | -18,181,252        | -264,697            | 0                    | 0                   | -264,697          | -18,445,949                   | -17,973,089        | 97.44%         |
| <b>Corporate Services</b>                          | <b>-18,581,252</b> | <b>-305,358</b>     | <b>0</b>             | <b>-133,863</b>     | <b>-439,223</b>   | <b>-19,020,475</b>            | <b>-18,745,007</b> | <b>98.56%</b>  |
| <b>Community Services</b>                          |                    |                     |                      |                     |                   |                               |                    |                |
| Arts & Culture                                     | 12,000             | 0                   | 0                    | 0                   | 0                 | -12,000                       | 0                  | 0.00%          |
| Community Development                              | 0                  | -3,511              | 0                    | -70,000             | -23,511           | -23,511                       | -23,666            | 100.66%        |
| Events Promotion                                   | -21,000            | 0                   | 0                    | 0                   | 0                 | -21,000                       | -1,733             | 8.25%          |
| Health and Wellbeing Services                      | 0                  | 0                   | 0                    | 0                   | 0                 | 0                             | -11,840            | 0.00%          |
| Library Services                                   | -729,273           | 0                   | 0                    | 0                   | 0                 | -729,273                      | -686,788           | 94.17%         |
| Senior Citizens                                    | -1,500             | 0                   | 0                    | 0                   | 0                 | -1,500                        | 0                  | 0.00%          |
| Youth Services                                     | -4,000             | 0                   | 0                    | 0                   | 0                 | -4,000                        | -3,000             | 75.00%         |
| <b>Community Services</b>                          | <b>-767,273</b>    | <b>-3,511</b>       | <b>0</b>             | <b>-70,000</b>      | <b>-23,511</b>    | <b>-791,284</b>               | <b>-727,027</b>    | <b>91.88%</b>  |
| <b>Technical Services</b>                          |                    |                     |                      |                     |                   |                               |                    |                |
| Animal Management                                  | -399,000           | 0                   | 0                    | 0                   | 0                 | -399,000                      | -347,943           | 87.20%         |
| Aquatic Centre                                     | -95,300            | 0                   | 0                    | 0                   | 0                 | -95,300                       | -90,152            | 94.60%         |
| Civic Centre                                       | -186,600           | 0                   | 0                    | 0                   | 0                 | -186,600                      | -198,908           | 105.60%        |
| Driver Resource Centre                             | -7,500             | 10,101              | 0                    | 0                   | -10,101           | -17,601                       | -20,938            | 118.96%        |
| Gray Community Hall                                | -16,000            | 0                   | 0                    | 0                   | 0                 | -16,000                       | -17,455            | 105.10%        |
| Office of the Director Technical Services          | -49,250            | 0                   | 0                    | 0                   | 0                 | -49,250                       | -64,100            | 130.15%        |
| Parking & Other Ranger Services                    | -171,185           | 0                   | 0                    | 0                   | 0                 | -171,185                      | -144,933           | 84.66%         |
| Private Works                                      | -90,000            | 0                   | 0                    | 0                   | 0                 | -90,000                       | 136,206            | 151.34%        |
| Roads & Transport                                  | -79,000            | -729                | -40,000              | 0                   | -40,729           | 8,551,29                      | -795,729           | 95.21%         |
| Stormwater Infrastructure                          | -4,000             | 0                   | 0                    | 0                   | 0                 | -4,000                        | 1,095              | 27.38%         |
| Subdivisional Works                                | 180,000            | 0                   | 0                    | 0                   | 0                 | 180,000                       | -267,238           | 145.69%        |
| Waste Management                                   | 5,930,620          | -10,000             | -199,120             | 0                   | -209,120          | -5,930,620                    | -6,003,402         | 100.46%        |
| Birripa Court Investment Property                  | -446,160           | 0                   | 0                    | 0                   | 0                 | -446,160                      | -419,774           | 94.09%         |
| <b>Technical Services</b>                          | <b>-8,211,495</b>  | <b>-20,830</b>      | <b>-239,120</b>      | <b>0</b>            | <b>-259,950</b>   | <b>-8,471,445</b>             | <b>-8,507,884</b>  | <b>100.43%</b> |
|  | <b>-28,250,520</b> | <b>-354,555</b>     | <b>-239,120</b>      | <b>-571,656</b>     | <b>-1,165,331</b> | <b>-29,415,851</b>            | <b>-29,113,565</b> | <b>98.97%</b>  |

**Section 2**  
**Financial Results**  
30 June 2016

**2.1 - Budget Summary Report as at**  
**Capital Income**

|  |  | Original<br>Budget | First Budget<br>Review | Second<br>Budget<br>Review | Third Budget<br>Review | YTD Bud<br>Reviews | Total Budget<br>(Inc.<br>Revisions) | YTD Actuals | %       |
|--|--|--------------------|------------------------|----------------------------|------------------------|--------------------|-------------------------------------|-------------|---------|
| Corporate Services                                 |  |                    |                        |                            |                        |                    |                                     |             |         |
| Office of the Director Corp and Community Services |  | 0                  | -12,554                | -44,751                    | 0                      | -57,305            | -57,305                             | -64,314     | 112.23% |
| Corporate Services                                 |  | 0                  | -12,554                | -44,751                    | 0                      | -57,305            | -57,305                             | -64,314     | 112.23% |
| Technical Services                                 |  |                    |                        |                            |                        |                    |                                     |             |         |
| Roads & Transport                                  |  | -1,938,000         | -450,000               | -2,732,028                 | 0                      | -3,182,028         | -5,170,028                          | -1,710,028  | 33.40%  |
| Subdivisional Works                                |  | -35,400,000        | 0                      | 0                          | 0                      | 0                  | -35,400,000                         | -306,006    | 0.86%   |
| Technical Services                                 |  | -37,338,000        | -450,000               | -2,732,028                 | 0                      | -3,182,028         | -40,520,028                         | -2,016,034  | 4.98%   |
|  |  | -37,338,000        | -462,554               | -2,776,779                 | 0                      | -3,239,333         | -40,577,333                         | -2,080,347  | 5.13%   |

**Section 2**  
**Financial Results**  
**2.1 - Budget Summary Report as at**  
**30 June 2016**

**Operating Expenditure**

|  | Original Budget   | First Budget Review | Second Budget Review | Third Budget Review | YTD Bud Reviews | Total Budget (Inc. Revisions) | YTD Actuals       | Commitment     | Total YTD Actuals plus Commitments | %              |
|--|-------------------|---------------------|----------------------|---------------------|-----------------|-------------------------------|-------------------|----------------|------------------------------------|----------------|
| <b>Governance</b>                                  |                   |                     |                      |                     |                 |                               |                   |                |                                    |                |
| Elected Members                                    | 310,750           | 0                   | 87,952               | 0                   | 87,952          | 108,202                       | 367,556           | 1,587          | 369,143                            | 90.36%         |
| Office of the CnC                                  | 689,636           | 0                   | 0                    | 0                   | 0               | 689,636                       | 636,113           | 909            | 637,022                            | 91.06%         |
| Public Relations and Communications                | 113,150           | 0                   | 0                    | 0                   | 0               | 113,150                       | 58,544            | 4,268          | 62,812                             | 55.51%         |
| <b>Governance</b>                                  | <b>1,113,536</b>  | <b>0</b>            | <b>87,952</b>        | <b>0</b>            | <b>87,952</b>   | <b>1,211,488</b>              | <b>1,052,213</b>  | <b>6,765</b>   | <b>1,058,978</b>                   | <b>87.90%</b>  |
| <b>Corporate Services</b>                          |                   |                     |                      |                     |                 |                               |                   |                |                                    |                |
| Customer Services                                  | 127,737           | -4,000              | 0                    | 0                   | -4,000          | 123,737                       | 182,144           | 0              | 182,144                            | 81.41%         |
| Financial Services                                 | 1,141,467         | 23,000              | 0                    | -18,333             | -41,333         | 1,100,134                     | 1,083,017         | 31,920         | 1,114,937                          | 101.35%        |
| Human Resources                                    | 271,844           | 0                   | 0                    | 0                   | 0               | 271,844                       | 241,156           | 377            | 241,533                            | 89.55%         |
| Information Technology                             | 1,090,264         | 4,000               | 0                    | 0                   | -4,000          | 1,086,264                     | 925,083           | 21,382         | 946,465                            | 87.50%         |
| Office of the Director Corp and Community Services | 8,488,554         | 115,846             | -15,000              | 0                   | 100,846         | 8,594,400                     | 8,511,110         | 618            | 8,511,728                          | 99.63%         |
| Rates  | 101,000           | 176,563             | 0                    | 0                   | 176,563         | 277,563                       | 297,255           | 0              | 297,255                            | 106.99%        |
| Records Management                                 | 339,365           | 0                   | 15,000               | 0                   | 15,000          | 354,365                       | 276,614           | 1,045          | 277,659                            | 64.24%         |
| <b>Corporate Services</b>                          | <b>11,660,376</b> | <b>261,809</b>      | <b>0</b>             | <b>-18,333</b>      | <b>243,476</b>  | <b>11,903,852</b>             | <b>11,519,469</b> | <b>35,545</b>  | <b>11,554,914</b>                  | <b>97.24%</b>  |
| <b>Community Services</b>                          |                   |                     |                      |                     |                 |                               |                   |                |                                    |                |
| Arts & Culture                                     | 140,000           | 0                   | 0                    | 0                   | 0               | 140,000                       | 113,418           | 0              | 113,418                            | 81.01%         |
| Community Development                              | 939,010           | 46,750              | -8,775               | 20,000              | 17,225          | 996,985                       | 785,143           | 784            | 785,927                            | 77.73%         |
| Events Promotion                                   | 309,000           | 0                   | 0                    | 0                   | 0               | 309,000                       | 293,079           | 7,787          | 300,866                            | 97.38%         |
| Families & Children                                | 237,791           | 184,425             | 0                    | 0                   | 184,425         | 422,217                       | 441,087           | 27,356         | 468,443                            | 110.69%        |
| Health and Wellbeing Services                      | 42,000            | 0                   | 0                    | 0                   | 0               | 42,000                        | 33,183            | 3,560          | 36,743                             | 87.48%         |
| Library Services                                   | 1,201,302         | -19,830             | -12,816              | 0                   | 32,646          | 1,161,602                     | 1,193,592         | 1,162          | 1,194,754                          | 102.88%        |
| Senior Citizens                                    | 9,500             | 0                   | 0                    | 0                   | 0               | 9,500                         | 3,886             | 114            | 4,000                              | 42.11%         |
| Youth Services                                     | 22,000            | 0                   | 0                    | 0                   | 0               | 22,000                        | 16,313            | 1,735          | 18,048                             | 82.04%         |
| <b>Community Services</b>                          | <b>2,900,104</b>  | <b>211,345</b>      | <b>-21,591</b>       | <b>20,000</b>       | <b>209,754</b>  | <b>3,109,858</b>              | <b>2,445,003</b>  | <b>54,003</b>  | <b>2,499,006</b>                   | <b>80.36%</b>  |
| <b>Technical Services</b>                          |                   |                     |                      |                     |                 |                               |                   |                |                                    |                |
| Animal Management                                  | 79,000            | 30,000              | 0                    | 0                   | 30,000          | 109,000                       | 102,671           | 1,223          | 103,894                            | 95.25%         |
| Aquatic Centre                                     | 309,300           | 63,300              | 0                    | 0                   | 63,300          | 372,600                       | 312,183           | 13,117         | 325,300                            | 87.31%         |
| Archery Sports Club                                | 12,910            | 0                   | 0                    | 0                   | 0               | 12,910                        | 3,659             | 0              | 3,659                              | 28.34%         |
| Choir Centre                                       | 380,871           | 0                   | 0                    | 0                   | 0               | 380,871                       | 305,667           | 5,253          | 310,920                            | 81.63%         |
| Deport   | 87,277            | 0                   | 0                    | 0                   | 0               | 87,277                        | 90,717            | 3,195          | 93,912                             | 107.73%        |
| Driver Resource Centre                             | 0                 | 2,500               | 25,000               | 0                   | 27,500          | 27,500                        | 4,443             | 617            | 4,066                              | 15.12%         |
| Emergency Operations                               | 95,017            | 1,170               | 0                    | -10,000             | -41,179         | 53,838                        | 52,062            | 0              | 52,062                             | 96.91%         |
| Gray Community Hall                                | 108,975           | 0                   | -25,000              | 0                   | 25,000          | 83,975                        | 54,287            | 6,014          | 60,301                             | 71.81%         |
| Office of the Director Technical Services          | 1,452,956         | 0                   | 2,500                | 0                   | 2,500           | 1,455,456                     | 1,235,910         | 11,891         | 1,247,801                          | 85.80%         |
| Open Space   | 4,746,332         | -2,000              | 56,500               | 73,017              | 77,517          | 4,824,449                     | 4,454,844         | 177,560        | 4,632,404                          | 96.02%         |
| Parking & Other Ranger Services                    | 77,145            | 0                   | 0                    | 0                   | 0               | 77,145                        | 596,090           | 514            | 596,604                            | 772.98%        |
| Private Works                                      | 80,023            | 0                   | 0                    | 0                   | 0               | 80,023                        | 74,481            | 0              | 74,481                             | 93.07%         |
| Recreation Centre                                  | 209,930           | 2,000               | -20,000              | 0                   | -18,000         | 191,930                       | 165,889           | 14,727         | 180,616                            | 94.11%         |
| Roads & Transport                                  | 2,057,115         | 10,000              | -39,500              | 44,600              | 15,100          | 2,072,815                     | 1,899,327         | 43,119         | 1,942,446                          | 93.71%         |
| Sewerage Infrastructure                            | 241,000           | 0                   | 0                    | 0                   | 0               | 241,000                       | 226,593           | 12,642         | 239,235                            | 99.28%         |
| Street Lighting                                    | 1,161,500         | 0                   | 0                    | -416,000            | -416,000        | 745,500                       | 599,545           | 0              | 599,545                            | 80.42%         |
| Subdivisional Works                                | 80,000            | 0                   | 0                    | 0                   | 0               | 80,000                        | 6,095             | 0              | 6,095                              | 7.62%          |
| Waste Management                                   | 3,644,551         | -2,500              | -65,000              | -65,000             | -122,500        | 3,454,551                     | 4,757,561         | 310,602        | 5,068,163                          | 145.80%        |
| Birraha Court Investment Property                  | 168,974           | 2,000               | 0                    | 3,631               | 5,631           | 174,605                       | 120,444           | 0              | 120,444                            | 68.98%         |
| <b>Technical Services</b>                          | <b>17,577,960</b> | <b>104,130</b>      | <b>-65,500</b>       | <b>-419,752</b>     | <b>-381,122</b> | <b>17,196,836</b>             | <b>20,154,395</b> | <b>640,439</b> | <b>20,796,834</b>                  | <b>121.71%</b> |
|  | <b>33,262,316</b> | <b>577,284</b>      | <b>871</b>           | <b>-418,085</b>     | <b>160,070</b>  | <b>33,422,385</b>             | <b>30,154,395</b> | <b>756,350</b> | <b>30,910,745</b>                  | <b>92.49%</b>  |

Section 2  
Financial Results  
30 June 2016

2.1 - Budget Summary Report as at

Capital Expenditure

|   | Original Budget   | First Budget Review | Second Budget Review | Third Budget Review | YTD Bud Reviews  | Total Budget (inc. Revisions) | YTD Actuals       | Commitment       | Total YTD Actuals plus Commitments | %              |
|---|-------------------|---------------------|----------------------|---------------------|------------------|-------------------------------|-------------------|------------------|------------------------------------|----------------|
| <b>Corporate Services</b>                           |                   |                     |                      |                     |                  |                               |                   |                  |                                    |                |
| Information Technology                              | 70,000            | 0                   | 0                    | 0                   | 0                | 70,000                        | 34,608            | 0                | 34,608                             | 49.23%         |
| Office of the Director Corp. and Community Services | 250,000           | 31,638              | 44,751               | 0                   | 76,389           | 326,389                       | 561,509           | 0                | 320,564                            | 98.22%         |
| <b>Corporate Services</b>                           | <b>320,000</b>    | <b>31,638</b>       | <b>44,751</b>        | <b>0</b>            | <b>76,389</b>    | <b>396,389</b>                | <b>355,377</b>    | <b>0</b>         | <b>355,377</b>                     | <b>89.65%</b>  |
| <b>Community Services</b>                           |                   |                     |                      |                     |                  |                               |                   |                  |                                    |                |
| Community Development                               | 0                 | 0                   | 0                    | 0                   | 0                | 0                             | 0                 | 1,065            | 1,065                              | 0.00%          |
| Library Services                                    | 0                 | 21,000              | 12,816               | 0                   | 33,816           | 33,816                        | 33,732            | 0                | 33,732                             | 99.75%         |
| <b>Community Services</b>                           | <b>0</b>          | <b>21,000</b>       | <b>12,816</b>        | <b>0</b>            | <b>33,816</b>    | <b>33,816</b>                 | <b>33,732</b>     | <b>1,065</b>     | <b>35,398</b>                      | <b>107.63%</b> |
| <b>Technical Services</b>                           |                   |                     |                      |                     |                  |                               |                   |                  |                                    |                |
| Aquatic Centre                                      | 0                 | 0,500               | 0,775                | 0                   | 18,575           | 18,575                        | 18,575            | 0                | 18,575                             | 100.00%        |
| Civic Centre  | 730,500           | 0                   | 11,660               | 0                   | 11,660           | 742,160                       | 150,072           | 164,416          | 314,488                            | 42.37%         |
| Driver Resource Centre                              | 0                 | 0                   | 0                    | 0                   | 0                | 0                             | 4,700             | 0                | 4,700                              | 0.00%          |
| May Community Hall                                  | 0                 | 0                   | 0                    | 0                   | 0                | 0                             | 4,698             | 0                | 4,698                              | 0.00%          |
| Office of the Director Technical Services           | 0                 | 6,408,557           | 4,571,500            | 0                   | 10,980,057       | 10,980,057                    | 7,808,515         | 2,237,147        | 9,845,964                          | 89.67%         |
| Open Space  | 822,950           | 47,300              | 60,192               | 11,000              | 367,800          | 1,240,742                     | 871,702           | 93,569           | 965,171                            | 77.00%         |
| Roads & Transport                                   | 3,134,439         | 442,300             | 402,660              | 16,850              | 837,860          | 4,780,249                     | 1,979,113         | 2,357,842        | 4,296,955                          | 89.89%         |
| Stormwater Infrastructure                           | 900,000           | 0                   | 0                    | 3,000               | 3,000            | 943,000                       | 43,276            | 0                | 43,276                             | 4.59%          |
| Subdivisional Works                                 | 0                 | 0                   | 0                    | 0                   | 0                | 0                             | 117,012           | 5,350            | 141,908                            | 0.00%          |
| Waste Management                                    | 5,412,000         | 65,000              | 0                    | 3,835,000           | 3,835,000        | 15,810,000                    | 239,421           | 3,600            | 243,021                            | 1.53%          |
| <b>Technical Services</b>                           | <b>11,847,889</b> | <b>7,341,357</b>    | <b>4,974,083</b>     | <b>3,854,850</b>    | <b>8,365,860</b> | <b>20,213,519</b>             | <b>11,297,083</b> | <b>4,662,330</b> | <b>15,879,333</b>                  | <b>78.56%</b>  |
|   | <b>12,167,889</b> | <b>7,395,035</b>    | <b>4,968,650</b>     | <b>3,867,850</b>    | <b>8,442,720</b> | <b>20,643,724</b>             | <b>11,606,198</b> | <b>4,664,693</b> | <b>16,270,891</b>                  | <b>78.82%</b>  |

# Section 2 Financial Results

## 2-2 Investments Management Report

INVESTMENTS REPORT TO COUNCIL AS AT 30/06/2016

| COUNTERPARTY                | RATING     | AMOUNT          | INTEREST RATE | MATURITY DATE     | DAYS TO MATURITY | WEIGHTED AVERAGE RATE | INSTITUTION TOTALS | COUNTER PARTY |
|-----------------------------|------------|-----------------|---------------|-------------------|------------------|-----------------------|--------------------|---------------|
| Peoples Choice Credit Union |            | \$ 3.75         | 0.00%         |                   |                  |                       | \$ 5.75            | 0.00%         |
| Auswide                     | RAP A2     | \$ 1,500,000.00 | 3.01%         | December 15, 2016 | 180              | 0.002667445           | \$ 1,500,000.00    | 11.65%        |
| Bank of Queensland          | BBB A2     | \$ 2,000,000.00 | 2.87%         | July 31, 2016     | 6                | 0.004535357           |                    |               |
| Bank of Queensland          | BBB A2     | \$ 2,000,000.00 | 2.97%         | July 31, 2016     | 20               | 0.004636367           | \$ 4,000,000.00    | 31.81%        |
| Heritage Bank               | Moody's P2 | \$ 2,000,000.00 | 3.20%         | August 17, 2016   | 48               | 0.005056344           | \$ 2,000,000.00    | 15.80%        |
| National Australia Bank     | First F1   | \$ 1,500,000.00 | 3.11%         | August 31, 2016   | 34               | 0.003682966           |                    |               |
| National Australia Bank     | First F1+  | \$ 1,500,000.00 | 3.12%         | August 31, 2016   | 67               | 0.003697616           |                    |               |
| National Australia Bank     | First F1+  | \$ 7,246.27     | 2.80%         |                   |                  | 0.000018026           |                    |               |
| National Australia Bank     | First F1+  | \$ 140,000.00   | 2.80%         |                   |                  | 0.000225221           | \$ 3,150,137.10    | 24.94%        |
| MyState Bank                | BBB A2     | \$ 2,000,000.00 | 3.11%         | October 15, 2016  | 111              | 0.004614621           | \$ 2,000,000.00    | 15.80%        |

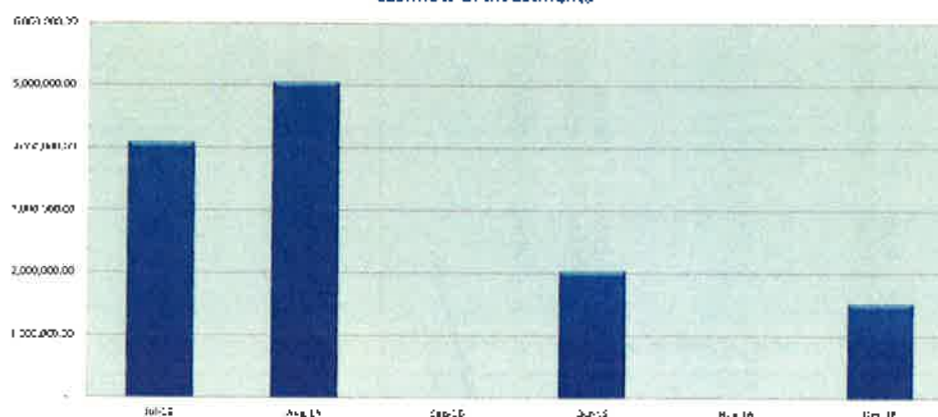
|                             |                  |                          |       |                  |       |         |
|-----------------------------|------------------|--------------------------|-------|------------------|-------|---------|
| TOTAL SHORT TERM INVESTMENT | \$ 12,856,113.97 | Average Days to Maturity | 64.00 | Weighted Average | 3.03% | 100.00% |
|-----------------------------|------------------|--------------------------|-------|------------------|-------|---------|

|                                 |                  |                   |                  |                  |
|---------------------------------|------------------|-------------------|------------------|------------------|
| % OF TOTAL INVESTMENT PORTFOLIO | A1 (max 100%) 0% | F1 (max 100%) 24% | A2 (max 80%) 60% | F2 (max 80%) 16% |
|---------------------------------|------------------|-------------------|------------------|------------------|

|                    |                 |                                  |                |
|--------------------|-----------------|----------------------------------|----------------|
| GENERAL BANK FUNDS | \$ 4,935,990.21 | Total Budget Investment Earnings | ~\$ 533,865.00 |
|--------------------|-----------------|----------------------------------|----------------|

|                 |                 |                                  |                |
|-----------------|-----------------|----------------------------------|----------------|
| TOTAL ALL FUNDS | \$ 7,582,064.18 | Year to Date Investment Earnings | ~\$ 503,353.94 |
|-----------------|-----------------|----------------------------------|----------------|

Cashflow of Investments



### PROPERTY INVESTMENT

| PROPERTY ADDRESS         | VALUATION BASIS | VALUE        | INCOME YTD | EXPENSE YTD | NET PROFIT YTD | COMPARATIVE YTD YIELD AT CASH RATE OF 3% |
|--------------------------|-----------------|--------------|------------|-------------|----------------|--|
| 48 Odessa Drive Rosebery | Cost            | \$ 8,811,493 | \$ 110,774 | \$ 20,444   | \$ 299,590     | 1.87,002                                 |

Please note valuation for this property has recently been completed returning a valuation of \$6,800,000.

*[Signature]*  
Reviewed by Finance Manager

*[Signature]*  
Approved by Chief Executive Officer



## Section 2

### Financial Results

#### 2-3 Reserves Schedule

|   | Balance<br>as at<br>01/07/2015 | Original<br>Budget | TO RESERVES<br>Budget Reviews |                |                |                  | Adopted<br>Budget | Original<br>Budget | FROM RESERVES<br>Budget Review |            |                   |                  | Adopted<br>Budget | Balance<br>as at<br>30/06/2016 |
|---|--------------------------------|--------------------|-------------------------------|----------------|----------------|------------------|-------------------|--------------------|--------------------------------|------------|-------------------|------------------|-------------------|--------------------------------|
|   |                                |                    | 1st Review                    | 2nd Review     | 3rd Review     |                  |                   |                    | 1st Review                     | 2nd Review | 3rd Review        |                  |                   |                                |
| <b>Asset Related Reserves</b>           |                                |                    |                               |                |                |                  |                   |                    |                                |            |                   |                  |                   |                                |
| Property Reserve                        | 1,881,188                      | 0                  | 0                             | 0              | 0              | 0                | 0                 | 0                  | 0                              | 0          | 0                 | 0                | 0                 | 1,881,188                      |
| Plant and Equipment Reserve             | 511,404                        | 0                  | 0                             | 0              | 0              | 0                | 0                 | 0                  | 0                              | 0          | 0                 | 0                | 0                 | 511,404                        |
| Infrastructure Reserve                  | 5,584,184                      | 620,416            | 0                             | 85,192         | 0              | 705,608          | 3,800,000         | 0                  | 2,215,852                      | 0          | 6,015,852         | 273,940          | 2,566,532         | 2,566,532                      |
|   | 7,976,776                      | 620,416            | 0                             | 85,192         | 0              | 705,608          | 3,800,000         | 0                  | 2,215,852                      | 0          | 6,015,852         |                  |                   |                                |
| <b>Other Reserves</b>                   |                                |                    |                               |                |                |                  |                   |                    |                                |            |                   |                  |                   |                                |
| Election Expenses Reserve               | 150,000                        | 0                  | 0                             | 0              | 0              | 0                | 0                 | 0                  | 0                              | 87,962     | 0                 | 87,962           | 62,038            | 62,038                         |
| Disaster Recovery Reserve               | 500,000                        | 0                  | 0                             | 0              | 0              | 0                | 0                 | 0                  | 0                              | 0          | 0                 | 0                | 0                 | 500,000                        |
| Strategic Initiatives Reserve           | 500,000                        | 0                  | 0                             | 0              | 0              | 0                | 0                 | 0                  | 0                              | 0          | 0                 | 0                | 0                 | 500,000                        |
| Unexpended Grants Reserve               | 352,479                        | 0                  | 0                             | 0              | 0              | 0                | 0                 | 0                  | 184,425                        | 0          | 0                 | 184,425          | 168,054           | 168,054                        |
| Unexpended Capital Works Reserve        | 6,924,035                      | 0                  | 0                             | 0              | 0              | 0                | 0                 | 0                  | 6,924,035                      | 0          | 0                 | 6,924,035        | 0                 | 0                              |
| Developer Funds in lieu of construction | 4,118,287                      | 400,000            | 0                             | 0              | 0              | 400,000          | 0                 | 0                  | 0                              | 0          | 0                 | 0                | 0                 | 4,518,287                      |
| Community Grants Reserve                | 146,750                        | 0                  | 0                             | 0              | 0              | 0                | 0                 | 0                  | 46,750                         | 0          | 0                 | 46,750           | 100,000           | 100,000                        |
| Waste Management Reserve                | 0                              | 0                  | 0                             | 265,000        | 877,591        | 1,142,591        | 0                 | 0                  | 0                              | 0          | 0                 | 0                | 0                 | 1,142,591                      |
|   | 12,690,551                     | 400,000            | 0                             | 265,000        | 877,591        | 1,542,591        | 0                 | 7,155,210          | 87,962                         | 0          | 7,243,172         | 6,990,970        |                   |                                |
| <b>Total Reserve Funds</b>              | <b>20,668,337</b>              | <b>1,020,416</b>   | <b>0</b>                      | <b>350,192</b> | <b>877,591</b> | <b>2,248,199</b> | <b>3,800,000</b>  | <b>7,155,210</b>   | <b>2,303,814</b>               | <b>0</b>   | <b>13,259,024</b> | <b>9,657,502</b> |                   |                                |

  
Reviewed by: Finance Manager

  
Approved by: Chief Executive Officer

## Section 2

### Financial Results

30 June 2016

### 2-4 Debtor Control Accounts

| SUNDRY DEBTORS: |            |         |         |          |              |           |
|-----------------|------------|---------|---------|----------|--------------|-----------|
| BALANCE         | CURRENT    | 30 DAYS | 60 DAYS | 90 DAYS  | OVER 90 DAYS |           |
| \$ 983,155.43   | 937,759.65 | -       | 805.34  | 7,431.37 | 23,632.40    | 15,137.55 |

| RATES:                  |                             |                               |                                   |                           |  |
|-------------------------|-----------------------------|-------------------------------|-----------------------------------|---------------------------|--|
| REPORT MONTH            | OUTSTANDING \$              | OUTSTANDING % OF RATES INCOME | OVERDUE \$                        | OVERDUE % OF RATES INCOME |  |
| JUN-16                  | -\$17,707                   | 0.1%                          | \$602,408                         | 2.4%                      |  |
| JUN-15                  | \$91,522                    | 0.4%                          | \$595,320                         | 2.8%                      |  |
| <b>TOTAL OVERDUE \$</b> | <b>Charged in 2015/2016</b> | <b>Charged in 2014/2015</b>   | <b>Charged Prior to 2014/2015</b> |                           |  |
| \$602,408               | \$468,921                   | \$77,983                      | \$55,504                          |                           |  |

| INFRINGEMENTS:                    |  | \$                |
|-----------------------------------|--|-------------------|
| Animal Infringements              |  | 118,855.86        |
| Public Places                     |  | 9,339.00          |
| Parking Infringements             |  | 156,745.93        |
| Litter Infringements              |  | 875.00            |
| Signs                             |  | 0.00              |
| Other Law and Order               |  | 0.00              |
| Net Balance on Infringement Debts |  | <u>185,815.79</u> |

  
Reviewed by: Finance Manager

  
Approved by: Chief Executive Officer

## SECTION 2

### Financial Results

2.5 - Creditor Accounts paid - June 2016

| Creditor No. | Creditor Name                         | Invoice Number                  | Invoice Description                                 | Amount       |
|--------------|---------------------------------------|---------------------------------|---|--------------|
| 5128         | Goodstart Institute of Early Learning | RM HIRE DEPOSIT REFUND R50476   | Rm Hire Deposit Refund R50476                       | \$ 125.00    |
| 59           | City of Palmerston                    | CORP PETTY CASH 28/6/2016       | Corp Petty Cash Recoup - 28/6/2016                  | \$ 440.10    |
| V00148       | Land Development Corporation          | R5805                           | R5805 - Refund Assess 4 112516 & 113768             | \$ 157.93    |
| V00533       | Boeing Defence Australia              | RM HIRE DEPOSIT REFUND - R91335 | Rm Hire Deposit Refund - R91335                     | \$ 175.00    |
| V00818       | Dept. of Correctional Services        | RM HIRE DEPOSIT REFUND R104255  | Rm Hire Deposit Refund R104255                      | \$ 125.00    |
| V00819       | Tarlor Tapfuma                        | 74229 RECEIPT REFUND            | 74229 receipt refund - Library                      | \$ 125.00    |
| V00820       | Menzies School of Health              | ROOM HIRE DEPOSIT REFUND R92019 | Room Hire Deposit Refund R92019 (\$INV977)          | \$ 125.00    |
| 932          | Mr I Abbott                           | 15JUNE2016                      | Allowance to 15 June 2016                           | \$ 4,124.27  |
| 4966         | Mr P Bunker                           | 15JUNE2016                      | Allowance to 15 June 2016                           | \$ 802.09    |
| 4237         | Ms S M McKinnon                       | 15JUNF2016                      | Allowance to 15 June 2016                           | \$ 627.09    |
| 1809         | Alderman G A Carter                   | 15JUNE2016                      | Allowance to 15 June 2016                           | \$ 802.09    |
| 5552         | S J Shutt                             | 15JUNE2016                      | Allowance to 15 June 2016                           | \$ 1,427.16  |
| 4967         | Mr A N Byrne                          | 15JUNF2016                      | Allowance to 15 June 2016                           | \$ 802.09    |
| V00599       | Athina Pascoe Bell                    | 15JUNE2016                      | Allowance to 15 June 2016                           | \$ 802.09    |
| V00418       | StatewideSuper Clearing House         | P10C0836                        | FORTNIGHT 2016-25 - From Payroll                    | \$ 7,259.98  |
| V00318       | StatewideSuper Clearing House         | P10C0843                        | FORTNIGHT 2016-26 - From Payroll                    | \$ 7,259.98  |
| V00318       | StatewideSuper Clearing House         | JUN-16                          | Superannuation Contribution                         | \$ 50,041.55 |
| 938          | Nightcliff Electrical                 | 2263                            | Carry out night light audit for City of Palmerston  | \$ 225.94    |
| V00228       | Outback Tree Service                  | INV-0340                        | Prune Bougainvillea away from st sign "Troughton"   | \$ 99.00     |
| V00228       | Outback Tree Service                  | INV-0336                        | Bowman Park- Remove and Stump Grind termite damaged | \$ 242.00    |
| V00228       | Outback Tree Service                  | INV-0338                        | Neems to remove (3) 1 housechild ct, Gray           | \$ 261.00    |
| V00228       | Outback Tree Service                  | INV-0339                        | Remove & stump grind small self sown tree, Bedwell  | \$ 99.00     |
| V00228       | Outback Tree Service                  | INV-0347                        | Gwyn Park Remove & stump grind X3 dead/dying trees  | \$ 1,452.00  |
| 3683         | Area9 IT Solutions                    | 51N39093                        | Meraki MR72 Access Points x3 - CoP Free WH-F        | \$ 6,748.57  |
| 289          | Bolinda Publishing Pty Ltd            | 0460377                         | LIBRARY STOCK ORDER #20284852                       | \$ 251.53    |
| 289          | Bolinda Publishing Pty Ltd            | 0460329                         | LIBRARY STOCK ORDER #21284857                       | \$ 299.04    |
| V00284       | Wheeler's Books                       | 1611303                         | Library Invoice #1611303                            | \$ 397.75    |
| 3705         | Hungry Hearts                         | 4345                            | PSAG Meeting catering                               | \$ 125.00    |
| 256          | The Bookshop Darwin                   | BD14749                         | Library Quote BD3835                                | \$ 472.31    |
| 256          | The Bookshop Darwin                   | BD14750                         | Library Quote BD3834                                | \$ 841.66    |
| V00228       | Outback Tree Service                  | INV-0343                        | 10 Simpson Ct- Stump Grind small stump.             | \$ 132.00    |
| V00228       | Outback Tree Service                  | INV-0344                        | 52 Emery Ave, remove and stump grind storm damaged  | \$ 99.00     |
| 5104         | JLM Civil Works Pty Ltd               | 00005262                        | JLM Citra Indo festival                             | \$ 3,627.31  |
| V00653       | McGees Property (NT)                  | 00070089                        | Valuation - Lot 10024 (7) Palmerston Circuit        | \$ 1,045.00  |
| 3724         | Integrated Valuation Services (NT)    | 0163472                         | Valuation - Lot 10024 (7) Palmerston Circuit        | \$ 7,700.00  |
| 549          | City of Darwin                        | 93507                           | Courier - Karama to Palmerston Library 9/5/16       | \$ 82.80     |
| 5104         | JLM Civil Works Pty Ltd               | 00005266                        | Remove vandalised small trees Bowman Park           | \$ 161.59    |
| 5104         | JLM Civil Works Pty Ltd               | 00005265                        | Remove trip hazard near path at Gunter Drain        | \$ 110.00    |

| Creditor No. | Creditor Name                      | Invoice Number | Invoice Description                                     | Amount      |
|--------------|------------------------------------|----------------|---|-------------|
| 5104         | JLM Civil Works Pty Ltd            | 00005271       | replace 9.36m2 of footpath in front of 8 Emery Ave      | \$ 1,473.05 |
| 5104         | JLM Civil Works Pty Ltd            | 00005264       | Remove graffiti from bollard lights Gunter Drain        | \$ 176.00   |
| 3313         | Zip Print                          | 13271          | PO109826 Circus Worksnop A1 Posters x 4                 | \$ 352.00   |
| 5104         | JLM Civil Works Pty Ltd            | 00005279       | Stormwater Moulden                                      | \$ 634.02   |
| 5104         | JLM Civil Works Pty Ltd            | 00005288       | Repair the door of ladies toilet gmd floor Civic Centre | \$ 79.75    |
| 5104         | JLM Civil Works Pty Ltd            | 00005287       | Remove the air freshners from the library               | \$ 79.75    |
| 5104         | JLM Civil Works Pty Ltd            | 00005285       | Remove graffiti from crossing sign Five Ash Lane        | \$ 35.18    |
| 5104         | JLM Civil Works Pty Ltd            | 00005281       | Remove tape from the light in Bowman park               | \$ 150.13   |
| 5104         | JLM Civil Works Pty Ltd            | 00005284       | Maintenance Joy Anderson Centre                         | \$ 110.00   |
| 5104         | JLM Civil Works Pty Ltd            | 00005283       | Bollards Gray   | \$ 169.85   |
| 5104         | JLM Civil Works Pty Ltd            | 00005282       | Maintenance Bokewell Area                               | \$ 524.05   |
| 5104         | JLM Civil Works Pty Ltd            | 00005278       | Vandalism Rosebery                                      | \$ 2,012.25 |
| 4856         | Partner Press Pty Ltd              | H7359908       | Health & Safety 2016 Update B                           | \$ 77.00    |
| 5104         | JLM Civil Works Pty Ltd            | 00005263       | Bellmack Lot 10547 (15) Damascene Cres Driveway         | \$ 849.73   |
| 4029         | Totally Workwear Palmerston        | 100032410      | PPE for staff   | \$ 140.90   |
| 5104         | JLM Civil Works Pty Ltd            | 00005280       | Graffiti Aquatic Centre                                 | \$ 261.25   |
| 5104         | JLM Civil Works Pty Ltd            | 00005277       | Signs in Farrer   | \$ 752.74   |
| 5104         | JLM Civil Works Pty Ltd            | 00005276       | Remove graffiti from light bollards Gunter Drain        | \$ 88.00    |
| 5104         | JLM Civil Works Pty Ltd            | 00005272       | remove large termite mould from the RAB at Gurd st      | \$ 79.75    |
| 5104         | JLM Civil Works Pty Ltd            | 00005275       | Remove silt from footpath ffo133 Flynn Circuit          | \$ 79.75    |
| 5104         | JLM Civil Works Pty Ltd            | 00005274       | straighten TP sign post at 5 Calvin Street              | \$ 76.23    |
| 5104         | JLM Civil Works Pty Ltd            | 00005273       | remove graffiti from pavement 110 Gray Hall             | \$ 711.07   |
| 938          | Nightcliff Electrical              | 2310           | Depot park Lights                                       | \$ 374.00   |
| 2977         | Security & Technology Services P/L | 103525         | Aquatic Centre security bldg. service & repair          | \$ 335.39   |
| 2587         | Top End RACE                       | 00005266       | Driver Resource Centre - Bi-Monthly maint               | \$ 176.00   |
| 3813         | Zip Print                          | 13272          | PO109834 YIP Business Cards x 250                       | \$ 121.00   |
| 765          | Palm Photographics                 | 12017          | Palm Photographics - filming for Litra                  | \$ 605.00   |
| 4605         | Top End Windscreens and Tinting    | 48409          | Windscreen replacement CA18AV                           | \$ 250.00   |
| 3478         | Runnings Group Limited             | 2315/01592368  | ITC1090- Items as selected                              | \$ 89.00    |
| 5104         | JLM Civil Works Pty Ltd            | 00005291       | Fallen Branches Gray                                    | \$ 88.00    |
| 5122         | NT Electrical Group                | 00006391       | Goyder Square - Market - Electrical loggers             | \$ 880.00   |
| 5104         | JLM Civil Works Pty Ltd            | 00005311       | Play equipment Marlow's Lagoon                          | \$ 248.49   |
| 5104         | JLM Civil Works Pty Ltd            | 00005310       | Collect broken glass at Strawbridge Park                | \$ 55.00    |
| 5104         | JLM Civil Works Pty Ltd            | 00005306       | Various Potholes  | \$ 2,445.26 |
| 5104         | JLM Civil Works Pty Ltd            | 00005305       | replace 2 SEP lids opposite 42 McKinnon Road            | \$ 821.76   |
| 5104         | JLM Civil Works Pty Ltd            | 00005313       | Put Mar Park baby tree snapped in half- remove          | \$ 132.00   |
| 5104         | JLM Civil Works Pty Ltd            | 00005312       | Playground Driver Pretty Park                           | \$ 204.49   |
| 5104         | JLM Civil Works Pty Ltd            | 00005309       | Remove sign post missing sign at Strawbridge Park       | \$ 110.00   |
| 5104         | JLM Civil Works Pty Ltd            | 00005304       | remove debris from 5 grates at Rosebery drain           | \$ 199.36   |
| 5104         | JLM Civil Works Pty Ltd            | 00005303       | Moulden Footpath  | \$ 101.75   |
| 5104         | JLM Civil Works Pty Ltd            | 00005297       | Clean up fallen branches in dog park at marlows         | \$ 165.00   |
| 5104         | JLM Civil Works Pty Ltd            | 00005301       | collect small dead tree fallen down 26 compass cr.      | \$ 110.00   |
| 5104         | JLM Civil Works Pty Ltd            | 00005300       | collect dumped fronds from corner of Denebola Cr        | \$ 148.50   |
| 5104         | JLM Civil Works Pty Ltd            | 00005299       | collect branch and termite mound campfire court         | \$ 110.00   |

| Creditor No. | Creditor Name                          | Invoice Number                   | Invoice Description                                | Amount       |
|--------------|--|----------------------------------|--|--------------|
| 5104         | JLM Civil Works Pty Ltd                | 00005258                         | collect small branch at dog park marlow lagoon     | \$ 55.00     |
| 4469         | Cancer Council NT                      | 00010908                         | Cancer Council Education sessions COPAL x6         | \$ 110.00    |
| 4469         | Cancer Council NT                      | 00010908                         | Cancer Council Education sessions COPAL x6         | \$ 302.50    |
| 4469         | Cancer Council NT                      | 00010904                         | Cancer Council Education sessions COPAL x6         | \$ 110.00    |
| 4469         | Cancer Council NT                      | 00010905                         | Cancer Council Education sessions COPAL x6         | \$ 330.00    |
| 4469         | Cancer Council NT                      | 00010906                         | Cancer Council Education sessions COPAL x6         | \$ 110.00    |
| 4469         | Cancer Council NT                      | 00010907                         | Cancer Council Education sessions COPAL x6         | \$ 165.00    |
| V00228       | Outback Tree Service                   | INV-0348                         | Hear 46 Emily Ave (Firestation) trees              | \$ 2,112.00  |
| 4929         | Barramundi Group                       | VWCS102405                       | Replacement of 2 front tyres, balance CB29KQ       | \$ 374.70    |
| 4074         | Totally Workwear Palmerston            | 100032579                        | Safety Shoe, Safety glasses and hat for Jithin     | \$ 205.00    |
| 5104         | JLM Civil Works Pty Ltd                | 00005293                         | Aquatic Centre Vadalism                            | \$ 3,187.20  |
| 5104         | JLM Civil Works Pty Ltd                | 00005294                         | Install new spring on the dog park gate Marlow     | \$ 130.35    |
| 3829         | Fairy Jill's Enchanted Entertainment   | 209                              | Fairy Jill face painting - 209                     | \$ 140.00    |
| V00228       | Outback Tree Service                   | INV 0350                         | Sanctuary Lakes - remove & sg dead Eucalyptus      | \$ 660.00    |
| 289          | Bolinda Publishing Pty Ltd             | 0460698                          | O/No 20279618                                      | \$ 74.76     |
| 289          | Bolinda Publishing Pty Ltd             | 0460805                          | O/No 20279618                                      | \$ 54.23     |
| 350          | IBM Global Financing Australia Limited | IBM LEASE AGREEMENTS - JUNE 2016 | IBM Lease Agreements June 2016                     | \$ 2,388.15  |
| 289          | Bolinda Publishing Pty Ltd             | 0460440                          | LIBRARY STOCK ORDER 420284852                      | \$ 74.76     |
| V00228       | Outback Tree Service                   | INV-0342                         | Trees Gurn   | \$ 385.00    |
| 5104         | JLM Civil Works Pty Ltd                | 00005267                         | callout Bakewell                                   | \$ 620.00    |
| 10           | DRP Contracting                        | 00007331                         | Slash verges @ 21 Minorelli, 33 Bowney & Farrar    | \$ 230.46    |
| V00228       | Outback Tree Service                   | INV 0341                         | Memorial Park - tree removal for landscape         | \$ 4,048.00  |
| 5104         | JLM Civil Works Pty Ltd                | 00005269                         | Reinstate damaged verge 5 Trowren Street Durack    | \$ 705.65    |
| 5104         | JLM Civil Works Pty Ltd                | 00005290                         | Archer Waste Transfer Station, Fence               | \$ 520.26    |
| 549          | City of Darwin                         | 93509                            | Additional charge Shoal Bay - 25/4/16              | \$ 308.22    |
| 289          | Bolinda Publishing Pty Ltd             | 0460899                          | LIBRARY STOCK ORDER 420284852                      | \$ 149.52    |
| 30           | Colemans Printing Pty Ltd              | CP002278                         | Notice of Impounding Books                         | \$ 744.70    |
| 5104         | JLM Civil Works Pty Ltd                | 00005308                         | Landscape maintenance Gurn                         | \$ 137.00    |
| 5104         | JLM Civil Works Pty Ltd                | 00005268                         | straighten & reinstate the pedestrain sign sibbald | \$ 258.02    |
| 5104         | JLM Civil Works Pty Ltd                | 00005317                         | Zuccoli Lot 13245 (48) Dragonfly Cres Zuccoli      | \$ 623.14    |
| 5104         | JLM Civil Works Pty Ltd                | 00005322                         | Remove graffiti grasshopper activity Dillon Pk     | \$ 38.50     |
| 5104         | JLM Civil Works Pty Ltd                | 00005302                         | Take away the dumped trampoline frame Dillon Park  | \$ 110.00    |
| 5104         | JLM Civil Works Pty Ltd                | 00005321                         | Remove graffiti from exercise equip president Pk   | \$ 105.60    |
| 5104         | JLM Civil Works Pty Ltd                | 00005319                         | remove graffiti rotunda 1 Marlow Lagoon            | \$ 274.45    |
| 5104         | JLM Civil Works Pty Ltd                | 00005318                         | Remove graffiti first plank setting Marlow Lagoon  | \$ 88.00     |
| 3098         | Roadshow Films Pty Ltd                 | 03037421                         | Flicies - The Best Exotic Marigold Hotel -18/6/16  | \$ 456.50    |
| 5104         | JLM Civil Works Pty Ltd                | 00005296                         | Remove 3 fence posts which have been vandalised    | \$ 794.04    |
| 3098         | Roadshow Films Pty Ltd                 | 03037563                         | Movie Lic - Roadshow - 'Happy Feet' - 16/6/16      | \$ 456.50    |
| 4963         | Contratech Systems Pty Ltd             | INV-3096                         | Replace damaged irrigation controllers due         | \$ 12,926.10 |
| V00315       | HWL Ebsworth Lawyers                   | 615673                           | Professional Services Rendered - A Davis           | \$ 1,856.37  |
| 4095         | Deuce Cleaning Service                 | 4545                             | Cleaning - Jay Anderson - 24/4/16                  | \$ 60.50     |
| 5533         | Custom Av Pty Ltd                      | 00359369                         | Gray Community Hall - Monthly Fire Indication      | \$ 28.74     |
| 5533         | Custom Av Pty Ltd                      | 00359368                         | Monthly Fire Indication Panel Test for May Depot   | \$ 1,213.51  |
| 2587         | Top End RACE                           | 00034756                         | Monthly maint for Civic Centre air con for Feb     | \$ 484.00    |

| Creditor No. | Creditor Name                          | Invoice Number                      | Invoice Description                                | Amount        |
|--------------|--|-------------------------------------|--|---------------|
| 2587         | Top End RACE                           | 00034743                            | Monthly maint for Library air con for Feb          | \$ 484.00     |
| 2587         | Top End RACE                           | 00034742                            | Bi-Monthly maintenance for Gray Comm Hall          | \$ 198.00     |
| 2587         | Top End RACE                           | 00034741                            | Monthly maint for Aquatic Centre air con for Feb   | \$ 484.00     |
| 2587         | Top End RACE                           | 00034758                            | Attend the site to check any source leak aquatic   | \$ 2,111.20   |
| 2587         | Top End RACE                           | 00034757                            | Foyer aircon showing fault, check and reset        | \$ 157.30     |
| 938          | Nightcliff Electrical                  | 2372                                | Replace 2xlight gloves at aquatic centre plant rm  | \$ 628.10     |
| 938          | Nightcliff Electrical                  | 2298                                | Lights Library                                     | \$ 283.25     |
| 5104         | JLM Civil Works Pty Ltd                | 00005256                            | Remove existing and install 3x panel bifold window | \$ 7,483.75   |
| 5104         | JLM Civil Works Pty Ltd                | 00005289                            | Setup and setdown the municipal Goyder Square      | \$ 677.86     |
| 5104         | JLM Civil Works Pty Ltd                | 00005286                            | Callout Vandalism - Aquatic Centre                 | \$ 934.58     |
| 2587         | Top End RACE                           | 00034683                            | Temporarily fix the aircon issue at Chung Wah Side | \$ 157.30     |
| 2587         | Top End RACE                           | 00035260                            | Adjust the timer of the aircon Rec Centre          | \$ 107.80     |
| 938          | Nightcliff Electrical                  | 2277                                | Undertake Half yearly RCD testing & provide test   | \$ 561.00     |
| 938          | Nightcliff Electrical                  | 2276                                | Undertake Half yearly RCD testing & provide test   | \$ 93.50      |
| 938          | Nightcliff Electrical                  | 2270                                | Undertake Half yearly RCD testing & provide test   | \$ 260.50     |
| V00368       | iWater NT                              | 144                                 | Goyder Square Chlorine dosing                      | \$ 79.00      |
| 1607         | Sterling NT Pty Ltd                    | 00045340                            | Undertake TS2013-07 Month of April Area 3          | \$ 16,151.60  |
| 1607         | Sterling NT Pty Ltd                    | 00045337                            | Undertake TS2013-05 Month of April Area 1          | \$ 20,419.89  |
| 1607         | Sterling NT Pty Ltd                    | 00045336                            | Undertake TS2013-04 West Month April 16 wk 29-33   | \$ 110,244.09 |
| V00172       | CIC-THD-PTY LTD                        | 30012330                            | Durack Heights Community Centre - claim 5          | \$ 186,394.30 |
| 4085         | Deuce Cleaning Service                 | 4519                                | Cleaning Service by Anderson 27/3/2016             | \$ 60.50      |
| 5356         | Famfit NT                              | INV-0017                            | Activate - week 4 - 23, 24, 27 & 28/5/2016         | \$ 400.00     |
| V00782       | Arca Namakadre                         | RECEIPT#138027 - SECURITY BOND      | Receipt#138027 - Gray Hall Security Bond           | \$ 125.00     |
| V00781       | Vanguard Homes                         | REFUND APPLICATION LOT 13063        | Refund Application Lot 13063 (87) Zuccoli Pde      | \$ 295.00     |
| V00609       | Audra Clayfield                        | R5797                               | R5797 - Rates Refund Assessment 104539             | \$ 1,000.00   |
| V00609       | Audra Clayfield                        | R5796                               | R5796 - Rates Refund Assessment 107345             | \$ 500.00     |
| V00315       | HWL Ebsworth Lawyers                   | 617457                              | Professional Services Rendered                     | \$ 2,623.07   |
| 5104         | JLM Civil Works Pty Ltd                | 00005292                            | Dead cat Baldwin Drive                             | \$ 89.12      |
| 54           | Powerwater                             | PJ000832                            | FORTNIGHT 2016-24 - From Payroll                   | \$ 615.00     |
| 4065         | Southern Cross Protection Pty Ltd      | 800653                              | Security Patrols - COP Buildings - May 2016        | \$ 1,999.89   |
| V00789       | EPAC Salary Solutions Pty Ltd          | 172860-020G1G                       | Salary Packaging - Pay 24 (F/E 29/5/2016)          | \$ 775.31     |
| 2            | Australian Taxation Office - GST, PAYG | PAYG WE 29/5/2016                   | PAYG WE 29/5/2016                                  | \$ 60,766.00  |
| 4065         | Southern Cross Protection Pty Ltd      | 804209                              | Security call outs - Library - 2/ & 30 May 2016    | \$ 216.54     |
| 399          | St John Ambulance (NT) Incorporated    | 590634                              | St Johns cover for National Families Wk - 15/05/16 | \$ 150.00     |
| V00597       | Jenny Kerr                             | 0086                                | Palmerston Arts Strategy - Stage 5 final payment   | \$ 7,088.40   |
| 5104         | JLM Civil Works Pty Ltd                | 00005170                            | Fill up pothole next to footpath marlow Lagoon     | \$ 110.00     |
| V00570       | Garage Sale Trail Foundation Ltd       | 00000384                            | Garage sale trail 2016 participation fee           | \$ 4,125.00   |
| 5104         | JLM Civil Works Pty Ltd                | 00005261                            | Citra Indonesia                                    | \$ 849.15     |
| 2915         | Territory Uniforms                     | 16 00003028                         | Uniform for staff                                  | \$ 258.16     |
| 272          | City Wreckers                          | 00011921                            | Towing and Storage of Toyota/Coupe/Blue-Silver/NT- | \$ 110.00     |
| V00787       | Naomi Lacey                            | REIMBURSEMENT - HARVEST CORNER      | Reimbursement - Harvest Corner Catering            | \$ 71.41      |
| V00783       | Daryl Hays                             | 95738 RECEIPT REFUND BOND GRAY HALL | 95738 receipt refund bond - Gray Hall 22/11/15     | \$ 125.00     |
| V00784       | Keira Meldrum Robinson                 | RECEIPT 128677 REFUND               | Receipt 128677 - Refund Bond Collar 2              | \$ 50.00      |
| V00518       | SB & JS Cook                           | REIMBURSEMENT PET EXPO              | Reimbursement for Supplies Darwin Pet Expo         | \$ 23.15      |

| Creditor No. | Creditor Name                                    | Invoice Number                    | Invoice Description                                | Amount          |
|--------------|--|-----------------------------------|--|-----------------|
| V00152       | Darwin Festival Association                      | 00007493                          | Darwin Festival 2016 - Sponsorship                 | \$ 34,207.80    |
| V00002       | Insight GIS                                      | 00119340                          | Map2PW Maintenance 27/6/2016-26/06/2017            | \$ 2,145.00     |
| 36           | Darwin Lock & Key                                | 112523                            | 204 50mm shank padlocks engraved with A4           | \$ 1,196.08     |
| V00786       | Robert Kennedy                                   | REFUND CAT TRAP 2                 | Receipt 124038 Refund Cat Trap 2                   | \$ 100.00       |
| V00566       | Kon Vatskelis                                    | 103239 RECEIPT REFUND - GRAY HALL | 103239 receipt refund bond - Gray Hall 14/12/15    | \$ 125.00       |
| V00306       | Charisse Gallagher                               | REIMBURSEMENT - AUDIT TRAINING    | Reimbursement - Internal Auditing Seminar          | \$ 1,490.84     |
| 2587         | Top End RACE                                     | 00034755                          | Replace 6x disposable filters identified Civic     | \$ 208.51       |
| 4190         | National Australia Bank                          | NAB CCC - APRIL 2016              | NAB CCC - April 2016                               | \$ 16,753.67    |
| V00318       | StatewideSuper Clearing House                    | PJ000813                          | FORTNIGHT 2016-22 - From Payroll                   | \$ 7,234.26     |
| V00318       | StatewideSuper Clearing House                    | PJ000829                          | FORTNIGHT 2016-23 - From Payroll                   | \$ 7,308.19     |
| V00318       | StatewideSuper Clearing House                    | PJ000832                          | FORTNIGHT 2016-24 - From Payroll                   | \$ 7,251.87     |
| V00318       | StatewideSuper Clearing House                    | MAY-16                            | Superannuation Contribution                        | \$ 75,210.31    |
| V00347       | Auswide Bank Ltd Formerly Wide Bay Australia Ltd | TD MATURING 15/12/2016            | TD Maturing 15/12/2016                             | \$ 1,500,000.00 |
| 2911         | Security & Technology Services P/L               | 102929                            | Alarm Response 6/4/16 - Aquatic Centre             | \$ 117.15       |
| V00771       | TreadsNT   | 2690                              | CASOXT 6 x new tyres and wheel alignment           | \$ 2,485.00     |
| V00711       | Line Marking NT Pty Ltd                          | INV-0044                          | CHD Line Marking                                   | \$ 597.08       |
| 394          | Civica Pty Limited                               | C/LG005123                        | MSP- Authority DR Services - July 2016             | \$ 3,420.26     |
| 3009         | Iron Mountain Australia Pty Ltd                  | 5/4360 ADI                        | Records Management MAY 2016                        | \$ 1,587.04     |
| 3428         | Bunnings Group Limited                           | 2315/01224260                     | Gas Bottle Refill for BBQ Trailer                  | \$ 27.98        |
| 2236         | The Top Ender Tri-Services Magazine Inc          | 00003126                          | PO109534 Top Ender Magazine June/July 2016         | \$ 288.00       |
| 5104         | JLM Civil Works Pty Ltd                          | 00005339                          | Collect fallen branch at 2 Campfire Court          | \$ 55.00        |
| 5104         | JLM Civil Works Pty Ltd                          | 00005338                          | 52 x 12mm plugs for holes on playground Driver     | \$ 203.50       |
| 5104         | JLM Civil Works Pty Ltd                          | 00005337                          | Fill divots in grass at president park             | \$ 280.06       |
| 5104         | JLM Civil Works Pty Ltd                          | 00005336                          | rotunda at President Park                          | \$ 19.75        |
| 5104         | JLM Civil Works Pty Ltd                          | 00005335                          | Install lock/ chain on service gate President Pk   | \$ 132.00       |
| 5104         | JLM Civil Works Pty Ltd                          | 00005332                          | Install new chain covers on swing at Cornwallis Pk | \$ 88.00        |
| 5104         | JLM Civil Works Pty Ltd                          | 00005331                          | Install 2 x basketball nets at Tracie Drain        | \$ 137.50       |
| 5104         | JLM Civil Works Pty Ltd                          | 00005347                          | Palmerston Dog Owner Guide Brochures Delivery      | \$ 7,100.17     |
| 194          | Itagz Pty Ltd                                    | 00031542                          | Registration Tags 2016-2017                        | \$ 1,529.00     |
| V00228       | Outback Tree Service                             | INV-0356                          | Prune dead residential tree branches overhanging   | \$ 176.00       |
| V00228       | Outback Tree Service                             | INV 0355                          | deadwood removals, 2 tree removals Moulden         | \$ 1,737.00     |
| V00228       | Outback Tree Service                             | INV-0354                          | 2 Timpson Court/Essington Avenue remove and poison | \$ 880.00       |
| 5104         | JLM Civil Works Pty Ltd                          | 00005340                          | Water Tower - remove pickets & bolts from curbing  | \$ 165.00       |
| 5104         | JLM Civil Works Pty Ltd                          | 00005341                          | Fr Gerry Remie Park - remove graffiti from seal    | \$ 208.45       |
| 5104         | JLM Civil Works Pty Ltd                          | 00005342                          | Memorial Park - remove graffiti from power board   | \$ 55.00        |
| 5104         | JLM Civil Works Pty Ltd                          | 00005343                          | Triverton Park - remove broken glass               | \$ 55.00        |
| 5104         | JLM Civil Works Pty Ltd                          | 00005344                          | Rosebery Drain - remove graffiti from Dulwin Road  | \$ 110.00       |
| 5104         | JLM Civil Works Pty Ltd                          | 00005345                          | Hobart Park - replace net on bb hoop               | \$ 110.00       |
| 5104         | JLM Civil Works Pty Ltd                          | 00005346                          | 59/61 Fairfax Boulevard - remove broken limb       | \$ 110.00       |
| 2587         | Top End RACE                                     | 00034449                          | Monthly maintenance for Rec Centre air con         | \$ 484.00       |
| 5533         | Custom Av Pty Ltd                                | 00359540                          | Driver Resource Centre - Monthly fire indication   | \$ 118.10       |
| 5533         | Custom Av Pty Ltd                                | 00359537                          | Monthly Fire Indication Panel Test for May Civic   | \$ 185.83       |
| 5533         | Custom Av Pty Ltd                                | 00359536                          | Monthly Fire Indication Panel Test for May Rec Cnt | \$ 202.87       |
| 5611         | Steelmans Tools and Industrial Supplies          | 77627                             | Consumables Depot                                  | \$ 99.00        |

| Creditor No. | Creditor Name                                     | Invoice Number                     | Invoice Description                                      | Amount      |
|--------------|---|------------------------------------|--|-------------|
| 938          | Nightcliff Electrical                             | 2371                               | Replace Flickering lights at civic plaza                 | \$ 116.10   |
| 938          | Nightcliff Electrical                             | 2370                               | Lights Gray Hall   | \$ 225.25   |
| 938          | Nightcliff Electrical                             | 2299                               | Replace 2x high ceiling light globe at recreation        | \$ 334.95   |
| 938          | Nightcliff Electrical                             | 2272                               | Undertake Half yearly RCD testing & provide test         | \$ 327.25   |
| 4355         | Tonkin Consulting                                 | 103387                             | Independent Review for Archer Waste Landfill             | \$ 7,480.00 |
| 3478         | Bunnings Group Limited                            | 2315/00921661                      | ARQ Trailer - Tables and Cleaning Equipment              | \$ 117.96   |
| 272          | City Wreckers                                     | 00011897                           | Towing and Storage of White/Holden/Sedan/NT-CB5000       | \$ 110.00   |
| 777          | City Wreckers                                     | 00011898                           | Towing and Storage of Silver/Ford/Sedan/NT-575858        | \$ 110.00   |
| 256          | The Bookshop Darwin                               | BD14777                            | Bookshop quote B33859                                    | \$ 1,331.59 |
| V00363       | Iwater NT   | 146                                | Memorial Park - irrigation for landscape conversion      | \$ 7,150.00 |
| 4221         | Institute of Public Works Engineering - IPWEA     | \$4014-NP0516                      | NAMS Plus Subscription Fee - 1/7/16 - 30/6/17            | \$ 737.00   |
| 938          | Nightcliff Electrical                             | 2296                               | Park Lights various areas                                | \$ 1,735.00 |
| V00751       | Top End Pet Expo Inc.                             | 00000115                           | Darwin Pet Expo  | \$ 150.00   |
| 5533         | Custom Av Pty Ltd                                 | 00359572                           | Monthly Fire Indication Panel Test for May Jay Anderson  | \$ 21.30    |
| 5533         | Custom Av Pty Ltd                                 | 00359571                           | Monthly Fire Indication Panel Test May Aquatic Cnt       | \$ 109.90   |
| 938          | Nightcliff Electrical                             | 2385                               | Recreation Centre Lights                                 | \$ 560.50   |
| 2587         | Top End RACF                                      | 00035406                           | Monthly Maintenance Civic Centre A/C - April 2016        | \$ 407.00   |
| 2017         | Signs Plus  | 00117760                           | Uniforms / Clothes Purchased                             | \$ 27.00    |
| 4856         | Portner Press Pty Ltd                             | H8448868                           | Employment Law Update 4 2016                             | \$ 97.00    |
| 272          | City Wreckers                                     | 190129                             | Towing and Storage of Gold/Mitsubishi/Magna              | \$ 165.00   |
| 35           | Staples Australia Pty Limited                     | 9018100814                         | Library Staples order                                    | \$ 71.05    |
| V00166       | Diamond International Events T/A Trina's Catering | 1516209                            | Catering - Elected Member Workshop 19 May 2016           | \$ 220.00   |
| 5104         | JLM Civil Works Pty Ltd                           | 00005359                           | Zuccoli Lot 11734 (7) Fiat Court New Driveway            | \$ 623.13   |
| 5104         | JLM Civil Works Pty Ltd                           | 00005360                           | Broken Glass Marlow Lagoon                               | \$ 55.00    |
| 5104         | JLM Civil Works Pty Ltd                           | 00005358                           | Zuccoli Lot 11716 (45) Warbird St new driveway           | \$ 1,132.98 |
| 5104         | JLM Civil Works Pty Ltd                           | 00005334                           | Remove graffiti picnic setting at Widdup Park            | \$ 211.04   |
| 2977         | Security & Technology Services P/L                | 104596                             | Alarm Response 28/5/2016 - Aquatic Centre                | \$ 82.50    |
| 5533         | Custom Av Pty Ltd                                 | 00359538                           | Monthly Fire Indication Panel Test for May library       | \$ 178.67   |
| 26           | Viva Energy Australia Ltd                         | 1601040672                         | Fuel Cards - COP Vehicles - May 2016                     | \$ 5,785.94 |
| 289          | Bolinda Publishing Pty Ltd                        | 0462378                            | LIBRARY STOCK ORDER #20284852                            | \$ 198.14   |
| 54           | Powerwater  | PJ000836                           | FORTNIGHT 2016-25 - From Payroll                         | \$ 615.00   |
| 47           | Telstra Corporation Ltd                           | 9425742015                         | 0675506800 - MS Exchange - 9 June 2016                   | \$ 992.86   |
| 47           | Telstra Corporation Ltd                           | P7117992018                        | Telstra account 9032687000 - May 2016                    | \$ 5,388.99 |
| V00091       | Raine and Horne                                   | RATES REFUND A102580 R5800         | Rates Refund - A102580 - R5800                           | \$ 405.97   |
| V00328       | Capital Security (NT) Pty Ltd                     | 00002149                           | CAPITAL Security W/C 29/05/2016                          | \$ 339.52   |
| V00799       | Irene Reis  | LOT 12734- DRIVEWAY REIMBURSEMENT  | Lot 12734 (48 Crosby St Zuccoli)- Driveway Reimbursement | \$ 1,204.87 |
| V00798       | Lucy Cooper                                       | 136651 RECEIPT REFUND TEMP MEMBER  | 136651 Receipt Refund - Library Membership Fee           | \$ 45.00    |
| V00797       | Stephen J Jeffrey                                 | RECEIPT 137913 - REFUND CAT TRAP 3 | Receipt 137913 - Refund Cat Trap 3                       | \$ 100.00   |
| 3096         | Roadshow Films Pty Ltd                            | 03037760                           | Roadshow public performance licensing                    | \$ 450.50   |
| 5551         | Active Tree Services Pty Ltd                      | INV-261866                         | Gunn reactive tree maintenance, quote 125710             | \$ 6,930.00 |
| V00779       | Brads Sound Company                               | 162                                | Brads Sound Company - Jazz @ Goyder production           | \$ 400.00   |
| 5170         | William M Carroll Photographic Services           | 59-200516                          | Goyder Square Markets (night time images) MAY 2016       | \$ 850.00   |
| V00556       | Criterion Conferences Pty Ltd                     | 350856                             | Conference 24 & 25 August 2016                           | \$ 2,088.90 |
| V00499       | Multicultural Council of the NT Inc.              | 00057                              | TEDxPalmerston Video Editing                             | \$ 500.00   |



| Creditor No. | Creditor Name                          | Invoice Number                   | Invoice Description                                | Amount        |
|--------------|--|----------------------------------|--|---------------|
| V00718       | Mark Curdall Earthmoving Pty Ltd       | 00006665                         | TS2016-01 Boulevard Stage 2 - Construction         | \$ 366,560.10 |
| 4508         | News 4 U                               | SN00 1342 3105 2016              | Newspapers Library MAY 2016                        | \$ 126.85     |
| 5104         | JLM Civil Works Pty Ltd                | 00005353                         | stormwater Durack                                  | \$ 79.75      |
| 5104         | JLM Civil Works Pty Ltd                | 00005356                         | refit and screw the lid for water meter ifo NAB    | \$ 79.75      |
| 5104         | JLM Civil Works Pty Ltd                | 00005355                         | clean the grates at Rosebery drain top to bottom   | \$ 159.49     |
| 5104         | JLM Civil Works Pty Ltd                | 00005352                         | remove sediments and debris from the grates gunn   | \$ 844.44     |
| 5104         | JLM Civil Works Pty Ltd                | 00005351                         | Remove household furniture left on verge at Lorna  | \$ 392.52     |
| 5104         | JLM Civil Works Pty Ltd                | 00005354                         | fix the water bubbler leaking problem at Hobart st | \$ 504.30     |
| V00419       | Melanie Sanders                        | RECEIPT 138031 REFUND            | Receipt 138031 - Refund Bonds - Marlow Lagoon      | \$ 210.00     |
| 5104         | JLM Civil Works Pty Ltd                | 00005314                         | Trolleys-Woolworths Storage& collection 9/5 & 19/5 | \$ 77.00      |
| 5104         | JLM Civil Works Pty Ltd                | 00005315                         | Trolleys - Survey and Collection 95/16 & 2/5/16    | \$ 612.04     |
| 5104         | JLM Civil Works Pty Ltd                | 00005295                         | Works for disability access as per Table           | \$ 30,612.98  |
| 5104         | JLM Civil Works Pty Ltd                | 00005270                         | Collect 3 x signs from Top End Signs Durack Lake   | \$ 79.75      |
| 10           | DBH Contracting                        | 00007332                         | Carry out slashing of drains and firebreak Archer  | \$ 1,680.01   |
| 3886         | Top End Sign Sales                     | SM16 240                         | Provide 3x Recreational Fishing signs Durack Lakes | \$ 511.50     |
| 4963         | Centratech Systems Pty Ltd             | INV-3093                         | Service and Maintenance Contract (15/16)           | \$ 28,050.00  |
| V00303       | Mackillop Catholic College             | CAT TRAP DEPOSIT REFUND R137930  | Cat Trap Deposit Refund R137930                    | \$ 100.00     |
| 5568         | Mr L F Gojar                           | RCIMD: HOME INTERNET - JULY 2016 | Reimb: Home Internet - JULY 2016                   | \$ 94.90      |
| V00803       | Michael Mitschke                       | RATE REFUND A100410              | Rate Refund A100410                                | \$ 350.00     |
| V00802       | Quest Wodonga                          | 16946                            | Accommodation - 7-8 April 2016 - Mayor             | \$ 930.00     |
| 2            | Australian Taxation Office - GST, PAYG | PAYG WE 12/6/2016                | PAYG WE 12/6/2016                                  | \$ 60,800.00  |
| 5356         | Famfit NT                              | INV-0020                         | Supplier payment Activate                          | \$ 400.00     |
| V00299       | FPAC Salary Solutions Pty Ltd          | 172860-160616                    | Salary Packaging - Pay 25 (1/E 12/06/2016)         | \$ 779.37     |
| 173          | Initial Hygiene                        | 95607074                         | Hygiene Services - 25/6/ to 24/7/2016              | \$ 725.15     |
| 3083         | Area9 IT Solutions                     | SIN39317                         | Toshiba NB Carry Case - 11.5 13.3" x10             | \$ 310.20     |
| 4963         | Centratech Systems Pty Ltd             | INV-3136                         | Sanctuary Lakes                                    | \$ 1,954.38   |
| 4963         | Centratech Systems Pty Ltd             | INV-3139                         | Remove radio board from Eric Asche and install     | \$ 264.00     |
| 4528         | Miranda's Armed Security Officers Pty  | PCC1027                          | Cash Collection - May 2016                         | \$ 514.80     |
| 1502         | Fingleaf Pool Products                 | 409419                           | Carry out water test with photometer and add       | \$ 300.00     |
| 274          | CSG Business Solutions (NT) Pty Ltd    | INV00115391                      | Canon Copier #JBA02400-1000046738: May 2016        | \$ 2,074.95   |
| 2238         | Hollands Print Solutions Pty Ltd       | 00031056                         | Staff Parking Permits x 600                        | \$ 642.00     |
| 87           | Industrial Power Sweeping Services Pty | 00010882                         | Carry Out TS2015/02 for the month of May 2016,     | \$ 17,521.60  |
| 3313         | Zip Print                              | 13527                            | PU111070 Municipal Plan Posters x 16               | \$ 1,061.50   |
| 630          | Cleanaway Pty Ltd.                     | 15571726                         | Citra  | \$ 643.50     |
| 938          | Nightcliff Electrical                  | 2275                             | Undertake Half yearly RCD testing & provide test   | \$ 467.50     |
| 938          | Nightcliff Electrical                  | 2413                             | Recreation Centre RCD Test                         | \$ 327.25     |
| 938          | Nightcliff Electrical                  | 2495                             | Recreation Centre Maintenance                      | \$ 572.00     |
| 1587         | Top End RACF                           | 00035502                         | Monthly maintenance for Civic Centre air con       | \$ 407.00     |
| 10           | DBH Contracting                        | 00007757                         | Long Grass Slashing and Weeding                    | \$ 983.40     |
| V00314       | DEC Installations NT Pty Ltd           | 6908                             | Marlow Lagoon Switchboard                          | \$ 19,654.80  |
| 4773         | Karen Sheldon Catering Pty Ltd         | 00033099                         | Int Womens Day - Palmerston contribution           | \$ 2,002.00   |
| 3313         | Zip Print                              | 13526                            | Posters for Trivia @ Goyder                        | \$ 159.50     |
| 4619         | Darwin Office Technology P/L           | 5A00273254                       | Toshiba Copier Readings - Library Public-May 2016  | \$ 323.22     |
| 4619         | Darwin Office Technology P/L           | 5A00273251                       | Toshiba Copier Readings - Open Space-May, 2016     | \$ 362.01     |

| Creditor No. | Creditor Name                                      | Invoice Number   | Invoice Description                                | Amount       |
|--------------|--|------------------|--|--------------|
| 4619         | Darwin Office Technology P/L                       | 5A00273253       | Toshiba Copier Readings Library - May 2016         | \$ 209.42    |
| 4619         | Darwin Office Technology P/L                       | 5A00273252       | Toshiba Copier Readings Mayor EA May 2016          | \$ 175.95    |
| VU0271       | Fuji Xerox Business Centre NT                      | AB00025440       | FujiXerox Copiers/Tech-D603045443: JUNE 2016       | \$ 1,879.91  |
| 3313         | Zip Print  | 13551            | Printing Posters for Trivia @ Goyder               | \$ 66.00     |
| 1502         | Figleaf Pool Products                              | 403831           | Monthly services and maintenance items Aquatic Cnt | \$ 154.00    |
| VU0582       | Feko Property Services (Aust) Pty Ltd              | U0041102         | Gray Hall - Cooktop/Oven Cleaning MAY 2016         | \$ 40.70     |
| 4963         | Centratelco Systems Pty Ltd                        | INV-3105         | Install power supplies & surge protection rakes    | \$ 7,376.00  |
| 549          | City of Darwin                                     | 99883            | Verbal Judo Training                               | \$ 1,623.00  |
| 5104         | JLM Civil Works Pty Ltd                            | 00005364         | Zucco i Lot 13063 (87) Zuccoli Pde New Driveway    | \$ 1,189.63  |
| 5104         | JLM Civil Works Pty Ltd                            | 00005365         | Reinstate bollards damaged car accident Dillon Pk  | \$ 1,404.65  |
| V00374       | Shred-It Australia Pty Ltd                         | 8135112894       | Secure bin pick up & destruction 10 May 2016       | \$ 65.68     |
| 1607         | Sterling NT Pty Ltd                                | 00045812         | Underrake TS2013-06 for the month of May Area 2    | \$ 24,394.83 |
| 2977         | Security & Technology Services P/L                 | 104442           | Service/Repair Building Sensor at Rec Centre       | \$ 154.00    |
| V00443       | Top End Hydraulic Services P/L I/A Forecast Machin | 2528             | Replace battery in ute (591180)                    | \$ 250.22    |
| 798          | YMCA of the Top End Inc                            | 6081             | CS7004-01: Operational Subsidy MAY 2016            | \$ 32,361.32 |
| 798          | YMCA of the Top End Inc                            | 6082             | Rental Income Subsidy 2015/2016 MAY2016            | \$ 5,798.45  |
| V00212       | Caps Hire  | 147404           | TS2016/01 - Hire VMB board - 11/5 to 31/5/2016     | \$ 1,166.91  |
| 5036         | Territory Door Services                            | UUU13187         | Depot gate not working. Investigate and repair.    | \$ 715.00    |
| 5104         | JLM Civil Works Pty Ltd                            | 00005367         | Remove the graffiti from the wall outside Library  | \$ 35.18     |
| 5104         | JLM Civil Works Pty Ltd                            | 00005368         | Pressure cleaning Library                          | \$ 98.52     |
| 3683         | Area9 IT Solutions                                 | SIN39562         | Supply/Install 3x Wi-Fi APs at Palmerston Library  | \$ 2,752.20  |
| 1499         | Osels Palm Hire                                    | 00015597         | Flowers for Indonesian Festival - 7 May 2016       | \$ 110.00    |
| 7683         | Area9 IT Solutions                                 | SIN39449         | Service Agreement - Managed IT Services JUNE 2016  | \$ 18,005.78 |
| 5104         | JLM Civil Works Pty Ltd                            | 00005349         | Remove rotten bollards and replace with 10 green   | \$ 1,650.00  |
| 4336         | Wavesound Pty Ltd                                  | 106114           | Library 100000688                                  | \$ 580.80    |
| 5104         | JLM Civil Works Pty Ltd                            | 00005387         | Please remove dead cat from Crn of Temple too      | \$ 89.12     |
| 5104         | JLM Civil Works Pty Ltd                            | 00005376         | Once every two months as per Appendix C litter     | \$ 1,055.51  |
| 5104         | JLM Civil Works Pty Ltd                            | 00005375         | Monthly as per Appendix C as per TS 2012-06 April  | \$ 2,427.65  |
| 285          | Bridge Toyota                                      | JC2422346        | KAT van maint. 31/05/2016                          | \$ 710.29    |
| 7757         | Engineers Australia - National Office              | 4048912          | EA Membership Renewal                              | \$ 553.00    |
| 4029         | Totally Workwear Palmerston                        | 100033167        | Uniform for staff                                  | \$ 557.40    |
| 5104         | JLM Civil Works Pty Ltd                            | 00005353         | gas leak at the Citra festival Call out            | \$ 504.30    |
| 5104         | JLM Civil Works Pty Ltd                            | 00005348         | Joan Fe'o Park - repairs to communal seesaw        | \$ 1,307.70  |
| 5104         | JLM Civil Works Pty Ltd                            | 00005356         | install 2 black spot sign at Flackhart Drive       | \$ 462.09    |
| 5104         | JLM Civil Works Pty Ltd                            | 00005361         | remove debris behind the grate at 32 Shearwater    | \$ 79.75     |
| 5104         | JLM Civil Works Pty Ltd                            | 00005362         | Signs Varrawonga                                   | \$ 1,982.00  |
| 1607         | Sterling NT Pty Ltd                                | 00045813         | 'Underrake TS2013-07 for the month May Area 3      | \$ 16,151.60 |
| 1607         | Sterling NT Pty Ltd                                | 00045811         | 'Underrake TS2013-05 for the month May Area 1      | \$ 20,419.89 |
| 1607         | Sterling NT Pty Ltd                                | 00045815         | 'Underrake TS2013-07 Grounds Maintenance West      | \$ 60,399.38 |
| 846          | Nationwide News NT Division                        | 43642456         | Advertisement Charges MAY 2016                     | \$ 8,312.69  |
| 1581         | NT Broadcasters Pty Ltd                            | 155-328-MIX-0001 | PO109600 Indonesian Festival Advertising - MIX     | \$ 629.20    |
| 1581         | NT Broadcasters Pty Ltd                            | 155 329 MIX 0001 | PO109608 FlicNics 2016 Radio Adverts MIX MAY 2016  | \$ 488.40    |
| 2965         | KIK FM Pty Ltd                                     | 00008801         | PO109264 The Scoop 2016 June x 3 episodes          | \$ 1,980.00  |
| 4679         | iSentia Pty Ltd                                    | MIN0640807       | PO108582 iSentia Media Monitoring June 2016        | \$ 635.80    |

| Creditor No. | Creditor Name                                      | Invoice Number            | Invoice Description                                 | Amount       |
|--------------|--|---------------------------|---|--------------|
| 4538         | Byrne Design & Drafting                            | INV00575                  | TS2016-01 - Boulevard Stg 2 -Supers Representative  | \$ 21,411.50 |
| V00557       | BG Group NT Pty Ltd                                | NT000082                  | ITC 1094- Produce standard drawings                 | \$ 5,852.00  |
| 2757         | Engineers Australia - National Office              | 4019576                   | Membership Renewal                                  | \$ 553.00    |
| 2757         | Engineers Australia - National Office              | 4016356                   | Membership Renewal                                  | \$ 649.00    |
| 5104         | JLM Civil Works Pty Ltd                            | 00005383                  | Supply 1x ute @ 1hour to fix install cabinet CC     | \$ 79.75     |
| 639          | Cleanaway Pty Ltd.                                 | 15571915                  | Operational Charges - Depot MAY 2016                | \$ 183.04    |
| 639          | Cleanaway Pty Ltd.                                 | 15569955                  | TS2014/01 - Operational charges - Gray - MAY 2016   | \$ 17.28     |
| 639          | Cleanaway Pty Ltd.                                 | 15570837                  | TS2014/01 - Operational charges - Pound MAY 2016    | \$ 12.96     |
| 639          | Cleanaway Pty Ltd.                                 | 15571858                  | Operational Charges - Woodrooffe Primary MAY 2016   | \$ 15.84     |
| 639          | Cleanaway Pty Ltd.                                 | 15569962                  | TS2014/01 - Operational charges Driver MAY2016      | \$ 35.20     |
| 639          | Cleanaway Pty Ltd.                                 | 15569988                  | TS2014/01 Operational charges-Civic MAY 2016        | \$ 87.24     |
| 639          | Cleanaway Pty Ltd.                                 | 15569985                  | TS2014/01 - Operational Fee- Library MAY 2016       | \$ 52.55     |
| 1583         | NT Broadcasters Pty Ltd                            | 155-329-For 0000          | PG109609 PicNics 2016 Radio Advertising HOT 100     | \$ 814.00    |
| 5104         | JLM Civil Works Pty Ltd                            | 00005405                  | Remove dead cat from Temple Terrace/ Lorna Tim      | \$ 89.12     |
| 5104         | JLM Civil Works Pty Ltd                            | 00005404                  | Set up the Speed sign in Victoria Drive,            | \$ 489.50    |
| 1502         | Figleaf Pool Products                              | 403614                    | Goyder Square Water Feature                         | \$ 74.00     |
| 3098         | Roadshow Films Pty Ltd                             | 03097897                  | Roadshow film - Big Hero 6 16/7/16                  | \$ 456.50    |
| V00556       | Criterion Conferences Pty Ltd                      | 351258                    | Workshop - Community Infrastructure & Services      | \$ 1,097.80  |
| 4055         | Southern Cross Protection Pty Ltd                  | 805526                    | Security Call Outs 12/6/16 - Library                | \$ 145.04    |
| 5104         | JLM Civil Works Pty Ltd                            | 00005407                  | Farrar Graffiti                                     | \$ 126.67    |
| 5104         | JLM Civil Works Pty Ltd                            | 00005406                  | Fence Vandalised Temple Terrace.                    | \$ 703.67    |
| 5104         | JLM Civil Works Pty Ltd                            | 00005410                  | Sign Farrar   | \$ 158.33    |
| 5104         | JLM Civil Works Pty Ltd                            | 00005411                  | Stormwater Moulden                                  | \$ 3,740.66  |
| 5104         | JLM Civil Works Pty Ltd                            | 00005414                  | Gray Road Works                                     | \$ 165.00    |
| 5104         | JLM Civil Works Pty Ltd                            | 00005412                  | Fill the hole in verge next footpath Gray Hall      | \$ 110.00    |
| 5104         | JLM Civil Works Pty Ltd                            | 00005413                  | Sign Gray   | \$ 421.71    |
| 5104         | JLM Civil Works Pty Ltd                            | 00005415                  | Fill up hole in verge info 2 Neaves place           | \$ 79.75     |
| 5506         | Open Systems Technology Pty Ltd (OST)              | 51003341                  | NAY Professional Services - MAY 2016                | \$ 8,257.70  |
| 5104         | JLM Civil Works Pty Ltd                            | 00005417                  | Remove graffiti off the concrete in Goyder Square   | \$ 71.50     |
| 5104         | JLM Civil Works Pty Ltd                            | 00005416                  | Reinstall one panel of R2R sign Chung Wah/ Fairway  | \$ 52.78     |
| 5104         | JLM Civil Works Pty Ltd                            | 00005408                  | Sign Rosebery                                       | \$ 605.20    |
| V00172       | CIC-THD-PTY LTD                                    | 300124334                 | Progress claim 6 & 7 & Landscaping                  | \$ 97,081.70 |
| 5104         | JLM Civil Works Pty Ltd                            | 00005398                  | Zuccoli Lot 13062 (85) Zuccoli Pde New Driveway     | \$ 1,132.98  |
| 5104         | JLM Civil Works Pty Ltd                            | 00005403                  | Organise for the LATM Trailer to take it to Norsign | \$ 165.00    |
| 5104         | JLM Civil Works Pty Ltd                            | 00005402                  | stormwater CDD                                      | \$ 165.00    |
| 5104         | JLM Civil Works Pty Ltd                            | 00005400                  | Stormwater Gray                                     | \$ 1,952.50  |
| 5104         | JLM Civil Works Pty Ltd                            | 00005399                  | Stormwater Gunn                                     | \$ 5,860.53  |
| 2054         | Larrakia Nation Aboriginal Corporation             | 00112033                  | Hip Hop Video - 26-29 April 2016                    | \$ 917.00    |
| 7690         | Charles Darwin University Foundation               | CDUF16/998108/1           | City of Palmerston Scholarship CDU                  | \$ 1,100.00  |
| V00385       | Automobile Association of Northern Territory -AANT | 0505000549188 - 10/6/2016 | Roadside Assist Plus Cover                          | \$ 284.00    |
| 5104         | JLM Civil Works Pty Ltd                            | 00005373                  | Bellamack Lot 10555 (4) Gemma Ln New Driveway       | \$ 623.14    |
| 5104         | JLM Civil Works Pty Ltd                            | 00005381                  | Johnston Lot 11378 (71) Lind Rd New Driveway        | \$ 1,410.25  |
| 5104         | JLM Civil Works Pty Ltd                            | 00005374                  | Zuccoli Lot 13236 (3) Knox Crt New Driveway         | \$ 1,189.63  |
| 5104         | JLM Civil Works Pty Ltd                            | 00005372                  | Vandalised hoop bollard Moulden                     | \$ 768.35    |

| Creditor No. | Creditor Name                                     | Invoice Number                   | Invoice Description                              | Amount        |
|--------------|---|----------------------------------|--|---------------|
| 4591         | HG Fitness Pty Ltd                                | INV-0719                         | Supplier payment Activate                        | \$ 1,760.00   |
| 215          | Employee Assistance Services NT Inc (EASAI)       | 00026084                         | EAP Counselling Sessions - May 2016              | \$ 425.92     |
| 5104         | JLM Civil Works Pty Ltd                           | 00005409                         | Sign Bakewell                                    | \$ 76.23      |
| V00614       | RTM - Dept of the Attorney General and Justice    | 789004071                        | Anti-discrimination/ Harassment Workshop MAY2016 | \$ 4,150.53   |
| 5438         | NT Shade & Canvas Pty Ltd                         | 00001025                         | Supply and install Fish River Pk & Paterson Pk   | \$ 103,070.00 |
| V00271       | Fuji Xerox Business Centre NT                     | AB00024099                       | FujiXerox Copiers(Tech)- 8 May to 7 June 2016    | \$ 1,509.88   |
| 549          | City of Darwin                                    | 93578                            | Operational charges for City of Darwin Shoal Bay | \$ 45,064.80  |
| 630          | Cleanaway Pty Ltd.                                | 15571285                         | TS2014/01 - Tenements - MAY 2016                 | \$ 192,357.74 |
| 4816         | CS Services NT                                    | 00004590                         | TS2011/03 - Operational and tip recharge         | \$ 158,893.73 |
| 4065         | Southern Cross Protection Pty Ltd                 | 807623                           | Library Security Reporse 1/6/2016                | \$ 71.50      |
| 895          | Bakewell Primary School                           | 133046 RECEIPT REFUND            | 133046 receipt refund bond cat trap 1            | \$ 100.00     |
| 1502         | Fippleal Pool Products                            | 399906                           | Water feature Mail - 21/4/2016                   | \$ 65.00      |
| 5104         | JLM Civil Works Pty Ltd                           | 00005418                         | Works for disability access as per Table 1.0 of  | \$ 14,064.17  |
| V00075       | Mercury Group of Companies Pty Ltd (T/A FILZWork) | 1305980                          | Employee Police Checks (x1)                      | \$ 40.59      |
| 756          | The Bookshop Darwin                               | BD14792                          | Library Bookshop BD14792                         | \$ 1,490.88   |
| 5216         | Blue Cycles Palmerston                            | I-2483                           | Supplier payment Activate                        | \$ 450.00     |
| 5216         | Blue Cycles Palmerston                            | I-2421                           | Supplier payment Activate                        | \$ 450.00     |
| V00295       | Jacana Energy                                     | 64828857                         | 109005410 -01.05.2016 - 31.05.2016               | \$ 7,448.10   |
| V00295       | Jacana Energy                                     | 64672341                         | 109005610 -07.04.2016 - 06.05.2016               | \$ 313.65     |
| V00295       | Jacana Energy                                     | 64828087                         | 1011831010 -01.05.2016 - 31.05.2016              | \$ 11,983.60  |
| V00295       | Jacana Energy                                     | 64728950                         | 104126110 -19.04.2016 - 16.05.2016               | \$ 194.98     |
| V00295       | Jacana Energy                                     | 64709775                         | 102810210 -14.04.2016 - 12.05.2016               | \$ 907.21     |
| 627          | Darwin Community Arts Inc                         | 00001346                         | Breaking the Silence Event - CCA Auspicing       | \$ 2,000.00   |
| 5            | Australia Post                                    | 371569                           | Underpaid Mail                                   | \$ 1.83       |
| 4755         | Tenkin Consulting                                 | 103337                           | Temple and Emery Intersection Upgrade            | \$ 18,326.00  |
| 4355         | Tenkin Consulting                                 | 102869                           | Temple and Emery Intersection Upgrade            | \$ 3,575.00   |
| V00806       | Penelope Gail Price                               | KEY DEPOSIT REFUND R140166       | Key Deposit Refund R140166                       | \$ 240.00     |
| V00805       | Megan Holzfeind                                   | KEY DEPOSIT REFUND R140574       | Key Deposit Refund R140574                       | \$ 180.00     |
| V00101       | Bellamack Pty Ltd                                 | R5803 RATES REFUND ASSESS 114057 | R5803 - Rates Refund Assessment 114057           | \$ 1,007.02   |
| V00808       | Sarah Le Bretton                                  | RATE REFUND A100028 (R5802)      | Rate Refund A100028 (R5802)                      | \$ 3,000.00   |
| V00801       | Jenna Nowland                                     | KEY DEPOSIT REFUND R139600       | Key Deposit Refund - R139600                     | \$ 60.00      |
| V00196       | Kristin Lehmann                                   | REIMB: TAXI AND ACCOM CHARGES    | Taxi/ Accom Charges - Alice Springs 15/6/2016    | \$ 200.61     |
| V00295       | Jacana Energy                                     | 64712416                         | 1017011910 -07.04.2016 - 06.05.2016              | \$ 356.75     |
| V00295       | Jacana Energy                                     | 64829261                         | 1011518711 -01.05.2016 - 31.05.2016              | \$ 1,554.31   |
| V00295       | Jacana Energy                                     | 64672652                         | 1016554010 -09.04.2016 - 06.05.2016              | \$ 161.99     |
| V00295       | Jacana Energy                                     | 64878379                         | 1016266810 -07.05.2016 - 06.06.2016              | \$ 239.84     |
| V00295       | Jacana Energy                                     | 64759904                         | 1015010612 -19.02.2016 - 19.05.2016              | \$ 165.09     |
| V00295       | Jacana Energy                                     | 64761125                         | 1015260310 -18.02.2016 - 18.05.2016              | \$ 245.70     |
| V00295       | Jacana Energy                                     | 64761155                         | 1015418510 -19.02.2016 - 19.05.2016              | \$ 297.41     |
| V00295       | Jacana Energy                                     | 64830606                         | 1014164011 -01.03.2016 - 30.05.2016              | \$ 262.24     |
| V00295       | Jacana Energy                                     | 64840903                         | 1014217811 -01.03.2016 - 30.05.2016              | \$ 504.26     |
| V00295       | Jacana Energy                                     | 64729235                         | 1015105310 -16.04.2016 - 16.05.2016              | \$ 554.58     |
| V00295       | Jacana Energy                                     | 64761546                         | 1014518010 -16.04.2016 - 16.05.2016              | \$ 159.89     |
| V00295       | Jacana Energy                                     | 64767070                         | 1012379010 -19.02.2016 - 18.05.2016              | \$ 313.57     |

| Creditor No. | Creditor Name | Invoice Number | Invoice Description                | Amount      |
|--------------|---------------|----------------|------------------------------------|-------------|
| V00295       | Jacana Energy | 64720970       | 1011710011-09.02.2016 - 12.05.2016 | \$ 94.11    |
| V00295       | Jacana Energy | 64761643       | 106190610-19.04.2016 - 16.05.2016  | \$ 77.01    |
| V00295       | Jacana Energy | 64720890       | 1012213510-13.02.2016 - 12.05.2016 | \$ 150.71   |
| V00295       | Jacana Energy | 64828176       | 1010962110-01.05.2016 - 31.05.2016 | \$ 1,377.35 |
| V00295       | Jacana Energy | 64729221       | 1014120110-16.04.2016 - 16.05.2016 | \$ 1,871.78 |
| V00295       | Jacana Energy | 64712685       | 107710210-07.04.2016 - 06.05.2016  | \$ 215.58   |
| V00295       | Jacana Energy | 64761675       | 106367310-16.04.2016 - 16.05.2016  | \$ 801.55   |
| V00295       | Jacana Energy | 64761480       | 1010817310-16.04.2016 - 16.05.2016 | \$ 389.33   |
| V00295       | Jacana Energy | 64729294       | 106382310-19.04.2016 - 16.05.2016  | \$ 24.09    |
| V00295       | Jacana Energy | 64761641       | 105742210-16.04.2016 - 16.05.2016  | \$ 38.93    |
| V00295       | Jacana Energy | 64740732       | 1011717311-09.02.2016 - 12.05.2016 | \$ 94.70    |
| V00295       | Jacana Energy | 64729195       | 1014518410-16.04.2016 - 16.05.2016 | \$ 140.28   |
| V00295       | Jacana Energy | 64729191       | 1014517910-16.04.2016 - 16.05.2016 | \$ 113.23   |
| V00295       | Jacana Energy | 64729128       | 106690411-16.04.2016 - 16.05.2016  | \$ 7,553.84 |
| V00295       | Jacana Energy | 64761543       | 1014111710-16.04.2016 - 16.05.2016 | \$ 148.30   |
| V00295       | Jacana Energy | 64749586       | 106870211-19.02.2016 - 17.05.2016  | \$ 177.56   |
| V00295       | Jacana Energy | 64763487       | 106739011-19.02.2016 - 19.05.2016  | \$ 42.50    |
| V00295       | Jacana Energy | 64761481       | 1010817411-16.04.2016 - 16.05.2016 | \$ 24.67    |
| V00295       | Jacana Energy | 64761482       | 1010866212-16.04.2016 - 16.05.2016 | \$ 24.77    |
| V00295       | Jacana Energy | 64728953       | 106143211-16.04.2016 - 16.05.2016  | \$ 64.19    |
| V00295       | Jacana Energy | 64779230       | 102914811-19.04.2016 - 16.05.2016  | \$ 1,254.79 |
| V00295       | Jacana Energy | 64761542       | 1014110010-16.04.2016 - 16.05.2016 | \$ 186.35   |
| V00295       | Jacana Energy | 64761540       | 1014109710-16.04.2016 - 16.05.2016 | \$ 214.28   |
| V00295       | Jacana Energy | 64761600       | 103579111-19.04.2016 - 16.05.2016  | \$ 260.66   |
| V00295       | Jacana Energy | 64833608       | 1013979610-02.03.2016 - 27.05.2016 | \$ 125.78   |
| V00295       | Jacana Energy | 64761604       | 104178910-19.04.2016 - 16.05.2016  | \$ 606.61   |
| V00295       | Jacana Energy | 64829014       | 104406210-01.05.2016 - 31.05.2016  | \$ 1,075.39 |
| V00295       | Jacana Energy | 64672588       | 105650710-07.04.2016 - 06.05.2016  | \$ 26.26    |
| V00295       | Jacana Energy | 64712549       | 106225010-07.04.2016 - 06.05.2016  | \$ 23.59    |
| V00295       | Jacana Energy | 64761546       | 106198310-19.04.2016 - 16.05.2016  | \$ 22.01    |
| V00295       | Jacana Energy | 64729277       | 106399910-19.04.2016 - 16.05.2016  | \$ 74.91    |
| V00295       | Jacana Energy | 64761580       | 106414410-16.04.2016 - 16.05.2016  | \$ 24.37    |
| V00295       | Jacana Energy | 64761657       | 106317110-19.04.2016 - 16.05.2016  | \$ 22.90    |
| V00295       | Jacana Energy | 64729320       | 1010931710-16.04.2016 - 16.05.2016 | \$ 97.48    |
| V00295       | Jacana Energy | 64761501       | 103598210-16.04.2016 - 16.05.2016  | \$ 141.47   |
| V00295       | Jacana Energy | 64761483       | 1010884410-19.04.2016 - 16.05.2016 | \$ 77.01    |
| V00295       | Jacana Energy | 64761541       | 1014109910-16.04.2016 - 16.05.2016 | \$ 24.67    |
| V00295       | Jacana Energy | 64729179       | 1014109810-16.04.2016 - 16.05.2016 | \$ 63.60    |
| V00295       | Jacana Energy | 64729143       | 1014109610-16.04.2016 - 16.05.2016 | \$ 556.65   |
| V00295       | Jacana Energy | 64701592       | 103115310-16.04.2016 - 16.05.2016  | \$ 717.57   |
| V00295       | Jacana Energy | 64721191       | 1013177111-09.02.2016 - 12.05.2016 | \$ 180.89   |
| V00295       | Jacana Energy | 64741434       | 106623610-12.02.2016 - 10.05.2016  | \$ 269.05   |
| V00295       | Jacana Energy | 64761486       | 1010920710-17.02.2016 - 16.05.2016 | \$ 70.76    |
| V00295       | Jacana Energy | 64729975       | 1012616510-18.02.2016 - 15.05.2016 | \$ 138.33   |

| Creditor No. | Creditor Name                                 | Invoice Number                 | Invoice Description                               | Amount      |
|--------------|---|--------------------------------|---|-------------|
| V00295       | Jacana Energy                                 | 64656243                       | 106440910 - 03.02.2016 - 04.05.2016               | \$ 103.54   |
| V00295       | Jacana Energy                                 | 64712351                       | 1014457810 - 07.04.2016 - 06.05.2016              | \$ 484.55   |
| V00295       | Jacana Energy                                 | 64672395                       | 102787910 - 07.04.2016 - 06.05.2016               | \$ 566.28   |
| V00295       | Jacana Energy                                 | 64712684                       | 107710210 - 07.04.2016 - 06.05.2016               | \$ 23.59    |
| V00295       | Jacana Energy                                 | 64761686                       | 106795510 - 16.04.2016 - 16.05.2016               | \$ 577.46   |
| V00795       | Jacana Energy                                 | 64761685                       | 106710411 - 16.04.2016 - 16.05.2016               | \$ 74.67    |
| V00295       | Jacana Energy                                 | 64761487                       | 1013921910 - 16.04.2016 - 16.05.2016              | \$ 24.67    |
| V00295       | Jacana Energy                                 | 64728990                       | 1011630810 - 19.04.2016 - 16.05.2016              | \$ 72.53    |
| V00295       | Jacana Energy                                 | 64761727                       | 109001210 - 16.04.2016 - 16.05.2016               | \$ 38.64    |
| V00295       | Jacana Energy                                 | 64729032                       | 109001110 - 16.04.2016 - 16.05.2016               | \$ 232.11   |
| V00295       | Jacana Energy                                 | 64761606                       | 104433510 - 16.04.2016 - 16.05.2016               | \$ 24.07    |
| V00295       | Jacana Energy                                 | 64741491                       | 107722111 - 14.04.2016 - 12.05.2016               | \$ 417.48   |
| V00475       | Water Dynamics (NT) Pty Limited               | SLI21006229 (185001-1000-5854) | Irrigation parts as required ( parks ) MAY 2016   | \$ 62.87    |
| V00475       | Water Dynamics (NT) Pty Limited               | SLI21006744 (185001-1000-5938) | Irrigation parts as required ( parks ) MAY 2016   | \$ 105.84   |
| V00476       | Water Dynamics (NT) Pty Limited               | SLI21006325 (185001-1000-5958) | Irrigation parts as required ( parks ) MAY 2016   | \$ 16.24    |
| V00476       | Water Dynamics (NT) Pty Limited               | SLI21006326 (185001-1000-5959) | Irrigation parts as required ( parks ) MAY 2016   | \$ 4.16     |
| V00476       | Water Dynamics (NT) Pty Limited               | SLI21006209 (185001-1000-5842) | Irrigation parts as required ( parks ) MAY 2016   | \$ 17.66    |
| V00476       | Water Dynamics (NT) Pty Limited               | SLI21006184 (185001-1000-5820) | Irrigation parts as required ( parks ) MAY 2016   | \$ 21.24    |
| V00476       | Water Dynamics (NT) Pty Limited               | SLI21006173 (185001-1000-5808) | Irrigation parts as required ( parks ) MAY 2016   | \$ 420.20   |
| V00476       | Water Dynamics (NT) Pty Limited               | SLI21005998 (185001-1001-1723) | Irrigation parts as required ( verges ) MAY 2016  | \$ 523.11   |
| V00476       | Water Dynamics (NT) Pty Limited               | SLI21005861 (185001-1000-5516) | Irrigation parts as required ( verges ) MAY 2016  | \$ 14.88    |
| V00476       | Water Dynamics (NT) Pty Limited               | SLI21005855 (185001-1000-5530) | Irrigation parts as required ( parks ) MAY 2016   | \$ 9.43     |
| V00476       | Water Dynamics (NT) Pty Limited               | SLI21005841 (185001-1000-5514) | Irrigation parts as required ( parks ) MAY 2016   | \$ 14.26    |
| V00476       | Water Dynamics (NT) Pty Limited               | SLI21005711 (185001-1000-5399) | Irrigation parts as required ( verges ) MAY 2016  | \$ 53.24    |
| V00476       | Water Dynamics (NT) Pty Limited               | SLI21005829 (185001-1000-5499) | Irrigation parts as required ( verges ) MAY 2016  | \$ 92.75    |
| V00476       | Water Dynamics (NT) Pty Limited               | SLI21005764 (185001-1000-5479) | Irrigation parts as required ( parks ) MAY 2016   | \$ 29.59    |
| V00476       | Water Dynamics (NT) Pty Limited               | SLI21005745 (185001-1000-5449) | Irrigation parts as required ( verges ) MAY 2016  | \$ 69.99    |
| V00476       | Water Dynamics (NT) Pty Limited               | SLI21005738 (185001-1000-5433) | Irrigation parts as required ( parks ) MAY 2016   | \$ 47.04    |
| V00476       | Water Dynamics (NT) Pty Limited               | SLI21005732 (185001-1000-5426) | Irrigation parts as required ( parks ) MAY 2016   | \$ 22.57    |
| V00476       | Water Dynamics (NT) Pty Limited               | SLI21005729 (185001-1000-5423) | Irrigation parts as required ( parks ) MAY 2016   | \$ 132.00   |
| V00476       | Water Dynamics (NT) Pty Limited               | SLI21005836 (185001-1000-5509) | Irrigation parts as required ( parks ) MAY 2016   | \$ 138.49   |
| V00476       | Water Dynamics (NT) Pty Limited               | SLI21005667 (185001-1000-5363) | Irrigation parts as required ( parks ) MAY 2016   | \$ 268.47   |
| V00476       | Water Dynamics (NT) Pty Limited               | SLI21005666 (185001-1000-5362) | Irrigation parts as required ( parks ) MAY 2016   | \$ 207.50   |
| V00328       | Capital Security (NT) Pty Ltd                 | 00302171                       | Security Services - Library - W/E 12/6/2016       | \$ 339.52   |
| V00328       | Capital Security (NT) Pty Ltd                 | 00302156                       | CAPITAL Security W/E - 05/06/2016                 | \$ 339.52   |
| V00768       | ScreenTouch                                   | 120661                         | ScreenTouch order 120661                          | \$ 4,939.25 |
| 4508         | News 4 U                                      | SN00 0988 3105 2016            | Newspapers - Mayor - MAY 2016                     | \$ 57.15    |
| 4508         | News 4 U                                      | SN00 1667 3105 2016            | Newspapers - CEO - MAY 2016                       | \$ 52.15    |
| 53           | Eggins Electrical                             | 6234                           | Reggles Park - investigate faulty BBQ             | \$ 198.00   |
| 53           | Eggins Electrical                             | 6233                           | Sanctuary Lakes - investigate & repair faulty BBQ | \$ 1,074.70 |
| 4221         | Institute of Public Works Engineering - IPWEA | 18057                          | Training course - 23.8 - 25.10.16                 | \$ 2,860.00 |
| 4221         | Institute of Public Works Engineering - IPWEA | 18056                          | Training course - 23.8 - 25.10.16                 | \$ 2,860.00 |
| V00800       | Nat Brice                                     | 1001                           | Entertainment for Jazz in the Square              | \$ 1,000.00 |
| 399          | St John Ambulance (NT) Incorporated           | 590219                         | First Aid Training - 2 x Lib staff - 5-6 May 2015 | \$ 360.00   |

| Creditor No. | Creditor Name                                  | Invoice Number                    | Invoice Description                                | Amount       |
|--------------|--|-----------------------------------|--|--------------|
| 5104         | JLM Civil Works Pty Ltd                        | 00005401                          | Stormwater Gray                                    | \$ 79.75     |
| 5104         | JLM Civil Works Pty Ltd                        | 00005397                          | Maintenance Aquatic Centre                         | \$ 4,513.97  |
| 4095         | Deuce Cleaning Service                         | 4572                              | Joy Anderson - Cleaning Service 15/5/2016          | \$ 60.50     |
| V00812       | Dept. of Local Government & Community Services | RM HIRE DEPOSIT REFUND R137636    | Rm Hire Deposit Refund R137636                     | \$ 125.00    |
| V00810       | Nikolas Kirlaw                                 | RM HIRE DEPOSIT REFUND R138620    | Rm Hire Deposit Refund (\$INV1197) R138620         | \$ 125.00    |
| V00809       | Sharon Tolland                                 | RELOCATION COSTS - JUNE 2016      | Relocation costs - Newcastle to Darwin             | \$ 408.90    |
| V00399       | Palmerston and Regional Basketball Association | CLEANING DEPOSIT REFUND - 3121892 | Cleaning Deposit Refund - R121892                  | \$ 150.00    |
| 5104         | JLM Civil Works Pty Ltd                        | 00005420                          | Disability Access In Parks at various location     | \$ 12,485.80 |
| 5104         | JLM Civil Works Pty Ltd                        | 00005371                          | Graffiti Temple Ice                                | \$ 70.36     |
| 4340         | Cleanaway Waste Management Limited             | 69ST10000004037                   | Oil clean up and waste disposal (REF:195801)       | \$ 705.65    |
| 5104         | JLM Civil Works Pty Ltd                        | 00005357                          | straighten Christina Court street name sign Driver | \$ 52.78     |
| 5104         | JLM Civil Works Pty Ltd                        | 00005350                          | signs Marlow Lagoon                                | \$ 870.69    |
| 5104         | JLM Civil Works Pty Ltd                        | 00005327                          | verge refill at 250 Farrar Blvd and 1 Brunel st    | \$ 110.00    |
| V00811       | Banyan House                                   | DEPOSIT REFUND R74835             | Rm Hire Booking Deposit Refund 374835              | \$ 125.00    |
| 4737         | D & L Plumbing & Gasfitting                    | 6315                              | Replace inlet valve - ladies toilet - library      | \$ 192.50    |
| V00599       | Athina Pascoe-Bell                             | 30JUNE2016                        | Allowance to 30 June 2016                          | \$ 802.09    |
| 4967         | Mr A N Byrne                                   | 30JUNE2016                        | Allowance to 30 June 2016                          | \$ 802.09    |
| 5552         | S J Shutt                                      | 30JUNE2016                        | Allowance to 30 June 2016                          | \$ 1,582.16  |
| 1809         | Alderman G A Carter                            | 30JUNE2016                        | Allowance to 30 June 2016                          | \$ 802.09    |
| 4237         | Ms S M McKinnon                                | 30JUNE2016                        | Allowance to 30 June 2016                          | \$ 627.09    |
| 4966         | Mr P Bunker                                    | 30JUNE2016                        | Allowance to 30 June 2016                          | \$ 802.09    |
| 932          | Mr I Abbott                                    | 30JUNE2016                        | Allowance to 30 June 2016                          | \$ 4,124.09  |
| V00228       | Outback Tree Service                           | INV-0361                          | Remove and s/g declining rosewood 26 Broadarrow    | \$ 1,452.00  |
| V00228       | Outback Tree Service                           | INV-0360                          | 32 Harrison Cct, Remove and poison 2 mature palms  | \$ 198.00    |
| V00228       | Outback Tree Service                           | INV-0359                          | Remove and SG Eucalypt on Verge 29 Bagshaw Cres    | \$ 1,452.00  |
| 238          | Nightcliff Electrical                          | 2300                              | Marlow Lagoon BBQ                                  | \$ 676.50    |
| 3648         | Mobile Locksmiths Australia Pty Ltd            | 055708                            | New Locks for BBQ Trailer                          | \$ 247.00    |
| 5640         | Think Water - Winnellie & Virginia             | T199197                           | Supply certified irrigation designs in various pks | \$ 4,290.00  |
| 2977         | Security & Technology Services P/L             | 104595                            | Alarm Response 24/5/2016 - Aquatic Centre          | \$ 82.50     |
| 2587         | Top End RACE                                   | 00035540                          | Repair the fault in compressor at recreation cmt   | \$ 739.42    |
| 2587         | Top End RACE                                   | 00035542                          | problem in a/c start for the downstairs offices    | \$ 107.80    |
| 2587         | Top End RACE                                   | 00035539                          | Locate source of smell from aircon at Library      | \$ 408.76    |
| 2587         | Top End RACE                                   | 00035549                          | Bi-Monthly maintenance for Gray Comm Hall air con, | \$ 198.00    |
| 538          | Nightcliff Electrical                          | 2415                              | Repair lights in Wewak Park - numbers PL19 to PL25 | \$ 233.75    |
| V00475       | Outback Batteries                              | 19308                             | 6 volt battery charger and 4-6 volt batteries irr  | \$ 125.10    |
| 3721         | Integrated Valuation Services (NT)             | D160516                           | Valuation Fee: L9542 (56) Georgina Crescent, Yarra | \$ 2,970.00  |
| V00193       | Amcom Pty Ltd                                  | 68842-040616 REF:3171348          | AmCom IP Tel Service: DoC ID: 254519 MAY2016       | \$ 5,895.44  |
| V00700       | Hidden Valley Ford (Red Earth Automotive P/L)  | FOB540813                         | 15,000km vehicle service rego CB8815 booked        | \$ 370.00    |
| 272          | City Wreckers                                  | 00012064                          | Towing and Storage                                 | \$ 110.00    |
| 272          | City Wreckers                                  | 00012011                          | Towing and Storage of Jeep Wagon/White/nil plates  | \$ 110.00    |
| V00040       | Brighton Council                               | 21497                             | Commun Service Agreement - Gen Consult Services    | \$ 3,277.12  |
| 5104         | JLM Civil Works Pty Ltd                        | 00005395                          | Signs CBD  | \$ 926.50    |
| 3724         | Integrated Valuation Services (NT)             | D160531                           | Valuation - Easement over Lot 4192 Archer          | \$ 2,750.00  |
| 5104         | JLM Civil Works Pty Ltd                        | 00005384                          | Reinstate SEP Jid in front of 87 Emery Avenue      | \$ 117.28    |

| Creditor No. | Creditor Name                              | Invoice Number | Invoice Description                                | Amount       |
|--------------|--|----------------|--|--------------|
| V00778       | Heart Foundation Northern Territory        | 137498         | Heart Foundation - Brekkie in the Park             | \$ 630.45    |
| 256          | The Bookshop Darwin                        | BD14810        | Library Bookshop BD3876                            | \$ 438.97    |
| V00284       | Wheeler's Books                            | 1616494        | Library #AU253070                                  | \$ 2,005.56  |
| 3683         | Area9 IT Solutions                         | SIN39574       | MS Windows 10 En1 SA/Gov1x5                        | \$ 2,208.58  |
| 3683         | Area9 IT Solutions                         | SIN39575       | Toshiba Z20 Laptop & case for Tech Svc x5          | \$ 7,239.10  |
| 4561         | Bendesigns                                 | 3457           | PO110068 Reserved Seating Conflites x 2            | \$ 127.00    |
| 549          | City of Darwin                             | 94050          | Toll Courier- Karama to Palmerston Library-MAY2016 | \$ 65.68     |
| 938          | Nightcliff Electrical                      | 2414           | Repair park lights in Tracey Park No: 05382 05391  | \$ 519.00    |
| 30           | Colemans Printing Pty Ltd                  | CP003088       | Library stamp Quote - Q04863                       | \$ 273.90    |
| 5104         | JLM Civil Works Pty Ltd                    | 00005393       | Bimipa Court - 2.5 hrs truck & labour              | \$ 480.15    |
| 5104         | JLM Civil Works Pty Ltd                    | 00005392       | Goyder Square - remove graffiti                    | \$ 137.50    |
| 5104         | JLM Civil Works Pty Ltd                    | 00005391       | Hobart Park - adjust internals on drink bubbler    | \$ 79.75     |
| 5104         | JLM Civil Works Pty Ltd                    | 00005390       | Tracey Park - please remove graffiti from play     | \$ 55.00     |
| 5104         | JLM Civil Works Pty Ltd                    | 00005389       | Landscape Maintenance CBD                          | \$ 2,941.00  |
| 5104         | JLM Civil Works Pty Ltd                    | 00005388       | Landscape Maintenance Durack                       | \$ 2,750.00  |
| 5104         | JLM Civil Works Pty Ltd                    | 00005387       | Chung Wah gardenbed - truck & labour               | \$ 3,850.00  |
| 5104         | JLM Civil Works Pty Ltd                    | 00005386       | Forrest Parade median - truck & labour             | \$ 1,100.00  |
| 5104         | JLM Civil Works Pty Ltd                    | 00005385       | Landscape Maintenance Gunn                         | \$ 2,200.00  |
| 1874         | Ulverscroft Large Print Books Limited      | 111102AU       | Library web0009793                                 | \$ 598.75    |
| 2977         | Security & Technology Services P/L         | 104836         | Service/Replace FOB reader - Library               | \$ 326.66    |
| 185          | Bridge Toyota                              | JC2422459      | Work required for Rego CA71JC (Quote attached)     | \$ 713.97    |
| 610          | Data Centre Services (DCS)                 | 6635073188     | Mainframe CPU Usage - MAY 2015                     | \$ 25.01     |
| 4398         | Quality Indoor Plants Hire                 | 59616          | Civic Centre Plant Hire and Maintenance 2015/2016  | \$ 102.40    |
| V00213       | Crossfit Palmerston T/A The Platform Gym   | 00000007       | 52 Crossfit Palmerston Activate Sessions           | \$ 7,600.00  |
| 433          | Arafura Wind Ensemble Inc.                 | GRANT          | Grant Funding                                      | \$ 6,000.00  |
| 2190         | Coalface                                   | 00009012       | Coalface 2015                                      | \$ 1,375.00  |
| 1874         | Ulverscroft Large Print Books Limited      | 111108XAL      | Library stock web0009149                           | \$ 41.57     |
| 1874         | Ulverscroft Large Print Books Limited      | 1109820AL      | Library stock web0008988                           | \$ 108.88    |
| V00168       | Tactile Arts T/A Craft Council of the NT   | 2016 008       | Art In the Aircon INV 2016 C08                     | \$ 7,640.00  |
| V00582       | Ezko Property Services (Aust) Pty Ltd      | 00041326       | Library - Extra toilet cleaning on Sunday 8th May  | \$ 19.50     |
| 828          | Southern Cross Darwin                      | 00034790       | Aquatic Centre Seal of pump                        | \$ 402.60    |
| 2545         | Amalgamated Pest Control Pty Ltd           | 1510331649     | 4 week rodent check at Library                     | \$ 220.00    |
| 5104         | JLM Civil Works Pty Ltd                    | 00005394       | remove graffiti from traffic sign Melbourne Drive  | \$ 35.18     |
| 5104         | JLM Civil Works Pty Ltd                    | 00005370       | Disability Access in Parks at various location     | \$ 1,852.93  |
| 5104         | JLM Civil Works Pty Ltd                    | 00005443       | stormwater Marlow Lagoon                           | \$ 422.24    |
| 5104         | JLM Civil Works Pty Ltd                    | 00004918       | signs yarrowonga                                   | \$ 727.14    |
| 4065         | Southern Cross Protection Pty Ltd          | 808853         | Security Patrols - JUNE 2016                       | \$ 1,999.89  |
| 900          | Palmerston Golf & Country Club Inc         | 00005071       | NI PGA Championships 2016 Sponsorship              | \$ 33,000.00 |
| 5356         | Farnitt NT                                 | INV-0021       | Supplier payment Activate                          | \$ 300.00    |
| 5104         | JLM Civil Works Pty Ltd                    | 00005440       | Zuccoli Lot 13237 (5) Knox Crt New Driveway        | \$ 1,189.63  |
| 5104         | JLM Civil Works Pty Ltd                    | 00005441       | Zuccoli Lot 13064 (89) Zuccoli Pde New Driveway    | \$ 1,359.57  |
| 5104         | JLM Civil Works Pty Ltd                    | 00005444       | Zuccoli Lot 13242 (8) Knox Court New Driveway      | \$ 623.14    |
| 5104         | JLM Civil Works Pty Ltd                    | 00005442       | Zuccoli Lot 13240 (12) Knox Crt New Driveway       | \$ 623.14    |
| 215          | Employee Assistance Services NT Inc (EASA) | 00026273       | EAP Usage Report Oct-Dec & Jan-March 2016          | \$ 600.00    |



| Creditor No. | Creditor Name                                 | Invoice Number                      | Invoice Description                                 | Amount        |
|--------------|---|-------------------------------------|---|---------------|
| 4856         | Portner Press Pty Ltd                         | H9438430                            | Health & Safety 2016 Update 4                       | \$ 77.00      |
| 4827         | Balance Podiatry & Diet Centre                | 13117                               | Supermarket Tour 13/5/2016                          | \$ 165.00     |
| 5104         | JLM Civil Works Pty Ltd                       | 00005380                            | Johnson Lot 11242 (13) Lind Rd New Driveway         | \$ 736.43     |
| 4508         | News 4 U                                      | SN00 1972 3105 2016                 | Newspapers - DC&CS - MAY 2016                       | \$ 52.15      |
| 4952         | Earthworks Training and Assessment            | 00047390                            | Work Zone Traffic Training WZ1 & WZ2                | \$ 1,800.00   |
| V00182       | Nitesh Raj Pant                               | REIMBURSE TRAVEL EXPENSES JUNE 2016 | Reimburse - travel expenses - June 2016             | \$ 394.47     |
| 4889         | Sarah Douglas T/a To The Beat Dance Fitness   | INV113                              | To The Beat - Activate Payment                      | \$ 1,200.00   |
| V00334       | Zumba with Adriana                            | 4 - 2016                            | Activate Program - Classes 13/6, 20/6, 22/6         | \$ 534.00     |
| V00792       | Annemarie Lloyd                               | 1355                                | Trivla - Entertainment                              | \$ 330.00     |
| 566          | Stickers & Stuff                              | 193170                              | Stickers & Stuff Quote 10502                        | \$ 656.00     |
| 5104         | JLM Civil Works Pty Ltd                       | 00005194                            | Once every two months as per Appendix C as per TS   | \$ 1,355.51   |
| 4737         | D & L Plumbing & Gasfitting                   | 6361                                | locate the source of leak flushing pan library      | \$ 500.50     |
| 4737         | D & L Plumbing & Gasfitting                   | 6360                                | locate the source of leak water bubbler at Aquatic  | \$ 126.50     |
| 4737         | D & L Plumbing & Gasfitting                   | 6348                                | Replace the filter in GF water bubbler. Check for   | \$ 420.00     |
| 35           | Staples Australia Pty Limited                 | 90182072474                         | Kitchen and Stationery - Civic Centre - NET3471603  | \$ 12.77      |
| V00788       | Toonworld Pty Ltd                             | 0558                                | Toonworld - ToonWorld - July 16                     | \$ 1,453.00   |
| 4737         | D & L Plumbing & Gasfitting                   | 6314                                | Recreation Centre Toilet                            | \$ 99.00      |
| 5104         | JLM Civil Works Pty Ltd                       | 00005379                            | TS2012/05/01 - variation to collect litter twice    | \$ 3,902.76   |
| 5104         | JLM Civil Works Pty Ltd                       | 00005378                            | Street sections adjacent to shopping centres Litter | \$ 2,111.01   |
| 5104         | JLM Civil Works Pty Ltd                       | 00005377                            | Once every three months as per Appendix C Litter    | \$ 781.07     |
| 35           | Staples Australia Pty Limited                 | 9018231308                          | Stationery Civic Centre - NET34832723               | \$ 257.25     |
| 35           | Staples Australia Pty Limited                 | 9018231041                          | Kitchen order Civic Centre - NET34832205            | \$ 191.59     |
| 35           | Staples Australia Pty Limited                 | 9018204357                          | Kitchen and Stationery - Civic Centre - NET3471603  | \$ 98.13      |
| 5104         | JLM Civil Works Pty Ltd                       | 00005316                            | Disability Access in Parks at various location      | \$ 8,620.92   |
| 5104         | JLM Civil Works Pty Ltd                       | 00005307                            | Disability Access in Parks at various location      | \$ 14,333.68  |
| 54           | Powerwater                                    | P0000843                            | FORTNIGHT 2016-26 - From Payroll                    | \$ 615.00     |
| V00215       | HWL Ebsworth Lawyers                          | 619940                              | Professional Services (Sale of L10024)              | \$ 893.75     |
| 4065         | Southern Cross Protection Pty Ltd             | 812073                              | Security Service - 20 & 21/6/16 - Library           | \$ 143.00     |
| 4007         | Ark Animal Hospital Pty Ltd                   | 100579                              | Euthanasia - 25/5/15                                | \$ 216.00     |
| 4007         | Ark Animal Hospital Pty Ltd                   | 101141                              | Euthanasia - 31/5/15                                | \$ 72.00      |
| 4007         | Ark Animal Hospital Pty Ltd                   | 100259                              | Euthanasia - 19/5/15                                | \$ 72.00      |
| 4007         | Ark Animal Hospital Pty Ltd                   | 99981                               | Euthanasia 3 & 5 May 2016                           | \$ 758.00     |
| V00789       | Green Plum Tai Chi                            | 0111                                | Activate supplier invoice                           | \$ 900.00     |
| V00718       | Mark Cundall Earthmoving Pty Ltd              | 00006712                            | 152016 01 - Boulevard Stage 2 - Progress Claim 3    | \$ 749,454.34 |
| 4221         | Institute of Public Works Engineering - IPWEA | 18010                               | Purchase of International Infrastructure Manual     | \$ 925.82     |
| 5136         | RMI Security                                  | S-2942                              | Citra Indonesia                                     | \$ 594.00     |
| 5669         | Athletics Northern Territory                  | 00086042                            | Supplier payment Activate                           | \$ 616.00     |
| V00327       | Tammy's Fitness Training                      | 77                                  | Supplier payment Activate                           | \$ 1,280.00   |
| V00801       | Jenna Nowland                                 | RM HIRE DEPOSIT REFUND R136329      | Rm Hire Deposit Refund R136329                      | \$ 125.00     |
| 5063         | The Smith Family                              | DEPOSIT REFUND R1377393             | Room Hire Bking Deposit Refund R137393              | \$ 175.00     |
| V00817       | Independent Living Centre NSW (ECA)           | ECA_REFUND PALMERSTON R63298        | Rm Hire Deposit Refund R63298                       | \$ 125.00     |
| V00816       | Anna Pethick                                  | ROOM HIRE DEPOSIT REFUND R122397    | Room Hire Deposit Refund R122397                    | \$ 125.00     |
| V00821       | Maruop Yak                                    | 121139 RECEIPT REFUND               | 121139 receipt refund - Library Room Hire 3/3/16    | \$ 125.00     |
| V00253       | Johannes Brockhaus                            | LIBRARY DEPOSIT REFUND              | Library Deposit Refund - From Authority             | \$ 125.00     |

| Creditor No. | Creditor Name                                     | Invoice Number                   | Invoice Description                         | Amount       |
|--------------|---|----------------------------------|---|--------------|
| V00824       | Monina Carbajosa                                  | ROOM HIRE DEPOSIT REFUND R106109 | Room Hire Deposit Refund R106109            | \$ 125.00    |
| V00299       | EPAC Salary Solutions Pty Ltd                     | 172860-300616                    | Salary Packaging - Pay 26 (F/E 26/5/2016)   | \$ 779.37    |
| 54           | Powerwater  | 64930476                         | 2014563410 - 17.05.2016 - 15.06.2016        | \$ 1,886.74  |
| 54           | Powerwater  | 64930414                         | 206399910 - 17.05.2016 - 15.06.2016         | \$ 901.71    |
| 54           | Powerwater  | 64930381                         | 206233510 - 17.05.2016 - 15.06.2016         | \$ 238.23    |
| 54           | Powerwater  | 64930367                         | 2013921810 - 17.05.2016 - 15.06.2016        | \$ 302.13    |
| 54           | Powerwater  | 64930304                         | 206639310 - 17.05.2016 - 15.06.2016         | \$ 245.15    |
| 54           | Powerwater  | 64930444                         | 206414410 - 17.05.2016 - 15.06.2016         | \$ 2,841.62  |
| 54           | Powerwater  | 64929734                         | 206317110 - 17.05.2016 - 15.06.2016         | \$ 379.51    |
| 54           | Powerwater  | 64930294                         | 206795510 - 17.05.2016 - 15.06.2016         | \$ 717.49    |
| 54           | Powerwater  | 64930567                         | 206247910 - 17.05.2016 - 15.06.2016         | \$ 1,684.84  |
| 54           | Powerwater  | 64930402                         | 206301310 - 17.05.2016 - 15.06.2016         | \$ 1,077.10  |
| 54           | Powerwater  | 64878032                         | 2012299510                                  | \$ 713.56    |
| 54           | Powerwater  | 64877763                         | 204417610                                   | \$ 863.16    |
| 54           | Powerwater  | 64878282                         | 2011848310                                  | \$ 206.48    |
| 54           | Powerwater  | 64888368                         | 2012299610                                  | \$ 922.88    |
| 54           | Powerwater  | 64888573                         | 205322910                                   | \$ 24.89     |
| 54           | Powerwater  | 64834763                         | 2015404011                                  | \$ 72.26     |
| 54           | Powerwater  | 64888374                         | 2014004010                                  | \$ 24.89     |
| 54           | Powerwater  | 64700343                         | 206608110                                   | \$ 195.16    |
| 54           | Powerwater  | 64729822                         | 2012616611                                  | \$ 474.53    |
| 54           | Powerwater  | 64905231                         | 202707611                                   | \$ 1,934.81  |
| 54           | Powerwater  | 64683372                         | 2010711914                                  | \$ 572.35    |
| 54           | Powerwater  | 64834704                         | 2014753111                                  | \$ 73.06     |
| 54           | Powerwater  | 64830591                         | 2014164111                                  | \$ 7,123.09  |
| 54           | Powerwater  | 64830907                         | 2014312511                                  | \$ 2,163.82  |
| 54           | Powerwater  | 64820421                         | 206224110                                   | \$ 1,876.89  |
| 54           | Powerwater  | 64878155                         | 205091510                                   | \$ 2,265.78  |
| 54           | Powerwater  | 64878144                         | 202787910                                   | \$ 1,647.88  |
| 54           | Powerwater  | 64912138                         | 2013870911                                  | \$ 577.17    |
| 54           | Powerwater  | 64912137                         | 2013870911                                  | \$ 879.11    |
| 54           | Powerwater  | 64912134                         | 2013870911                                  | \$ 2,035.64  |
| 54           | Powerwater  | 64912133                         | 2013870911                                  | \$ 1,922.64  |
| 54           | Powerwater  | 64912131                         | 2013870911                                  | \$ 1,877.84  |
| 54           | Powerwater  | 64911933                         | 2014457910                                  | \$ 111.50    |
| 54           | Powerwater  | 64888400                         | 207798510                                   | \$ 163.65    |
| 5471         | Palmerston Christian School                       | DEPOSIT REFUND R140790           | Marlow Lagoon - Hire Deposit Refund R140790 | \$ 150.00    |
| V00815       | Usa Inger   | DEPOSIT REFUND R140797           | Deposit Refund R140797                      | \$ 150.00    |
| 2            | Australian Taxation Office - GST, PAYG            | PAYG WE 26/6/2016                | PAYG WE 26/6/2016                           | \$ 60,922.00 |
| V00228       | Outback Tree Service                              | INV 0346                         | Woodroffe Trees                             | \$ 1,364.00  |
| 4029         | Totally Workwear Palmerston                       | 100032710                        | uniforms as per quote 1845                  | \$ 329.00    |
| V00166       | Diamond International Events T/A Trina's Catering | 1516201                          | Catering - Council Meeting - 3 May 2016     | \$ 220.00    |
| V00166       | Diamond International Events T/A Trina's Catering | 1516202                          | Catering - Council Meeting - 17 May 2016    | \$ 220.00    |
| 3787         | Total Event Services T/A Top End Sounds P/L       | 15188                            | Citra Indonesia                             | \$ 2,014.98  |

| Creditor No. | Creditor Name                                      | Invoice Number | Invoice Description   | Amount       |
|--------------|--|----------------|---|--------------|
| 3787         | Total Event Services T/A Top End Sounds P/L        | 15187          | Freedom of Entry  | \$ 1,313.40  |
| 3787         | Total Event Services T/A Top End Sounds P/L        | 15181          | Citra Indonesia   | \$ 7,389.40  |
| V00443       | Top End Hydraulic Services P/L T/A Forecast Machin | 2437           | Replace hydraulic drive motor on tractor                    | \$ 1,447.60  |
| 4762         | Squiz Australia Pty Ltd                            | 10045194       | Squiz Plus Agreement Fee 14/5/2016 to 13/5/2017             | \$ 35,200.00 |
| 5551         | Active Tree Services Pty Ltd                       | INV-265998     | Durack Golf Court - Mahogany Tree Removal                   | \$ 3,080.00  |
| V00228       | Outback Tree Service                               | INV-0349       | 15 Polaris Ct, remove and stump grind eucalyptus            | \$ 850.00    |
| 3880         | PAWS Darwin Limited                                | 00000072       | Found Maintenance Contract - 14 April to 13 May 16          | \$ 7,202.25  |
| V00682       | Leigh Dyson Plumbing                               | INV20160519A   | Sanctuary Lks - investigate & repair inground leak          | \$ 1,125.50  |
| 3683         | Area9 IT Solutions                                 | SIN39179       | MS Windows 10 Enterprise /SA /Gov1 NB use x10               | \$ 6,017.16  |
| 3683         | Area9 IT Solutions                                 | SIN39137       | IT Service Job# 493704, 499420, 499888                      | \$ 726.00    |
| 610          | Data Centre Services (DCS)                         | 6685072671     | Mainframe CPU Usage - July 2015 to June 2016                | \$ 31.85     |
| V00343       | MAGIQ Software Ltd. T/A - NCS Chameleon Ltd        | 8488           | InfoXpert Software Suite Renewal 2016/2017                  | \$ 14,692.70 |
| 3683         | Area9 IT Solutions                                 | SIN39178       | Toshiba laptop for EM & Executives x10                      | \$ 14,146.00 |
| 36           | Darwin Lock & Key                                  | 113674         | Goyder Square key 2 irrigation cabinets to 200              | \$ 555.72    |
| 5713         | Clean Fun T/A Giggling Geckos Jumping Castle Hire  | 1049 GG        | Library 30yr - giggling geckos INV 1049                     | \$ 495.00    |
| 5640         | Thin Water - Winnellie & Virginia                  | T198147        | Supply install new irrigation system to Gager Pk            | \$ 8,373.46  |
| 35           | Staples Australia Pty Limited                      | 9018083446     | Library Staples order                                       | \$ 347.04    |
| 272          | City Wreckers                                      | 00011795       | Towing and Storage of Gold/Toyota/Sudan/NT-CB60UF           | \$ 110.00    |
| 3879         | Litchfield Council                                 | 2797           | Information Services to 30 June 2016                        | \$ 498.35    |
| 5114         | S.E. Rentals Pty Ltd                               | 1600021570     | Rental Copier CHC229546 - 15/06/2016-14/07/2016             | \$ 269.17    |
| 35           | Staples Australia Pty Limited                      | 9018072740     | Kitchen and Stationery Civic Centre - NET3471609            | \$ 1,012.50  |
| 5104         | JLM Civil Works Pty Ltd                            | 00005330       | Driver Drain Gate- install 200/4M lock                      | \$ 132.00    |
| 5104         | JLM Civil Works Pty Ltd                            | 00005329       | Collect broken glass at Sibbald Park                        | \$ 110.00    |
| 5104         | JLM Civil Works Pty Ltd                            | 00005328       | Replace clip on infant swing- Sibbald Park                  | \$ 88.00     |
| 35           | Staples Australia Pty Limited                      | 9018073439     | Kitchen and Stationery Civic Centre - NET3471609            | \$ 168.30    |
| 1874         | Ulverscroft Large Print Books Limited              | 1111053AU      | Library web0009793  | \$ 108.91    |
| 1874         | Ulverscroft Large Print Books Limited              | 1111011AU      | Library web0009793  | \$ 83.14     |
| 938          | Nightcliff Electrical                              | 2274           | Undertake Half yearly RCD testing & provide test            | \$ 280.50    |
| 938          | Nightcliff Electrical                              | 2773           | Undertake Half yearly RCD testing & provide test            | \$ 280.50    |
| 1874         | Ulverscroft Large Print Books Limited              | 1111010AU      | Library web0009793  | \$ 281.10    |
| 1874         | Ulverscroft Large Print Books Limited              | 1110557AU      | Library web0009149  | \$ 126.68    |
| V00368       | iWater NT  | 145            | Remove debris and unblock drain                             | \$ 82.50     |
| 2587         | Top End RACE                                       | 00035351       | Replace Damaged Controllers -Variation to PO107201          | \$ 1,573.50  |
| 289          | Bolinda Publishing Pty Ltd                         | 0461147        | O/No 20279618   | \$ 74.76     |
| 2587         | Top End RACE                                       | 00035372       | Gray Community Hall aircon                                  | \$ 706.80    |
| 5533         | Custom Av Pty Ltd                                  | 00359405       | Library Extinguisher  | \$ 2,581.66  |
| V00444       | Grant O'Callaghan Pty Ltd                          | 00002326       | Archive fees to locate files for Lot 4172 (2) Chung Wah Tee | \$ 110.00    |
| V00444       | Grant O'Callaghan Pty Ltd                          | 00002327       | BP#590 4178 006, Lot 4178 (2) Chung Wah Tee,                | \$ 550.00    |
| 938          | Nightcliff Electrical                              | 2332           | Reinstall in floor point for scoreboard controls RC         | \$ 53.50     |
| 2977         | Security & Technology Services P/L                 | 103764         | Alarm Response 1/5/15                                       | \$ 82.50     |
| 1502         | Figleaf Pool Products                              | 402183         | Monthly service - Aquatic 5/5/2016                          | \$ 154.00    |
| 938          | Nightcliff Electrical                              | 2369           | Repair powerpoint Driver Resource Centre                    | \$ 241.75    |
| 4737         | D & L Plumbing & Gasfitting                        | 6347           | Replace 3x toilet seating, 1x hand wash basin tap           | \$ 671.00    |
| 4538         | Byrne Design & Drafting                            | INV00551       | Goyder Square Superintendent - April 2016                   | \$ 1,370.00  |

| Creditor No. | Creditor Name                                  | Invoice Number | Invoice Description                               | Amount       |
|--------------|--|----------------|---|--------------|
| 5104         | JLM Civil Works Pty Ltd                        | 00005326       | Vandalism Sign Farrar                             | \$ 926.50    |
| 5104         | JLM Civil Works Pty Ltd                        | 00005325       | Pavement Pipeline                                 | \$ 5,315.13  |
| 5104         | JLM Civil Works Pty Ltd                        | 00005324       | Glass Birkett Court                               | \$ 79.75     |
| 4825         | OradeCMS                                       | 00123991       | AfterHours Call Service (Technical) FEB/DEC 2015  | \$ 1,200.67  |
| 4912         | Remote Area Tree Services Pty Ltd              | 00002938       | Remove/SG 11 Albiclas median (le-mites) Ouis      | \$ 3,905.00  |
| 5104         | JLM Civil Works Pty Ltd                        | 00005323       | Replace 6.0m x 4.0m driveway of 86 Floristree Cir | \$ 3,812.95  |
| 2587         | Top End RACE                                   | 00035350       | Replace the damage controllers library            | \$ 27,275.60 |
| 2587         | Top End RACE                                   | 00035371       | Monthly Maintenance Library A/C - April 2016      | \$ 484.00    |
| V00368       | iWater NT                                      | 143            | Goyder Square Chlorine Dosing                     | \$ 82.50     |
| V00651       | FCD Health Ltd. T/A Palmerston GP Super Clinic | 523339         | Work Cover Initial Appointment                    | \$ 200.00    |
| V00651       | FCD Health Ltd. T/A Palmerston GP Super Clinic | 522254         | Final Work Cover Appointment                      | \$ 150.00    |
| 54           | Powerwater                                     | 64792742       | 202810210 - 14.04.2016 - 25.05.2016               | \$ 360.98    |
| 54           | Powerwater                                     | 64750810       | 7011005910  | \$ 4,260.76  |
| 54           | Powerwater                                     | 64782969       | 2014702010 - 14.02.2016 - 19.05.2016              | \$ 73.06     |
| 54           | Powerwater                                     | 64783002       | 2015010511 - 19.02.2016 - 19.05.2016              | \$ 289.61    |
| 54           | Powerwater                                     | 64783059       | 7016103410 - 19.02.2016 - 19.05.2016              | \$ 734.20    |
| 54           | Powerwater                                     | 64763857       | 2012379010 - 19.02.2016 - 18.05.2016              | \$ 3,082.42  |
| 54           | Powerwater                                     | 64762003       | 206480110 - 19.04.2016 - 16.05.2016               | \$ 77.48     |
| 54           | Powerwater                                     | 64749555       | 706863911 - 19.02.2016 - 17.05.2016               | \$ 668.65    |
| 54           | Powerwater                                     | 64750051       | 206863611 - 19.02.2016 - 17.05.2016               | \$ 689.04    |
| 54           | Powerwater                                     | 64750387       | 206739011 - 19.02.2016 - 18.05.2016               | \$ 760.11    |
| 54           | Powerwater                                     | 64761001       | 2017117510 - 19.02.2016 - 19.05.2016              | \$ 1,584.04  |
| 54           | Powerwater                                     | 64764438       | 205901611 - 19.02.2016 - 18.05.2016               | \$ 72.26     |
| 54           | Powerwater                                     | 64750995       | 7012130110 - 19.02.2016 - 18.05.2016              | \$ 808.49    |
| 54           | Powerwater                                     | 64741811       | 2012460211 - 12.02.2016 - 10.05.2016              | \$ 1,074.49  |
| 54           | Powerwater                                     | 64764556       | 206870211 - 19.02.2016 - 17.05.2016               | \$ 417.80    |
| 54           | Powerwater                                     | 64742239       | 205763210 - 16.02.2016 - 13.05.2016               | \$ 665.38    |
| 54           | Powerwater                                     | 64742311       | 206134010 - 16.02.2016 - 13.05.2016               | \$ 180.88    |
| 54           | Powerwater                                     | 64747744       | 205786410 - 16.02.2016 - 13.05.2016               | \$ 70.66     |
| 54           | Powerwater                                     | 64761951       | 206213510 - 16.04.2016 - 16.05.2016               | \$ 28.74     |
| 54           | Powerwater                                     | 64762007       | 206639310 - 16.04.2016 - 16.05.2016               | \$ 128.71    |
| 54           | Powerwater                                     | 64729167       | 206414410 - 16.04.2016 - 16.05.2016               | \$ 2,504.52  |
| 54           | Powerwater                                     | 64761956       | 206317110 - 19.04.2016 - 15.05.2016               | \$ 422.16    |
| 54           | Powerwater                                     | 64761879       | 204433210 - 19.04.2016 - 16.05.2016               | \$ 22.48     |
| 54           | Powerwater                                     | 64703851       | 2012787811 - 19.02.2016 - 18.05.2016              | \$ 480.14    |
| 54           | Powerwater                                     | 64750003       | 206155210 - 19.07.2016 - 18.05.2016               | \$ 808.48    |
| 54           | Powerwater                                     | 64761974       | 206329110 - 17.02.2016 - 16.05.2016               | \$ 5.77      |
| 54           | Powerwater                                     | 64764440       | 205909310 - 19.02.2016 - 18.05.2016               | \$ 393.33    |
| 54           | Powerwater                                     | 64741716       | 2011393410 - 12.02.2016 - 10.05.2016              | \$ 71.46     |
| 54           | Powerwater                                     | 64742390       | 206623610 - 18.02.2016 - 13.05.2016               | \$ 4,364.25  |
| 54           | Powerwater                                     | 64761995       | 206371210 - 17.02.2016 - 16.05.2016               | \$ 72.26     |
| 54           | Powerwater                                     | 64761977       | 206333010 - 17.02.2016 - 16.05.2016               | \$ 288.44    |
| 54           | Powerwater                                     | 64729090       | 206795510 - 16.04.2016 - 16.05.2016               | \$ 701.11    |
| V00295       | Jacana Energy                                  | 64750790       | 1016645511 - 19.02.2016 - 18.05.2016              | \$ 145.17    |

| Creditor No. | Creditor Name                                      | Invoice Number                      | Invoice Description                               | Amount      |
|--------------|--|-------------------------------------|---|-------------|
| 5170         | William M Carroll Photographic Services            | 59-070516                           | Citra Indonesia                                   | \$ 550.00   |
| 4037         | Extreme Auto Installations Pty Ltd                 | INV 1380                            | Supply and hardwire 1X Amber LED warning beacon   | \$ 440.00   |
| V00790       | Rebecca Murnig                                     | DRIVEWAY REIMBURSEMENT LOT 11779    | Driveway Reimbursement Lot 11779 (20 Chipmunk Ct) | \$ 1,017.45 |
| 3545         | Amalgamated Pest Control Pty Ltd                   | IS10329715                          | Joy Anderson Quarterly spot treatment of lunch    | \$ 110.00   |
| 3545         | Amalgamated Pest Control Pty Ltd                   | IS10329711                          | Gray Community Hall - Quarterly spot treatment    | \$ 110.00   |
| 3545         | Amalgamated Pest Control Pty Ltd                   | IS10329752                          | Library - Quarterly spot treatment of lunch rooms | \$ 275.00   |
| 30           | Colemans Printing Pty Ltd                          | 114448                              | City of Palmerston Common Seal Stamp              | \$ 34.65    |
| V00621       | Kelly Blackburn                                    | REIMBURSEMENT - HARVEST CORNER      | Reimbursement - Harvest Corner Clinics Supplies   | \$ 146.77   |
| 5356         | Famfit NT  | INV-0018                            | Supplier payment Activate                         | \$ 400.00   |
| V00791       | Jonn B Kipo  | REFUND LIBRARY TEMPORARY MEMBERSHIP | Refund Library Temporary Membership               | \$ 45.00    |
| 3545         | Amalgamated Pest Control Pty Ltd                   | IS10329913                          | 4 weeks Rodents check in first floor Civic Plaza. | \$ 770.00   |
| 47           | Telstra Corporation Ltd                            | T3111 - 02/06/16                    | 4640728244 - Satellite phones - 2 June 2016       | \$ 105.00   |
| 3456         | ATM - Dept of Infrastructure                       | 603012771                           | Maintenance of Traffic Lights and poles           | \$ 4,840.00 |
| V00443       | Top End Hydraulic Services P/L T/A Forecast Machin | 2423                                | New battery for vehicle rego CB 02 56.            | \$ 200.45   |
| V00334       | Zumba with Adrijana                                | 3 - 2016                            | Activate Program - 30/5 to 12/6/16                | \$ 684.00   |
| V00767       | QS Services  | 006693                              | Preparation of Tender Estimate - Archer Landfill  | \$ 1,980.00 |
| 4512         | Remote Area Tree Services Pty Ltd                  | 0003061                             | Assess and report on 6 trees 6 Scafford Cr.       | \$ 1,100.00 |
| 353          | OTIS   | 1467964                             | Maint: 1st Quarter - Billing Period 2016/2017     | \$ 2,330.97 |
| 4005         | Southern Cross Protection Pty Ltd                  | 805213                              | Security Patrol - Library 2/6/2016                | \$ 71.50    |
| 5            | Australia Post                                     | 1005338630                          | Monthly Postage - MAY 2016                        | \$ 1,518.55 |
| 2587         | Top End RACE                                       | 00055167                            | Civic Centre - Monthly Maintenance                | \$ 407.00   |
| 2587         | Top End RACE                                       | 00034909                            | Investigate and eliminate the bad odour Library   | \$ 130.79   |
| 2587         | Top End RACE                                       | 00034910                            | Monthly maintenance for Rec Centre air con        | \$ 484.00   |
| 2587         | Top End RACE                                       | 00035074                            | Change 30x disposable filters Rec centre          | \$ 1,051.05 |
| 2587         | Top End RACE                                       | 00035076                            | Replace the faulty compressor for Chung Wali      | \$ 2,178.28 |
| 2587         | Top End RACE                                       | 00035138                            | aircon at the Library not starting back           | \$ 206.80   |
| 2977         | Security & Technology Services P/L                 | 103763                              | Alarm response - Aquatic Centre - 1/5/16          | \$ 87.50    |
| 161          | Australian Institute of Management                 | 76958                               | AIM Training Invoice 78596                        | \$ 3,000.00 |
| V00284       | Wheeler's Books                                    | 1608755                             | Library Order #AU249471                           | \$ 449.04   |
| V00284       | Wheeler's Books                                    | 1606168                             | Library #AU248250                                 | \$ 465.51   |
| V00284       | Wheeler's Books                                    | 1601306                             | Library order number AU246023                     | \$ 778.00   |
| 4398         | Quality Indoor Plants Hire                         | 60516                               | Civic Centre Plant Hire and Maintenance 2015/2016 | \$ 102.40   |
| V00557       | BG Group NT Pty Ltd                                | N1000076                            | Cost Estimate for Roof                            | \$ 2,759.00 |
| 7186         | Optus Billing Services Pty Ltd                     | 15227406                            | Optus Evolve Internet - MAY 2016                  | \$ 1,730.88 |
| V00795       | Palmerston Gir: Guides                             | RECEIPT 137753 REFUND               | Receipt 137753 - Refund BBQ Trailer Bond          | \$ 200.00   |
| V00193       | AmCom Pty Ltd                                      | 68842-070516 RFF:3144508            | AmCom IP Tel Service: Doc: D: 254519 APRIL 2016   | \$ 5,886.57 |
| 4827         | Balance Podlarry & Diet Centre                     | 18118                               | Supermarket Tour - 10/6/2016                      | \$ 165.00   |
| 2977         | Security & Technology Services P/L                 | 99573                               | Credit to apply                                   | \$ 500.50   |
| 2977         | Security & Technology Services P/L                 | 104671                              | CR/Adj Note for invoice 99573                     | -\$ 500.50  |
| 2977         | Security & Technology Services P/L                 | 99571                               | Credit to apply                                   | \$ 500.50   |
| 2977         | Security & Technology Services P/L                 | 104669                              | CR/Adj Note for invoice 99571                     | -\$ 500.50  |
| 2977         | Security & Technology Services P/L                 | 99572                               | Credit to apply                                   | \$ 500.50   |
| 2977         | Security & Technology Services P/L                 | 104670                              | CR/Adj Note for invoice 99572                     | -\$ 500.50  |
| 2977         | Security & Technology Services P/L                 | 99574                               | CREDIT TO APPLY                                   | \$ 500.50   |

| Creditor No.  | Creditor Name                      | Invoice Number | Invoice Description                           | Amount |              |
|---|------------------------------------|----------------|---|--------|--------------|
| 2977  | Security & Technology Services P/L | 104672         | CR/Adj Note for invoice 99574                 | -\$    | 500.50       |
| 10  | DBh Contracting                    | 00007360       | Verge Slashing - CREDIT NOTE TO APPLY IN FULL | \$     | 230.45       |
| 10  | DBh Contracting                    | 00007362       | Applies to INV00007360 (Inv raised in error)  | -\$    | 230.45       |
|   |                                    |                |   | \$     | 5,093,296.00 |
|  |                                    |                |   |        |              |
| Reviewed by: Finance Manager  |                                    |                | Approved: Chief Executive Officer             |        |              |

## SECTION 2

### Financial Results

2.6 - Creditor Accounts outstanding - June 2016

| Creditor No. | Creditor Name                                      | Amount        |
|--------------|--|---------------|
| 10           | DBH Contracting                                    | \$ 27,154.69  |
| 112          | Beaurepaires                                       | \$ 1,725.20   |
| 121          | Signtech NT  | \$ 1,452.00   |
| 18           | Integrated Land Information System                 | \$ 379.20     |
| 2            | Australian Taxation Office - GST, PAYG             | \$ 934.92     |
| 2238         | Hollands Print Solutions Pty Ltd                   | \$ 272.80     |
| 2557         | The Lifestyle Studio                               | \$ 2,240.00   |
| 256          | The Bookshop Darwin                                | \$ 1,442.38   |
| 2587         | Top End RACE                                       | \$ 5,538.05   |
| 272          | City Wreckers                                      | \$ 330.00     |
| 2977         | Security & Technology Services P/L                 | \$ 665.50     |
| 3099         | Iron Mountain Australia Pty Ltd                    | \$ 1,415.78   |
| 3313         | Zip Print  | \$ 176.00     |
| 3428         | Bunnings Group Limited                             | \$ 387.27     |
| 3438         | NT Shade & Canvas Pty Ltd                          | \$ 3,949.00   |
| 35           | Staples Australia Pty Limited                      | \$ 1,518.09   |
| 3683         | Area9 IT Solutions                                 | \$ 3,234.00   |
| 3880         | PAWS Darwin Limited                                | \$ 7,202.25   |
| 4029         | Totally Workwear Palmerston                        | \$ 99.00      |
| 4141         | Stancon Design - eprint                            | \$ 257.00     |
| 4336         | Wavesound Pty Ltd                                  | \$ 298.65     |
| 4355         | Tonkin Consulting                                  | \$ 3,212.00   |
| 4469         | Cancer Council NT                                  | \$ 150.00     |
| 4528         | Miranda's Armed Security Officers Pty              | \$ 586.30     |
| 4662         | G & I Electrical Enterprises                       | \$ 181.50     |
| 4735         | Palmerston and Rural Party Hire                    | \$ 548.00     |
| 4737         | D & L Plumbing & Gasfitting                        | \$ 825.00     |
| 4816         | CS Services NT                                     | \$ 6,050.00   |
| 4912         | Remote Area Tree Services Pty Ltd                  | \$ 5,709.00   |
| 4929         | Barramundi Group                                   | \$ 376.00     |
| 5007         | Goldfishbowl Swim School                           | \$ 2,682.00   |
| 5104         | JLM Civil Works Pty Ltd                            | \$ 174,653.82 |
| 5216         | Blue Cycles Palmerston                             | \$ 450.00     |
| 5272         | Greville Fabrication Pty Ltd                       | \$ 2,751.76   |
| 53           | Eggins Electrical                                  | \$ 1,580.70   |
| 5356         | Famfil NT  | \$ 400.00     |
| 5403         | Roy Morgan Research Ltd                            | \$ 20,831.25  |
| 5533         | Custom Av Pty Ltd                                  | \$ 1,154.65   |
| 5502         | Pulse Exercise Consultants P/L (T/A Body Fit NT)   | \$ 880.00     |
| 799          | CMax Cinema Palmerston                             | \$ 216.00     |
| 87           | Industrial Power Sweeping Services Pty             | \$ 15,621.83  |
| 938          | Nightcliff Electrical                              | \$ 2,677.40   |
| V00101       | Bellamack Pty Ltd                                  | \$ 5,005.06   |
| V00228       | Outback Tree Service                               | \$ 15,004.00  |
| V00242       | Professional Video and Hi Fi Pty Ltd               | \$ 2,024.51   |
| V00328       | Capital Security (NT) Pty Ltd                      | \$ 268.79     |
| V00368       | IWater NT  | \$ 1,212.20   |
| V00443       | Top End Hydraulic Services P/L T/A Forecast Machin | \$ 1,331.07   |
| V00475       | Outback Batteries                                  | \$ 1,098.90   |
| V00557       | BG Group NT Pty Ltd                                | \$ 1,306.80   |
| V00682       | Leigh Dyson Plumbing                               | \$ 1,593.60   |
| V00711       | Line Marking NT Pty Ltd                            | \$ 1,528.90   |
| V00757       | Commercial Systems Australia Pty Ltd               | \$ 3,539.80   |

| Creditor No. | Creditor Name         | Amount |            |
|--------------|-----------------------|--------|------------|
| V00779       | Brads Sound Company   | \$     | 400.00     |
| V00814       | Thyme 2 Taste Pty Ltd | \$     | 204.00     |
| V00822       | Elliot Bools          | \$     | 45.00      |
| V00825       | Damian Young          | \$     | 3,000.00   |
|              |                       | \$     | 339,771.62 |



Reviewed by: Finance Manager



Approved: Chief Executive Officer



## SECTION 2

### Financial Results

#### 2.7 - STATEMENT OF CREDIT CARD TRANSACTIONS - MAY 2016

NAB Visa

29 April 2016 to 27 May 2016

| Cardholder       | Amt.        | Cost Code        | Description  |
|------------------|-------------|------------------|--|
| Ricki Bruhn      | \$ 43.18    | 3855.EXEC002.302 | Taxi - LGPRO Congress - CEO                                |
|                  | \$ 18.36    | 3855.EXEC002.302 | Travel Expenses - LGPRO Congress - CEO                     |
|                  | \$ 33.72    | 3855.EXEC002.302 | Taxi - LGPRO Congress - CEO                                |
| Caroline Hocking | \$ 70.30    | 3852.EXEC001.305 | NGA ALGWA Breakfast - Mayor                                |
|                  | \$ 767.31   | 3852.COMM007.302 | Accommodation - LGPA MC - Library C&P Officer              |
|                  | \$ 756.00   | 3852.EXEC002.302 | Accommodation - LGPA MC - HR Advisor                       |
|                  | \$ 567.00   | 3852.CORP002.302 | Accommodation - LGPA MC - Rates Officer                    |
|                  | \$ 725.00   | 3810.EXEC002.308 | IPA membership - CEO                                       |
|                  | \$ 1,005.00 | 3606.EXEC001.305 | Airfares - PD - Alderman Carter                            |
| Alyce Breed      | \$ 119.00   | 3804.CORP004.309 | Printer  |
|                  | \$ 115.98   | 3806.CORP004.309 | Adobe licenses   |
|                  | \$ 25.18    | 3842.COMM009.335 | Youth advertisement  |
|                  | \$ 17.95    | 3828.CORP005.308 | Keys cut   |
|                  | \$ 957.84   | 5521             | Invoiced Under Common Service Agreement                    |
|                  | \$ 440.00   | 3111.CORP005.300 | Registration - Golf PRBA                                   |
|                  | \$ 180.00   | 5521             | Invoiced under Common Service Agreement                    |
| Ben Dornier      | \$ 59.50    | 3841.CORP005.308 | Business lunch - Community Services                        |
|                  | \$ 12.54    | 3855.CORP005.308 | Taxi fare to airport - DC&CS                               |
| Jeetendra Dahal  | \$ 1,173.34 | 3854.TECH009.302 | Accomm - PIA conference - Manager Planning/Enviro Services |
| Ian Mathers      | \$ 56.94    | 3855.CORP003.302 | Taxi fares - LGMA Conference Gold Coast                    |
|                  | \$ 486.01   | 3855.EXEC002.302 | Airfares - Training - Media Projects Officer               |
|                  | \$ 292.70   | 3855.EXEC002.302 | Airfares - Training - Media Projects Officer               |
|                  | \$ 1,230.00 | 3852.COMM002.302 | Registration - Training - Community Dev Officer            |
|                  | \$ 175.00   | 3855.COMM002.302 | Accom - Community Dev Officer                              |
|                  | \$ 963.76   | 3853.CORP002.302 | Airfares - Training - Internal Auditor                     |
|                  | \$ 932.98   | 3855.COMM002.302 | Airfares - Training - Community Dev Officer                |
|                  | \$ 703.15   | 3823.TECH009.302 | Vehicle rego - CAUND                                       |
| Robyn McCann     | \$ 7.00     | 3840.COMM007.335 | Catering - Programs  |
|                  | \$ 29.95    | 3828.COMM007.308 | Sundry items   |
|                  | \$ 25.71    | 3819.COMM007.315 | Library Stock  |
|                  | \$ 124.99   | 3818.COMM007.315 | Library Stock  |
|                  | \$ 16.00    | 3828.COMM007.308 | Sundry items   |
|                  | \$ 23.40    | 3819.COMM007.315 | Library Stock  |
|                  | \$ 8.00     | 3841.COMM007.335 | Programs material  |
|                  | \$ 2.00     | 3841.COMM007.335 | Programs material  |
|                  | \$ 73.54    | 3841.COMM007.335 | Programs material  |
|                  | \$ 30.40    | 3819.COMM007.315 | Library stock  |
|                  | \$ 25.41    | 3819.COMM007.315 | Library Stock  |
|                  | \$ 159.44   | 3840.COMM007.335 | Library Event  |
|                  | \$ 50.19    | 3840.COMM007.335 | Library Event  |
|                  | \$ 25.41    | 3819.COMM007.315 | Library Stock  |
|                  | \$ 18.50    | 3841.COMM007.335 | Programs material  |
|                  | \$ 7.45     | 3841.COMM007.335 | Programs material  |
|                  | \$ 25.71    | 3819.COMM007.315 | Library Stock  |
|                  | \$ 25.41    | 3819.COMM007.315 | Library Stock  |
|                  | \$ 25.40    | 3819.COMM007.315 | Library Stock  |
|                  | \$ 22.71    | 3819.COMM007.315 | Library Stock  |
| Maxie Smith      | \$ 73.20    | 3111.CORP003.300 | Milk - Staff Kitchen                                       |
|                  | \$ 77.40    | 3111.CORP003.300 | Milk - Staff Kitchen                                       |
|                  | \$ 149.99   | 3804.CORP004.309 | Email address renewal                                      |
|                  | \$ 56.46    | 3808.CORP005.308 | Cash tins  |
|                  | \$ 23.00    | 3203.CORP006.312 | Registration Discharge of Statutory Charges                |
| Samantha Abdic   | \$ 6.66     | 3828.EXEC003.308 | Social Media   |

| Cardholder      | Amnt:     | Cost Code        | Description                  |
|-----------------|-----------|------------------|------------------------------|
|                 | \$ 13.83  | 3828.EXEC003.308 | Social Media                 |
|                 | \$ 134.48 | 3807.EXEC003.308 | Online Newsletter            |
|                 | \$ 26.95  | 3828.EXEC003.308 | Paper for designer           |
| Silke Reinhardt | \$ 92.40  | 3806.CORP004.309 | Open Space - Software        |
|                 | \$ 135.00 | 3804.CORP004.309 | IPad repair                  |
|                 | \$ 751.55 | 3823.COMM007.301 | Vehicle rego - 997423        |
|                 | \$ 664.15 | 3823.CORP002.301 | Vehicle rego - CB34NE        |
|                 | \$ 81.00  | 3111.CORP003.300 | Milk - Staff Kitchen         |
|                 | \$ 79.20  | 3111.CORP003.300 | Milk - Staff Kitchen         |
|                 | \$ 148.50 | 3823.COMM002.301 | Roadside Assistance - CA44MH |
| Natasha Clifton | \$ 193.63 | 3840.EXEC001.307 | Supplies for Chambers        |
|                 | \$ 21.00  | 3840.EXEC001.307 | Supplies for Chambers        |
|                 | \$ 19.99  | 3840.EXEC001.307 | Supplies for Chambers        |
|                 | \$ 25.49  | 3808.TECH009.308 | Stationery                   |
|                 | \$ 36.76  | 3828.EXEC001.307 | Supplies for Chambers        |

\$ 15,487.33

  
Reviewed by: Finance Manager

  
Approved by: Chief Executive Officer

## Section 2 Financial Results

### 2.8 - Waste Charges as at 30 June 2016

#### Waste Management

|                                      | Original Budget    | First Budget Review | Second Budget Review | Third Budget Review | YTD Budget Revisions | Total Budget (inc. Revisions) | YTD Actuals        | Commitment     | Total YTD Actuals plus Commitments | %              |
|--------------------------------------|--------------------|---------------------|----------------------|---------------------|----------------------|-------------------------------|--------------------|----------------|------------------------------------|----------------|
| <b>Income</b>                        |                    |                     |                      |                     |                      |                               |                    |                |                                    |                |
| Rates & Charges                      | (5,771,500)        | -                   | (199,120)            | -                   | (199,120)            | (5,970,620)                   | (5,997,642)        | -              | (5,997,642)                        | 100.45%        |
| <b>Income</b>                        | <b>(5,771,500)</b> | <b>-</b>            | <b>(199,120)</b>     | <b>-</b>            | <b>(199,120)</b>     | <b>(5,970,620)</b>            | <b>(5,997,642)</b> | <b>-</b>       | <b>(5,997,642)</b>                 | <b>100.45%</b> |
| <b>Expenditure</b>                   |                    |                     |                      |                     |                      |                               |                    |                |                                    |                |
| Educational Resources                | 10,000             | -                   | -                    | -                   | -                    | 10,000                        | 8,496              | -              | 8,496                              | 84.96%         |
| Utilities                            | 9,450              | -                   | -                    | -                   | -                    | 9,450                         | 10,501             | -              | 10,501                             | 111.12%        |
| Security                             | 2,500              | (2,500)             | -                    | -                   | (2,500)              | -                             | -                  | -              | -                                  | 0.00%          |
| Litter Collection                    | 187,684            | -                   | (8,850)              | 30,000              | 21,150               | 208,834                       | 203,964            | 272            | 204,236                            | 97.80%         |
| Domestic Bin Collection              | 2,600,600          | -                   | (65,000)             | (2,400)             | (57,400)             | 2,533,200                     | 2,134,006          | 248,578        | 2,382,584                          | 94.05%         |
| Kerb Side Collections                | 90,000             | -                   | 8,850                | -                   | 8,850                | 98,850                        | 98,850             | -              | 98,850                             | 100.00%        |
| Tip Recharge Domestic Bin Collection | 450,000            | -                   | -                    | -                   | -                    | 450,000                       | 441,734            | 37,054         | 478,788                            | 106.40%        |
| Transfer Station                     | 1,584,301          | -                   | -                    | -                   | -                    | 1,584,301                     | 1,437,634          | -              | 1,437,634                          | 90.74%         |
| Tip Recharge Transfer Station        | 310,016            | -                   | -                    | -                   | -                    | 310,016                       | 244,579            | -              | 244,579                            | 78.89%         |
| <b>Expenditure</b>                   | <b>5,244,551</b>   | <b>(2,500)</b>      | <b>(65,000)</b>      | <b>27,600</b>       | <b>(39,900)</b>      | <b>5,204,651</b>              | <b>4,579,764</b>   | <b>285,904</b> | <b>4,865,668</b>                   | <b>93.49%</b>  |
| <b>(Profit)/Loss</b>                 | <b>(526,949)</b>   | <b>(2,500)</b>      | <b>(264,120)</b>     | <b>27,600</b>       | <b>(239,020)</b>     | <b>(765,969)</b>              | <b>(1,417,878)</b> | <b>285,904</b> | <b>(1,131,974)</b>                 |                |

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 NUMBER:** 13.1.5 Christmas and New Year Meeting Dates 2016/2017  
**FROM:** Director of Corporate and Community Services  
**REPORT NUMBER:** 8/0938  
**MEETING DATE:** 19 July 2016

---

**Municipal Plan:**

## 4. Governance &amp; Organisation

## 4.3 People

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

**Summary:**

This report recommends an amendment to the nature and timing of Council Meetings for the months of December 2016 and January 2017.

**RECOMMENDATION**

1. THAT Council receives Report Number 8/0938.
2. That the December 2016 meeting of Council be held on Tuesday 13 December 2016 and the January 2017 meeting of Council be held on 17 January 2016 in lieu of the currently scheduled monthly meetings.
3. THAT the December 2016 Governance and Organisation and Economic Development and Infrastructure Committee meetings be held on Thursday 1 December 2016.
4. THAT a public notice be provided of the changes to meeting dates.

**Background:**

City of Palmerston have in past years reduced the number of Ordinary Council Meetings in the months of December and January to one meeting per month rather than two, catering for the holiday season.

**General:**

It is proposed that Council meet on Tuesday 13 December 2016, in lieu of the two meetings currently scheduled for Tuesday 6 December and Tuesday 20 December 2016. It is also proposed that Council meet on the currently scheduled date of Tuesday 17 January 2017 only, in lieu of the two meetings currently scheduled for Tuesday 3 January and Tuesday 17 January.

**Financial Implications:**

Nil.

**Legislation/Policy:**

Pursuant to Section 58 of the Local Government Act.

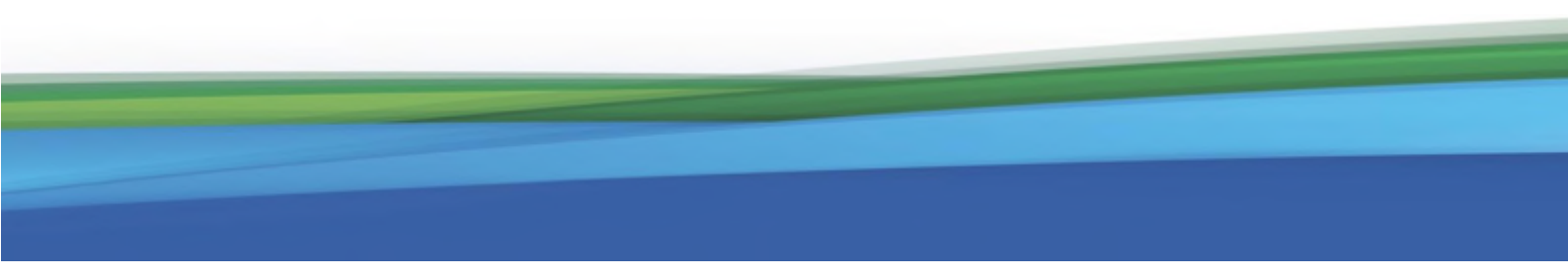
**Recommending Officer:** Ben Dornier, Director of Corporate and Community Services

Any queries on this report may be directed to Ben Dornier, Director of Corporate and Community Services on telephone (08) 8935 9976 or email [ben.dornier@palmerston.nt.gov.au](mailto:ben.dornier@palmerston.nt.gov.au)

**Author:** Alyce Breed, Executive Assistant

**Schedule of Attachments:**

Nil.



**ITEM NUMBER:** 13.1.6 Master Plan Logo  
**FROM:** Director of Corporate and Community Services  
**REPORT NUMBER:** 8/0940  
**MEETING DATE:** 19 July 2016

---

**Municipal Plan:**

2. Economic Development

2.3 City Planning

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

**Summary:**

This report recommends adoption of a branding logo for use in the CBD which identifies where developments and activities are supportive of the Palmerston City Centre Masterplan. This logo can then be used in Council media collateral, and be provided to developers, organisations and businesses for use in signage and advertising, and supports compliance with the principles of the Master Plan.

**RECOMMENDATION**

1. THAT Council receives Report Number 8/0940.
2. THAT Council adopt the logo “Palmerston City Centre Master Plan” for use in Council media collateral, and for use by others to indicate support of the Palmerston City Centre Master Plan.

**General:**

A logo has been developed to positively identify activities and developments which are supportive of the principles outlined in the Palmerston City Centre Master Plan:



This logo depicts the iconic Palmerston Water Tower, a major component of the CBD landscape, with the City of Palmerston kite flying in the foreground. The green depicts the newly reinvigorated Goyder Square as well as the aspiration for a green, tropical city. The green, blue and orange tie the logo to City of Palmerston's standard logo.

As major developments continue within the CBD, such a logo can positively identify that city centre improvements are occurring in line with Council's City Centre Master Plan. These could be not only Council projects such as Stage 2 of the Boulevard (current), the upcoming Stage 3 of the Boulevard, but could also positively identify

projects by commercial developers and NT Government on project signage, literature and digital media.

**Financial Implications:**

Nil

**Legislation/Policy:**

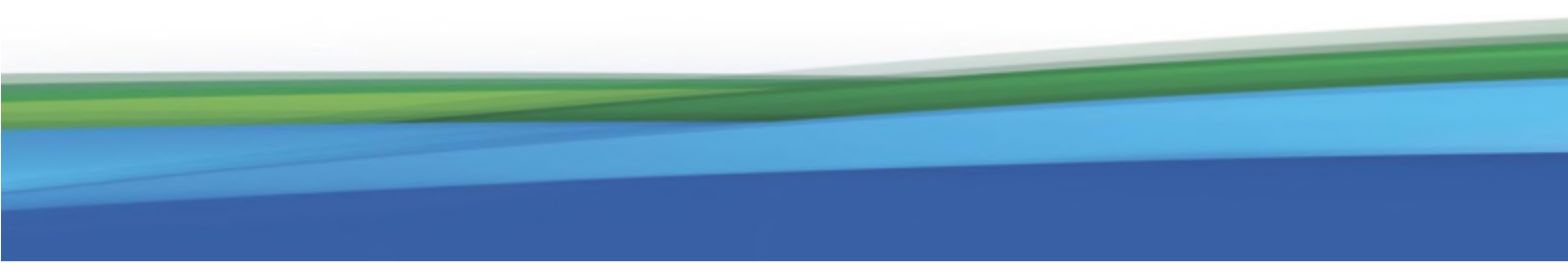
Nil

**Recommending Officer:** Ben Dornier, Director of Corporate and Community Services

Any queries on this report may be directed to Ben Dornier, Director of Corporate and Community Services on telephone (08) 8935 9976 or email [ben.dornier@palmerston.nt.gov.au](mailto:ben.dornier@palmerston.nt.gov.au)

**Schedule of Attachments:**

Nil



**ITEM NUMBER:** 13.1.7 Fees and Charges 2016/2017  
**FROM:** Director of Corporate and Community Services  
**REPORT NUMBER:** 8/0941  
**MEETING DATE:** 19 July 2016

---

**Municipal Plan:**

## 4. Governance &amp; Organisation

## 4.3 People

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

**Summary:**

This report contains details of draft Fees and Charges for financial year 2016/2017 for Council's consideration.

**RECOMMENDATION**

1. THAT Council receives Report Number 8/0941.
2. THAT Council adopts the schedule of Fees and Charges for 2016/2017.

**Background:**

In a workshop in April 2016 Elected Members reviewed fees and charges for the 2016/2017 financial year.

**General:**

If approved by Council, the Fees and Charges for the financial year 2016/2017 will be adopted as part of the Municipal Plan and published on Council's website.

**Financial Implications:**

If adopted, these fees and charges will replace the 2015/2016 fees and charges.

**Legislation/Policy:**

Council is required to set fees and charges annually.

**Recommending Officer:** Ben Dornier, Director of Corporate and Community Services

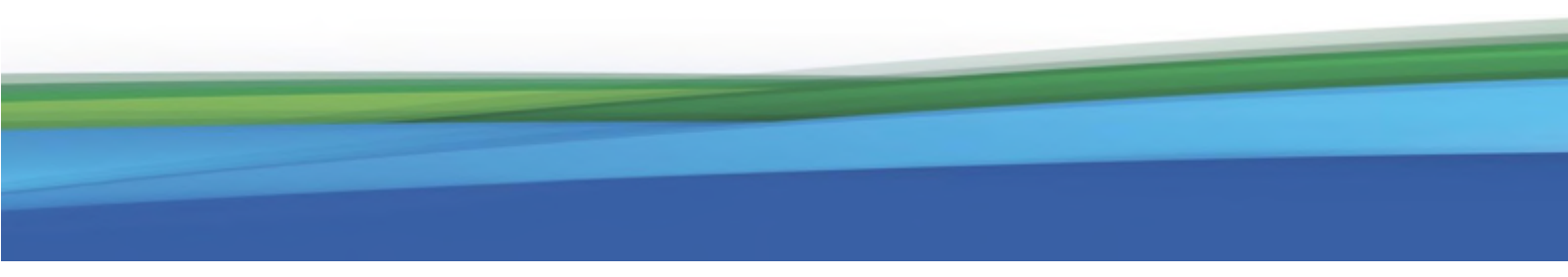


Any queries on this report may be directed to Ben Dornier, Director of Corporate and Community Services on telephone (08) 8935 9976 or email [ben.dornier@palmerston.nt.gov.au](mailto:ben.dornier@palmerston.nt.gov.au)

**Author:** Ben Dornier, Director of Corporate and Community Services.

**Schedule of Attachments:**

Attachment A: DRAFT 2016/2017 Fees and Charges





CITY OF PALMERSTON

# FEES CHARGES & DRAFT



| CATEGORY             | SERVICE DESCRIPTION  | UNIT OF MEASURE | 2016 FEE \$       | 2017 FEE \$   | GST       |  |
|----------------------|--|-----------------|-------------------|---|-----------|--|
| ADMINISTRATION       | ANNUAL REPORT  |                 |                   |   |           |  |
|                      | Copy (Black & White)   | per copy        | Nil for ratepayer | Nil for ratepayer   | incl. GST |  |
|                      | Perusal of report in Council offices   |                 | Nil               | Nil   | incl. GST |  |
|                      | MUNICIPAL PLAN   |                 |                   |   |           |  |
|                      | Copy (Black & White)   | per copy        | Nil for ratepayer | Nil for ratepayer   | incl. GST |  |
|                      | Perusal of report in Council offices   |                 | Nil               | Nil   | incl. GST |  |
|                      | CHEQUES DISHONoured  |                 |                   |   |           |  |
|                      | At first presentation  | per cheque      | 55.00             | 55.00   | incl. GST |  |
|                      | At second presentation   | per cheque      | 55.00             | 55.00   | incl. GST |  |
|                      | FREEDOM OF INFORMATION   |                 |                   |   |           |  |
|                      | Information Act Fees & Charges   |                 | As prescribed     | As prescribed   |           |  |
|                      | SALE OF BY-LAWS  |                 |                   |   |           |  |
| Copy (Black & White) | per page   | Nil             | Nil               | incl. GST   |           |  |
| TENDERS              |  |                 |                   |   |           |  |
| Copy (Black & White) | per copy   | Nil             | Nil               | incl. GST   |           |  |
| ANIMAL               | DOG REGISTRATION FEES  |                 |                   |   |           |  |
|                      | Dogs under 3 months of age   | per dog         | 10.00             | NOT<br>APPLICABLE<br>NEW<br>REGISTRATION<br>SYSTEM<br>BELOW | excl. GST |  |
|                      | ENTIRE DOGS  |                 |                   |   |           |  |
|                      | Full Fee   | per dog         | 100.00            |   | excl. GST |  |
|                      | Discounted Fee (From 1st February)   | per dog         | 60.00             |   | excl. GST |  |
|                      | Discounted Fee (From 1st May)  | per dog         | 40.00             |   | excl. GST |  |
|                      | Aged & Disability Pensioner Fee (for first dog)                              | per dog         | 50.00             |   | excl. GST |  |
|                      | Aged & Disability Pensioner Fee (for additional dog)                         | per dog         | 50.00             |   | excl. GST |  |
|                      | Aged & Disability Pensioner Fee (for additional dog - From 1st May)          | per dog         | 25.00             |   | excl. GST |  |
|                      | DE-SEXED DOG   |                 |                   |   |           |  |
|                      | Full Fee   | per dog         | 40.00             |   | excl. GST |  |
|                      | Discounted Fee (From 1st February)   | per dog         | 25.00             |   | excl. GST |  |
|                      | Discounted Fee (From 1st May)  | per dog         | 20.00             |   | excl. GST |  |
|                      | Aged & Disability Pensioner Fee (for first dog)                              | per dog         | 10.00             |   | excl. GST |  |
|                      | Aged & Disability Pensioner Fee (for additional dog)                         | per dog         | 10.00             |   | excl. GST |  |
|                      | Aged & Disability Pensioner Fee (for additional dog - From 1st May)          | per dog         | 15.00             |   | excl. GST |  |
|                      | Trained Dogs for the Blind & Hearing Impaired                                | per dog         | Nil               |   | excl. GST |  |
|                      | Northern Australian Canine Assoc COB Holder                                  | per dog         | 60.00             |   | excl. GST |  |
|                      | DOG REGISTRATION FEES  |                 |                   |   |           |  |
|                      | Standard Fee   |                 |                   |   |           |  |
|                      | Full Year Fee  | per dog         |                   | 105.00  | excl. GST |  |
|                      | Half Year Fee (From 1st February)  | per dog         |                   | 65.00   | excl. GST |  |
|                      | Aged & Disability Pensioner Fee  | per dog         |                   | 25.00   | excl. GST |  |
|                      | Trained Dogs for the Blind & Hearing Impaired                                | per dog         |                   | Nil   |           |  |
|                      | Dogs under 3 months of age (no discounts apply)*                             | per dog         |                   | 10.00   | excl. GST |  |
|                      | *Under the current By Laws dogs under 3 months do not have to be registered. |                 |                   |   |           |  |

| CATEGORY                           | SERVICE DESCRIPTION  | UNIT OF MEASURE       | 2016 FEE \$ | 2017 FEE \$ | GST       |
|------------------------------------|--|-----------------------|-------------|-------------|-----------|
| ANIMAL CONT...                     | <b>DISCOUNTS</b>   |                       |             |             |           |
|                                    | Desexed or Northern Australian Canine Assoc COB Holder             | per registration      |             | 50%         |           |
|                                    | Microchipped   | per registration      |             | 10%         |           |
|                                    | <b>CALCULATED FEES</b>   |                       |             |             |           |
|                                    | Full Year Fee  |                       |             | 105.00      | excl. GST |
|                                    | Full Year - Desexed/NACA trained                                   |                       |             | 52.50       | excl. GST |
|                                    | Full Year - Desexed/NACA trained & microchipped                    |                       |             | 42.00       | excl. GST |
|                                    | Full Year - microchipped   |                       |             | 94.50       | excl. GST |
|                                    | Half Year Fee (From 1st February)                                  |                       |             | 65.00       | excl. GST |
|                                    | Half Year - Desexed/NACA trained                                   |                       |             | 32.50       | excl. GST |
|                                    | Half Year - Desexed/NACA trained & microchipped                    |                       |             | 26.00       | excl. GST |
|                                    | Half Year - microchipped   |                       |             | 58.50       | excl. GST |
|                                    | Pensioner Fee  |                       |             | 25.00       | excl. GST |
|                                    | Pensioner - Desexed/NACA trained                                   |                       |             | 12.50       | excl. GST |
|                                    | Pensioner - Desexed/NACA trained & microchipped                    |                       |             | 10.00       | excl. GST |
|                                    | Pensioner - microchipped   |                       |             | 22.50       | excl. GST |
|                                    | Tag Replacement  |                       | 10.00       | 10.00       | excl. GST |
|                                    | <b>IMPOUND FEES</b>  |                       |             |             |           |
|                                    | Fee for unregistered dog   | per dog               | 205.00      | 205.00      | excl. GST |
|                                    | Fee for registered dog   | per dog               | 140.00      | 140.00      | excl. GST |
|                                    | Additional Fee for dog impounded out of hours                      | per dog               | 85.00       | 85.00       | excl. GST |
|                                    | Daily charge after day one   | per day               | 55.00       | 55.00       | excl. GST |
|                                    | <b>DOG LICENCE</b>   |                       |             |             |           |
|                                    | Licence Application including one site inspection (non refundable) | per application       | 155.00      | 155.00      | excl. GST |
|                                    | Site Inspections   | per application       | 115.00      | 115.00      | excl. GST |
|                                    | Licence - Full yearly  | per licence           | 215.00      | 215.00      | excl. GST |
|                                    | Licence - Half yearly February - July                              | per licence           | 120.00      | 120.00      | excl. GST |
|                                    | <b>BARKING COLLARS</b>   |                       |             |             |           |
|                                    | Citronella Barking Collars   | per collar/ per month | 40.00       | 40.00       | incl. GST |
|                                    | Refundable Deposit   | per collar            | 50.00       | 50.00       | excl. GST |
|                                    | Citronella Canisters   | per canister          | 35.00       | 35.00       | incl. GST |
|                                    | <b>ANIMAL TRAPS</b>  |                       |             |             |           |
|                                    | Hire animal traps - First month                                    | per month, per trap   | Nil         | 30.00       | incl. GST |
|                                    | Hire animal traps - from the second month                          | per month, per trap   | 30.00       | 30.00       | incl. GST |
|                                    | Refundable Deposit   | per trap              | 100.00      | 100.00      | excl. GST |
| BUILDING CONSTRUCTION APPLICATIONS | <b>ACCESS &amp; STORMWATER</b>                                     |                       |             |             |           |
|                                    | Application Fee  | per application       | 65.00       | 65.00       | excl. GST |
|                                    | Inspection Fee   | per inspection        | 115.00      | 115.00      | excl. GST |
|                                    | <b>UNIT TITLE SCHEME CLEARANCES</b>                                |                       |             |             |           |
|                                    | Application Fee  | per application       | 65.00       | 65.00       | excl. GST |
|                                    | Inspection Fee   | per inspection        | 115.00      | 115.00      | excl. GST |
|                                    |  |                       |             |             |           |

| CATEGORY             | SERVICE DESCRIPTION                                       | UNIT OF MEASURE        | 2016 FEE \$               | 2017 FEE \$               | GST       |
|----------------------|---|------------------------|---------------------------|---------------------------|-----------|
| COMMUNITY FACILITIES | <b>GRAY COMMUNITY HALL</b>                                |                        |                           |                           |           |
|                      | <b>Private/Business</b>                                   |                        |                           |                           |           |
|                      | Rent  | per day                | 200.00                    | 200.00                    | incl. GST |
|                      | Rent (4 hours)  | per half day           | 120.00                    | 120.00                    | incl. GST |
|                      | Rent  | per hour               | 40.00                     | 40.00                     | incl. GST |
|                      | <u>Not-for-profit</u>                                     |                        |                           |                           |           |
|                      | Rent  | per day                | 100.00                    | 100.00                    | incl. GST |
|                      | Rent (4 hours)  | per half-day           | 60.00                     | 60.00                     | incl. GST |
|                      | Rent  | per hour               | 20.00                     | 20.00                     | incl. GST |
|                      | Booking Deposit - Refundable                              | per usage              | 125.00                    | 125.00                    | excl. GST |
|                      | Additional Cleaning (if required)                         | per usage              | At cost of cleaning + GST | At cost of cleaning + GST | incl. GST |
|                      | <b>DRIVER FAMILY RESOURCE CENTRE</b>                      |                        |                           |                           |           |
|                      | <b>Private/Business</b>                                   |                        |                           |                           |           |
|                      | Rent  | per day                | 175.00                    | 175.00                    | incl. GST |
|                      | Rent (4 hours)  | per half-day           | 105.00                    | 105.00                    | incl. GST |
|                      | Rent  | per hour               | 35.00                     | 35.00                     | incl. GST |
|                      | <u>Not-for-profit</u>                                     |                        |                           |                           |           |
|                      | Rent  | per day                | 87.50                     | 87.50                     | incl. GST |
|                      | Rent (4 hours)  | per half-day           | 52.50                     | 52.50                     | incl. GST |
|                      | Rent  | per hour               | 17.50                     | 17.50                     | incl. GST |
|                      | Booking Deposit - Refundable                              | per usage              | 125.00                    | 125.00                    | excl. GST |
|                      | Additional Cleaning (if required)                         | per usage              | At cost of cleaning + GST | At cost of cleaning + GST | incl. GST |
|                      | <b>DURACK HEIGHTS COMMUNITY CENTRE<br/>PER CLASS ROOM</b> |                        |                           |                           |           |
|                      | <b>Private/Business</b>                                   |                        |                           |                           |           |
|                      | Rent  | per day                | N/A                       | 175.00                    | incl. GST |
|                      | Rent (4 hours)  | per half-day           | N/A                       | 105.00                    | incl. GST |
|                      | Rent  | per hour               | N/A                       | 35.00                     | incl. GST |
|                      | <u>Not-for-profit</u>                                     |                        |                           |                           |           |
|                      | Rent  | per day                | N/A                       | 87.50                     | incl. GST |
|                      | Rent (4 hours)  | per half-day           | N/A                       | 52.50                     | incl. GST |
|                      | Rent  | per hour               | N/A                       | 17.50                     | incl. GST |
|                      | Booking Deposit - Refundable                              | per usage              | N/A                       | 125.00                    | excl. GST |
|                      | Additional Cleaning (if required)                         | per usage              | N/A                       | At cost of cleaning + GST | incl. GST |
|                      | <b>LIBRARY TRAINING ROOM</b>                              |                        |                           |                           |           |
|                      | <b>Private/Business</b>                                   |                        |                           |                           |           |
|                      | Rent  | per day                | 175.00                    | 175.00                    | incl. GST |
|                      | Rent (4 hours)  | per half-day           | 105.00                    | 105.00                    | incl. GST |
|                      | Rent  | per hour               | 35.00                     | 35.00                     | incl. GST |
|                      | <u>Not-for-profit</u>                                     |                        |                           |                           |           |
|                      | Rent  | per day                | 87.50                     | 87.50                     | incl. GST |
|                      | Rent (4 hours)  | per half-day           | 52.50                     | 52.50                     | incl. GST |
|                      | Rent  | per hour               | 17.50                     | 17.50                     | incl. GST |
|                      | Booking Deposit - Refundable                              | per usage              | 125.00                    | 125.00                    | excl. GST |
|                      | Additional Cleaning (if required)                         | per usage              | At cost of cleaning + GST | At cost of cleaning + GST | incl. GST |
|                      | Laptop Hire   | per laptop/per session | 25.00                     | 25.00                     | incl. GST |
|                      | Digital projector   | per session            | 25.00                     | 25.00                     | incl. GST |
|                      | TV Hire   | per session            | 25.00                     | 25.00                     | incl. GST |
|                      | <b>LIBRARY COMMUNITY ROOM<br/>(INCL. KITCHENETTE)</b>     |                        |                           |                           |           |
|                      | <b>Private/Business</b>                                   |                        |                           |                           |           |
|                      | Rent  | per day                | 175.00                    | 175.00                    | incl. GST |

| CATEGORY                     | SERVICE DESCRIPTION   | UNIT OF MEASURE | 2016 FEE \$   | 2017 FEE \$   | GST       |
|------------------------------|---|-----------------|---|---|-----------|
| COMMUNITY FACILITIES CONT... | LIBRARY COMMUNITY ROOM (INCL. KITCHENETTE) CONT...  |                 |   |   |           |
|                              | Rent (4 hours)  | per half-day    | 105.00  | 105.00  | incl. GST |
|                              | Rent  | per hour        | 35.00   | 35.00   | incl. GST |
|                              | Not-for-profit  |                 |   |   |           |
|                              | Rent  | per day         | 87.50   | 87.50   | incl. GST |
|                              | Rent (4 hours)  | per half-day    | 52.50   | 52.50   | incl. GST |
|                              | Rent  | per hour        | 17.50   | 17.50   | incl. GST |
|                              | Booking Deposit - Refundable  | per usage       | 125.00  | 125.00  | excl. GST |
| CREMATION COSTS CHILDREN     | Additional Cleaning (if required)   | per usage       | At cost of cleaning + GST   | At cost of cleaning + GST   | incl. GST |
|                              | INFANT SUBSIDY TO THORAK CEMETERY   |                 |   |   |           |
|                              | This subsidy is applicable for the burial or cremation costs of children up to the age of two years (including stillborn children), with the following conditions:  |                 |   |   |           |
|                              | <ul style="list-style-type: none"> <li>parent or legal guardian is a resident within the municipality of Palmerston</li> <li>subsidy is available up to a maximum of 50% of the interment cost or 50% of the cremation cost (not both) or a maximum of \$900.00 (whichever is the lesser value)</li> <li>subsidy will only be paid to individual residents (not to organisation or government agencies carrying out the interments or cremations for children in their care)</li> <li>individuals have to proof residency with photo identification with a current address shown</li> </ul> |                 |   |   |           |
|                              | NON TERRITORY RESIDENT BORROWER   |                 |   |   |           |
|                              | Refundable Deposit - plus   | per resident    | 45.00   | 45.00   | incl. GST |
|                              | Non-refundable Administration Fee   | per resident    | 15.00   | 15.00   | incl. GST |
|                              | Lost Borrower card replacement  | per card        | 2.50  | 2.50  | incl. GST |
| LIBRARY SERVICES             | PHOTOCOPYING & PRINTING (B&W)   |                 |   |   |           |
|                              | A4 single   | per page        | 0.30  | 0.30  | incl. GST |
|                              | A4 double   | per page        | 0.60  | 0.60  | incl. GST |
|                              | A3 single   | per page        | 0.50  | 0.50  | incl. GST |
|                              | A3 double   | per page        | 1.00  | 1.00  | incl. GST |
|                              | PHOTOCOPYING & PRINTING COLOURS   |                 |   |   |           |
|                              | A4 single   | per page        | 1.50  | 1.50  | incl. GST |
|                              | A4 double   | per page        | 3.00  | 3.00  | incl. GST |
|                              | A3 single   | per page        | 3.00  | 3.00  | incl. GST |
|                              | A3 double   | per page        | 6.00  | 6.00  | incl. GST |
|                              | PC USAGE (internet hire & personal usage)   |                 |   |   |           |
|                              | 15 min  |                 | 1.00  | 1.00  | incl. GST |
|                              | Fax Service   |                 |   |   |           |
|                              | 1 <sup>st</sup> page  |                 | 3.00  | 3.00  | incl. GST |
|                              | 2 <sup>nd</sup> page onwards  |                 | 1.00  | 1.00  | incl. GST |
|                              | Receive incoming fax  | per page        | 1.00  | 1.00  | incl. GST |
|                              | Inter Library Loan (if charged by host library)   | per loan        | as charged by host library  | as charged by host library  | excl. GST |
|                              | Replacement of Lost or Damaged items  |                 |   |   |           |
|                              | Replacement of any library resources  | per item        | At replacement cost of item plus \$2 administration charge plus GST | At replacement cost of item plus \$2 administration charge plus GST | incl. GST |
|                              | LAMINATING SERVICE  |                 |   |   |           |
|                              | A3  | per sheet       | 8.00  | 8.00  | incl. GST |
|                              | A4  | per sheet       | 6.00  | 6.00  | incl. GST |
|                              | Wallet size   | per sheet       | 5.00  | 5.00  | incl. GST |

| CATEGORY                 | SERVICE DESCRIPTION   | UNIT OF MEASURE                   | 2016 FEE \$   | 2017 FEE \$   | GST       |
|--------------------------|---|-----------------------------------|---|---|-----------|
| LIBRARY SERVICES CONT... | <b>BINDING</b>  |                                   |   |   |           |
|                          | 1-40 pages  | per binding                       | 5.00  | 5.00  | incl. GST |
|                          | 40-100 pages  | per binding                       | 7.00  | 7.00  | incl. GST |
|                          | 100-190 pages   | per binding                       | 10.00   | 10.00   | incl. GST |
|                          | <b>LIBRARY BAGS</b>   |                                   |   |   |           |
|                          | Calico  | per bag                           | 5.00  | 5.00  | incl. GST |
| OUTDOOR DINING LICENCE   | <b>OUTDOOR DINING LICENCE</b>   |                                   |   |   |           |
|                          | Outdoor Dining Licence (Class 1)<br>Class 1: Up to 4 tables / 8 Seats<br>(whichever is the lesser)                  | per annum                         | 25.00   | 25.00   | excl. GST |
|                          | Outdoor Dining Licence (Class 2)<br>Class 2: All other applications<br>(with or without a Licence to Serve Alcohol) | per m <sup>2</sup> /<br>per annum | 177.00  | 177.00  | excl. GST |
|                          |   |                                   |   |   |           |
| PROPERTY                 | <b>DAMAGE OR DESTRUCTION TO ANY COUNCIL PROPERTY</b>  |                                   |   |   |           |
|                          | "Damage or destruction to any property of Council will be recovered from the responsible person."                   | per damaged asset                 | "Cost for replacement or reinstatement to Council plus 15% administrative charge plus GST " | "Cost for replacement or reinstatement to Council plus 15% administrative charge plus GST " | incl. GST |
|                          | This could be either the holder of the permit/licence, the hirer or any other liable person causing damage."        | per damaged asset                 |   |   |           |
| PUBLIC PLACES            | <b>PUBLIC OPEN SPACES &amp; PARKS</b>   |                                   |   |   |           |
|                          | All deposits shall be lodged with proof of public liability insurance   |                                   |   |   |           |
|                          | <b>Private &amp; Non-for Profit Community Groups</b>  |                                   |   |   |           |
|                          | Key Deposit - Refundable  | per key                           | 60.00   | 60.00   | excl. GST |
|                          | Cleaning Deposit - Refundable   | per usage                         | Nil   | Nil   | excl. GST |
|                          | Charity Stalls  |                                   |   |   |           |
|                          | Additional Cleaning (if required)   | per usage                         | At cost of cleaning + GST   | At cost of cleaning + GST   | incl. GST |
|                          | <b>Commercial Use</b>   |                                   |   |   |           |
|                          | Key Deposit - Refundable  | per key                           | 60.00   | 60.00   | excl. GST |
|                          | Cleaning Deposit - Refundable   | per usage                         | 150.00  | 150.00  | excl. GST |
|                          | Additional Cleaning (if required)   | per usage                         | At cost of cleaning + GST   | At cost of cleaning + GST   | excl. GST |
| RATES                    | <b>RATES</b>  |                                   |   |   |           |
|                          | Residential Rates (UCV)   | per allotment                     | 0.42500%  | TO BE DECLARED  | excl. GST |
|                          | Minimum Residential Rate  | per allotment                     | 1,177.00  |   | excl. GST |
|                          | Commercial Rates (UCV)  | per allotment                     | 0.724116%   |   | excl. GST |
|                          | Minimum Commercial Rates  | per allotment                     | 1,177.00  |   | excl. GST |
|                          | Industrial Rates (UCV)  | per allotment                     | 0.176123%   |   | excl. GST |
|                          | Minimum Industrial Rates  | per allotment                     | 1,177.00  |   | excl. GST |
|                          | Vacant Land Rates (UCV)   | per allotment                     | 0.42500%  |   | excl. GST |
|                          | Minimum Vacant Land   | per allotment                     | 1,177.00  |   | excl. GST |
|                          | Penalty Interest for late payment of rates & charges  | on rates arrears                  | 18% per annum   |   | excl. GST |
|                          | <b>RATE BOOK INSPECTION FEE</b>   |                                   |   |   |           |
|                          | Perusal at Council office   |                                   | Nil   | Nil   |           |
|                          | Written extract   | per assessment                    | 50.00   | 50.00   | excl. GST |
|                          | <b>REPRINT OF ORIGINAL RATES NOTICE</b>   |                                   |   |   |           |
|                          | Residential Zoning  |                                   |   |   |           |
|                          | Current Rating Year   | per notice                        | 13.00   | 13.00   | incl. GST |
|                          | Prior Rating Years  | per notice                        | 25.00   | 25.00   | incl. GST |

| CATEGORY           | SERVICE DESCRIPTION   | UNIT OF MEASURE        | 2016 FEE \$                           | 2017 FEE \$                           | GST       |
|--------------------|---|------------------------|---------------------------------------|---------------------------------------|-----------|
| RATES CONT...      | <b>OTHER ZONINGS</b>  |                        |                                       |                                       |           |
|                    | Current Rating Year   | per notice             | 25.00                                 | 25.00                                 | incl. GST |
|                    | Prior Rating Years  | per notice             | 50.00                                 | 50.00                                 | incl. GST |
|                    | <b>RATE DEBT COLLECTION FEE</b>   |                        |                                       |                                       |           |
|                    | Letter of demand  | per letter             | \$20.00 plus postage                  | 20.00                                 | excl. GST |
| REGULATORY SERVICE | Field call  | per field call         | Charge of external contractor         | Charge of external contractor         | excl. GST |
|                    | Statement of claim  | per statement of claim | Charge of external contractor         | Charge of external contractor         | excl. GST |
|                    | Additional court costs may apply & are determined by the courts         |                        |                                       |                                       |           |
|                    | <b>DISABILITY PERMITS</b>   |                        |                                       |                                       |           |
|                    | Permanent Disability<br>(renewable every 3 years)                       | per permit             | Nil                                   | Nil                                   | excl. GST |
|                    | Temporary Disability (time limited)                                     | per permit             | Nil                                   | Nil                                   | excl. GST |
|                    | <b>SHOPPING TROLLEY</b>   |                        |                                       |                                       |           |
|                    | Shopping Trolley Release Fee  | per trolley            | Cost to recover plus GST              | Cost to recover plus GST              | incl. GST |
|                    | <b>LONG GRASS</b>   |                        |                                       |                                       |           |
|                    | Standard &/or <1200m <sup>2</sup> blocks                                | per block              | 350.00                                | 350.00                                | excl. GST |
|                    | Non standard &/or >1200m <sup>2</sup> blocks                            | per block              | By quotation                          | By quotation                          | excl. GST |
|                    | Block Inspection fee  | per inspection         | 115.00                                | 115.00                                | excl. GST |
|                    | <b>SIGNAGE IN PUBLIC SPACE &amp; ON PRIVATE LAND</b>                    |                        |                                       |                                       |           |
|                    | <b>Animated Signs</b>   |                        |                                       |                                       |           |
|                    | Application Fee   | per application        | 45.00                                 | 45.00                                 | excl. GST |
|                    | Annual Fee  | per sign               | 240.00                                | 240.00                                | excl. GST |
|                    | <b>SIGNAGE ON PRIVATE LAND</b>  |                        |                                       |                                       |           |
|                    | "Banners for temporary advertising on private land for maximum 2 weeks" | per application        | 45.00                                 | 45.00                                 | excl. GST |
|                    | "Banners, Balloons, Blimps & kites on private land"                     | per application        | 45.00                                 | 45.00                                 | excl. GST |
|                    | Signs on private land viewable from a public place                      | per application        | 45.00                                 | 45.00                                 | excl. GST |
|                    | <b>BANNERS/SIGNS ON COUNCIL LAND</b>                                    |                        |                                       |                                       |           |
|                    | Weekly fee for Commercial Use   | per banner/sign        | 75.00                                 | 75.00                                 | excl. GST |
|                    | Weekly fee for Non-for-profit organisations                             | per banner/sign        | 45.00                                 | 45.00                                 | excl. GST |
|                    | <b>BANNER ON STREET LIGHT POLES</b>                                     |                        |                                       |                                       |           |
|                    | Application Fee   | per application        | 45.00                                 | 45.00                                 | excl. GST |
|                    | Weekly fee  | per banner             | 5.00                                  | 5.00                                  | excl. GST |
|                    | Erection & removal of Banners   | per banner             | At cost for council plus 15% plus GST | At cost for council plus 15% plus GST | incl. GST |
|                    | <b>SIGNS OVERHANGING A PUBLIC PLACE</b>                                 |                        |                                       |                                       |           |
|                    | Application Fee   | per application        | 45.00                                 | 45.00                                 | excl. GST |
|                    | Annual Fee  | per sign               | 125.00                                | 125.00                                | excl. GST |
|                    | <b>PERMANENT SIGNS ON ROAD</b>  |                        |                                       |                                       |           |
|                    | Application Fee   | per application        | 45.00                                 | 45.00                                 | excl. GST |
|                    | Annual Fee  | per sign               | 125.00                                | 125.00                                | excl. GST |
|                    | <b>REMOVABLE SIGNS ON PUBLIC LAND (A FRAME)</b>                         |                        |                                       |                                       |           |
|                    | Application Fee   | per application        | 45.00                                 | 45.00                                 | excl. GST |
|                    | Annual Fee  | per sign               | 25.00                                 | 25.00                                 | excl. GST |



| CATEGORY   | SERVICE DESCRIPTION   | UNIT OF MEASURE      | 2016 FEE \$  | 2017 FEE \$  | GST       |
|--|---|----------------------|--|--|-----------|
| SIGNAGE CONT...  | OTHER SIGNAGE IN OPEN SPACE   |                      |  |  |           |
|  | Bunting   | per application      | 45.00  | 45.00  | excl. GST |
|  | Murals  | per application      | 45.00  | 45.00  | excl. GST |
|  | Flags   | per application      | 45.00  | 45.00  | excl. GST |
|  | Event Signage   | per application      | 45.00  | 45.00  | excl. GST |
|  | Blue Finger Signs (refer below)   | per application      | 45.00  | 45.00  | excl. GST |
|  | GENERAL SERVICE & COMMUNITY GROUPS  |                      |  |  |           |
|  | (churches, self help groups, childcare centres, schools, public sporting facilities)                      |                      |  |  |           |
|  | Application Fee   | per application      | Nil  | Nil  | excl. GST |
|  | Annual Fee  | per sign             | Nil  | Nil  | excl. GST |
|  | Cost of erection  | per sign             | 50% of cost plus GST                                       | 50% of cost plus GST                                       | incl. GST |
|  | EMERGENCY SERVICES  |                      |  |  |           |
|  | (fire brigade, ambulance, etc.)   |                      |  |  |           |
|  | Application Fee   | per application      | Nil  | Nil  | excl. GST |
|  | Annual Fee  | per sign             | Nil  | Nil  | excl. GST |
|  | Cost of erection  | per sign             | Nil  | Nil  | incl. GST |
| BUSINESS GROUPS  |   |                      |  |  |           |
| (Shopping Centres, home businesses, vet clinics, medical/dental clinics, commercial childcare, private sporting clubs & community clubs) |   |                      |  |  |           |
| Application Fee  | per application   | Nil                  | Nil  | excl. GST  |           |
| Annual Fee   | per sign  | Nil                  | Nil  | excl. GST  |           |
| Cost of erection   | per sign  | 20% of cost plus GST | 20% of cost plus GST                                       | incl. GST  |           |
| REAL ESTATE SIGNS ON FENCES  |   |                      |  |  |           |
| Application Fee  | per application   | 45.00                | 45.00  | excl. GST  |           |
| Annual Fee   | per sign  | 135.00               | 135.00   | excl. GST  |           |
| ADVERTISING ON FENCES  |   |                      |  |  |           |
| Application Fee  | per application   | 45.00                | 45.00  | excl. GST  |           |
| SUBDIVISION  | SUBDIVISION APPROVAL  |                      |  |  |           |
|  | Relative to Council area of responsibility roads, footpaths, bicycle tracks etc                           |                      |  |  |           |
|  | 1. At time of submission of plans for approval  | per approval         | 0.75% of construction cost of all assets handed to Council | 0.75% of construction cost of all assets handed to Council | excl. GST |
|  | 2. Prior to practical completion/on-maintenance   | per approval         | 0.75% of construction cost of all assets handed to Council | 0.75% of construction cost of all assets handed to Council | excl. GST |
|  | VEHICLE CROSSOVER (REINFORCED)  |                      |  |  |           |
| VEHICLE CROSSOVER  | 100mm Standard  | per m²               | 80.00  | 80.00  | incl. GST |
|  | 150mm Commercial  | per m²               | 90.00  | 90.00  | incl. GST |
|  | 200mm Industrial  | per m²               | 105.00   | 105.00   | incl. GST |
|  | Footpaths - 100mm (Reinforced)  | per m²               | 80.00  | 80.00  | incl. GST |
| WASTE MANAGEMENT CHARGE (Section 157 of LGA 279)   |   |                      |  |  |           |
| WASTE  | Residential Kerbside Collection   | per allotment        | 485.00   | TO BE DECLARED   | excl. GST |
|  | Multiple Dwelling Residential Kerbside Collection for dwellings above 25 units in line with policy TECH04 | per allotment        | N/A  |  | excl. GST |
|  | EXCHANGE TO 240L GENERAL WASTE BIN  |                      |  |  |           |
| on off fee (non-refundable)  | per bin   | 10.00                | 10.00  | excl. GST  |           |
| additional annual service cost   | per bin   | 143.00               | TO BE DECLARED   | excl. GST  |           |

| CATEGORY                    | SERVICE DESCRIPTION   | UNIT OF MEASURE             | 2016 FEE \$ | 2017 FEE \$ | GST       |
|-----------------------------|---|-----------------------------|-------------|-------------|-----------|
| WASTE<br>CONT...            | <b>STOLEN BIN REPLACEMENT</b>   |                             |             |             |           |
|                             | 120L general waste bin  | per bin                     | 60.00       | 60.00       | excl. GST |
|                             | 240L general waste bin  | per bin                     | 70.00       | 70.00       | excl. GST |
|                             | 120L recycle bin  | per bin                     | 70.00       | 70.00       | excl. GST |
|                             | When bin reported stolen with NT Police   | per bin                     | Nil         | Nil         | excl. GST |
| WORK ON<br>COUNCIL RESERVES | <b>WORK ON COUNCIL RESERVES</b>   |                             |             |             |           |
|                             | All applications shall be lodged with proof of public liability insurance.                        |                             |             |             |           |
|                             | Amount of inspections required will be verified after lodgement of application depending on works |                             |             |             |           |
|                             | Application Fee   | per application             | 65.00       | 65.00       | excl. GST |
|                             | Inspection Fee  | per inspection              | 115.00      | 115.00      | excl. GST |
|                             | Hoarding Fee  | per m <sup>2</sup> per week | 2.60        | 2.60        | incl. GST |
|                             | Car bay hire  | per bay per week            | 55.00       | 55.00       |           |
|                             | Private waste bins & containers on road reserves  |                             |             |             |           |
|                             | Maximum of 4 day period   | per application             | 28.00       | 28.00       | excl. GST |



## MINISTER FOR LANDS AND PLANNING

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

GPO Box 3146  
Darwin NT 0801

Telephone: 08 8928 6622  
Facsimile: 08 8928 6509

**CITY OF PALMERSTON**

Doc ID

08 JUL 2016

His Worship the Mayor of Palmerston  
Mr Ian Abbott JP  
PO Box 1  
PALMERSTON NT 0831

Dear Mayor

*Ian*

I am pleased to advise I have appointed Alderman Paul Bunker and Alderman Andrew Byrne as members, and Deputy Mayor Seranna Shutt as the alternate member for Paul Bunker and Andrew Byrne, to the Palmerston Division of the Development Consent Authority in accordance with Council's nomination.

Their appointments are from 1 July 2016 to 30 June 2018.

Yours sincerely

*David Tollner*  
DAVID TOLLNER

30 JUN 2016