

CITY OF PALMERSTON

**Notice of Council Meeting
To be held in Council Chambers, Civic Plaza, Palmerston
On Tuesday, 19 May 2015 at 6:30pm**

AGENDA

Audio Disclaimer

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

1. PRESENT

2. APOLOGIES

ACCEPTANCE OF APOLOGIES AND LEAVE OF ABSENCE

3. CONFIRMATION OF MINUTES

RECOMMENDATION

1. THAT the minutes of the Council Meeting held Tuesday, 5 May 2015 pages 7950 to 7963 be confirmed.
2. THAT the minutes of the Confidential Council Meeting held Tuesday, 5 May 2015 pages 177 to 178 be confirmed.

4. MAYOR'S REPORT

M8-10

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 Stages 3&4 – Briefing and Q&A

Mike Schokman, Director and Fiona Eddleston, Manager from Costojic Pty Ltd will provide a high level briefing of the Zuccoli Stages 3&4 project and will then take questions.

10. CONSIDERATION OF MOTIONS FOR WHICH NOTICE HAS BEEN GIVEN

11. COMMITTEE RECOMMENDATIONS

11.1 Governance and Organisation

Nil

11.2 Economic Development and Infrastructure

THAT the minutes from the Economic Development and Infrastructure Committee meeting held on 14 May 2015 be received and noted and that Council adopts the recommendations made by the Committee and accordingly resolves as follows:

11.2.1 Gray School Crossing – Request for School Crossing Changes

THAT the Member for Drysdale, Ms Lia Finocchiaro and the Gray Primary School be advised that the issue of sun glare and speeding vehicles at the Victoria Drive school crossing has been investigated and no further traffic calming measures are supported at this time.

11.2.2 Request to Open a Road and Road Reserve from Durack Drive/Flack Road to the New Entrance of Archer Waste Transfer Station

THAT Council write to the Director Land Administration seeking consent to open the section of road and road reserve from Durack Drive/Flack Road to the new entrance of Archer Waste Transfer Station.

11.2.3 Tender TS2015/01 – Reseal Various Roads 2014-2015

1. THAT Council award contract TS2015/01 – Reseal Various Roads 2014-2015 to Downer EDI Pty Ltd for the amount of \$498,810.00 (GST exclusive).
2. THAT the Mayor and Chief Executive Officer are granted consent to sign and seal all required contract documentation for the contract TS2015/01 – Reseal Various Roads 2014-2015.

11.3 Community Culture and Environment

THAT the minutes from the Community, Culture and Environment Committee meeting held on 6 May 2015 be received and noted and that Council adopts the recommendations made by the Committee and accordingly resolves as follows:

11.3.1 Deputy Mayor McKinnon – City of Palmerston banner, political involvement at events

THAT Council identifies itself as being politically non-aligned and seeks to represent all community members in its decision making processes.

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	8/0656
12.3.2	LGANT Executive Minutes – 1 May 2015	8/0662
12.3.3	Professional Development Allowance – Alderman Carter	8/0663
12.3.4	Professional Development Allowance – Alderman Byrne	8/0664
12.3.5	Chief Executive Officer – Recent Activities	8/0666

13. DEBATE AGENDA

13.1 Officer Reports

13.1.1	Financial Report for the month of April 2015	8/0657
13.1.2	Review of Financial Policies FIN18 and FIN19	8/0660
13.1.3	New Financial Policy FIN21 Debt Collection Policy	8/0661
13.1.4	Tender TS2015/02 – Provision of Street, Pavement and Pathway Sweeping within the City of Palmerston	8/0665
13.1.5	Elected Member Allowances for 2015/2016	8/0667

14. CORRESPONDENCE

Nil

15. PUBLIC QUESTION TIME

At the invitation of the Chair

16. OTHER BUSINESS – ALDERMAN REPORTS

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

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

17. CONFIDENTIAL REPORTS

17.1 Application for Remission of Interest

8/0658

RECOMMENDATION

1. THAT pursuant to Section 65 of the Local Government Act, Council orders that the public be excluded from the meeting with the exception of the Chief Executive Officer, Acting Director of Corporate and Community Services, Director of Technical Services and Minute Secretary on the basis that Council considers it necessary and appropriate to act in a manner closed to the public in order to receive, discuss and consider the report and associated documents in relation to confidential agenda item 17.1 Application for Remission of Interest 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 May 2015, in relation to confidential item number 17.1 Application for Remission of Interest and associated documents remain confidential.

17.2 Power to sell land for non-payment of rates

8/0659

RECOMMENDATION

1. THAT pursuant to Section 65 of the Local Government Act, Council orders that the public be excluded from the meeting with the exception of the Chief Executive Officer, Acting Director of Corporate and Community Services, Director of Technical Services and Minute Secretary on the basis that Council considers it necessary and appropriate to act in a

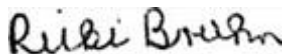
manner closed to the public in order to receive, discuss and consider the report and associated documents in relation to confidential agenda item 17.2 Power to sell land for non-payment of rates and that Council is satisfied that the meeting should be conducted in a place open to the public is outweighed 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 May 2015, in relation to confidential item number 17.2 Power to sell land for non-payment of rates and associated documents remain confidential.

18. CLOSURE



Ricki Bruhn
Chief Executive Officer

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

ITEM NO. 4 **Mayor's Report**
FROM: **Ian Abbott**
REPORT NUMBER: **M8-10**
MEETING DATE: **19 May 2015**

Summary:

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

General:

Wednesday 6 May 2015

8.30am – Attended the Community, Culture and Environment Committee Meeting

2.00pm – Attended the Bi-Monthly Meeting with the Departments of Lands, Planning and the Environment; Infrastructure; and Transport

6.00pm – Attended the opening of Stage One of the Redevelopment of the Palmerston Golf Club House Facilities

Thursday 7 May 2015

10.20am – Scheduled interview with Territory FM

- Flicnics
- Community BBQ Trailer
- Community Garden
- Palmerston Markets

2.00pm – Attended a meeting with the Business Manager and General Manager of Sealing NT/QLD regarding potential ferry routes and transport solutions.

Friday 8 May 2015

8.15am – Attended a Memorial Service to commemorate the 73rd Anniversary of the Battle of the Coral Sea at the USS Peary Gun Memorial

10.00am – Attended the Quarterly Meeting with Minister Chandler

5.00pm – Attended a business function for AANT

Saturday 9 May 2015

8.30am – Attended the Opening of Darwin International Airport's Terminal Expansion Project

2.00pm – Attended the Italian Festival in Darwin

Monday 11 May 2015

8.30am – Attended catch up meeting with the Deputy Mayor

5.30pm – Attended the Northern Territory Volunteer of the Year Awards

Tuesday 12 May 2015

9.00am – Attended Palmerston and Rural Youth Services meeting at the Palmerston Library

Wednesday 13 May 2015

1.30pm – Attended an interview with a Palmerston Senior College student.

Future Schedule:

The 2015 National General Assembly of Local Government is being held from 14 to 17 June 2015 in Canberra. The NGA is an opportunity to deliver the views and concerns of the council as well as contribute experience and knowledge to debate on a broad set of national issues. The theme for this year's NGA is 'Closest to the Community: Local Government in the Federation'.

Approximate cost of attendance will be:

- Registration: \$999
- Flights (estimate): \$1250
- Accommodation (estimate): \$750
- Incidentals (travel/meals): \$400
- **Total: \$3399**

Invitations:

Nil

RECOMMENDATION

1. THAT Council receives Report Number M8-10.
2. THAT Council approve the Mayor attending the 2015 National General Assembly of Local Government in Canberra.

Recommending Officer:

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

Schedule of Attachments:

Attachment A – 2015 National General Assembly Program & Registration information

**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 Stages 3 & 4 – Briefing and Q&A.....

Date of Request: 12 May 2015

Meeting date requested: 19 May 2015

Time requested (length): 20 minutes (6-8 minutes to present, remainder for Q&A)
Up to 20 minutes


Names of those making the address:


- 1) Mike Schokman
- Title: Director
- Organisation: Costojic Pty Ltd (Zuccoli Stages 3&4 Developer)
- 2) Fiona Eddieston
- Title: Manager – Landscape Architecture.....
- Organisation: Smec Australia

Purpose of the deputation: To provide a high level briefing of the Zuccoli Stages 3&4 project directly from the developer. We will explain at a high level: the project, approximate timing, future positives of the development, principles we are using to address issues, the framework under which decisions have been made to date, etc. Finally an any-question Q&A will enable the council to ask any pointed questions. We may not have an answer for everything, however we will answer as best we can or take questions on notice for future engagements.

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
For any enquiries please call (08) 89359902*


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Approved (Chief Executive Officer)


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Approved (Mayor of Palmerston)

ITEM NO. 12.3.1 **Action Report**

FROM: Chief Executive Officer

REPORT NUMBER: 8/0656

MEETING DATE: 19 May 2015

Municipal Plan:

4. Governance & Organisation

4.3 People

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

Summary:

Provided with this report are individual action items outstanding from previous Council Meetings:

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

8/1126	17/06/2014	Reconstruct Radford Road	Council to enter into a memorandum of understanding regarding the use of any contractor security held by LDC.	Construction work in progress.
8/1235	02/09/2014	Palmerston Sporting Grounds	CEO to seek further clarification from the NT Government on their proposal to transfer ownership and management of sporting facilities in Palmerston.	Meeting with Minister held 30 March 2015. Invitation was extended to attend a function for further discussion in April.
8/1290	7/10/2014	Quarterly Meetings with NT Government Senior Ministers	Mayor and the chairs or delegate of the three Standing Committees be established to meet with senior Ministers of the NT Government on a quarterly basis to seek financial support and provide updates on projects and initiatives associated with the Palmerston City Centre Master Plan.	Meeting held with Minister Chandler on 24 November 2014.
8/1354	09/12/2014	Draft Palmerston City Centre Master Plan 2014 and associated documents	<ul style="list-style-type: none"> - Draft Palmerston City Centre Parking Strategy to be presented to and considered by the City of Palmerston's Car Parking Committee. - Final documents and application submission to amend the NT Planning Scheme be submitted to Council for endorsement at the Council meeting scheduled 17 February 2015. - Mayor to forward a letter to the Minister for Lands and Planning to inform the NT Government of the public consultation process for the Draft City Centre Master Plan "package", prior to lodgement of the formal rezoning application with the Minister in 2015. - 	Council has adopted the Palmerston City Centre MP and associated documents with the exception of the Carparking strategy. Once the Carparking strategy has been to the Car Parking Advisory Group comments will be incorporated into the Palmerston City Centre Planning Frameworks and the document will be submitted to the Minister
8/1378	13/01/2015	Amendments to Palmerston Eastern Suburbs planning principles and plan	Council to write a letter to the Department for Lands and Planning requesting a review of the Palmerston Eastern Suburbs Area Plan and Planning Principles.	Letter forwarded on 26 February and response received on 19 March.
8/1419	17/02/2015	Draft Proposed Amendments to NT Planning Scheme, Palmerston	<ul style="list-style-type: none"> - The Palmerston City Centre Master Plan 2015 and the Palmerston City Centre Planning Framework report 	Consultation with the Carparking Advisory Group members completed 14/4. Report to be presented to the May EDI meeting.

		City Centre Master Plan 2015, Draft Palmerston City Centre Parking Strategy and Draft Palmerston City Centre Public Realm and Subdivision Great Streets Strategy	<ul style="list-style-type: none"> - be forwarded to the Minister for Lands and Planning, The draft Car Parking Strategy be amended based on the outcome of deliberations by the City of Palmerston's Car Parking Advisory Group, prior to the submission to the Minister for Lands and Planning 	
8/1434	03/03/2015	Small lot subdivisions	<ul style="list-style-type: none"> - Council approach the Shadow Minister for Lands and Planning requesting a meeting in regards to small lot subdivisions 	Meeting to be rescheduled.
8/1456	17/03/2015	Community Work Program Partnership with City of Palmerston Library	<ul style="list-style-type: none"> - CEO to invite a representative from the Corrections Department to address Council on Community Work Placement Program 	Community Corrections presented to Council 5 May 2015. Council approved Work Placement Program partnership between library and Corrections 17/3/2015 8/1445.
8/1506	05/05/2015	Infrastructure Funding	<ul style="list-style-type: none"> - Workshop to be held to enable elected members to discuss future infrastructure projects and how to fund these projects 	

RECOMMENDATION

THAT Council receives Report Number 8/0656.

Recommending Officer: Ricki Bruhn, Chief Executive Officer

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

ITEM NO. 12.3.2 **LGANT Executive Minutes – 1 May 2015**

FROM: Chief Executive Officer

REPORT NUMBER: 8/0662

MEETING DATE: 19 May 2015

Municipal Plan:

4. Governance & Organisation

4.3 People

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

Summary:

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

General:

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

The draft minutes of the Executive Meeting held Friday, 1 May 2015 are attached for information.

Financial Implications:

Nil

Policy / Legislation:

Nil

RECOMMENDATION

THAT Council receives Report Number 8/0662.

Recommending Officer: Ricki Bruhn, Chief Executive Officer

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

Schedule of Attachments:

Attachment A: LGANT Executive Meeting Draft Minutes – 1 May 2015

**LOCAL GOVERNMENT ASSOCIATION
OF THE NORTHERN TERRITORY**

**MINUTES OF THE LGANT EXECUTIVE MEETING
HELD ON FRIDAY 1 MAY 2015 IN THE LGANT OFFICE
COMMENCING AT 9:42 AM**

1. PERSONS PRESENT AT THE MEETING OR ON THE TELEPHONE

Mayor Damien Ryan	President
Alderman Jeanette Anictomatis	Vice-President – Municipal
Mayor Tony Jack	Vice-President – Regional & Shires (10:00am)
Mayor Lothar Siebert	Executive – Regional & Shires
Alderman Bob Elix	Executive – Municipal
Councillor Greg Sharman	Executive – Regional & Shires
IN ATTENDANCE:	
Tony Tapsell	LGANT CEO
Danielle Lee-Ryder	LGANT
Peter McLinden	LGANT
Elaine McLeod	LGANT
Mayor Troy Pickard	President – Australian Local Government Association

2. APOLOGIES FROM MEMBERS WHO WERE ABSENT FROM THE MEETING

Mayor Fay Miller	Executive – Municipal
President Barb Shaw	Executive – Regional & Shires

RESOLUTION

That members:

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

Moved: Councillor Sharman

Seconded: Alderman Anictomatis

Carried

3. NOTIFICATION OF CONFLICT(S) OF INTERESTS – Nil

4. CONFIRMATION OF THE MINUTES OF THE PREVIOUS MEETING

RESOLUTION

THAT the minutes of the previous Executive meetings held on Wednesday 10 March 2015 be confirmed as a true and correct record of that meeting.

Moved: Alderman Anictomatis

Seconded: Mayor Siebert

Carried

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

RESOLUTION

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

Moved: Councillor Sharman

Seconded: Alderman Elix

Carried

LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

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

6.1 LGANT Financial Reports for 28 February 2015

Recent History

This report is made up of:

1. Debtors trial balance, breakup and ledger to 28 February 2015
2. Statement of cash flows to 28 February 2015
3. Statement of financial position to 28 February 2015
4. Monthly function report to 28 February 2015
5. Bank statements to 28 February 2015
6. Explanation of ratios
7. List of Payments
8. Credit Card Payments

Discussion

Members were told that financial reports for March and April 2015 will be provided at the next meeting.

RESOLUTION

THAT the Executive receives and adopts the financial reports for 28 February 2015.

Moved: Mayor Jack
Seconded: Alderman Anictomatis
Carried

6.2 Outcomes from the April 2015 General Meeting

Recent History

- General meeting 16-17/04/15.

Discussion

Members were happy with the outcomes of the April 2015 General Meeting. The Cultural Advisory Committee was mentioned and it was resolved to defer discussion on this issue until the next meeting.

RESOLUTION

THAT the Executive defer discussion on the Cultural Advisory Committee until the next meeting.

Moved: Mayor Jack
Seconded: Mayor Siebert
Carried

RESOLUTION

THAT the Executive reviews the minutes of the general meeting and confirms their intent and discusses their implementation.

Moved: Mayor Siebert
Seconded: Councillor Sharman
Carried

6.3 Natural Disaster Relief Recovery Arrangement (NDRRA)

Recent History

- Submission prepared requesting funding of \$290,000 NDRRA.

Discussion

Members noted the report.

LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

RESOLUTION

THAT the Executive approves the NDRRA submission for LGANT over its managed local road network.

Moved: Councillor Sharman
Seconded: Mayor Jack
Carried

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

7.1 Local Government Long Service Awards

Recent History

- General meeting resolution – *That delegates endorse the development of a series of local government service awards for the Northern Territory* 6/11/14.
- Executive meeting 10/03/15.
- 11/03/2015 Guidelines document completed.

Future Action

Promote awards to member councils.

Discussion

Members agreed that when longer serving men and women receive an award it should be accompanied by a press release. LGANT will send out nominations to councils to take to their council meetings.

7.2 Draft Submission on the *Cemeteries Act*

Recent History

- In December 2012, the Department of Local Government and Regions (the Department) released a public discussion paper, *Review of the Cemeteries Act*.
- In February 2013, the LGANT submission on the review was sent to the Department.
- Review in abeyance from March 2013 to November 2014 while the Department completed further research as well as undertaking consultations with stakeholders.
- Letter from the Department of Local Government and Regions to LGANT President on 27/11/14 inviting LGANT to lodge another submission on the review of the *Cemeteries Act*.
- Email and draft submission forwarded to members on 29/01/15.
- Business Paper to Executive on 6/02/15.
- Executive meeting 10/03/15.

Future Action

Monitor development of legislation once it is known.

Discussion

Members noted the report.

7.3 Darwin and Katherine Flood Mitigation Committees

Recent History

- Executive meeting 10/03/15.

Future Action

Final report to be forwarded to Working Group by 8/01/15.

LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

Discussion

Members noted the report.

7.4 ALGA Board Report – February 2015

Recent History

- ALGA Board meeting 19-20 February 2015.
- Executive meeting 10/03/15.

Future Action

No further action required.

Discussion

Members noted the report.

7.5 Recording of Executive Meetings

Recent History

- Executive meeting 10/03/15

Future Action

Provide advice at the meeting that the minutes are being recorded.

Discussion

Members noted the report.

RESOLUTION

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

Moved: Mayor Jack

Seconded: Councillor Sharman

Carried

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

8.1 ALGA Board Report – March 2015

Recent History

- ALGA Board meeting 19-20 February 2015.
- ALGA Board meeting 26 March 2015.

Discussion

Members noted the report.

RESOLUTION

THAT the Executive receives and notes the ALGA Board Report for March 2015.

Moved: Mayor Jack

Seconded: Councillor Sharman

Carried

8.2 National Procurement Network Meeting Report

Recent History

- Local Government National Procurement Network (NPN) charter was agreed to in 1998 with all local government associations (LGAs) being signatories.
- LGANT signed an MOU with Local Buy in Queensland in 2008 which was renewed in 2010.
- The NPN Charter was reviewed and adopted by LGAs in 2011.

LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

- In 2012, legislative changes were introduced to the *NT Local Government (Accounting) Regulations* to allow collective procurement to occur, the relevant clause being:
Subject to sub-regulation (3) and any contrary direction by the council, quotations or tenders are not required if the supplies are to be obtained under a contract to which any of the following is a party:
 - (a) the Territory;
 - (b) the Commonwealth;
 - (c) a State or another Territory;
 - (d) another council;
 - (e) a local government subsidiary; and
 - (f) LGANT.
- procurement is identified as an activity within the Local Government Excellence initiative LGANT is funded for by the Department of Local Government and Community Services.
- LGANT actively participates in NPN meetings where possible.
- Through NPN, LGNSW will provide training in May 2015 for member council staff on basic procurement processes.
- 26-27 February 2015 NPN meeting in Melbourne.

Discussion

Members heard that training is taking place in Alice Springs on 14 May 2015 and in Darwin 15 May 2015 and that seven councils have registered for the workshops.

RESOLUTION

THAT the Executive receives and notes the report on the National Procurement Network meeting 26 and 27 February 2015.

Moved: Alderman Anictomatis
Seconded: Mayor Jack
Carried

8.3 Management and Administration Fees Applied to Government Grants

Recent History

- Executive decision – *THAT the Executive receive and note the report on management and administration fees applied to government grants* 16/07/13.
- Executive meetings 2/12/14; 6/02/15; 10/03/15.
- FRG meeting 17/10/14; 24-25/02/15.
- General meeting 3/04/14; 7/11/14; 16/04/15.
- FRG meeting recommends changes to LGANT's policy.

Discussion

Members heard that the Department of Housing charges a 24% administration fee on grants. Members felt that this fee is justified for running a program but that it should not be charged when buying a product. LGANT will write a policy reflecting this and bring it back to the next meeting.

RESOLUTION

THAT the Executive agrees that LGANT come back with an amended policy showing that the 24% administration fee is for service delivery grants only.

Moved: Mayor Jack
Seconded: Councillor Sharman
Carried

8.4 Public Library Funding Agreement

LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

Recent History

- Media release from the Minister for Arts and Museums 12/04/15.

Discussion

Members noted the report.

RESOLUTION

THAT the Executive receives and notes the report on the Public Library Funding Agreement.

Moved: Mayor Jack
Seconded: Alderman Elix
Carried

8.5 Local Government Excellence in the Northern Territory – Project Update

Recent History

- 15 January 2015 – 1st Progress report submitted to the Department of Local Government and Community Services.

Discussion

Members heard that LGANT is making a training video called “What are Local Authorities” with Hyde Productions. This video will be used during training sessions with local authorities.

Members discussed the NT Government advert on local authorities and agreed that the LGANT logo should be shown along with regional council logos. LGANT will bring this up at its next meeting with the Department.

Members requested that a list of all the good news stories from councils be attached to the six monthly project update. It was mentioned that a young man from the MacDonnell region won the Indigenous jumper design for the Richmond Football Club. LGANT Media Officer will follow this up as a good news story.

RESOLUTION

THAT the Executive receives and notes the report on the ‘Local Government Excellence in the Northern Territory’ project.

Moved: Mayor Siebert
Seconded: Alderman Elix
Carried

8.6 Update on the Development of the LGANT Communications Strategy

Recent History

- Discussion at the Executive Meeting that LGANT will revamp its communications strategy 10/03/15.

Discussion

Members heard that LGANT is working with LGASA in the development of a communications strategy and a ‘work in progress’ document will be ready for the next Executive meeting.

LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

RESOLUTION

THAT the Executive receives and notes the report on the development of the LGANT Communication Strategy and provide input if required.

Moved: Alderman Elix

Seconded: Alderman Anictomatis

Carried

8.7 LGANT's Local Government Directory 2015/2016

Recent History

- LGANT commenced work on the next edition of the Local Government Directory in March 2015.
- The expected publication and distribution of the Directory is on or before 1 July 2015.

Discussion

Members heard that the Directory needs to be finalised by Friday 8 May 2015. It was requested that the Directory include a list of all LGANT committees and LGANT representatives on those committees. Also that the front cover shows two photos – a Top End shot and a Centre shot. The Directory will be emailed to the Executive once finalised.

RESOLUTION

THAT the Executive receives and notes the report on the LGANT Local Government Directory.

Moved: Councillor Sharman

Seconded: Alderman Anictomatis

Carried

9. PRESIDENT'S REPORT

10. BUSINESS FROM PREVIOUS MEETING THAT IS NOT YET FINISHED

10.1 Administration & Legislation Advisory Committee

Short Term History

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

Future Action

Provide progress reports.

Discussion

Members noted the report.

LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

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

Short Term History

- Executive resolution – *THAT the Executive receive and note the report on the transfer of local roads from the NT Government to Local Government 1/10/13.*
- LGANT met with Department officers 12/11/14 to discuss the Partnership Board.
- A draft set of principles covering the transfer were to be forwarded to LGANT at the end of last month but did not arrive.
- Executive meeting 22/12/14; 6/02/15; 10/03/15.
- Business papers to the FRG (24-25/02/15), ETIRG (26-27/02/15) and CEO Forum (15/04/15)
- Department of Transport CEO delivered presentation at the General Meeting in Tennant Creek 16/04/15 calling on councils to put forward proposals.

Future Action

Letter to the Department regarding the status of the Roads Partnership Board.

Discussion

Members noted the report.

10.3 Public Library Funding Agreement

Short Term History

- Executive resolution – *THAT the Executive receive and note the report on Public Library Funding Agreement 22/06/14.*
- Executive meetings 22/12/14; 6/02/15; 10/03/15.
- The library funding agreements that expired on 1/07/14 have been effectively 'rolled over' for 2014/15.
- Letters from Minister Conlan were sent to councils on 10/07/14.
- Meeting with Director Patrick Gregory 22/07/14.
- The strategic plan for libraries was released on 12/04/15.

Future Action

Review the strategic plan once received.

Discussion

Members noted the report.

10.4 White paper on the Reform of the Federation

Short Term History

- Email from ALGA National Policy Director 30/06/14.
- Executive resolution – *THAT the Executive receive and note the report on the White Paper on the Reform of the Federation 29/07/14.*
- Release of Issue Paper 1 on 2/09/14.
- General meeting resolution – *THAT delegates call upon councils to answer some questions in the issues papers and to provide input to LGANT on the Green Paper on the Reform of Federation 6/11/14.*
- Executive meeting 22/12/14; 6/02/15; 10/03/15.
- ALGA meetings 19-20/2/15 and 26/03/15.

Future Action

Complete a submission on the 'Green Paper' once it is released.

LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

Discussion

Members were told there has been a delay with the Green Paper and it will probably come out September/October 2015.

10.5 Green Paper for Developing Northern Australia

Short Term History

- Executive resolution – *THAT the Executive agree to LGANT lodging a submission on the Green Paper for Developing Northern Australia 26/06/14.*
- Final submission sent 7/08/14.
- Executive meetings: 22/12/14; 6/02/15; 10/03/15.

Future Action

Provide progress reports.

Discussion

Members noted the report.

10.6 Land Development in the Northern Territory

Short Term History

- Meeting with Department of Lands, Planning and the Environment 5/03/14.
- General meeting resolution – *THAT delegates call on councils to commit to examining proposals to do with land subdivisions from the Department of Lands, Planning and the Environment 3/4/14.*
- Meetings of the reference group 29/05/14; 26/06/14; 6/08/14.
- Draft Subdivision Guidelines tabled at the CEO Forum 19/08/14.
- CEO teleconference 9/09/14.
- ETIRG meeting 12/09/14.
- Executive resolution – *THAT the Executive receive and note the report on land development in the Northern Territory 16/09/14.*
- Executive meetings 22/12/14; 6/02/15; 10/03/15.
- General meeting 6/11/14.
- Director Land and Economic Development spoke at the ETIRG meeting 26/03/15

Future Action

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

Discussion

Members noted the report.

10.7 Street Lighting Charges

Short Term History

- Executive resolution – *THAT the Executive receive and note the report on street lighting charges 16/09/14.*
- Executive meeting 22/12/14; 6/02/15; 10/03/15.
- Legal advice received and amendments to the SLA completed 14/11/14.
- Councils now have a service level agreement they can use for negotiating with Power and Water for streetlights.
- This and the industry work LGANT cost \$81 000.
- General meeting resolution – *THAT delegates endorse councils conducting an audit of their street lights to assist them to:*
 - *be better informed on the benefit or not of owning street light assets*

LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

- enable them to develop a policy position about the Power and Water Corporation's capital charge 6/11/14.
- Email Power and Water Corporation regarding capital charge and meeting to discuss.
- Met with Power and Water John Baskerville 23/03/15.
- Letter sent 9/04/15 to Minister for Essential Services regarding SLA for OMR and 1 December 2015 for capital charge.

Future Action

Continue to encourage members to participate in this body of work.

Discussion

Members noted the report.

10.8 National State of the Assets Report 2014

Short Term History

- 2010 the Local Roads Funding Gap Report.
- 2012/13 data collection undertaken.
- 2013 State of Assets Report launched at the 2013 Road Congress in Alice Springs.
- 2014 appointment of consultants Jeff Rorda and Associates.
- Executive resolution – *THAT the Executive support ALGA and promote participation of member councils in the "National State of Assets Report 2014"* 16/09/14.
- Executive meetings 22/12/14; 6/02/15; 10/03/15.
- Report launched at the "Local Government Roads and Transport Congress" in Tamworth.
- LGANT Newsletter article with ALGA web address for report.

Future Action

Continue to encourage members to participate in this body of work.

Discussion

Members noted the report.

10.9 Proposed Change to LGANT's Constitution

Short Term History

- Meeting with Mayor Lothar Siebert and CEO Brian Hylands 22/08/14.
- Executive resolution – *THAT the Executive endorses the proposed changes to LGANT's constitution being put to the November 2014 general meeting* 16/09/14.
- See agenda item 7.2 in the November 2014 general meeting agenda.
- Motion deferred at general meeting 7/11/14.
- Executive meetings 22/12/14; 6/02/15; 10/03/15.
- General meeting resolution 16/04/15 approves creation of additional Executive position.

Future Action

Amend LGANT constitution and place on LGANT website. Call for nominations for the vacant position and put nominations before a meeting of the LGANT Executive. Advise member councils and candidates of the Executive's decision. Provide information to new Executive member.

Discussion

Members noted the report.

LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

10.10 Constitutional Recognition of Aboriginal and Torres Strait Islander Peoples

Short Term History

- Evidence provided at inquiry hearing in Darwin 20/8/14.
- Executive resolution – *THAT the Executive endorse the referendum matter being put to the November 2014 general meeting for resolution as LGANT policy and request councils consider passing a resolution in favour of the referendum* 16/9/14.
- General meeting resolution – *THAT delegates approve the draft resolution and LGANT policy on the recognition of Aboriginal and Torres Strait Islander peoples in the Australian Constitution* 6/11/13.
- Executive meeting 22/12/14; 6/02/15; 10/03/15.
- Email to Tim Gartrell, Campaign Manager, Recognise.

Future Action

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

Discussion

Members noted the report.

10.11 Nominations to NT Place Names Committee

Short Term History

- Letter from Minister for Lands, Planning and the Environment requesting nominations to the Committee from LGANT 28/08/14.
- Call for nominations emailed to councils 28/08/14.
- Executive resolution – *THAT the Executive endorse three nominations to the NT Place Names Committee* 21/10/14.
- Letter to Minister putting forward nominees 23/10/14.
- Executive meeting 22/12/14; 6/02/15; 10/03/15.
- Letter from Minister advising of the appointment of Mayor Allan McKay of Litchfield Council.
- Mayor McKay advised of appointment 7/01/15.

Future Action

Awaiting advice from Minister due to suspension of Litchfield Council.

Discussion

Members heard that Alderman Brendan Heenan of Alice Springs Town Council has been appointed to the Committee up until to December 2017.

10.12 2015/16 LGANT Budget Submission

Short Term History

- Finance Reference Group meeting 17/10/14.
- General meeting resolution – *THAT delegates endorse the draft 2015/16 LGANT Budget Submission to the Northern Territory Government.*
- Letter from Department confirming receipt of submission 6/01/15.
- Executive meeting 22/12/14; 6/02/15; 10/03/15.

Future Action

Attend the budget lock-up when it is held on 28 April 2015 and advise the Executive at the meeting.

Discussion

Members were told that the CEO will provide a budget matchup against the LGANT submission at the next meeting.

LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

10.13 Financial Assistance Grants

Short Term History

- Release of Federal Budget on 13/05/14.
- General meeting resolution – *THAT delegates call upon councils:*
 - (a) *to support the campaign to restore the indexation of the Financial Assistance Grants by highlighting to Federal politicians:*
 - *the absolute need for the Grants*
 - *the losses resulting from the Grants not being indexed*
 - (b) *to agree to work with LGANT to document the many reforms and activities which demonstrate improvements and efficiencies councils are undertaking 6/11/14.*
- Executive meeting 22/12/14; 6/02/15; 10/03/15.

Future Action

Continue to pursue with councils their work on reforms and meetings with Federal politicians.

Discussion

Members heard that councils need to respond with a resolution at their next council meeting. LGANT will email Executive members to follow this up for the next meeting.

10.14 Review of LGANT's Climate Change Policies

Short Term History

- NCCARF Forum 30/09/14 (LGANT represented by City of Palmerston Environment and Climate Change Strategic Planner).
- General meeting resolution – *THAT delegates endorse LGANT developing new policies on climate change and adaptation 6/11/14.*
- Contact WALGA regarding work they have done on policies around climate change.
- Executive meeting 22/12/14; 6/02/15; 10/03/15.
- Draft policy developed and presented at the ETIRG meeting 26 March 2015 adopted for forwarding to General Meeting in Tennant Creek.
- Draft policies tabled at Tennant Creek meeting with comments from councils required to be with LGANT before November 2015.

Future Action

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

Discussion

Members noted the report.

10.15 2013-14 Local Government National Report

Short Term History

- Letter from Minister for Infrastructure and Regional Development requesting input to the report 12/11/14.
- Executive resolution – *THAT the Executive agree to provide input to the submission following its circulation 2/12/14.*
- Submission sent 16/1/14.
- Executive meeting 6/02/15; 10/03/15.

Future Action

View report on its release.

Discussion

Members noted the report.

LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

10.16 *Workers Rehabilitation and Compensation Act*

Short Term History

- Executive approves draft submission on the *Workers Rehabilitation and Compensation Act* ('the Act') 19/02/13.
- Preliminary report issued November 2013.
- Final report issued July 2014.
- NT Cabinet approved the report's recommendations between July and December 2014.
- Legislation is being introduced in the current sittings of Parliament.

Future Action

Provide advice on the legislation once enacted.

Discussion

Members noted the report.

10.17 Arts and Cultural Policy Reference Group

Short Term History

- Email received from Arts NT, Department of Arts and Museums 28/11/14.
- Expression of interest sent online from the LGANT CEO 2/12/14.

Future Action

Await advice on nomination.

Discussion

Members noted the report.

10.18 2012-13 Local Government National Report

Short Term History

- Letter from Minister for Infrastructure and Regional Development 19/11/14.
- Executive resolution – *THAT the Executive agree to provide input to the submission following its circulation* 2/12/14.
- Executive meeting 6/02/15; 10/03/15
- Submission to the Department of Infrastructure and Regional Development 3/09/14.

Future Action

View report on its release.

Discussion

Members noted the report.

10.19 2015-2016 LGANT Strategic Plan and Annual Priorities

Short Term History

- Strategic planning meeting 22/02/14.
- General meeting 3-4/04/2014.
- Executive meeting 3/06/14.
- Executive resolution: *THAT the Executive endorse the 2015/16 annual priorities as presented with the 2014-2019 LGANT Strategic Plan* 6/02/15.
- Executive meeting 10/03/15.
- Included as an agenda item at LGANT general meeting 16/04/15.

LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

Future Action

Provide progress reports.

Discussion

Members noted the report.

10.20 2015-2016 LGANT Budget Including Member Subscriptions

Short Term History

- General meeting 3/04/2014.
- Executive resolution: *THAT the Executive endorse the LGANT membership subscriptions and annual budget for 2015-2016* 6/02/15.
- Executive meeting 10/03/15.

Future Action

Provide feedback following Budget lockup meeting.

Discussion

No further action.

10.21 Review of the *Local Government Act*

Short Term History

- Letter from Executive Director, David Willing of the Department of Local Government and Regions ('the Department') to the LGANT CEO:
 - giving notice of the review of the *Local Government Act* ('the Act')
 - requesting representation from LGANT to a working party by 30 January 2015
 - asking for submissions to the review to be in by 30 April 2015.
- All Executive members provided out-of-session endorsement by 23 January 2015 of the LGANT CEO as the LGANT representative on the working party.
- Executive meeting 10/03/15.
- Letters received from Department appointing LGANT President as Chair and CEO to the working group 19/03/15.
- Submission sent

Future Action

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

Discussion

Members noted the report.

10.22 Nominations to the NT Planning Commission

Short Term History

- Email from NT Planning Commission Secretariat 10/12/14.
- Call for nominations emailed to councils 15/12/14.
- Minister and Commission advised of Brendan Dowd's nomination 13/02/15.
- Letter from Minister confirming the appointment of Brendan Dowd to the Commission 20/04/15.

Future Action

No further action required.

Discussion

LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

No further action required.

10.23 Nominations to the NT Weeds Advisory Committee

Short Term History

- Letter from Weed Management Branch, Department of Land Resource Management 27/11/14.
- Call for nominations emailed to councils 12/12/14.
- Reminder email sent 20/01/15.
- Committee advised of Andrew Farrell's nomination 17/02/15.

Future Action

Await confirmation from the Minister.

Discussion

Members heard that Andrew Farrell has been informed of his appointment to this Committee.

10.24 Establishment of New Licensing Authority

Short Term History

- Letter to the LGANT President 10/04/14 advising proposed new Licensing Authority.
- Anna McGill, from the Department of Business addressed the Executive meeting on the proposed new legislation on 3/06/14.
- The Executive approved the draft submission on Licensing Authority arrangements at its meeting on 26/06/14.
- A submission was sent to Minister Tollner on 30/06/14.
- Legislation (*Licensing Director-General Bill*) introduced to Parliament in week of 27/10/14.
- Letter signed on behalf of Department of Business CEO to LGANT CEO on 28/10/14 offering information sessions in 2015 on the new legislation.
- Executive meeting update provided on 2/12/14.
- Anna McGill given council meeting dates on 20/02/2015.

Future Action

Obtain information agreed to be supplied from Anna McGill.

Discussion

Members noted the report.

10.25 Morgues in Remote Communities

Short Term History

- Executive meeting 6/02/15; 10/03/15.
- Letter to Minister Elferink 13/03/15.

Future Action

Wait for response from the Minister.

Discussion

Members asked that a representative from the Minister's office be invited to address the Executive on morgues in remote communities.

LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

10.26 Belyuen, Coomalie, Wagait Local Government Advisory Group Short Term History

- Meeting of the Advisory Group 2/03/15.
- Progress report provided at Executive meeting 10/03/15.
- Next meeting will probably occur after the new Wagait CEO takes office at the end of May 2015.

Future Action

Continue to provide progress reports.

Discussion

The CEO will make arrangements for the LGANT President to attend a meeting of this group.

RESOLUTION

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

Moved: Councillor Sharman
Seconded: Alderman Anictomatis
Carried

11. BUSINESS NOT YET FINISHED BUT INACTIVE

RESOLUTION

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

Moved: Alderman Anictomatis
Seconded: Mayor Siebert
Carried

12. MEMBERS QUESTIONS - Nil

13. GENERAL BUSINESS

13.1 Mayor Troy Pickard – ALGA President

The President of the Australian Local Government Association (ALGA) discussed various issues with Executive members:

- Council Suspensions – There is no income protection for principal members of a council under suspension. This is particularly difficult if this is their only source of income. A response from the Minister stated that there is nothing in the *Local Government Act* to help with this situation. Ultimately this will require legislative changes at State and Territory level. ALGA will find out at the National Board Meeting what is happening at a national level, if any of the States have protection for their members. Members heard that in Western Australia the introduction of an Integrated Strategic Planning Network has helped to lift all councils up to the same level and this has become the reference point for media and public criticism.
- Asset and Financial Management – ALGA is focusing on upskilling the local government sector to provide data on assets. The pilot for State of the Infrastructure Assets will be launched at the National Roads Congress in November 2015.
- Indigenous Advancement Strategy – This is a big issue for regional councils and needs to be brought to the fore before next year's budget. The CDEP program employed a lot of people on communities. This program has been replaced by the RJSP program which has been awarding tenders to private companies resulting in people on communities becoming unemployed. It was requested that ALGA address this issue through its advocacy. LGANT

LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

will supply data on the number of people affected in regional councils and relevant literature to the ALGA President.

- Swimming Pools – Members discussed the cost to councils of running pools and the difficulties faced by regional councils.
- Financial Assistance Grants – The ALGA President encouraged the Executive and councils to campaign for the reinstatement of indexation on FAGs. Councils are asked to recognise FAGs as a resolution of council and at a political level to engage with their Federal members and educate them on what the grants are being used for. It is important for local government to improve its relationship with the Federal government to ensure funding is given directly to local government and not through State governments. ALGA will try to run workshops for officers through the State and Territory associations to help with writing submissions for funding.
- Allocation of Funding from ALGA – the Territory and Western Australia are the only two associations that get funding assistance from the ALGA Board budget towards travel for Board meetings. The LGANT President thanked the ALGA President for generously allocating funds from the WA allocation towards the NT over the last couple of years. This has been a great help to LGANT and is very much appreciated.
- Housing in Remote Communities – this will not be addressed through FAGs money and needs to be addressed differently.
- Recognise Program – The LGANT President requested that there be a presentation at the National General Assembly by Mark Yettica-Paulson and Jackie Huggins in order to have this discussion at a national level. LGANT will send contact details to the ALGA President along with existing reports and summaries of existing programs.
- Katherine Region Councils – CEOs from the three councils in the Katherine region are meeting to discuss a joint approach to establishing an administration office in Katherine.
- Airstrips – Members heard that there is no agreement between the three levels of government on ownership and maintenance of airstrips. LGANT will send literature on this to the ALGA President and inform him of the Association's formal advocacy position and he will bring this up at his meeting with the Minister.

The LGANT President extended an open invitation to the ALGA President to attend the general meeting and AGM in November 2015.

13.2 Next General Meeting and AGM in November 2015

Members discussed the venue for the next general meeting and AGM. It was decided to hold the November 2015 conference at City of Darwin and the April 2016 conference at Jabiru.

RESOLUTION

THAT the Executive endorses holding the next general meeting and AGM on 12-13 November 2015 at the City of Darwin.

Moved: Alderman Elix
Seconded: Mayor Siebert
Carried

**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 Anictomatis

Seconded: Councillor Sharman

Carried

15. CONFIDENTIAL BUSINESS

16. NEXT MEETING

The next meeting of the LGANT Executive will be on Tuesday 19 May 2015 at 8:00am in the LGANT Boardroom.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 12:58pm.

ITEM NO. 12.3.3 Professional Development Allowance – Alderman Carter

FROM: Chief Executive Officer

REPORT NUMBER: 8/0663

MEETING DATE: 19 May 2015

Municipal Plan:

4. Governance & Organisation

4.4 Systems

4.4 We are committed to ensuring the systems and processes of Council support the organisation in delivering the best possible services to the community

Summary:

The Chief Executive Officer has approved Alderman Carter's request to allocate his Professional Development Allowance for 2014/2015 to attend the ICTC & Mainstreet Conference 2015 scheduled for 21 – 24 July 2015 in Wollongong NSW.

Background:

The Elected Members benefits and support policy supports attendance of Elected Members to local and interstate courses / seminars following submission and approval of the application.

Financial Implications:

Elected Members Professional Development Allowance is set at \$3,567 for the 2014/2015 financial year. Alderman Carter has the full allowance available.

Estimated costing for attending the conference is:-

Registration (Early Bird – including field trip)	\$ 995
Flights (approximate)	\$ 800
Accommodation	\$ 680
Incidentals (travel / meals)	<u>\$ 400</u>
<u>Total</u>	<u>\$2,875</u>

Legislation / Policy:

EM02 – Elected Members Benefits and Support Policy

- 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.

RECOMMENDATION

THAT Council receives Report Number 8/0663.

Recommending Officer: Ricki Bruhn, Chief Executive Officer

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

Schedule of Attachments:

Attachment: Program Details ICTC & Mainstreet Conference 2015



[Home](#) [Guest Speakers](#) [Program](#) [Field Trips, Tours & Functions](#) [Accommodation](#) [Destination](#)
[Sponsorship & Exhibition](#) [About us](#)

Conference speaking program - [click here \(pdf\)](#)

Tuesday 21 July

Special Interest Group sessions 3pm - 5pm

Activation - what works and where? SIG

Explore the design and implementation of initiatives that work with creatives to help energise places. Reimagining places for people to stay and play - drums, chalk, boxes, gardens, food trucks and ping pong. What will pop up next? Let's also explore how we can foster citizen led initiatives.

Moderated by Kylie Legge, Director, Place Partners

Smart Cities - do we need them in Australia? SIG

Have you developed a digital strategy for your place? Are your systems and infrastructure working smarter for your city? What's within our reach and how do we start?

The statistics on present and future urbanisation in a global context are frightening. The resultant impacts on environmental, economic, social and cultural life will be significant with unimaginable implications. The smart, human-focussed problem-solving that is going on overseas is diverse and people-focused. It is so diverse, it even begs the question of just what is a smart city? Will the strategies appropriate for the densely populated cities of Europe, Asia, the Middle East and the Americas suit the Australian context? What might our responses look like?

Australian cities, big and small, in the very near future will need to look. We need our creative and technically-skilled people to start working together to sort it out.

Moderated by Evelyn King, Creative Industries Coordinator, Newcastle NOW, Senior Research Officer, University of Newcastle

BIDS - Is there potential for them in Australia?

Business improvement district (bid) centre management and development programs are now common through USA, UK and Europe. Governments in these places strongly facilitate the programs and businesses and property owners have actively embraced, funded and supported them. Is there opportunity, benefit or desire to establish similar programs in Australia?

Come and share your ideas and experiences at this session facilitated by Mainstreet Australia and help forge a way forward.

Moderated by Mainstreet Australia

Workshops 3pm - 5pm

Place Branding

Using a local example, we will look at the key ingredients needed to develop, implement and manage a successful place brand strategy. Using the Placematters proprietary tool – the Place Brand Compass – Malcolm Allan will demonstrate its use from assessing the existing offer to delivering and managing a new and agreed brand proposition - you'll be ready to assess and refresh your brand in the future.

Workshop by: Malcolm Allan, Managing Director, Place Matters, UK

Traffic Woes? – It's not as complicated as you think

A workshop to discuss and learn about street design for people without arguing with your traffic engineer.

Workshop by: Steven Burgess, Principal, MRCagney

Wednesday 22 July

- Full day sessions - keynotes and concurrent speakers
- Networking function from 5.30pm - 7.00pm

Thursday 23 July

- Full day sessions - keynotes and concurrent speakers
- Evening economy tour Wollongong City - presentations 4.50pm - 5.10pm then CBD tour 5.20pm to- 6.40pm

Friday 24 July

Field Trip 1 Wollongong - Proudly sponsored by Wollongong City Council
Departs 9.00am - Returns 3.15pm

Field Trip 2 Parramatta - Proudly sponsored by Parramatta City Council
Departs 9.00am - Returns 5.00pm - with drop off 15 min from airport at 3.15pm

See **field trips** section for more information on projects.

ITEM NO. 12.3.4 Professional Development Allowance – Alderman Byrne

FROM: Chief Executive Officer

REPORT NUMBER: 8/0664

MEETING DATE: 19 May 2015

Municipal Plan:

4. Governance & Organisation

4.4 Systems

4.4 We are committed to ensuring the systems and processes of Council support the organisation in delivering the best possible services to the community

Summary:

The Chief Executive Officer has approved Alderman Byrne's request to allocate a portion of his Professional Development Allowance for 2014/2015 to attend the Contract Law Essentials Seminar scheduled for 30 October 2015 in Darwin.

Background:

The Elected Members benefits and support policy supports attendance of Elected Members to local and interstate courses / seminars following submission and approval of the application.

Financial Implications:

Elected Members Professional Development Allowance is set at \$3,567 for the 2014/2015 financial year. Alderman Byrne has previously utilised \$1,580 of his allowance to attend an Internal Audit Forum in Sydney earlier this financial year. This leaves an available balance of \$1,987.

The cost to attend the Contract Law Essentials Seminar is \$897 providing registration is completed prior to 26 June 2015.

Legislation / Policy:

EM02 – Elected Members Benefits and Support Policy

- 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.

RECOMMENDATION

THAT Council receives Report Number 8/0664.

Recommending Officer: Ricki Bruhn, Chief Executive Officer

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

Schedule of Attachments:

Attachment: Program Details: Contract Law Essentials Seminar

Contract Law Essentials

Crucial Skills for Non-Lawyers

Now offering Contract
Negotiation Workshop
in select locations - Book
today to secure your place!

Canberra 20th Feb | Sydney 25th Feb | Adelaide 27th Feb | Perth 28th Feb | Brisbane 3rd March
Melbourne 14th Mar | Alice Springs 9th April | Darwin 10th April



Contracts are at the heart of your business and every transaction you do.

Understanding how they are formed, the risks that are involved, and the effective management of risks and disputes, is essential. Those who are skilled in this knowledge, significantly enhance their ability to maximise profits and minimise costs.

The law in relation to contracts changes constantly and you must be up-to-date in order to get the best out of the arrangement and to guard against being 'gamed' by not knowing.

This course will empower you and your people, giving you the advantage in forming and troubleshooting contracts.



Australian Institute of
Project Management

ENDORSED BY AIPM
GAIN 10 CPD POINTS



YOUR FACILITATOR
Scott Alden
Partner
DLA Piper

IN ASSOCIATION WITH



Contract Law Essentials

Crucial Skills for Non-Lawyers

ABOUT YOUR SEMINAR

Now in its fourth successful year, this course, by reputation and repeat attendance, continues to grow and to educate and inform business and government in relation to contracts.

Telesis Events' Contract Law Essentials seminar is a one-day intensive that delivers must-have legal knowledge for anyone who has any exposure to contracts of whatever size, value and type.

This seminar examines the law and commercial factors affecting the contract lifecycle, from formation through performance and to completion, as well as providing essential guidance on:

- > risk identification; allocation and management,
- > termination and
- > dispute resolution.

With this knowledge, you can ensure that contracts are done properly from the outset, enabling you to set a clear path to maximise outcomes. The seminar will also provide the tools and knowledge to know your rights when you are not getting what you expect out of your contract. You will learn what your rights are when you are not getting what you expect out of a contract; how to recognise when the contract is on the right path, and how to end the relationship either amicably or through dispute, when it is not.

Incorporating a focus on interactive workshops and real-life case studies, this seminar covers all the need-to-know essentials.

The course will focus on the practicalities of contract formation and negotiation, ensuring you return to your workplace able to deal confidently with contracts.

Learn:

- > How contracts are formed- so you can avoid unwanted contracts and ensure those you do want
- > How to negotiate better before drafting a contract
- > The traps and pitfalls involved in pre-contract arrangements and tender processes
- > About contractual issues in the tender process
- > The importance of Heads of Agreements and MoUs
- > The important differences between Deeds and contracts
- > The myths of contract formation
- > How to eliminate risks and misunderstandings
- > How to identify unfair terms in a contract
- > How to identify risk and allocate it through the negotiations and agreements
- > How to resolve a contractual breach
- > How to manage disputes without litigation
- > How to recognise your rights of termination
- > To understand contractual issues in the tender process
- > What is involved in enforcing a contract
- > About alternatives to litigation.

MATERIALS

You will be given a comprehensive set of all material including some take-aways. These include:

- > Full set of slides
- > Workshop booklet for group exercises
- > A book of published articles by Scott Alden on issues covered
- > A standard form contract to take away
- > USB containing all slides for the course.

ABOUT YOUR TRAINER



Scott Alden is a Partner at DLA Piper; the largest international law firm in the world. He is an experienced trainer with a reputation for explaining the complexities of contract law to non-lawyers in plain English.

Practising in both the private and public sector, Scott works on large strategic projects and infrastructure projects, and advises clients in relation to commercial contracts, procurement and probity.

Scott has specific expertise in:

- > Government
- > Government infrastructure projects
- > General contractual and legislative advice and the tendering process
- > Government capital and services procurement
- > Infrastructure contracts and performance.

Scott is also highly regarded in the areas of:

- > Government
- > Water
- > Public transport infrastructure (buses, trains and ferries)
- > IT requirements
- > Tertiary Institutions (Universities)
- > Ports.

Scott advises on tender processes including drafting reports, methodology documents and tender evaluation, contractual negotiation, legislative advice work and legislative compliance and audit services.

He is a member of the Law Council Building and Construction (Infrastructure) Committee, a guest lecturer at the University of Melbourne (Masters of Construction Law Program), past chair of the Business Law Committee of the Law Society of NSW as well as a past Councillor of the NSW Law Society and current executive member of the Commonwealth Law Association.

WHO WILL ATTEND?

Managers, Directors, Officers and Heads of:

- > Contracts
- > Procurement
- > Purchasing
- > Assets
- > Commercialisation
- > Supply Chain
- > Finance
- > Sales
- > Projects
- > Business Development.

SEMINAR AGENDA

SESSION ONE: CONTRACT FORMATION ESSENTIALS

Law of contract – essential prerequisites

- > Myths and Errors
- > Use of Standard Form Contracts (including exercise on types of Standards and gaps in the Standards)
- > Understanding offers, acceptances and invitations to treat
- > Identifying the parties – types of parties and the impact on contract formation
- > Offer vs. Invitation to Treat – what is the difference?
- > Capacity and Delegation (including reference to published recent article on Delegation and exceeding authority)
- > Contract vs. Deed
- > Factors for a non-contract – what can affect contract formation?
- > Issues with contract formation (including exercise on Contractual Certainty)
- > Contract formation – myths and errors.

WORKSHOP: DEFINING CONTRACT FORMATION DURING NEGOTIATION

Heads of Agreement – explained and explored

- > What is a Heads of Agreement?
- > Are Heads of Agreement different from a letter of intent, MoU or Letter of Understanding?
- > Types of Heads of Agreement
- > Why use Heads of Agreement?

Engaging the market – contractual issues in the tender process

- > The difference between an RFP and an EOI
- > The tender process and contractual liability (using a published article on the most recent legal case on tendering in Australia)
- > The process contract explained and explored
- > Contractual damages and the tender process
- > How to structure RFPs
- > How tenders are assessed and getting the selection right
- > Avoiding risks in the tender process
- > Probity- what it is and why we have it
- > Managing the Procurement.

WORKSHOP: THE PROCESS CONTRACT - EXCLUSION OF CONTRACT AND EXCLUDING LIABILITY

WORKSHOP: SIMULATED TENDER EXERCISE INCLUDING WEIGHTED ASSESSMENT / CRITERIA AND ISSUES THAT CONFRONT ENTITIES IN THE BID PROCESS

Intellectual Property

- > The Law on IP and who owns what
- > Dealing with IP in contracts
- > Understanding IP ownership and IP licensing.

SESSION TWO: LIABILITY, INDEMNITY, WARRANTIES AND INSURANCE

Overview of contractual risk

- > Risk in a contractual sense
- > Risk Identification and Management- (including a simulated Risk Identification Workshop)
- > Liability and Limitation / Exclusion of Liability
- > The use of indemnities and tips on negotiation
- > Consequential Loss- What it means
- > Non-contractual risk mitigation tools.

WORKSHOP: RISK ALLOCATION (PARTICIPANTS WILL WORK IN GROUPS TO CONSIDER APPROPRIATE RISK ALLOCATION IN A DUMMY PROJECT)

Transferring Risk

- > Insurance
- > Other mechanisms to meet contractor liabilities, including parent company guarantees, deeds of substitution and indemnity and comfort letters.

SESSION THREE: MANAGING CONTRACTS THROUGH A RECESSION

- > Managing contracts through boom and bust – why is it different now?
- > Getting the selection right
- > Understanding contractual rights and mechanisms to manage contractor / subcontractor solvency risk.

SESSION FOUR: BREACH OF CONTRACT

Termination

- > Contractual right to terminate vs. common law right to terminate
- > Termination for convenience.

Contractual Damages

- > Types of contractual damages
- > Heads of damage
- > How to assess contractual damages
- > Types of loss explained and explored
- > How to mitigate damages.

Dispute Resolution

- > Is litigation the only option?
- > Expert determination vs. mediation – the difference
- > Arbitration vs. litigation.

GENERAL QUESTION AND ANSWER SESSION

OPTIONAL FULL-DAY NEGOTIATION WORKSHOP

DLA Piper's negotiation workshop will bolster your success rate by providing in-depth guidance to:

- > Identify effective negotiation approaches and methodologies
- > Develop a strategy to conduct negotiations with success
- > Understand the language of negotiation to ensure effective communication
- > Maintain and enhance professional relationships
- > Recognise common pitfalls and learn how to avoid them
- > Apply negotiation tips to ensure success every time!

NEGOTIATION WORKSHOP AVAILABLE IN SYD, MELB, BRIS & PERTH - ONLY \$500 WHEN YOU ALSO ATTEND CONTRACT LAW ESSENTIALS - FULL AGENDA AT WWW.TELESISEVENTS.COM.AU

Registration

Contract Law Essentials



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Position _____
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Email _____

DELEGATE TWO

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Position _____
Phone _____
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DELEGATE THREE

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Position _____
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Email _____

COMPANY DETAILS

Company Name _____

Postal Address _____

Postcode _____

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☐ **CHEQUE** I have enclosed a cheque for \$ _____
payable to Telesis Events*

☐ **EFT** Telesis Events (Commonwealth Bank)*
BSB: 062 239 ACCOUNT: 1020 8941

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Please select applicable pricing options:

☐ **BEST DRESSED RATE**
\$999 inc GST Best Dressed Rate
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☐ **EARLY BIRD RATE**
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Friday 15 November 2013

☐ **STANDARD RATE**
\$1,399 inc GST Standard Rate

☐ **GROUP RATE**
Save off the Current Rate*
When registering 2 or more delegates
*Pricing and payment deadlines apply.
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☐ **CONTRACT NEGOTIATION SEMINAR**
\$500 inc GST (Group discounts still applicable)
Syd, Melb, Bris & Prth locations only.

LOCATION

- ☐ CANBERRA 20TH FEBRUARY
☐ SYDNEY 25TH FEBRUARY
☐ 24TH FEB NEGOTIATION WORKSHOP
☐ ADELAIDE 27TH FEBRUARY
☐ PERTH 28TH FEBRUARY
☐ 27TH FEB NEGOTIATION WORKSHOP
☐ BRISBANE 3RD MARCH
☐ 4TH MAR NEGOTIATION WORKSHOP
☐ MELBOURNE 14TH MARCH
☐ 13TH MAR NEGOTIATION WORKSHOP
☐ ALICE SPRNGS 9TH APRIL
☐ DARWIN 10TH APRIL

CANCELLATION POLICY

Telesis Events understands that circumstances can change. At any point prior to the event you are welcome to contact us in writing to nominate a substitute delegate at no extra charge. Alternatively, a full refund less a \$300 service fee will be issued for cancellations received over 21 days prior to the event. A credit note may be issued up to 7 business days prior to the event however we will be unable to issue a refund or credit thereafter

EVENT CHANGES

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WHAT HAPPENS NEXT?

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ITEM NO. 12.3.5 **Chief Executive Officer – Recent Activities**

FROM: Chief Executive Officer

REPORT NUMBER: 8/0666

MEETING DATE: 19 May 2015

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:

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

Background:

Nil

General:

I advise Council of the following activities:-

- 6 March 2015 – Discussions with Peter McGrath over future development opportunities in the Yarrawonga area.
- 12 March 2015 – Meeting with Mr Paul Zenkteler, General Manager SA/NT Institute of Public Accountants to discuss current growth and development in the Palmerston Region.
- 30 March 2015 – Discussion held with Minister Gary Higgins over the future ownership and management of various sporting facilities within Palmerston. It was requested that Council come back to the NT Government with its views on what involvement it may have in relation to these facilities.
- 8 April 2015 – The Mayor and I met with James Pilkington, CEO of Larrakia Nation to discuss how our organisations could work better together.
- 9 April 2015 – Along with Elected Members, a workshop was held with James Mathews, Associate Director from KPMG to review the TOPROC Regional Development Framework. Municipality.
- 13 April 2015 – Along with the Mayor and Director Technical Services, a meeting was held with Geoff Smith and Jeremy Clark from CIC The Heights to discuss a range of items in relation to the Durack development.

This included driveway crossovers, Community Centre, ownership of parks, subdivision guidelines, shade structures, eastern collector road design and insurance bonds.

- 15 April 2015 – I attended the LGANT CEO Forum in Tennant Creek. Presentations were received from the Department of Local Government on their Compliance Program for 2015, the Australian Bureau of Statistics on Census 2016 and the Office of the Public Disclosure Commissioner on issues affecting local government.
- 16 April 2015 – LGANT Conference and General Meeting in Tennant Creek. This included presentations from the Minister for Local Government and Community Services, the Clontarf Foundation and the Chief Executive Department of Transport. Presentations were also made in relation to social media and the constitutional recognition of ATSI people.
- 20 April 2015 – Along with Mayor Abbott, I attended a Special Meeting of TOPROC to hear presentations from the Federal Minister for Indigenous Affairs, Senator Nigel Scullion and the Member for Lingiari, Warren Snowdon. The Minister focussed discussion on the Indigenous Advancement Strategy and the Remote Jobs Community Program.
- 27 April 2015 – Along with the Mayor and Director Technical Services, a further meeting was held with representatives from CIC / The Heights over the Durack development. It was pleasing to hear that permission had been obtained to underground the transmission line which runs through the development site.
- 28 April 2015 – I attended the Indigenous Employment & Leadership Forum in Local Government held at the Vibe Hotel. I presented on behalf of Local Government Managers Australia NT and also had the privilege of introducing Minister Bess Price to the forum.
- 30 April – 1 May 2015 - I attended the LGMA National Congress and Business Expo held at the Darwin Convention Centre. The theme of *Local Government – The Value Proposition* was well received and the forum featured excellent speakers including George Negus, Barry Jones and Jane Caro.
- 5 May 2015 – The Director Corporate and Community Services and I met with the Member for Blain, Mr Nathan Barrett to discuss the NT Government budget outcomes for Palmerston. Our concern for the lack of funding for specific projects in Palmerston was relayed.
- 6 May 2015 – Our regular meeting with Executive Staff from the Departments of Transport, Infrastructure and Lands, Planning & Environment was held. Discussion was focussed on key areas including the City Centre Master Plan, traffic matters and development.
- 8 May 2015 – A meeting between the Committee Chairs, Mayor, Senior Staff and Minister Chandler, the Member for Drysdale Lia Finnochiaro and Senior Staff from the Department of Transport was held. Most discussion was around the NT Government budget and the local road network.

- 11 May 2015 – I attended the Infrastructure and Transport Budget Presentation at Parliament House delivered by Minister Peter Chandler. The Darwin CBD Master Plan implementation is being supported by the NT Government and we need to continue working with our local members and NT Government to ensure that the Palmerston City Centre Master Plan is on their radar.

Other meetings attended included:-

- | | |
|------------|---|
| - 3 March | Manex Meeting |
| - 3 March | Special Council Meeting |
| - 3 March | Ordinary Council Meeting |
| - 4 March | Community, Culture & Environment Committee Meeting |
| - 4 March | Capital Works Budget Workshop |
| - 5 March | LGMA-NT Committee Meeting |
| - 10 March | Rates Budget Workshop |
| - 12 March | Economic Development & Infrastructure Committee Meeting |
| - 17 March | Ordinary Council Meeting |
| - 23 March | Social Sustainability Workshop |
| - 24 March | Budget Workshop |
| - 25 March | Manex |
| - 25 March | LGMA NEC Meeting (phone conference) |
| - 31 March | Citizenship Ceremony |
| - 1 April | Budget Workshop |
| - 7 April | Manex Meeting |
| - 7 April | Ordinary Council Meeting |
| - 9 April | Governance & Organisation Committee Meeting |
| - 9 April | Economic Development & Infrastructure Committee Meeting |
| - 21 April | Special Council Meeting |
| - 21 April | Ordinary Council Meeting |
| - 21 April | Budget Workshop – Long Term Financial Plan |
| - 22 April | Manex Meeting |
| - 23 April | LGMA-NT Committee Meeting |
| - 29 April | LGMA President's Forum |
| - 29 April | LGMA National Board Meeting |
| - 29 April | LGMA National Annual General Meeting |
| - 5 May | Manex Meeting |
| - 5 May | Ordinary Council Meeting |
| - 6 May | Community, Culture & Environment Committee Meeting |
| - 12 May | Work Health Safety Committee Meeting |
| - 12 May | Palmerston Regional Business Association Function |
| - 14 May | Economic Development & Infrastructure Committee Meeting |

Financial Implications:

Nil

RECOMMENDATION

THAT Council receives Report Number 8/0666.

Recommending Officer: Ricki Bruhn, Chief Executive Officer

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

Schedule of Attachments:

Nil

ITEM NO. 13.1.1 **Financial Report for the Month of April 2015**
FROM: Acting Director of Corporate and Community Services
REPORT NUMBER: 8/0657
MEETING DATE: 19 May 2015

Municipal Plan:

4. Governance & Organisation

4.1 Responsibility

We are committed to corporate and social responsibility, the sustainability of Council assets and services, and the effective planning and reporting of Council performance to the community

Summary:

Financial Report for the month of April 2015.

Background:

The Local Government (Accounting) Regulations, prescribes that:

18 Financial reports to council

- (1) *The CEO must, in each month, lay before a meeting of the council a report, in a form approved by the council, setting out:*
 - (a) *the actual income and expenditure of the council for the period from the commencement of the financial year up to the end of the previous month;*
 - (b) *the forecast income and expenditure for the whole of the financial year.*
- (2) *The report must include:*
 - (a) *Details of all cash and investments held by the council (including money held in trust);*
 - (b) *a statement on the debts owed to the council including the aggregate amount owed under each category with a general indication of the age of the debts;*
 - (c) *other information required by the council.*

If a council does not hold a meeting in a particular month, the report is to be laid before the council committee performing the council's financial functions for the particular month.

General:

Financial Officers provide year to date financial information for the month ended 30 April 2015.

Financial Implications:

Nil

RECOMMENDATION

THAT Council receives Report Number 8/0657.

Recommending Officer: Jan Peters, Acting Director of Corporate & Community Services

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

Schedule of Attachments:

Attachment: Financial Management Report – April 2015

Financial Management Reports

April 2015

- ❖ 1. Executive Summary
- ❖ 2. Financial Results

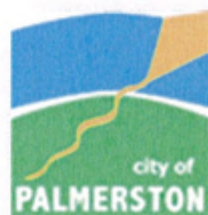


TABLE OF CONTENTS

April 2015

SECTION 1 – EXECUTIVE SUMMARY

1.1 Executive Summary

SECTION 2 – FINANCIAL RESULTS

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

Section 1

Executive Summary

1.1 Executive Overview
As at 30 April 2015

RESULT

Operating Income

Operating income is at 94% for the year with the fourth quarter release of the FAA grant still to be received.

Operating Expenditure

Overall operating expenditure increased to 80.3% in line with budget expectations.

Capital Income

Capital income has increased to 79% in line with budget expectations.

Capital Expenditure

Capital Expenditure year to date plus commitments increased by \$500k in this period. The percentage Capital expenditure for the year is now at 54.4%.

CASH POSITION


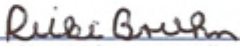
As at the end of April 2015 the cash and investments balance was \$28.3m. As at 1 July 2014 reserve requirements with restricted access was \$33m. Interest earned to date was \$867k, circa 106% of budget.

Section 2

Financial Results

30 April 2015

2-1 Budget Summary Report as at

	Annual Budget	YTD Actuals (incl commitments)	Budget to be met	Budget Met
	\$	\$	\$	%
Operating Income	(26,733,934)	(25,172,271)	(1,561,662)	94.16%
Operating Expenditure	32,724,011	26,279,239	6,444,772	80.31%
Capital Income	(521,213)	(411,976)	(109,237)	79.04%
Capital Expenditure	18,919,214	10,305,656	8,613,558	54.47%
Subtotal	24,388,079	11,000,647	13,387,432	
Less Depreciation	(6,838,796)	(5,698,997)	(1,139,799)	
Transfers to Reserves	0	0	0	
Net (Income)/Expenditure	17,549,283	5,301,650	12,247,633	
Net (Income)/Expenditure Funded by:				
Transfers from Reserves	(18,570,134)			
Transfers to Reserves	1,020,851			
Total	(o)			
Net Surplus/Deficit	17,549,283			
<div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: left;">  Reviewed by: Finance Manager </div> <div style="text-align: right;">  Approved by: Chief Executive Officer </div> </div>				

2.1 - Budget Summary Report as at
Operating Income

	Original Budget	First Budget Review	Second Budget Review	Total Budget (inc. Revisions)	YTD Actuals	%
Governance						
Office of the CEO	-336,344	-355,006	-27,035	-718,385	-545,546	75.94%
Governance	-336,344	-355,006	-27,035	-718,385	-545,546	75.94%
Corporate Services						
Financial Services	-914,600	0	0	-914,600	-973,342	106.42%
Office of the Director Corp and Community Services	0	0	0	0	-3,383	0.00%
Rates	-16,917,734	-36,500	0	-16,954,234	-16,132,694	95.15%
Corporate Services	-17,832,334	-36,500	0	-17,868,834	-17,109,418	95.75%
Community Services						
Community Development	0	0	0	0	-640	0.00%
Events Promotion	-10,000	-50,000	-1,000	-61,000	-51,000	83.61%
Families & Children	0	0	-100,000	-100,000	-100,000	100.00%
Health and Wellbeing Services	0	0	0	0	-16,763	0.00%
Library Services	-651,313	-21,348	0	-672,661	-685,341	101.89%
Senior Citizens	-1,500	0	0	-1,500	0	0.00%
Youth Services	-4,000	0	0	-4,000	-3,500	87.50%
Community Services	-666,813	-71,348	-101,000	-839,161	-857,245	102.15%
Technical Services						
Animal Management	-371,000	-2,100	0	-373,100	-361,762	96.96%
Aquatic Centre	-114,000	0	0	-114,000	-79,367	69.62%
Civic Centre	-246,800	0	0	-246,800	-143,999	58.35%
Driver Resource Centre	0	0	0	0	-7,379	0.00%
Gray Community Hall	-23,000	0	0	-23,000	-24,138	104.95%
Office of the Director Technical Services	-59,000	0	-54,365	-113,365	-156,482	138.03%
Parking & Other Ranger Services	-167,469	-26,000	0	-193,469	-135,261	69.91%
Private Works	-40,000	0	-2,700	-42,700	-86,561	202.72%
Roads & Transport	-366,080	-796,288	100,000	-1,062,368	-597,216	56.22%
Stormwater Infrastructure	0	-29,335	20,000	-9,335	-3,350	35.89%
Subdivisional Works	-178,000	0	0	-178,000	-183,905	103.32%
Waste Management	-5,188,218	240,808	-4,006	-4,951,416	-4,880,641	98.57%
Technical Services	-6,753,567	-612,915	58,929	-7,307,553	-6,660,062	91.14%
	-25,589,059	-1,075,769	-69,106	-26,733,934	-25,172,271	94.16%

Section 2
Financial Results
30 April 2015

2.1 - Budget Summary Report as at
Capital Income

	Original Budget	First Budget Review	Second Budget Review	Total Budget (inc. Revisions)	YTD Actuals	%
Office of the Director Corp and Community Services	0	0	0	0	-25,000	0.00%
Corporate Services	0	0	0	0	-25,000	0.00%
Technical Services						
Roads & Transport	-347,977	347,977	-121,213	-121,213	0	0.00%
Subdivisional Works	-200,000	-200,000	0	-400,000	-386,976	96.74%
Technical Services	-547,977	147,977	-121,213	-521,213	-386,976	74.25%
	-547,977	147,977	-121,213	-521,213	-411,976	79.04%

Section 2
Financial Results
30 April 2015

2.1 - Budget Summary Report as at

Operating Expenditure

	Original Budget	First Budget Review	Second Budget Review	Total Budget (Inc. Revisions)	YTD Actuals	Commitment	Total YTD Actuals plus Commitments	%
Governance								
Elected Members	338,957	0	0	338,957	241,023	2,267	244,290	72.07%
Office of the CEO	828,182	99,150	69,035	996,367	866,705	0	866,705	86.99%
Public Relations and Communications	107,150	-2,798	0	104,352	52,606	26,467	79,072	75.77%
Governance	1,274,289	96,352	69,035	1,439,676	1,160,334	28,733	1,189,067	82.66%
Corporate Services								
Customer Services	232,409	0	0	232,409	154,815	897	155,712	67.00%
Financial Services	1,155,707	-12,000	54,333	1,198,040	893,249	30,682	923,931	77.12%
Human Resources	359,597	0	-45,000	314,597	241,465	2,491	243,956	77.55%
Information Technology	730,436	3,000	10,000	743,436	713,215	162,981	876,196	117.86%
Office of the Director Corp and Community Services	7,450,663	0	0	7,450,663	6,237,238	39,004	6,276,242	84.35%
Rates	351,000	2,798	0	353,798	266,736	0	266,736	75.39%
Records Management	215,736	0	0	215,736	155,381	13,125	168,506	78.11%
Corporate Services	10,495,548	-6,202	19,333	10,508,679	8,682,119	249,180	8,931,299	84.99%
Community Services								
Arts & Culture	41,000	45,000	0	86,000	65,852	9,082	74,935	87.13%
Community Development	939,072	14,700	81,321	1,035,093	599,018	22,895	621,913	60.07%
Events Promotion	323,000	50,000	0	373,000	317,148	0	317,148	85.03%
Families & Children	90,800	140,315	100,000	331,115	66,308	3,950	70,258	21.22%
Health and Wellbeing Services	216,321	0	-151,321	65,000	23,088	28,098	51,186	78.75%
Library Services	1,249,677	0	0	1,249,677	868,722	28,295	897,017	71.81%
Senior Citizens	10,000	0	-10	9,990	7,349	185	7,534	75.34%
Youth Services	26,000	0	0	26,000	14,032	1,465	15,497	59.61%
Community Services	2,885,879	250,015	30,000	3,165,895	1,981,517	93,971	2,075,488	64.93%
Technical Services								
Animal Management	84,472	15,000	0	99,472	100,649	2,265	102,914	103.46%
Aquatic Centre	331,280	0	0	331,280	287,380	116,249	403,629	121.84%
Archer Sports club	34,133	23,797	-15,563	42,367	30,639	0	30,639	72.32%
Civic Centre	431,725	35,372	0	467,097	381,416	16,909	398,325	85.28%
Depot	93,210	-9,000	0	84,210	51,786	3,222	55,008	65.32%
Driver Resource Centre	0	0	0	0	1,147	0	1,147	0.00%
Emergency Operations	95,310	0	0	95,310	67,129	0	67,129	70.43%
Gray Community Hall	119,328	4,249	-8,000	115,577	61,975	2,477	64,451	55.77%
Office of the Director Technical Services	1,600,442	0	3,000	1,603,442	1,087,648	135,458	1,223,105	76.28%
Open Space	4,665,304	20,000	-19,437	4,665,867	3,224,611	381,398	3,606,010	77.28%
Parking & Other Ranger Services	656,098	0	82,000	738,098	541,995	4,559	546,554	74.05%
Private Works	0	0	80,000	80,000	55,698	0	55,698	69.62%
Recreation Centre	198,700	0	8,000	206,700	166,006	73,828	239,834	116.03%
Roads & Transport	2,149,231	0	-150,000	1,999,231	1,435,682	210,037	1,645,719	82.32%
Stormwater Infrastructure	241,000	0	0	241,000	245,558	5,538	251,096	104.19%
Street Lighting	1,220,000	0	0	1,220,000	691,955	0	691,955	56.72%
Subdivisional Works	300,000	0	-80,000	220,000	82,341	0	82,341	37.43%
Waste Management	5,621,100	-220,377	0	5,400,723	4,259,759	377,071	4,636,830	85.87%
Technical Services	17,841,331	-131,559	-100,000	17,609,772	12,773,375	1,329,009	14,102,384	80.08%
	32,497,038	208,606	18,368	32,724,012	24,678,346	1,700,893	26,379,239	80.35%

Section 2
Financial Results
30 April 2015

2.1 - Budget Summary Report as at
Capital Expenditure

	Original Budget	First Budget Review	Second Budget Review	Total Budget (Inc. Revisions)	YTD Actuals	Commitment	Total YTD Actuals plus Commitments	%
Corporate Services								
Information Technology	0	12,000	15,667	27,667	15,667	0	15,667	56.63%
Office of the Director Corp and Community Services	175,000	0	0	175,000	144,929	0	144,929	82.82%
Corporate Services	175,000	12,000	15,667	202,667	160,597	0	160,597	79.24%
Community Services								
Arts & Culture	0	0	0	0	8,670	0	8,670	0.00%
Community Development	10,000	0	0	10,000	9,527	0	9,527	95.27%
Library Services	6,200	0	0	6,200	0	0	0	0.00%
Community Services	16,200	0	0	16,200	18,197	0	18,197	112.33%
Technical Services								
Aquatic Centre	70,000	21,463	0	91,463	35,704	15,064	48,768	53.32%
Civic Centre	10,000	0	0	10,000	8,026	0	8,026	80.26%
Depot	58,000	0	0	58,000	0	0	0	0.00%
Driver Resource Centre	10,000	0	0	10,000	0	0	0	0.00%
Gray Community Hall	24,800	0	0	24,800	417	6,982	7,399	29.83%
Office of the Director Technical Services	7,494,200	3,343,951	352,931	11,191,082	8,078,586	576,763	8,655,348	77.34%
Open Space	786,000	142,307	0	928,307	333,158	115,310	448,468	48.31%
Roads & Transport	4,599,850	419,846	155,000	4,864,696	565,288	119,150	684,438	14.07%
Stormwater Infrastructure	90,000	30,000	0	120,000	54,980	53,629	108,609	90.49%
Subdivisional Works	0	0	0	0	109,112	33,689	142,801	0.00%
Waste Management	1,402,000	0	0	1,402,000	17,986	5,040	23,026	1.64%
Technical Services	14,544,850	3,957,567	197,931	18,700,348	9,201,335	923,626	10,124,961	54.15%
	14,736,050	3,969,567	213,598	18,919,215	9,382,029	923,626	10,305,656	54.47%

Section 2 Financial Results

2-2 Investments Management Report

INVESTMENTS REPORT TO COUNCIL AS AT 30/04/2015

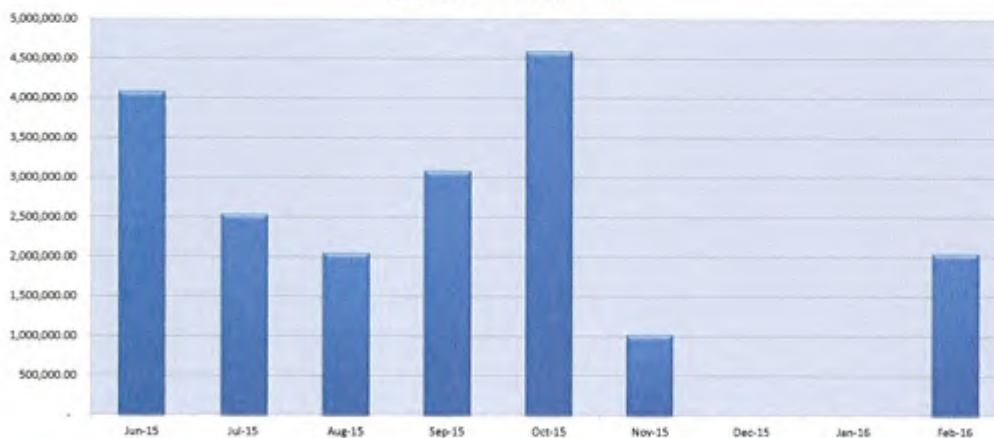
COUNTERPARTY	RATING	AMOUNT	INTEREST RATE	MATURITY DATE	DAYS TO MATURITY	WEIGHTED AVERAGE RATE	INSTITUTION TOTALS	%COUNTER PARTY
People's Choice Credit Union		\$ 8.29	0.00%					
People's Choice Credit Union	S&P A2	\$ 2,000,000.00	3.64%	September 29, 2015	152	0.003014184	\$ 2,000,008.29	8.28%
ING Bank	S&P A2	\$ 2,000,000.00	3.51%	June 24, 2015	55	0.002906535		
ING Bank	S&P A2	\$ 2,000,000.00	3.51%	June 3, 2015	34	0.002906535	\$ 4,000,000.00	16.56%
Bank of Queensland	S&P A2	\$ 2,000,000.00	3.55%	May 6, 2015	6	0.002939658		
Bank of Queensland	S&P A2	\$ 1,000,000.00	3.42%	July 22, 2015	83	0.001416004	\$ 3,000,000.00	12.42%
ME Bank	Moody's P2	\$ 1,000,000.00	3.45%	August 12, 2015	104	0.001428425		
ME Bank	Moody's P2	\$ 1,000,000.00	3.90%	October 17, 2015	170	0.001614742	\$ 2,000,000.00	8.28%
AMP Bank	S&P A1	\$ 1,000,000.00	3.30%	November 11, 2015	195	0.001366320	\$ 1,000,000.00	4.14%
National Australia Bank	Fitch F1+	\$ 1,000,000.00	3.68%	May 22, 2015	22	0.001523654		
National Australia Bank	Fitch F1+	\$ 1,500,000.00	3.54%	July 8, 2015	69	0.002198533		
National Australia Bank	Fitch F1+	\$ 1,000,000.00	3.61%	August 25, 2015	117	0.001494671		
National Australia Bank	Fitch F1+	\$ 1,000,000.00	3.18%	September 16, 2015	139	0.001316635		
National Australia Bank	Fitch F1+	\$ 1,500,000.00	3.17%	October 7, 2015	160	0.001968743		
National Australia Bank	Fitch F1+	\$ 7,079.20	2.80%			0.000008207		
National Australia Bank	Fitch F1+	\$ 145,385.17	2.80%			0.000168545	\$ 6,152,464.37	25.47%
Auswide (Wide Bay)	S&P A2	\$ 2,000,000.00	3.04%	February 17, 2016	293	0.002517341		
Auswide (Wide Bay)	S&P A2	\$ 2,000,000.00	3.01%	October 14, 2015	167	0.002492498	\$ 4,000,000.00	16.56%
Westpac	Fitch F1+	\$ 2,000,000.00	3.53%	May 27, 2015	27	0.002923096	\$ 2,000,000.00	8.28%
TOTAL SHORT TERM INVESTMENT		\$ 24,152,472.66		Average Days to Maturity	112.00	Weighted Average	3.42%	100.00%

% OF TOTAL INVESTMENT PORTFOLIO	A1 (max 100%)	4%	F1 (max 100%)	33%	A2 (max 80%)	54%	P2 (max 80%)	8%
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GENERAL BANK FUNDS	\$ 4,198,162.68	Total Budget	\$ 814,600.00
		Investment Earnings	

TOTAL ALL FUNDS	\$ 28,350,635.34	Year to Date	
		Investment Earnings	-\$ 867,188.49

Cashflow of Investments



[Signature]
Reviewed by: Finance Manager

[Signature]
Approved by: Chief Executive Officer

Section 2

Financial Results

2-3 Reserves Schedule

	Balance as at 1/07/2014	Original Budget	TO RESERVES Budget Reviews		Adopted Budget	Original Budget	FROM RESERVES Budget Review		Adopted Budget	Balance as at 30/06/2015
			1st Review	2nd Review			1st Review	2nd Review		
Asset Related Reserves										
Property Reserve	5,001,375	0	124,170		124,170	3,594,200			3,594,200	1,531,345
Plant and Equipment Reserve	1,291,451	0	31,043		31,043	175,000			175,000	1,147,494
Infrastrucutre Reserve	17,284,880	0	465,638		465,638	10,638,056		41,647	10,679,703	7,070,815
	23,577,706	0	620,851	0	620,851	14,407,256	0	41,647	14,448,903	9,749,654
Other Reserves										
Election Expenses Reserve	150,000	0			0	0			0	150,000
Disaster Recovery Reserve	500,000	0			0	0			0	500,000
Strategic Initiatives Reserve	500,000	0			0	0			0	500,000
Unexpended Grants Reserve	378,517	0			0	50,000	158,664		208,664	169,854
Unexpended Capital Works Reserve	3,912,567	0			0	0	3,912,567		3,912,567	0
Developer Funds in lieu of construction	3,925,967	200,000	200,000		400,000	0			0	4,325,967
Community Grants Reserve	107,343	0			0	0			0	107,343
	9,474,394	200,000	200,000	0	400,000	50,000	4,071,231	0	4,121,231	5,753,164
Total Reserve Funds	33,052,100	200,000	820,851	0	1,020,851	14,457,256	4,071,231	41,647	18,570,134	15,502,818


 Reviewed by: Finance Manager


 Approved by: Chief Executive Officer

Section 2

Financial Results

2-4 Debtor Control Accounts

SUNDRY DEBTORS:		Apr-15				
BALANCE	CURRENT	30 DAYS	60 DAYS	90 DAYS	OVER 90 DAYS	
\$ 69,861.03	48,776.14	1,005.66	17,224.00	-	395.00	3,250.23

RATES DEBTORS:	Apr-15	OVERDUE AS PER:	Apr-15
	\$611,783.74		\$852,673.82

Overdue amount includes arrears from 2013/14 and amounts due up to and including the fourth instalment.

INFRINGEMENTS:	Apr-15
	\$
Animal Infringements	122,114.86
Public Places	11,497.00
Parking Infringements	133,970.79
Litter Infringements	925.00
Signs	0.00
Other Law and Order	0.00
Net Balance on Infringement Debts	<u>268,507.65</u>


Reviewed by: Finance Manager


Approved by: Chief Executive Officer

SECTION 2

Financial Results

2.5 - Creditor Accounts paid - April 2015

Creditor No.	Creditor Name	Invoice Number	Invoice Description	Amount
2186	Optus Billing Services Pty Ltd	13353769	Optus Evolve Internet - March 2015	\$ 2,442.00
59	City of Palmerston	LIBRARY PETTY CASH RECOUP	Library Petty Cash Recoup 9/1/15 - 20/3/15	\$ 114.00
59	City of Palmerston	PETTY CASH RECOUP 22/4/15	Corp Petty Cash Recoup 25/3/15 - 22/4/15	\$ 402.95
932	Mr I Abbott	8APRIL2015	Allowance to 8 April 2015	\$ 3,782.23
4966	Mr P Bunker	8APRIL2015	Allowance to 8 April 2015	\$ 735.57
4237	Ms S M McKinnon	8APRIL2015	Allowance to 8 April 2015	\$ 560.57
4968	Mrs H M Malone	8APRIL2015	Allowance to 8 April 2015	\$ 1,304.22
1809	Alderman G A Carter	8APRIL2015	Allowance to 8 April 2015	\$ 735.57
5552	S J Shutt	8APRIL2015	Allowance to 8 April 2015	\$ 435.57
4967	Mr A N Byrne	8APRIL2015	Allowance to 8 April 2015	\$ 735.57
V00347	Auswide Bank Ltd Formerly Wide Bay Australia Ltd	INVEST	Investment 190 days	\$ 2,000,000.00
932	Mr I Abbott	22APR2015	Allowance to 22 April 2015	\$ 3,782.23
4966	Mr P Bunker	22APR2015	Allowance to 22 April 2015	\$ 735.57
4237	Ms S M McKinnon	22APR2015	Allowance to 22 April 2015	\$ 1,015.49
4968	Mrs H M Malone	22APR2015	Allowance to 22 April 2015	\$ 849.30
1809	Alderman G A Carter	22APR2015	Allowance to 22 April 2015	\$ 735.57
5552	S J Shutt	22APR2015	Allowance to 22 April 2015	\$ 435.57
4967	Mr A N Byrne	22APR2015	Allowance to 22 April 2015	\$ 735.57
5630	Fresh Pixel Photography Pty Ltd	0416	Photobooth for Youth Week	\$ 960.00
4619	Darwin Office Technology P/L	SA00247445	Open Space Copier Expense - Feb 2015	\$ 337.55
938	Nightcliff Electrical	00045625	Audit Park lights across Palmerston month Feb 2015	\$ 220.00
41	Harvey Distributors	402353	Garbage Bags & Cleaning Products	\$ 799.83
4737	D & L Plumbing & Gasfitting	5997	Supply & install 18BCM 7L Boiling Billy - DRC	\$ 3,206.50
V00228	Outback Tree Service	0107	Remove hanger & leaning tree - Essington Park	\$ 180.00
5104	JLM Civil Works Pty Ltd	00003113	Replace asphalt 28-30 McInnis Circuit	\$ 11,319.18
5104	JLM Civil Works Pty Ltd	00003112	Install 2 antislip plate over L shaped bridge Durack	\$ 2,942.78
5104	JLM Civil Works Pty Ltd	00003111	2 x water over road signs Buscall Ave near Royston	\$ 110.00
5104	JLM Civil Works Pty Ltd	00003110	Recon asphalt between 11 and 13 Kafcaloudes Cres	\$ 873.79
5104	JLM Civil Works Pty Ltd	00003109	Reinstate bollard in front of ANZ bank	\$ 165.00
5104	JLM Civil Works Pty Ltd	00003108	Clear culvertgate Forrest Pde, Larrakia Rd & Duwan	\$ 429.00
5104	JLM Civil Works Pty Ltd	00003107	Unblock stormwater pit 17 staghorn & 63 Moulden tc	\$ 1,991.88
5104	JLM Civil Works Pty Ltd	00003106	Trip hazard 30, 34 and 25 Raffles Road	\$ 1,220.27
5104	JLM Civil Works Pty Ltd	00003105	repair footpath on RHS of 63 Moulden Terrace	\$ 645.65
5104	JLM Civil Works Pty Ltd	00003104	clear off 3 bay SEP in front of 61 Moulden Terrace	\$ 110.00
5104	JLM Civil Works Pty Ltd	00003103	Trip hazard 55/57 Bagshaw Cres, 3-4 Rosetta St	\$ 313.50
5104	JLM Civil Works Pty Ltd	00003097	Remove long grasses covering the SEP	\$ 423.50
5104	JLM Civil Works Pty Ltd	00003096	Replace pit with hole in front of 12 Noltenius Cir	\$ 640.57
5104	JLM Civil Works Pty Ltd	00003095	Removal of waste / harvest weeds at Lake 7A Durack	\$ 864.38
5104	JLM Civil Works Pty Ltd	00003093	Replace two footpath slabs behind 37 Broadarrow	\$ 2,009.21
5104	JLM Civil Works Pty Ltd	00003091	Removal of waste / harvest weeds at Lake 1B Durack	\$ 864.38
4963	Centratech Systems Pty Ltd	00002499	Purchase 12 new Maxon radio's with all cables	\$ 6,468.00
10	DBH Contracting	00006965	Irrigation repair parks road reserves 23.2-27.2.15	\$ 3,532.07
10	DBH Contracting	00006964	Irrigation repair parks road reserves 16.2-20.2.15	\$ 1,482.54
1866	DM's Promotional Products	00011753	Customised T-Shirts LGMA Challenge	\$ 654.50
5104	JLM Civil Works Pty Ltd	00003114	Sediment clean Cuthbertson & Maluka drive	\$ 218.29
5104	JLM Civil Works Pty Ltd	00003102	Additional 41 pothole repairs & also another 10	\$ 3,113.01
5104	JLM Civil Works Pty Ltd	00003101	Replace/straighten Tilston Ave & Essington Ave	\$ 496.45
5104	JLM Civil Works Pty Ltd	00003100	Reattach Thriller Court Sign	\$ 52.57
5104	JLM Civil Works Pty Ltd	00003099	Clear debris I/way Lela Crt & Elrondie Ave	\$ 317.71
5104	JLM Civil Works Pty Ltd	00003098	Clean up debris Cuthbertson/Moulden Terrace	\$ 158.86
5104	JLM Civil Works Pty Ltd	00003094	Clean out drain adjacent to 6 Lorna Lim Rd. Driver	\$ 299.04
5104	JLM Civil Works Pty Ltd	00003092	1) Straighten Cunningham 2) Reattach Trephina St	\$ 473.09
V00228	Outback Tree Service	0108	Remove & SG Declining Redwood - The Mews	\$ 1,250.00
4398	Quality Indoor Plants Hire	52315	Plant Hire and Maintenance - March 2015	\$ 102.40
4737	D & L Plumbing & Gasfitting	5998	Replace the cold/hot water unit rangers civic cnt	\$ 3,206.50
938	Nightcliff Electrical	00045624	Power surge, lights on Court 1 not working Rec Cn	\$ 93.50
938	Nightcliff Electrical	00045629	Check the GPO at server room of council office.	\$ 93.50
3705	Hungry Hearts	3752	Welcome Morning Tea	\$ 155.00
123	Kerry's Automotive Group	NINM428520	60,000km Service, Wiper and Battery Change CA18AV	\$ 797.80
4416	Letsgokids Pty Ltd	00002542	Lets Go Kids 2015 Advertising	\$ 2,882.00
3428	Bunnings Group Limited	2315/00409114	Poison & Gloves	\$ 340.86
256	The Bookshop Darwin	BD14029	Library Stock	\$ 361.40
943	Territory Asset Management Services	00000726	Install traffic counters in front of 53 Bagshaw	\$ 330.00
V00228	Outback Tree Service	0109	Confalonerie/Gray Drain - Remove dead wood	\$ 300.00
566	Stickers & Stuff	177345	Marlow Lagoon, Sanctuary Lakes - non smoking stick	\$ 183.00
2587	Top End RACE	00031207	Check the non working A/C at Karate Room Aquatic	\$ 157.30
943	Territory Asset Management Services	00000724	Install traffic counters at Victoria drive	\$ 330.00
2587	Top End RACE	00031203	Monthly maintenance for Civic Centre aircon Feb	\$ 407.00
2587	Top End RACE	00031204	Monthly maintenance for Aquatic Centre aircon Feb	\$ 390.50
2587	Top End RACE	00031205	Check the fault lights on A/C controller Rec cent	\$ 157.30
2587	Top End RACE	00031206	Check the non working aircon at Foyer Rec Centre	\$ 107.80
3683	Area9 IT Solutions	SIN32343	Seagate Backup Plus Portable HDD V2 1TB Black - 2x	\$ 254.30
938	Nightcliff Electrical	00045676	Replace the flickering light in Finance Section	\$ 100.10
10	DBH Contracting	00006966	Week 1 - Irrigation repairs at various parks	\$ 2,965.07
5533	Custom Av Pty Ltd	00348335	Removal and replacement of the 4 detectors Civic	\$ 1,120.68
4029	Totally Workwear Palmerston	100020001	Uniforms for Tech Svs Melissa Moss	\$ 224.40
943	Territory Asset Management Services	00000725	Install traffic counters at Sibbald Crescent	\$ 330.00
3313	Zip Print	8986	Design and printing of race around palmerston maps	\$ 1,441.00
5678	Super Highway Express Pty Ltd atf The	SUP1020	ACTIVATE - pop up at Oasis Shopping Centre	\$ 198.00
3594	Comics NT	3241	Library Stock	\$ 233.37
4619	Darwin Office Technology P/L	SA00247447	Library - Copier reading - 15 Feb 2015	\$ 324.78
4619	Darwin Office Technology P/L	SA00247448	Library - Copier reading - 15 Feb 2015	\$ 306.16
4619	Darwin Office Technology P/L	SA00247446	Mayor's Office - copier reading - 16 Feb 2015	\$ 136.43
3235	Records & Information Management Professionals Aus	10011744	Records Training	\$ 620.00
4660	Assetic Australia Pty Ltd	INV005129	TS10000: Burea Services March 2015	\$ 7,414.58
435	Palmerston Regional Business Assoc	2367	PRBA Networking Event - CEO attendance	\$ 75.00
4055	Southern Cross Protection Pty Ltd	677517	S45353: Security Patrols - MARCH 2015	\$ 1,888.48
4644	Quest Palmerston	21509	Children and Families Network Workshop	\$ 412.50
566	Stickers & Stuff	176915	Book labels - 5 Designs	\$ 1,540.00
4538	Byrne Design & Drafting	INV00219	1349 CoP_The Boulevard	\$ 32,590.80
V00078	BMD	008003105	TS2014-06 - Variation 35 - Landscape - Jan 2015	\$ 78,797.62
V00078	BMD	008003157	TS2014-06 - Progress Claim 7	\$ 27,992.69
4825	OracleCMS	00119081	After Hrs Call Service - Period - Dec 2014	\$ 485.22
40	Geminex Northern Territory	GXA15056	Uniform - Anthony Clifford	\$ 730.97
47	Telstra Corporation Ltd	T311 X 3	Mobile Phone New Plan Change - Adjustment	\$ 87.29
5738	All Mulched Up	220	7 Kooyonga Pde weight reduction	\$ 220.00
18	Integrated Land Information System	LTO78000030656	Land Searches 26/02/2015 - 25/03/2015	\$ 52.80
938	Nightcliff Electrical	00045781	Park lights maintenance for the month of February	\$ 10,983.50
4816	CS Services NT	00004327	TS2011-03 - Trip Recharge & Ops - Feb 2015	\$ 160,872.86
49	Kidaras Nominees Pty Ltd	45	Driveways/ Footpaths Various Locations	\$ 17,432.48

V00196	Kristin Lehmann	REIMB - BRISBANE TRAVEL 18/03/2015	Reimbursement - Brisbane Travel - 18/03/2015	\$	28.80
V00153	Ereberta Padre	RMS0272 - GRAY HALL DEPOSIT REFUND	RMS0272 - Gray Hall Deposit Refund	\$	125.00
V00352	Kim-Rose Norris	RMS5141 - KEY BOND REFUND	RMS5141 - Key Bond Refund	\$	60.00
1874	Ulverscroft Large Print Books Limited	I104474AU	Library Stock - web0005953	\$	463.16
1874	Ulverscroft Large Print Books Limited	I104479AU	Library Stock - web0006160	\$	234.55
4508	News 4 U	SN00 0988 3103 2015	Mayors Office - Newspaper subscription- March 2015	\$	52.15
4508	News 4 U	SN00 1342 3103 2015	Library Newspapers - March 2015	\$	242.85
V00328	Capital Security (NT) Pty Ltd	00001279	Security Guard - W/E 29/03/2015	\$	212.19
V00354	Elders Real Estate Palmerston	RATE REFUND A#110495	Rate Refund A#110495	\$	398.00
V00353	Mitchell and Thompson Pty Ltd	RATE REFUND A#112150	Rate Refund A#112150	\$	2,958.00
V00187	Governance Institute of Australia Ltd	83118-059969	Course059969 A Kroonstuiwer GovEssentials 14.10.14	\$	526.00
V00187	Governance Institute of Australia Ltd	83118-059970	Course059970 A Kroonstuiwer ProjGovernanc 14.10.14	\$	526.00
V00355	Tracy Lilley	43468 - RM HIRE DEPOSIT REFUND	43468 - Rm Hire Deposit Refund	\$	125.00
V00265	Gerard Rosse	REIMB - TRUCK TOWING SERVICE	Reimb - Truck Towing Service	\$	110.00
V00081	SCM Inc.	RS635 INV104 - REFUND RM HIRE DEPOS	RS635 INV104 - Refund Rm Hire Deposit	\$	125.00
V00356	Australian School of Mediation and Yoga	R55190 - REFUND - RM HIRE DEPOSIT -	R55190 - Refund - Rm Hire Deposit - March 2015	\$	125.00
V00357	Michelle Conquest	51367 - REFUND CAT TRAP 3	51367 - Refund Cat Trap 3	\$	100.00
V00358	Shift Consulting Group	RS2223 - REFUND - RM HIRE DEPOSIT	RS2223 - Refund - Rm Hire Deposit	\$	125.00
V00153	Ereberta Padre	REFUND OVERPAYMENT - GRAY HALL	Refund hire overpayment - Gray Hall	\$	40.00
2802	Palmerston & Rural Markets Assoc.	RS0474 - REFUND RM HIRE DEPOSIT	RS0474 INV552 - Refund Rm Hire Deposit	\$	125.00
40	Geminox Northern Territory	003463	Ranger Uniform - V Westling - Credit for Belt	\$	53.32
47	Telstra Corporation Ltd	T311	CR/Adj Note PCR100037	\$	25.59
V00318	StatewideSuper Clearing House	PJ000315	FORTNIGHT 2015-18 - From Payroll	\$	4,330.43
V00318	StatewideSuper Clearing House	PJ000337	FORTNIGHT 2015-19 - From Payroll	\$	4,236.49
V00318	StatewideSuper Clearing House	PJ000342	FORTNIGHT 2015-19 - From Payroll	\$	6.89
V00318	StatewideSuper Clearing House	MAR-15	Superannuation Contribution	\$	45,198.04
4029	Totally Workwear Palmerston	100019945	Order Ranger Shirts and Trousers	\$	314.40
5038	Central Tree Services	688	Tree Maintenance	\$	24,454.99
5104	JLM Civil Works Pty Ltd	00003119	Repair 7 potholes/Tulagi Rd & 17 Walaby Holze	\$	2,055.75
5104	JLM Civil Works Pty Ltd	00003133	Clear the blocked pit and pipe drain Benson Tce	\$	6,325.00
5104	JLM Civil Works Pty Ltd	00003115	Stone pitching marked sections Ifo 14 Packsaddle	\$	1,560.64
5104	JLM Civil Works Pty Ltd	00003138	Chung Wah landscape maintenance	\$	962.50
5104	JLM Civil Works Pty Ltd	00003143	Temple Tce litter pick up 2/2/15-9/8/15 (6 svs)	\$	897.14
5104	JLM Civil Works Pty Ltd	00003142	remove shade sails from Phoenix Park	\$	955.85
5104	JLM Civil Works Pty Ltd	00003141	remove graffiti from seat playequipment Sibbald Pk	\$	165.00
5104	JLM Civil Works Pty Ltd	00003139	Marlow lagoon res Gamba grass spraying	\$	3,139.98
5104	JLM Civil Works Pty Ltd	00003140	remove small branch from 1 Phineas Crt	\$	55.00
5104	JLM Civil Works Pty Ltd	00003137	Remove dumped litter and building waste Marlow	\$	540.83
5104	JLM Civil Works Pty Ltd	00003135	Remove dumped bin and litter from intersection	\$	110.00
5104	JLM Civil Works Pty Ltd	00003134	Install bollard on laneway btwn 19/21 Widdup	\$	203.50
5104	JLM Civil Works Pty Ltd	00003126	Straighten 60km sign Strawbridge & Kalfcaloudes	\$	52.57
5104	JLM Civil Works Pty Ltd	00003127	Clean debris from blocked SEPs	\$	79.43
5104	JLM Civil Works Pty Ltd	00003124	Clean up vegetation int Lorna Lim and Dwyer	\$	158.86
5104	JLM Civil Works Pty Ltd	00003123	Replace "Sarah Court" street sign	\$	344.60
5104	JLM Civil Works Pty Ltd	00003122	potholes - 15 Thriller Crt and Int Maurice/Masson	\$	151.86
5104	JLM Civil Works Pty Ltd	00003121	Rotate and tighten stop sign corner Flynn/Dwston	\$	52.57
5104	JLM Civil Works Pty Ltd	00003116	Replace the PON COURT street sign at driver	\$	344.60
5104	JLM Civil Works Pty Ltd	00003128	signs Temple & Kalfcaloudes & Sibbald and Woodroffe	\$	289.69
256	The Bookshop Darwin	8014036	Library Stock	\$	38.68
1568	Battery World Darwin Pty Ltd	1118541	Supply two 55 watt solar panels Wood/Fish River Pk	\$	500.00
272	City Wreckers	00007080	Towing/Storage - NT rego C8 20 HP	\$	110.00
5104	JLM Civil Works Pty Ltd	00003129	Install new driveway at Lot 10410, 4 Vendetta	\$	784.26
5104	JLM Civil Works Pty Ltd	00003130	Vegetation on road flockhart dr roundabout	\$	110.00
5104	JLM Civil Works Pty Ltd	00003131	Fixing the grated drain lid near Woodroffe shop	\$	171.81
4605	Top End Windscreens and Tinting	36191	Tinting of Civic Centre Ground Floor Windows	\$	1,841.70
2707	Water Dynamics Australia Pty Ltd	SLI21024130	Week 3 - Labour for irrigation repairs	\$	3,520.00
2707	Water Dynamics Australia Pty Ltd	SLI21023526	Week 2 - Labour for irrigation repairs	\$	3,784.00
2707	Water Dynamics Australia Pty Ltd	SLI21023525	Week 1 - Labour for irrigation repairs	\$	3,652.00
5104	JLM Civil Works Pty Ltd	00003132	Repair the trip hazard in front of 55 & 57 Bagslaw	\$	385.50
5104	JLM Civil Works Pty Ltd	00003120	Repair 1 pothole at entry to the Memorial Park	\$	75.92
5104	JLM Civil Works Pty Ltd	00003118	remove debris off the culvert grate along Larrakia	\$	110.00
5104	JLM Civil Works Pty Ltd	00003144	Litter - Various Locations - PO101779	\$	2,417.98
5104	JLM Civil Works Pty Ltd	00003145	ITC 362 - Litter - Various Locations PO101780	\$	700.87
5104	JLM Civil Works Pty Ltd	00003179	Install a new Safety House sign 2 Ruby Grove	\$	110.00
5104	JLM Civil Works Pty Ltd	00003148	TS2012/06/01 variation bin collection -PO102503	\$	3,887.31
5104	JLM Civil Works Pty Ltd	00003146	ITC No: 363 - Litter - Various Locations PO101781	\$	777.95
5104	JLM Civil Works Pty Ltd	00003191	Replace bins at @ Various places	\$	806.76
5104	JLM Civil Works Pty Ltd	00003147	ITC No: 364 - Litter - Various Locations PO101782	\$	2,453.07
5104	JLM Civil Works Pty Ltd	00003136	Oasis garden bed maintenance Temple Tce	\$	1,595.00
V00228	Outback Tree Service	0110	Fence line clearances in Frenalla park	\$	770.00
V00228	Outback Tree Service	0111	Lorna Lim Tce & Sarah Crt Int - Tree Removal	\$	550.00
4712	All Upholstery NT	00000855	Flinders Park - Repair of damaged shade Sail	\$	450.00
4712	All Upholstery NT	00000856	Repair torn strap on shade sail from Phoenix Park	\$	110.00
V00166	Diamond International Events T/A Trina's Catering	14151006	Catering Council Meeting - 17/03/15	\$	200.00
V00166	Diamond International Events T/A Trina's Catering	14151005	Catering - Council Meeting - 3/3/15	\$	200.00
V00166	Diamond International Events T/A Trina's Catering	14151007	Catering - Budget Workshop	\$	148.50
5104	JLM Civil Works Pty Ltd	00003152	Reg hillier vegetation clearance over footpath	\$	351.45
3313	Zip Print	9075	Printing of posters for Race Around Palmerston	\$	143.00
5104	JLM Civil Works Pty Ltd	00003153	Chung wah garden bed weed spraying	\$	299.05
5104	JLM Civil Works Pty Ltd	00003150	Vegetation management on Woodlake Bld	\$	2,623.50
5104	JLM Civil Works Pty Ltd	00003151	Farrar gamba grass spraying (6.5 hours)	\$	1,136.89
5038	Central Tree Services	689	Tree Maintenance - Various Locations	\$	8,214.75
5104	JLM Civil Works Pty Ltd	00003180	Reinstate the cover for manhole near shed Library	\$	88.00
5104	JLM Civil Works Pty Ltd	00003195	place coldmix in pothole at essington and dillon	\$	165.00
5104	JLM Civil Works Pty Ltd	00003197	6m2 pavement reconstruction Forrest Parade	\$	981.21
5104	JLM Civil Works Pty Ltd	00003196	8m2 pavement reconstruction 3 Victoria Drive	\$	1,308.29
V00308	Top End Seeds	1331	Supply 7.2kg of Native Grass species mix Civic Cnt	\$	699.60
5104	JLM Civil Works Pty Ltd	00003184	12 Oconnors St, Bellamack-Remove debris off P'path	\$	425.59
5104	JLM Civil Works Pty Ltd	00003186	Peckham Court, Gunn - Remove weeds and mulch area	\$	1,317.71
5104	JLM Civil Works Pty Ltd	00003188	Sanctuary Lakes, Gunn - Install new slide pole	\$	204.55
5104	JLM Civil Works Pty Ltd	00003189	Chung Wah Terrace, Mediam strip - Remove concrete	\$	110.00
5104	JLM Civil Works Pty Ltd	00003182	Sanctuary Lakes, Gunn - Reinstate the shade sail	\$	534.55
5104	JLM Civil Works Pty Ltd	00003181	Joan Fejo Park, Rosebery - Fitness equipment	\$	110.00
350	IBM Global Financing Australia Limited	IBM LEASE AGREEMENT - APRIL 2015	IBM Lease Agreements - April 2015	\$	6,133.95
5104	JLM Civil Works Pty Ltd	00003149	Repair the broken table at the hall	\$	119.15
5104	JLM Civil Works Pty Ltd	00003156	Reinstate the bridge fence panel	\$	110.00
5104	JLM Civil Works Pty Ltd	00003157	Pressure clean the paved area Ifo Civic Centre	\$	247.50
5104	JLM Civil Works Pty Ltd	00003158	Patch and paint the kids area wall at library	\$	739.43
5104	JLM Civil Works Pty Ltd	00003160	Pick and dispose 4x chairs form Civic centre	\$	110.00
5104	JLM Civil Works Pty Ltd	00003159	Repair the gutter at the aquatic centre	\$	247.50
5104	JLM Civil Works Pty Ltd	00003161	Install soakage pit memorial park with 150mm conc	\$	1,809.50
5104	JLM Civil Works Pty Ltd	00003164	Call out to secure the main gym door at aquatic	\$	595.73
5104	JLM Civil Works Pty Ltd	00003165	Replace the damaged door at the aquatic centre	\$	533.50
5104	JLM Civil Works Pty Ltd	00003167	Reaffix vinyl skirting to Mayors secretaries offic	\$	331.93
5104	JLM Civil Works Pty Ltd	00003174	Install spike, post and a floodway sign at Hayward	\$	741.75
5104	JLM Civil Works Pty Ltd	00003155	90km Concrete Invert, 60sqm 150mm recon and 105 sq	\$	10,629.30
5104	JLM Civil Works Pty Ltd	00003173	Intall pen holder and repair cupboard in Civic	\$	119.19

5104	JLM Civil Works Pty Ltd	00003171	Tape down electrical fitting cover conduit Civic	\$	88.00
5104	JLM Civil Works Pty Ltd	00003170	Installation aluminium angle cover travel Impact	\$	150.65
5104	JLM Civil Works Pty Ltd	00003169	Supply labour and materials for the preparation	\$	358.55
5104	JLM Civil Works Pty Ltd	00003168	Supply and install commercial tray holder and tray	\$	534.55
5104	JLM Civil Works Pty Ltd	00003163	Repair the tiles around the Children Pool	\$	379.50
5104	JLM Civil Works Pty Ltd	00003166	Supply labour and materials to install curtain CC	\$	180.55
5114	S.E. Rentals Pty Ltd	1500017569	Library Public Copier Rental - 15/4 to 14/5/15	\$	269.17
V00293	Kevin Hennah	1872	Library Design Consultant	\$	5,125.00
5104	JLM Civil Works Pty Ltd	00003125	Unblock SEP on Essington between Wright / Victoria	\$	317.71
5104	JLM Civil Works Pty Ltd	00003154	Unblock plug of soil from SEP pit	\$	158.86
5104	JLM Civil Works Pty Ltd	00003177	Eliminate trip hazard and replace Rollstone Court	\$	1,205.52
5104	JLM Civil Works Pty Ltd	00003178	Replace bolts on base plate of water fountain CBD	\$	1,085.43
5104	JLM Civil Works Pty Ltd	00003176	Stormwater Maintenance Gray area	\$	1,743.15
1170	Territory Debt Collectors (TDC NT P/L)	00022017	Letter of Demand (x 118) + postage	\$	1,122.25
4141	Stancan Design - eprint	00005178	Community BillQ sticker production and install	\$	556.60
10	DBH Contracting	00006967	Spray herbicides - Gray, Woodroffe, Moulden, Driv	\$	6,701.90
5104	JLM Civil Works Pty Ltd	00003175	Supply install hooks ladies shower cubicles Rec Cn	\$	564.14
5104	JLM Civil Works Pty Ltd	00003117	Marlow lagoon - install sign posts for NO SMOKING	\$	1,822.26
5104	JLM Civil Works Pty Ltd	00003194	Cleaning of Shed toilet twice a week - for March	\$	440.00
3648	Mobile Locksmiths Australia Pty Ltd	052076	Fix the lock for the handtowel in the mens toilet	\$	132.00
V00067	RTM - Department of Infrastructure	609012509	TS2014-06 - Traffic Light testing/commissioning	\$	1,343.32
5104	JLM Civil Works Pty Ltd	00003193	Concrete Slab Mounting brackets delivery & instal	\$	8,782.18
40	Geminex Northern Territory	GXA15575	Ranger Uniform - Belt	\$	75.00
5104	JLM Civil Works Pty Ltd	00003192	Install Exeloo @ Marlow Lagoon	\$	32,663.75
1650	Driver Primary School	00000914	Community Service Award - 2014/2015	\$	100.00
4835	Mr M A Spangler	REIMBURSE - TRAVEL EXPENSES 7/4/15	Reimburse - Travel Expenses IPWEA Conference	\$	3,073.93
5104	JLM Civil Works Pty Ltd	00003185	Joan Fejo Park, Rosebery - Install new hand grips	\$	141.35
5104	JLM Civil Works Pty Ltd	00003190	Golden Grove Park, Rosebery - Remove graffiti	\$	198.00
5104	JLM Civil Works Pty Ltd	00003187	Joan Fejo Park, Rosebery - Weld fitness equipment	\$	318.45
5104	JLM Civil Works Pty Ltd	00003183	Billy Shepherd Park, Rosebery - Remove graffiti	\$	55.00
4528	News 4 U	SN00 1667 3103 2015	Newspapers - CEO - March 2015	\$	52.15
V00198	Davostan Consulting Group	2015015	NT Training Entitlement Prog - Cert IV Business	\$	150.00
54	Powerwater	134423	Traffic Lights - 1/10/14 to 31/12/14	\$	692.63
54	Powerwater	135126	Traffic Lights - 1/1/15 to 31/3/15	\$	707.39
2587	Top End RACE	00031020	Building hit by lightning 13.02.2015 Aquatic Cnt	\$	297.00
47	Telstra Corporation Ltd	7311-464 0728 160	464 0728 160 - WAP/Internet - April 2015	\$	39.00
47	Telstra Corporation Ltd	311 - 464 0728 244	464 0728 244 - TMS35 Satellite - April 2015	\$	105.00
54	Powerwater	PJ000370	FORTNIGHT 2015-20 - From Payroll	\$	615.00
V00315	HWL Ebsworth Lawyers	499558	Car Parks - Professional Charges to 26 Feb 2015	\$	6,696.80
V00315	HWL Ebsworth Lawyers	496555	Advice - Validity of FD Zoning	\$	1,299.65
4320	Elton Consulting	11832	Masterplan Implementation Plan - Jan-Feb 2015	\$	22,681.55
938	Nightcliff Electrical	00045196	Replace faulty timer for motor - Aquatic Centre	\$	415.25
V00182	Nitesh Raj Pant	REIMBURSEMENT07042015	Reimbursement Vehicle Use	\$	142.76
122	SAI Global Limited	SAIS215-424719	AS 1725.1-2010 PDF (Networkable/Copy/Paste)	\$	256.92
2199	SBA Office National	WBI-100294	Stationary Order - TSD	\$	309.85
399	St John Ambulance (NT) Incorporated	570599	St Johns attendance at Harmony Day	\$	100.00
V00288	CIC Australia Limited	RECEIPT 56659 REFUND	RS568 - refunds Lot 12364, 12365 & 12694	\$	1,382.97
5	Australia Post	1003987770	Postage - March 2015	\$	6,416.02
V00328	Capital Security (NT) Pty Ltd	00001288	Security Service - Library - week end 5/4/15	\$	212.19
3879	Litchfield Council	2056	Exponare/GIS Support - 5/2/15	\$	264.56
V00171	Norbuilt	1273	Residential Development - Units Birripa Crt	\$	645,098.46
4029	Totally Workwear Palmerston	100020121	Uniform for tech service - 2 x work pants summer	\$	157.50
5213	Ms M Dowley	REIMBURSEMENT - 8/4/15	Reimburse - travel expenses - 31/3 to 6/4/15	\$	59.10
V00361	Joy Francis Mondol	48846 REFUND DEPOSIT BOND GRAY HALL	48846 - refund deposit bond Gray Hall	\$	125.00
2	Australian Taxation Office	PAYG PAY20	PAYG Pay 20 5/4/15	\$	55,395.00
5188	Palmerston Men's Shed	08	Community Garden Project	\$	742.00
V00204	Whittles Body Corporate Management	51170 REFUND LIBRARY ROOM DEPOSIT	51170 refund library room hire deposit 17/3/15	\$	125.00
V00362	Christian Services - Rhonda Larsen	33494 - REFUND LIBRARY DEPOSIT	33494 - Refund Library room hire deposit 12/12/14	\$	125.00
5682	Conference Design Pty Ltd	LGMA-322	6 * Registration LGMA National Congress	\$	1,000.00
5682	Conference Design Pty Ltd	LGMA-321	6 * Registration LGMA National Congress	\$	1,000.00
5682	Conference Design Pty Ltd	LGMA-320	6 * Registration LGMA National Congress	\$	1,000.00
5682	Conference Design Pty Ltd	LGMA-325	6 * Registration LGMA National Congress	\$	1,000.00
5682	Conference Design Pty Ltd	LGMA-323	6 * Registration LGMA National Congress	\$	1,000.00
5682	Conference Design Pty Ltd	LGMA-324	6 * Registration LGMA National Congress	\$	1,000.00
5104	JLM Civil Works Pty Ltd	00003172	Call out on 12/03/15 to secure the distribution	\$	636.71
V00363	Mission Australia	57367 - REFUND KEY DEPOSIT GOYDER	57367 - Refund key deposit Goyder Sq - 9/4/15	\$	60.00
V00364	Joanne Ferme	R5569	R5569 - Refund rates assessment 1111399	\$	4,100.00
54	Powerwater	134422	Traffic Lights - Credit Note on INV 133853	\$	707.39
2199	SBA Office National	WBI-100147	Paper folding machine	\$	1,569.00
V00166	Diamond International Events T/A Trina's Catering	14151011	Catering - Social Sustainability Workshop 28/03/15	\$	99.00
4029	Totally Workwear Palmerston	100020250	Safety Boots for Outdoor Staff	\$	220.00
1170	Territory Debt Collectors (TDC NT P/L)	00022020	Letter of Demand (x 2) A#102904 & A#102489	\$	19.00
2707	Water Dynamics Australia Pty Ltd	SLI21024952	Week 4 - Labour for irrigation repairs	\$	3,520.00
5104	JLM Civil Works Pty Ltd	00003231	Repair the clamp for flag pulley rope at Aust Flag	\$	79.43
5104	JLM Civil Works Pty Ltd	00003230	Repair the flag pulley rope on CoP flag post Civic	\$	79.43
5104	JLM Civil Works Pty Ltd	00003201	Litter - Golden Grove Park - Rosebery	\$	55.00
5104	JLM Civil Works Pty Ltd	00003200	Playground/Fitness Equipment - Johnston	\$	143.00
5104	JLM Civil Works Pty Ltd	00003199	Litter - Haydon Park Rosebery	\$	313.50
10	DBH Contracting	00006978	Week 2 - Irrigation repairs at various parks	\$	1,482.54
3099	Iron Mountain Australia Pty Ltd	468608-AT1	Records Management MARCH 2015	\$	1,352.91
5104	JLM Civil Works Pty Ltd	00003203	Replace damaged post at chevron on Woodlake Blvd.	\$	210.27
5104	JLM Civil Works Pty Ltd	00003204	Replace 1.2m x 6.5m f'path in park adj 6 Loma Lim	\$	1,044.79
5104	JLM Civil Works Pty Ltd	00003205	Replace bollard at 6 Loma Lim Terrace, Driver	\$	275.00
5104	JLM Civil Works Pty Ltd	00003206	Install bollard at end of Piccabeen in Durack	\$	220.00
5104	JLM Civil Works Pty Ltd	00003208	Install new driveway Lot 11239 (5) Marshall Street	\$	1,067.57
5104	JLM Civil Works Pty Ltd	00003209	Driveway @ Lot 11769 (59) Hawker Street Zuccoli	\$	1,972.38
5104	JLM Civil Works Pty Ltd	00003210	Reattach Koorabyn Way sign in Durack	\$	52.57
5104	JLM Civil Works Pty Ltd	00003211	remove safety signs int Majestic, The Parade & Don	\$	105.13
5104	JLM Civil Works Pty Ltd	00003212	Pothole Repairs various areas	\$	3,498.48
5104	JLM Civil Works Pty Ltd	00003213	Rotate stop sign on corner of emery and Temple	\$	105.13
5104	JLM Civil Works Pty Ltd	00003214	Marlow Lagoon path shade planting per discussion	\$	5,108.73
5104	JLM Civil Works Pty Ltd	00003215	Remove branch from Temple Tce	\$	110.00
5104	JLM Civil Works Pty Ltd	00003216	Flinders Park Furniture and bbq	\$	638.00
5104	JLM Civil Works Pty Ltd	00003217	remove branch from Temple Tce 100mts sth Baldwin	\$	110.00
5104	JLM Civil Works Pty Ltd	00003218	reinstate shade sail at flinders Park	\$	1,093.09
5104	JLM Civil Works Pty Ltd	00003219	reinstate shade sail at Phoenix park	\$	1,722.14
5104	JLM Civil Works Pty Ltd	00003220	remove discard branch from aquatic centre car park	\$	110.00
5104	JLM Civil Works Pty Ltd	00003221	remove love heart graffiti Phoenix/Woodlake int	\$	198.00
5104	JLM Civil Works Pty Ltd	00003222	remove fallen branch from Lindsay Park	\$	110.00
5104	JLM Civil Works Pty Ltd	00003223	remove fallen branch from Strawbridge Park	\$	110.00
5104	JLM Civil Works Pty Ltd	00003224	remove fallen branch from Marlow lagoon	\$	110.00
5104	JLM Civil Works Pty Ltd	00003225	remove dead goose from Sanctuary Lake	\$	88.77
5104	JLM Civil Works Pty Ltd	00003226	reinstate knocked down sign at Marlow Lagoon	\$	110.97
5104	JLM Civil Works Pty Ltd	00003227	Intersection of essington and mew	\$	110.00
5104	JLM Civil Works Pty Ltd	00003228	4 additional potholes Woodlake Blvd and Emery Ave	\$	303.71
5104	JLM Civil Works Pty Ltd	00003229	Remove silts from the pavement front 10 Terry Dr	\$	344.03
5104	JLM Civil Works Pty Ltd	00003232	install three bars on the SEP at side of 2 Moulden	\$	174.35

5104	JLM Civil Works Pty Ltd	00003233	Install 2 No Smoking sign supplied, Civic Plaza	\$	443.64
5104	JLM Civil Works Pty Ltd	00003234	Install Slippery when wet sign Bridge Durack	\$	220.00
5104	JLM Civil Works Pty Ltd	00003235	Repair 1 pothole in front of various Yarrowonga	\$	303.69
5533	Custom Av Pty Ltd	00349604	Monthly Fire Indication Panel Test March Library	\$	178.67
5533	Custom Av Pty Ltd	00349606	Monthly Fire Indication Panel Test March Depot	\$	28.74
5533	Custom Av Pty Ltd	00349607	Monthly Fire Indication Panel Test March Gray Comm	\$	28.74
5533	Custom Av Pty Ltd	00349608	Monthly Fire Indication Panel Test March Aquatic C	\$	109.90
5533	Custom Av Pty Ltd	00349611	Monthly Fire Indication Panel Test for March Rec C	\$	202.87
5533	Custom Av Pty Ltd	00349632	3 x Exit signs not illuminated, please fix	\$	759.00
5533	Custom Av Pty Ltd	00349609	Monthly Fire Indication Panel Test March Civic Cen	\$	185.83
5533	Custom Av Pty Ltd	00349610	Monthly Fire Indication Panel Test March DRC	\$	118.10
4737	D & L Plumbing & Gasfitting	6001	Locate the source of leak Aquatic Centre	\$	1,809.50
4737	D & L Plumbing & Gasfitting	6002	Replace spindles in the cleaners room	\$	154.00
4737	D & L Plumbing & Gasfitting	6014	Repair the seating of commode at disable toilet	\$	451.00
4619	Darwin Office Technology P/L	540249504	Library Public Copier Toner Expense - March 2015	\$	605.56
5058	Jomajo Cleaning Service Pty Ltd	02073	Street sweeping various Areas	\$	679.82
5520	Bizfurn Express Australia Pty Ltd	8F2655/01	Furniture for Library	\$	4,246.00
V00348	BH Communications & Cabling	565	Jumper and test PSTN line Aquatic Centre	\$	132.00
4635	David Wilkins T/as B Consultants WA	20912-1	Zuccoli Stage 2+3 SMC TIA Report Review	\$	1,012.00
272	City Wreckers	00007155	Towing - Moulden Terrace	\$	110.00
4046	Cazaly's Brasserie	121	8 food platters and 80 morning teas -seniors forum	\$	795.00
2707	Water Dynamics Australia Pty Ltd	5U21024953	Irrigation parts consumed the month March 2015	\$	1,557.64
5058	Jomajo Cleaning Service Pty Ltd	02085	Various road cleanings	\$	422.64
5104	JLM Civil Works Pty Ltd	00003207	Archer Waste Transfer Station	\$	13,234.08
938	Nightcliff Electrical	00045762	Install new Instruction Cards on 14 BBQs	\$	940.50
5533	Custom Av Pty Ltd	00349605	Monthly Fire Indication Panel Test March Joy Ander	\$	21.30
828	Southern Cross Darwin	00031320	Fix leaking mech seal and other works Aquatic Cent	\$	1,336.45
938	Nightcliff Electrical	00045759	Reggies Park - Remove Control gear from Sanctuary	\$	308.00
337	Darwin Glass (NT) Pty Ltd	36951	Replace safety glass at main door Lifestyle Studio	\$	552.00
5104	JLM Civil Works Pty Ltd	00003202	TS2012/07-Public Place Bin Collection march 2015	\$	14,051.08
4816	CS Services NT	00004347	Create firebreak around Lot 11497 - CLT2402	\$	18,150.00
26	Viva Energy Australia Ltd	1600641778	Fuel Cards - March 2015	\$	6,622.16
173	Initial Hygiene	95346318	Hygiene Services - Gray, Library, Civic APRIL 2015	\$	1,117.15
4538	Byrne Design & Drafting	INV00220	14015 CoP Stormwater Remediation, Baban Place	\$	1,667.60
5104	JLM Civil Works Pty Ltd	00003162	Spray herbicide and clear the laneway Moulden	\$	214.50
V00078	BMD	080003164	TS2014-06 - Vary 34 - Extra concrete footpaths	\$	20,616.27
4538	Byrne Design & Drafting	INV00145	14015 CoP Stormwater Remediation, Baban Place	\$	3,355.00
1874	Ulverscroft Large Print Books Limited	1104687AU	Web 0006160 - Library Stock	\$	226.65
5682	Conference Design Pty Ltd	LGMA-312	Alderman McKinnon - Conference Registration	\$	1,875.00
4891	CH Pty Limited T/a Piperight Services	00041120	Please provide exeloo soap	\$	643.30
V00365	Kathryn & Luke Hansen	52213 - REFUND BOND DRIVER RESOURCE	52213 - Refund bond Driver Resource 11/4/15	\$	125.00
2487	Ezy DVD Pty Ltd	2371304	Library Stock	\$	736.31
2587	Top End RACE	00030998	Replace A/C unit Depot Incubator	\$	1,771.00
2587	Top End RACE	00031001	Aircon not working at Library Cafe	\$	767.80
54	Powerwater	62083910	2016103410 - Lot 11790, Park 5 Chipmunk	\$	3,559.93
2707	Water Dynamics Australia Pty Ltd	5U21021113	Irrigation parts consumed for the month of Feb 15	\$	2,571.55
2707	Water Dynamics Australia Pty Ltd	5U21021079	Labour irrigation repair various park 23/2-27/2/15	\$	3,520.00
2707	Water Dynamics Australia Pty Ltd	5U21020633	Labour irrigation repair various park 16/2-20/2/15	\$	3,520.00
5126	Rosebery Primary School	00000232	CDPAL - bus for Rosebery PS for Graeme Denton	\$	1,177.00
1533	Palmerston Work Injury & GP Clinic	187444	Pre Employment Medical - Health Programs Officer	\$	195.80
1533	Palmerston Work Injury & GP Clinic	187550	Pre employment Medical L Crossfield	\$	195.80
5533	Custom Av Pty Ltd	00349224	Bomb Threat Training for Customer Service Staff	\$	660.00
479	Jardine Lloyd Thompson Pty Ltd	048-015897	Motor Vehicle - Q4 - 30/4/15 to 31/7/15	\$	4,356.00
479	Jardine Lloyd Thompson Pty Ltd	048-015899	Fidelity Guarantee - Q4 - 31/4/15 to 31/7/15	\$	287.38
479	Jardine Lloyd Thompson Pty Ltd	048-015900	Comp-Electronic Equip - Q4 - 30/4/15 to 31/7/15	\$	1,064.88
V00091	Raine and Horne	COL191	R5571- Refund twice paid assess # 108539	\$	398.00
V00367	Charon Olsen	31107 - REFUND TEMPORARY BORROWER	31107 - refund temporary borrower	\$	45.00
4946	Melva's Conveyancing Services	R5572	R5572 - Refund Assess # 109949	\$	687.20
47	Telstra Corporation Ltd	8411366500 - 0675506800	MS Exchange Online - April 2015	\$	736.80
47	Telstra Corporation Ltd	435692560-1/9032587000	Telstra - Mainline & Mobile phones - March 2015	\$	7,036.80
479	Jardine Lloyd Thompson Pty Ltd	048-015896	Workers' Comp - Q4 - 30/4 to 31/7/15	\$	26,000.77
479	Jardine Lloyd Thompson Pty Ltd	048-015898	Industrial Special Risks - Q4 - 30/4/15 to 31/7/15	\$	26,334.61
5568	Mr E F Gojar	REIMBURSE FOR 27 FEB - 26 MAR 2015	Reimburse - home internet Telstra	\$	93.00
4007	Ark Animal Hospital Pty Ltd	84222	Euthanasia x 3 - 4/3/15 & 6/3/15	\$	198.00
272	City Wreckers	00007052	Towing - Politis Court Moulden	\$	110.00
272	City Wreckers	00007053	Towing - Strawbridge Crescent Moulden	\$	110.00
V00370	Kevin Heppell	R5573 - REFUND ASSESS # 107605	R5573 - Refund assess # 107605	\$	398.00
V00369	Jacqueline Garling	R5574 - REFUND ASSESS # 106084	R5574 - Refund Assess # 106084	\$	700.00
5104	JLM Civil Works Pty Ltd	00003198	Trolley's Pick Up/ Release 23/02/15 - 25-03/15	\$	29,756.65
5104	JLM Civil Works Pty Ltd	00003236	Reconstruct Bakewell school crossing	\$	108,883.29
5142	Australian Catchment Management Pty Ltd	399	Parts for Truxor	\$	333.96
112	Beaurepaires	U855348667	New tyres and wheel alignment CBAV18	\$	1,425.75
V00360	Phil Wright	24	FlicNics Trailer	\$	8,670.00
V00122	Exeloo Pty Ltd	52978	Final 10% - Marlow Lagoon Exeloo	\$	13,563.00
V00366	Rebecca Hare	REFUND DOG REGO ANIMAL #124923	Refund dog rego animal #124923	\$	33.00
2199	SBA Office National	WBI-100334	Stationary Civic Centre	\$	54.45
4320	Elton Consulting	12067	Development Assessment - Professional Fees FEB2015	\$	10,697.14
173	Initial Hygiene	95363590	Hygiene Service - Civic, Library, Gray- May 2015	\$	1,117.15
3792	Austal	11679	Service for Truxor 750 hrs	\$	3,746.59
3313	Zip Print	9175	Goyder Square TV D1 flyer x 1000	\$	352.00
5738	All Mulched Up	238	Remove dead Acacia lambrick Avenue	\$	165.00
5738	All Mulched Up	237	Prune and lift Ficus Bellatrix Park	\$	110.00
5738	All Mulched Up	236	Remove dead trees prune for clearances Nutwood Pk	\$	495.00
5738	All Mulched Up	235	Vegetation - Woodroffe Drain	\$	2,134.00
5738	All Mulched Up	234	Dead Acacia - Widdup Park	\$	990.00
5738	All Mulched Up	233	Remove and sg remaining tree 139 Woodlake Blvd	\$	332.00
5738	All Mulched Up	232	Strawbridge Park - remove dead trees and dead wood	\$	440.00
5738	All Mulched Up	231	Removal of branches - 139 Woodlake Boulevard	\$	132.00
5738	All Mulched Up	230	Tree works - 5 Umbravara Court	\$	110.00
5738	All Mulched Up	229	Ilamurta Court, Gunn - remove tree for works	\$	165.00
5738	All Mulched Up	228	Dillon Park - fence line clearance	\$	880.00
V00271	Fuji Xerox Business Centre NT	AB00012881	FujiXerox Copiers Monthly Billing - APRIL 2015	\$	1,281.59
V00168	Tactile Arts T/A Craft Council of the NT	2015-044	Art in the Aircon Workshops x 8	\$	5,280.00
5195	Bernard Schenkel	0070	Design of youth week collateral	\$	320.00
938	Nightcliff Electrical	00045782	Replace PE Cell in Eric Asche Park Light	\$	1,334.30
938	Nightcliff Electrical	00045783	Investigate repair fault all lights out Joan Fejo	\$	263.23
4963	Centratex Systems Pty Ltd	00002531	Irrigation controller repairs at various locations	\$	4,734.40
4029	Totally Workwear Palmerston	100020522	Work boots for Richard as per quote 1057	\$	210.00
4528	Miranda's Armed Security Officers Pty	PCC1013	Cash Collection March 2015	\$	514.80
4679	iSentia Pty Ltd	MN0572147	iSentia Media Monitoring - April 2015	\$	517.36
256	The Bookshop Darwin	8014069	Library Stock	\$	835.70
185	Bridge Toyota	JC2409027	60,000 Km Service to Vehicle Rego 988832	\$	449.54
938	Nightcliff Electrical	00045790	Relocate the GPO from outside the stationary room	\$	313.50
2587	Top End RACE	00031440	Check burning smell coming from aircon Aquatic Cnt	\$	107.80
25	Solidarity Cleaning Services	00013277	Cleaning for March - Civic Centre	\$	4,233.35
25	Solidarity Cleaning Services	00013278	Cleaning for March - Library	\$	4,312.55
25	Solidarity Cleaning Services	00013279	Cleaning for March - Gray Community Hall	\$	1,443.75

25	Solidarity Cleaning Services	00013280	Cleaning for March - Marlow Lagoon	\$	962.50
25	Solidarity Cleaning Services	00013281	Cleaning for March - Sanctuary Lakes	\$	481.25
2587	Top End RACE	00031442	Replace the timer of the old one civic centre	\$	299.37
5104	JLM Civil Works Pty Ltd	00003259	Clean debris, grates pit in Aquatic Centre carpark	\$	110.00
V00021	AEC Environmental Pty Ltd	51154110	Sample safe door - asbestos register	\$	451.00
5104	JLM Civil Works Pty Ltd	00003260	Reinstate Chevron at RAS Odegaard & Forrest Pde	\$	700.87
5104	JLM Civil Works Pty Ltd	00003258	Clean debris, grates along Rosebery Drain	\$	330.00
5104	JLM Civil Works Pty Ltd	00003257	Clean out pits Bombax Street using Vac truck	\$	739.20
3545	Amalgamated Pest Control	IS10318019	Quarterly Pest Control - Depot	\$	275.00
3545	Amalgamated Pest Control	IS10318013	Quarterly Pest Control - Gray Community Hall	\$	110.00
3545	Amalgamated Pest Control	IS10318015	Quarterly Pest Control - Driver Resource Centre	\$	143.00
5104	JLM Civil Works Pty Ltd	00003241	replace Marlow lagoon bushland fence as discussed.	\$	3,618.10
5104	JLM Civil Works Pty Ltd	00003267	Remove 2 old exercise posts from Livistona Park	\$	201.50
5104	JLM Civil Works Pty Ltd	00003266	remove branch from Lakeview Blvd	\$	110.00
5104	JLM Civil Works Pty Ltd	00003268	Remove dumped Mag btwn Car park and dog Park	\$	55.00
5104	JLM Civil Works Pty Ltd	00003277	repair the lock on the bin shroud at marlow lagoon	\$	132.00
5104	JLM Civil Works Pty Ltd	00003272	Kerb installation to deflect the flow of water M/L	\$	1,635.48
5104	JLM Civil Works Pty Ltd	00003270	modify slide gate at Gordon Stott Park	\$	151.25
5104	JLM Civil Works Pty Ltd	00003269	Remove dumped vegetation and mattress daveron Pk	\$	137.50
5104	JLM Civil Works Pty Ltd	00003275	Reattached the gate at the entrance of Bombax Pk	\$	236.50
5104	JLM Civil Works Pty Ltd	00003273	Fill in and compact the depression Woodroffe	\$	645.43
5104	JLM Civil Works Pty Ltd	00003271	replace broken jump board with plywood in dog park	\$	313.50
5104	JLM Civil Works Pty Ltd	00003274	Weld chain to access gate at Essington park	\$	214.50
5104	JLM Civil Works Pty Ltd	00003278	reinstate bollard Marlow Lagoon revegetation area	\$	110.00
5104	JLM Civil Works Pty Ltd	00003276	repair the water leak at Marlow lagoon	\$	436.29
3438	NT Shade & Canvas Pty Ltd	00005090	Shade sail repair - Marlow Lagoon	\$	2,200.00
4881	Impact Publications	00132847	Yearly Subscription MICEBTN Magazine - May 2016	\$	33.00
394	Ovica Pty Limited	C/LG000928	MSP - Authority DR Services - May 2015	\$	3,311.00
846	Nationwide News NT Division	37974936	Advertising - March 2015	\$	8,509.53
1607	Sterling NT Pty Ltd	00038676	Area 1-Undertake TS2013-05 month of March 2015	\$	20,295.86
1607	Sterling NT Pty Ltd	00038678	Area 3-Undertake TS2013-07 month of March 2015	\$	15,656.82
V00359	Shade Works Hire - Meltzco Pty Ltd	00004605	Harmony Day Equipment - Gray Football Stadium 21/3	\$	3,729.00
5104	JLM Civil Works Pty Ltd	00003288	Pathway replacement - 30 and 34 Melastoma Drive	\$	6,051.56
5104	JLM Civil Works Pty Ltd	00003289	Footpath replacement - Strawbridge Park	\$	9,455.82
5104	JLM Civil Works Pty Ltd	00003290	SEP replacement - Temple Terrace, Loma Lim	\$	233.62
5104	JLM Civil Works Pty Ltd	00003295	Remove dead bird Frances Dr/The Boulevard	\$	88.77
5104	JLM Civil Works Pty Ltd	00003238	Gray Community Garden works as requested	\$	1,720.24
3971	Pipeline Renovations Pty Ltd trading as RenoFlo	00001902	Clear blocked 450 dia in Lindway Park, Moulden	\$	2,748.90
5104	JLM Civil Works Pty Ltd	00003240	replace & restate piece of kerb - Gray	\$	140.17
5104	JLM Civil Works Pty Ltd	00003242	Replace 2 x landsborough Terrace street signs	\$	689.18
5104	JLM Civil Works Pty Ltd	00003248	Spray weed on median strip x 3 on Lakeview Blvd.	\$	148.50
5104	JLM Civil Works Pty Ltd	00003256	Reinstate Keep Left sign at Marjorie & Stuart Hwy	\$	110.97
5104	JLM Civil Works Pty Ltd	00003255	Clean out silt from open drain in Lindsay park	\$	9,588.59
5104	JLM Civil Works Pty Ltd	00003254	2 new SEP lids at intersection of Essington/Mew	\$	654.14
5104	JLM Civil Works Pty Ltd	00003264	Pressure clean footpaths along Woodlake Blvd	\$	165.00
5104	JLM Civil Works Pty Ltd	00003284	Reattach school zone sign at Pollux Cr. Woodroffe	\$	52.57
5104	JLM Civil Works Pty Ltd	00003286	Repair rear access track to Gray Primary School	\$	5,728.29
10	DBH Contracting	00006985	Remove vegetations and silts Joan Fejo Park	\$	2,992.00
5104	JLM Civil Works Pty Ltd	00003282	remove fallen branch from Marlow lagoon Res	\$	110.00
5104	JLM Civil Works Pty Ltd	00003281	remove fallen branch from 32 Lorna Lim Tce	\$	110.00
5104	JLM Civil Works Pty Ltd	00003280	remove hanger from Memorial park	\$	110.00
5104	JLM Civil Works Pty Ltd	00003279	repair fence at dog Park	\$	258.50
639	Cleanaway	15526813	TS2014-01 - March 2015 - Woodroffe Primary	\$	11.88
639	Cleanaway	15526741	TS2014-01 - March 2015 - Dog Pound	\$	12.96
639	Cleanaway	15525708	TS2014-01 - March 2015 - Gray Community Hall	\$	18.72
639	Cleanaway	15525704	TS2014-01 - March 2015 - Driver Resource Centre	\$	34.34
639	Cleanaway	15525696	TS2014-01 - March 2015 - Library	\$	146.26
639	Cleanaway	15525698	TS2014-01 - March 2015 - Civic Centre	\$	87.25
639	Cleanaway	15525650	Waste Collection - Depot - March 2015 - PO104178	\$	228.80
5104	JLM Civil Works Pty Ltd	00003293	Reinstate one bar and install another bar of fence	\$	110.00
5104	JLM Civil Works Pty Ltd	00003291	Assemble the 4x kids table, Driver Resource Centre	\$	119.14
3545	Amalgamated Pest Control	IS10318016	Quarterly Pest Control - Joy Anderson	\$	110.00
274	CSG Business Solutions (NT) Pty Ltd	INV00006792	Corporate Copier Agreement- 1000046738 - June 2015	\$	1,856.88
2690	Thinc Projects Australia Pty Ltd	114961	5 Birripa Court, Rosebery	\$	5,742.00
5104	JLM Civil Works Pty Ltd	00003237	Recon asphalt Essington Ave at Mew St 11.7m x 1.7m	\$	6,915.35
5104	JLM Civil Works Pty Ltd	00003245	clean sediment/vegetation int Moulden, Cuthbertson	\$	79.43
798	YMCA of the Top End Inc	5714	Operational Subsidy - March 2014	\$	31,418.75
5104	JLM Civil Works Pty Ltd	00003283	Install new unidirectional sign Hutchinson/Maurice	\$	829.36
V00078	BMD	080003175	TS2014-06 - BMD - Variation 39 - LED Light Tower	\$	5,780.01
V00078	BMD	080003174	TS2014-06 - BMD - Variation 38 - Carparkbayousoil	\$	3,589.92
4619	Darwin Office Technology P/L	SA00249444	Library Services Copier Expense - 15 March 2015	\$	345.42
4619	Darwin Office Technology P/L	SA00249445	Library (Public) Copier Expense - 15 March 2015	\$	246.13
4619	Darwin Office Technology P/L	SA00249443	Community Services Copier Expense - 16 March 2015	\$	230.13
4619	Darwin Office Technology P/L	SA00249442	Open Space Copier Expense - 16 March 2015	\$	352.54
3683	Area9 IT Solutions	SIN32782	Managed IT Services - April 2015	\$	11,473.00
65	Metro Mini Bus Pty Ltd	00012153	COPAL - transport for Durack Primary	\$	290.00
5104	JLM Civil Works Pty Ltd	00003287	Bakewell School xing-Pavement and Invert repair	\$	21,393.96
5104	JLM Civil Works Pty Ltd	00003263	additional 15 potholes to be filled Yarrowonga	\$	1,138.91
5104	JLM Civil Works Pty Ltd	00003265	Reinstall KL and Giveaway sign on Farrar, Brisbane	\$	210.28
5104	JLM Civil Works Pty Ltd	00003247	Singage Rosebery Area	\$	367.95
V00286	Kinetic IT Pty Ltd	7007249	ITIL Foundation Course - Roy - 21-23 April 2015	\$	1,919.50
4007	Ark Animal Hospital Pty Ltd	85020	Euthanasia Fees (x6) 23/3/15 & 24/3/2015	\$	831.85
639	Cleanaway	15527807	TS2014-01 - March 2015 - Tenements	\$	184,502.00
V00211	Bayley & Associates Pty (Bayley Family Trust)	00014174	Contract management guidelines	\$	2,640.00
5104	JLM Civil Works Pty Ltd	00003285	Weed removal Lake 10 Durack 01.04.2015	\$	864.38
5365	Flanagan Consulting Group	22750	city of palmerston development guidelines	\$	3,366.00
V00075	Mercury Search & Selection Pty Ltd (T/A Fit2Work)	1292838	Employee Police Checks (x2)	\$	81.18
5104	JLM Civil Works Pty Ltd	00003244	* clear sediment/vegetation from McPhee & Kakadu	\$	158.86
5104	JLM Civil Works Pty Ltd	00003253	Clean out sediment from Gross Pollutant Trap	\$	3,835.54
215	Employee Assistance Services NT Inc	00023151	EAP Counselling Session for March 2015	\$	201.43
5104	JLM Civil Works Pty Ltd	00003252	Install new driveway @ Lot 11386 (55) Lind.Road	\$	1,436.00
2587	Top End RACE	00031015	A/C fan tripped, service call on 03/02/2015	\$	105.60
V00317	Knots Crossing Resort	276084	Accommodation LGMA Challenge Team	\$	1,920.00
V00351	Charles Darwin University	B17740	Paige Setter - Library Diploma	\$	1,820.00
5104	JLM Civil Works Pty Ltd	00003250	Install new driveway @ Lot 10544 (37) Damascene	\$	674.26
5104	JLM Civil Works Pty Ltd	00003251	Install new driveway @ Lot 11226 (14) Freeman St	\$	730.68
4095	Deuce Cleaning Service	4145	Cleaning - Joy Anderson Centre - 29/3/15	\$	60.50
5104	JLM Civil Works Pty Ltd	00003292	Clean footbridge and safe bent fences - Lake 4	\$	275.00
4775	Ms B Kimberley	REIMBURSE - ACTIVATE SUPPLIES 12/4/15	Reimburse - ACTIVATE supplies 12/4/15	\$	36.91
4775	Ms B Kimberley	REIMBURSE - COPAL SUPPLIES 17/4/15	Reimburse - COPAL supplies 17/4/15	\$	286.14
5104	JLM Civil Works Pty Ltd	00003243	clean SEP 1 Peckham, end McLeod crt, 10 Butterfly	\$	238.29
350	IBM Global Financing Australia Limited	LEASE AGREEMENTS MAY 2015	IBM Lease Agreements (PC & Server) - MAY 2015	\$	6,133.95
V00371	Warlu Harris	INV 17/4/2015	Performance at National Youth Week Event	\$	100.00
V00099	Palmerston Lions	EFT RLQ - 20/4/2014	Cooking BBQ - National Youth Week Event	\$	250.00
V00373	Malcolm Goldner	51365 - CAT TRAP DEPOSIT REFUND	51365 - Cat Trap Deposit Refund	\$	100.00
5104	JLM Civil Works Pty Ltd	00003249	Reinstate Signs at various areas in Gunn	\$	1,629.52
54	Powerwater	P1000387	FORTNIGHT 2015-21 - From Payroll	\$	615.00

V00328	Capital Security (NT) Pty Ltd	00001305	Security Guard Services - Library - W/E 19/4/2015	\$	217.84
V00328	Capital Security (NT) Pty Ltd	00001300	Security Guard Service - Library - W/E 12/4/15	\$	217.84
2587	Top End RACE	00031441	Attend 18.2.15 check timer settings	\$	157.30
3268	Defence Housing Australia	RATE REFUND A#111935 DHAREF:119529	Rate Refund A#111935 DHAREF:119529	\$	1,621.05
V00345	Heidi Ceba	58158 - GRAY HALL DEPOSIT REFUND	58158 - Gray Hall Deposit Refund	\$	125.00
3879	Utchfield Council	2103	Exponare/GIS Support - 12-13/03/15	\$	333.86
5280	Boab Yoga - Alissa Rogers	00000087	ACTIVATE - Yoga Classes	\$	264.00
47	Telstra Corporation Ltd	8723031607 / 8653607600	Library Public PC's Internet - April 2015	\$	310.00
4816	CS Services NT	00004341	TS2011-03 - March 2015 - Tip Recharge	\$	162,959.52
1607	Sterling NT Pty Ltd	00038677	Area 2-Undertake TS2013-06 month of March 2015	\$	22,381.67
1607	Sterling NT Pty Ltd	00038679	Area 4-Undertake TS2013-08 month of March 2015	\$	13,716.31
1469	RTM - Police, Fire and Emergency	169019052	Unwanted Alarm Fee - DRC - 19/02/15	\$	854.00
V00375	R J McConnell	RATE REFUND A#103275	Rate Refund A#103275	\$	396.82
V00299	EPAC Salary Solutions Pty Ltd	172860-200415	Salary Packaging - Payroll 20/4/2015	\$	400.32
10	DBH Contracting	00006977	Undertake TS2013/03 for the month of March 2015	\$	90,238.41
1607	Sterling NT Pty Ltd	00038482	Undertake TS2013-04 Grounds Maintenance West Feb	\$	83,469.98
4303	Curby's Trophies	00006222	Customer Service Counter Signage PO104288	\$	115.50
627	Darwin Community Arts Inc	00001227	Harmony Day Football Festival Support	\$	500.00
5104	JLM Civil Works Pty Ltd	00003239	8m2 pavement recon at Forrest Pde/Odegaard	\$	3,646.91
5104	JLM Civil Works Pty Ltd	00003261	6 potholes to be filled, Pinelands, Roseberry, CBD	\$	735.97
5104	JLM Civil Works Pty Ltd	00003262	ITC 1311 - 1 x pothole Kilgour St re PO104555	\$	105.14
2	Australian Taxation Office	PAYG 19/04/2015	PAYG 19/04/2015	\$	55,093.00
V00200	Hidden Valley Ford (Red Earth Automotive P/L)	2467	Purchase Ford Ranger for Ranger Services	\$	33,393.20
4190	National Australia Bank	NABCCC - 27 MARCH 2015	NABCCC - 28 Feb 2015 to 27 March 2015	\$	17,990.33
5708	OnePath MasterFund - (SGC)	SUPER	Returned due to closed account	\$	237.36
V00318	StatewideSuper Clearing House	PJ000370	FORTNIGHT 2015-20 - From Payroll	\$	4,216.84
V00318	StatewideSuper Clearing House	PJ000387	FORTNIGHT 2015-21 - From Payroll	\$	4,713.49
V00318	StatewideSuper Clearing House	APR-15	Superannuation Contribution	\$	44,996.89
639	Cleanaway	15527807	TS2014-01 - March 2015 - Tenements	\$	184,502.00
639	Cleanaway	15527807	TS2014-01 - March 2015 - Tenements	\$	184,502.00
639	Cleanaway	BALANCE INV 15527807	adjust balance credit as part of invoice	\$	4,406.80
639	Cleanaway	15527807	Credit Adjustment - March Tenements 2015	-\$	4,406.80
639	Cleanaway	15527807	Credit Adjustment - March Tenements 2015	-\$	4,406.80
639	Cleanaway	15527807	Credit Adjustment - March Tenements 2015	-\$	4,406.80
3504	Raeco International Pty Ltd	452125	Flip Table - CREDIT NOTE TO APPLY	\$	616.55
3504	Raeco International Pty Ltd	452125	Flip Table X 1 (Delivery Refused at Library)	-\$	616.55
				\$	5,173,477.62


Reviewed by: Finance Manager


Approved: Chief Executive Officer

SECTION 2

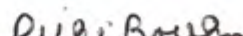
Financial Results

2.6 - Creditor Accounts outstanding - April 2015

Creditor No.	Creditor Name	Amount
10	DBH Contracting	\$ 18,056.24
112	Beaurepaires	\$ 555.67
1568	Battery World Darwin Pty Ltd	\$ 1,304.00
1791	S & M Building Services	\$ 5,280.00
185	Bridge Toyota	\$ 926.06
2	Australian Taxation Office	\$ 934.92
2199	SBA Office National	\$ 2,988.51
256	The Bookshop Darwin	\$ 366.96
2587	Top End RACE	\$ 17,478.50
2707	Water Dynamics Australia Pty Ltd	\$ 14,315.63
272	City Wreckers	\$ 220.00
2965	KIK FM Pty Ltd	\$ 660.00
3099	Iron Mountain Australia Pty Ltd	\$ 1,788.64
3313	Zip Print	\$ 709.50
3428	Bunnings Group Limited	\$ 260.23
35	Staples Australia Pty Limited	\$ 388.37
3545	Amalgamated Pest Control	\$ 605.00
3594	Comics NT	\$ 1,056.96
3683	Area9 IT Solutions	\$ 2,822.13
3879	Litchfield Council	\$ 9,492.52
4141	Stancan Design - eprint	\$ 150.00
4373	Eyesight Security	\$ 169.40
4561	Bendesigns	\$ 613.80
4737	D & L Plumbing & Gasfitting	\$ 440.00
48	Top End Line Markers Pty Ltd	\$ 7,249.00
4912	Remote Area Tree Services Pty Ltd	\$ 5,731.77
4962	AirWatch (Australia) Pty Ltd	\$ 4,576.00
5038	Central Tree Sevice	\$ 28,087.51
5058	Jomajo Cleaning Service Pty Ltd	\$ 21,022.31
5104	JLM Civil Works Pty Ltd	\$ 164,605.92
5114	S.E. Rentals Pty Ltd	\$ 269.17
5127	Asian United Food Service	\$ 473.50
5195	Bernard Schenkel	\$ 1,480.00
5508	Open Systems Technology Pty Ltd	\$ 1,179.75
5533	Custom Av Pty Ltd	\$ 3,119.03
5738	All Mulched Up	\$ 5,489.00
798	YMCA of the Top End Inc	\$ 480.00
913	Kmart Tyre & Auto Service	\$ 283.10
938	Nightcliff Electrical	\$ 8,825.85
943	Territory Asset Management Services	\$ 990.00
V00049	Brighton Council	\$ 6,006.00
V00078	BMD	\$ 59,357.05
V00166	Diamond International Events T/A Trina's Catering	\$ 414.50
V00242	Professional Video and Hi Fi Pty Ltd	\$ 210.00
V00314	DEC Installations NT Pty LTd	\$ 23,925.00
V00315	HWL Ebsworth Lawyers	\$ 17,169.90
		\$ 442,527.40



Reviewed by: Finance Manager



Approved by: Chief Executive Officer

SECTION 2

2.7 - STATEMENT OF CREDIT CARD TRANSACTIONS - MARCH 2015

NAB Visa

28 February 2015 to 27 March 2015

Cardholder	Amt.	Cost Code	Description
Emily Buchanan	\$ 935.47	EXEC001.305.3853	Airfares - Conference - Mayor
	\$ 64.64	EXEC002.302.3852	Music - LGMA Challenge
	\$ 118.00	EXEC001.305.3853	Airfares - Conference - Mayor
	\$ 47.16	EXEC002.302.3852	Program - LGMA Challenge
	\$ 46.00	EXEC001.307.3840	Beverages - Chambers
	\$ 161.00	EXEC001.307.3840	Beverages - Chambers
	\$ 633.35	EXEC001.305.3854	Accomm - Conference - Mayor
	\$ 517.06	EXEC002.302.3852	LGMA - Rental Car
	\$ 54.63	EXEC002.302.3852	LGMA - fuel
	\$ 136.59	EXEC002.302.3852	LGMA - Rental Car
	\$ 48.57	EXEC002.302.3852	LGMA - fuel
	\$ 359.31	EXEC001.305.3854	Accomm - Conference - Mayor
Ricki Bruhn	\$ 34.31	EXEC002.300.3855	Taxi Fare - LGMA dinner - CEO
	\$ 53.28	EXEC002.300.3855	Travel Expenses - LGMA National Meeting - CEO
Caroline Hocking	\$ 1,029.00	EXEC002.302.3852	NGA of Local Government - Registration - CEO
Ben Dornier	\$ 33.00	CORP004.309.3806	Software license renewal
Jeetendra Dahal	\$ 669.90	TECH009.302.3852	Accomm - ALGWA - Enviro/Climate Change Strategic Planner
Alyce Breed	\$ 170.00	CORP005.302.3854	Accommodation - LGMA Katherine - DC&CS
	-\$ 69.00	5521	Refund for previous month
	\$ 310.00	CORP005.302.3853	Airfares - EAN Dip Brisbane - EA to DC&CS
	\$ 167.80	TECH009.302.3854	Accomm - LGMA Katherine - Enviro/Climate Change Strategic Planner
	\$ 801.00	CORP005.302.3853	Airfares - Govern Ref Group Alice Springs - DC&CS
Jan Peters	\$ 22.86	COMM002.300.3111	Supplies - Community Development Planning Day
	\$ 11.91	COMM002.300.3111	Supplies - Community Development Planning Day
	\$ 480.51	COMM002.308.3827	Furniture - Driver Resource
Ian Mathers	\$ 55.00	COMM006.335.3841	OCHRE Card - Health Programs Officer
	\$ 1,377.65	TECH009.302.3853	Airfares - IPWEA Con NZ - DTS & Major Projects Officer
	\$ 2,672.34	TECH009.302.3852	Accomm - IPWEA Con NZ - DTS & Major Projects Officer
	\$ 198.00	CORP003.302.3854	Accomm - Conference - HR Officer
	\$ 300.00	CORP003.300.3810	AHRI Membership - Senior HR Officer
	\$ 54.15	CORP003.300.3111	LGMA - Staff BBQ
	\$ 173.11	CORP003.300.3111	LGMA - Staff BBQ
Maeva Masterson	\$ 53.75	COMM007.335.3840	Catering
	\$ 278.89	COMM007.302.3852	Airfares - Staff Training - Library Manager
	\$ 261.10	COMM007.302.3852	Airfares - Staff Training - Library Manager
	\$ 233.04	COMM007.335.3841	Frillies prizes
	\$ 20.98	COMM007.315.3819	Library Stock
	\$ 216.97	COMM007.315.3819	Library Stock
	\$ 155.00	COMM007.302.3852	Accommodation - Library Assistant Manager
	\$ 131.79	COMM007.308.3807	Stationery
Silke Reinhardt	\$ 340.00	TECH009.301.3822	Tyres - vehicle 999051
	\$ 120.00	CORP002.302.3852	Training - cancelled
	-\$ 130.00	CORP002.302.3852	Refund - Training - cancelled
Maxie Smith	\$ 47.60	CORP003.300.3111	Staff Milk
	\$ 40.60	CORP003.300.3111	Staff Milk
	\$ 57.86	CORP003.300.3111	Staff Milk
	\$ 210.00	CORP004.309.3804	iPhone repair
	\$ 399.00	TECH009.302.3852	Staff Training - Enviro/Emergency Operations Officer
	\$ 71.49	CORP003.300.3111	Staff Milk
	\$ 99.05	TECH011.301.3823	Rego - T19140
	\$ 78.00	TECH009.301.3823	Roadside Assistance - 999051
	\$ 765.40	CORP002.301.3823	Rego - vehicle 995472
	\$ 62.20	CORP003.300.3111	Staff Milk
	\$ 79.43	CORP003.300.3111	Staff Milk

Cardholder	Amt.	Cost Code	Description
Samantha Abdic	\$ 6.48	EXEC003.308.3828	Social Media
	\$ 40.00	EXEC003.308.3807	Social Media
	\$ 40.00	EXEC003.308.3807	Social Media
	\$ 40.00	EXEC003.308.3807	Social Media
	\$ 13.26	EXEC003.308.3828	Social Media
	\$ 128.72	EXEC003.308.3807	Online Newsletter
	\$ 40.00	EXEC003.308.3807	Social Media
	\$ 40.00	EXEC003.308.3807	Social Media
	\$ 40.00	EXEC003.308.3807	Social Media
	\$ 40.00	EXEC003.308.3807	Social Media
	\$ 229.00	EXEC003.308.3828	Design
Renee Williams	\$ 13.89	COMM001.335.3841	Harmony Day Meeting
	\$ 65.43	COMM006.335.3841	Activate Music File
	\$ 723.87	COMM002.335.3841	Harmony Day Activity
	\$ 33.19	COMM001.335.3841	Film Interest Meeting
	\$ 290.00	COMM009.335.3828	Prize - Race Around Palmerston
	\$ 150.00	COMM009.335.3828	Prize - Race Around Palmerston
	\$ 125.00	COMM009.335.3828	Prize - Race Around Palmerston
	\$ 38.09	COMM001.335.3841	Harmony Day Activity
	\$ 75.81	COMM001.335.3841	Harmony Day Activity
	\$ 6.64	COMM001.335.3841	Harmony Day Activity
	\$ 75.00	COMM001.335.3841	Shirts - Harmony Day
	\$ 102.95	COMM001.335.3841	Sunscreen & Repellent - Harmony Day
	\$ 97.86	COMM002.301.3822	Seat covers & freshener - CA18AV
	\$ 36.39	COMM001.335.3841	Film Interest Meeting
	\$ 240.00	COMM009.335.3828	Tickets - Young Achiever Awards

\$ 17,990.33


Reviewed by: Finance Manager


Approved by: Chief Executive Officer

ITEM NO. 13.1.2 **Review of Financial Policies FIN18 and FIN19**

FROM: **Acting Director of Corporate and Community Services**

REPORT NUMBER: **8/0660**

MEETING DATE: **19 May 2015**

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:

A change to the financial policies for Grants, Donations, Scholarships and Sponsorships FIN18 and the Financial Reserve Policy FIN19 are recommended by Senior Management.

Background:

Council has made allowances for community grants and public art in their current draft budget for 2016 that would be outside with the current financial policies. To ensure compliance Senior Management identifies the following changes as being necessary for the financial policies FIN18 and FIN19.

The following table outlines the changes made in the review of those policies:

Policy	Area of Policy	Changes
FIN18	4.7 Public Art	Added Council's intention to support public art in the Municipality
	4.8 Commitment to Funding	Changed the amount to be committed as set in the budget process and included that non expended funds for public art only are to be transferred to a reserve
FIN19	4.1.3 Internally Restricted Reserves	Deleted the establishment of a Community Grants Reserve in line with changes made in FIN18 and added the Public Arts Reserves in line with FIN18

	4.3 Transfer of funds in/out Financial Reserves	Added requirement that reserves cannot exceed current assets held by Council and that necessary journals will follow the established distribution.
	4.5 Reporting on Financial Reserves	Added that the statement of balances is reported in monthly finance report.

Financial Implications:

Nil

RECOMMENDATION

1. THAT Council receives Report Number 8/0660.
2. THAT Council approves the amended FIN18 Grants, Donations, Scholarships and Sponsorships Policy.
3. THAT Council approves the amended FIN 19 Financial Reserves Policy.

Recommending Officer: Jan Peters, Acting Director of Corporate and Community Services

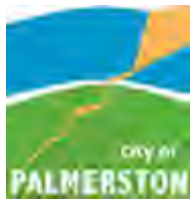
Any queries on this report may be directed to Jan Peters, Acting Director of Corporate and Community Services on telephone (08) 8935 9976 or email jan.peters@palmerston.nt.gov.au.

Schedule of Attachments:

Attachment A - Draft FIN18 Grants, Donations, Scholarships and Sponsorships Policy

Attachment B - Draft FIN19 Financial Reserves Policy

DRAFT - FIN18



Name:	Grants, Donations, Scholarships and Sponsorships		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Director of Corporate and Community Services		
Approval Date:		Next Review Date:	

1 Purpose

The City of Palmerston actively supports initiatives which benefit the community. This Policy provides governance and outlines the method by which support is provided by way of grants, donations, scholarships and sponsorships.

2 Principles

The City of Palmerston is committed to the principles of open and transparent government, as well as ensuring Council is financially sustainable.

3 Definitions

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

Term	Definition
Grant	Where Council provides financial or in-kind support to a community organisation carrying out a project or activity benefitting the community, and where the organisation will need to acquit funds provided.
Scholarship	Where Council provides a recurring financial support for education or an educational activity.
Donation	Where Council provides financial or in-kind support to a community organisation carrying out a project, activity, or purchase of material goods. Acquittal of funds is dependent on the amount of funds provided.
Sponsorship	Where Council provides financial or in-kind support to a community activity or event, and where Council is identified as a sponsor of the event. Acquittal of funds is dependent on the amount of funds provided.

4 Policy Statement

- 4.1 Criteria for All Categories of Financial or In-Kind Support from Council
 - 4.1.1 All grants, scholarships, donations and sponsorships must benefit the Palmerston Community, and must identify how it relates to the goals and strategies in the Municipal Plan.
 - 4.1.2 Application by individuals will not be considered.
 - 4.1.3 Applications by commercial entities will not be considered.
 - 4.1.4 One successful application per financial year from a community or not-for-profit organisation will be allowed.
- 4.2 Authority Delegated to Chief Executive Officer
 - 4.2.1 Requests for \$500 or less

All requests to Council for grants, donations or sponsorships of \$500 or less are to be made at the discretion of the Chief Executive Officer, providing:

- 4.2.1.1 Requests from religious organisations or schools are specifically excluded unless there is a clear community benefit to Palmerston.
- 4.2.1.2 Requests are to be made in writing, with description of purpose and need of financial or in-kind support, and must fulfil all criteria in 4.1 above.
- 4.2.1.3 Those requests not fulfilling criteria, but with merit, will be referred to the Community Grants Committee.
- 4.2.1.4 A report detailing decisions made with regard to requests will be tabled in full Council each month, unless no requests were received.

4.2.2 Requests for between \$501 and \$2,000

All requests to Council for grants, donations and sponsorships of between \$501 and \$2,000 are to be made at the discretion of the Chief Executive Officer, providing:

- 4.2.2.1 Criteria in 4.2.1 above are met, and in addition
- 4.2.2.2 The organisation first registers with Council, providing their details including most recent audited financials, governance structure, proof of appropriate registration as a community or not-for-profit organisation, applicable insurance details, and contact details of elected office holders.
- 4.2.2.3 Letter of application which details the project, event, or material need, written by someone within the organisation holding an elected office, and providing minuted details of the organisation's resolution to request funding.
- 4.2.1.3 Those requests not fulfilling criteria, but with merit, will be referred to the Community Grants Committee.
- 4.2.1.4 A report detailing decisions made with regard to requests will be tabled with the Community Grants Committee, which will report to full Council.
- 4.2.2.5 Where the request is for sponsorship, the organisation is responsible for the appropriate display of Council's branding, as deemed appropriate by the Chief Executive Officer

4.2.3 Chief Executive Officer required to maintain register

- 4.2.3.1 The Chief Executive officer is required to maintain a register of all donations, grants, and sponsorships made under delegation.
- 4.2.3.2 The Chief Executive Officer is required to maintain an up to date register of organisations to facilitate 4.2.2 above.

4.3 Grants, Donations and Sponsorships in excess of \$2,000

- 4.3.1 All requests for grants, donations and sponsorships in excess of \$2,000 are to be directed to the Community Grants Committee for consideration, followed by a recommendation to Council.
- 4.3.2 All requests must comply with requirements set out in 4.1 and 4.2.2 above.
- 4.3.3 In addition, the organisation must submit a project brief including the projected budget.
- 4.3.4 Evidence of alternate sources of funding, to a minimum of 30% of the project costs, must be provided.
- 4.3.5 A full acquittal of funds is required

4.4 Recurring Funding Arrangements

- 4.4.1 Scholarship funding will be considered by and is at the discretion of full Council.

- 4.4.2 Where recurring annual funding is appropriate, the organisation must comply with criteria set out above, and Council must resolve to provide the recurring funding.
- 4.5 Annual School Awards
Council will provide the sum of \$100 annually to all schools within the municipality for the purpose of a “City of Palmerston Community Service Award”, to be awarded at the time and under the criteria deemed fit by the recipient school.
- 4.6 Where criteria are not met
Where a request for grant, scholarship, donation or sponsorship is made which does not comply with the criteria outlined above, and is deemed to have merit by the Chief Executive Officer, the request will be forwarded for consideration by the Grants Committee.
- 4.7 Public Art
Council will actively support the planning, execution and placement of art in the Palmerston public domain.
- 4.8 Commitment to Funding
- 4.8.1 The Council commits to setting an amount in its budget process dedicated to initiatives governed by this policy.
- 4.8.2 Where budgeted public art funds are not expended during the financial year, excess funds will be transferred to a Public Art Reserve.

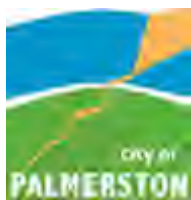
5 Associated Documents

- 5.1 City of Palmerston Policies
- 5.2 City of Palmerston Grants registers

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 Palmerston By-laws
- 6.7 Fines and Penalties (Recovery) Act.

DRAFT - FIN19



Name:	Financial Reserve Policy		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Finance Manager		
Approval Date:		Next Review Date:	[Next Review]

1 Purpose

To ensure sustainable and responsible financial management of City of Palmerston, through consistent identification, administration and usage of externally and internally restricted reserves.

2 Principles

City of Palmerston follows the requirements in content and timing stipulated by the Local Government Act, Local Government (Accounting) Regulations, Local Government (Administration) Regulations and the principals of the Australian Accounting Standards.

3 Definitions

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

Term	Definition
Financial Reserves	The term includes Asset Revaluation Reserves under Australian accounting Standards and other reserves as described in this policy.
Asset Revaluation Reserves	Are reserves required by the Australian Accounting Standards and are not cash backed reserves.
Internally restricted Reserves	Are reserves established by Council to ensure that sufficient funds are available when required for a specific purpose. These reserves are cash backed.
Externally restricted Reserves	Are reserves that are subject to external restrictions in their purpose. These reserves are cash backed.

4 Policy Statement

4.1 Classification of Financial Reserves

4.1.1 Asset Revaluation Reserves

This reserve is established under the requirements of the Australian Accounting Standards. It reflects the increments or decrements of fixed asset values as result of an asset revaluation.

4.1.2 Externally Restricted Reserves

The following criteria apply to externally restricted reserves:

- The reserve is subject to legal requirements that govern the use of the funds; or
- The reserve includes funds that have not been utilised for the purpose for which they were received, and an obligation or requirement to return funds to its contributor exist.

The following Council reserves are externally restricted reserves:

Unexpended Grants and Contributions	This reserve holds the balance of unexpended grants and contributions received from external contributors. The funds are held in this reserve until expensed in line with the funding conditions. External restrictions apply in line with the individual funding agreements.
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4.1.3 Internally Restricted Reserves

The following criteria apply to internally restricted reserves:

- The reserve is not subject to legal requirements governing the use of the funds; or
- The reserve has been established for a specific internal purpose, however, if that purpose does not eventuate or Council changes its priorities the funding can be diverted to other purposes

City of Palmerston distinguishes between two categories of internally restricted reserves:

- Asset Related Reserves that are related to fixed assets and are established for the funding of renewal, replacement or upgrading of existing assets and/or the establishment of new assets in line with Council's Asset Management Plan, Long-term Financial Plan, Municipal Plan and strategic goals.
- Other reserves that are not related to fixed assets and are established by Council for a specific purpose. Individual internal restrictions are placed on these reserves.

The following Council reserves are internally restricted reserves:

Asset Related Reserves	
Property Reserve	The reserve holds funding for renewal, replacement or upgrading of existing assets and/or the establishment of new assets in line with Council's Asset Management Plan for Property.
Plant and Equipment Reserve	The reserve holds funding for renewal, replacement or upgrading of existing assets and/or the establishment of new assets in line with Council's Asset Management Plan for Plant and Equipment.
Infrastructure Reserve	The reserve holds funding for renewal, replacement or upgrading of existing assets and/or the establishment of new assets in line with Council's Asset Management Plan for Infrastructure.
Other Reserves	
Election Expense Reserve	The reserve will fund expenses related to Local Government elections and By-Elections.
Disaster Recovery Reserve	This reserve will fund expenses occurred due to storms, storm surges, floods or any other natural disaster. The fund will enable City of Palmerston to recover from these disasters and return to operations.

Strategic Initiatives Reserve	This reserve will fund strategic initiatives for the future development of the City of Palmerston in line with the Municipal Plan and the Long-term Financial Plan. Specific initiatives have to be identified and funds have to be allocated to those.
Community Grants Reserve	This reserve is in line with the Grants, Scholarship and Sponsorship Policy (FIN18) and holds funds that have been committed to initiatives in line with that policy and have not been expensed at the End of Financial Year.
Public Arts Reserve	This reserve is in line with the Grants, Scholarship and Sponsorship Policy (FIN18) and holds funds that have been committed to public art initiatives in line with that policy and have not been expensed at the End of Financial Year.
Developer Funds Reserve	This reserve holds the balance of unexpended funds in lieu of construction received by developers. Restrictions to these funds apply in line with individual developer agreements.
Unexpended Capital Works Reserve	This reserve holds the balance of unexpended capital works funds that are requested to be carried forward to the following financial year.

4.2 Establishment of Financial Reserves

Asset Revaluation Reserves	Establishment of the reserve follows the Australian Accounting Standards.
Externally Restricted Reserves	A reserve will be established for any value if there is a legal requirement or a requirement under the Australian Accounting Standards.
Internally Restricted Reserves	An establishment of a new reserve must be authorised by Council and shall not be established for an amount less than \$100,000.

4.3 Transfer of funds in/out Financial Reserves

Asset Revaluation Reserves	Transfer of funds follow the Australian Accounting Standards.
Externally Restricted Reserves	Transfer of funds are restricted to the individual funding agreements. Council must authorise transfers by Council resolution.
Internally Restricted Reserves	Transfer of funds are restricted by the internal purpose of the reserve. All transfers must be authorised by Council resolution.

For financial management purposes all reserve transfers must be detailed separately.

All transfers for reserves shall be assessed at least annually during the preparation of the budget and the Long-term financial plan.

Distribution of surplus funds at the end of the financial year shall be utilised under this policy and do not require authorisation by Council resolution.

Funds shall be utilised to secure minimum balances on reserves in the first instance. Left over funds shall be distributed to the following reserves:

- 75% Infrastructure Reserve
- 20% Property Reserve
- 5% Plant & equipment Reserve

The total of all reserves shall not exceed the current assets held by Council. Required adjustments at the end of the financial year will be made in line with the surplus distribution mentioned above and do not need authorisation by Council resolution.

4.4 Maintaining Balance of Financial Reserves

Election Expense Reserve	This reserve shall be maintained at no more than \$150,000.
Disaster Recovery Reserve	This reserve shall be maintained at or near \$500,000. External funds received after the event for the purpose of disaster recovery shall be used to maintain the reserve on its ideal level of funds.
Strategic Initiatives	This reserve shall be maintained at no more than \$500,000.

4.5 Reporting on Financial Reserves

In line with Part 7 (15) (2) (c) of the Local Government (Accounting) Regulations Council is required to disclose all reserves set aside for a specific purpose in its annual financial statement.

In addition to this reserves are reported on as follows:

- A detailed statement with movements as part of the annual budget.
- A detailed statement with actual performance compared to annual budget as part of the budget review reports.
- A statement of balances as part of the monthly finance report.

5 Associated Documents

- 5.1 City of Palmerston Policies
- 5.2 City of Palmerston Municipal Plan
- 5.3 City of Palmerston Long-term Financial Plan
- 5.4 City of Palmerston Asset Management Plans
- 5.5 City of Palmerston Asset Management Policy
- 5.6 City of Palmerston Subdivisional Guidelines

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

ITEM NO. 13.1.3 **New Financial Policy FIN21 Debt Collection Policy**

FROM: Acting Director of Corporate and Community Services

REPORT NUMBER: 8/0661

MEETING DATE: 19 May 2015

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:

UHY Haines Norton has identified with their last interim Audit Management letter areas of improvement to the Internal Audit Committee. New financial policies have been created by senior staff for those areas and one of those is presented with this report as draft.

Background:

The Internal Audit Committee had resolved (IAC/0056, 6 October 2014) in response to UHY Haines Norton Interim Audit Management Letter that a Debt Collection Policy shall be developed:

This policy sets out a clear, equitable, accountable and transparent process that Council will follow for its debt management and collection practices. The policy will ensure that proper records are kept of debts owed to Council in line with the Local Government Act Northern Territory and corresponding regulations.

The policy is outlining the following items:

- Staff Responsibilities
- Debt Records
- Payment Terms
- Penalty Interest
- Debt Collections Processes
- Payment Arrangements
- Debt Write Off
- Reporting to Council
- Authorities
- Provision of Doubtful Debt

Financial Implications:

Nil

RECOMMENDATION

1. THAT Council receives Report Number 8/0661.
2. THAT Council approves FIN21 Debt Collection Policy

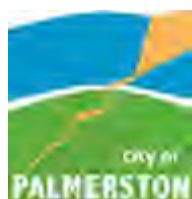
Recommending Officer: Jan Peters, Acting Director of Corporate and Community Services

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

Schedule of Attachments:

Attachment A – Draft FIN21 Debt Collection Policy

DRAFT - FIN21



Name:	Debt Collection Policy		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Finance Manager		
Approval Date:	[Approval Date]	Next Review Date:	[Next Review]

1 Purpose

This policy sets out a clear, equitable, accountable and transparent process that Council will follow for its debt management and collection practices. The Policy will ensure that proper records are kept of debts owed to Council in line with the Local Government Act Northern Territory and corresponding Regulations.

2 Principles

City of Palmerston is committed to provide a considered approach and consistent decision making process when collecting debt owed to Council.

3 Definitions

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

Term	Definition
The Act	The term refers to the Local Government Act Northern Territory.
Accounting Regulations	The term refers to the Local Government (Accounting) Regulations.
Debt	The amount of money owed by the debtor as a result of a transaction with Council.
Debtor	Any individual, corporation, organisation or other entity owing money to Council.
Risk	The possibility of non-payment of the debt by the debtor when the amount is due. The likelihood of non-payment increases with the age of the debt.
Write off	The accounting procedure for cancelling a debt that is no longer collectable resulting in its removal from Council's balance sheet.
Rates	For the purpose of this policy the term is defined in line with Section 168 of the Act.
Provision for Doubtful Debts	The accounting procedure for recognising the estimated value of debts that may end up being uncollectable.

4 Policy Statement

4.1 Staff Responsibilities

- 4.1.1 Council will ensure that all credit and related debts are managed fairly and equitably. Maximum possible collection targets are sought by Council. All debtors are shown utmost respect, courtesy, and diligence in all dealings. All debt collection arrangements are treated as strictly confidential.

- 4.1.2 The department providing the goods and/or services to the debtor will be responsible for completing the documentation required for an invoice to be generated and providing finance with all known contact details for the debtor. Finance will be responsible for raising the invoice and collection of any debts for all departments.
- 4.1.3 Principles of risk management will underpin decisions made in relation to credit and related debt management. To reduce the risk of non-payment of debt, a structured collection and collection process will be applied.

4.2 Debt Records

- 4.2.1 In line with Section 26 Accounting Regulations proper records of debts owed to council are kept by computer and are arranged by:
- Category of debt; and
 - Age of debt
- 4.2.2 The following categories of debt are recorded:
- Rates Debtors
 - Infringement Debtors
 - Sundry Debtors
- 4.2.3 The following categories of age are recorded:
- Current balance (not overdue - Invoice date equals report date)
 - 30 days balance (due - Invoice date is 1 to 30 days smaller then report date)
 - 60 days balance (overdue - Invoice date is 31 to 60 days smaller then report date)
 - 90 days balance (overdue - Invoice date is 61 to 90 days smaller then report date)
 - Over 91 days balance (overdue - Invoice date more than 90 days smaller then report date)
- 4.2.4 Each category of debt, by its particular name, requires distinct methods of debt collection processing. Each category is considered individually hereunder.

4.3 Rates Debtors

4.3.1 Definition:

Rates Debtors have incurred a debt of Rates. For the purpose of debt collection the definition of Rates follows Section 168 of the Act. Rates include:

- General Rates
- Special Rates
- Charges
- Accrued interest
- Costs reasonably incurred by the council in recovering, or attempting to recover the above

4.3.2 Payment Terms:

In line with Section 161 of the Act Council allows payment by four instalments per financial year. The Act states that if a ratepayer defaults in payment of an instalment by the due date, all remaining instalments become immediately due and payable.

4.3.3 Penalty Interest:

In line with Section 162 of the Act interest will accrue on unpaid rates at the relevant interest rate. The relevant interest rate will be set by Council annually. A remission of interest may be granted in individual circumstances under the FIN17 Rate Concession Policy.

4.3.4 Debt Collection Process:

- Rates Notice:

In accordance to Section 159 of the Act Council will issue rates notices at least 28 days before the first instalment of the rates falls due. The notice states the due dates and amounts due for all instalment dates of the financial year and outlines arrears from former financial years due and payable now.

- Reminder Notice:

Council will issue Reminder Notices at least 21 days before each instalment thereafter. The notice states the due dates and amounts due for the instalments remaining in the financial year and outlines overdue amounts of the rates account.

- Reminder Letter:

When deemed appropriate Council may issue Reminder Letters to rate debtors to inform of an overdue amount and advise of possible legal actions.

- External Debt Collection Agency:

Council may involve an external debt collection agency for issuing reminder letters or field calls. All incurred expenses will be charged to the relevant rates debtor and recovered in full.

- Overriding statutory charge:

In accordance to Section 170 and 171 of the Act rates become a charge on the land if not paid by the due date. After rates have been in arrears for at least 6 months, council may apply for registration of the charge over the land to which the charge relates. All incurred expenses will be charged to the relevant rates debtor and recovered in full.

- Sale of land:

Council reserves the right to sell land for non-payment of rates as outlined in Part 11.9 Division 4 of the Act if rates have been in arrears for at least 3 years, and an overriding charge has been registered for at least 6 months. Council will employ legal representatives in the process. All incurred expenses will be charged to the relevant rates debtor and recovered in full.

4.3.5 Payment Arrangements:

Council may enter into payment arrangement with any ratepayer. Those agreements are made on an individual basis depending on the situation and payment history of a rates debtor. With payment arrangements penalty interest for overdue rates will continue to accrue unless a rates concession has been granted to the rates debtor (refer to FIN17 Rate Concession Policy).

4.3.6 Debt Write Off

Council may by resolution, write off unpaid rates or some other debt owed to council under Section 27 Accounting Regulations. The writing off of a debt under the regulation does not prevent the Council from subsequently taking action for the recovery of the debt.

4.3.7 Reporting

As part of the monthly finance report council receives information about rates outstanding as per instalment date and as per financial year. The report will outline debts written off and a summary of rates debtors in the debt collection process.

4.3.8 Authorities

The authority of a council officer to initiate the debt collection process and enter rates into payment arrangements with rates debtors is outlined in council's delegation manual, and is dependent on the amount and age of the debt.

4.3.9 Provision for Doubtful Debts:

Rates are a charge over the land, therefore provision for doubtful debt for rates debt will only be established if the origin of the debt is doubtful and not if it is doubtful that the rates can be recovered from the current land owner.

4.4 Infringement Debtors

4.4.1 Definition:

Infringement Debtors have incurred a debt of regulatory nature. For the purpose of this policy an Infringement debt can include one or more of the following:

- Parking/Traffic Infringement
- Animal Infringement
- Public Places Infringement
- Litter Infringement
- Signage Infringement
- Other Law and Order Infringement

4.4.2 Payment Terms:

In accordance with the Fine and Penalties Recovery Act, any infringement issued by Council under the Legislation allows the alleged offender 14 days to pay the prescribed amount. Payment must be made in full, no part payments will be accepted.

4.4.3 Penalty Interest:

Council is not applying penalty interest to the outstanding debt of infringement debtors.

4.4.4 Debt Collection Process:

If payment is not received within 14 days, a courtesy letter will be issued with an additional administration cost requiring payment within 28 days of receiving the letter.

All unpaid infringements are lodged with the Fines Recovery Unit and enforcement orders may be made. Enforcement measures can include licence suspension, property seizures and community work orders. Enforcement orders add costs to the original penalty.

4.4.5 Payment Arrangements:

Fines can only be paid in full to Council. Once an unpaid infringement is lodged with the Fines Recovery Unit they are the competent authority that manages payment arrangements.

4.4.6 Debt Write Off:

The cancellation or withdrawal of an infringement notice may only be authorised by an officer holding the appropriate delegation.

Withdrawal of an infringement may also occur after a written appeal has been submitted to Council against the alleged offence, which in the opinion of the relevant officer has merit. Written confirmation of the infringement cancellation will be sent to the customer.

4.4.7 Reporting:

As part of the monthly Finance report Council is informed about the outstanding infringement debt categorised by infringement type.

4.4.8 Authorities:

The authority of a council officer to recover infringement debts is outlined in council's delegation manual.

4.4.9 Provision for Doubtful Debts:

A provision for Doubtful Debt is made, if a person who receives an infringement chooses to have the matter dealt with by the Courts.

4.5 Sundry Debtors

4.5.1 Definition:

Sundry Debtors have incurred a debt for other Goods and/or Services delivered by Council. For the purpose of this policy a Sundry debt can include one or more of the following:

- User Fees and Charges
- Statutory Charges
- Investment Income
- Reimbursements
- Other Income
- Grants, Subsidies and Contributions

4.5.2 Payment Terms:

Payment terms for all Sundry debtors are 30 days from the date of invoice. Where appropriate, prepayment, bonds or deposits will be required prior to Council commencing the supply of goods or services. Council reserves the right to request full payment in advance depending on a debtor's payment history.

4.5.3 Penalty Interest:

Council is not applying penalty interest to the outstanding debt of sundry debtors.

4.5.4 Debt Collection Process:

- Monthly Statements:
Sundry Debtors are issued with statements of all outstanding debt at the end of each calendar month.
- Reminder Letter:
When deemed appropriate Council may issue Reminder Letters to sundry debtors to inform of an overdue amount and advise of possible legal actions.
- External Debt Collection Agency:
Council may involve an external debt collection agency for issuing reminder letters or other legal actions. All incurred expenses will be charged to the relevant sundry debtor and recovered in full.

4.5.5 Payment Arrangements:

Council may enter into payment arrangement with any sundry debtor. Those agreements are made on an individual basis depending on the situation and payment history of a sundry debtor.

4.5.6 Debt Write Off:

Council may by resolution; write off unpaid debt owed to council under Section 27 Accounting Regulations. The writing off of a debt under the regulation does not prevent the Council from subsequently taking action for the recovery of the debt.

4.5.7 Reporting:

As part of the monthly finance report council receives information about sundry debts outstanding categorised by age.

4.5.8 Authorities:

The authority of a council officer to initiate the debt collection process and enter debt into payment arrangements with sundry debtors is outlined in council's delegation manual, and is dependent on the amount and age of the debt.

4.5.9 Provision for Doubtful Debts:

Where the recovery of debt is unlikely prior to completing all steps listed in the debt collection process (i.e. where the debtor is bankrupt or in liquidation), a provision shall be made in line with the Australian Accounting Standards.

5 Associated Documents

- 5.1 City of Palmerston Rates Debt Collection Procedure
- 5.2 City of Palmerston Infringements Debt Collection Procedure
- 5.3 City of Palmerston Sundry Debt Collection Procedure
- 5.4 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 Palmerston By-laws
- 6.7 Fines and Penalties (Recovery) Act.

ITEM NO. 13.1.4 **Tender TS2015/02 – Provision of Street, Pavement and Pathway Sweeping within the City of Palmerston.**

FROM: **Director Technical Services**

REPORT NUMBER: **8/0665**

MEETING DATE:

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 Industrial Power Sweeping Services Pty Ltd tender is assessed as offering the best value for money to undertake Contract TS2015/02 – Provision of Street, Pavement and Pathway Sweeping within the City of Palmerston.

Background:

Tenders were sought for Contract TS2015/02 – Provision of Street, Pavement and Pathway Sweeping within the City of Palmerston through the advertisement placed in the NT News on Thursday 9 and Saturday 11 April 2015 as well as on the Council website from 9 April 2015.

Seven (7) Contractors collected the tender from Council. Three (3) Contractors submitted tenders with supporting documents. All tenders were opened by the Council tender opening committee immediately after the closing time at 2pm on Thursday 30 April 2015.

All tenders were assessed against the following criteria. The criteria had the indicated weightings.

Insert Tender Name: TS2015/01 Reseal Various Roads

Tenderer		
Ref	Non-price Criteria	Weighting
1	Local industry	10%
2	Past performance experience	10%
3	Resources	10%
4	Methodology knowledge and skills	10%
Sub total		40%
Tendered Price		60%

General:

The received tenders with prices (GST exclusive) are as follows;

Tenderers Name	Tendered Amount
GSR Industrial Solutions	\$ 393,325.93
GSR Industrial Solutions	\$ 290,254.52
Industrial Power Sweeping	\$ 242,582.99
Jomajo Cleaning Services	\$ 277,091.57
Jomajo Cleaning Services (Alternative)	\$ 277,091.57

All Contractors assessed by the Tender Evaluation Committee were identified as being capable of performing the works to the standard described in the tender documents.

In addition to price, the tender evaluation panel has taken into account past performance of similar works, resources to perform the contract, methodology and understanding to perform the contract, and the tenderers' current commitments. Assessment was performed based on the documents supplied.

After evaluating all tenders against both the price and non-price criteria, the tender submitted by Industrial Power Sweeping Pty Ltd, was considered to offer best value for money.

With the second stage of Goyder Square anticipated to commence in the next three weeks, Industrial Power Sweeping Pty Ltd were contacted and agreed to the withdrawal of services to Goyder Square for the duration of construction. This has reduced the original tender amount from \$242,582.99 to \$217,752.99.

When works have been completed, services to Goyder Square will recommence in the form of a variation to contract.

Financial Implications:

Sufficient funds will need to be allocated in the 2015/2016 budget.

Legislation / Policy:

City of Palmerston - Purchasing and Procurement Policy.

RECOMMENDATION

- 1 THAT the Committee receives Report Number 8/0665.
- 2 THAT Council award contract TS2015/02 – Provision of Street, Pavement and Pathway Sweeping within the City of Palmerston to Industrial Power Sweeping Pty Ltd for the amount of \$217,752.99 (GST exclusive).
- 3 THAT the Mayor and Chief Executive Officer are granted consent to sign and seal all required contract documentation for the contract TS2015/02 –

Provision of Street, Pavement and Pathway Sweeping within the City of Palmerston.

Recommending Officer: Mark Spangler, Director Technical Services.

Any queries on this report may be directed to Mark Spangler, Director Technical Services on telephone (08) 8935 9951 or email mark.spangler@palmerston.nt.gov.au.

Author: Rishenda Moss Environmental / Emergency Management Officer.

Schedule of Attachments:

Nil

ITEM NO. 13.1.5 Elected Member Allowances for 2015/2016

FROM: Chief Executive Officer

REPORT NUMBER: 8/0667

MEETING DATE: 19 May 2015

Municipal Plan:

4. Governance & Organisation

4.3 People

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

Background:

The Department of Local Government and Community Services has reviewed the provisions in the Local Government Act Guidelines that provide for elected member allowances. It also issued General Instruction No. 2 for Council Member Allowances dated 24 February 2015.

In accordance with section 71 (3) of the Local Government Act, Council Member Allowances for each financial year are to be fixed as part of the council's budget for the relevant financial year.

In relation to past Council Member Allowances, the following schedule sets out the payments over the last ten years indicating the variations that have been made:

Financial Year	Mayoral Allowance	Deputy Mayoral Allowance	Alderman Allowance
2014/15	Base \$77,848.15 Electoral \$20,489.80 PD \$3,567	Base \$28,786.12 Electoral \$5,123.53 PD \$3,567	Base \$14,001.30 Electoral \$5,123.53 PD \$3,567
2013/14	Base \$77,848.15 Electoral \$20,489.80 PD \$3,334	Base \$28,786.12 Electoral \$5,123.53 PD \$3,334	Base \$14,001.30 Electoral \$5,123.53 PD \$3,334
2012/13	Base \$77,848.15 Electoral \$20,489.80 PD \$3,334	Base \$28,786.12 Electoral \$5,123.53 PD \$3,334	Base \$14,001.30 Electoral \$5,123.53 PD \$3,334
2011/12	Base \$76,023.58 Electoral \$15,009.57 PD \$3,255.86	Base \$28,111.44 Electoral \$5,003.45 PD \$3,255.86	Base \$13,673.14 Electoral \$5,003.45 PD \$3,255.86
2010/11	Base \$70,000 Electoral \$4,767 PD \$3,102	Base \$19,496 Electoral \$4,767 PD \$3,102	Base \$12,996 Electoral \$4,767 PD \$3,102
2009/10	Base \$70,000 Electoral \$4,767 PD \$3,102	Base \$19,496 Electoral \$4,767 PD \$3,102	Base \$12,996 Electoral \$4,767 PD \$3,102
2008/09	Base \$70,000 Electoral \$4,767 PD \$3,102	Base \$19,496 Electoral \$4,767 PD \$3,102	Base \$12,996 Electoral \$4,767 PD \$3,102
2007/08	\$60,000	\$18,000	\$12,000

2006/07	\$60,000	\$18,000	\$12,000
2005/06	\$60,000	\$18,000	\$12,000

General:

Council may resolve to pay less than the maximum listed in the table as shown below. Pursuant to section 128(2A) of the Local Government, once Council Member Allowances have been resolved for the financial year they cannot be increased during the financial year.

The Department of Local Government and Community Services has provided details of the maximum level of Council Member Allowances for the financial year commencing 1 July 2015 and these are set out in the table below:-

Financial Year	Mayoral Allowance	Deputy Mayoral Allowance	Alderman Allowance
2015/16	Base \$84,888.10 Electoral \$22,342.74 PD \$3,635.50	Base \$31,389.30 Electoral \$5,586.86 PD \$3,635.50	Base \$15,267.46 Electoral \$5,586.86 PD \$3,635.50

Base allowance

Paid to all members to cover; agenda study, meeting preparation, attendance at regular council and committee meetings, attendance at social functions as a council representative, constituency responsibilities and council representation outside of the municipality, including delegations interstate and overseas.

Electoral allowance

Paid to assist members with electoral matters at the discretion of the individual member.

Professional Development Allowance

Paid to members to attend appropriate and relevant conferences or training courses which sustain a member's professional competence by keeping the member informed of, and able to comply with, development in professional standards applicable to their role. Any such course/conference or the like must have the prior approval in line with Council policy.

Extra meeting allowance

As per the Ministerial Guidelines 'Allowances for Council Members' *A council must not pay extra meeting allowance unless the council has a policy which determines which meetings will attract the allowance.* Council currently has no such policy.

Financial Implications:

To be determined.

Policy / Legislation:

Section 71 (3) of the Local Government Act

71 Allowances

- (3) Allowances for each financial year are to be fixed as part of the council's budget for the relevant financial year.

RECOMMENDATION

1. THAT Council receives Report Number 8/0667.
2. THAT the Elected Member allowances for the year 2015/2016 be set out as follows:

Mayor \$_____ for the year paid on pro rata fortnightly basis in arrears (base allowance \$_____, electoral allowance \$_____) and subject to individual activity and prior approval a professional development allowance not more than \$_____.

Deputy Mayor \$_____ for the year paid on a pro rata fortnightly basis in arrears (base allowance \$_____, electoral allowance \$_____) and subject to individual activity and prior approval a professional development allowance not more than \$_____.

Aldermen \$_____ for the year paid on a pro rata fortnightly basis in arrears (base allowance \$_____, electoral allowance \$_____) and subject to individual activity and prior approval a professional development allowance not more than \$_____.

3. THAT Council does not provide any Extra Meeting Allowances.

Recommending Officer: Ricki Bruhn, Chief Executive Officer

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

Schedule of Attachments:

- | | |
|----------------|---|
| Attachment A - | Department of Local Government – Maximum Council Member Allowances – amounts applicable 1 July 2015 |
| Attachment B - | Ministerial Guidelines – Allowances for Council Members |
| Attachment C - | Department of Local Government – Council Member Allowances – General Instruction No. 2 |

(8) Maximum Council Member Allowances**Amounts applicable 1 July 2015**

Note: A council must resolve allowances for the financial year when it adopts the budget for the financial year (section 71(3)). A council must adopt its budget on or before 31 July (section 128(1)). The amounts in these tables indicate the maximum level at which allowances may be set. Councils can resolve to pay less than the maximums. A council needs to consider allowances in the overall context of its budget. Once a council has resolved the level of allowances for a financial year they cannot be changed by amendment (section 128(2)).

Ordinary Council Members

Council Members other than Principal Member and the Deputy Principal Member				
	Category 1:	Category 2:	Category 3:	Category 4:
	Darwin	Alice Springs Palmerston	Katherine Litchfield Barkly Central Desert East Arnhem MacDonnell Roper Gulf Tiwi Islands Victoria Daly West Arnhem West Daly	Belyuen Coomalie Wagait
Base Allowance	\$21,809.48	\$15,267.46	\$13,086.40	\$4,362.14
Electoral Allowance	\$7,980.05	\$5,586.86	\$4,788.73	\$1,596.24
Professional Development Allowance	\$3,635.50	\$3,635.50	\$3,635.50	\$3,635.50
Max extra meeting allowance	\$14,539.65	\$10,178.70	\$8,724.26	\$2,908.87
Total Claimable	\$47,964.69	\$34,668.52	\$30,234.88	\$12,502.74

Acting Principal Member

	Category 1:	Category 2:	Category 3:	Category 4:
	Darwin	Alice Springs Palmerston	Katherine Litchfield Barkly Central Desert East Arnhem MacDonnell Roper Gulf Tiwi Islands Victoria Daly West Arnhem West Daly	Belyuen Coomalie Wagait
Daily Rate	\$419.57	\$295.34	\$253.15	\$84.38
Maximum claimable (90 days)	\$37,866.86	\$26,506.81	\$22,720.11	\$7,573.37

Deputy Principle Member

	Category 1:	Category 2:	Category 3:	Category 4:
	Darwin	Alice Springs Palmerston	Katherine Litchfield Barkly Central Desert East Arnhem MacDonnell Roper Gulf Tiwi Islands Victoria Daly West Arnhem West Daly	Belyuen Coomalie Wagait
Base Allowance	\$44,841.32	\$31,389.30	\$26,905.28	\$8,969.22
Electoral Allowance	\$7,980.05	\$5,586.86	\$4,788.73	\$1,596.24
Professional Development Allowance	\$3,635.50	\$3,635.50	\$3,635.50	\$3,635.50
Total claimable	\$56,456.87	\$40,611.65	\$35,329.50	\$14,200.96

Principal Member

	Category 1:	Category 2:	Category 3:	Category 4:
	Darwin	Alice Springs Palmerston	Katherine Litchfield Barkly Central Desert East Arnhem MacDonnell Roper Gulf Tiwi Islands Victoria Daly West Arnhem West Daly	Belyuen Coomalie Wagait
Base Allowance	\$121,267.71	\$84,888.10	\$72,761.56	\$24,254.25
Electoral Allowance	\$31,917.86	\$22,342.74	\$19,151.42	\$6,383.81
Professional Development Allowance	\$3,635.50	\$3,635.50	\$3,635.50	\$3,635.50
Total claimable	\$156,821.06	\$110,866.33	\$95,548.48	\$34,273.56

2. Allowances for Council Members

(1) Background

Section 71(1) of the *Local Government Act* provides that, "a member of council is entitled to be paid an allowance by the council." Section 71(2) qualifies this by providing that, "The allowance is to be paid at a rate fixed by council (subject to guidelines issued by the Minister) for the relevant financial year."

(2) Definitions and Abbreviations

Approval

Means approval of the council or the CEO according to council policy.

Acting Principal Member

Refers to a person appointed pursuant to section 43(2)(b), section 43(2)(c), or section 43(3) of the *Local Government Act*.

Base Allowance

The base allowance covers those activities required of a council member in the performance of his or her role as an elected representative. Without limiting the generality of the preceding sentence, the base allowance covers:

- (a) agenda study and meeting preparation;
- (b) attendance at regular council meetings;
- (c) attendance at social functions as a council representative;
- (d) constituency responsibilities; and
- (e) council representation outside the municipality/shire area, including delegations interstate and overseas, unless such representation has extra meeting approval.

Electoral Allowance

An allowance provided to assist council members with electoral matters. It may be used at the discretion of individual council members.

Extra Meeting Allowance

- (1) A council must not pay extra meeting allowance unless the council has a policy which determines which meetings will attract the allowance.
- (2) For a principal member, deputy principal member and acting principal member, this allowance is not paid separately. It is provided for and included in the base allowance.
- (3) For other council members this allowance is paid only in accordance with council policy and after an approved claim is made.

- (4) The extra meeting allowance must not be paid for those meetings specified as covered by the base allowance.
- (5) The extra meeting allowance is capped for each financial year (see tables at clause 8).

Ordinary council member

A council member other than the principal member, deputy principal member or, during the relevant period, an acting principal member.

Professional development allowance

An allowance payable to council members to attend appropriate and relevant conferences or training courses which sustain a member's professional competence by keeping the member informed of, and able to comply with, development in professional standards applicable to their role as a council member. Any such course or conference must have approval and be consistent with council policy in order to attract this allowance.

(3) Category of Council

(a) Council member allowances will apply differently according to the category of the council.

(b) Councils must apply to the Minister in order to move between categories.

(4) Categories

(a) Category 1

Darwin City Council

(b) Category 2

City of Palmerston

Alice Springs Town Council

(c) Category 3

East Arnhem Shire Council

Barkly Shire Council

Central Desert Shire Council

Katherine Town Council

Litchfield Council

MacDonnell Shire Council

Roper Gulf Shire Council

Tiwi Islands Shire Council

Victoria Daly Shire Council

West Arnhem Shire Council

(d) Category 4

Belyuen Community Government Council

Coomalie Community Government Council

Wagait Shire Council

(5) Maximum Rates of Allowance

The amounts listed in the tables (see clause 8) are the maximum payable to council members depending on the resolution of council pursuant to section 71(3) of the *Local Government Act*. Councils may resolve an amount lesser than the maximum.

NOTE - Section 128(2) of the *Local Government Act* provides that once allowances for the members of the council for a particular financial year have been set, they cannot be changed by amendment.

The maximum amounts in the tables are to be indexed at 1 July each year by applying the December quarter Darwin consumer price index percentage amount of the previous year as published by Northern Territory Treasury.

(6) Rules Regarding Allowances**(a) Base Allowance Claims**

The base allowance is automatically paid to council members each month or at such frequency as resolved by council, in arrears.

(b) Electoral Allowance Claims

The electoral allowance is automatically paid to council members each month or at such frequency as resolved by council, in arrears.

(c) Acting Principal Member Claims

- (i) When the deputy principal member carries out the functions of the principal member as outlined in section 43(2)(b) and section 43(2)(c) of the *Local Government Act*, the deputy principal member is entitled to be paid an allowance as the acting principal member.
- (ii) If some other council member is acting as the principal member in accordance with section 43(3) of the *Local Government Act*, the member is entitled to be paid an allowance as the acting principal member.
- (iii) The acting principal member is entitled to be paid the daily rate, as outlined in the table of allowances. While a council member is acting principal member, the extra meeting and base allowances are suspended. In the case of base allowance, this is on a pro rata basis. The member is still entitled to their usual electoral allowance. The daily rate includes Saturdays, Sundays and public holidays.
- (iv) The maximum number of days (including Saturdays, Sundays and public holidays) that a council member may be paid as the acting principal member is an aggregate of 90 days in a financial year. A member may continue to hold the position for a longer

period if council so resolves, however, the allowance reverts to the usual rate for that member.

(d) Extra Meeting Allowance Claims

- (i) Council members may only claim an extra meeting allowance for meetings referred to in the council policy.
- (ii) An extra meeting allowance may be claimed for up to a maximum of two meetings per day.
- (iii) Council members must not claim for an extra meeting more than once for the same meeting.
- (iv) When a council member is required to travel in order to attend an approved extra meeting, the council member may claim an extra meeting allowance for each full day of travel, unless that travel falls on the same day on which the meeting is held. In this context, a full day of travelling means at least four hours of travelling, which may include time in transit.
- (v) Claims must be made using the forms approved by council.
- (vi) Forms must include the date on which the meeting was held and indicate the period of time the member was present at the meeting.
- (vii) The member must have attended at least 75 per cent of the duration of the meeting to claim an extra meeting allowance.
- (viii) Claims for extra meeting allowance must be made by the second working day in the month following the meeting for which the claim is made, or as resolved by council. Payment of extra meeting allowance is monthly or as resolved by council.
- (ix) Claims for extra meeting allowance not made in accordance with (viii) will be regarded as a late claim and paid with the next monthly payment. However, if the claim is not made within three months of the meeting for which the extra meeting allowance is claimed, the right to an extra meeting allowance for that meeting is forfeited.
- (x) Claims forms must be submitted by the approved method.

(e) Professional Development Allowance Claims

- (i) The allowance is available to all council members.
- (ii) The professional development allowance may be claimed multiple times each year, but the total value of those claims must not exceed the maximum specified in the table (see clause 8).

- (iii) The professional development allowance is to be used to cover the cost of travel to the course or conference, course or conference fees, meals and accommodation for the duration of the course or conference.
- (iv) Claims must be made using the forms approved by council.
- (v) Only approved courses/conferences consistent with council policy attract professional development allowance.

(7) Payment of Allowances

Payment shall be lodged with the council's bank for transfer to council members by no later than the fifth working day in each month, or as resolved by council.

Council members may choose to have some, or all, of their allowance paid into a superannuation fund according to council policy.

NOTE – Section 71(5) of the *Local Government Act* provides that allowances are not to be paid in advance.



Northern
Territory
Government

DEPARTMENT OF LOCAL GOVERNMENT AND COMMUNITY SERVICES

Council Member Allowances

General Instruction No. 2

Issued on behalf of the Department of Local Government and Community Services by

Mike Chiodo

Chief Executive

Signed

Date 24/2/15

This is a general instruction pursuant to Regulation 7 of the *Local Government (Accounting) Regulations*. Failure of a council to comply with a general instruction is an offence of strict liability with a maximum penalty of 50 penalty units.

Purpose of Direction

The purpose of this direction is to clarify certain issues concerning the setting of levels of council member allowances.

Legislation

Section 71 of the *Local Government Act* (the Act), in conjunction with Guideline 2, provides for the setting of council member allowances. Guideline 2 sets specific rules about the level of allowances and provides for maximum amounts.

Allowances are set as part of developing the budget each financial year. Different allowance levels apply in a tiered structure to the principal member, the deputy principal member and other members of a council. Guideline 8 specifically sets the allowances in respect of local authorities.

The effect of section 128 of the Act provides is that a council may not increase the allowances for members after the budget is set.

Direction

When councils are setting allowances for council members, differential levels of allowance may not be set within the same category. Further, the tier structure of categories must remain similar to that prescribed in the guidelines. The tier structure begins at ordinary members, then steps up to deputy principal member, then the principal member.

Explanation

For the purposes of this Direction, the categories are:

- a. Ordinary member
- b. Deputy principal member
- c. Principal member

A member of any category must be paid at the same level as any other member in that category. This means that all council members, apart from the deputy and principal members, are entitled to be paid the same amount. Differentiation within a category is not permitted.

While councils may decrease allowances through the year, they may not increase them. This provision allows councils facing financial hardship to decrease their allowances as an austerity measure. If this occurs, the decrease must occur for each category as a whole. Individual council members in the same category may not be singled out for differential allowances.

Further, the tiered relationship between the categories must remain substantially the same as set in the current maximum allowance guidelines. This means that the Deputy Principal member must always be paid proportionately more than the ordinary members, in a similar way to the existing guidelines. Similarly, the Principal member must always be paid proportionately more than the Deputy Principal member, in a similar way to the guidelines.

Individual sacrifice of allowance

Nothing in the above prevents a council from having an arrangement for council members to donate their allowances, or part of their allowances, back to the council or to some other cause. Donation must be a voluntary decision of any council member and may not be imposed.