

## CITY OF PALMERSTON

### **Notice of Council Meeting**

**To be held at the Council Chambers, Civic Plaza  
On Tuesday, 21 February 2017 at 6.30pm**

  
Ricki Bruhn  
**Chief Executive Officer**

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

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### **Audio Disclaimer**

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

### **Acknowledgement of Traditional Ownership**

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

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## **1 PRESENT**

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## **2 APOLOGIES**

Deputy Mayor Shutt – On Leave of Absence

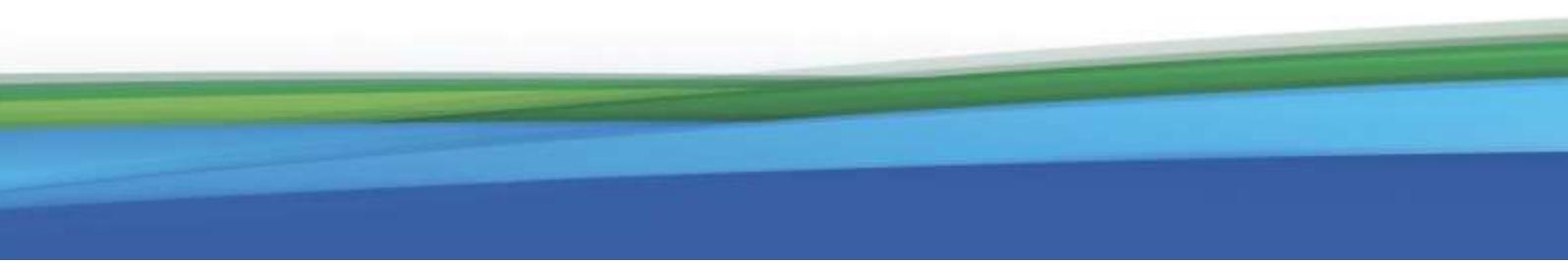
### **RECOMMENDATION**

THAT the Leave of Absence received by Deputy Mayor Shutt be received and granted.

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## **3 CONFIRMATION OF MINUTES**

### **RECOMMENDATION**

1. THAT the minutes of the Council Meeting held Tuesday, 7 February 2017 pages 8920 to 8932, be confirmed.
  2. THAT the Confidential minutes of the Council Meeting held Tuesday, 7 February 2017 pages 280 to 282, be confirmed.
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## **4** MAYOR'S REPORT

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4.1 Mayor's Report M8-35

## **5** REPORT OF DELEGATES

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

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### **6.1 Alderman Pascoe-Bell**

Question directed to the Chief Executive Officer on Stage 1 of the Archer landfill rehabilitation:-

"Please inform the Council on how you propose the additional expenditure is dealt with, given that it is more than 50% of the original value."

### **6.2 Alderman Pascoe-Bell**

a) Question directed to the Chief Executive Officer:-

"Please identify in this year's budget where an allocation has been made to put towards a Seniors Centre."

b) Question directed to the Chief Executive Officer:-

"Please identify the Council decision to allocate or set aside funds towards a Seniors Centre in next year's budget."

c) Question directed to Mayor Abbott:-

"Have you advised representatives from either the Palmerston and Rural Seniors Committee or the Palmerston 50+ Club that Council has allocated a budget for a new Seniors Centre and if so, under whose authority was this commitment made."

d) Question directed to Deputy Mayor Shutt:-

"Have you advised representatives from either the Palmerston and Rural Seniors Committee or the Palmerston 50+ Club that Council has allocated a budget for a new Seniors Centre and if so, under whose authority was this commitment made."

e) Question directed to Alderman Bunker:-

“Have you advised representatives from either the Palmerston and Rural Seniors Committee or the Palmerston 50+ Club that Council has allocated a budget for a new Seniors Centre and if so, under whose authority was this commitment made.”

f) Question directed to Alderman Byrne:-

“Have you advised representatives from either the Palmerston and Rural Seniors Committee or the Palmerston 50+ Club that Council has allocated a budget for a new Seniors Centre and if so, under whose authority was this commitment made.”

g) Question directed to Alderman McKinnon:-

“Have you advised representatives from either the Palmerston and Rural Seniors Committee or the Palmerston 50+ Club that Council has allocated a budget for a new Seniors Centre and if so, under whose authority was this commitment made.”

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

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## **8** PETITIONS

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## **9** DEPUTATIONS/PRESENTATIONS

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

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## **11** COMMITTEE RECOMMENDATIONS

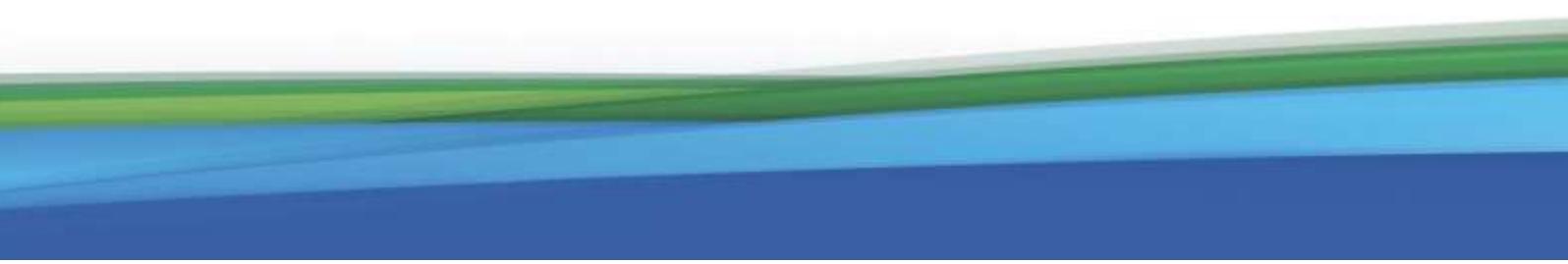
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### **11.1 Governance and Organisation**

Nil

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

Nil



## 11.3 Community, Culture and Environment

Nil

## 11.4 Risk Management and Audit

THAT the minutes from the Risk Management and Audit Committee meeting held on 8 February 2017, be received and noted and that Council adopts the recommendations made by the Committee and accordingly resolves as follows:-

### 11.4.1 Development of Enterprise Risk Management System RMA/0095

THAT Council notes the Risk Management Framework Software is fit for purpose and encourages its further implementation.

## 12 INFORMATION AGENDA

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### 12.1 Items for Exclusion

### 12.2 Receipt of Information Reports

#### RECOMMENDATION

THAT the information items contained within the information Agenda, be received.

### 12.3 Officer Reports

12.3.1 Action Report	8/1085
12.3.2 Goyder Square – Shade, Colour and Vibrancy	8/1087
12.3.3 PGA Tournament Debrief	8/1091

## 13 DEBATE AGENDA

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### 13.1 Officer Reports

13.1.1 Proposed Permanent Closure of a Section of the Hillson Street Road Reserve	8/1086
13.1.2 Proposal for the construction of a 2-coat sealed carpark on Lot 4273	8/1088
13.1.3 Marlow's Lagoon Reserve Capital Works	8/1089
13.1.4 Proposal for developing Water Sensitive Urban Design (WSUD) Guidelines	8/1090

## 13.1 Officer Reports (continued)

13.1.5 Financial Report for the Month of January 2017	8/1092
13.1.6 Clean Up Australia Day 2017	8/1093
13.1.7 Sponsorship – Athletics Northern Territory Inc.	8/1094
13.1.8 Library Closure – Stocktake	8/1095
13.1.9 Related Party Disclosure Requirements	8/1098
13.1.10 Application for a new “Store” Liquor Licence – Zuccoli IGA Fresh - Lot 13208, Zuccoli Parade, Zuccoli	8/1101

## 14 CORRESPONDENCE

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## 15 RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE

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## 16 PUBLIC QUESTION TIME

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*At the invitation of the Chair*

## 17 OTHER BUSINESS – ALDERMAN REPORTS

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

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

## 18 CONFIDENTIAL REPORTS

### 18.1 Power to Sell Land – Assessment 109480

8/1096

#### RECOMMENDATION

1. THAT pursuant to Section 65 of the Local Government Act, Council orders that the public be excluded from the meeting with the exception of the Chief Executive Officer, Director of Corporate and Community Services, Director of Technical Services and Minute Secretary on the basis that Council considers it necessary and appropriate to act in a manner closed to the public in order to receive, discuss and consider the report and associated documents in relation to confidential agenda item 18.1 Power to Sell Land – Assessment 109480 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 21 February 2017, in relation to confidential item number 18.1 Power to Sell Land – Assessment 109480, the report and associated documents remain confidential and not available for public inspection for a period of 12 months from the date of this meeting or a lesser period as determined by the Chief Executive Officer.

### 18.2 Power to Sell Land – Assessments 100498, 100821, 102240 and 103882 8/1097

#### RECOMMENDATION

1. THAT pursuant to Section 65 of the Local Government Act, Council orders that the public be excluded from the meeting with the exception of the Chief Executive Officer, Director of Corporate and Community Services, Director of Technical Services and Minute Secretary on the basis that Council considers it necessary and appropriate to act in a manner closed to the public in order to receive, discuss and consider the report and associated documents in relation to confidential agenda item 18.2 Power to Sell Land – Assessments 100498, 100821, 102240 and 103882 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 21 February 2017, in relation to confidential item number 18.2 Power to Sell Land – Assessments 100498, 100821, 102240 and 103882, the report and associated documents remain confidential and not available for public inspection for a period of 12 months from the date of this meeting or a lesser period as determined by the Chief Executive Officer.

### 18.3 Lot 9542 Update

8/1077

#### RECOMMENDATION

1. THAT pursuant to Section 65 of the Local Government Act, Council orders that the public be excluded from the meeting with the exception of the Chief Executive Officer, Director of Corporate and Community Services, Director of Technical Services and Minute Secretary on the basis that Council considers it necessary and appropriate to act in a manner closed to the public in order to receive, discuss and consider the report and associated documents in relation to confidential agenda item 18.3 Lot 9542 Update 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:

- (c) information that would, if publicly disclosed, be likely to:

- (i) cause commercial prejudice to, or confer an unfair commercial advantage on, any person; or

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

2. THAT Council orders that the minutes from the Confidential Council meeting held on 21 February 2017, in relation to confidential item number 18.3 Lot 9542 Update, the report and associated documents remain confidential and not available for public inspection for a period of 12 months from the date of this meeting or a lesser period as determined by the Chief Executive Officer.

## 18.4 Communications Plan

8/1100

### RECOMMENDATION

1. THAT pursuant to Section 65 of the Local Government Act, Council orders that the public be excluded from the meeting with the exception of the Chief Executive Officer, Director of Corporate and Community Services, Director of Technical Services and Minute Secretary on the basis that Council considers it necessary and appropriate to act in a manner closed to the public in order to receive, discuss and consider the report and associated documents in relation to confidential agenda item 18.4 Communications Plan 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:

(c) information that would, if publicly disclosed, be likely to:

- (i) cause commercial prejudice to, or confer an unfair commercial advantage on, any person; or

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

2. THAT Council orders that the minutes from the Confidential Council meeting held on 21 February 2017, in relation to confidential item number 18.4 Communications Plan, the report and associated documents remain confidential and not available for public inspection for a period of 12 months from the date of this meeting or a lesser period as determined by the Chief Executive Officer.

## 18.5 Closure of the Archer Landfill Site

8/1102

### RECOMMENDATION

1. THAT pursuant to Section 65 of the Local Government Act, Council orders that the public be excluded from the meeting with the exception of the Chief Executive Officer, Director of Corporate and Community Services, Director of Technical Services and Minute Secretary on the basis that Council considers it necessary and appropriate to act in a manner closed to the public in order to receive, discuss and consider the report and associated documents in relation to confidential agenda item 18.5 Closure of the Archer Landfill Site 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:

- (c) information that would, if publicly disclosed, be likely to:
  - (iv) prejudice the interests of the council or some other person;

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

2. THAT Council orders that the minutes from the Confidential Council meeting held on 21 February 2017, in relation to confidential item number 18.5 Closure of the Archer Landfill Site the report and associated documents remain confidential and not available for public inspection for a period of 12 months from the date of this meeting or a lesser period as determined by the Chief Executive Officer.

## **18.6 Question (without debate) for which notice has been given – Alderman Pascoe-Bell**

### **RECOMMENDATION**

1. THAT pursuant to Section 65 of the Local Government Act, Council orders that the public be excluded from the meeting with the exception of the Chief Executive Officer, Director of Corporate and Community Services, 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 question in relation to confidential agenda item 18.6 Question (without debate) for which notice has been given – Alderman Pascoe-Bell 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 question involves:

- (c) information that would, if publicly disclosed, be likely to:
  - (i) cause commercial prejudice to, or confer an unfair commercial advantage on, any person

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

2. THAT Council orders that the minutes from the Confidential Council meeting held on 21 February 2017, in relation to confidential item number 18.6 Question (without debate) for which notice has been given – Alderman Pascoe-Bell remain confidential and not available for public inspection for a period of 12 months from the date of this meeting or a lesser period as determined by the Chief Executive Officer.

## 18.7 Berrimah Farm (Northcrest) – Provision of Municipal Services

8/1103

### RECOMMENDATION

1. THAT pursuant to Section 65 of the Local Government Act, Council orders that the public be excluded from the meeting with the exception of the Chief Executive Officer, Director of Corporate and Community Services, Director of Technical Services and Minute Secretary on the basis that Council considers it necessary and appropriate to act in a manner closed to the public in order to receive, discuss and consider the report and associated documents in relation to confidential agenda item 18.7 Berrimah Farm (Northcrest) – Provision of Municipal Services 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:

(c) information that would, if publicly disclosed, be likely to:

(iv) prejudice the interests of the council or some other person;

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

2. THAT Council orders that the minutes from the Confidential Council meeting held on 21 February 2017, in relation to confidential item number 18.7 Closure of the Archer Landfill Site the report and associated documents remain confidential and not available for public inspection for a period of 12 months from the date of this meeting or a lesser period as determined by the Chief Executive Officer.

## 19 CLOSURE

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**ITEM NUMBER:** 4.1                      **Mayor's Report**  
**FROM:** Ian Abbott  
**REPORT NUMBER:** M8-35  
**MEETING DATE:** 21 February 2017

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**Summary:**

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

**RECOMMENDATION**

1. THAT Council receives Report Number M8-35.
2. THAT Council note Mayor Abbott leave of absence from 12 – 17 April 2017 both days inclusive.

**General:**

**Wednesday, 1 February 2017**

- Attended the Community, Culture and Environment Committee Meeting
- Met with Member for Drysdale and Member for Brennan

**Thursday, 2 February 2017**

- Radio Interview with Territory FM

**Friday, 3 February 2017**

- Catch up with Alderman McKinnon

**Sunday, 5 February 2017**

- Attended the Salvation Army – Installation of the New Regional Leaders

**Monday, 6 February 2017**

- Met with Nadine Jones, Fundraising Manager for Cancer Council to discuss proposed men's health Big Morning Tea in Goyder Square.
- Attended Community Meeting at Driver Primary School on youth justice and crime.

**Tuesday, 7 February 2017**

- Met with Area 9 to discuss Digital Futures Strategy
- Chaired Ordinary Council Meeting
- Attended Elected Member Workshop on Waste

**Wednesday, 8 February 2017**

- Met with Top End Medical Centre to discuss the Rural Other Medical Practitioners Programme Guidelines
- Attended the Risk Management and Audit Committee Meeting

**Thursday, 9 February 2017**

- Radio Interview with Territory FM
- Attended the Chief Minister's '2017 The Year Ahead' event
- Attended a meeting with Bank SA

**Friday, 10 February 2017**

- Attended a Capital Works Workshop briefing
- Attended the Northern Territory Board of Studies 2016 Student Awards Presentation Ceremony

**Saturday, 11 February 2017**

- Attended the Defence Community Organisation Welcome to the Top End Expo
- JP Service

**Monday, 13 February 2017**

- Presented certificates at the Palmerston Christian College
- Met with Wayne Zerbe

**Tuesday, 14 February 2017**

- Attended the Opening of the First Sitting of Parliament for 2017

**Wednesday, 15 February 2017**

- Attended Mackillop Catholic College 2017 Opening Mass and Morning Tea
- Officiated at the opening of the Victoria Cross Portraits Darwin Exhibition

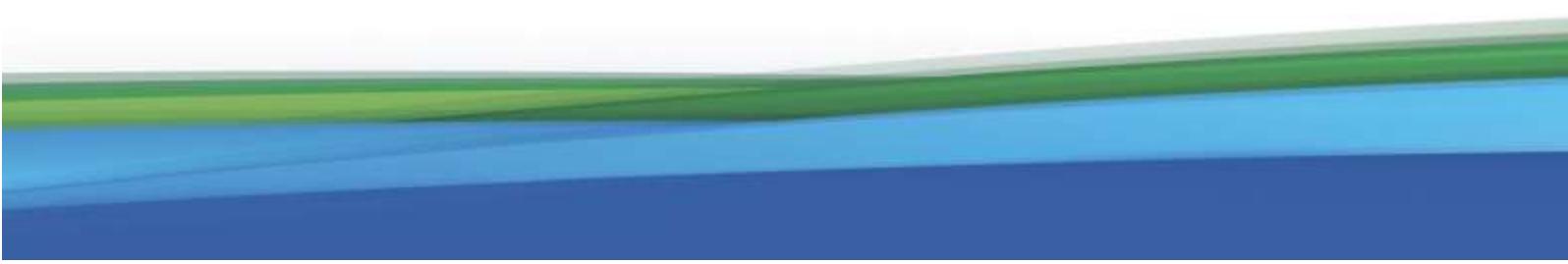
**Forwarding Schedule:****24 February 2017**

- Attending ALGWA NT Annual Networking Event

**Recommending Officer:** Ian Abbott, Mayor

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

**Schedule of Attachments:** Nil



COUNCIL MEETING DATE: 21 February 2017

QUESTION DIRECTED TO: CEO

**BACKGROUND:**

In July 2016, Council awarded the contract for stage 1 of the Archer land fill rehabilitation to Aldebaran, to a value of \$1,174,938.73. In recent weeks, the Council has been informally informed that works at the Archer land fill site have increased to approximately \$1,800,000, which is 50% more than the contracted amount. Although this is still within the budget of \$2,500,000 the increased value of the contract needs to be dealt with. Contract variation are not usually acceptable once the variation is over 25-30%.

**OBJECTIVE:**

Understanding how the CEO proposes the Council should deal with the additional expenditure incurred through this contract.

**QUESTION ON:**

Please inform the Council on how you propose the additional expenditure is dealt with, given that it is more than 50% of the original contract value.



\_\_\_\_\_  
Signature

Athina Pascoe-Bell

\_\_\_\_\_  
Print Name

12 February 2017

\_\_\_\_\_  
Date

NOTE: QUESTIONS ON NOTICE MUST BE RECEIVED BY THE CHIEF EXECUTIVE OFFICER B 5.00PM ON THE WEDNESDAY PRIOR TO THE MEETING AT WHICH THE QUESTION IS TO BE ASKED.

\_\_\_\_\_  
For office use only

12/02/2017

\_\_\_\_\_  
Date Received

21/02/2017

\_\_\_\_\_  
Agenda meeting to be included

**COUNCIL MEETING DATE:** 21 February 2017

**QUESTION DIRECTED TO:** CEO and Elected Members

**BACKGROUND:**

Over the last few weeks I have been approached by several prominent community leaders, including MLAs, that have all stated members of the two major seniors organisations; 50+ Club and Palmerston and Rural Seniors Committee are under the impression that the City of Palmerston has committed \$1.2M towards the funding of a Senior's Centre, or that funds have been set aside for this purpose.

It appears that a small group of City of Palmerston elected members have given this impression to the seniors, however I am not aware of ANY council decision to allocate or set aside funds for this purpose. The only action I am aware of is a letter to be written to the NT Government asking if they would commit to partly funding a Seniors Centre, which at this stage has not gone through the NTG budget process, nor has a decision been made by the NTG.

As Council has only just begun its budget process for next financial year, and there are no funds ear-marked this financial year, it seems that the seniors have been misinformed that the City of Palmerston has allocated or set aside money for this purpose.

**OBJECTIVE:**

Identify where in this financial year's budget funds have been allocated towards a Seniors Centre and how much has been allocated.

Identify the Council decision to allocate or set aside over funds towards a Seniors Centre in next financial year's budget.

Identify why the Seniors are under the impression that a decision has been made to allocate funds and where this information came from.

**QUESTION ON:**

CEO: Please identify in this year's budget where an allocation has been made to put towards a Seniors Centre.

CEO: Please identify the Council decision to allocate or set aside funds towards a Seniors Centre in next year's budget.

Mayor Abbott, have you advised representatives from either the Palmerston and Rural Seniors Committee or the Palmerston 50+ Club that Council has allocated a budget for a new Seniors Centre and if so, under whose authority was this commitment was made.

Deputy Mayor Shutt, have you advised representatives from either the Palmerston and Rural Seniors Committee or the Palmerston 50+ Club that Council has allocated a budget for a new Seniors Centre and if so, under whose authority was this commitment was made.

Alderman Bunker, have you advised representatives from either the Palmerston and Rural Seniors Committee or the Palmerston 50+ Club that Council has allocated a budget for a new Seniors Centre and if so, under whose authority was this commitment was made.

# QUESTION ON NOTICE

Alderman Byrne, have you advised representatives from either the Palmerston and Rural Seniors Committee or the Palmerston 50+ Club that Council has allocated a budget for a new Seniors Centre and if so, under whose authority was this commitment was made.

Alderman McKinnon, have you advised representatives from either the Palmerston and Rural Seniors Committee or the Palmerston 50+ Club that Council has allocated a budget for a new Seniors Centre and if so, under whose authority was this commitment was made.



Signature

Athina Pascoe-Bell

Print Name

13  
12 February 2017

Date

**NOTE: QUESTIONS ON NOTICE MUST BE RECEIVED BY THE CHIEF EXECUTIVE OFFICER B 5.00PM ON THE WEDNESDAY PRIOR TO THE MEETING AT WHICH THE QUESTION IS TO BE ASKED.**

For office use only

14/02/2017

Date Received

21/02/2017

Agenda meeting to be included

**ITEM NUMBER:** 12.3.1      Action Report

**FROM:** Chief Executive Officer

**REPORT NUMBER:** 8/1085

**MEETING DATE:** 21 February 2017

**Municipal Plan:**

**4. Governance & Organisation**

**4.3 People**

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

**Summary:**

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

**RECOMMENDATION**

THAT the Council receives Report Number 8/1085.

Dec #	Task Date	Owner	Matter	Action	Update
8/0949	18/2/2014	DTS	Car Parking Contribution Plan Update	Matter on the table	
8/1126	17/6/2014	DTS	Reconstruct Radford Road	Council to enter into a memorandum of understanding regarding the use of any contractor security held by LDC.	Completed
8/1666		DTS	The Heights Durack Eastern Collector Road	Mayor and CEO to be delegated the ability to apply Council's seal and to sign all documents for the establishment of a road access easement on Lot 11504, 80 University Avenue, Durack.	Awaiting construction and transfer documents from developer.
8/1776	8/12/2015	DTS	Goyder Walking Trail	A draft Goyder Walking trail be provided to Council for consideration.	Consultation report received. Report to be presented to Council in March.

8/2005 8/2006	17/05/2016	DTS	City Centre Improvement Levy	<p>Consultation commence with City Centre land owners regarding the introduction of a City Centre Improvements Levy in 2017/18.</p> <p>City Centre Improvement Reserve be established and a reserve policy be forwarded to Council for consideration.</p>	Consultation strategy being developed.
8/2084	21/06/2016	DTS	Fencing Playgrounds	<ul style="list-style-type: none"> <li>- THAT a playground risk management policy be developed and all playgrounds be assessed against the future policy.</li> <li>- Improvement works required to address the risks identified by the future playground risk management policy be costed and brought back to Council for budget consideration.</li> </ul>	Report included in Council agenda for 21 February 2017.
8/2126	19/07/2016	DTS	City Centre Car Parking	Council endorsed opening a discussion with the NT Government regarding the use of vacant crown land Lot 10027, and the owner of Lot 4273 and other vacant lots for use as formal car parking in the Palmerston City Centre.	Owner of lot 4273 contacted. Report submitted to Council.
8/2203 8/2204 8/2207	16/08/2016	DTS	On and Off-Street Car Parking Charges in the City Centre	<ul style="list-style-type: none"> <li>- Stakeholders to be notified of Council's intention to commence charging for parking within the City Centre via the level 2 consultation process.</li> <li>- preparation of drawings and contract documents for the implementation of paid parking in the city centre commence.</li> <li>- charges be included in the Fees and Charges Register for 2016/17 to be applied at a date determined by Council.</li> </ul>	Actions underway. Refer to 8/2417.
8/2225	06/09/2016	DTS	Thai Temple and NT Thai Association	Council are to further consider the request by Thai Temple and NT Thai Association for land following the completion of the land use plan for Marlow Lagoon and adjoining Crown Land.	Council officers met with members from both the Thai Temple and NT Thai Association. Discussions ongoing.
8/2235	06/09/2016	DTS	Proposed Future Multistorey Car Park Lot 10024 and Part Lot 9629 Frances Street, Palmerston City	Council are to continue to pursue the option of including a public car park in the building development on Lot 10024 and neighbouring Lot 9629 with the future owner of Lot 10024.	Completed

8/2252	20/09/2016	DTS	Addition of Colour and Vibrancy to the City Centre	Report to be brought to Council which examines opportunities to add colour by way of lighting, flags, etc. to existing features in and around Goyder Square.	Report included in Council agenda for 21 February 2017.
8/2254	20/09/2016	DTS	Closure of a section of Wallaby Holtz Road in Yarrowonga	CEO to seek consent, pursuant to section 187 of the Local Government Act, from the Minister for Local Government and Community Services and the Minister responsible for the administration of the Control of Roads Act, for the permanent closure of the unmade section of Wallaby Holtz Road (between the Stuart Highway and the intersection with Yarrowonga Road) in Yarrowonga north.	28 days advert placed in the NT News has closed. No comments or feedback received.
8/2269	04/10/2016	DTS	Goyder Square Shade	Staff to provide a report on current and potential shade options for Goyder Square, including implications and whole of life costings, with this to be submitted to the EDI Committee by the second budget review.	Report included in Council agenda for 21 February 2017.
8/2276	04/10/2016	DCCS	Senior's Centre Consultation	Council undertake a consultation with Palmerston Seniors Groups and support agencies to establish the potential future facility uses. A report is then to be prepared and presented to Council	
8/2330	15/11/2016	DTS	Goyder Square Review	<ul style="list-style-type: none"> <li>- Discussion take place with the Palmerston and Rural Markets Association regarding the relocation of food vans and overall layout.</li> <li>- Detailed traffic management plan satisfactory to the CEO be provided by the Palmerston and Rural Markets Association as a condition of their market permit.</li> <li>- Planter beds in Goyder Square be repopulated with plants and re-established through the coming wet season.</li> <li>- Proposal for additional features around garden beds in Goyder Square and Frances Mall be developed in conjunction with the investigation into additional</li> </ul>	Markets have been notified of Council's requirements.

				shade in the Square for council consideration.	
8/2330	15/11/2016	DTS	Grading Classification and installation of appropriate signage to the Escarpment Park Walking Track	Council assign a grading classification of 4 and install appropriate signage to the Escarpment Park Walking Track in accordance with Australian Standard 2156.1-2001, Australian Standards Walking Tracks Part 1: Classification and Signage.	Approved. Staff are planning to install signage in this Financial Year.
8/2330	15/11/2016	DTS	Durack Seepage Water Capture	Council to undertake the design and documentation of a low flow capture system in Durack.	Design is underway.
8/2340	15/11/2016	DTS	Funding received under the Australian Government Black Spot Program 2016-17	<p>Council to include the following two (2) projects funded under the Black Spot Program 2016-17 in its 2016-17 Capital Works Program:</p> <ul style="list-style-type: none"> <li>- Intersection of Temple Terrace and Essington Avenue - alter the location of holdline on side road to improve sightline and provide a left turn lane \$20,000.</li> <li>- Intersection of Temple Terrace and Tilston Avenue - alter the location of holdline on side road to improve sightline and provide a left turn lane \$20,000</li> </ul>	Projects will enter budget at the second review.
8/1268	13/12/2016	DTS	Palmerston Animal Management Reference Group Meeting 24 November 2016	Staff to assess environment grants that may be available for information signage related to the effects of feeding native animals.	
8/2368	13/12/2016	DCCS	Service Review of Communications and Marketing	Council to undertake a service review of its communications and marketing.	To commence in February.
8/2428	17/01/2017	DTS	Additional Driveway Access to Lot 3968 (38) Gunter Circuit, Woodroffe	Council to prepare a 'driveway policy' that sets the requirements and assessment standards for considering second driveway applications.	
8/2445	07/02/17	DTS	Extinguishment of Easement in Gross over Lot 11511, Town of Palmerston	Mayor and CEO to sign and seal Form 53, Extinguishment of Easement in Gross to extinguish the redundant drainage easement over Lot 11511, Town of Palmerston.	Completed
8/2448	07/02/2017	DTS	Creation of a Drainage Easement over Lot 12087, Town of Palmerston	Mayor and CEO to sign and seal the Form 51 - Creation of Easement (Attachment B) to Report Number 8/1082.	Completed

8/2457	07/02/2017	DTS	Hillson Street and Archer Recycling Centre and Waste Transfer Station Funding Agreement	CEO and Mayor to sign and seal documents related to the funding agreement with the Northern Territory Government for the Hillson Street upgrade and the Archer Recycling Centre and Waste Transfer Station.	Completed
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**Recommending Officer:** Ricki Bruhn, Chief Executive Officer

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

**Schedule of Attachments:** Nil

**ITEM NUMBER:** 12.3.2 Goyder Square – Shade, Colour and Vibrancy  
**FROM:** Director of Technical Services  
**REPORT NUMBER:** 8/1087  
**MEETING DATE:** 21 February 2017

---

**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:**

Council previously requested that opportunities for shade and to add colour and vibrancy to Goyder Square be explored. Council considered Report 8/1064 on 17 January 2017 and suggested that any fee offer should also involve Roberts Day as the consultants for the Palmerston City Centre Master Plan. Roberts Day were approached to provide a fee offer in association with Turf Design the landscape architects for Goyder Square. Roberts Day has now provided an overall fee offer of \$14,950 (ex GST).

**RECOMMENDATION**

THAT Council receives Report Number 8/1087.

**Background:**

Council previously requested that opportunities for shade and to add colour and vibrancy to Goyder Square be explored. Council considered Report 8/1064 (Attachment 1) on 17 January 2017 and suggested that any fee offer should also involve Roberts Day as the consultants for the Palmerston City Centre Master Plan. Roberts Day were approached to provide a fee offer in association with Turf Design the landscape architects for Goyder Square.

**General:**

Roberts Day in association with Turf Design has now provided an overall fee offer of \$14,950 (ex GST) (Attachment 2).

**Financial Implications:**

The Roberts Day fee proposal is \$14,950 (ex GST) an increase of \$5,000 over the original Turf Design proposal.

**Legislation/Policy:**

There are no legislative or policy implications arising from this report.

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

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

Author: Gary Boyle, Major Projects Officer.

**Schedule of Attachments:**

Attachment 1: Report 8/1064

Attachment 2: Roberts Day Fee Offer



**ITEM NUMBER:** 12.3.2 Goyder Square – Shade, Colour and Vibrancy  
**FROM:** Acting Director of Technical Services  
**REPORT NUMBER:** 8/1064  
**MEETING DATE:** 17 January 2017

---

**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:**

Council has requested that opportunities for shade and to add colour and vibrancy to Goyder Square be explored. Discussions have been held on site with the lighting supplier RayLinc and a quotation sought for shading the water tower playground. To maintain the integrity of the original design, landscape architect Turf Design was requested to provide a proposal to provide recommendations for suitable shade and colour options. Turf Design has submitted a fee proposal of \$9,950 (ex GST) and will undertake a workshop with Council in early February 2017.

**RECOMMENDATION**

THAT Council receives Report Number 8/1064.

**Background:**

Council Decision 8/2269 requested in-part, a report be brought to the EDI Committee:

*on current and potential shade options for Goyder Square, including implications and whole of life costings ...*

Council Decision 8/2252 requested a report be brought to Council which:

*Examines opportunities to add colour by way of lighting, flags, etc to existing features in and around Goyder Square*

Council Decision 8/2300 approved proceeding with the feature lighting of the water tower.

Contractors advise that the water tower feature lighting is expected to be installed in February 2017. Other opportunities to add colour through lighting changes were discussed on site with the lighting supplier RayLinc. RayLinc suggested that it would be possible to place a coloured lens over the existing

## ATTACHMENT 1

LED lights however this would require a bespoke approach as there was no standard coloured fitting. RayLinc also suggested that rather than colour all lighting, a better effect would be achieved by picking a particular feature to highlight such as the water tower.

NT Shade a local company provided a quotation of approx. \$13,400 (ex GST) for a basic shade structure over the children's playground at the water tower (**Attachment A**). This structure would be required to be removed each time a cyclone was approaching and was not considered in keeping with the design intent of Goyder Square.

To maintain the integrity of the original design of Goyder Square, the landscape architect Turf Design was requested to provide a proposal to provide recommendations for suitable shade and colour options for Goyder Square.

### **General:**

Turf Design has submitted a fee proposal of \$9,950 (ex GST) (**Attachment B**) to provide advice on opportunities for enhancing shade and colour in Goyder Square and the city centre. Turf Design propose to:

- undertake a preliminary investigation of shade and colour options
- hold a workshop with Elected Members
- present a list of suitable permanent and temporary shade elements for consideration

It is expected that the site visit and workshop with Elected Members will be held in early February 2017.

### **Financial Implications:**

The Turf Design proposal is costed at \$9,950 (ex GST).

### **Legislation/Policy:**

There are no legislative or policy implications arising from this report.

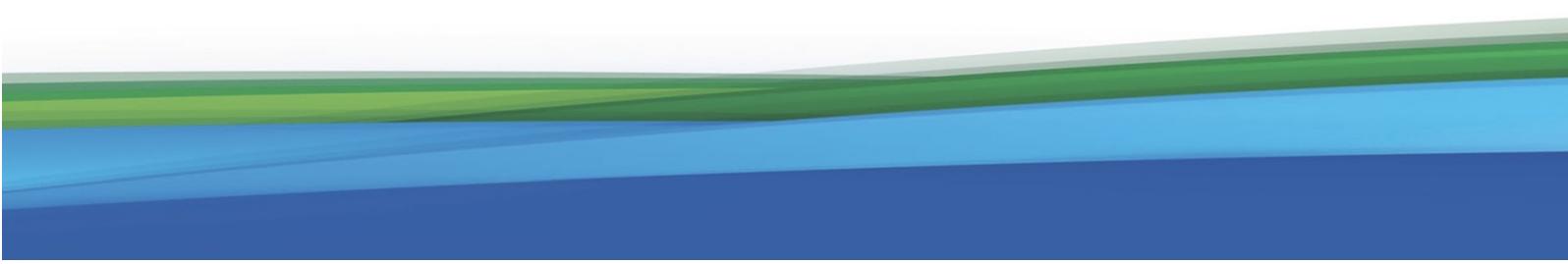
**Recommending Officer:** Gerard Rosse, Acting Director Technical Services

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

### **Schedule of Attachments:**

Attachment A: NT Shade proposal – water tower playground.

Attachment B: Turf Design Proposal.



# PROPOSED SHADE SAIL ASSEMBLY

PALMERSTON WATER TOWER  
 WOOLNOUGH PLACE, PALMERSTON NT

LOCATION OF PROPOSED SHADE SAIL ASSEMBLY

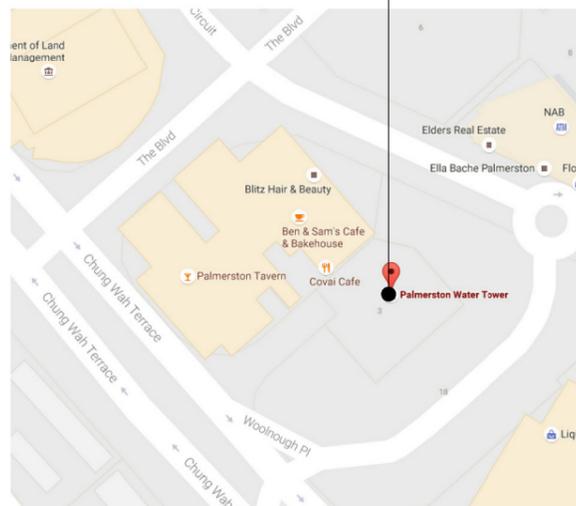


IMAGE TAKEN FROM GOOGLE MAPS



SITE PLAN

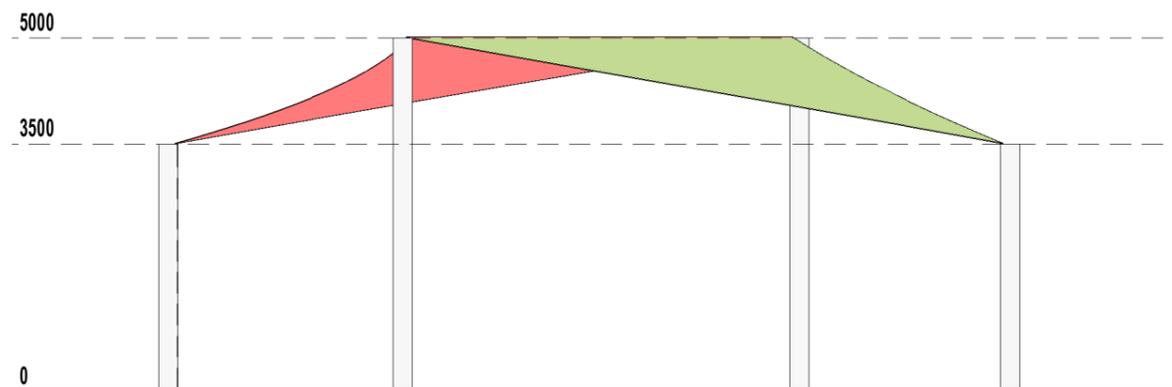
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LAYOUT PLAN

1 : 100 @ A3

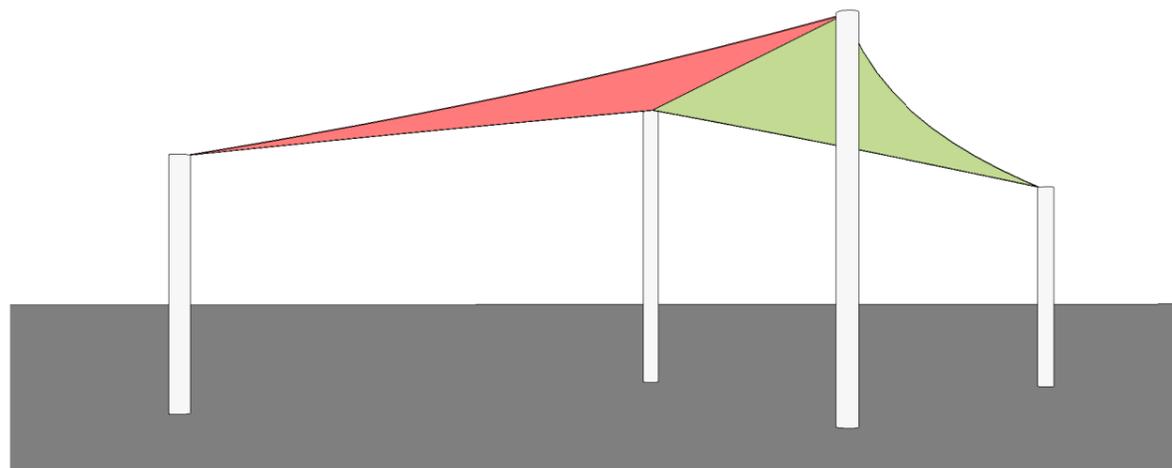


A		ISSUED FOR REVIEW	10.10.16	IL	 SHED 1/59 REICHARDT ROAD, WINNELLIE, NT 0820 PH: 8947 3787 F: 8947 3797 M: 0414 738 231 SELF CERTIFIER NO. 23928SC www.ntshade.com.au	PROJECT:	PROPOSED SHADE SAIL ASSEMBLY	DWG DESCRIPTION:	SITE PLAN, LAYOUT PLAN		
ISSUE		DESCRIPTION	DATE	INITIALS				PALMERSTON WATER TOWER, WOOLNOUGH PL, PALMERSTON NT	DO NOT SCALE OFF THIS DRAWING. CHECK ALL DIMENSIONS PRIOR TO CONSTRUCTION.	PAGE SIZE: A3	DWG No: SH1 OF 2



**ELEVATION 1**

SCALE 1:100 @ A3



**PERSPECTIVE**

NOT TO SCALE

A	ISSUED FOR REVIEW	10.10.16	IL	 <p>SHED 1/59 REICHARDT ROAD, WINNELLIE, NT 0820          PH: 8947 3787 F: 8947 3797 M: 0414 738 231          SELF CERTIFIER NO. 23928SC www.ntshade.com.au</p>	PROJECT: <b>PROPOSED SHADE SAIL ASSEMBLY</b>  PALMERSTON WATER TOWER, WOOLNOUGH PL, PALMERSTON NT	DWG DESCRIPTION: <b>ELEVATION, PERSPECTIVE</b>  DO NOT SCALE OFF THIS DRAWING. CHECK ALL DIMENSIONS PRIOR TO CONSTRUCTION.	PAGE SIZE: <b>A3</b>	DWG No: <b>SH2</b> OF <b>2</b>	ISSUE: <b>A</b>
ISSUE	DESCRIPTION	DATE	INITIALS						



Date December 16th, 2016

Attention Gary Boyle - Major Projects Officer  
 City of Palmerston  
 PO Box 1  
 Palmerston  
 Northern Territory 0831

**RE:** GOYDER SQUARE - COLOUR AND SHADE

Dear Gary,

Thank you for the opportunity to provide you with a fee proposal for Goyder Square. The making of beautiful, functional places is an endeavour that we take very seriously, as both a creative challenge and project responsibility. It would be a great privilege to design a place where people can retreat to and feel comfortable in the middle of the city.

#### SCOPE OF WORKS

We understand that our scope of works to be as follows:

/ Shade, Colour and Movement Options Report

#### DELIVERABLES

Turf Design Studio will assess site conditions and constraints via desktop studies, and investigate existing shade elements in the local area. Following this, we will present a curated list of suitable permanent and temporary shade elements for the playground and square, as well as options for colour and movement within the site.

#### FEES

Our lump sum fees (excluding GST) is set out below:

ITEM	FEE \$AUD
Shade, Colour and Movement Design Report	\$9,950

#### ASSUMPTIONS

- / Our fee assumes two full-day workshop at the office of City of Palmerston, attended by our Director prior to commencement of the design report to generate ideas;
- / our fee assumes associated travel costs including return flights, accommodation and meals;
- / liaison with Client and specialist consultants as required; and
- / any significant variation to the scope of works may require the fee to be adjusted accordingly.

#### PROGRAM

Turf Design confirms our ability to complete the design report by the 10th of February 2017 to allow for any design, procurement and construction to be completed prior to mid-April 2017.



#### HOURLY RATES

The hourly rates indicated below will apply to any work undertaken under the Contract by way of approved variation. All rates exclude GST.

QUALIFICATION	NAME	POSITION	HOURLY RATE \$
Urban Designer Landscape Architect	Mike Horne	Director	300
Landscape Architect	Matt Coggan	Associate Landscape Architect	200
Landscape Architect	Jonny Nguyen	Landscape Architect	140

#### INSURANCES

Turf Design Studio Pty Ltd carries the following insurances:

INSURANCE	SUM	INSURER	POLICY NUMBER	CURRENCY
Public Liability	\$20 million	Vero Enterprise	SMK013379975	January 17th, 2017
Professional Indemnity	\$10 million	Allianz	1710020473PLP	January 17th, 2017
Workers Compensation	n/a	CGU Workers Compensation	20WORO203753122	December 31st, 2016

Team CV's can be provided on request.

I trust that this proposal is to your satisfaction. Please contact me if you require further information. I look forward to hearing from you.

Best Regards,

Mike Horne, Director



Date February 8th, 2017

Attention Gary Boyle - Major Projects Officer

City of Palmerston  
PO Box 1  
Palmerston  
Northern Territory 0831

---

RE: GOYDER SQUARE - COLOUR AND SHADE

Dear Gary,

Thank you for the opportunity for Turf and RobertsDay (project team) to provide you with a fee proposal for Goyder Square. The making of beautiful, functional places is an endeavour that we take very seriously, as both a creative challenge and project responsibility. It would be a great privilege to evolve the design for Goyder Square with improved shading and colour.

#### SCOPE OF WORKS

We understand that our scope of works to be as follows:

/ Shade, Colour and Movement Options Report

#### DELIVERABLES

The project team will assess site conditions and constraints via desktop studies, and investigate existing shade elements in the local area. Following this, we will present a curated list of suitable permanent and temporary shade elements for the playground and square, as well as options for colour and movement within the site.

#### FEES

Our lump sum fees (excluding GST) is set out below:

ITEM	FEE \$AUD
Shade, Colour and Movement Design Report	\$14,950

#### ASSUMPTIONS

- / Our fee assumes two days in Palmerston, including a full day workshop at the office of City of Palmerston, attended by Mike and Stephen prior to commencement of the design report to generate ideas;
- / our fee assumes associated travel costs including return flights, accommodation and meals;
- / liaison with Client and specialist consultants as required; and
- / any significant variation to the scope of works may require the fee to be adjusted accordingly.

#### PROGRAM

The project team confirms our ability to complete the design report by the end of March 2017 to allow for any design, procurement and construction to be completed as soon as possible.



## HOURLY RATES

The hourly rates indicated below will apply to any work undertaken under the Contract by way of approved variation. All rates exclude GST.

QUALIFICATION	NAME	POSITION	HOURLY RATE \$
Urban Designer Landscape Architect	Mike Horne / Stephen Moore	Director / Principal	300
Landscape Architect	Matt Coggan	Associate Landscape Architect	200
Landscape Architect	Jonny Nguyen	Landscape Architect	140

## INSURANCES

Turf Design Studio Pty Ltd carries the following insurances:

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Professional Indemnity	\$10million	Allianz	1710020473PLP	January 17th, 2017
Workers Compensation	n/a	CGU Workers Compensation	20WOR0203753122	December 31st, 2016

Team CV's can be provided on request.

I trust that this proposal is to your satisfaction. Please contact me if you require further information. I look forward to hearing from you.

Best Regards,

Mike Horne, Director  
Turf Design

*S. Moore*

Stephen Moore, Principal  
RobertsDay

**ITEM NUMBER:** 12.3.3 PGA Tournament Debrief  
**FROM:** Director of Corporate and Community Services  
**REPORT NUMBER:** 8/1091  
**MEETING DATE:** 21 February 2017

---

**Municipal Plan:**

2. Economic Development

2.1 Tourism

2.1 We are committed to supporting tourism throughout our region

**Summary:**

The 2016 City of Palmerston Northern Territory PGA Championship Post Tournament Report has been received, and is provided here for information.

**RECOMMENDATION**

THAT Council receives Report Number 8/1091.

**Background:**

City of Palmerston secured naming rights and sponsorship of the inaugural City of Palmerston Northern Territory PGA Championship in 2016. It is estimated that 2000 spectators participated over seven days, with 120 competitors and \$150,000 in prizemoney.

The Post Tournament Report prepared by organiser Cazalys is provided here for information.

**Financial Implications:**

Nil. It is likely that Council will be approached to sponsor the event in 2017.

**Legislation/Policy:**

Nil

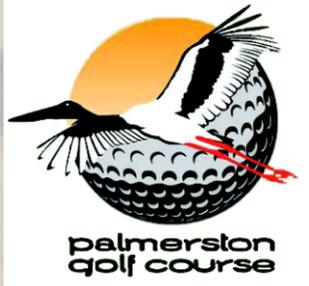
**Recommending Officer:** Ben Dornier, Director of Corporate and Community Services

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

**Author:** Ben Dornier, Director of Corporate and Community Services

**Schedule of Attachments:**

Attachment A: City of Palmerston Northern Territory PGA Championship Post Tournament Report



**NORTHERN  
TERRITORY  
PGA  
CHAMPIONSHIP**

2016 City of Palmerston  
Northern Territory PGA  
Championship  
Post Tournament Report

# Contents

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Community Engagement Program	Page 10
Junior Pro-Am	Page 11
Championship Clinic	Page 12
Championship Pro-Am	Page 13-14
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Path to Palmerston	Page 22-23
Player Engagement	Page 24
Economic Analysis	Page 25-29
Vision	Page 30
Event Partners	Page 31
Contact Details	Page 32

# Executive Summary

The Palmerston Golf & Country Club has delivered an international sporting event to the people of the NT with the inaugural Northern Territory PGA.

It has been estimated that the event attracted up to 2000 spectators over 7 days who enjoyed the golf and the facilities provided. Our economic analysis shows that over \$750,000 was spent in the Territory, directly as a result of this event.

What we know:

- Golf is the premier international/Asian sport
- Golf can be used as a pathway for fans, supporters, players to visit the NT
- Initial interest from Asia has been surprising & if nurtured, could be outstanding
- Electronic media exposure was extraordinary & with the advent of 'Live Streaming' in the future, will reach the entire world
- Golf reaches all ages and across all income levels, it's one of the highest viewed & played sports in Australia

We are seeking support from the NT Government to fund this important sporting event for the NT. Funding for at least \$150,000 per year is required to assist in the production of this event.

At the forefront of our minds are the event goals including promoting the game of golf and delivering an international sporting event to the territory. Doing so will enable us to produce an event with moral and financial longevity.

# Tournament Description

The inaugural City of Palmerston NT PGA Championship forms part of the ISPS PGA Tour of Australasia. The City of Palmerston NT PGA Championship is a week long event attracting local, interstate and international participants to the Northern Territory. This weeklong event also incorporates several community activities designed to engage local communities and broadly develop the game of golf.



# Social & Community Impact

- By far the most significant benefactor of the City of Palmerston NT PGA Championship is the Palmerston Community and the surrounding region. The weeklong event acts as a valuable motivator and spectacle for the public, volunteer and corporate arena.
- Even in its inaugural year, the PGA has worked closely with many of the Local and State authorities and media outlets to build sustainable relationships and programs for the tournament.
- In working with local media and sponsors we have created significant awareness for the event and community across all mediums.

# Social & Community Impact Cont'd

- In working with local and intrastate sponsors we have generated and returned significant funds to the Palmerston community through food, beverage and accommodation.
- The City of Palmerston NT PGA Championship remains on trend to meet its long term vision of being a significant golfing spectacle for the Northern Territory, one which continues to attract a broad media interest and tourism attendance.



# Tournament Overview

Date: Monday 8<sup>th</sup> August – Sunday 14<sup>th</sup> August

Venue: Palmerston Golf Course

Prizemoney: \$150,000

Starting Field: 120 Competitors including six elite amateurs

Winner: Jordan Zunic (NSW) 64, 67, 69, 71 – 271

Runner-Up: Max McCardle (SA) 66, 70, 67, 70 – 273

Low Amateur: Shae Wools-Cobb (QLD) 71, 72, 71, 72 - 286

# Player Summary

The Northern Territory PGA Championship attracted a class field in it's inaugural year. Spectators were treated to some high calibre of golf from former US PGA Tour regulars, Stephen Leaney and Michael Sim.



Both Leaney and Sim had their chances and although they didn't walk away with the Northern Territory PGA Championship trophy both players did finish inside the top 20, with Leaney finishing in a tie for 4<sup>th</sup> position.

# Player Summary Continued....



Spectators were also fortunate to witness the next generation of Australian Golf including Tim Hart, Kris Muck, Deyen Lawson and Callan O'Reilly.



Promising Queensland player Shae Wools-Cobb took home the leading amateur prize after carding rounds of 71, 72, 71, 72. With only six amateurs in the field, Wools Cobb was the only amateur to make the two day cut.



# Community Engagement Program



The focus surrounding this year's tournament was the Community Engagement Program, designed to interact with the greater Northern Territory Community.

# Junior Pro-Am

Junior golfers from across the Northern Territory enjoyed an opportunity of a lifetime, rubbing shoulders with their heroes and playing the tournament course just days out from the Championship. 25 Juniors competed in the event which will no doubt inspire the next generation of Northern Territory golfers.



# Championship Clinic

Hosted at the Flight scope Driving Range, the Darwin public were treated to some one-on-one tuition from some of Australia's leading professionals in the lead up to the Championship.

More than 20 keen golfers participated in the clinic held on the Tuesday evening, enjoying the tuition and tips being offered by the professionals.



# Championship Pro-Am

More than 155 amateurs, including sponsors and guests competed in the inaugural Championship Pro-Am on the Wednesday of Tournament week.



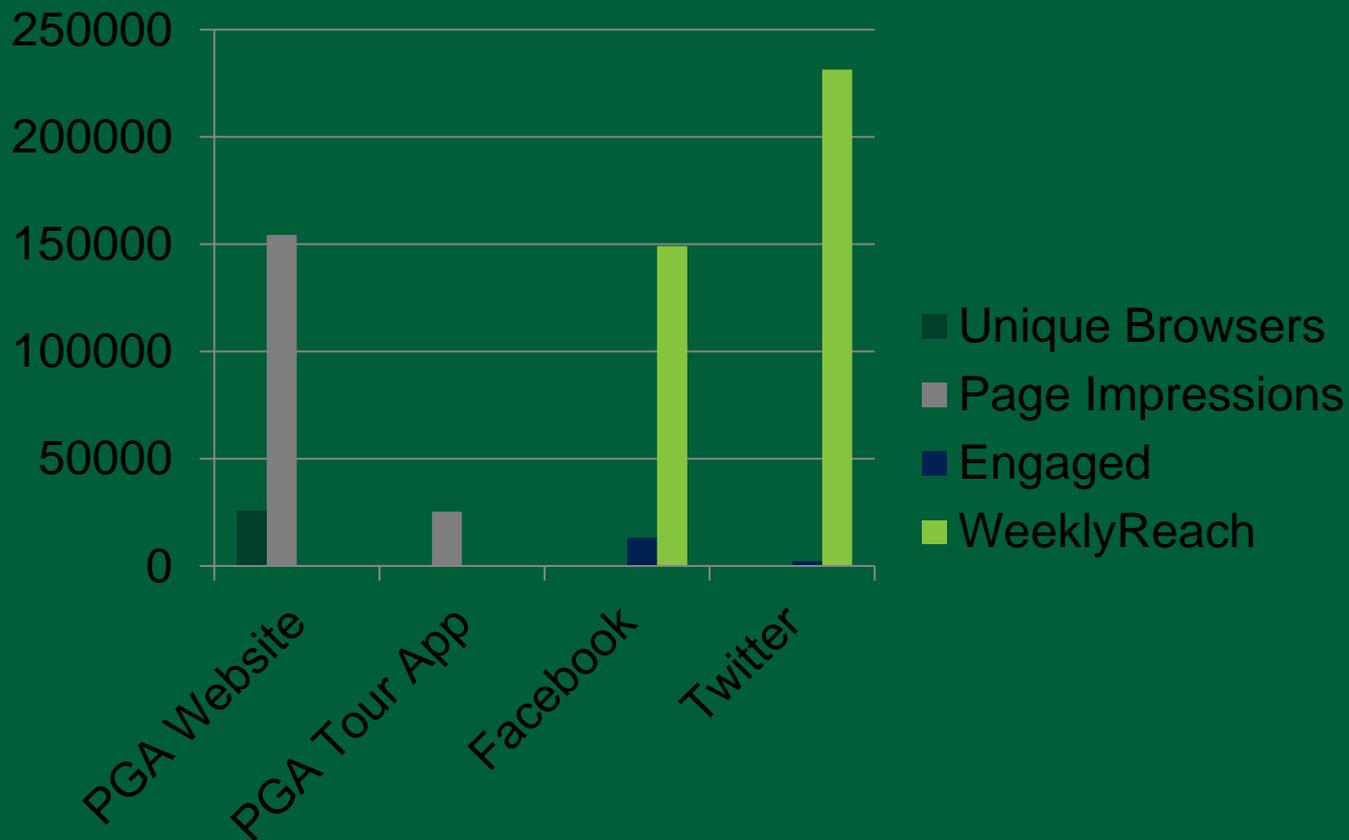
Playing in a team competition, this event gives all of the Tournament's key stakeholders an opportunity to play alongside the country's finest golf professionals, while in a relaxed and light hearted environment.

# Championship Pro-Am cont'd



# Media and Communications

The below report indicates the reach of the PGA Media throughout the City of Palmerston NT PGA Championship.



# Media and Communications cont'd

The below highlights the reach the PGA Media had for the duration of the Championship;

- NT News
- ABC Darwin
- Golflink
- Golf Australia
- Manuwatu Standard
- Newcastle Herald
- Sydney Morning Herald
- Illawarra Mercury
- Golf Australia Magazine Express
- Iseek golf



The image shows a screenshot of a Facebook post from the PGA of Australia. The post is dated August 14 and features a photo of a golfer, Jordan Zunic, holding a trophy. The text of the post reads: "Congratulations to Jordan Zunic on winning his second PGA Tour of Australasia title at the Northern Territory PGA Championship today!". Below the photo, there are interaction options like Like, Comment, and Share. A comment from Ben Davis is visible, stating: "I believe he is those two plus a St Georges Basin man. Also massive congrats mate." Another comment from Brad Newson says: "Brayden Rees he is a Bonnie Doon man". The post also shows a share count of 1 and a link to view more comments. The PGA of Australia logo is visible in the top left corner of the post area.

# Media and Communications cont'd



The image is a screenshot of a news article on the NT News website. At the top left is the NT News logo. To its right is a 'LIST FOR FREE NOW' button with a 'List Now' link. Below the logo is the location 'DARWIN 25-33°C'. A navigation bar contains categories: NEWS, SPORT, ENTERTAINMENT, LIFESTYLE, BUSINESS, REAL ESTATE, and CLAS. A secondary navigation bar lists sports: LOCAL AFL, AFL, SUPERCOACH, CRICKET, RUGBY LEAGUE, RUGBY UNION, RACING, and MOTOR SPORT. The main image shows a smiling golfer, Jordan Zunic, wearing a white cap and a blue and white striped polo shirt, holding a trophy. The trophy is a green map of the Northern Territory with a golf ball and text: 'NORTHERN TERRITORY PGA CHAMPIONSHIP 2016 WINNER'. Below the image is a caption: 'Jordan Zunic has won the inaugural NT PGA Championship. PICTURE: Justin Kennedy'. A red 'Golf' tag is on the left. The article title is 'Jordan Zunic wins inaugural NT PGA Championship'. The author is 'GREY MORRIS, NT News' and the date is 'August 15, 2016 8:12am'. The article text begins with 'JORDAN Zunic pointed to the local knowledge of his caddie John Croker and a turnaround birdie at the par-3 14th hole as big factors in his two-stroke win over Max McCardle in the inaugural NT PGA Championship.'

**NT News**

DARWIN 25-33°C

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LOCAL AFL AFL SUPERCOACH CRICKET RUGBY LEAGUE RUGBY UNION RACING MOTOR SPORT

Jordan Zunic has won the inaugural NT PGA Championship. PICTURE: Justin Kennedy

**Golf**

## Jordan Zunic wins inaugural NT PGA Championship

GREY MORRIS, NT News  
August 15, 2016 8:12am

JORDAN Zunic pointed to the local knowledge of his caddie John Croker and a turnaround birdie at the par-3 14th hole as big factors in his two-stroke win over Max McCardle in the inaugural NT PGA Championship.

# Media and Communications cont'd



**NT News** MLC Looking for a new you need to cha

DARWIN 25-33°C

NEWS SPORT ENTERTAINMENT LIFESTYLE BUSINESS REAL ESTATE CLAS

LOCAL AFL AFL SUPERCOACH CRICKET RUGBY LEAGUE RUGBY UNION RACING MOTOR SPORT

Aaron Pike preparing for inaugural PGA tournament in Palmerston. PICTURE: Katrina Bridgford

**Inaugural City of Palmerston PGA in shooting distance for hometown professional Aaron Pike**



**PGA AUSTRALIA** 1911

Tournaments Play Education News Video Media Cent

Home > News > PGA Tour Aus > NT PGA > Zunic the man to beat at the NT PGA

**Zunic the man to beat at the NT PGA**

BY OLIVIA MCMILLAN PGA Media PUBLISHED ON 12 August 2016

Overnight leader Jordan Zunic has placed an exclamation mark on his stranglehold of the Northern Territory PGA Championship. Playing in the afternoon field, Zunic fired 4-under 67 to be 11-under the card after two rounds and leading by five shots.

"My expectations weren't high after what I did yesterday," said Zunic, who opened with 7-under 64.

"I just tried to go out there, play solid golf and not try too hard."

"Each day we play, I get better at understanding where to hit the ball and where not to hit it. I am just going to stick to my game plan the next two rounds and hopefully I can keep executing shots."



**NT News** THE UNIVERSITY OF ADELAIDE THINK BIGGER. Master of Marketing

DARWIN 24-34°C

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Sport

**Top Australian and Asian professionals could be heading to Top End in August for proposed golf tournament at Palmerston**

April 20, 2016 10:52am CRAIG DUNLOP NT News

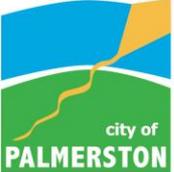
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**MOST VIEWED**

- Daley: I don't want those refs in Game II
- Price aims for unique double

# Media and Communications cont'd



NORTHERN  
TERRITORY  
**PGA**  
CHAMPIONSHIP

Experience the City of Palmerston's Inaugural  
NT PGA Championship with more than 120  
professional golfers from all over  
**Australia & Asia**

August 11th — 14th





**STEPHEN LEANEY**  
Former US Tour Player

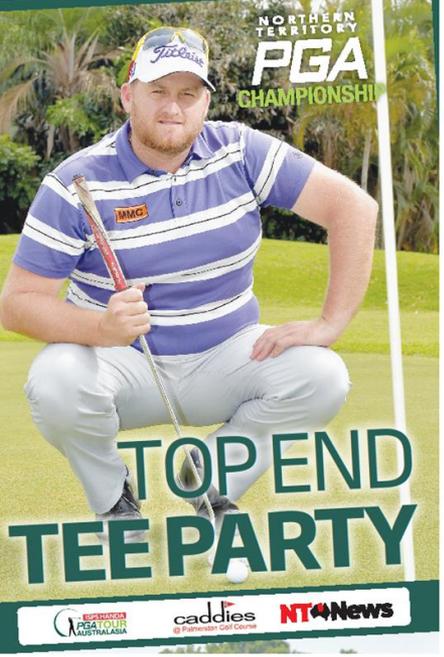
**AARON PIKE**  
Local Hope

**MICHAEL SIM**  
Former US Tour Player

Palmerston Golf Course







TOP END  
TEE PARTY







*OPEN HOUSE*

Serving Breakfast, Lunch & Dinner throughout the  
NT PGA Championship





University Ave & Dwyer Circuit  
Palmerston

1 on bookings phone 8939 1324  
Information for Members & Guests

Wednesday Night is Schitzel Night, Thursday Night Trivia, Live  
Entertainment Friday, Saturday Nights & Churrasco Roast Sunday

# Media and Communications cont'd

## NORTHERN TERRITORY PGA CHAMPIONSHIP

DURACK PRIMARY SCHOOL P  
 DRIVER PRIMARY SCHOOL P

**Event Program**

Day	Date	Times	Event
Wednesday	10th August	1pm	Afternoon PRO AM @ Palmerston Golf Course
Thursday	11th August	From 7.30am	NT PGA Round 1
Friday	12th August	From 7.30am	NT PGA Round 2
Saturday	13th August	From 9am	NT PGA Round 3
Sunday	14th August	From 9am	NT PGA Round 4 & Presentation (3.30pm)

**Caddies Bistro - Operating hours**  
 Wed - Sunday | Breakfast 8am | Lunch 12 noon | Dinner 6pm

**LEGEND**  
 i Information  
 Food & Drink  
 Toilets  
 P Parking

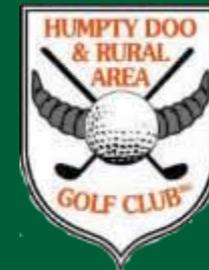
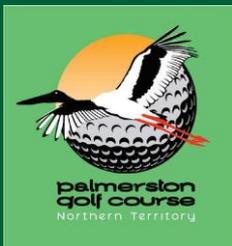
Palmerston Golf Course plan



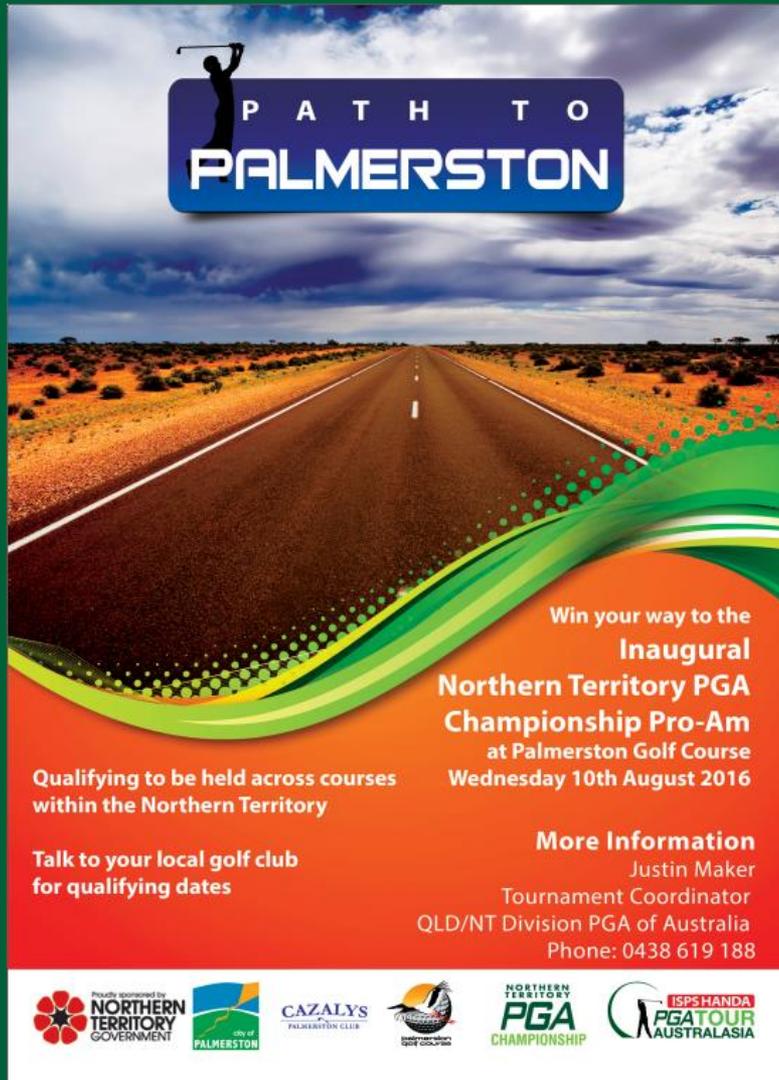
# Path to Palmerston

One of the major components of the City of Palmerston Northern Territory PGA Championship, was to involve the greater Northern Territory golfing public.

This was achieved through the Path to Palmerston, where each club ran a Path to Palmerston qualifying event. The winners of both the Male and Female competitions received an invite to compete in the Championship Pro-Am.



# Path to Palmerston cont'd



The poster features a central image of a long, straight road stretching into the distance under a cloudy sky. A golfer is silhouetted against the sky in the top left corner, holding a club. The text 'PATH TO PALMERSTON' is written in white on a dark blue rectangular background. Below the road, there is a decorative graphic of green and yellow wavy lines with a dotted pattern. The text 'Win your way to the Inaugural Northern Territory PGA Championship Pro-Am at Palmerston Golf Course Wednesday 10th August 2016' is prominently displayed. Below this, it says 'Qualifying to be held across courses within the Northern Territory'. At the bottom, there is contact information for Justin Maker, Tournament Coordinator, and a list of sponsors including Northern Territory Government, City of Palmerston, Cazalys Palmerston Club, Northern Territory PGA Championship, and ISPS Handa PGA Tour Australasia.

**PATH TO PALMERSTON**

Win your way to the  
**Inaugural Northern Territory PGA Championship Pro-Am**  
at Palmerston Golf Course  
Wednesday 10th August 2016

Qualifying to be held across courses  
within the Northern Territory

Talk to your local golf club  
for qualifying dates

**More Information**  
Justin Maker  
Tournament Coordinator  
QLD/NT Division PGA of Australia  
Phone: 0438 619 188

Hosted & sponsored by  
**NORTHERN TERRITORY GOVERNMENT**  
city of  
**PALMERSTON**  
**CAZALYS PALMERSTON CLUB**  
**NORTHERN TERRITORY PGA CHAMPIONSHIP**  
**ISPS HANDA PGA TOUR AUSTRALASIA**

Below are a list of clubs that hosted the 2016 Path to Palmerston Qualifying Events;

- Gove Golf Club
- Jabiru Golf Club
- RAAF Darwin Golf Club
- Humpty Doo Golf Club
- Palmerston Golf Course
- Darwin Golf Club
- Katherine Golf Club

# Player Engagement

Throughout the City of Palmerston Northern Territory PGA Championship, competing professionals had the opportunity to explore the sights of the Northern Territory.

This included a trip to Crocosaurus Cove, Deep Sea Fishing, as well as daily trips to Litchfield National Park, which all headlined the sport segments of news bulletins around the country;



# Economic Analysis

The 2016 City of Palmerston Northern Territory PGA Championship attracted an entry list of 120 competitors. 114 Professionals and 6 Amateurs gained entry into the championship.

The following percentages outline the representation of the final field composition;

Northern Territory – 4%

Queensland – 19%

Victoria – 20%

New South Wales – 26%

Western Australia – 7%

South Australia – 8%

Overseas – 16%

# Economic Analysis Cont'd

In its inaugural year the NT PGA Championship returns an estimated \$626,148 for the week into the Northern Territory's economy through accommodation, food and beverage, ancillary hire and travel expenses and tournament operations. This figure is predicted to increase with ongoing penetration into Asia, 'golfing tourists' are attracted to play and stay in the Northern Territory throughout the year.

Whilst hard to gather 'actual data' surrounding economic impact of the tournament, we have listed below the estimated number of visitors (participants, spectators, support crew, artists, others travelling specifically for the event), their total length of stay and their estimates daily spend (accommodation, food, activities etc.) These figures do not include visitors who are already in town on vacation who attend the event.

A list of local suppliers has also been provided, outlining the work created by the NT PGA for local business.

# Economic Analysis Cont'd

	Competitors	Locals	Intra State Visitors	Path to Palmerston	Inter State Visitors	International Visitors	Totals
Visiting Specifically	116	100	60	10	110	30	426
Average Daily Spend	\$234	\$50	\$302	\$110	\$302	\$326	n/a
Average Length of Stay	7 Days	n/a	7 Days	3 Days	7 Days	7 Days	n/a
Totals	190,008	5000	126,840	3,300	232,540	68,460	n/a
Grand Total	<b>\$626,148</b>						

\* Figures supplied by the Australian Golf Industry Council / Sports Marketing

The above figures are indicative of the competitors, officials, caddies, families and friends that specifically attended the Northern Territory PGA Championship.

# Economic Analysis Cont'd

## Local Suppliers to the NT PGA

COMPANY		\$ SPENT
SCTV	Southern Cross Television, TV Advertising Partner of the NT PGA operating in Darwin since 2003 employs 8 full time staff in its Darwin office.	\$20,052.73
News Limited	NT News has been serving the people of the Northern Territory for more than 60 years . The NT News reaches more than 64,000 people each day & employs 110 staff. NT News, media partner for the NT PGA.	\$20,480.28
Channel 9	Founded in 1971, Channel 9 Darwin has 42 employees and supplied advertising for the NT PGA.	\$5,000.00
Thyme 2 Taste	Thyme 2 Taste catering provided all meals associated with the tournament. Employing 25 staff for this event.	\$28,460.64
CUB, Lion, Coke, ALM	Suppliers of all beverages throughout the tournament.	\$14,090.91
Sporte Leisure	Supplier of all tournament shirts & caps for volunteers and pro-am players at the NT PGA.	\$13,372.50
Entertainment	Local musicians supplied entertainment throughout the tournament. A mix of DJs & soloists were employed for various events.	\$5,000.00
Darwin Carpet & Vinyl	A locally family owned business, Darwin Carpet & Vinyl employees 14 staff.	\$2363.64
Palmerston Cricket Club	Our local cricket club assisted by collecting golf balls from the driving range, twice daily. A donation to the Club was made for this service.	\$1,000.00
Driven Designs	Driven Designs is a local printing company that provided all the banners and signage for the NT PGA.	\$12,356.30
Sub Total		\$122,177

# Economic Analysis Cont'd

## Local Suppliers to the NT PGA Cont'd

COMPANY		\$ SPENT
Territory Party Hire	A Territory owned and operated business with over 30 years of combined industry experience employing 12 staff. Suppliers of marquees & furniture for the NT PGA.	\$2,683.46
Dreammedia	Founded in 2007 by local Chris & Liz O'Brien, Dreammedia are the market specialists in production equipment solutions in the NT. Suppliers of production for big screen & presentations.	\$10,442.00
Top End Greenkeeping	Consultancy for course beautification to PGA Standard	\$2,000.00
Darwin Castles	Family owned & operated business since 2006 employing 9 staff. Darwin Castles provided children's entertainment, throughout the week long event	\$1727.27
Enchanted Moments	This family operated local business, supplier of event services for NT PGA Tournament Dinner.	\$4,290.82
Tempfence Darwin	Local business supplying temporary fencing for driving range & crowd control.	\$875.00
Territory Rig Media	Local rigging specialists, supplying all rigging for outdoor broadcast of NT PGA.	\$1,440.00
St John Ambulance	Supplied on-site volunteer first aid officers for the length of the tournament.	\$500.00
Global Headquarters	Locally owned business supplying all film services & graphics production for big screen.	\$5,630.00
L.O.F.T. Club Car	Supplier of additional golf carts to the Palmerston Golf Course for the NT PGA.	\$830.00
Curbys Trophies	Family owned business operating in Darwin for the past 17 years, supplier of winner & perpetual trophies for the NT PGA	\$800.12
<b>Grand Total</b>		<b>\$153,395.67</b>

# Vision

On the back of the successful staging of the 2016 City of Palmerston Northern Territory PGA Championship, the PGA of Australia, Palmerston Golf Course and the City of Palmerston Council will continue to exhaust every option for the Northern Territory's most elite golf tournament to remain on the ISPS Handa PGA Tour of Australasia schedule for many years to come.

With this in mind, our vision is to continue to enhance the event for both the sponsors and the community, and create a greater presence of the tournament in the Asia Pacific region.

Actively engaging surrounding communities through signage, promotions and Professional visitation will improve our ability to deliver on sponsor recognition, crowd numbers and increased business potential.

At the forefront of our minds are the event goals including promoting the game of golf and delivering an international sporting event to the state. Doing so will enable us to produce an event with moral and financial longevity.

# Event Partners

The 2016 City of Palmerston Northern Territory PGA Championship welcomed a host of partners to the inaugural Championship, each playing a pivotal role in the overall success of the event.

Treasury Wines

Nutri-Zone

De Silva Hebron

Kennards Hire

Department of Business

Kerry's Holden

Able Finance Service

Ekonomix Solar

Halikos

Coca Cola

Barge Express

Cellarbration

Samuel Smith & Son

Top End Greenkeeping

Garden Park Golf Link

Territory Sport Medicine

Southern Cross

Channel 7

IGT

Lion

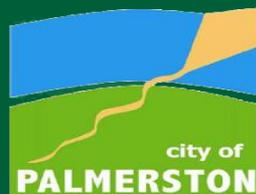
Channel 9

Core Traffic Control

MMC



Northern Territory  
Government





Contact

Noel Fahey

General Manager

Cazalys & The Palmerston Golf Course

Phone: 8932 8688 Mobile: 0418 855 767

Email: [gm@cazalysnt.com.au](mailto:gm@cazalysnt.com.au)



<b>ITEM NUMBER:</b>	13.1.1	Proposed Permanent Closure of a Section of the Hillson Street Road Reserve
<b>FROM:</b>		Director of Technical Services
<b>REPORT NUMBER:</b>	8/1086	
<b>MEETING DATE:</b>	21 February 2017	

#### **Municipal Plan:**

2. Economic Development

2.3 City Planning

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

#### **Summary:**

Council has previously discussed permanently closing a section of the Hillson Street road reserve near the Hillson Street - Palmerston Circuit intersection and adjacent to Lot 10024. The proposed area for closure will rationalise the alignment of the road reserve boundary with the remainder of Hillson Street road reserve. Road closures require the consent of the Minister responsible for the administration of the Local Government Act.

#### **RECOMMENDATION**

1. THAT Council receives Report Number 8/1086.
2. THAT Council approve the permanent closure of a section of the Hillson Street road reserve near the intersection with Palmerston circuit and adjacent to Lot 10024.
3. THAT Council approve the road closure be undertaken as required under the *Local Government Act* and the *Local Government (Administration) Regulations*, including seeking the consent of the Minister responsible for the administration of the *Local Government Act*.

#### **Background:**

The Hillson Street road reserve is 20 m wide except for a section near the intersection with Palmerston circuit adjacent to Lot 10024 where the road reserve is 23.9 m wide (**Attachment A**). It is proposed to close a 99 m<sup>2</sup> section of road reserve (**Attachment B**) and rationalise the alignment of the road reserve boundary with the remainder of Hillson Street road reserve.

**General:**

Road closures require the consent of the Minister responsible for the administration of the *Local Government Act*. Proceeding with the proposed road closure will require the proposal to be publicly advertised, including an invitation for any person to lodge an objection to the proposal within 28 days. Following the period for objections, Council will be required to consider any objections prior to seeking the consent of the Minister for the road closure.

**Financial Implications:**

The cost of a public notice in the local newspaper advising of the proposal to close the section of road is estimated at \$500.

**Legislation/Policy:**

The *Control of Roads Act* for Parts 3 and 4 does not include a road that is under the care, control and management of a local government council.

The *Local Government Act* permits a council to permanently close a road, or part of a road, under its care, control and management where the relevant procedural requirements prescribed by regulation have been satisfied and with the consent of the Minister responsible for the administration of the *Local Government Act*.

The *Local Government (Administration) Regulations* sets out the procedural requirements required to be followed by a council to permanently close a road under its care, control and management.

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

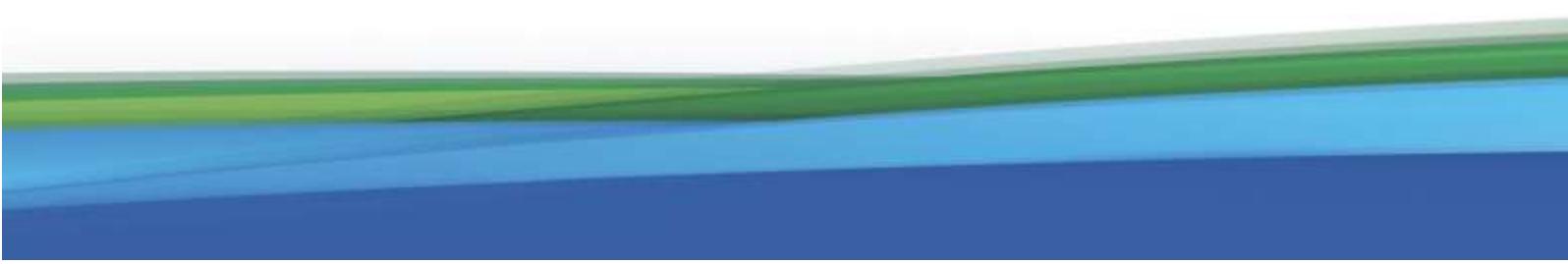
Any queries on this report may be directed to Mark Spangler, Director of Technical Services on telephone (08) 8935 9958 or email [mark.spangler@palmerston.nt.gov.au](mailto:mark.spangler@palmerston.nt.gov.au)

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

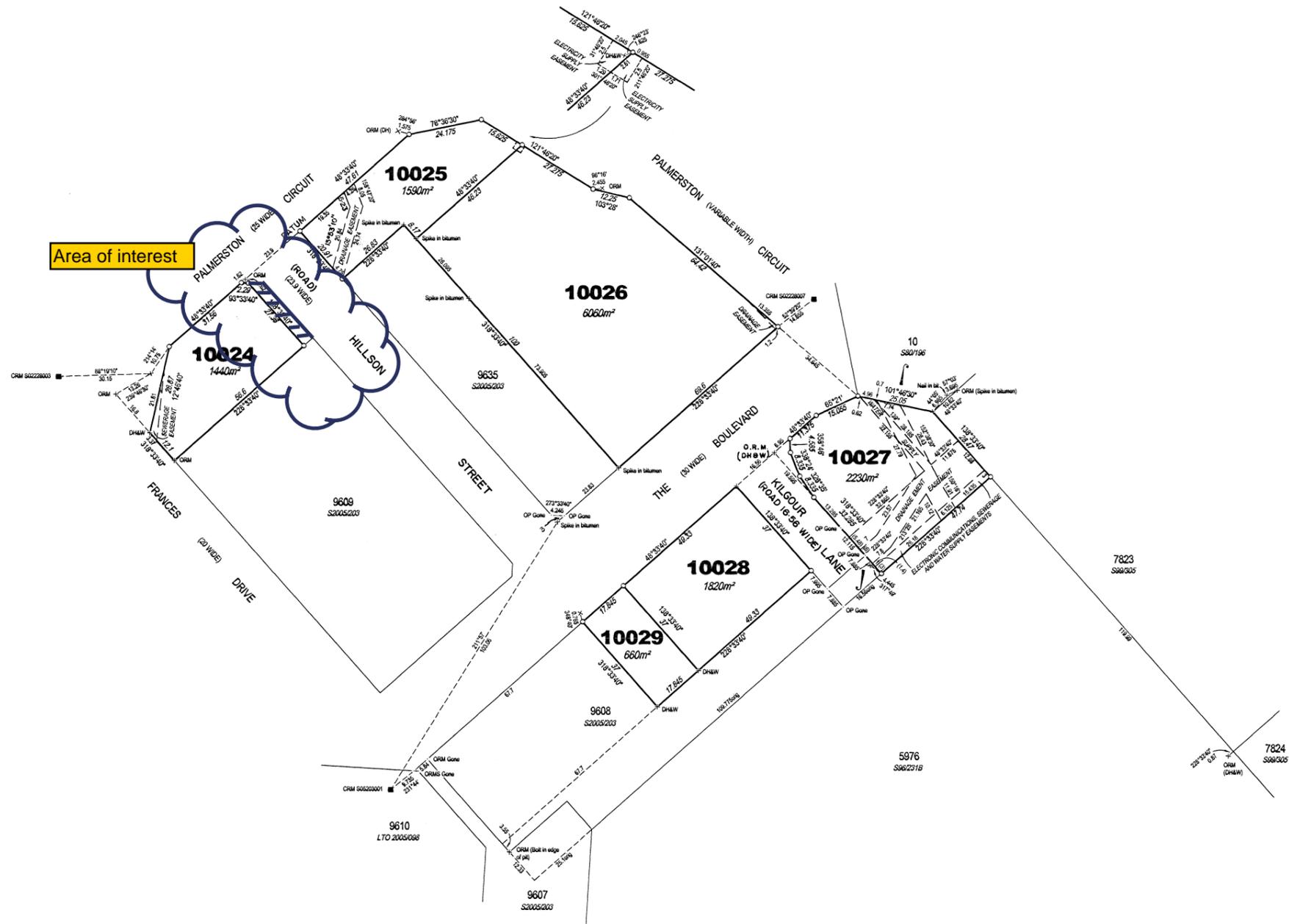
**Schedule of Attachments:**

Attachment A: Survey Plan 2008/199

Attachment B: Hillson Street – proposed section for permanent closure



Supersedes S95/185 and Part of S90/186



Philip Arthur Verrall  
I, the undersigned, hereby certify that the survey represented on this plan was carried out by me or under my supervision and was completed on 2.09.08 and that this survey has been executed in accordance with the Licensed Surveyors Act and the Directions thereunder.  
*P.A. Verrall* 6.10.08  
Licensed Surveyor Date

**SURVEY APPROVED**  
*Roland Sila* 27/10/08  
Delegate of the Surveyor-General Date

AMENDMENTS			
Reference	Details	Approved	Date

Note:  
Electricity Supply, Sewerage and Water Supply Easements are in favour of the Power and Water Corporation  
Drainage Easements are in favour of the Palmerston City Council  
Electronic Communications Easement is in favour of Telstra Corporation Limited

Field Book  
S2008/199  
Drawn  
Earl James & Associates  
(9621) 1.10.08  
Examined  
*E. Hann*  
Map Reference

Grid  
(Palmerston Datum)  
Bearings

**AZIMUTH**  
Assumed from S2005/203  
Observed at

**LEGEND**

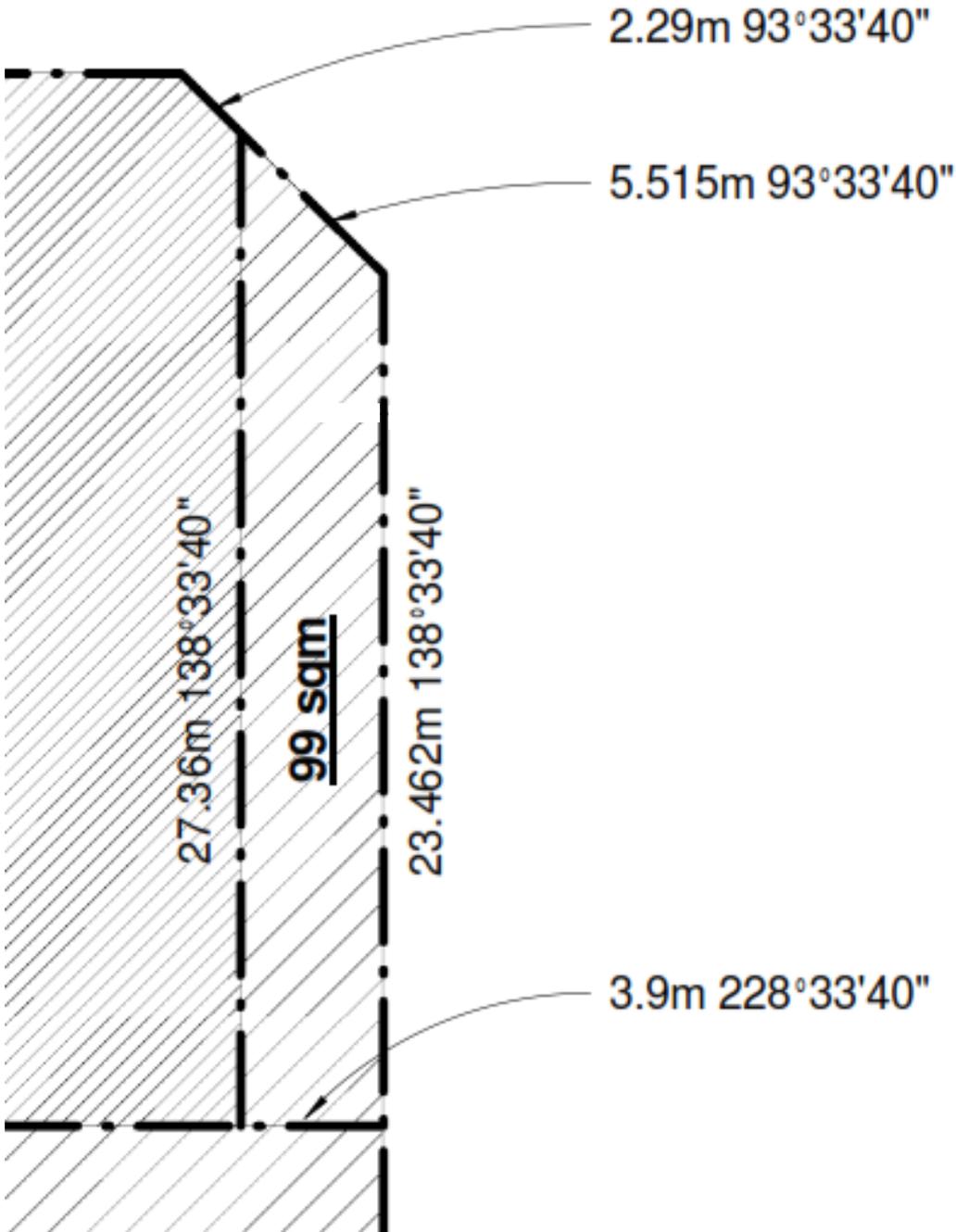
- Concrete Post
- Concrete Block
- Peg or Wooden Post
- Reference Mark
- Locksplit
- Fence Post

**LOTS 10024 TO 10029**  
TOWN OF PALMERSTON

SCALE 1:750  
metres

**S2008/199**

WARNING - Damaged or creased plan will be rejected.



<b>ITEM NUMBER:</b>	13.1.2	Proposal for the construction of a 2-coat sealed carpark on Lot 4273
<b>FROM:</b>		Director of Technical Services
<b>REPORT NUMBER:</b>	8/1088	
<b>MEETING DATE:</b>	21 February 2017	

### 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:

In accordance with Council decision number 8/2126

#### 11.2.1 City Centre Car Parking

3. THAT Council endorses opening a discussion with the NT Government regarding the use of vacant crown land Lot 10027, and the owner of Lot 4273 and other vacant lots for use as formal car parking in the Palmerston City Centre.

**CARRIED 8/2126 - 19/07/2016**

Staff have carried out a feasibility study to construct a new 2-coat sealed carpark on a privately owned vacant lot (Lot 4273) at the corner of Palmerston Circuit and Mansfield Street in the Palmerston City Centre. This report presents the estimated cost for constructing the carpark, estimated annual lease value and the payback period based on Council's current carparking fees. The payback period in different scenarios presented in this report may determine the length of lease if Council decides to proceed with this proposal.

### RECOMMENDATION

1. THAT Council receives Report Number 8/1088.
2. THAT Council considers the proposal for constructing a 2-coat sealed carpark on a privately owned vacant lot (Lot 4273) and negotiates with the land owner for a lease term of 13 years.
3. THAT, if the owner of Lot 4273 accepts leasing this lot to Council for 13 years, Council includes the carpark construction project in its 2017/2018 financial year's Capital Works Program.

### General:

Due to the expected rapid growth of the Palmerston CBD area, Council has developed a carparking strategy to manage car parking in a sustainable manner. Council has resolved to provide paid parking in the CBD. This will reduce unnecessary parking burden. However, it is envisaged that Council will need

additional temporary carparks until a permanent multideck carpark can be constructed and commence operation.

A feasibility study carried out recently on the provision of on-grade carparking on lot 4273 has shown that 30 car bays including 1 disability bay and 3 motorcycle bays can be provided. (see **Attachment A**-carpark drawings). The estimated cost of constructing a 2-coat sealed carpark is \$229,530 excluding GST (see **Attachment B**- Cost Estimate).

Staff have calculated the payback period to determine how long it will take to recover the cost of carpark construction and annual lease of the site based on the current carpark fees for 3 different occupancy rates.

Scenario 1: If the occupancy rate is 100% and for an assumed interest rate of 2.8%, it will take 14 years to break even (see **Attachment C**- Payback Period calculation).

Scenario 2: If the occupancy rate is 80% and for an assumed interest rate of 2.8%, it will take 21 years to break even (see **Attachment C**- Payback Period calculation).

Scenario 3: If the occupancy rate is 70% and for an assumed interest rate of 2.8%, it will take 29 years to break even (see **Attachment C**- Payback Period calculation).

Staff believe that the most appropriate occupancy rate is somewhere between 80 and 100%, and as such the payback period will be 14-21 years.

Council will need to consider whether the owners of lot 4273 will be prepared to lease the site for the required return period and whether Council considers that its immediate carparking needs will extend for the term of the lease required. The cost of a shorter 10 year lease has also been included in the analysis and can be viewed in Attachment C.

#### **Financial Implications:**

If Council proceeds with this project, it needs to allocate \$229,530 in the 2017/2018 financial year's capital works program for the construction of the car park and associated infrastructure as well as the final agreed annual lease amount. For the purpose of this analysis an annual lease value of \$15,000 has been used.

Sometime after 10 years the carpark will require a reseal. Should Council choose a lease period of less than 15 years it is expected that a reseal may be able to be avoided.

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

Nil

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

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

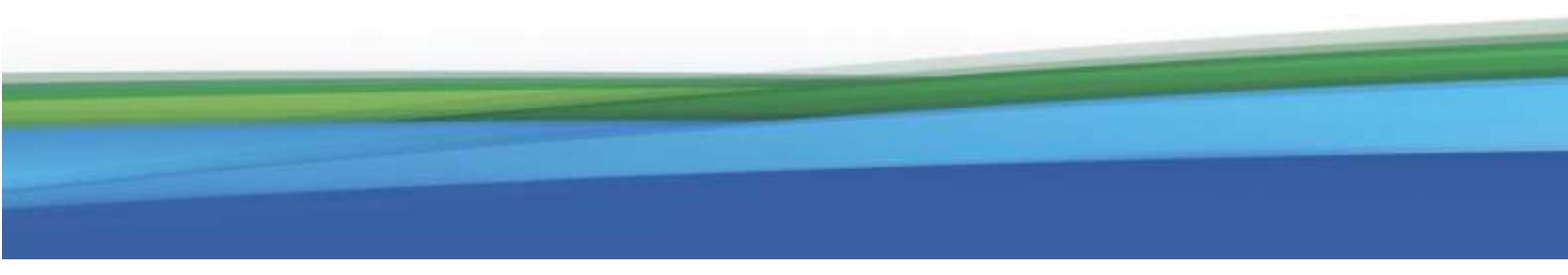
**Author:** Jeetendra Dahal, Technical Services Manager

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

Attachment A: Proposed carpark infrastructure drawings.

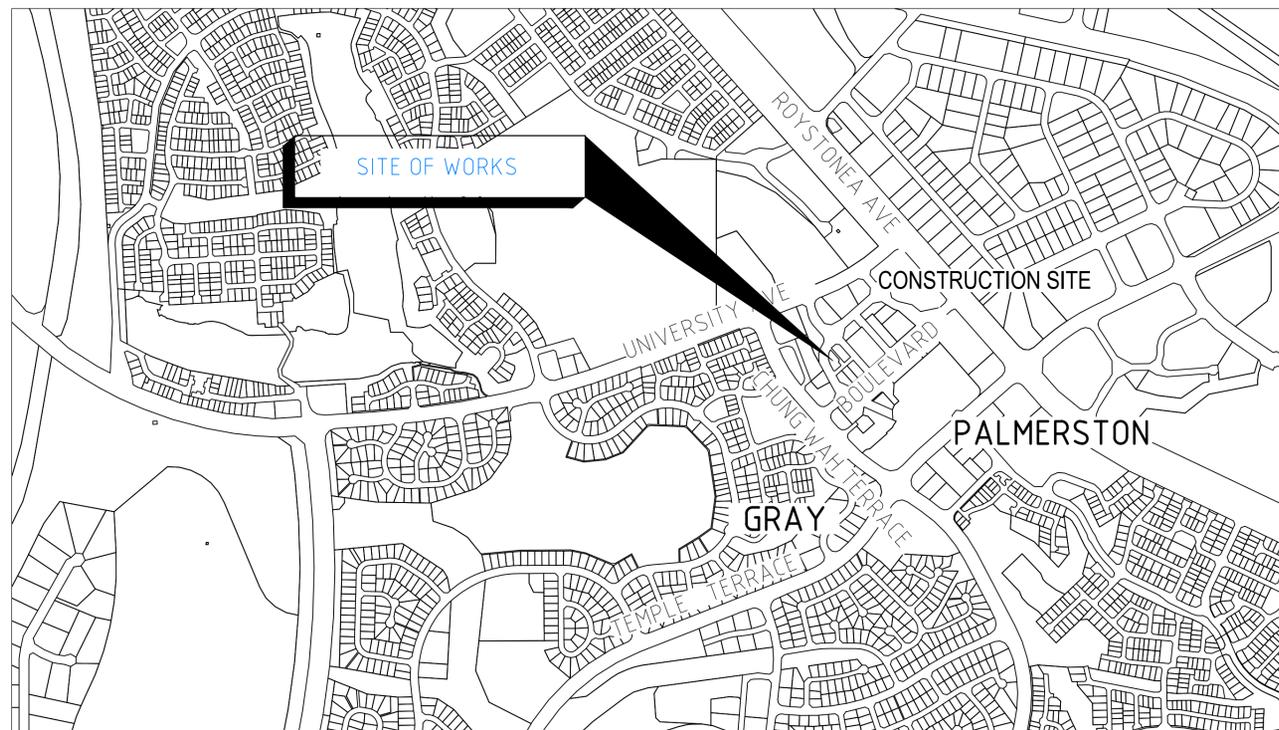
Attachment B: Cost estimate.

Attachment C: Payback period calculation.



# PALMERSTON CBD CARPARK

## MANSFIELD STREET



LOCALITY PLAN



**GENERAL NOTES:**

1. CO-ORDINATE DATUM IS TO MGA 94 ZONE 52. LEVEL DATUM IS TO AHD.
2. SERVICES TO BE LOCATED PRIOR TO CONSTRUCTION.
3. LINE MARKING TO BE PROVIDED IN ACCORDANCE WITH AS1742 & DOI STANDARD DRAWINGS C(S)1520
4. LANE DIMENSIONS ARE TO CENTRE OF LINE MARKING OR EDGE OF SEAL.

**DESIGN BASIS**

GEOMETRIC DESIGN

AUSTROADS GUIDE TO ROAD DESIGN PART 3 GEOMETRIC DESIGN  
 AUSTRALIAN STANDARD: AS1742 MANUAL OF TRAFFIC CONTROL DEVICES  
 AS2890 PARKING FACILITIES

**SURVEY NOTES:**

1. AHD LEVEL DERIVED FROM CO-ORDINATED REFERENCE MARK S02228SP01 (CRM)
2. COORDINATES ARE IN TERMS OF A LOCAL PLANE SYSTEM COINCIDENT WITH MGA 94 ZONE 52 AT CRM S02228SP01. (715545.532ME 8619653.113MN)  
 SCALE FACTOR: 1.00017481  
 CONVERGENCE: 0 ° 25' 43.38"
3. ELECTROMAGNETIC LOCATING TECHNIQUES AS WELL AS GROUND PENETRATING RADAR HAVE BEEN UTILISED IN THE LOCATION OF UNDERGROUND SERVICES. THESE RESULTS ARE NOT INFALLIBLE AND A NON DESTRUCTIVE DIG PROCESS SHOULD BE CARRIED OUT TO CONFIRM SERVICE IDENTIFICATION, POSITIONS AND PARTICULARLY HEIGHTS, WHERE THESE ARE CRITICAL. ALTHOUGH ALL REASONABLE EFFORT HAS BEEN MADE IN LOCATING AND MAPPING THE UNDERGROUND SERVICES, THE COMPLETENESS OF THIS UTILITY SURVEY INFORMATION CANNOT BE GUARANTEED.
4. WARNING! BOUNDARY RE-ESTABLISHMENT SURVEY REQUIRED TO CONFIRM LOT BOUNDARY POSITION AND DIMENSIONS

**WARNING - OVERHEAD POWER LINES IN WORK AREA.**  
 THE CONTRACTOR SHOULD COMPLY WITH REQUIREMENTS OF NT WORKSAFE AND POWER AND WATER WHEN WORKING IN VICINITY OF OVERHEAD POWER LINES

DRAWING SCHEDULE	
SHEET No.	DRAWING DESCRIPTION
1	CIVIL WORKS
2	LOCALITY PLAN & DRAWING SCHEDULE
3	PLAN & SECTIONS
	TRAFFIC CONTROL FACILITIES
	<u>STANDARD DRAWINGS</u>
C(S)1006	STANDARD SIDE ENTRY PITS TYPE 1
C(S)1007	STANDARD SIDE ENTRY PIT DETAILS TYPE 1
C(S)1100	STORMWATER CULVERT & PIPE LAYING DETAILS
C(S)1203	STANDARD KERB PROFILES
C(S)1204	WHEELCHAIR & CYCLE CROSSINGS
C(S)1205	STANDARD VEHICLE ACCESS TYPES
C(S)1520	LINE MARKING

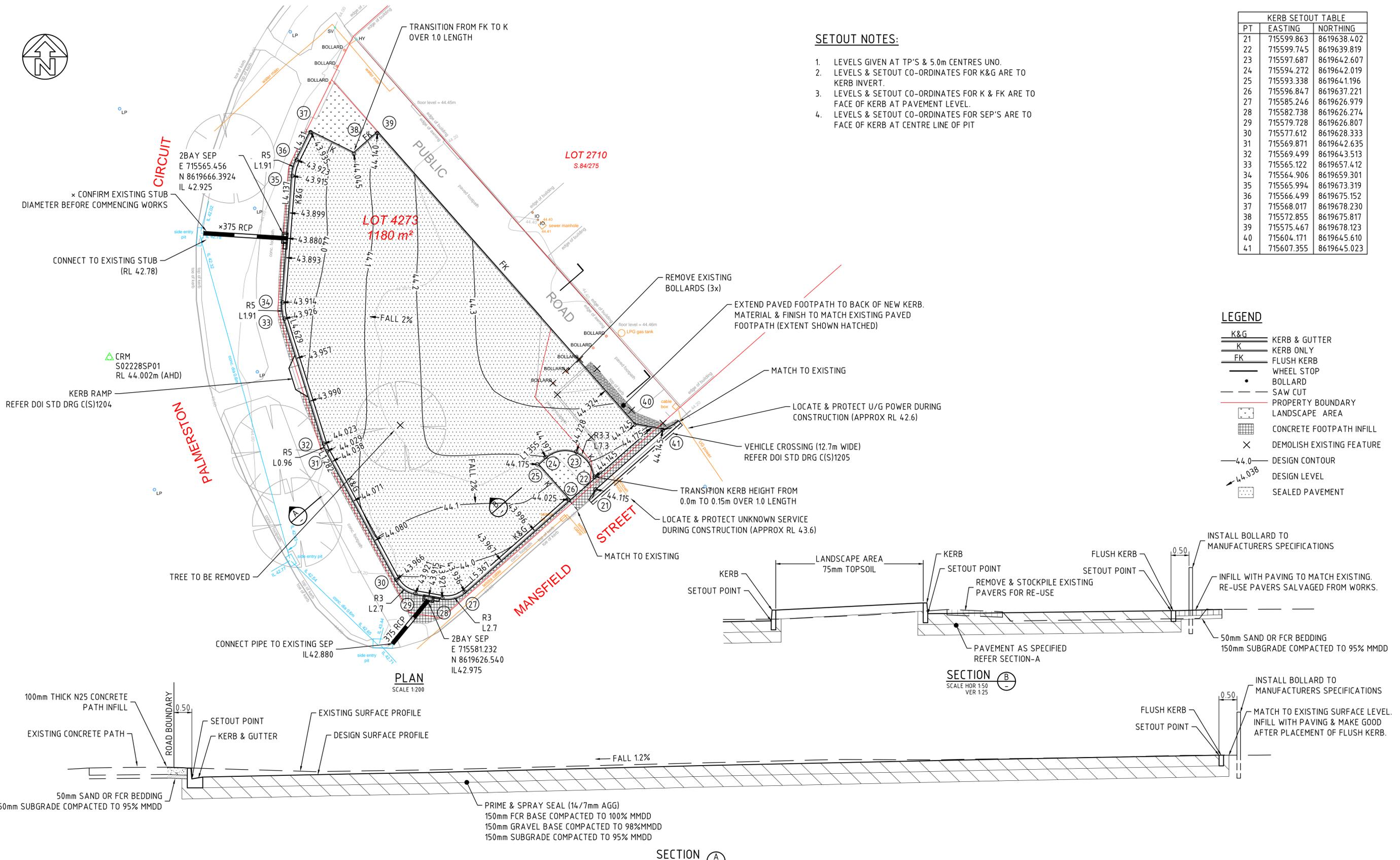
PRELIMINARY

REV	AMENDMENT / REASON FOR ISSUE	DATE	DES.	DWN.	DWGCHK.	VERIFIED	APPROVED

**PUBLIC UTILITIES:**  
 THE SERVICES SHOWN ARE DERIVED FROM PLANS OBTAINED FROM THE RELEVANT SERVICE AUTHORITIES. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO ARRANGE WITH THE RELEVANT SERVICE AUTHORITIES FOR CONFIRMATION OF SERVICES AND THEIR LOCATION BEFORE EXCAVATION WORK COMMENCES.

100mm ON ORIGINAL DRAWING - DO NOT SCALE DRAWING

SHEET SIZE	A1	CITY OF PALMERSTON							
SCALE: AS SHOWN		CBD CARPARK MANSFIELD STREET							
ORIGINAL SURVEY BY	LAND SURVEYS	LOCALITY PLAN & DRAWING SCHEDULE							
SURVEY DATE:	13.10.2016	FILENAME:	20161253_COVER.DWG	JOB NUMBER	20161253	SHEET NUMBER	1	REVISION	
COORDS & DATUM	COORDINATES TO (MGA94 Z52)	ALL LEVELS TO A.H.D.							



**SETOUT NOTES:**

- LEVELS GIVEN AT TP'S & 5.0m CENTRES UNO.
- LEVELS & SETOUT CO-ORDINATES FOR K&G ARE TO KERB INVERT.
- LEVELS & SETOUT CO-ORDINATES FOR K & FK ARE TO FACE OF KERB AT PAVEMENT LEVEL.
- LEVELS & SETOUT CO-ORDINATES FOR SEP'S ARE TO FACE OF KERB AT CENTRE LINE OF PIT

KERB SETOUT TABLE		
PT	EASTING	NORTHING
21	715599.863	8619638.402
22	715599.745	8619639.819
23	715597.687	8619642.607
24	715594.272	8619642.019
25	715593.338	8619641.196
26	715596.847	8619637.221
27	715585.246	8619626.979
28	715582.738	8619626.274
29	715579.728	8619626.807
30	715577.612	8619628.333
31	715569.871	8619642.635
32	715569.499	8619643.513
33	715565.122	8619657.412
34	715564.906	8619659.301
35	715565.994	8619673.319
36	715566.499	8619675.152
37	715568.017	8619678.230
38	715572.855	8619675.817
39	715575.467	8619678.123
40	715604.171	8619645.610
41	715607.355	8619645.023

**LEGEND**

- KERB & GUTTER
- KERB ONLY
- FLUSH KERB
- WHEEL STOP
- BOLLARD
- SAW CUT
- PROPERTY BOUNDARY
- LANDSCAPE AREA
- CONCRETE FOOTPATH INFILL
- DEMOLISH EXISTING FEATURE
- DESIGN CONTOUR
- DESIGN LEVEL
- SEALED PAVEMENT

REV	AMENDMENT / REASON FOR ISSUE	DATE	DES.	DWN.	DWGCHK.	VERIFIED	APPROVED



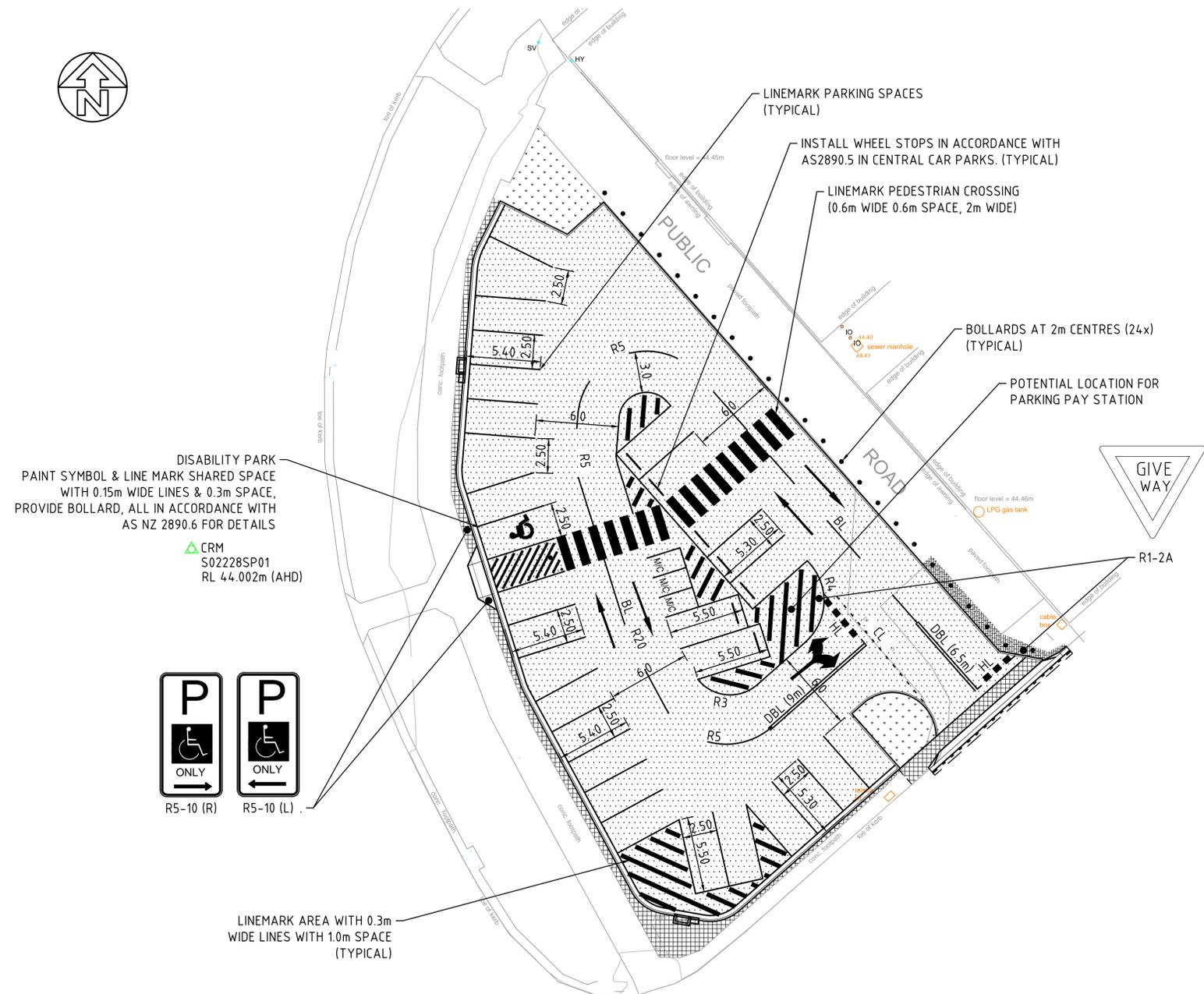
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www.tonkin.com.au

city of PALMERSTON a better approach

SHEET SIZE **A1**  
SCALE: AS SHOWN  
ORIGINAL SURVEY BY LAND SURVEYS  
SURVEY DATE: 13.10.2016  
COORDS & DATUM COORDINATES TO (MGA94 Z50) ALL LEVELS TO A.H.D.

PRELIMINARY			
CITY OF PALMERSTON			
CBD CARPARK MANSFIELD STREET			
PLAN & SECTIONS			
FILENAME:	JOB NUMBER	SHEET NUMBER	REVISION
20161253 CARPARK.DWG	20161253	2	



**LINEMARKING NOTES:**

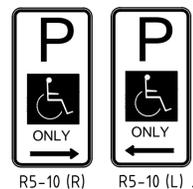
1. LINEMARKING TO CONFORM TO DOI STD DRG C(S)1520, AS1742.2 & ASNZ2890.6
2. LANE WIDTH = 3.0m
3. TYPICAL CAR PARK DIMENSIONS = 2.5 x 5.5, 2.5 x 5.4 & 2.5 x 5.3 (REFER PLAN FOR LOCATION)
4. TYPICAL M/C PARK DIMENSIONS = 2.5 x 1.2
5. LINEMARKING ABBREVIATIONS:  
 HL - HOLDING LINE  
 BL - LANE LINE  
 CL - CONTINUITY LINE  
 DBL - DOUBLE BARRIER LINE
6. DISABLED CARPARK 1x
7. MOTOR CYCLE PARKS (M/C) 3x
8. CAR PARKS 29x

**LEGEND**

- K&G KERB & GUTTER
- K KERB ONLY
- FK FLUSH KERB
- WHEEL STOP
- BOLLARD
- SAW CUT
- PROPERTY BOUNDARY
- LANDSCAPE AREA
- CONCRETE FOOTPATH INFILL
- DEMOLISH EXISTING FEATURE
- DESIGN CONTOUR
- DESIGN LEVEL
- SEALED PAVEMENT

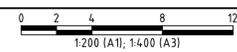
DISABILITY PARK  
 PAINT SYMBOL & LINE MARK SHARED SPACE  
 WITH 0.15m WIDE LINES & 0.3m SPACE,  
 PROVIDE BOLLARD, ALL IN ACCORDANCE WITH  
 AS NZ 2890.6 FOR DETAILS

CRM  
 S02228SP01  
 RL 44.002m (AHD)



LINEMARK AREA WITH 0.3m  
 WIDE LINES WITH 1.0m SPACE  
 (TYPICAL)

**PLAN**  
 SCALE 1:200



**PUBLIC UTILITIES:**  
 THE SERVICES SHOWN ARE DERIVED FROM PLANS OBTAINED FROM THE RELEVANT SERVICE AUTHORITIES. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO ARRANGE WITH THE RELEVANT SERVICE AUTHORITIES FOR CONFIRMATION OF SERVICES AND THEIR LOCATION BEFORE EXCAVATION WORK COMMENCES.

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a better approach

SHEET SIZE	A1
SCALE	AS SHOWN
ORIGINAL SURVEY BY	LAND SURVEYS
SURVEY DATE	13.10.2016
COORDS & DATUM	COORDINATES TO (MGA94 Z50) ALL LEVELS TO A.H.D.

<b>PRELIMINARY</b>			
CITY OF PALMERSTON			
CBD CARPARK MANSFIELD STREET			
TRAFFIC CONTROL FACILITIES			
FILENAME:	20161253 CARPARK.DWG	JOB NUMBER	20161253
		SHEET NUMBER	3
		REVISION	

REV	AMENDMENT / REASON FOR ISSUE	DATE	DES.	DWN.	DWGCHK.	VERIFIED	APPROVED

## PRELIMINARY CONSTRUCTION COST ESTIMATE

Project: Palmerston CBD Carpark  
 Job No: 2016.1253  
 Date: 30/11/2016  
 Revision: A  
 Summary of works: Carpark  
 Estimated: JD  
 Review: BS



Item No	Description	Comment	Unit	Qty	Rate	Cost
<b>1</b>	<b>Preliminaries</b>					
1.1	<b>Environmental Management</b>					
a)	Preparation and Implementation of Environmental Management Plan		Item	1	\$ 1,000.00	\$ 1,000.00
1.2	<b>Provisions for Traffic</b>					
a)	Traffic Management Plan		Item	1	\$ 1,000.00	\$ 1,000.00
b)	Implementation of Traffic Management Plan		Item	1	\$ 5,000.00	\$ 5,000.00
1.3	<b>Micellaneous Provisions</b>					
a)	Establishment					
i)	Mobilisation		Item	1	\$ 2,000.00	\$ 2,000.00
ii)	Demobilisation		Item	1	\$ 2,000.00	\$ 2,000.00
iii)	Ongoing Costs		Item	1	\$ 1,000.00	\$ 1,000.00
b)	As Constructed Information		Item	1	\$ 1,500.00	\$ 1,500.00
c)	Level Checking		Item	1	\$ 1,500.00	\$ 1,500.00
d)	Control Station Survey Check		Item	1	\$ 1,000.00	\$ 1,000.00
e)	Set-Out Survey		Item	1	\$ 2,000.00	\$ 2,000.00
f)	Site Facilities & Security		Item	1	\$ 1,500.00	\$ 1,500.00
g)	Site Management (QA and OHS)		Item	1	\$ 2,500.00	\$ 2,500.00
h)	Locate and Protect Existing Overhead & Underground Services		Item	1	\$ 1,000.00	\$ 1,000.00
i)	Public Notifications (i.e Noticeboards)		Item	1	\$ 500.00	\$ 500.00
	<b>Sub-Total</b>					<b>\$ 23,500.00</b>
<b>2</b>	<b>Conformance Testing</b>					
a)	Paid for by the Superintendent		-		-	-
	<b>Sub-Total</b>					<b>\$ -</b>
<b>3</b>	<b>Demolition</b>					
a)	Sawcut existing pavement		m	15	\$ 30.00	\$ 450.00
b)	Demolition & disposal of existing pavement to subgrade level (excludes disposal of asphalt)		m2	70	\$ 15.00	\$ 1,050.00
c)	Demolition & disposal of existing kerb and gutter		m	32	\$ 150.00	\$ 4,800.00
d)	Clearing of existing kerb, trees and vegetation		Item	1	\$ 1,500.00	\$ 1,500.00
e)	Disposal of asphalt (offsite)		m3	5	\$ 55.00	\$ 275.00
f)	Removal of existing paved footpath	where pipes cross footpath	m2	90	\$ 20.00	\$ 1,800.00
g)	Remove bollards		Item	3	\$ 50.00	\$ 150.00
h)	Remove Pram Ramp		Item	1	\$ 300.00	\$ 300.00
	<b>Sub-Total</b>					<b>\$ 10,325.00</b>
<b>4</b>	<b>Site Preparation &amp; Earthworks</b>					
a)	Stripping of excess topsoil		m2	1,180	\$ 5.00	\$ 5,900.00
b)	Earthworks in Cut		m3	420	\$ 20.00	\$ 8,400.00
c)	Earthworks in Fill		m3	10	\$ 250.00	\$ 2,500.00
d)	Topsoiling respreading (50mm depth)		m2	45	\$ 10.00	\$ 450.00
	<b>Sub-Total</b>					<b>\$ 17,250.00</b>
<b>5</b>	<b>Stormwater Drainage</b>					
a)	Reinforced Concrete Pipe - DN375	Includes excavate, supply, lay and bed	m	16	\$ 460.00	\$ 7,360.00
b)	Side Entry Pits (2 Bay)		Item	2	\$ 3,000.00	\$ 6,000.00
	<b>Sub-Total</b>					<b>\$ 13,360.00</b>
<b>6</b>	<b>Pavement and Shoulders</b>					
a)	Shape and compact existing subgrade including proof roll		m2	1,270	\$ 7.00	\$ 8,890.00
b)	Sub-Base - 150 mm Compacted Thickness Gravel		m2	1,209	\$ 25.00	\$ 30,225.00
c)	Base - 150 mm Compacted Thickness Fine Crushed Rock		m2	1,209	\$ 30.00	\$ 36,270.00
d)	Spray Sealing	Prime with double coat seal	m2	1,209	\$ 20.00	\$ 24,180.00
	<b>Sub-Total</b>					<b>\$ 99,565.00</b>



## Carpark Details

Number of bays	29
Cost per hour	\$1
Cost per day	\$4

Assume that due to its proximity to the city centre all bays would be all-day parked

Occupancy rate	80%
Daily revenue	\$93

Assume 50 weeks a year	
Annual income	\$23,200 per year

Carpark construction cost	\$230,000	ex GST
Lost income on investment	2.80%	(opportunity cost)

Annual lease amount	\$15,000
---------------------	----------

Payback Period	Occupancy	Outstanding balance at 10 years
14 years	100%	\$50,000
21 years	80%	\$100,000
29 years	70%	\$126,000

Year	Principal	Lease cost	Opportunity Cost	Parking charges	EOY Balance
1	\$230,000	\$15,000	\$6,440	\$23,200	\$215,360
2	\$215,360	\$15,000	\$6,030	\$23,200	\$201,130
3	\$201,130	\$15,000	\$5,632	\$23,200	\$187,298
4	\$187,298	\$15,000	\$5,244	\$23,200	\$173,854
5	\$173,854	\$15,000	\$4,868	\$23,200	\$160,786
6	\$160,786	\$15,000	\$4,502	\$23,200	\$148,084
7	\$148,084	\$15,000	\$4,146	\$23,200	\$135,738
8	\$135,738	\$15,000	\$3,801	\$23,200	\$123,737
9	\$123,737	\$15,000	\$3,465	\$23,200	\$112,072
10	\$112,072	\$15,000	\$3,138	\$23,200	\$100,734
11	\$100,734	\$15,000	\$2,821	\$23,200	\$89,714
12	\$89,714	\$15,000	\$2,512	\$23,200	\$79,002
13	\$79,002	\$15,000	\$2,212	\$23,200	\$68,590
14	\$68,590	\$15,000	\$1,921	\$23,200	\$58,469
15	\$58,469	\$15,000	\$1,637	\$23,200	\$48,632
16	\$48,632	\$15,000	\$1,362	\$23,200	\$39,070
17	\$39,070	\$15,000	\$1,094	\$23,200	\$29,776
18	\$29,776	\$15,000	\$834	\$23,200	\$20,743
19	\$20,743	\$15,000	\$581	\$23,200	\$11,962
20	\$11,962	\$15,000	\$335	\$23,200	\$3,427
21	\$3,427	\$15,000	\$96	\$23,200	-\$4,869
22	-\$4,869	\$15,000	-\$136	\$23,200	-\$12,933
23	-\$12,933	\$15,000	-\$362	\$23,200	-\$20,771
24	-\$20,771	\$15,000	-\$582	\$23,200	-\$28,389
25	-\$28,389	\$15,000	-\$795	\$23,200	-\$35,794
26	-\$35,794	\$15,000	-\$1,002	\$23,200	-\$42,992
27	-\$42,992	\$15,000	-\$1,204	\$23,200	-\$49,988
28	-\$49,988	\$15,000	-\$1,400	\$23,200	-\$56,788
29	-\$56,788	\$15,000	-\$1,590	\$23,200	-\$63,398
30	-\$63,398	\$15,000	-\$1,775	\$23,200	-\$69,823
31	-\$69,823	\$15,000	-\$1,955	\$23,200	-\$76,068
32	-\$76,068	\$15,000	-\$2,130	\$23,200	-\$82,138
33	-\$82,138	\$15,000	-\$2,300	\$23,200	-\$88,038
34	-\$88,038	\$15,000	-\$2,465	\$23,200	-\$93,773

**ITEM NUMBER:** 13.1.3 Marlow's Lagoon Reserve Capital Works  
**FROM:** Director of Technical Services  
**REPORT NUMBER:** 8/1089  
**MEETING DATE:** 21 February 2017

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**Municipal Plan:**

3. Environment & Infrastructure

3.2 Assets and Infrastructure

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

**Summary:**

This report presents a proposal to undertake a variety of capital works projects at the Marlow's Lagoon Reserve Park to maintain and improve infrastructure, in relation to safety and access, including: Bollards, Fencing, Lighting, Pathways, DDA access, BBQ and Picnic Facilities.

**RECOMMENDATION**

1. THAT Council receives Report Number 8/1089.
2. THAT all proposed works at Marlow Lagoon Recreation Area detailed in Report Number 8/1089 be referred to the 2017/18 budget for consideration.

**History:**

Marlow Lagoon Reserve is one of Palmerston's premiere parks. Development of this park is ongoing to improve safety and access requirements.

Two capital works projects that have already been completed in the last 2 years include:

- 1 Replacement of the failed timber bridge to the island with a rock embankment structure.
- 2 The southern section of the Art-path has been protected with bollards and chains installed around the perimeter of the path to restrict pedestrian and vehicle access, and to prevent further damage.

There is currently a rolling capital works program, "Marlow's Pathway Upgrade", to improve the safety of the major pathways throughout the park and in particular the pathways encompassing the lakes. This program is currently funded at \$95,000/year and aims to raise the existing pathway surface levels by a minimum of 300mm in height. The pathway project will generally ensure that pathways remain proud of water levels and significantly improve slip resistance, improving safety and provide a much-improved level of service. Stage 1 and 2 of the Marlow's Pathway Upgrade project has been delivered.

## **Background:**

As Marlow's Reserve is one of the premiere parks in Palmerston the level of service provided is generally equal to or higher than many other parks.

The art-path is an artwork undertaken by a local artist in conjunction with community groups around the turn of the 21<sup>st</sup> century.

The art-path is deteriorating due to weather and vehicle movements, and has become unsafe for pedestrians, (Attachment B - Image 1 and 2) . The southern section of the art-path has already been protected with bollards and chains installed around the perimeter to restrict pedestrian and vehicle access, and to prevent further damage, (Attachment B - Image 3).

The tripodal art-structure 1, has deteriorated to the point where rusty steel is exposed and may result in injury, (Attachment B - Image 4).

The tiled floor around the three-cylinder totem Art-structure 2, is low and slippery when wet, (Attachment B - Image 5).

The Art-path and Art-structures require attention.

Two of the major play structures at Marlow's are currently not connected by pathways, (Attachment B - Image 6 and 7).

It should be noted that the Palmerston Dog-park is attached to Marlow's Reserve and access and facilities related to the Dog-park do not currently comply with disability access requirements and generally prevent compliant wheel chair access, (Attachment B - Image 8).

## **General:**

A brief description of the nominated works required at the Marlow Lagoon Recreation Area is:

1. Art-Path and Art-Structures - The proposal is to install bollards around the northern section of the Art-Path. This will replicate the works already on the southern section of the Art-path, protect the structure from further damage and improve safety (Attachment B - Image 3). Primary access to Marlow's Lagoon Reserve will be via the main access from the southern carpark to the toilet block and playgrounds, (Attachment B - Image 9). Pedestrian access to view the Art-Path will be provided. New raised pathways are proposed around the Art-Structures.
2. Pathway Connections to Playground Equipment - It is proposed to install pathways to the two major pieces of play equipment that are currently isolated, (Attachment B - Image 6 and 7).
3. Park Lighting - Not including car-park and Dog-park lighting, there are currently approximately ten (10) post top lights scattered throughout the Marlow's reserve. The proposal is to upgrade these lights to LEDs. This will save energy, improve the aesthetics and lighting levels, (Attachment B - Image 10). It is NOT proposed to install any new lighting along pathways. Pathway lighting is likely to lead to late night undesirable activities as Marlow's is out of sight and has no passive surveillance like most other parks in Palmerston. A further report will be provided to Council which addresses the hours of operation of lighting at the reserve.
4. Dog-park Entrance - It is proposed to install a DDA compliant pathway from the carpark into the Dog-park including a DDA accessible gate, (Attachment B - Image 8).

5. Disability Accessible Pathways Dog-park – It is proposed to install approximately 170m of pathway in the Dog-park from the gate connecting to the existing Marlow’s Lagoon pathways. This will allow access to the lakes and all facilities such as toilet and playgrounds, (Attachment B - Image 11 and 12). The pathways will be constructed 300mm above existing surface levels to provide all year round access.
6. BBQ & Covered Picnic Facilities at the Dog-park – It is proposed to install a BBQ and Covered Picnic facilities at the Dog-park just inside the entrance. This is in response to a request from users of the Dog-park stating their desire for these facilities. It is reported that as many as 40 users frequently attend the Dog-park, and they have expressed an interest to socialise around a BBQ at this location. The location of the BBQ would be close to the electrical box and water meter allowing for power and water to be easily provided as required. The BBQ would be connected to the new proposed pathways, (Attachment B - Image 13).
7. Pedestrian Culvert Crossings - There are currently two (2) pedestrian culverts crossing drainage outfalls within the existing Marlow’s Lakes pathways. Both culvert crossings do not comply with DDA requirements, (Attachment B - Image 14). They have steep landings and gates that open towards the downhill grade (Attachment B - Image 15) and are near impossible for someone in a wheel chair to open the gates. In addition, one of these structures is predominately made of timber and is in poor condition, (Attachment B - Image 16 and 17). It is proposed to upgrade the timber bridge and associated timber fence/structures and to modify both culvert approaches to comply with DDA requirements.
8. Fence Outfall Drain – It is proposed to fence the Marlow Lakes outfall drain on one side down to the Dog-park access, (one side is already fenced), (Attachment B - Image 18). Fencing the drain will improve the safety. It is NOT proposed to fence the drain North of the Dog-park access past the BMX track to the Crown land near Kirkland Drive, (Attachment B - Image 19 and 20).
9. Marlow’s Pathway Upgrade (Rolling Program) – This program is to be undertaken in 6 stages. Stages 1 and 2 have already been constructed. Stages 3 to 6 inclusive will see the balance of the pathways upgraded around the lakes and connected to the Dog-park, (Attachment B - Image 23).

#### Financial Implications:

Item #	Description	Estimated Cost	Funding
1a	Art-Path and Art-Structure Bollards	\$20,000	3 <sup>rd</sup> Budget variation required.
1b	New Raised Pathway Around Art-structures	\$20,000	This can be undertaken as part of the rolling Marlow Lagoon pathway upgrade program/budget (\$95,000/year).
2	Pathway Connections to Playground Apparatus	\$6,000	This can be undertaken as part of the rolling Marlow Lagoon pathway upgrade program/budget (\$95,000/year).
3	Park Lighting	\$6,000	Existing LED lighting Budget.
4	Dog-park Entrance	\$3,000	To be done within existing budgets.
5	Disability Accessible Pathways Dog-park	\$95,000	This can be undertaken as part of the rolling pathway program/budget Stage 3, (\$95,000/year).
6	BBQ and Covered Picnic Facilities at the Dog-park, including concrete works and power.	\$40,000	\$20,000 from existing capital works BBQ refurbishment budget \$20,000 from existing capital works Covered Picnic facilities refurbishment budget.

7	Pedestrian Culvert Crossings x 2.	\$40,000	New Budget item.
8	Fence Outfall Drain	\$25,000	New budget item.
9	Marlow's Pathway Upgrade Stage 4	\$95,000	Rolling Budget item \$95,000/year for each stage.
10	Marlow's Pathway Upgrade Stage 5	\$95,000	Rolling Budget item \$95,000/year for each stage.
11	Marlow's Pathway Upgrade Stage 6	\$95,000	Rolling Budget item \$95,000/year for each stage.
	GRAND TOTAL	\$540,000	Over 5 Years including current year proposals.

**Legislation/Policy:**

The works will be designed to comply with Standard requirements.

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

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

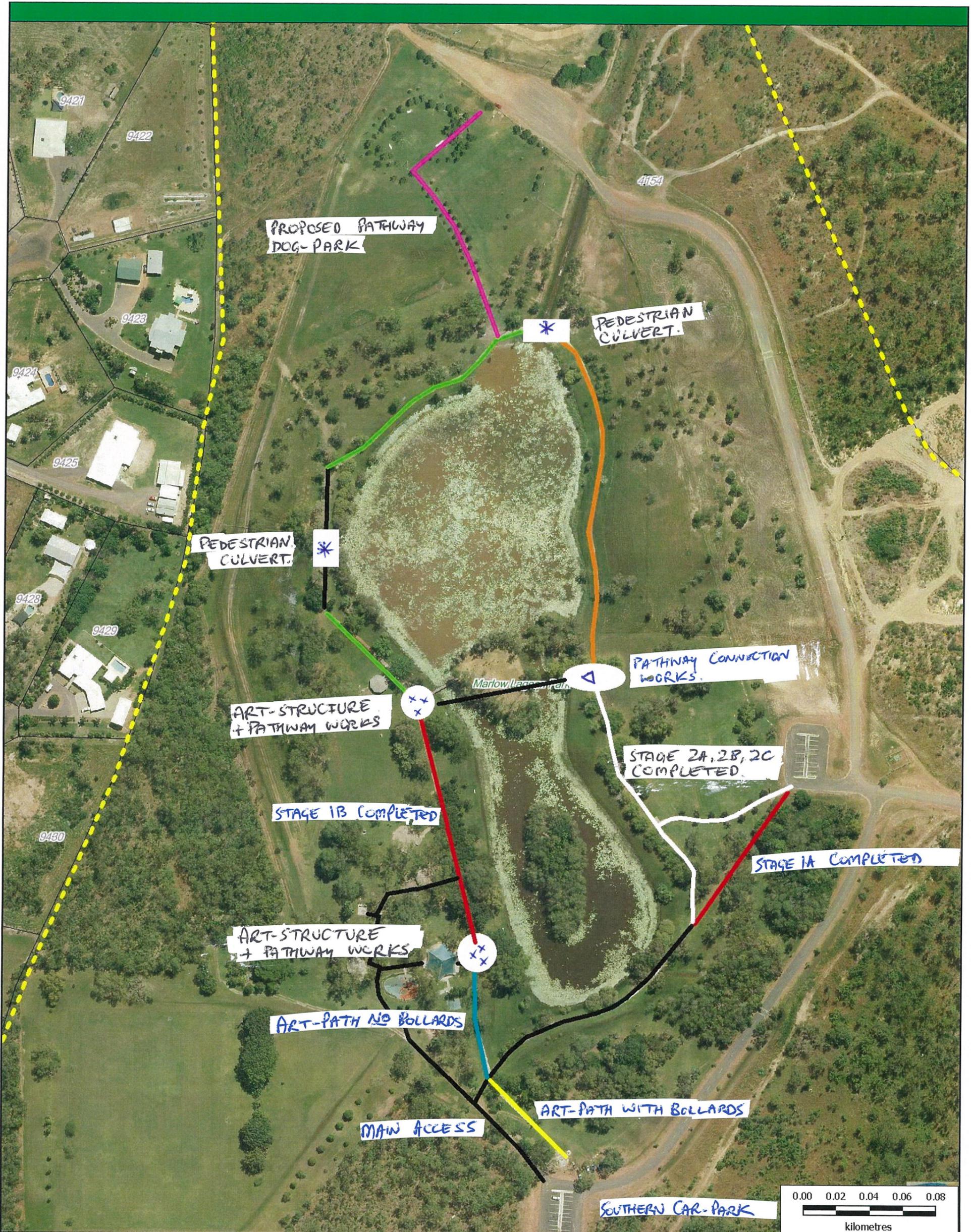
**Author:** Mike Staunton, Capital Works Coordinator.

**Schedule of Attachments:**

Attachment A: Plan View.

Attachment B: Images.





**Contact Details**

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**Disclaimer**

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

1. Art-path



2. Art-path



3. Art-path Bollards



4. Tripodal Art-structure



5. Three Cylinder Art-structure



6. Playground Apparatus – No Pathway



7. Playground Apparatus – No Pathway



8. Dog-park Access



9. Main Access



10. Post Top Light



11. Dog-park – Proposed pathway



12. Dog-park – Proposed pathway



13. Dog-park, proposed BBQ location.



14. Pedestrian Culvert Crossing



15. Pedestrian Culvert Crossing



16. Weathered timber structures



17. Weather timber structures



18. Fence Outfall Drain



19. Fence Outfall Drain



20. Fence Not Proposed.



21. Rusty Fence



22. Post and Rail Fence



23. Pathway Upgrade



<b>ITEM NUMBER:</b>	13.1.4	Proposal for developing Water Sensitive Urban Design (WSUD) Guidelines
<b>FROM:</b>		Director of Technical Services
<b>REPORT NUMBER:</b>	8/1090	
<b>MEETING DATE:</b>	21 February 2017	

#### **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:**

This report provides a proposal to develop Water Sensitive Urban Design (WSUD) Guidelines for the City of Palmerston. The purpose of the guidelines is to define what WSUD measures are suited to different types of development in Palmerston and to define the specific attributes required for each type of WSUD device.

#### **RECOMMENDATION**

1. THAT Council receives Report Number 8/1090.
2. THAT Council resolves to develop Water Sensitive Urban Design (WSUD) Guidelines for the City of Palmerston

#### **General:**

Council currently assesses the developers' proposals for providing infrastructure in new subdivisions based on the City of Palmerston Development Guidelines. These guidelines are broad and set standards for all facets of infrastructure. It has been realised that these guidelines do not answer the very specific questions of the developers regarding the Council's requirements and preferences on the stormwater management infrastructure in the different types of development. Hence, it is crucial to develop WSUD guidelines to guide developers and staff and to assist them to make informed decisions and achieve better outcomes.

Staff have sought a proposal for developing the WSUD Guidelines from an experienced consultant, Design Flow (Attachment A). Design Flow developed the guidelines for WSUD for the Townsville Council. Council has used sections of these guidelines to define its requirements in the past. This proposal identifies the critical local issues and details about providing different types of WSUD devices in residential, commercial and industrial areas. Importantly, it details about the requirements of lakes and their attributes in residential subdivisions.

**Financial Implications:**

The consultancy fee for developing the WSUD Guidelines is \$29,690. This cost can be met from the current financial year's budget under the Professional Services budget.

**Legislation/Policy:**

Nil

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

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

**Author:** Jeetendra Dahal, Technical Services Manager

**Schedule of Attachments:**

Attachment A: Proposal to develop Water Sensitive Urban Design (WSUD) Guidelines

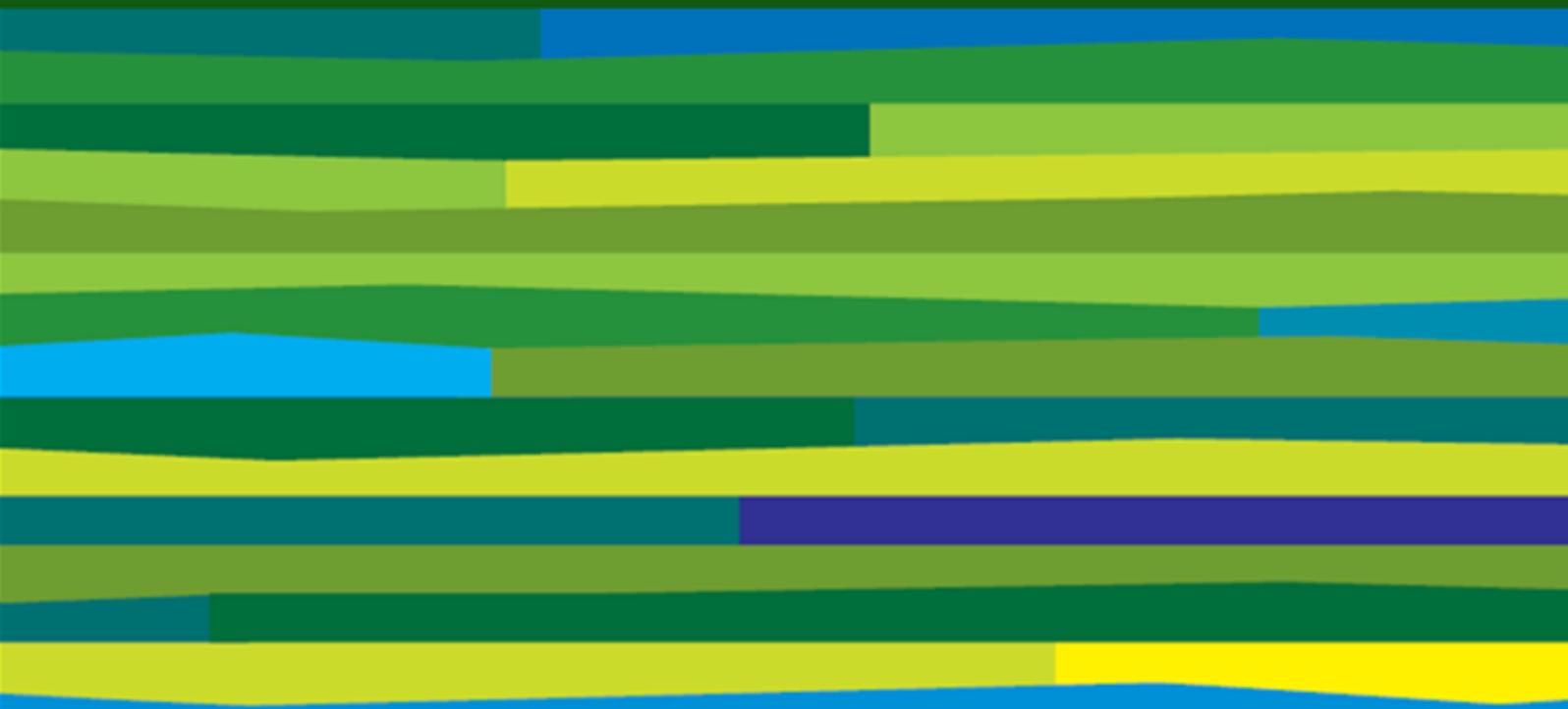


# The City of Palmerston

## Proposal to develop WSUD Stormwater Guidelines

### DesignFlow Proposal

17 January 2017



# Contents

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## 1 INTRODUCTION

DesignFlow is pleased to provide a proposal to develop Water Sensitive Urban Design (WSUD) Stormwater Guidelines for the City of Palmerston. We understand the purpose of the guidelines are to define what WSUD measures are suited to different development types in Palmerston and to define the particular attributes required for each type of WSUD device.

The overriding objectives of these guidelines is to provide more certainty for developers (and their consultants) of what is required regarding WSUD and to help ensure assets that are transferred to council are suited to Palmerston conditions and can be maintenance with council's resources.

DesignFlow has experience in delivering high quality WSUD projects nationally and in developing guidelines for WSUD design, construction, maintenance and rectification. The remainder of this proposal outlines the proposed scope of the Guidelines and how DesignFlow will approach the project.



*Wetland system designed by DF*

## 2 PROJECT APPRECIATION

We understand a major driver for this project is to improve the quality of WSUD assets that are transferred to council. A key part of achieving that is to improve the understanding by developers of what council expects and accepts for WSUD for different development types. Secondly, the Guidelines need to outline specific requirements of each element that are relevant to the City of Palmerston.

There are many WSUD guidelines available around Australia. The approach for this project will be to be consistent with material from other guidelines as much as possible, but tailor it to be relevant

to the conditions in the City of Palmerston and the preferred maintenance techniques employed (e.g. using mechanical harvesting of lake vegetation).

We also appreciate that objectives for the level of stormwater treatment will be defined by the EPA and council will require “best endeavours” for implementing WSUD. As such, a minimum level of treatment and other associated WSUD objectives (safety, recreation etc.) will be proposed to represent best endeavours to provide quantitative objectives for design and assessment purposes. These will be included in the guidelines for the different land use types.

Specific objectives of the Guidelines include:

1. Present the benefits of WSUD in Palmerston
2. Identify minimum objectives for different land use types
3. Describe what WSUD measures are suitable for the City of Palmerston
4. Provide descriptions of required components for each WSUD element included.

The outcome of these guidelines should provide clarity to land developers of what is required and the configurations that will be acceptable to council. For the City of Palmerston, the guidelines will be designed so that new WSUD infrastructure complies with councils vision for WSUD and can be maintained using the machinery and techniques that council prefer. For all involved the guidelines should reduce design iterations to determine and accepted WSUD solution.

### **3 TASKS AND DELIVERABLES**

Below are descriptions of what is envisaged for the contents of the guidelines. The final composition of the Guidelines will be developed in conjunction with council over several iterations.

Particular section headings and contents are presented below:

#### **3.1 Purpose of the Guidelines**

- Outline WSUD measures suited to land use types in Palmerston
- Describe desired features for the WSUD elements

#### **3.2 Defining what WSUD is appropriate**

- Different preferences based on land use – primarily divided into residential and commercial/industrial
- Differences being:
  - Desire for recreation
  - Risk of biting insects
  - Risk of itinerants/ fires
- Leads to distinctly different preferences of how to treat stormwater in different land use types.

#### **3.3 WSUD objectives**

This document to recommend a minimum level of treatment (i.e. define best endeavours in a quantitative way).

- Proponent needs to check with EPA for more precise objectives
- Need to “provide best endeavours” for WSUD as a minimum

Different objectives for the two areas:

RESIDENTIAL	COMMERCIAL/ INDUSTRIAL
Safety	Safety
Recreation & amenity	Stormwater treatment
Limit emergent vegetation	Minor flood attenuation
Stormwater treatment	
Minor flood attenuation	

### 3.4 Describe what WSUD measures are suitable

Description of the measures, important design criteria and what are the operational characteristics for each element. The descriptions will cover the operating principles, main design considerations as well as factors such as how to design for maintenance.

The most likely distinction between preferred measures will be the type of proposed land use. A distinction will be made between residential areas and commercial and industrial development.

The most likely suitable measures are shown in the table below (others can be explored during the development of the Guidelines).

RESIDENTIAL	COMMERCIAL/ INDUSTRIAL
GPTs	GPTs
lakes	Seasonal wetlands
On-site raingardens/ bioretention	Bioretention
Swales	On-site raingardens
Dry detention basins	Swales

For each WSUD measure, the guidelines will cover some of the main design requirements for these to be accepted in Palmerston, such as:

- Minimum swale grades
- GPT types and maintenance procedures
- Low flow invert for swales/ dry detention basins
- Vegetation types
- Turf finish for detention basins
- Extent of irrigation required
- Raingarden filter media characteristics
- Maintenance tasks and responsibilities
- Maximum batter slopes etc.

Council has strong preference for lakes in residential areas (that provide multiple benefits) therefore more descriptive information on lake requirements are provided (typically lakes are not covered in other guidelines to this level of detail or with specific Palmerston requirements).

### 3.5 Residential lakes in Palmerston

The guidelines will provide specific design guidance for lakes on items such as:

- Limited emergent vegetation
- Supplementary sustainable water source (to achieve 20-30 day turnover)
- Use to store irrigation water – draw from lake for irrigation
- Access to water body by machinery
- Vegetation types
- Inlet pond/ pretreatment and maintenance access
- GPTs as pretreatments

- Walking paths, viewing areas, fishing access and general public access
- Stormwater treatment – e.g. 50% TSS minimum reduction
- Depths 2-3m for majority of lake
- Edge profiles same as Townsville lake guidelines (but maybe also safety bench).

### 3.6 Commercial/ industrial wetlands

In commercial or industrial areas, the risk of biting insects on public health is lower than residential areas and requirements for recreation and amenity are lower. Therefore, as a more cost effective stormwater treatment, wetlands and bioretention can be considered. The guidelines will outline specific issues for wetlands to ensure well functioning systems are delivered.

Issues will be covered such as:

- Seasonal water level fluctuation
- Predominantly emergent vegetation (e.g. 80%)
- Deeper pools for mosquito predators
- Achieve 48hr detention times
- Suitable vegetation types
- Safety edges as per lakes/ Townsville guidelines.

The document will refer to the “Dry tropics WSUD guidelines” (Qld) that outline wetland requirements in detail for the Townsville region.

### 3.7 Commercial/ industrial bioretention

In addition to wetlands in commercial areas, bioretention can represent space efficient treatment systems that operate passively. With few successful bioretention systems operating in the NT it is important to cover items specific to bioretention in the tropics and draw on experiences from successful bioretentions in North Queensland.

Specific topics to be covered will include:

- Sizing
- Filter media
- Vegetation types
- Need for irrigation
- Temporary sediment control
- Maintenance requirements.

## 4 FEE PROPOSAL

Table 1 estimates the hours, personnel and fees for the proposed stages of the project as outlined in this proposal. We have also included one trip to Darwin to meet and present the document once it is in a draft form. The face to face meetings are seen as an important component to be clear on the exact content of the document.

In addition, we could meet with other agencies to discuss what is being proposed and seek their feedback during the visit. This may help to improve the overall clarity of City of Palmerston's position with regards to WSUD. Agencies could include EPA, DLPE and others.

We propose a lump sum fee of \$29,960 (exclusive of GST) to develop the WSUD Stormwater Guidelines.

Table 1 Proposed hours and fees

<b>Proposed tasks, hours and costs</b>					
<b>TASKS</b>	<b>robin</b>	<b>ralph</b>	<b>jase</b>	<b>Total hours</b>	<b>COST (ex. GST)</b>
<b>Task 1 - Kick off and background review</b>					
review and assess existing guidelines & strategies	8	2		10	1,880
define the scope and circulate a draft table of contents	6			6	1,140
<i>Task 1 costs</i>					<i>3,020</i>
<b>Task 2 - develop draft WSUD Stormwater guidelines</b>					
define WSUD measures to be included for different land types	8				1,520
identify and describe desired aspects for each measure	2	40	6		8,570
collate and write material for each section	32	12			8,240
<i>Task 2 costs</i>					<i>18,330</i>
<b>Task 3 - Workshop and develop WSUD guidelines</b>					
preparation for workshop	2			2	380
conduct workshop to explore content and any gaps	16				3,040
travel costs				0	1,500
<i>Task 3 costs</i>					<i>4,920</i>
<b>Task 4 - Develop guidelines for review</b>					
take on feedback from workshop, refine guidelines and issue draft	8			8	1,520
<i>Task 4 costs</i>					<i>1,520</i>
<b>Task 5 - Finalise guidelines</b>					
following circulating and review - receive comments on draft	2				380
finalise Guidelines following feedback	8			8	1,520
<i>Task 5 costs</i>					<i>1,900</i>
<b>TOTAL</b>	<b>92</b>	<b>54</b>	<b>6</b>	<b>26</b>	<b>29,690</b>

## 5 DESIGNFLOW CAPABILITY

DesignFlow is passionate about the environment and works closely with clients and design collaborators to develop sustainable outcomes for communities through innovative designs that integrate water with community spaces. Our design approach draws heavily from natural systems that focus on collecting, filtering, reusing, conserving and enjoying water in urban spaces. Our designs celebrate water as a resource to experience while providing environmental protection.

DesignFlow staff undertake complex analyses to assess strategies and to prove the function of our designs, presenting results to clients and collaborators in a clear, non-technical manner. DesignFlow is a team of water professionals who form a specialised consulting firm that provides urban water solutions with the client focus of a small practice.

### 5.1 Key Personnel

Curriculum vitae for key personnel are included as appendices to this proposal.

#### **Dr Robin Allison** (project manager and primary contact)

Robin is an environmental engineer who understands the benefit of water in community spaces. He successfully collaborates with urban and landscape designers to integrate sustainable water solutions within the constraints of establishing urban communities. He has specialist skills in urban stormwater management, and in particular, integrating and delivering water sensitive urban design in residential and prominent public domain spaces.

His experience includes urban development and redevelopment projects at many scales, wetland and bioretention designs, stormwater harvesting, water policy development as well as research and publication on stormwater treatment devices. He has given many industry seminars and training courses. His expertise covers investigation, planning, design, construction supervision and project management of water infrastructure.

#### **Ralph Williams**

Ralph is a Civil Engineer with a Masters in Hydrology and Water Resources and has over 20 years' experience in Australia and overseas. He has a particular interest in water treatment, recycling and aquifer storage and recovery. His practical skills in design and construction supervision compliment his conceptual design and modelling approach ensuring that strategies and plans are practical and can be easily implemented.

He has supervised major dam construction, irrigation systems, stormwater pipe installations and has extensive engineering design experience in hydraulic, hydrologic, hydrogeologic and geotechnical fields and well as computer simulations. Applying these highly technical design skills to help develop community orientated outcomes as part of broader water sensitive urban design objectives is a major focus for Ralph.

#### **Jason Sonneman**

Jason is an aquatic ecologist with expertise in water resource assessment and management. He has over 20 years experience working on the ecology of marine and freshwater ecosystems, particularly urban streams and wetlands. His experience includes developing integrated approaches to urban water management and the innovative use of water sensitive urban design concepts within urban development projects at many scales. This includes the modelling of catchment runoff and the design of stormwater treatment and harvesting systems such as wetlands and bioretention systems. He has specialist skills in ecosystem assessment and management, environmental impact assessment and statistical analysis of environmental data.

## 6 OUR EXPERIENCE IN DELIVERING WSUD

DesignFlow has the experience and capacity to deliver innovative WSUD Guidelines for Council. We are involved in delivering WSUD projects at many scales across Australia and have particular skills in delivering WSUD concepts into successful on-ground works. Our experience of delivering WSUD projects has made our approach to developing guidelines practical and outcome focused that clearly identify requirements.

DF staff have designed and delivered many successful projects involving WSUD integration in urban areas including regional wetlands, streetscape revitalisation and combined stormwater harvesting and reuse. Below are recent projects that are relevant to Palmerston. Other project examples can also be viewed at [designflow.net.au](http://designflow.net.au).

### Adelaide City Council WSUD Options Study, (Adelaide, SA)



A study was conducted to identify precinct and 'source control' options for WSUD in Adelaide City Council. The study involved extensive site visits to verify the feasibility of presented options, MUSIC modelling to quantify the stormwater treatment benefits compared to *Water for Good* objectives and development of model designs for streetscape retrofits within typical street conditions of Adelaide. It also involved mapping the WSUD opportunities across the city and preparing a list of costed and prioritized projects for consideration.

Workshops were held with council officers to explain the merits of WSUD and to explore opportunities to integrate WSUD into current council streetscape upgrade projects.

### Rasmussen development, Townsville Qld (Defence Housing Australia)

Developed the master plan stormwater treatment strategy for a 100ha residential development at Rasmussen, Townsville. The overall treatment strategy focussed on wetlands (3ha) and restored waterways given the flat gradients across the site. Detail designs for the wetlands are now complete, with the first of the treatment wetlands now bulked out for construction sediment management. Construction sequencing of wetland sites was an important consideration to manage construction sediment loads and protect the Bohle River downstream.

### Zuccoli Estate Stages 1, 2& 3, Palmerston NT (URBEX, Territory Life and Costa Properties)

Delivering WSUD for Zuccoli housing estate in the City of Palmerston. Initiatives include a combination of precinct scale raingardens (bioretention) and lakes that will protect local waterways and help deliver the Darwin Harbour WSUD Strategy. Basins have been constructed and are currently acting as part of the sediment and erosion control system.



### North Shore Development, Townsville QLD (Stockland)

Various concept and detail designs of bioretention and wetland systems for the North Shore development in Townsville. This included stormwater quality management plans for Precincts 5 and 6 and documentation for operational works submission.

Designs were mindful of long dry periods experienced in Townsville and the impacts on design of systems such as wetlands. In particular designs were developed for wetlands treating 140 ha of urban runoff from Precinct 5. The designs aim to test two types of wetland systems, a shallow ephemeral wetland (2 ha) and a deeper wetland system (4ha) that maintains a permanent pool during the dry season.

Wetlands have now been constructed and are currently being used for temporary sediment management during the build out phase. Planting trials for the wetlands are currently occurring and will review the performance of particular species for each type of wetland. This will help inform future wetland designs for Townsville.



### Constructed Wetland Guidelines (Melbourne Water)

This project involved revising the Melbourne Water's Constructed Wetland Guidelines. The project was based on a review of recently built wetland systems to identify strengths and weaknesses of the current wetland guidelines. The revised guidelines provide clear design standards to ensure that all new constructed wetlands:

- provide effective pollutant removal
- are cost effective to maintain
- are safe for the community and maintenance staff
- are robust (i.e. long design life).



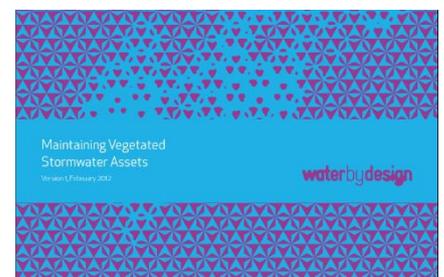
### Townsville City Council Lakes Policy (Townsville City Council)

The Townsville Lakes Policy provides guidance for the design of constructed lakes within the Townsville City Council area. The development of the policy also included the provision of a guidance document outlining lake design considerations and supporting information relating to the lake function and health.



### Maintaining WSUD Assets, Queensland (Water by Design)

The document provides practical and standardised maintenance advice for sediment basins, wetlands, bioretention systems and swales. The document defines performance indicators and provides recommended frequencies of inspection and routine maintenance tasks, practical reference tables, checklists and forms to use during inspections and maintenance.



**ITEM NUMBER:** 13.1.5 Financial Report for the Month of January 2017  
**FROM:** Director of Corporate and Community Services  
**REPORT NUMBER:** 8/1092  
**MEETING DATE:** 21 February 2017

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**Municipal Plan:**

4. Governance & Organisation

4.1 Responsibility

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

**Summary:**

Financial Report for the month of January 2017.

**RECOMMENDATION**

THAT Council receives Report Number 8/1092.

**Background:**

The Local Government (Accounting) Regulations prescribes that:

18 Financial reports to Council

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

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

**General:**

Financial Officers provide year to date financial information for the month ended 31 January 2017.

**Financial Implications:**

Nil.

**Legislation/Policy:**

Council policies, the Local Government Act and associated regulations and the Australian Accounting Standards.

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

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

**Author:** Maxie Smith, Acting Finance Manager

**Schedule of Attachments:**

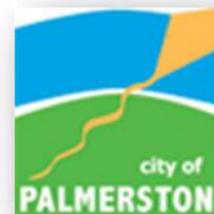
Attachment A: Financial Management Report – January 2017



# Financial Management Reports

January 2017

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



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January 2017

<b>SECTION 1 – EXECUTIVE SUMMARY</b>	1.1	Executive Summary
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	2.2	Investments Management Report
	2.3	Reserves Schedule
	2.4	Debtor Control Accounts
	2.5	Creditor Accounts Paid
	2.6	Creditor Accounts Outstanding
	2.7	Statement of Credit Card Transactions
	2.8	Waste Charges
	2.9	Commercial Leases

# Section 1

## Executive Summary

1.1 Executive Overview  
As at 31 January 2017

### RESULT

#### Operating Income

Operating income is currently at 96.56%, which is higher than anticipated. Income for Office of the Director Technical Services is at 309% due to additional income received for easement on Lot 4192 and some super block works. Adjustments to the Waste Management income will be made at year end to recognise the waste levy charge of \$231.50 in line with Council Policy TECH04. Currently four unit complexes in Palmerston have a waste levy charge of this nature.

#### Operating Expenditure

Overall operating expenditure is currently at 65.50% for the year. A large number of commitments have been raised for contract services, as such expenditure is currently on track for this financial year. Emergency Operations are currently over expensed due to a major storm in November, this will be rectified at the next review period.

#### Capital Income

Capital income for the current financial year is at 33.06% of the budget. Capital Income of \$10m in the budget relates to gifted assets which will be recognised at the end of the financial year.

#### Capital Expenditure

The expenditure for capital works is currently at 58.17%. The budgets for projects ongoing from 2015/2016 has be rolled over and recognised as part of the first budget review in 2016/2017.

### CASH POSITION

As at the end of January 2017 the cash and investments balance was \$23M. As at 1<sup>st</sup> July 2016 total reserve funds was \$14.3M. Interest earned to date is \$247.6k, circa 62% of budget.

## Section 2 Financial Results

31 January 2017

### 2-1 Budget Summary Report as at

	Total Budget (inc. Revisions) \$	YTD Actuals (incl commitments) \$	Budget to be met \$	Budget Met %
Operating Income	(30,492,152)	(29,441,988)	(1,050,164)	96.56%
Operating Expenditure	34,135,714	22,360,332	11,775,382	65.50%
Capital Income	(16,670,778)	(5,511,260)	(11,159,518)	33.06%
Capital Expenditure	13,930,601	8,103,943	5,826,658	58.17%
<b>Subtotal</b>	<b>903,385</b>	<b>(4,488,974)</b>	<b>5,392,358</b>	
Less Depreciation/Revaluation	(8,402,500)	(4,901,456)	(3,501,044)	
Gifted Assets	10,000,000	0	10,000,000	
<b>Net (Income)/Expenditure</b>	<b><u>2,500,885</u></b>	<b><u>(9,390,430)</u></b>	<b><u>11,891,314</u></b>	
<b>Net (Income)/Expenditure Funded by:</b>				
Transfers from Reserves	(6,728,865)			
Transfers to Reserves	8,120,698			
Borrowings	(4,000,000)			
Repayment of Borrowings	107,280			
<b>Total</b>	<b><u>(2)</u></b>			
<b>Net Surplus/Deficit</b>	<b>2,500,887</b>			
<div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">   <hr style="width: 200px; margin: 0 auto;"/>             Reviewed by: Acting Finance Manager         </div> <div style="text-align: center;">   <hr style="width: 200px; margin: 0 auto;"/>             Approved by: Chief Executive Officer         </div> </div>				

**Section 2**  
**Financial Results**  
31 January 2017

2.1 - Budget Summary Report as at  
**Operating Income**

	Original Budget	First Budget Review	Total Budget (inc. Revisions)	YTD Actuals	%
<b>Governance</b>					
Office of the CEO	-714,856	0	-714,856	-649,382	90.84%
<b>Governance</b>	<b>-714,856</b>	<b>0</b>	<b>-714,856</b>	<b>-649,382</b>	<b>90.84%</b>
<b>Corporate Services</b>					
Financial Services	-400,000	0	-400,000	-306,219	76.55%
Human Resources	0	0	0	-4,890	0.00%
Office of the Director Corp and Community Services	0	-10,000	-10,000	-10,601	106.01%
Rates	-19,513,257	-71,907	-19,585,164	-19,542,726	99.78%
<b>Corporate Services</b>	<b>-19,913,257</b>	<b>-81,907</b>	<b>-19,995,164</b>	<b>-19,864,436</b>	<b>99.35%</b>
<b>Community Services</b>					
Arts & Culture	-10,000	0	-10,000	0	0.00%
Events Promotion	0	0	0	-1,500	0.00%
Library Services	-725,009	57,061	-667,948	-633,120	94.79%
Senior Citizens	-1,500	0	-1,500	-1,500	100.00%
Youth Services	-25,000	20,000	-5,000	-1,150	23.00%
<b>Community Services</b>	<b>-761,509</b>	<b>77,061</b>	<b>-684,448</b>	<b>-637,270</b>	<b>93.11%</b>
<b>Technical Services</b>					
Animal Management	-372,000	0	-372,000	-304,306	81.80%
Aquatic Centre	-95,804	0	-95,804	-55,887	58.33%
Civic Centre	-189,131	0	-189,131	-102,412	54.15%
Driver Resource Centre	-3,600	0	-3,600	-2,096	58.21%
Gray Community Hall	-10,800	0	-10,800	-10,997	101.82%
Office of the Director Technical Services	-37,250	0	-37,250	-115,062	308.89%
Parking & Other Ranger Services	-170,000	0	-170,000	-121,070	71.22%
Private Works	-207,000	0	-207,000	-66,780	32.26%
Roads & Transport	-795,729	0	-795,729	-401,706	50.48%
Stormwater Infrastructure	-1,920	0	-1,920	-475	24.74%
Subdivisional Works	-200,000	0	-200,000	-192,575	96.29%
Waste Management	-6,568,290	0	-6,568,290	-6,622,918	100.83%
Birripa Court Investment Property	-446,160	0	-446,160	-294,060	65.91%
Durack Heights Community Centre	0	0	0	-557	0.00%
<b>Technical Services</b>	<b>-9,097,684</b>	<b>0</b>	<b>-9,097,684</b>	<b>-8,290,900</b>	<b>91.13%</b>
	<b>-30,487,306</b>	<b>-4,846</b>	<b>-30,492,152</b>	<b>-29,441,988</b>	<b>96.56%</b>

**Section 2**  
**Financial Results**

2.1 - Budget Summary Report as at 31 January 2017  
**Capital Income**

	Original Budget	First Budget Review	Total Budget (inc. Revisions)	YTD Actuals	%
<b>Corporate Services</b>					
Office of the Director Corp and Community Services	-30,000	-1,850,000	-1,880,000	-1,855,756	98.71%
<b>Corporate Services</b>	<b>-30,000</b>	<b>-1,850,000</b>	<b>-1,880,000</b>	<b>-1,855,756</b>	<b>98.71%</b>
<b>Technical Services</b>					
Roads & Transport	-890,778	-3,650,000	-4,540,778	-3,141,950	69.19%
Subdivisional Works	-10,250,000	0	-10,250,000	-513,555	5.01%
<b>Technical Services</b>	<b>-11,140,778</b>	<b>-3,650,000</b>	<b>-14,790,778</b>	<b>-3,655,505</b>	<b>24.71%</b>
	<b>-11,170,778</b>	<b>-5,500,000</b>	<b>-16,670,778</b>	<b>-5,511,260</b>	<b>33.06%</b>

Section 2  
Financial Results

2.1 - Budget Summary Report as at

31 January 2017

Operating Expenditure

	Original Budget	First Budget Review	Total Budget (inc. Revisions)	YTD Actuals	Commitment	Total YTD Actuals plus Commitments	%
<b>Governance</b>							
Elected Members	352,526	0	352,526	148,806	3,520	152,325	43.21%
Office of the CEO	790,316	0	790,316	406,086	909	406,995	51.50%
Public Relations and Communications	107,150	0	107,150	35,689	14,420	50,109	46.77%
<b>Governance</b>	<b>1,249,992</b>	<b>0</b>	<b>1,249,992</b>	<b>590,581</b>	<b>18,848</b>	<b>609,429</b>	<b>48.75%</b>
<b>Corporate Services</b>							
Customer Services	167,966	0	167,966	87,515	0	87,515	52.10%
Financial Services	1,302,334	-2,750	1,299,584	751,591	101,213	852,804	65.62%
Human Resources	182,087	0	182,087	114,231	183	114,414	62.83%
Information Technology	1,064,081	0	1,064,081	567,801	173,887	741,688	69.70%
Office of the Director Corp and Community Services	8,933,624	0	8,933,624	5,128,369	0	5,128,369	57.41%
Rates	281,000	0	281,000	296,404	0	296,404	105.48%
Records Management	308,466	0	308,466	141,658	358	142,017	46.04%
<b>Corporate Services</b>	<b>12,239,558</b>	<b>-2,750</b>	<b>12,236,808</b>	<b>7,087,569</b>	<b>275,641</b>	<b>7,363,210</b>	<b>60.17%</b>
<b>Community Services</b>							
Arts & Culture	160,000	0	160,000	52,130	7,950	60,079	37.55%
Community Development	831,084	0	831,084	438,212	12,000	450,212	54.17%
Events Promotion	311,600	0	311,600	103,543	12,593	116,136	37.27%
Families & Children	61,500	61,439	122,939	65,278	0	65,278	53.10%
Health and Wellbeing Services	65,000	0	65,000	2,639	0	2,639	4.06%
Library Services	1,335,030	0	1,335,030	706,792	40,961	747,753	56.01%
Senior Citizens	1,500	0	1,500	852	0	852	56.79%
Youth Services	62,500	-20,000	42,500	10,358	2,357	12,715	29.92%
<b>Community Services</b>	<b>2,828,214</b>	<b>41,439</b>	<b>2,869,653</b>	<b>1,379,803</b>	<b>75,861</b>	<b>1,455,664</b>	<b>50.73%</b>
<b>Technical Services</b>							
Animal Management	103,793	3,746	107,539	55,293	48,449	103,742	96.47%
Aquatic Centre	389,392	3,900	393,292	181,716	83,249	264,965	67.37%
Archer Sports club	6,977	0	6,977	1,668	0	1,668	23.91%
Civic Centre	372,210	19,500	391,710	189,123	32,134	221,256	56.48%
Depot	87,595	0	87,595	28,147	5,857	34,004	38.82%
Driver Resource Centre	29,015	0	29,015	6,556	689	7,245	24.97%
Emergency Operations	10,000	0	10,000	153,397	11,260	164,657	1646.57%
Gray Community Hall	76,517	1,000	77,517	23,958	9,054	33,012	42.59%
Office of the Director Technical Services	1,350,234	0	1,350,234	764,542	49,766	814,308	60.31%
Open Space	5,470,083	0	5,470,083	2,273,853	1,082,240	3,356,093	61.35%
Parking & Other Ranger Services	606,662	0	606,662	406,552	4,268	410,820	67.72%
Private Works	80,546	0	80,546	47,012	0	47,012	58.37%
Recreation Centre	212,847	-550	212,297	88,137	37,565	125,702	59.21%
Roads & Transport	2,345,665	0	2,345,665	1,004,165	396,067	1,400,232	59.69%
Stormwater Infrastructure	269,000	0	269,000	60,680	8,075	68,755	25.56%
Street Lighting	655,043	0	655,043	335,832	0	335,832	51.27%
Subdivisional Works	0	0	0	135	0	135	0.00%
Waste Management	5,512,083	0	5,512,083	2,677,011	2,786,334	5,463,344	99.12%
Birripa Court Investment Property	116,053	0	116,053	68,759	1,567	70,326	60.60%
Durack Heights Community Centre	57,950	0	57,950	8,603	320	8,923	15.40%
<b>Technical Services</b>	<b>17,751,665</b>	<b>27,596</b>	<b>17,779,261</b>	<b>8,375,136</b>	<b>4,556,892</b>	<b>12,932,029</b>	<b>72.74%</b>
	<b>34,069,429</b>	<b>66,285</b>	<b>34,135,714</b>	<b>17,433,089</b>	<b>4,927,243</b>	<b>22,360,332</b>	<b>65.50%</b>

**Section 2**  
**Financial Results**

**2.1 - Budget Summary Report as at 31 January 2017**  
**Capital Expenditure**

	Original Budget	First Budget Review	Total Budget (inc. Revisions)	YTD Actuals	Commitment	Total YTD Actuals plus Commitments	%
<b>Corporate Services</b>							
Information Technology	52,000	35,000	87,000	12,963	10,363	23,325	26.81%
Office of the Director Corp and Community Services	180,000	0	180,000	161,746	0	161,746	89.86%
<b>Corporate Services</b>	<b>232,000</b>	<b>35,000</b>	<b>267,000</b>	<b>174,708</b>	<b>10,363</b>	<b>185,071</b>	<b>69.31%</b>
<b>Community Services</b>							
Community Development	0	40,000	40,000	17,102	0	17,102	42.76%
Library Services	24,000	-7,500	16,500	2,370	0	2,370	14.36%
<b>Community Services</b>	<b>24,000</b>	<b>32,500</b>	<b>56,500</b>	<b>19,472</b>	<b>0</b>	<b>19,472</b>	<b>34.46%</b>
<b>Technical Services</b>							
Aquatic Centre	80,500	0	80,500	23,233	14,899	38,132	47.37%
Civic Centre	0	531,984	531,984	173,957	0	173,957	32.70%
Depot	25,000	0	25,000	0	4,200	4,200	16.80%
Driver Resource Centre	7,000	0	7,000	0	0	0	0.00%
Office of the Director Technical Services	400,000	2,282,146	2,682,146	2,465,172	547,731	3,012,903	112.33%
Open Space	1,568,175	134,859	1,703,034	168,176	16,594	184,770	10.85%
Roads & Transport	1,196,500	2,603,537	3,800,037	2,003,997	781,568	2,785,564	73.30%
Stormwater Infrastructure	80,000	900,000	980,000	743,845	20,707	764,552	78.02%
Subdivisional Works	0	0	0	129,797	20,670	150,467	0.00%
Waste Management	2,467,000	1,330,400	3,797,400	451,683	333,171	784,854	20.67%
<b>Technical Services</b>	<b>5,824,175</b>	<b>7,782,926</b>	<b>13,607,101</b>	<b>6,159,860</b>	<b>1,739,540</b>	<b>7,899,400</b>	<b>58.05%</b>
	<b>6,080,175</b>	<b>7,850,426</b>	<b>13,930,601</b>	<b>6,354,040</b>	<b>1,749,903</b>	<b>8,103,943</b>	<b>58.17%</b>

**Section 2  
Financial Results**

**2-2 Investments Management Report**

**INVESTMENTS REPORT TO COUNCIL AS AT 31/01/2017**

COUNTERPARTY	RATING	AMOUNT	INTEREST RATE	MATURITY DATE	DAYS TO MATURITY	WEIGHTED AVERAGE RATE	INSTITUTION TOTALS	%COUNTER PARTY
People's Choice Credit Union	S&P A2	\$ 6.79	0.00%				\$ 6.79	0.00%
Auswide	S&P A2	\$ 1,500,000.00	2.75%	April 12, 2017	71	0.002634507		
Auswide	S&P A2	\$ 1,500,000.00	2.80%	May 3, 2017	92	0.002682407	\$ 3,000,000.00	19.16%
AMP	S&P A1	\$ 1,500,000.00	2.95%	March 29, 2017	57	0.002826107		
AMP	S&P A1	\$ 1,500,000.00	2.75%	March 15, 2017	43	0.002634507	\$ 3,000,000.00	19.16%
Bank of Queensland	S&P A2	\$ 1,500,000.00	2.70%	May 10, 2017	99	0.002586606	\$ 1,500,000.00	9.58%
Beyond Bank	S&P A2	\$ 1,500,000.00	2.75%	April 26, 2017	85	0.002634507		
Beyond Bank	S&P A2	\$ 1,000,000.00	2.85%	June 7, 2017	127	0.001820204	\$ 2,500,000.00	15.97%
National Australia Bank	S&P A1	\$ 1,500,000.00	2.70%	March 1, 2017	29	0.002586606		
National Australia Bank	S&P A1	\$ 1,500,000.00	2.74%	May 24, 2017	113	0.002624926		
National Australia Bank	S&P A1	\$ 7,316.37	2.80%			0.000013084		
National Australia Bank	S&P A1	\$ 150,258.23	2.80%			0.000268702	\$ 3,157,574.60	20.17%
ME Bank	S&P A2	\$ 1,500,000.00	2.70%	February 15, 2017	15	0.002586606		
ME Bank	S&P A2	\$ 1,000,000.00	2.80%	April 19, 2017	78	0.001788271	\$ 2,500,000.00	15.97%

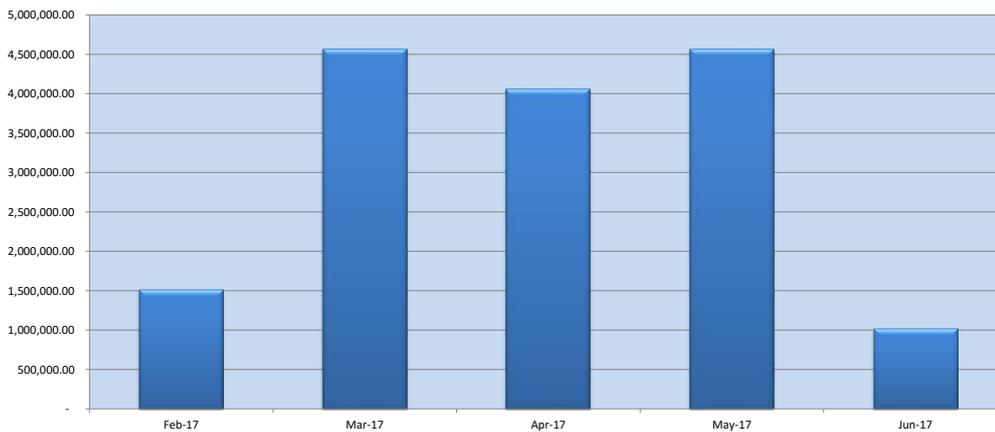
<b>TOTAL SHORT TERM INVESTMENT</b>	\$ 15,657,581.39	Average Days to Maturity	74.00	Weighted Average	2.77%	100.00%
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<b>% OF TOTAL INVESTMENT PORTFOLIO</b>	A1 (max 100%) 39%	F1 (max 100%) 0%	A2 (max 80%) 61%	F2 (max 80%) 0%
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<b>GENERAL BANK FUNDS</b>	\$ 7,372,344.27	Total Budget Investment Earnings	-\$ 400,000.00
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<b>TOTAL ALL FUNDS</b>	\$ 23,029,925.66	Year to Date Investment Earnings	-\$ 247,680.60
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**Cashflow of Investments**



**PROPERTY INVESTMENT**

PROPERTY ADDRESS	VALUATION BASIS	VALUE	INCOME YTD	EXPENSE YTD	NET PROFIT YTD	COMPARITIVE YTD YIELD AT CASH RATE OF 3%
48 Odegaard Drive, Rosebery	Cost	\$ 6,600,000	\$ 294,060	\$ 70,326	\$ 223,734	\$ 116,088

Reviewed by: Acting Finance Manager

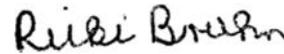
Approved by: Chief Executive Officer

## Section 2 Financial Results 2-3 Reserves Schedule

	Balance as at 01/07/2016	TO RESERVES			FROM RESERVES			Balance as at 30/06/2017
		Original Budget	Budget Reviews 1st Review	Adopted Budget	Original Budget	Budget Review 1st Review	Adopted Budget	
<b>Asset Related Reserves</b>								
Property Reserve	898,963	0	0	0	0	0	0	898,963
Plant and Equipment Reserve	265,847	0	0	0	0	0	0	265,847
Infrastructre Reserve	1,900,834	0	1,850,000	1,850,000	0	0	0	3,750,834
Streetlighting Reserve	0	636,761	0	636,761	0	0	0	636,761
	<b>3,065,644</b>	<b>636,761</b>	<b>1,850,000</b>	<b>2,486,761</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5,552,405</b>
<b>Other Reserves</b>								
Election Expenses Reserve	62,038	170,000	0	170,000	0	0	0	232,038
Disaster Recovery Reserve	500,000	0	0	0	0	0	0	500,000
Strategic Initiatives Reserve	500,000	0	0	0	0	0	0	500,000
Unexpended Grants Reserve	249,493	0	0	0	0	81,439	81,439	168,054
Unexpended Capital Works Reserve	4,180,426	0	0	0	0	4,180,426	4,180,426	0
Developer Funds in lieu of construction	4,277,227	250,000	0	250,000	0	0	0	4,527,227
Community Grants Reserve	100,000	0	0	0	0	0	0	100,000
Waste Management Reserve	1,386,811	5,213,937	0	5,213,937	2,467,000	0	2,467,000	4,133,748
	<b>11,255,995</b>	<b>5,633,937</b>	<b>0</b>	<b>5,633,937</b>	<b>2,467,000</b>	<b>4,261,865</b>	<b>6,728,865</b>	<b>10,161,067</b>
<b>Total Reserve Funds</b>	<b>14,321,639</b>	<b>6,270,698</b>	<b>1,850,000</b>	<b>8,120,698</b>	<b>2,467,000</b>	<b>4,261,865</b>	<b>6,728,865</b>	<b>15,713,472</b>



Reviewed by: Acting Finance Manager



Approved by: Chief Executive Officer

## Section 2 Financial Results

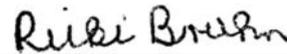
### 2-4 Debtor Control Accounts

31 January 2017

<b>SUNDRY DEBTORS:</b>						
BALANCE	CURRENT	30 DAYS	60 DAYS	90 DAYS	OVER 90 DAYS	
\$	1,317,700.78	339,653.22	906,150.84	682.36	4,934.96	66,279.40
<b>RATES:</b>						
REPORT MONTH	OUTSTANDING \$	OUTSTANDING % OF RATES INCOME	OVERDUE \$	OVERDUE % OF RATES INCOME		
Jan-17	\$5,901,148	22.4%	\$1,928,871	7.3%		
Jan-16	\$6,220,332	25.0%	\$2,466,836	9.9%		
<b>TOTAL OVERDUE \$</b>	<b>Charged in 2016/2017</b>	<b>Charged in 2015/2016</b>	<b>Charged in 2014/2015</b>	<b>Charged Prior to 2014/2015</b>		
\$1,928,871	\$1,683,011	\$161,433	\$45,665	\$38,761		
<b>INFRINGEMENTS:</b>						
		\$				
Animal Infringements			121,034.86			
Public Places			9,518.00			
Parking Infringements			166,402.00			
Litter Infringements			875.00			
Signs			0.00			
Other Law and Order			0.00			
Net Balance on Infringement Debts			<u>297,829.86</u>			



Reviewed by: Acting Finance Manager



Approved by: Chief Executive Officer

## SECTION 2

### Financial Results

#### 2.5 - Creditor Accounts paid - January 2017

Creditor No.	Creditor Name	Invoice Number	Invoice Description	Amount
59	City of Palmerston	PETTY CASH RECOUP - LIBRARY - 6 JAN	Petty Cash Recoup - Library - 6 Jan 2017	\$ 74.95
V01027	David Atkins	REC: 181404 REFUND RETURNED BOOK	Rec: 181404 Refund returned book - Red Dust Secret	\$ 25.00
1491	Palmerston Rugby Union Club	AWARD FOR AUSTRALIA DAY EVENT	Award for Australia Day Event	\$ 500.00
V01055	Alan Mu	REFUND OF PRO-RATE DOG REGO 005834	Refund of pro-rate dog rego (Tag 005834)	\$ 61.00
V01055	Alan Mu	REFUND OF PRO-RATE DOG REGO 005834	Refund of pro-rate dog rego (Tag 005834)	\$ 61.00
V01055	Alan Mu	REFUND OF PRO-RATE DOG REGO 005834	Refund of pro-rate dog rego (Tag 005834)	\$ 61.00
V00599	Athina Pascoe-Bell	DECEMBER 2016	Allowance - December 2016	\$ 1,746.55
4967	Mr A N Byrne	DECEMBER 2016	Allowance - December 2016	\$ 2,496.55
4237	Ms S M McKinnon	DECEMBER 2016	Allowance - December 2016	\$ 2,296.55
4966	Mr P Bunker	DECEMBER 2016	Allowance - December 2016	\$ 2,646.55
5552	S J Shutt	DECEMBER 2016	Deputy Mayor Allowance - December 2016	\$ 2,946.75
932	Mr I Abbott	DECEMBER 2016	Mayoral Allowance - December 2016	\$ 8,980.58
V00318	StatewideSuper Clearing House	PJ000949	FORTNIGHT 2017-10 - From Payroll	\$ 7,149.42
V00955	The Trustee for D&C Gallagher Super Fund	PJ000949	FORTNIGHT 2017-10 - From Payroll	\$ 186.68
V00318	StatewideSuper Clearing House	PJ000966	FORTNIGHT 2017-11 - From Payroll	\$ 7,050.26
V00955	The Trustee for D&C Gallagher Super Fund	PJ000966	FORTNIGHT 2017-11 - From Payroll	\$ 186.68
V00318	StatewideSuper Clearing House	NOV -16	Superannuation Contribution	\$ 50,487.86
V00955	The Trustee for D&C Gallagher Super Fund	NOV -16	Superannuation Contribution	\$ 727.72
V00318	StatewideSuper Clearing House	PJ000973	FORTNIGHT 2017-12 - From Payroll	\$ 7,055.43
V00955	The Trustee for D&C Gallagher Super Fund	PJ000973	FORTNIGHT 2017-12 - From Payroll	\$ 186.68
V00318	StatewideSuper Clearing House	PJ000988	FORTNIGHT 2017-13 - From Payroll	\$ 7,117.71
V00955	The Trustee for D&C Gallagher Super Fund	PJ000988	FORTNIGHT 2017-13 - From Payroll	\$ 186.68
V00318	StatewideSuper Clearing House	DEC -16	Superannuation Contribution	\$ 52,009.98
112	Beaurepaires	6408716888	Battery Replacement & Fitting - Rego:CA18AN	\$ 167.25
112	Beaurepaires	6408716002	Repairs to Vehicle 773901	\$ 35.12
2238	Hollands Print Solutions Pty Ltd	00031346	Staff Car Parking Permits	\$ 704.00
4483	Isubscribe Pty Ltd	00029845	iSubscribe INV 00029811	\$ 2,222.64
3705	Hungry Hearts	4625	Catering Farewell	\$ 200.00
4929	Barramundi Group	VWCS107273	ITC462- 60k Servicing CB29KQ	\$ 904.00
3683	Area9 IT Solutions	SIN42598	Laptop LED Screen & Security Lock	\$ 4,842.40
121	Signtech NT	00029629	Diesel Fuel Only Stickers x 10	\$ 55.00
3313	Zip Print	15776	SRA3 Blank 230gsm x 1000 sheets	\$ 346.50
V00711	Line Marking NT Pty Ltd	INV-0117	line mark the various road as in the quote provide	\$ 1,634.60
5104	JLM Civil Works Pty Ltd	00006224	Clean up the inlets of SEP in front of 49 Dillon	\$ 110.00
5104	JLM Civil Works Pty Ltd	00006223	Remove graffiti from intersection of Lilian Court	\$ 105.53
5104	JLM Civil Works Pty Ltd	00006221	Installation of Croc Sighted sign and its removal	\$ 330.00
5104	JLM Civil Works Pty Ltd	00006220	Clean up the laneway next to 7 Goodall Court	\$ 198.00

Creditor No.	Creditor Name	Invoice Number	Invoice Description	Amount
5104	JLM Civil Works Pty Ltd	00006219	Clean up vegetation and silts off the outlet	\$ 281.48
5104	JLM Civil Works Pty Ltd	00006218	Remove litters from Wallaby Holtze road	\$ 110.00
5104	JLM Civil Works Pty Ltd	00006205	TS2012/06/01 variation collect litter twice weekly	\$ 3,577.53
5104	JLM Civil Works Pty Ltd	00006204	Street sections adjacent to shopping centres	\$ 2,111.01
5104	JLM Civil Works Pty Ltd	00006203	TS2012-06 append C - 3 months Oct - Dec 17 2016	\$ 781.07
5104	JLM Civil Works Pty Ltd	00006202	TS2012-06 append C - 2 months - Oct - Dec 2016	\$ 1,055.51
5104	JLM Civil Works Pty Ltd	00006201	Install Water over Road signs on three floodways	\$ 165.00
5104	JLM Civil Works Pty Ltd	00006200	Monthly - Appendix C - TS 2012-06 for Oct/Dec 2016	\$ 2,427.65
5104	JLM Civil Works Pty Ltd	00006173	Reinstate the dislodged pit lid along drain	\$ 117.28
3438	NT Shade & Canvas Pty Ltd	00001249	Marlow Lagoon - replace spinner with Urban Play	\$ 5,324.00
256	The Bookshop Darwin	BD15196	Library bookshop BD4039	\$ 970.64
256	The Bookshop Darwin	BD15197	Library bookshop Quote BD4038	\$ 1,084.28
V00925	Callum Payne Pty Ltd Trading as ESPEC	00230449	Install 2 PE Cells in Sanctuary Lakes including	\$ 2,090.00
289	Bolinda Publishing Pty Ltd	38627	Library Bolinda order no. 18910	\$ 237.47
289	Bolinda Publishing Pty Ltd	38628	Library Bolinda 20344978	\$ 501.80
289	Bolinda Publishing Pty Ltd	38626	Library Bolinda order 20334631	\$ 47.03
V00867	ARO Educational Services Pty Ltd	00005904	Arboriculture training - Open Space staff	\$ 400.00
5104	JLM Civil Works Pty Ltd	00006163	Target trolleys recycle & storage 29/3 to 26/9/16	\$ 19,312.15
5104	JLM Civil Works Pty Ltd	00006164	Coles trolleys recycled & storage 26/4-10/10/16	\$ 25,589.74
201	Spotless Facility Services Pty Ltd (T/A Ensign)	261856	Library mat hire - 8/12	\$ 24.21
5104	JLM Civil Works Pty Ltd	00006230	Wednesday 30/11/2016 - storm clean up	\$ 1,695.94
5104	JLM Civil Works Pty Ltd	00006229	Tuesday 29/11/2016 - storm clean up	\$ 800.42
5104	JLM Civil Works Pty Ltd	00006228	Wednesday 16/11/2016 - storm clean up	\$ 6,234.02
5104	JLM Civil Works Pty Ltd	00006227	Tuesday 15/11/2016 - storm clean up	\$ 2,966.11
5104	JLM Civil Works Pty Ltd	00006226	"Monday 14/11/2016 - storm clean up	\$ 988.70
3879	Litchfield Council	3170	Services Agreement - 24-25/11 & 1-2/12/16	\$ 2,662.02
35	Staples Australia Pty Limited	9019923102	Depot Office Ink Cartridges-HPC2P23Aa 934XL Blk 2x	\$ 108.93
5104	JLM Civil Works Pty Ltd	00006272	please remove graffiti from Gunter Cct street name	\$ 35.18
5104	JLM Civil Works Pty Ltd	00006264	Carry out car park counting as agreed	\$ 159.50
5104	JLM Civil Works Pty Ltd	00006245	Reinstate the grate fallen in the pit on crown	\$ 117.28
5104	JLM Civil Works Pty Ltd	00006170	clean the letterbox pit opposite 10 Seafury Court	\$ 79.75
5104	JLM Civil Works Pty Ltd	00006244	Patch the depression at 12 and 14 Surcingle due	\$ 220.00
5104	JLM Civil Works Pty Ltd	00006243	Remove graffiti form Lind road Johnston	\$ 132.00
5104	JLM Civil Works Pty Ltd	00006242	Speed trailer placement and pick up from Bonson	\$ 159.49
5104	JLM Civil Works Pty Ltd	00006241	Relocate one sign and install new Emery Ave	\$ 398.75
5104	JLM Civil Works Pty Ltd	00006239	Replace Heathcock st name sign	\$ 345.97
5104	JLM Civil Works Pty Ltd	00006236	Repair 9 pothole from Archer and 1 from Buscal Ave	\$ 996.86
5104	JLM Civil Works Pty Ltd	00006235	Replace 3 fence panel and 2 post near Temple	\$ 2,333.84
5104	JLM Civil Works Pty Ltd	00006189	Installation of Signs in Gunn	\$ 1,530.50
5104	JLM Civil Works Pty Ltd	00006169	clean all the grates at Rosebery drain & Turnstone	\$ 239.24
V00711	Line Marking NT Pty Ltd	INV-0119	Mark motorcycle parking bays at the Boulevard	\$ 572.00
5104	JLM Civil Works Pty Ltd	00006263	Replace the sight board at Temple Terrace/ Baldwin	\$ 281.47
5104	JLM Civil Works Pty Ltd	00006262	Remove Offensive graffiti from Gray suburb sign	\$ 44.00

Creditor No.	Creditor Name	Invoice Number	Invoice Description	Amount
5104	JLM Civil Works Pty Ltd	00006261	Replace 1 fence panel bonson Tce	\$ 703.67
5104	JLM Civil Works Pty Ltd	00006260	Replace posts and install 2 Motor Cross Signs	\$ 1,278.33
5104	JLM Civil Works Pty Ltd	00006259	Remove graffiti off footpath from Chung Wah	\$ 132.00
5104	JLM Civil Works Pty Ltd	00006258	Speed trailer remove canopy & install steel plate	\$ 2,901.24
5104	JLM Civil Works Pty Ltd	00006250	Sibbald Park - backfill hole adj path near p'groun	\$ 165.00
5104	JLM Civil Works Pty Ltd	00006249	Litter collection:	\$ 457.12
5104	JLM Civil Works Pty Ltd	00006248	other structures maintenance	\$ 779.85
5104	JLM Civil Works Pty Ltd	00006247	remove Graffiti from various areas	\$ 1,456.18
5104	JLM Civil Works Pty Ltd	00006246	Play Equipment Various Areas	\$ 3,034.19
5104	JLM Civil Works Pty Ltd	00006234	Remove graffiti off footbridge next to Wood Park	\$ 70.36
5104	JLM Civil Works Pty Ltd	00006187	2 hours labour on 6.12.2016 and 14.12.2016 to	\$ 140.73
5104	JLM Civil Works Pty Ltd	00006186	Repair potholes in front of 22 Mckinnon Road	\$ 304.92
5104	JLM Civil Works Pty Ltd	00006185	Clean sediment off the path and place asphalt	\$ 182.38
5104	JLM Civil Works Pty Ltd	00006184	Megapoxy patch path at 5 Clavin Street, 3 Adams	\$ 495.94
5104	JLM Civil Works Pty Ltd	00006183	Place and compact 4 q.m select fill at 14	\$ 598.14
5104	JLM Civil Works Pty Ltd	00006182	Place and compact1 q.m select fill at 22 -28 Waler	\$ 211.10
5104	JLM Civil Works Pty Ltd	00006181	Place and compact 5sq.m select fill at 17 Brisbane	\$ 351.84
5104	JLM Civil Works Pty Ltd	00006174	Footpath replacements in Woodroffe	\$ 4,178.59
5104	JLM Civil Works Pty Ltd	00006271	storm cleanup	\$ 584.87
5104	JLM Civil Works Pty Ltd	00006251	perform tree maintenance:	\$ 1,462.67
35	Staples Australia Pty Limited	9019948288	Stationery Civic Centre & Kitchen Cleaning	\$ 654.50
5104	JLM Civil Works Pty Ltd	00006172	Collect large branch from 2 Maranthes Place Durack	\$ 170.05
3569	NT Build	20304	Project Number 507168 Tulagi Rd Reconstruction	\$ 637.00
V00474	Lane Print & Post	00038063	3rd Instalment Reminder Notices	\$ 2,195.40
5104	JLM Civil Works Pty Ltd	00006231	TS2014-06 - Hillson Street Upgrade	\$ 167,043.53
V00228	Outback Tree Service	INV-0518	Friday 02/12/2016 - storm clean up - 3.5hrs	\$ 1,540.00
V00228	Outback Tree Service	INV-0506	Saturday 26/11/2016 - storm clean up	\$ 5,849.25
V00228	Outback Tree Service	INV-0505	Thursday 24/11/2016 - storm clean up	\$ 6,877.75
1607	Sterling NT Pty Ltd	INV-48812	Undertake TS2013-08 for 2016/17 Area 4	\$ 21,388.83
V01023	Alongside PTSD Partner Support Inc	GRANT FUNDING - REACH OUT GROUPS	Grant funding - Reach Out Groups	\$ 1,250.00
4508	News 4 U	SN00134231122016	1342 - Library - Newspapers - 1/12/16 to 31/12/16	\$ 112.25
2161	GHD Pty Ltd	210002884	TS2016-06 - Consultant Variation	\$ 10,815.75
V00328	Capital Security (NT) Pty Ltd	00002512	Capital security INV 18/12/16	\$ 318.29
5598	Diskbank P/L T/A SoundPack Solutions	INV-6006	SoundPack Order 06/12/2016	\$ 328.90
5104	JLM Civil Works Pty Ltd	00006217	Replace damaged sep lid at 11 Mahoney Circuit	\$ 328.38
5104	JLM Civil Works Pty Ltd	00006216	Repair the newspaper/magazine cupboard -Library	\$ 203.50
5104	JLM Civil Works Pty Ltd	00006215	Bunt off telstra pit at 71 Noltenius	\$ 79.75
5104	JLM Civil Works Pty Ltd	00006214	Repair the hole in the fence at the aquatic centre	\$ 194.15
5104	JLM Civil Works Pty Ltd	00006213	Repair the 3 x windows and invisigard screens	\$ 2,084.50
5104	JLM Civil Works Pty Ltd	00006212	Repair the middle rail of the steps at the front	\$ 99.00
5104	JLM Civil Works Pty Ltd	00006211	Replace broken hinge of the gate at the dog pound	\$ 205.65
5104	JLM Civil Works Pty Ltd	00006210	Install a soap dispenser at the Disable Toilet at	\$ 148.50
5104	JLM Civil Works Pty Ltd	00006206	Remove graffiti from various surface	\$ 495.00

Creditor No.	Creditor Name	Invoice Number	Invoice Description	Amount
5104	JLM Civil Works Pty Ltd	00006199	Cut the rusted 200 Lock and put the new supplied	\$ 79.75
5104	JLM Civil Works Pty Ltd	00006198	Replace 2x flag rope at civic plaza and repair 1x	\$ 220.00
5104	JLM Civil Works Pty Ltd	00006197	Reinstate the ceiling at Driver Resource Centre	\$ 150.12
5104	JLM Civil Works Pty Ltd	00006196	Remove the debris from the walkway adjacent	\$ 275.00
5104	JLM Civil Works Pty Ltd	00006195	Assemble a trolley at Durack Hall	\$ 79.75
5104	JLM Civil Works Pty Ltd	00006194	Move a cupboard from Civic plaza to Durack Hall	\$ 150.12
5104	JLM Civil Works Pty Ltd	00006193	Repair various doors and latch at Recreation Centr	\$ 266.75
5104	JLM Civil Works Pty Ltd	00006192	Replace the broken hinge at balance tank cover	\$ 252.69
5104	JLM Civil Works Pty Ltd	00006191	Pressure clean on pavers outside the open space	\$ 983.40
5104	JLM Civil Works Pty Ltd	00006180	Place and compact select fill in Woodroffe	\$ 3,236.55
5104	JLM Civil Works Pty Ltd	00006179	Replace following footpath section in Woodroffe:	\$ 4,489.17
5104	JLM Civil Works Pty Ltd	00006178	Footpath replacement along Baldwin Drive	\$ 10,531.25
5104	JLM Civil Works Pty Ltd	00006177	Footpath replacement in Woodroffe Park	\$ 5,191.63
5104	JLM Civil Works Pty Ltd	00006176	Replace section of footpath along Woodroffe Ave	\$ 9,195.18
5104	JLM Civil Works Pty Ltd	00006175	Footpath replacement in Woodroffe	\$ 3,119.09
1502	Figleaf Pool Products	421404	Replacing filter material in Filter 1.	\$ 10,394.00
4737	D & L Plumbing & Gasfitting	6554	Unblock the Library Male Toilet - 28/11/2016	\$ 99.00
4737	D & L Plumbing & Gasfitting	6553	Replace the toilet lid at Recreation Centre	\$ 143.00
938	Nightcliff Electrical	4288	Undertake Half Yearly RCD Testing 2016 Rec Centre	\$ 1,254.27
2199	SBA Office National	602087	Supply Chair as per quote 31685 for Library	\$ 228.00
173	Initial Hygiene	95742062	Hygiene Service - COP buildings - 25/1 to 24/2/17	\$ 725.45
41	Harvey Distributors	448785	82 lt bags for CBD rubbish	\$ 563.20
V01024	Evelyn Clarke and Craig Bayley	R5905	Refund Assess 1059776	\$ 3,000.00
V00901	J W and L L Scharnberg	R5906	Refund Assess 103255	\$ 700.00
5104	JLM Civil Works Pty Ltd	00006237	Clean 5 grates at Rosebery and Bakewell drain	\$ 239.24
4398	Quality Indoor Plants Hire	601216	Indoor plant hire - December 2016	\$ 102.40
V00711	Line Marking NT Pty Ltd	INV-0116	line mark the various road as in the quote provide	\$ 5,564.90
3428	Bunnings Group Limited	2315/99706399	Depot Office & IT Powerboard use	\$ 170.08
35	Staples Australia Pty Limited	9019724061	Kitchen Supplies	\$ 59.16
V01025	Susan Whyte	102715 RATES REFUND	R5907 Assess: 102715 Rates Refund	\$ 1,000.00
V00476	Water Dynamics (NT) Pty Limited	SLI21010743	Irrigation parts for parks as required.	\$ 1,231.73
V01028	Michael Denny	PRO RATA DOG REGO ANIMAL #119131	Pro rata dog rego animal #119131	\$ 32.00
V00328	Capital Security (NT) Pty Ltd	00002523	Capital Security W/E - 25/12/16	\$ 212.19
V01026	Peter McDonald	REC: 118505 MEMBERSHIP REFUND	Rec: 118505 Refund of Temporary membership	\$ 45.00
5104	JLM Civil Works Pty Ltd	00006019	install new street name sign for 2 Bunda Court,	\$ 345.97
2965	KIK FM Pty Ltd	09009404	Australia Day 2017 Radio Audio	\$ 135.00
3886	Top End Sign Sales	SM 16-709	Signage for Pound	\$ 140.80
V00867	ARO Educational Services Pty Ltd	00005901	Arboriculture training - Open Space staff	\$ 400.00
1386	Pitney Bowes Australia Pty Ltd	I8024829	Dm Rate D/load 0012212 Jan 17	\$ 264.00
272	City Wreckers	0014217	Towing and Storage of Blue/Mazda/Sedan/NT-CC2528TE	\$ 154.00
272	City Wreckers	00014216	Towing and Storage of Silver/Honda/4x4/NT-791542	\$ 154.00
2009	The Big Mower (NT) Pty Ltd	203258	Foam air filter and 2 spark plugs for blowers	\$ 39.25
943	Territory Asset Management Services	00000970	install a traffic count at near forrest pde school	\$ 330.00

Creditor No.	Creditor Name	Invoice Number	Invoice Description	Amount
87	Industrial Power Sweeping Services Pty	00011350	Sweep/degrease oil spill in Coles carpark 30/11/16	\$ 105.71
938	Nightcliff Electrical	4095	Extra parts inverter, controllers and batteries	\$ 1,262.80
V00228	Outback Tree Service	INV-0510	"Remove dead leader from Melaleuca @ 12 Gumnut Way	\$ 352.00
V00228	Outback Tree Service	INV-0508	Remove limbs around street light on CRN Driver Ave	\$ 462.00
V00228	Outback Tree Service	INV-0509	"Remove growth dead wood Eucalyptus 17 Waterhouse	\$ 99.00
272	City Wreckers	00014257	Abandoned Vehicle - Towing and Storage	\$ 154.00
256	The Bookshop Darwin	BD15205	Library Bookshop Quote BD4043	\$ 770.87
35	Staples Australia Pty Limited	9019957021	Library - Staples Order 19/12/2016	\$ 925.23
272	City Wreckers	00014272	Towing and Storage of Black/Holden/Sedan/nil plate	\$ 154.00
272	City Wreckers	00014273	Towing and Storage of White/Hyundai/Excel/WA A4501	\$ 154.00
3298	Irwinconsult Pty Ltd	530973	Proposed Subdivision Lot 10029 & part Lot 9609	\$ 440.00
201	Spotless Facility Services Pty Ltd (T/A Ensign)	262139	Library Mat Hire - 15/12	\$ 24.21
185	Bridge Toyota	JC2429461	60,000km service for Hilux - rego CB63UL	\$ 1,226.19
2977	Security & Technology Services P/L	111621	Security Bldg Maintenance - 23/12/2016 - 22/1/2017	\$ 500.50
5114	S.E. Rentals Pty Ltd	1600056445	Rental Copier - Lib - CHC229546 -15/1 to 14/2/2017	\$ 269.17
3683	Area9 IT Solutions	SIN42736	Server Room Network Rack UPS	\$ 2,403.08
4619	Darwin Office Technology P/L	SA00284999	Public Copier Library CHC229546 - Jul 16 - June 17	\$ 301.76
394	Civica Pty Limited	C/LG007385	Contract - MSP - Authority DR Services - Feb 17	\$ 3,420.26
V00228	Outback Tree Service	INV-0520	Remove dead wood from Pelthophorum between 36-38	\$ 264.00
5104	JLM Civil Works Pty Ltd	00006274	Zuccoli Lot 13359 (32) Oatgrass St Zuccoli	\$ 1,189.63
5315	Adamant Property Services Pty Ltd	6105	Investigate and repair for the leak from roof	\$ 483.96
5315	Adamant Property Services Pty Ltd	6104	Investigate and repair for the leaks from roof	\$ 483.96
10	DBH Contracting	00007511	clean the drain at Turnstone Park	\$ 662.53
47	Telstra Corporation Ltd	T311 - 2 JAN 2017	4640728244 - Satellite Plan - 2 Jan 2017	\$ 105.00
35	Staples Australia Pty Limited	9020016840	Stationery Civic Centre & Kitchen Cleaning	\$ 50.03
5104	JLM Civil Works Pty Ltd	00006278	Lot 13365, 20 Oatgrass St, Zuccoli - New Driveway	\$ 1,189.63
5104	JLM Civil Works Pty Ltd	00006282	Zuccoli Lot 13364 (22) Oatgrass St New Driveway	\$ 1,099.56
5104	JLM Civil Works Pty Ltd	00006280	Zuccoli Lot 11783 (2) Trojan Crt New Driveway	\$ 1,068.23
5104	JLM Civil Works Pty Ltd	00006279	Lot 13415, 4 Oatgrass St, Zuccoli - New Driveway	\$ 1,189.63
5104	JLM Civil Works Pty Ltd	00006277	Lot 13360, 30 Oatgrass St, Zuccoli - New Driveway	\$ 1,189.63
5104	JLM Civil Works Pty Ltd	00006276	Zuccoli Lot 13357 (36) Oatgrass St New Driveway	\$ 1,189.63
5104	JLM Civil Works Pty Ltd	00006275	Zuccoli Lot 13363 (24) Oatgrass St New Driveway	\$ 1,189.63
4538	Byrne Consultants	INV00784	TS2016-01 - Super Rep - 22/9 to 22/12/2016	\$ 13,651.00
V01030	Forrest Parade School	COP ANNUAL SCHOOL AWARD	Annual School Award Grant 2016/2017	\$ 100.00
V01029	Ronaldo and Maria Villamer	PRO RATA DOG REGO REFUND 124147	Pro rata dog rego refund animal #124147	\$ 63.00
444	Ms Techy Masero	32	Christmas Tree Installation and Dismantle	\$ 8,500.00
4912	Remote Area Tree Services Pty Ltd	00003669	Monday 21/11/2016 - storm clean up - 3.5hrs	\$ 1,512.50
4912	Remote Area Tree Services Pty Ltd	00003668	Friday 18/11/2016 - storm clean up - 5hrs	\$ 715.00
4912	Remote Area Tree Services Pty Ltd	00003667	Thursday 17/11/2016 - storm clean up - 6hrs	\$ 1,980.00
4912	Remote Area Tree Services Pty Ltd	00003665	Tuesday 15/11/2016 - storm clean up - 9hrs	\$ 4,257.00
4912	Remote Area Tree Services Pty Ltd	00003664	"Monday 14/11/2016 - storm clean up - 10hrs -	\$ 3,300.00
4912	Remote Area Tree Services Pty Ltd	00003663	"Friday 11/11/2016 - storm clean up - 10hrs -	\$ 4,400.00
4912	Remote Area Tree Services Pty Ltd	00003662	Thursday 10/11/2016 - storm clean up - 8hrs -	\$ 4,972.00

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3098	Roadshow Films Pty Ltd	03041515	School holiday program - Movie License	\$ 165.00
V00168	Tactile Arts T/A Craft Council of the NT	2016-028	Library Tactile arts INV 2016-028	\$ 2,640.00
4065	Southern Cross Protection Pty Ltd	862870	Security call out - 19, 24, 25, 26, 28 & 31 Dec 16	\$ 441.88
4065	Southern Cross Protection Pty Ltd	856412	Security call outs - Library & Rec Centre	\$ 506.62
4508	News 4 U	SN00166731122016	1667 - CEO - Newspapers - 1/12 to 31/12/2016	\$ 52.30
4508	News 4 U	SN00098831122016	988 - Mayor - Newspapers - 1/12 to 31/12/2016	\$ 52.30
90	Local Government Association of the NT (LGANT)	3639	LGANT GM & AGM Registration 1-2 December 2016	\$ 345.00
35	Staples Australia Pty Limited	9019953071	Stationery Civic Centre & Kitchen Cleaning	\$ 55.44
4029	Totally Workwear Palmerston	100000702	Wet Weather gear for Peter Bowker 1- rain coat etc	\$ 116.00
V00172	CIC-THD-PTY LTD	REFUND A113994 & A113985	R5908 - Refund of rates A113994 & A113985	\$ 588.00
4538	Byrne Consultants	INV00758	Project 16092 - COP_Baban Place Q100 Stormwater	\$ 550.00
549	City of Darwin	96875	Shoal Bay Waste Charges	\$ 37,722.24
5	Australia Post	1005985869	Monthly Postage - December 2016	\$ 9,608.07
47	Telstra Corporation Ltd	7682702318	0675506800 - MS Exchange - 9 Jan 2017	\$ 2,676.00
35	Staples Australia Pty Limited	9019943969	Diary	\$ 19.70
5104	JLM Civil Works Pty Ltd	00006167	Road Footpath Signs Rosebery	\$ 33,220.31
2186	Optus Billing Services Pty Ltd	16207604	Evolve Internet Agreement - 1 Dec to 31 Dec 2016	\$ 2,068.00
1874	Ulverscroft Large Print Books Limited	I113967AU	Library Ulverscroft	\$ 121.73
1874	Ulverscroft Large Print Books Limited	I114007AU	Library Ulverscroft	\$ 575.98
1874	Ulverscroft Large Print Books Limited	I113887AU	Library Ulverscroft	\$ 258.33
289	Bolinda Publishing Pty Ltd	39708	Library order number 20321643	\$ 712.62
289	Bolinda Publishing Pty Ltd	39710	Quote number - 20334372	\$ 155.88
289	Bolinda Publishing Pty Ltd	39709	Library Bolinda order number 20324719	\$ 335.61
289	Bolinda Publishing Pty Ltd	39707	Library order# 20292063	\$ 472.93
V00773	Akron Group NT Pty Ltd	00007607	TS2016-09 - Bin collection 13/11 to 30/11/2016	\$ 10,807.97
54	Powerwater	PJ000996	FORTNIGHT 2017-14 - From Payroll	\$ 615.00
V00295	Jacana Energy	155180	Traffic Lights - quarter up to 31-12-2016	\$ 521.51
V00056	Helen Browning	REC: 183644 REFUND OF CAT TRAP 4	Rec: 183644 Refund of Cat Trap 4 deposit	\$ 100.00
4508	News 4 U	SN00197231102016	1972 - DC&CS - Newspapers - 1/10 to 31/10/2016	\$ 55.65
4508	News 4 U	SN00197231122016	1972 - DC&CS - Newspapers - 1/12 to 31/12/2016	\$ 23.25
V00689	State Library of Queensland	0026455	Summer reading club 2017 INV 0026455	\$ 45.95
V00299	EPAC Salary Solutions Pty Ltd	172860-120117	Salary Packaging - Pay 14 (F/E 08/01/2017)	\$ 1,417.88
5104	JLM Civil Works Pty Ltd	00006257	Birriipa Court - landscape maintenance (November)	\$ 510.15
5104	JLM Civil Works Pty Ltd	00006256	Durack gb - landscape maint. Nov	\$ 2,821.98
5104	JLM Civil Works Pty Ltd	00006255	Chung Wah gb - landscape maintenance (Nov)	\$ 3,801.97
5104	JLM Civil Works Pty Ltd	00006254	"Oasis gb - 12hrs truck & 24hrs labour (November)	\$ 2,939.99
5104	JLM Civil Works Pty Ltd	00006267	Goyder Square - stake palm to stabilise x 2	\$ 354.09
5104	JLM Civil Works Pty Ltd	00006266	Play equipment various	\$ 302.50
5104	JLM Civil Works Pty Ltd	00006265	Fr. Gerry Remie Park - graffiti removal	\$ 1,688.50
5104	JLM Civil Works Pty Ltd	00006269	Dog Park - investigate interrupted water supply	\$ 79.75
5104	JLM Civil Works Pty Ltd	00006268	perform maintenance to park structures :	\$ 1,121.40
5104	JLM Civil Works Pty Ltd	00006270	Goyder Square - fill turf area with crackerdust	\$ 464.04
2	Australian Taxation Office - PAYG	PAYG WE 08/01/2017	PAYG WE 08/01/2017	\$ 62,325.00

Creditor No.	Creditor Name	Invoice Number	Invoice Description	Amount
4065	Southern Cross Protection Pty Ltd	864207	Security Patrols - 01/01/2017 & 03/01/2017	\$ 220.62
V00904	Morandini Investments P/L TA Sage Resort Darwin	3984	End of Year Function	\$ 1,650.00
V01034	A C & K A Baxter	R5910	Assess 102771 Refund of rates overpayment R5910	\$ 3,513.00
V01033	L F & L G Rowe	R5911	Assess 107476 rates refund	\$ 422.00
V01036	Paul Majda	120778 & 120779 REFUND PRO-RATA	120778 & 120779 refund pro-rata dog rego	\$ 49.00
V01035	Floro Pty Ltd	R5912	Assess 106865 rates refund	\$ 294.00
3099	Iron Mountain Australia Pty Ltd	596374-AD1	Records Management - December 2016	\$ 1,627.01
5611	Steelmans Tools and Industrial Supplies	81671	Breaker bar1" DR flex head 850mm and socket 35mm	\$ 350.00
V01021	Falcon Engineering	00008065	Vehicle Maintenance for CC55MT	\$ 110.00
4929	Barramundi Group	VWCS106935	CA44MH 75,000 service and repairs	\$ 994.55
4929	Barramundi Group	VWCS07392	Repair Brakes & front lower arm bushes - CA44MH	\$ 1,741.55
87	Industrial Power Sweeping Services Pty	00011386	Carry out street sweeping for the month of Dec	\$ 16,477.52
201	Spotless Facility Services Pty Ltd (T/A Ensign)	262499	Library mat hire - 22/12	\$ 24.21
5036	Territory Door Services	16578	Call out - replace charging controller - Library	\$ 519.95
V00939	Defend Fire Services Pty Ltd	00020470	Recreation Centre: Monthly Fire Indication Panel	\$ 53.90
V00939	Defend Fire Services Pty Ltd	00020469	Library: Monthly Fire Indication Panel Test Dec	\$ 53.90
V00939	Defend Fire Services Pty Ltd	00020468	Civic Plaza: Monthly Fire Indication Panel Test	\$ 53.90
5036	Territory Door Services	16482	Undertake four monthly servicing depot gate	\$ 132.00
938	Nightcliff Electrical	4570	Replace ~10x lights at Library, schedule Friday	\$ 118.93
87	Industrial Power Sweeping Services Pty	00011371	Sweeping of Goyder Square and Water Tower area	\$ 462.00
4737	D & L Plumbing & Gasfitting	6564	Aquatic Centre: Supply and install a shower head	\$ 335.50
4737	D & L Plumbing & Gasfitting	6563	Unblock the urinal at Recreation Centre	\$ 99.00
3879	Litchfield Council	3195	Services Agreement - 23/12/2016	\$ 438.65
5104	JLM Civil Works Pty Ltd	00006285	TS2016-14 - Vary 2 - Additional line marking	\$ 1,463.00
5104	JLM Civil Works Pty Ltd	00006284	TS2016-14 - Vary 1 - Concrete works	\$ 12,237.50
5104	JLM Civil Works Pty Ltd	00006287	TS2016-14 - Vary 4 - Relocated Bollards	\$ 990.00
5104	JLM Civil Works Pty Ltd	00006286	TS2016-14 - Vary 3 - Additional Asphalt works	\$ 4,098.60
V00271	Fuji Xerox Business Centre NT	AB00034806	D8010A4097: 01/08/16..30/06/17	\$ 3,102.03
V00773	Akron Group NT Pty Ltd	00007673	TS2016/09 - Public Bin Collection - Dec 2016	\$ 18,355.87
V00172	CIC-THD-PTY LTD	VARIOUS DWAY REIMBURSEMENTS	Driveway Reimbursements	\$ 8,085.30
1874	Ulverscroft Large Print Books Limited	I114110AU	Library Ulverscroft	\$ 57.41
V01022	Quality Plumbing & Building Contractors Pty Ltd	00004049	Supply vac truck to harben and clean stormwater	\$ 2,772.00
V01022	Quality Plumbing & Building Contractors Pty Ltd	01130568	Supply vac truck to clean the drain	\$ 792.00
V01022	Quality Plumbing & Building Contractors Pty Ltd	01130567	Supply vac truck to clean the drain	\$ 2,178.00
5104	JLM Civil Works Pty Ltd	00006281	install a new finger sign for Wild Street	\$ 345.97
5104	JLM Civil Works Pty Ltd	00006238	Mower entrance construction at Temple/Emery Av RAB	\$ 2,349.05
5104	JLM Civil Works Pty Ltd	00006190	Replace post for Hazard marker	\$ 111.42
26	Viva Energy Australia Ltd	1602525761	Shell fuel cards - Dec 2016	\$ 6,027.42
47	Telstra Corporation Ltd	0601848218	9032687000 - Telstra mainline/mobiles -12 Jan 2017	\$ 6,106.06
5104	JLM Civil Works Pty Ltd	00006188	Replace the post for KL at intersection of Tilston	\$ 164.20
5104	JLM Civil Works Pty Ltd	00006171	fill the hole adjacent footpath ifo 1 Lancewood	\$ 189.75
22	Norsign Pty Ltd	350226	Supply various signs as in the quote no 289543	\$ 4,933.09
V01039	Alistair Gall	117319 & 120653 REFUND DOG REGO	117319 and 120653 refund pro-rata dog rego	\$ 48.00

Creditor No.	Creditor Name	Invoice Number	Invoice Description	Amount
3787	Total Event Services T/A Top End Sounds P/L	15314.2	Marquee for Xmas lighting	\$ 1,058.20
433	Arafura Wind Ensemble Inc.	AWE-170117	Carols 2016	\$ 1,200.00
1569	Australasian Performing Right Assoc Ltd	01999587/00009	APRA License for Australia Day	\$ 82.50
5104	JLM Civil Works Pty Ltd	00006063	reconstruct roughly around 70m2 of pavement	\$ 13,791.62
V01041	Gabrielle Cazzolato	127389 / 128191 DOG REGO REFUND	127389 / 128191 Pro-rata dog rego refund	\$ 42.00
5568	Mr E F Gojar	85589717	Reimburse internet charges - 26 Jan to 26 Feb 2017	\$ 94.90
54	Powerwater	66099064	2012020910 -12.11.2016 - 13.12.2016	\$ 410.44
54	Powerwater	66051961	2012299510 -08.11.2016 - 06.12.2016	\$ 182.67
54	Powerwater	66098458	2014563410 -15.11.2016 - 13.12.2016	\$ 1,155.47
54	Powerwater	66052089	204417610 -08.11.2016 - 06.12.2016	\$ 489.92
54	Powerwater	66098369	204426110 -15.11.2016 - 13.12.2016	\$ 188.47
54	Powerwater	66051579	2012299610 -08.11.2016 - 06.12.2016	\$ 861.43
54	Powerwater	66099073	202810210 -12.11.2016 - 13.12.2016	\$ 241.24
54	Powerwater	66062825	2015249911 - 08.11.2016 - 06.12.2016	\$ 632.68
54	Powerwater	66052174	2017414510 -08.11.2016 - 06.12.2016	\$ 596.67
54	Powerwater	66062965	205522910 -08.11.2016 - 06.12.2016	\$ 23.28
54	Powerwater	66062826	2015250011 -08.11.2016 - 06.12.2016	\$ 157.50
54	Powerwater	66118683	203115311 -15.11.2016 - 13.12.2016	\$ 178.27
54	Powerwater	66118608	2014004010 -15.11.2016 - 13.12.2016	\$ 25.32
54	Powerwater	66150658	2012379010 -18.08.2016 - 23.11.2016	\$ 5,863.29
54	Powerwater	66118762	206399910 -15.11.2016 - 13.12.2016	\$ 92.94
54	Powerwater	66118776	206480110 -15.11.2016 - 13.12.2016	\$ 23.28
54	Powerwater	66189716	206382310 -15.11.2016 - 13.12.2016	\$ 121.49
54	Powerwater	66118753	206233510 -15.11.2016 - 13.12.2016	\$ 153.80
54	Powerwater	66051879	202797611 -08.11.2016 - 06.12.2016	\$ 439.64
54	Powerwater	66118604	2013921810 -15.11.2016 - 13.12.2016	\$ 194.91
54	Powerwater	66108465	207756810 -14.09.2016 - 13.12.2016	\$ 1,881.79
54	Powerwater	66182795	204294410 -23.09.2016 - 29.12.2016	\$ 917.74
54	Powerwater	66171801	202777310 -20.09.2016 - 16.12.2016	\$ 70.66
54	Powerwater	66182704	206519910 -23.09.2016 - 29.12.2016	\$ 1,122.85
54	Powerwater	66182770	204093410 -23.09.2016 - 29.12.2016	\$ 314.08
54	Powerwater	66182789	204278410 -30.09.2016 - 29.12.2016	\$ 73.06
54	Powerwater	66172541	205733410 -23.09.2016 - 21.12.2016	\$ 72.26
54	Powerwater	66172637	206145210 -23.09.2016 - 21.12.2016	\$ 72.26
54	Powerwater	66167471	206149210 -23.09.2016 - 21.12.2016	\$ 493.31
54	Powerwater	66172636	206144610 -23.09.2016 - 21.12.2016	\$ 72.26
54	Powerwater	66172633	206138310 -21.09.2016 - 21.12.2016	\$ 73.87
54	Powerwater	66109869	202595910 -11.09.2016 - 09.12.2016	\$ 196.66
54	Powerwater	66089329	202600810 -11.09.2016 - 09.12.2016	\$ 832.96
54	Powerwater	66108687	202251310 -15.09.2016 - 14.12.2016	\$ 754.22
54	Powerwater	66108672	205593610 -15.09.2016 - 14.12.2016	\$ 1,615.22
54	Powerwater	66023187	203979910 -31.08.2016 - 29.11.2016	\$ 913.29
54	Powerwater	66118744	206213510 -15.11.2016 - 13.12.2016	\$ 25.20

Creditor No.	Creditor Name	Invoice Number	Invoice Description	Amount
54	Powerwater	66118784	206639310 -15.11.2016 - 13.12.2016	\$ 23.28
54	Powerwater	66118763	206414410 -15.11.2016 - 13.12.2016	\$ 146.77
54	Powerwater	66118758	206347110 -15.11.2016 - 13.12.2016	\$ 23.28
54	Powerwater	66118757	206317110 -15.11.2016 - 13.12.2016	\$ 92.94
54	Powerwater	66118720	204433210 -15.11.2016 - 13.12.2016	\$ 398.78
54	Powerwater	66108243	201514010 -15.09.2016 - 13.12.2016	\$ 2,382.90
54	Powerwater	66052070	206590410 -08.11.2016 - 06.12.2016	\$ 245.57
54	Powerwater	66098330	207029610 -15.11.2016 - 13.12.2016	\$ 522.34
54	Powerwater	66079520	2015349510 -Portable Meter	\$ 220.26
54	Powerwater	66062969	205691510 -08.11.2016 - 06.12.2016	\$ 99.06
54	Powerwater	66052076	202787910 -08.11.2016 - 06.12.2016	\$ 737.32
54	Powerwater	66118786	206795510 -15.11.2016 - 13.12.2016	\$ 29.40
54	Powerwater	66118754	206237910 -15.11.2016 - 13.12.2016	\$ 92.94
54	Powerwater	66118756	206301310 -15.11.2016 - 13.12.2016	\$ 92.94
54	Powerwater	66062815	2014457910 -08.11.2016 - 06.12.2016	\$ 192.87
54	Powerwater	66062894	202798510 -08.11.2016 - 06.12.2016	\$ 1,283.25
4065	Southern Cross Protection Pty Ltd	865539	Various Security Patrols - Library and Rec Centre	\$ 218.58
5508	Open Systems Technology Pty Ltd - CouncilFirst	SI003626	NAV monthly Professional Services -DECEMBER 2016	\$ 321.75
350	IBM Global Financing Australia Limited	988817	Agreement Ref: AUAL-AEF7BK-4: December 2016	\$ 1,332.00
4912	Remote Area Tree Services Pty Ltd	00003501	Remove Albizia & Leptospermum & s/g @ 13 Azimuth	\$ 1,936.00
V00228	Outback Tree Service	INV-0534	"Thursday 15/12/2016 - storm clean up - 6hrs -	\$ 3,168.00
V00228	Outback Tree Service	INV-0532	"Friday 09/12/2016 - storm clean up -1.5hr -	\$ 82.50
V00228	Outback Tree Service	INV-0531	"Thursday 08/12/2016 - storm clean up - 4hr -	\$ 2,904.00
V00228	Outback Tree Service	INV-0530	"Wednesday 07/12/2016 - storm clean up -	\$ 352.00
V00939	Defend Fire Services Pty Ltd	00020472	Civic Plaza: Six Monthly Maintenance	\$ 264.00
938	Nightcliff Electrical	4513	DRFC - Fan at one of the office room	\$ 242.32
3428	Bunnings Group Limited	2315/01147995	Goods as selected	\$ 65.49
V01046	Danielle Leeson	REFUND OF CAT TRAP DEP	Refund of Cat Trap 6 Dep. Rec 182361	\$ 100.00
V01045	Melinda McDowell	REFUND OF PRO-RATE DOG REGO	Refund of pro-rate dog rego (124054 / 128345)	\$ 59.00
V00877	Gisela Pineiro T/as Artuition	131	Creative Starter - art class	\$ 480.00
V00940	Arboregreen Landscape Products	37612/03	Tree Risk Inspection - assessment tools	\$ 97.30
V00940	Arboregreen Landscape Products	37612/02	Tree Risk Inspection - assessment tools	\$ 279.13
V00940	Arboregreen Landscape Products	37612/01	Tree Risk Inspection - assessment tools	\$ 631.04
V00643	Department of Human Services	107599 / 180060849	Rec: 172005 Refund of room hire dep. Inv 1619	\$ 125.00
V01047	Kebbeh Mowaey	REC: 182010 REFUND OF ROOM HIRE DEP	Rec: 182010 Refund of room hire deposit	\$ 125.00
V00328	Capital Security (NT) Pty Ltd	00002551	Capital security W/E - 15/01/2017	\$ 377.69
V00328	Capital Security (NT) Pty Ltd	00002548	Capital security W/E- 08/01/2017	\$ 212.19
V00328	Capital Security (NT) Pty Ltd	00002547	Capital security W/E - 01/01/2017	\$ 212.19
4190	National Australia Bank	NABCCC - DEC 2016	NAB CCC - Dec 2016	\$ 13,413.64
274	CSG Business Solutions (NT) Pty Ltd	INV00163247	Corporate Copier: 1000046738: 14/12 to 13/1/2017	\$ 2,030.54
938	Nightcliff Electrical	4074	New Inverters and controllers for various lights	\$ 886.33
938	Nightcliff Electrical	4345	Investigate and repair the issues with park lights	\$ 96.42
798	YMCA of the Top End Inc	6266	Operational Subsidy - July 2016 to April 2017	\$ 32,361.32

Creditor No.	Creditor Name	Invoice Number	Invoice Description	Amount
5104	JLM Civil Works Pty Ltd	00006283	48 Odegaard Dr - Removal of rubbish 30.12.16	\$ 165.00
5104	JLM Civil Works Pty Ltd	00006253	"Rosebery medians - landscape maintenance (Nov)	\$ 790.20
5104	JLM Civil Works Pty Ltd	00006252	Gunn - landscape maintenance (November)	\$ 2,210.64
4528	Miranda's Armed Security Officers Pty	PCC1034	Security Cash Collection - June 2016 to July 2017	\$ 541.20
V00476	Water Dynamics (NT) Pty Limited	SLI21010834	Irrigation parts for verges as required - 4/1/2017	\$ 859.54
938	Nightcliff Electrical	4604	Repair damaged power box at Sanctuary Lakes	\$ 192.83
4816	CS Services NT	00004637	TS2011/03 - Archer Waste Transfer - Dec 2016	\$ 175,360.39
639	Cleanaway Pty Ltd.	15590620	TS2014/01 - Waste Collection Contract - Dec 2016	\$ 80.64
639	Cleanaway Pty Ltd.	15590513	TS2014/01 - Waste Collection - Library - Dec 2016	\$ 133.90
639	Cleanaway Pty Ltd.	15592604	TS2014/01 - Waste Collection -Woodroffe - Dec 2016	\$ 15.84
639	Cleanaway Pty Ltd.	15593086	TS2014/01 - Waste Collection - Depot - Dec 2016	\$ 91.52
639	Cleanaway Pty Ltd.	15590619	TS2014/01 - Waste Collection-Driver Res - Dec 2016	\$ 19.08
639	Cleanaway Pty Ltd.	15591809	TS2014/01 - Waste Collection- Gray Hall - Dec 2016	\$ 15.84
639	Cleanaway Pty Ltd.	15591812	TS2014/01 - Waste Collection - Pound - Dec 2016	\$ 11.52
639	Cleanaway Pty Ltd.	15592286	TS2014/01 - Waste Collection - Durack - Dec 2016	\$ 33.31
639	Cleanaway Pty Ltd.	15592834	TS2014/01 - Waste Collection- Tenements - Dec 2016	\$ 201,392.18
798	YMCA of the Top End Inc	6271	Roller Derby - Court Hire - Dec 3	\$ 1,526.36
5303	Wild Thingz Animal Training & Encounters	40	Library school holiday program - wild thingz	\$ 297.00
3683	Area9 IT Solutions	SIN42852	Contract - IT2014-01: 01/07/16..30/06/17	\$ 18,291.78
798	YMCA of the Top End Inc	6267	Rental Subsidy - 2016-2017	\$ 5,798.45
549	City of Darwin	97096	Courier Service Fee - Karama to Palmerston Nov/Dec	\$ 163.85
201	Spotless Facility Services Pty Ltd (T/A Ensign)	262960	Order PO112077	\$ 24.21
5557	Kelleydjones Lawyers	08660	Sale of Part Lot 9609 & Provision of Car Parking	\$ 352.00
4912	Remote Area Tree Services Pty Ltd	00003506	Remove & stumpgrind Eucalypt @ 3 Staghorn Court,	\$ 1,035.77
V00368	iWater NT	168	Test approximately 34 Scorpio controllers and	\$ 1,093.40
V00374	Shred-it Australia Pty Ltd	8035130352	6 month rental x4 (64G/240L) to 30 June 2017	\$ 557.35
V00682	Leigh Dyson Plumbing	INV20161231B	Goyder Square - camera investigation of subsurface	\$ 484.00
4679	iSentia Pty Ltd	MN0669180	PO110584 iSentia Media Monitoring 2016/17	\$ 635.80
5104	JLM Civil Works Pty Ltd	00006301	Stormwater Woodroffe	\$ 88.00
5104	JLM Civil Works Pty Ltd	00006300	Stormwater Gray	\$ 77.00
5104	JLM Civil Works Pty Ltd	00006299	Footpath Bakewell	\$ 138.60
5104	JLM Civil Works Pty Ltd	00006302	Signs Temple Terrace	\$ 301.29
5104	JLM Civil Works Pty Ltd	00006319	Sweep off the broken glasses along Emery Avenue	\$ 82.50
5104	JLM Civil Works Pty Ltd	00006303	Remove graffiti of Baldwin Drive name sign	\$ 30.25
5598	Diskbank P/L T/A SoundPack Solutions	INV-6234	Library Soundpack order 05/01/17	\$ 186.45
5104	JLM Civil Works Pty Ltd	00006331	Bunt off sink hole on the verge outside 23 Maurice	\$ 432.30
5104	JLM Civil Works Pty Ltd	00006325	Please clean up rubbish on verge outside 1 Timpson	\$ 165.00
5104	JLM Civil Works Pty Ltd	00006311	Please hang up signs around playground @ Bloodwood	\$ 69.30
5104	JLM Civil Works Pty Ltd	00006310	Collect dumped white good machine from verge	\$ 138.60
5104	JLM Civil Works Pty Ltd	00006309	Scape off rotting meat from a BBQ in Pretty Park.	\$ 69.30
V00228	Outback Tree Service	INV-0535	"Tuesday 3/01/2017 - storm clean up	\$ 660.00
5104	JLM Civil Works Pty Ltd	00006290	Zuccoli, Lot 12741 (59) Crosby St new Driveway	\$ 623.14
5104	JLM Civil Works Pty Ltd	00006291	Zuccoli Lot 13362 (26) Oatgrass St New Driveway	\$ 1,189.63

Creditor No.	Creditor Name	Invoice Number	Invoice Description	Amount
5104	JLM Civil Works Pty Ltd	00006293	Zuccoli Lot 13439 (15) Blacktop St New Driveway	\$ 623.13
5104	JLM Civil Works Pty Ltd	00006307	Zuccoli Lot 11773 (8) Chipmunk St New Driveway	\$ 1,099.56
5104	JLM Civil Works Pty Ltd	00006292	Woodroffe Lot 3723 (60) Vernier Circ Driveway	\$ 849.73
5104	JLM Civil Works Pty Ltd	00006289	Zuccoli Lot 13445 (3) Corkbark St New Driveway	\$ 1,189.63
5104	JLM Civil Works Pty Ltd	00006295	Lot 14352, 127 Zuccoli Pde, Zuccoli - New Driveway	\$ 2,832.45
5104	JLM Civil Works Pty Ltd	00006305	Lot 13300, 19 Banksia St, Zuccoli. New Driveway	\$ 1,099.56
5104	JLM Civil Works Pty Ltd	00006296	Lot 14358, 139 Zuccoli Pde, Zuccoli - New Driveway	\$ 2,832.45
5104	JLM Civil Works Pty Ltd	00006298	Install new driveway (2.2X3.5X0.1) at Lot 13376	\$ 623.13
5104	JLM Civil Works Pty Ltd	00006304	Lot 13270, 9 Fern Place, Zuccoli. New Driveway	\$ 1,099.56
5104	JLM Civil Works Pty Ltd	00006306	Zuccoli Lot 13486 (26) Dragonfly New Driveway	\$ 575.96
5104	JLM Civil Works Pty Ltd	00006326	Please reinstate the 2P sign opposite to Florist	\$ 46.20
5104	JLM Civil Works Pty Ltd	00006318	Clean up gutter in front of pram crossing	\$ 69.30
5104	JLM Civil Works Pty Ltd	00006315	Remove sediment and debris on path and trim branch	\$ 173.25
5104	JLM Civil Works Pty Ltd	00006316	Remove sand/ silt off the footpath next to 30	\$ 69.30
5104	JLM Civil Works Pty Ltd	00006330	Reinstate a SEP lid along Dwyer Circuit near Morey	\$ 88.00
4007	Ark Animal Hospital Pty Ltd	108089	Euthanasia - Puppy - 6/12/16	\$ 72.00
4007	Ark Animal Hospital Pty Ltd	108090	Euthanasia 8358 - 9/12/16 and Amoxyclav tabs	\$ 111.30
4007	Ark Animal Hospital Pty Ltd	108091	Euthanasia 8422 - 10/12/2016	\$ 86.00
4007	Ark Animal Hospital Pty Ltd	108196	Euthanasia - 8322, 8321, 8367, 8368 14-15 Dec 2016	\$ 344.00
4007	Ark Animal Hospital Pty Ltd	109077	Euthanasia 8432 - 3/1/2017	\$ 86.00
V01049	Katie Hawes	REFUND OF DOG REGO	Refund of pro-rata dog rego 126423 / 127447	\$ 42.00
350	IBM Global Financing Australia Limited	996668	Agreement Ref: AUAL-AEF7BK-4: Feb 2017	\$ 1,783.33
350	IBM Global Financing Australia Limited	996004	Agreement Ref: AU7K-9YLARM-6 - Feb 2017	\$ 1,985.73
617	Barnyard Trading	285341	Telescopic palm pole saw with tiger claw saw blade	\$ 374.27
4007	Ark Animal Hospital Pty Ltd	109078	Euthanasia - 8346 - 9/1/2017	\$ 86.00
1607	Sterling NT Pty Ltd	INV-49356	Undertake TS2013-05 for 2016/17 Area 1	\$ 20,764.44
V00157	McArthur Management Services (Vic) P/L	TA00535	Facilitation of CEO Review (27 Oct 2016)	\$ 7,513.00
1607	Sterling NT Pty Ltd	INV-49353	Undertake TS2013-07 for 2016/17 Area 3	\$ 16,528.72
1607	Sterling NT Pty Ltd	INV-49351	Undertake TS2013-04 Grounds Maintenance West	\$ 80,541.29
10	DBH Contracting	00007510	Undertake TS2013/03 for 2016/17 Including variations	\$ 95,105.33
5104	JLM Civil Works Pty Ltd	00006209	Install fence panel post at 25 Baldwin Drive	\$ 191.17
5104	JLM Civil Works Pty Ltd	00006207	Epoxy Repair the section of footpath on Sanctuary	\$ 181.50
V00295	Jacana Energy	66181055	109005410 -01.12.2016 - 31.12.2016	\$ 6,863.78
V00295	Jacana Energy	66051994	109005610 -08.11.2016 - 06.12.2016	\$ 333.08
V00295	Jacana Energy	66180576	1011831010 -01.12.2016 - 31.12.2016	\$ 10,529.26
V00295	Jacana Energy	66089657	102675310 -11.09.2016 - 09.12.2016	\$ 427.99
V00295	Jacana Energy	66098251	104426110 -15.11.2016 - 13.12.2016	\$ 226.97
V00295	Jacana Energy	66238453	1017379110 - 07.12.2016 - 05.01.2017	\$ 160.30
V00295	Jacana Energy	66062555	1017011910 -08.11.2016 - 06.12.2016	\$ 350.61
V00295	Jacana Energy	66127795	1016872810 -15.09.2016 - 13.12.2016	\$ 83.54
V00295	Jacana Energy	66181982	1011518711 -01.12.2016 - 31.12.2016	\$ 850.11
V00295	Jacana Energy	66052188	1016554010 -08.11.2016 - 06.12.2016	\$ 153.87
V00295	Jacana Energy	66239608	1016266810 -07.12.2016 - 05.01.2017	\$ 194.18

Creditor No.	Creditor Name	Invoice Number	Invoice Description	Amount
V00295	Jacana Energy	66098492	1015105310 -15.11.2016 - 13.12.2016	\$ 580.34
V00295	Jacana Energy	66118139	1014518010 -15.11.2016 - 13.12.2016	\$ 27.85
V00295	Jacana Energy	66118400	106190610 -15.11.2016 - 13.12.2016	\$ 22.80
V00295	Jacana Energy	66180670	1010962110 -01.12.2016 - 31.12.2016	\$ 30.77
V00295	Jacana Energy	66098476	1014110110 -15.11.2016 - 13.12.2016	\$ 1,406.85
V00295	Jacana Energy	66062753	107710210 -08.11.2016 - 16.12.2016	\$ 254.02
V00295	Jacana Energy	66118408	106367310 -15.11.2016 - 13.12.2016	\$ 288.19
V00295	Jacana Energy	66117988	1010817310 -15.11.2016 - 13.12.2016	\$ 136.63
V00295	Jacana Energy	66098555	106382310 -15.11.2016 - 13.12.2016	\$ 24.58
V00295	Jacana Energy	66098515	105742210 -15.11.2016 - 13.12.2016	\$ 35.58
V00295	Jacana Energy	66098454	1014518410 -15.11.2016 - 13.12.2016	\$ 114.93
V00295	Jacana Energy	66098452	1014517910 -15.11.2016 - 13.12.2016	\$ 95.91
V00295	Jacana Energy	66118421	106690411 -15.11.2016 - 13.12.2016	\$ 98.28
V00295	Jacana Energy	66118123	1014111710 -15.11.2016 - 13.12.2016	\$ 130.39
V00295	Jacana Energy	66117989	1010817411 -15.11.2016 - 13.12.2016	\$ 22.80
V00295	Jacana Energy	66117991	1010866212 -15.11.2016 - 13.12.2016	\$ 22.80
V00295	Jacana Energy	66098643	106143211 -15.11.2016 - 13.12.2016	\$ 52.22
V00295	Jacana Energy	66118347	102914811 -15.11.2016 - 13.12.2016	\$ 67.39
V00295	Jacana Energy	66118122	1014110010 -15.11.2016 - 13.12.2016	\$ 160.99
V00295	Jacana Energy	66098480	1014109710 -15.11.2016 - 13.12.2016	\$ 328.02
V00295	Jacana Energy	66118369	103579111 -15.11.2016 - 13.12.2016	\$ 40.04
V00295	Jacana Energy	66024244	1013979610 -30.08.2016 - 28.11.2016	\$ 129.08
V00295	Jacana Energy	66118383	104178910 -15.11.2016 - 13.12.2016	\$ 23.69
V00295	Jacana Energy	66181216	104406210 -01.12.2016 - 31.12.2016	\$ 192.97
V00295	Jacana Energy	66062684	105650710 -08.11.2016 - 06.12.2016	\$ 23.69
V00295	Jacana Energy	66062693	106225010 -08.11.2016 - 06.12.2016	\$ 22.80
V00295	Jacana Energy	66118401	106198310 -15.11.2016 - 13.12.2016	\$ 22.80
V00295	Jacana Energy	66098534	106399910 -15.11.2016 - 13.12.2016	\$ 104.53
V00295	Jacana Energy	66118409	106414410 -15.11.2016 - 13.12.2016	\$ 22.79
V00295	Jacana Energy	66118407	106317110 -15.11.2016 - 13.12.2016	\$ 23.68
V00295	Jacana Energy	66098579	1010931710 -15.11.2016 - 13.12.2016	\$ 69.46
V00295	Jacana Energy	66118370	103598210 -15.11.2016 - 13.12.2016	\$ 65.28
V00295	Jacana Energy	66117992	1010884410 -15.11.2016 - 13.12.2016	\$ 22.80
V00295	Jacana Energy	66118121	1014109910 -15.11.2016 - 13.12.2016	\$ 22.80
V00295	Jacana Energy	66098413	1014109810 -15.11.2016 - 13.12.2016	\$ 56.08
V00295	Jacana Energy	66118350	103115310 -15.11.2016 - 13.12.2016	\$ 23.10
V00295	Jacana Energy	66182680	1012498610 -23.09.2016 - 29.12.2016	\$ 316.00
V00295	Jacana Energy	66062588	102137110 -08.11.2016 - 06.12.2016	\$ 23.10
V00295	Jacana Energy	66062530	1014457810 -08.11.2016 - 06.12.2016	\$ 322.38
V00295	Jacana Energy	66052047	102787910 -08.11.2016 - 06.12.2016	\$ 732.50
V00295	Jacana Energy	66062752	107710110 -08.11.2016 - 06.12.2016	\$ 22.49
V00295	Jacana Energy	66098631	106365710 - 15.11.2016 - 13.12.2016	\$ 36.77
V00295	Jacana Energy	66118423	106795510 - 15.11.2016 - 13.12.2016	\$ 29.34

Creditor No.	Creditor Name	Invoice Number	Invoice Description	Amount
V00295	Jacana Energy	66118422	106720411 - 15.11.2016 - 13.12.2016	\$ 22.80
V00295	Jacana Energy	66117993	1010921910 - 15.11.2016 - 13.12.2016	\$ 22.80
V00295	Jacana Energy	66098297	1011630810 - 15.11.2016 - 13.12.2016	\$ 66.19
V00295	Jacana Energy	66118532	109001210 - 15.11.2016 - 13.12.2016	\$ 203.50
V00295	Jacana Energy	66195349	109001110 - 15.11.2016 - 13.12.2016	\$ 28.45
V00295	Jacana Energy	66118386	104433510 - 15.11.2016 - 13.12.2016	\$ 56.68
V00295	Jacana Energy	66118466	107722111 - 12.11.2016 - 13.12.2016	\$ 483.74
V01051	Xtreme Contacting (NT) Pty Ltd	REC: 187247 REFUND OF KEY DEPOSIT	Rec: 187247 Refund of key deposit	\$ 60.00
V00669	Damien Oates	REFUND OF PRO-RATE DOG REGO 126723	Refund of pro-rate dog rego 126723	\$ 21.00
627	Darwin Community Arts Inc	00001641	Our Common Threads.Migrant Mothers/kids class	\$ 2,048.00
4355	Tonkin Consulting	105756	Carpark Design Lot 4273 Palmerston CBD	\$ 5,406.50
V00325	Site Skills Group Pty Ltd	INV104439	Working on heights & confined space training	\$ 567.00
V00614	RTM - Dept. of the Attorney General and Justice	799010056	FRU Fine Enforcement Fee QTR 2 Oct-Dec 2016	\$ 2,288.00
479	Jardine Lloyd Thompson Pty Ltd	048-022396	JLT - Insurances - annual/quarterly - 2016-2017	\$ 5,293.75
V00246	Cohera-Tech Pty Ltd	00182453	Cohera-Tech Invoice 00182453	\$ 410.00
4065	Southern Cross Protection Pty Ltd	866860	Security Call Out - Library - 2 x 18/1/2017	\$ 145.04
V00435	Palmerston RSL	100	Funding support for Anzac Day 2017	\$ 10,000.00
479	Jardine Lloyd Thompson Pty Ltd	048-022395	JLT - Insurances - annual/quarterly - 2016-2017	\$ 26,621.16
54	Powerwater	PJ001008	FORTNIGHT 2017-15 - From Payroll	\$ 615.00
V01054	Kate Patten	REIMBURSE UNIVERSITY FEES 2016-2017	Reimburse University Fees 2016-2017 financial year	\$ 1,305.00
2	Australian Taxation Office - PAYG	PAYG WE 22/01/2017	PAYG WE 22/01/2017	\$ 58,505.00
				\$ 1,822,143.30



Reviewed by: Acting Finance Manager



Approved: Chief Executive Officer

# SECTION 2

## Financial Results

### 2.6 - Creditor Accounts outstanding - January 2017

Creditor No.	Creditor Name	Amount
10	DBH Contracting	\$ 3,716.61
112	Beaurepaires	\$ 718.20
1170	Territory Debt Collectors (TDC NT P/L)	\$ 5,145.00
1276	Tourism Top End	\$ 660.00
1502	Figleaf Pool Products	\$ 1,524.40
2	Australian Taxation Office - PAYG	\$ 934.92
201	Spotless Facility Services Pty Ltd (T/A Ensign)	\$ 48.42
2124	Food'll Do Catering Darwin (Grinners Catering)	\$ 2,480.00
2161	GHD Pty Ltd	\$ 11,152.57
256	The Bookshop Darwin	\$ 715.00
272	City Wreckers	\$ 616.00
289	Bolinda Publishing Pty Ltd	\$ 328.74
2915	Territory Uniforms	\$ 350.32
2977	Security & Technology Services P/L	\$ 500.50
3099	Iron Mountain Australia Pty Ltd	\$ 1,476.02
3189	Seek Limited	\$ 811.80
3313	Zip Print	\$ 3,344.00
3428	Bunnings Group Limited	\$ 367.61
3438	NT Shade & Canvas Pty Ltd	\$ 4,730.00
35	Staples Australia Pty Limited	\$ 572.60
3504	Raeco International Pty Ltd	\$ 335.50
3683	Area9 IT Solutions	\$ 6,507.93
3787	Total Event Services T/A Top End Sounds P/L	\$ 2,314.40
3879	Litchfield Council	\$ 2,676.91
394	Civica Pty Limited	\$ 3,420.26
4029	Totally Workwear Palmerston	\$ 437.60
4065	Southern Cross Protection Pty Ltd	\$ 2,165.15
4398	Quality Indoor Plants Hire	\$ 102.40
4561	Bendesigns	\$ 1,474.61
4825	OracleCMS	\$ 1,458.88
4871	Reface Industries	\$ 886.14
4883	Creative Light Studios - Shane Eecen	\$ 1,677.50
4912	Remote Area Tree Services Pty Ltd	\$ 8,888.00
5104	JLM Civil Works Pty Ltd	\$ 4,600.20
5114	S.E. Rentals Pty Ltd	\$ 269.17
53	Eggins Electrical	\$ 1,144.00
610	Data Centre Services (DCS)	\$ 22.07
639	Cleanaway Pty Ltd.	\$ 2,510.65
86	Greening Australia NT	\$ 108.07
938	Nightcliff Electrical	\$ 3,759.47
V00166	Diamond International Events T/A Trina's Catering	\$ 440.00
V00193	Amcom Pty Ltd	\$ 5,798.85
V00200	Hidden Valley Ford (Red Earth Automotive P/L)	\$ 390.00
V00228	Outback Tree Service	\$ 15,389.00
V00299	EPAC Salary Solutions Pty Ltd	\$ 1,417.88
V00318	StatewideSuper Clearing House	\$ 65,227.02
V00377	Audio Technology NT Pty Ltd	\$ 5,544.00

Creditor No.	Creditor Name	Amount
V00475	Outback Batteries	\$ 413.10
V00476	Water Dynamics (NT) Pty Limited	\$ 4,471.23
V00582	Ezko Property Services (Aust) Pty Ltd	\$ 10,785.50
V00592	Dreamedia	\$ 844.36
V00660	Richard Fejo	\$ 350.00
V00771	TreadsNT	\$ 923.00
V00773	Akron Group NT Pty Ltd	\$ 847.00
V00823	Peter & Sheila Forrest	\$ 5,000.00
V00864	Turrumurra Music Pty limited	-\$ 20.00
V00867	ARO Educational Services Pty Ltd	\$ 400.00
V00872	Amadeus Music	\$ 300.00
V00939	Defend Fire Services Pty Ltd	\$ 2,094.00
V00964	HD Enterprises Pty Ltd T/a HD Pumps	\$ 452.00
V00994	Frangipani Farm	\$ 80.00
V01008	HiQa Geotechnical	\$ 388.95
V01011	Cora Bike Rack Pty Ltd	\$ 3,465.00
V01031	City Yoga Zone	\$ 150.00
V01052	Ken Brodie	\$ 900.00
V01056	Northern Commercial Constructions	\$ 298.00
V01058	Kathryn Milligan	\$ 100.00
V01060	Sherry Santos	\$ 14.95
		\$ 211,415.46



Reviewed by: Acting Finance Manager



Approved: Chief Executive Officer

# SECTION 2

## Financial Results

### 2.7 - STATEMENT OF CREDIT CARD TRANSACTIONS - DECEMBER 2016

NAB Visa  
29 November to 28 December 2016

Cardholder	Amt.	Cost Code	Description
Ricki Bruhn	\$ 9.77	3855.EXEC002.302	Taxi fare - LGANT - CEO
	\$ 74.55	3855.EXEC002.302	Taxi fare - LGANT - CEO
	\$ 65.31	3855.EXEC002.302	Taxi fare - LGANT - CEO
	\$ 9.34	3855.EXEC002.302	Taxi fare - LGANT - CEO
	\$ 14.17	3855.EXEC002.302	Taxi fare - LGANT - CEO
	\$ 10.28	3855.EXEC002.302	Taxi fare - LGANT - CEO
	\$ 9.45	3855.EXEC002.302	Taxi fare - LGANT - CEO
	\$ 9.34	3855.EXEC002.302	Taxi fare - LGANT - CEO
	\$ 14.49	3855.EXEC002.302	Taxi fare - LGANT - CEO
	\$ 59.01	3855.EXEC002.302	Taxi fare - LGANT - CEO
	\$ 7.17	3855.EXEC002.302	Incidentals - LGANT - CEO
	\$ 325.33	3854.EXEC002.302	Accom - LGANT - CEO
	\$ 374.50	3854.EXEC001.305	Accom - LGANT - Mayor
	\$ 41.37	3855.EXEC002.302	Taxi fare - Smart Cities - CEO
	\$ 43.47	3855.EXEC002.302	Incidentals - Smart Cities - CEO
	Caroline Hocking	\$ 59.95	3808.EXEC001.308
Alyce Breed	\$ 115.98	3806.CORP004.309	Software license renewal
	\$ 1,125.33	3819.COMM007.315	Books - Library
Ben Dornier	\$ 300.95	3804.CORP004.309	Computer hardware
	\$ 11.24	3855.CORP005.308	Taxi fare to Darwin airport - DC&CS
	\$ 71.92	3855.CORP005.308	Taxi fare to Sydney airport - DC&CS
	\$ 166.14	3855.CORP005.308	Meal expenses Sydney - DCCS & CEO
	\$ 190.00	3806.CORP004.309	Software license
Jeetendra Dahal	\$ 74.58	3821.TECH009.301	Fuel - Vehicle CA71UC
Ian Mathers	\$ 60.00	3111.CORP003.300	Traffic Mgt Id Card - Technical Officer
	\$ 265.06	3111.CORP003.300	Consumables
	\$ 248.78	3111.CORP003.300	Consumables
	\$ 85.00	3111.CORP003.300	Gift
	\$ 255.46	3111.CORP003.300	Consumables
	\$ 179.97	3702.TECH011.334	Pound Consumables
	\$ 233.15	3111.CORP003.300	Consumables
Jan Peters	\$ 2.90	3842.COMM009.335	3 on 3 B/Ball
	\$ 1,430.00	3852.COMM002.302	Training - Community Services Manager
	\$ 48.94	3842.COMM004.335	Supplies for Events
	\$ 88.00	3842.COMM001.335	Art Centre - keys
	\$ 3,183.99	3842.COMM002.335	Online Community Directory - yearly plan package
Sharon Tollard	\$ 9.00	3818.COMM007.315	Library Stock
	\$ 1,227.90	3819.COMM007.315	Library Stock
	\$ 682.90	3841.COMM007.335	Programs Equipment
	\$ 73.24	3819.COMM007.315	Library Stock
	\$ 45.63	3819.COMM007.315	Library Stock
	\$ 130.00	3841.COMM007.335	Christmas Program
	\$ 58.00	3828.COMM007.308	Christmas Program
Maxie Smith	\$ 79.00	3804.CORP004.309	Portable Hard Drive
	\$ 23.00	3203.CORP006.312	Discharge of Statutory Charge

Cardholder	Amt.	Cost Code	Description
	\$ 78.00	3823.TECH009.301	Roadside Assist CB02JN
	\$ 126.05	3823.TECH009.301	Trailer Rego - TI6112
	\$ 24.46	3810.CORP002.334	JibJab 12 month membership
	\$ 228.00	3810.CORP002.334	Survey Monkey 12 month membership
	\$ 399.90	3823.CORP005.301	Vehicle Rego - 988832
	\$ 357.90	3823.TECH009.301	Vehicle Rego - CB63UL
Samantha Abdic	\$ 55.67	3828.EXEC003.308	Flipbook
	\$ 13.57	3828.EXEC003.308	Social Media
	\$ 322.50	3828.EXEC003.308	NT News online subscription
	\$ 134.83	3807.EXEC003.308	Online newsletter
Silke Reinhardt	\$ 79.20	3806.CORP004.309	iauditor
	\$ 13,413.64		



Reviewed by: Acting Finance Manager



Approved by: Chief Executive Officer

## Section 2 Financial Results

### 2.8 - Waste Charges as at 31 January 2017

#### Waste Management

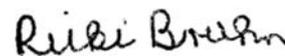
	Original Budget	First Budget Review	YTD Actuals	Commitment	Total YTD Actuals plus Commitments	%
<b>Income</b>						
Rates & Charges	(6,568,290)	-	(6,622,368)	-	(6,622,368)	100.82%
<b>Income</b>	<b>(6,568,290)</b>	<b>-</b>	<b>(6,622,368)</b>	<b>-</b>	<b>(6,622,368)</b>	<b>100.82%</b>
<b>Expenditure</b>						
Educational Resources	15,000	-	16,360	-	16,360	109.06%
Utilities	15,957	-	5,283	-	5,283	33.10%
Security	-	-	-	-	-	0.00%
Litter Collection	204,532	-	114,009	20,597	134,606	65.81%
Domestic Bin Collection	2,458,208	-	1,186,139	1,496,133	2,682,272	109.11%
Kerb Side Collections	104,000	-	90,026	-	90,026	86.56%
Tip Recharge Domestic Bin Collection	472,500	-	248,812	226,033	474,845	100.50%
Transfer Station	1,613,200	-	767,399	846,101	1,613,500	100.02%
Tip Recharge Transfer Station	325,520	-	145,238	180,282	325,520	100.00%
<b>Expenditure</b>	<b>5,208,917</b>	<b>-</b>	<b>2,573,265</b>	<b>2,769,146</b>	<b>5,342,411</b>	<b>102.56%</b>
<b>(Profit)/Loss</b>	<b>(1,359,373)</b>	<b>-</b>	<b>(4,049,103)</b>	<b>2,769,146</b>	<b>(1,279,958)</b>	

Reconciliation of waste charge in line with Part 11.5 Division 2 Local Government Act NT.

Expenditures not included in reconciliation are waste related depreciation, overheads and capital works.



Reviewed By: Acting Finance Manager



Approved By: Chief Executive Officer

## Section 2 Financial Results

### 2.9 - Commercial Leases as at 31 January 2017 Commercial Leases

	Original Budget	First Budget Review	YTD Actuals	Commitment	Total YTD Actuals plus Commitments	%
<b>Income</b>						
Library Services	(96,636)	-	(62,030)	-	(62,030)	64.19%
Aquatic Centre	(95,804)	-	(55,887)	-	(55,887)	58.33%
Civic Centre	(189,131)	-	(102,412)	-	(102,412)	54.15%
<b>Income</b>	<b>(381,571)</b>	<b>-</b>	<b>(220,329)</b>	<b>-</b>	<b>(220,329)</b>	<b>57.74%</b>
<b>Expenditure</b>						
Library Services	-	2,500	2,500	-	2,500	100.00%
Aquatic Centre	-	-	-	-	-	0.00%
Civic Centre	-	18,000	8,158	-	8,158	45.32%
<b>Expenditure</b>	<b>-</b>	<b>20,500</b>	<b>10,658</b>	<b>-</b>	<b>10,658</b>	<b>51.99%</b>
<b>(Profit)/Loss</b>	<b>(381,571)</b>	<b>20,500</b>	<b>(209,671)</b>	<b>-</b>	<b>(209,671)</b>	

Library Services includes lease held by Mosko's Market

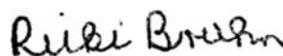
Aquatic Centre includes leases held by Movement for Life and Tang Soo Do

Civic Centre includes leases held by Adult Mental Health, JLM and Peter McGrath

Elders Management Fees charged to Civic Centre each month



Reviewed By: Acting Finance Manager



Approved By: Chief Executive Officer

**ITEM NUMBER:** 13.1.6 Clean Up Australia Day 2017  
**FROM:** Director of Corporate and Community Services  
**REPORT NUMBER:** 8/1093  
**MEETING DATE:** 21 February 2017

---

**Municipal Plan:**

3. Environment & Infrastructure

3.1 Environment Sustainability

3.1 We are committed to actively protecting and enhancing the environmental assets and infrastructure of the City of Palmerston, while supporting local businesses and industry in sustainable land use

**Summary:**

This report seeks Council's approval to participate in the National Clean Up Australia Day event to be held on Sunday 5 March 2016 at a site still to be confirmed.

**RECOMMENDATION**

1. THAT Council receives Report Number 8/1093.
2. THAT Council approve participation in Clean Up Australia Day 2017
3. THAT Council endorses ..... as the site for Clean Up Australia Day 2017.

**Background:**

The City of Palmerston has participated in Clean Up Australia Day since 2012. Locations where the events were previously held are:

- The Escarpment.
- Durack Lakes.
- Temple Terrace.
- Selected area of the Elrundie Avenue buffer zone.
- Marlow Lagoon Recreation Area

Council has a strong commitment to Clean and Green in the Municipal Plan. Participation in Clean Up Australia Day is a great opportunity to give support to the Council theme. Supporting this national event also provides a 'hands on' activity for the community and Council alike to spend some time together in the environment of the City of Palmerston.

**General:**

Potential sites for this year are:

- CBD – Goyder Square and areas surrounding such as Chung Wah Terrace, the vacant land areas heading towards Bunnings, the shopping complex and bus interchange.
- Elrundie Avenue Buffer Zone – Moulden end.
- New access road to Archer Waste Transfer Station – from Archer Oval through to the new site
- The Escarpment – Bakewell to Rosebery
- Durack Lakes

**Financial Implications:**

The estimated cost for participation in Clean Up Australia is \$1500 with most these funds being expended on promotional advertising. The funds for Clean Up Australia Day have been included in the 2016/2017 operational budget.

**Legislation/Policy:**

Nil.

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

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

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

**Schedule of Attachments:**

Nil.



**ITEM NUMBER:** 13.1.7 Sponsorship - Athletics Northern Territory Inc.  
**FROM:** Director of Corporate and Community Services  
**REPORT NUMBER:** 8/1094  
**MEETING DATE:** 21 February 2017

---

**Municipal Plan:**

1. Community & Cultural Wellbeing

1.1 Healthy Communities

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

**Summary:**

This report presents a sponsorship request from Athletic Northern Territory Inc. for Councils' consideration.

**RECOMMENDATION**

1. THAT Council receives Report Number 8/1094.
2. THAT Council approve \$10,000 sponsorship for the 2017 Athletics Northern Territory Cazalys City of Palmerston Fun Run/Walk.

**Background:**

Athletics NT Inc. organises and presents a range of community running events in the region. The organisation wishes to include a community fun run and walk around the city streets of Palmerston in 2017.

The organisation successfully presented a similar event in Palmerston in 2016, with funding support via a grant from City of Palmerston.

**General:**

At the Community Culture and Environment Committee on 1 February 2017, the Committee considered a grant application for the 2017 event. The Committee requested that staff approach Athletics NT and request that they submit a sponsorship application for Council consideration rather than the grant application.

Athletics NT requests sponsorship \$10,000 to assist the provision of the 2017 Cazalys City of Palmerston Fun Run/Walk.

**Financial Implications:**

The financial implications to Council, should they approve sponsorship would be up to \$10,000 from the Community Benefit Scheme 2016/2017 operational budget.

**Legislation/Policy:**

Policy number FIN18 – Grants, Donations, Scholarships and Sponsorships

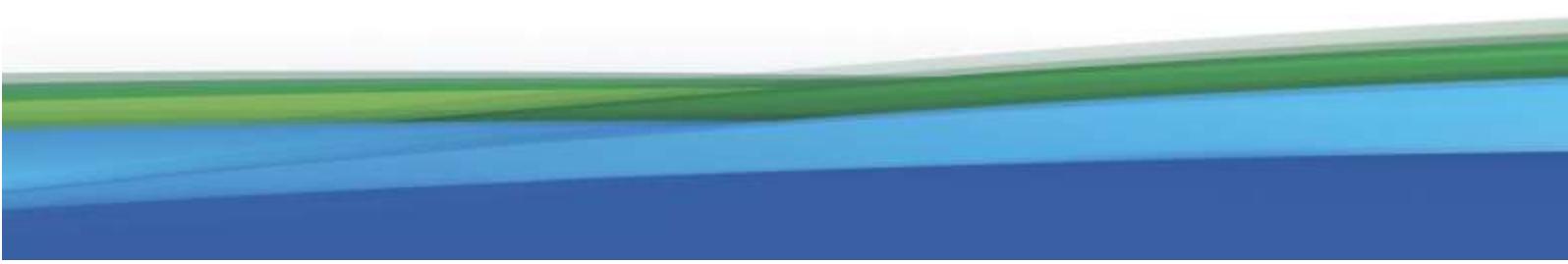
**Recommending Officer:** Ben Dornier, Director of Corporate and Community Services

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

**Schedule of Attachments:**

Attachment A: Athletics NT Sponsorship Proposal

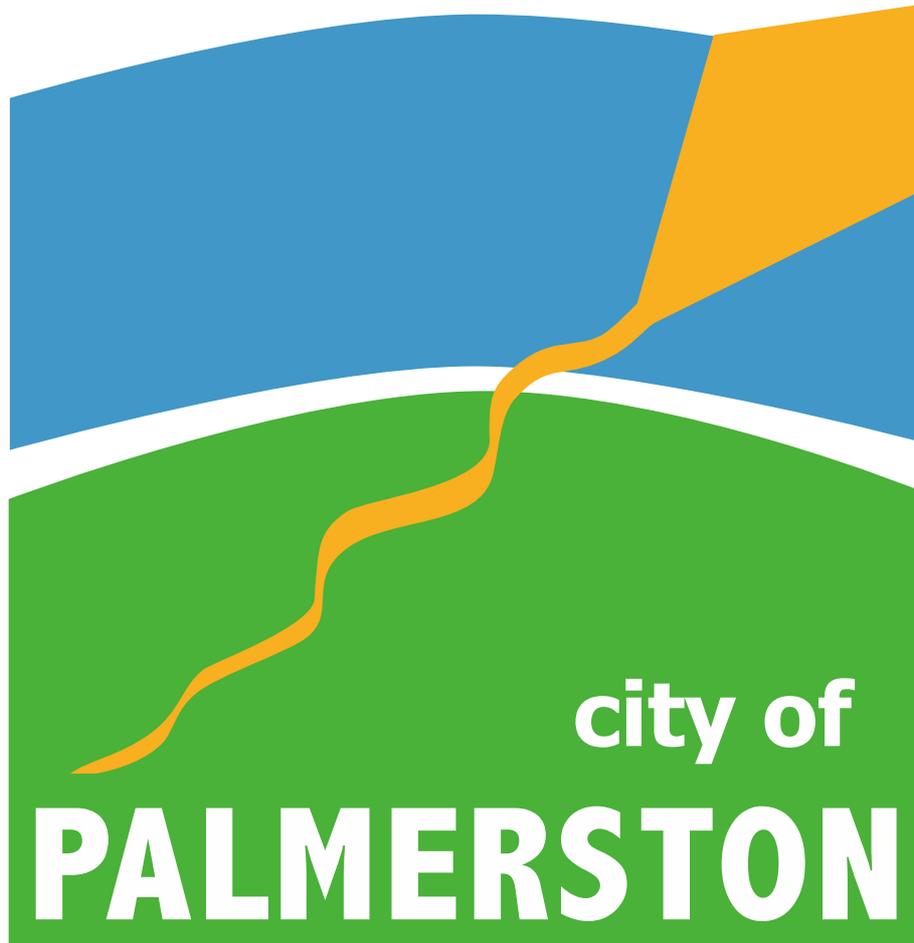




# Sponsorship Proposal

## Cazalys Palmerston Fun Run/Walk

April 9, 2017



[ntathletics.org.au](http://ntathletics.org.au)

# Sponsorship Proposal

## Cazalys Palmerston Fun Run/Walk

April 9, 2017



### Background

The annual Cazalys Palmerston Fun Run/Walk was born in 2015, due to community demand for a feature fun run/walk in the Palmerston region.

The popularity of fun runs has boomed around the world in recent times, with the NT being part of a surge in the interest. It was time for Palmerston to be part of the action.

In order to be family friendly, it was decided to include a 2.5km and 5km distance.

To encourage the family aspect, the first two editions started and finished at the YMCA Palmerston Water Park early in the morning. Whilst successful, participant feedback and stakeholders suggested a move to the centre of Palmerston would be seen to help grow the event.

The event has shown growth in its first two years, with approximately 300 in 2015 and 400 in 2016.

### Vision

In 2017 it is envisaged the event will start and finish at the recently developed Goyder Square, with the new course taking participants along Chung Wah Terrace and Temple Terrace. A community environment would greet participants at the finish line with food stalls, a free movie and entertainment part of the vision.

By changing the course and time of day, we believe participation will continue to grow strongly.

Athletics NT has engaged the services of Epic Events and Marketing, through former Executive Officer Richard Welsh, to be the Race Director.

# Sponsorship Proposal

## Cazalys Palmerston Fun Run/Walk

April 9, 2017



### Event Information

Once again, the Cazalys Palmerston Fun Run will feature two events;

- 2.5km
- 5km

Both events will start and finish at Goyder Square in Palmerston.

Participants can either walk or run the event. With road closures, it will be safe for prams and kids scooters to also participate.

The focus is on community participation for people of all fitness levels. Athletics NT also intends to use the event as an opportunity to engage with local community groups and schools, to encourage people in the Palmerston area to continue leading a healthy lifestyle by participating in other events.

### The Opportunity

This proposal is providing the City of Palmerston with the opportunity to once again become involved as a presenting partner of the Cazalys Palmerston Fun Run. The intention would be for the event to be called the 'Cazalys City of Palmerston Fun Run.'

Benefits will include;

- I. Event to be known as the 'Cazalys City of Palmerston Fun Run
- II. Premier logo recognition of City of Palmerston logo on all marketing platforms
- III. Premier branding on all event material
- IV. Opportunity to have a display stand at the event precinct in Goyder Square
- V. City of Palmerston sponsorship signage at the finish line and finish chute

# Sponsorship Proposal

## Cazalys Palmerston Fun Run/Walk

April 9, 2017



- VI. Hyperlink on event website under sponsors section
- VII. Opportunity to promote directly through digital platforms to the event database
- VIII. Free entry to all City of Palmerston employees
- IX. Opportunity for City of Palmerston representative to make presentations during official event presentations
- X. Social media support through the official event Facebook page

### **The City of Palmerston Investment:**

Your investment would be \$10,000 +GST, with all costs of signage, booklets, medals, catering, event and program delivery to be managed and met by Athletics NT.

Naturally, a multi-year partnership would be ideal for this should City of Palmerston be in a position to consider.

We look forward to discussing further with you.

Kind regards,

Richard Welsh  
Race Director  
Cazalys Palmerston Fun Run/Walk

<b>ITEM NUMBER:</b>	13.1.8	Library Closure - Stocktake
<b>FROM:</b>		Director of Corporate and Community Services
<b>REPORT NUMBER:</b>	8/1095	
<b>MEETING DATE:</b>	21 February 2017	

---

**Municipal Plan:**

## 4. Governance &amp; 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:**

This report seeks Council approval for the closure of the City of Palmerston Library for the purpose of a Stocktake from Thursday 20 to Friday 21 April inclusively, re-opening on Saturday 22 April 2017.

**RECOMMENDATION**

1. That Council receives Report Number 8/1095.
2. That City of Palmerston Library Close for Stocktake on Thursday 20 April 2017 and re-open on Saturday 22 April 2017.
3. That the City of Palmerston Library advertise the dates of the closure.

**Background:**

In 2016 a new Library Management System was implemented in the Northern Territory. Prior to the implementation of the new Library Management System a stocktake was carried out in 2015. A library stocktake is intended to maintain the quality and accessibility of the collection for the community.

Since the implementation of the new Library Management System it has been discovered that some item records have not been transferred across. In some instances, the data has not been transferred correctly resulting in items having to be re-entered into the system.

The stocktake will enable staff to identify missing items, ensure items are in their correct location and update library records. At the same time, it will provide an accurate reflection of the collection at the Palmerston City Library. Furthermore, this action will improve the customer experience by eliminating inaccurate data which leads to incorrect information which can be misleading and reduce the positive experience of visiting the library.

**General:**

It is expected that the stocktake will take two (2) days to undertake, due to the reduced size of the collection and continuous de-selection which occurs as part of regular library operations. The days selected are Thursday 20 & Friday 21 April 2017, the last days prior to the Palmerston Markets recommencing and therefore would be of lesser impact on the surrounding environment. The community would still have access to the foyer, public rest rooms and community room.

**Financial Implications:**

Nil.

**Legislation/Policy:**

Local Government Act 2008  
Palmerston (Public Places) By-Laws 2008

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

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

**Author:** Sharon Tollard, Library Services Manager

**Schedule of Attachments:**

Nil.



**ITEM NUMBER:** 13.1.9 Related Party Disclosure Requirements  
**FROM:** Director of Corporate and Community Services  
**REPORT NUMBER:** 8/1098  
**MEETING DATE:** 21 February 2017

---

**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:**

The Australian Accounting Standards Board has amended AASB 124 Related Party Disclosures to include local governments commencing from the 2016/17 financial year. This report explains how the changes will affect City of Palmerston, and recommend procedural and policy approaches to this change.

**RECOMMENDATION**

THAT Council receives Report Number 8/1098.

**Background:**

On 1 January 2016, the Australian Accounting Standards Board amended AASB 124 Related Party Disclosures to include not for profit entities across Australia, including local governments. The purpose of AASB 124 is to require "disclosure of related party relationships, transactions and outstanding balances, including commitments, in the consolidated and separate financial statements of a parent or investors with the joint control of, or significant influence over, an investee presented in accordance with AASB 10 Consolidated Financial Statements or AASB 17 Separate Financial Statements."

Section 131(3) of the Local Government Act and Section 12(3) of the Local Government (Accounting) Regulations require that Council's financial records conform with the accounting standards.

**General:**

AASB 124 defines "Related Party" in the following manner:

***Related Parties***

*"A related party"*

*is a person or entity that is related to the entity that is preparing its financial statements (in this Standard referred to as the "reporting entity").*

*(a) A person or a close member of that person's family is related to a reporting entity if that person:*

- (i) has control or joint control of the reporting entity;
- (ii) has significant influence over the reporting entity; or
- (iii) is a member of the key management personnel of the reporting entity or of a parent of the reporting entity.

There are two primary components which will require Council's attention:

**1. "Upstream" and "Downstream" Relationships**

"Upstream" relationships of Council are addressed in the new AASB 124 as parties who exert significant influence on the management and policy decisions of Council as an organisation. "Downstream" relationships, such as subsidiaries, joint operations, equity in businesses, etc, are already covered in other accounting standards, and there are no changes in this regard for Council to address.

Key Points:

- Following a review of AASB 124, it is the opinion of Officers that no "upstream" relationships exist vis-à-vis Council as an organisation. This is consistent with advice provided to local governments in other states and jurisdictions which review the powers of the applicable Agency in the Local Government Act (the Department of Housing and Community Services) and the Minister for Housing and Community Services. AASB provides examples helpful in determining this, with Example 4 being applicable in this respect:

*Example 4*

*The LMN local government (the Council) is a local government entity created under a State's Local Government Act (the Act) and is subject to a wide range of State Government regulatory powers. The interest of the State Government in the activities of the Council is primarily to ensure that the general objectives set out in the Act are being achieved or furthered. The State Government's rights in respect of the Council are held primarily by the State Minister for Local Government. These rights allow the State Government (via the State Minister for Local Government) to advise or guide the Council in its activities, or under particular circumstances, to intervene in the activities of the Council. Minister X is the State Minister for Local Government. The Minister administers their portfolio through the Local Government branch of the State Department of Transport, Planning and Local Infrastructure (the Department). As part of the Minister's role and responsibilities, Minister X is responsible for:*

- *the scrutiny of Councils, including municipal boundaries;*
- *making recommendations for allocation of project grants to local governments for projects;*
- *overseeing tendering processes for Council services;*
- *ensuring the concerns of local governments are communicated to the State Cabinet; and*
- *the coordination of Council community and infrastructure work at a State level.*

*The Council's primary objective is to achieve the best outcomes for the local community over the long term. The Council is empowered by the Act to do all things necessary and convenient for the achievement of its objectives and the performance of its functions, subject to any limitations under the Act or any other legislation. The Council is administered by 10 councillors, who are elected directly by the local community in periodic elections. The Council's functions include raising revenue to*

fund its functions and activities, and planning for and providing services and facilities (including infrastructure) for the local community. In carrying out its functions, the Council undertakes a wide range of activities including the imposition of rates and charges upon constituents, and the provision without charge of services such as parks and roads. The day-to-day operations of the Council are carried out by Council staff under the direction of its elected councillors. The State Government has determined that it does not control the Council. Based on the facts and circumstances above, Minister X is not a member of the key management personnel of the Council, as the Minister's role does not extend to having the authority and responsibility for planning, directing and controlling the activities of the Council itself. Having concluded that the State Government does not control the Council, Minister X's role as executor of the State Government's powers and rights over the Council cannot of itself enable Minister X to meet the definition of key management personnel of the Council. Rather, in this example, it is the councillors and senior council staff who have the authority and responsibility for the activities of the Council (similar to a board of directors and senior management of a company). The purpose of this example is to assist entities with the identification of key management personnel of a not-for-profit public sector entity. However, an entity should also consider whether Minister X, or the State Government, will otherwise meet the definition of a related party of the Council (see paragraph 9 of the Standard).

In summary, the position of Officers is that no changes with regards to "upstream" relationships with Council as an organisation are required, as no such relationships exist.

- With regards to "downstream" relationships, Council currently does not hold control of, joint control of, or significant influence over any other entity, and there are no changes necessary to comply with the amended AASB 124.

## 2. Key Management Personnel (referred to as "KMP")

"Key Management Personnel" are identified in Paragraph 9 of AASB 124 as the following:

*A related party is a person or entity that is related to the entity that is preparing its financial statements (in this Standard referred to as the 'reporting entity').*

(a) A person or a close member of that person's family is related to a reporting entity if that person:

- has control or joint control of the reporting entity;
- has significant influence over the reporting entity; or
- is a member of the key management personnel of the reporting entity or of a parent of the reporting entity.

And:

*Key management personnel are those persons having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any director (whether executive or otherwise) of that entity.*

Consistent with the approach in other states, Officers recommend that the term Key Management Personnel cover the following:

- **Elected Members**  
All Elected Members are the equivalent of the directors of a for-profit entity, and are specifically included by the phrase “including any director (whether executive or otherwise)”.
- **Chief Executive Officer**  
The Chief Executive Officer is responsible under Section 101 of the Local Government Act to ensure that the “Council’s policies, plans and lawful decisions are implemented,” and “to undertake the day-to-day management of the Council’s operations.”
- **Other Senior Officers**  
The Chief Executive Officer delegates certain powers and responsibilities to Senior Officers under Section 103 of the Local Government Act. This includes the Director of Technical Services, Director of Corporate and Community Services, Manager Financial Services, Manager Ranger Services, Manager Library Services, and Manager Technical Services.

These definitions are consistent with Council’s Directors and Officers (D&O) Insurance Policy wording. AASB 124 sets out requirements to report on the related party transactions of Key Management Personnel on an annual basis. Unlike other local government jurisdictions across Australia, there are no provisions in the Local Government Act for either Elected Members or senior management to make disclosures (generally referred to as an “Annual Return”) regarding pecuniary interests related or unrelated to their roles with Council. As such, City of Palmerston and other local governments in the Northern Territory will need to determine the most appropriate method of addressing compliance with AASB 124.

### **Disclosures of Related Party Transactions**

AASB 124 defines a “related party transaction” as a transfer of resources, services or obligations between a reporting entity (such as Council) and a related party, regardless of whether a price is charged. There are two components to this – compensation of key management personnel, and all other transactions. These are detailed here.

- **Compensation of Key Management Personnel**  
Paragraph 17 of AASB 124 defines the reporting requirements in Council’s financial statements:

*An entity shall disclose key management personnel compensation in total and for each of the following categories:*

- (a) short-term employee benefits;*
- (b) post-employment benefits;*
- (c) other long-term benefits;*
- (d) termination benefits; and*
- (e) share-based payment.*

Totals for each category will be included in Note 23 of Council’s financial statements. For Elected Members, this information would include Elected Member Allowances and those items identified in EM02 Elected Members Benefits and Support Policy. For the CEO and Senior Officers, this would include all compensation and benefits included in

employment contracts. This information can be sourced internally without having an impact on Elected Members, the CEO or Senior Officers.

- All other transactions  
Paragraph 18 of AASB 124 sets out the requirements for the disclosure of related party relationships and transactions associated with Key Management Personnel:

*If an entity has had related party transactions during the periods covered by the financial statements, it shall disclose the nature of the related party relationship as well as information about those transactions and outstanding balances, including commitments, necessary for users to understand the potential effect of the relationship on the financial statements. These disclosure requirements are in addition to those in paragraph 17. At a minimum, disclosures shall include:*

- (a) *the amount of the transactions;*
- (b) *the amount of outstanding balances, including commitments, and:*
  - (i) *their terms and conditions, including whether they are secured, and the nature of the consideration to be provided in settlement; and*
  - (ii) *details of any guarantees given or received;*
- (c) *provisions for doubtful debts related to the amount of outstanding balances; and*
- (d) *the expense recognised during the period in respect of bad or doubtful debts due from related parties.*

As there is no legislative requirement for Annual Returns (disclosure of interests) to be provided by Elected Members, the CEO or Senior Officers in the Northern Territory, this information is not known to staff preparing the financial statements. ***This will require the disclosure of all related party transactions by all three groups making up City of Palmerston's Key Management Personnel.***

Officers are preparing a draft policy to address information collection, privacy and reporting method for ensuring that in the 2016/17 financial year, the City of Palmerston is compliant with the requirements of AASB 124. This will be brought to the Governance and Organisation Committee for review.

#### **Financial Implications:**

Compliance with AASB 124 will require all related party transactions between Council and Key Management Personnel, relatives of Key Management Personnel, and entities they own or control to be disclosed in order that they can be accurately reflected in the 2016/17 financial statements.

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

Local Government Act  
Local Government (Accounting) Regulations  
AASB 124  
EM02 Elected Members Benefits and Support Policy



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

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

**Author:** Ben Dornier, Director of Corporate and Community Services

**Schedule of Attachments:**

Attachment A: AASB 124



**AASB Standard**

**AASB 124**  
July 2015

# Related Party Disclosures



**Australian Government**

**Australian Accounting  
Standards Board**

## Obtaining a copy of this Accounting Standard

This Standard is available on the AASB website: [www.aasb.gov.au](http://www.aasb.gov.au).

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ISSN 1036-4803

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COMPARISON WITH IAS 24

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<b>SCOPE</b>	<b>2</b>
<b>PURPOSE OF RELATED PARTY DISCLOSURES</b>	<b>5</b>
<b>DEFINITIONS</b>	<b>9</b>
<b>DISCLOSURES</b>	
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<b>Government-related entities</b>	<b>25</b>
<b>EFFECTIVE DATE AND TRANSITION</b>	<b>28</b>
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<b>APPENDICES</b>	
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#### AVAILABLE ON THE AASB WEBSITE

**Basis for Conclusions on IAS 24**

Australian Accounting Standard AASB 124 *Related Party Disclosures* is set out in paragraphs 1 – Aus29.2 and Appendices A – B and the Australian Implementation Guidance. All the paragraphs have equal authority. Paragraphs in **bold type** state the main principles. AASB 124 is to be read in the context of other Australian Accounting Standards, including AASB 1048 *Interpretation of Standards*, which identifies the Australian Accounting Interpretations, and AASB 1057 *Application of Australian Accounting Standards*. In the absence of explicit guidance, AASB 108 *Accounting Policies, Changes in Accounting Estimates and Errors* provides a basis for selecting and applying accounting policies.

## Comparison with IAS 24

AASB 124 *Related Party Disclosures* incorporates IAS 24 *Related Party Disclosures* issued by the International Accounting Standards Board (IASB). Australian-specific paragraphs (which are not included in IAS 24) are identified with the prefix “Aus”. Paragraphs that apply only to not-for-profit entities begin by identifying their limited applicability.

### Tier 1

For-profit entities complying with AASB 124 also comply with IAS 24.

Not-for-profit entities’ compliance with IAS 24 will depend on whether any “Aus” paragraphs that specifically apply to not-for-profit entities provide additional guidance or contain applicable requirements that are inconsistent with IAS 24.

### Tier 2

Entities preparing general purpose financial statements under Australian Accounting Standards – Reduced Disclosure Requirements (Tier 2) will not be in compliance with IFRSs.

AASB 1053 *Application of Tiers of Australian Accounting Standards* explains the two tiers of reporting requirements.

## Accounting Standard AASB 124

The Australian Accounting Standards Board makes Accounting Standard AASB 124 *Related Party Disclosures* under section 334 of the *Corporations Act 2001*.

Dated 24 July 2015

Kris Peach  
Chair – AASB

## Accounting Standard AASB 124 *Related Party Disclosures*

### Objective

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- 1 The objective of this Standard is to ensure that an entity's financial statements contain the disclosures necessary to draw attention to the possibility that its financial position and profit or loss may have been affected by the existence of related parties and by transactions and outstanding balances, including commitments, with such parties.

### Scope

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- 2 **This Standard shall be applied in:**
- (a) **identifying related party relationships and transactions;**
  - (b) **identifying outstanding balances, including commitments, between an entity and its related parties;**
  - (c) **identifying the circumstances in which disclosure of the items in (a) and (b) is required; and**
  - (d) **determining the disclosures to be made about those items.**
- 3 **This Standard requires disclosure of related party relationships, transactions and outstanding balances, including commitments, in the consolidated and separate financial statements of a parent or investors with joint control of, or significant influence over, an investee presented in accordance with AASB 10 *Consolidated Financial Statements* or AASB 127 *Separate Financial Statements*. This Standard also applies to individual financial statements.**
- 4 Related party transactions and outstanding balances with other entities in a group are disclosed in an entity's financial statements. Intragroup related party transactions and outstanding balances are eliminated, except for those between an investment entity and its subsidiaries measured at fair value through profit or loss, in the preparation of consolidated financial statements of the group.

### Purpose of related party disclosures

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- 5 Related party relationships are a normal feature of commerce and business. For example, entities frequently carry on parts of their activities through subsidiaries, joint ventures and associates. In those circumstances, the entity has the ability to affect the financial and operating policies of the investee through the presence of control, joint control or significant influence.
- 6 A related party relationship could have an effect on the profit or loss and financial position of an entity. Related parties may enter into transactions that unrelated parties would not. For example, an entity that sells goods to its parent at cost might not sell on those terms to another customer. Also, transactions between related parties may not be made at the same amounts as between unrelated parties.
- 7 The profit or loss and financial position of an entity may be affected by a related party relationship even if related party transactions do not occur. The mere existence of the relationship may be sufficient to affect the transactions of the entity with other parties. For example, a subsidiary may terminate relations with a trading partner on acquisition by the parent of a fellow subsidiary engaged in the same activity as the former trading partner. Alternatively, one party may refrain from acting because of the significant influence of another—for example, a subsidiary may be instructed by its parent not to engage in research and development.

- 8 For these reasons, knowledge of an entity's transactions, outstanding balances, including commitments, and relationships with related parties may affect assessments of its operations by users of financial statements, including assessments of the risks and opportunities facing the entity.

## Definitions

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- 9 The following terms are used in this Standard with the meanings specified:

**A *related party*** is a person or entity that is related to the entity that is preparing its financial statements (in this Standard referred to as the 'reporting entity').

- (a) A person or a close member of that person's family is related to a reporting entity if that person:
- (i) has control or joint control of the reporting entity;
  - (ii) has significant influence over the reporting entity; or
  - (iii) is a member of the key management personnel of the reporting entity or of a parent of the reporting entity.
- (b) An entity is related to a reporting entity if any of the following conditions applies:
- (i) The entity and the reporting entity are members of the same group (which means that each parent, subsidiary and fellow subsidiary is related to the others).
  - (ii) One entity is an associate or joint venture of the other entity (or an associate or joint venture of a member of a group of which the other entity is a member).
  - (iii) Both entities are joint ventures of the same third party.
  - (iv) One entity is a joint venture of a third entity and the other entity is an associate of the third entity.
  - (v) The entity is a post-employment benefit plan for the benefit of employees of either the reporting entity or an entity related to the reporting entity. If the reporting entity is itself such a plan, the sponsoring employers are also related to the reporting entity.
  - (vi) The entity is controlled or jointly controlled by a person identified in (a).
  - (vii) A person identified in (a)(i) has significant influence over the entity or is a member of the key management personnel of the entity (or of a parent of the entity).
  - (viii) The entity, or any member of a group of which it is a part, provides key management personnel services to the reporting entity or to the parent of the reporting entity.

**A *related party transaction*** is a transfer of resources, services or obligations between a reporting entity and a related party, regardless of whether a price is charged.

**Close members of the family of a person** are those family members who may be expected to influence, or be influenced by, that person in their dealings with the entity and include:

- (a) that person's children and spouse or domestic partner;
- (b) children of that person's spouse or domestic partner; and
- (c) dependants of that person or that person's spouse or domestic partner.

**Compensation** includes all employee benefits (as defined in AASB 119 *Employee Benefits*) including employee benefits to which AASB 2 *Share-based Payment* applies. Employee benefits are all forms of consideration paid, payable or provided by the entity, or on behalf of the entity, in exchange for services rendered to the entity. It also includes such consideration paid on behalf of a parent of the entity in respect of the entity. Compensation includes:

- (a) short-term employee benefits, such as wages, salaries and social security contributions, paid annual leave and paid sick leave, profit-sharing and bonuses (if payable within twelve months of the end of the period) and non-monetary benefits (such as medical care, housing, cars and free or subsidised goods or services) for current employees;
- (b) post-employment benefits such as pensions, other retirement benefits, post-employment life insurance and post-employment medical care;

- (c) other long-term employee benefits, including long-service leave or sabbatical leave, jubilee or other long-service benefits, long-term disability benefits and, if they are not payable wholly within twelve months after the end of the period, profit-sharing, bonuses and deferred compensation;
- (d) termination benefits; and
- (e) share-based payment.

**Key management personnel** are those persons having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any director (whether executive or otherwise) of that entity.

**Government** refers to government, government agencies and similar bodies whether local, national or international.

**A government-related entity** is an entity that is controlled, jointly controlled or significantly influenced by a government.

The terms ‘control’ and ‘investment entity’, ‘joint control’ and ‘significant influence’ are defined in AASB 10, AASB 11 *Joint Arrangements* and AASB 128 *Investments in Associates and Joint Ventures* respectively and are used in this Standard with the meanings specified in those Australian Accounting Standards.

- 10 In considering each possible related party relationship, attention is directed to the substance of the relationship and not merely the legal form.
- 11 In the context of this Standard, the following are not related parties:
- (a) two entities simply because they have a director or other member of key management personnel in common or because a member of key management personnel of one entity has significant influence over the other entity.
  - (b) two joint venturers simply because they share joint control of a joint venture.
  - (c)
    - (i) providers of finance,
    - (ii) trade unions,
    - (iii) public utilities, and
    - (iv) departments and agencies of a government that does not control, jointly control or significant influence the reporting entity,
 simply by virtue of their normal dealings with an entity (even though they may affect the freedom of action of an entity or participate in its decision-making process).
  - (d) a customer, supplier, franchisor, distributor or general agent with whom an entity transacts a significant volume of business, simply by virtue of the resulting economic dependence.
- 12 In the definition of a related party, an associate includes subsidiaries of the associate and a joint venture includes subsidiaries of the joint venture. Therefore, for example, an associate’s subsidiary and the investor that has significant influence over the associate are related to each other.

## Disclosures

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### All entities

- 13 **Relationships between a parent and its subsidiaries shall be disclosed irrespective of whether there have been transactions between them. An entity shall disclose the name of its parent and, if different, the ultimate controlling party. If neither the entity’s parent nor the ultimate controlling party produces consolidated financial statements available for public use, the name of the next most senior parent that does so shall also be disclosed.**

Aus13.1	When any of the parent entities and/or ultimate controlling parties named in accordance with paragraph 13 is incorporated or otherwise constituted outside Australia, an entity shall: <ul style="list-style-type: none"> <li>(a) identify which of those entities is incorporated overseas and where; and</li> <li>(b) disclose the name of the ultimate controlling entity incorporated within Australia.</li> </ul>
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- 14 To enable users of financial statements to form a view about the effects of related party relationships on an entity, it is appropriate to disclose the related party relationship when control exists, irrespective of whether there have been transactions between the related parties.
- 15 The requirement to disclose related party relationships between a parent and its subsidiaries is in addition to the disclosure requirements in AASB 127 and AASB 12 *Disclosure of Interests in Other Entities*.
- 16 Paragraph 13 refers to the next most senior parent. This is the first parent in the group above the immediate parent that produces consolidated financial statements available for public use.
- 17 **An entity shall disclose key management personnel compensation in total and for each of the following categories:**
- (a) short-term employee benefits;
  - (b) post-employment benefits;
  - (c) other long-term benefits;
  - (d) termination benefits; and
  - (e) share-based payment.
- 17A **If an entity obtains key management personnel services from another entity (the ‘management entity’), the entity is not required to apply the requirements in paragraph 17 to the compensation paid or payable by the management entity to the management entity’s employees or directors.**
- 18 **If an entity has had related party transactions during the periods covered by the financial statements, it shall disclose the nature of the related party relationship as well as information about those transactions and outstanding balances, including commitments, necessary for users to understand the potential effect of the relationship on the financial statements. These disclosure requirements are in addition to those in paragraph 17. At a minimum, disclosures shall include:**
- (a) the amount of the transactions;
  - (b) the amount of outstanding balances, including commitments, and:
    - (i) their terms and conditions, including whether they are secured, and the nature of the consideration to be provided in settlement; and
    - (ii) details of any guarantees given or received;
  - (c) provisions for doubtful debts related to the amount of outstanding balances; and
  - (d) the expense recognised during the period in respect of bad or doubtful debts due from related parties.
- 18A **Amounts incurred by the entity for the provision of key management personnel services that are provided by a separate management entity shall be disclosed.**
- 19 **The disclosures required by paragraph 18 shall be made separately for each of the following categories:**
- (a) the parent;
  - (b) entities with joint control of, or significant influence over, the entity;
  - (c) subsidiaries;
  - (d) associates;
  - (e) joint ventures in which the entity is a joint venturer;
  - (f) key management personnel of the entity or its parent; and
  - (g) other related parties.
- 20 The classification of amounts payable to, and receivable from, related parties in the different categories as required in paragraph 19 is an extension of the disclosure requirement in AASB 101 *Presentation of Financial Statements* for information to be presented either in the statement of financial position or in the notes. The categories are extended to provide a more comprehensive analysis of related party balances and apply to related party transactions.
- 21 The following are examples of transactions that are disclosed if they are with a related party:
- (a) purchases or sales of goods (finished or unfinished);
  - (b) purchases or sales of property and other assets;
  - (c) rendering or receiving of services;

- (d) leases;
  - (e) transfers of research and development;
  - (f) transfers under licence agreements;
  - (g) transfers under finance arrangements (including loans and equity contributions in cash or in kind);
  - (h) provision of guarantees or collateral;
  - (i) commitments to do something if a particular event occurs or does not occur in the future, including executory contracts<sup>1</sup> (recognised and unrecognised); and
  - (j) settlement of liabilities on behalf of the entity or by the entity on behalf of that related party.
- 22 Participation by a parent or subsidiary in a defined benefit plan that shares risks between group entities is a transaction between related parties (see paragraph 42 of AASB 119).
- 23 Disclosures that related party transactions were made on terms equivalent to those that prevail in arm's length transactions are made only if such terms can be substantiated.
- 24 **Items of a similar nature may be disclosed in aggregate except when separate disclosure is necessary for an understanding of the effects of related party transactions on the financial statements of the entity.**

## Government-related entities

- 25 **A reporting entity is exempt from the disclosure requirements of paragraph 18 in relation to related party transactions and outstanding balances, including commitments, with:**
- (a) a government that has control or joint control of, or significant influence over, the reporting entity; and
  - (b) another entity that is a related party because the same government has control or joint control of, or significant influence over, both the reporting entity and the other entity.
- 26 **If a reporting entity applies the exemption in paragraph 25, it shall disclose the following about the transactions and related outstanding balances referred to in paragraph 25:**
- (a) the name of the government and the nature of its relationship with the reporting entity (ie control, joint control or significant influence);
  - (b) the following information in sufficient detail to enable users of the entity's financial statements to understand the effect of related party transactions on its financial statements:
    - (i) the nature and amount of each individually significant transaction; and
    - (ii) for other transactions that are collectively, but not individually, significant, a qualitative or quantitative indication of their extent. Types of transactions include those listed in paragraph 21.
- 27 In using its judgement to determine the level of detail to be disclosed in accordance with the requirements in paragraph 26(b), the reporting entity shall consider the closeness of the related party relationship and other factors relevant in establishing the level of significance of the transaction such as whether it is:
- (a) significant in terms of size;
  - (b) carried out on non-market terms;
  - (c) outside normal day-to-day business operations, such as the purchase and sale of businesses;
  - (d) disclosed to regulatory or supervisory authorities;
  - (e) reported to senior management;
  - (f) subject to shareholder approval.

## Effective date and transition

- 28 [Deleted by the AASB]

<sup>1</sup> AASB 137 *Provisions, Contingent Liabilities and Contingent Assets* defines executory contracts as contracts under which neither party has performed any of its obligations or both parties have partially performed their obligations to an equal extent.

- Aus28.1 An entity shall apply this Standard for annual periods beginning on or after 1 July 2016. Earlier application is permitted for periods beginning on or after 1 January 2014 but before 1 July 2016. If an entity applies this Standard for a period beginning before 1 July 2016, it shall disclose that fact.
- Aus28.2 AASB 2015-6 *Amendments to Australian Accounting Standards – Extending Related Party Disclosures to Not-for-Profit Public Sector Entities* amended the previous version of this Standard as follows: deleted paragraph Aus1.3, amended paragraph Aus9.1 and added the Australian Implementation Guidance for Not-for-Profit Public Sector Entities. An entity shall apply those amendments for annual periods beginning on or after 1 July 2016. Earlier application is permitted. Those amendments shall be applied prospectively as at the beginning of the annual period in which this Standard is initially applied. For example, a not-for-profit public sector entity shall apply this Standard prospectively as at the beginning of the annual period in which this Standard is initially applied.
- 28A–  
28B [Deleted by the AASB]
- 28C AASB 2014-1 *Amendments to Australian Accounting Standards*, issued in June 2014, amended the previous version of this Standard as follows: amended paragraph 9 and added paragraphs 17A and 18A. An entity shall apply that amendment for annual periods beginning on or after 1 July 2014. Earlier application is permitted. If an entity applies that amendment for an earlier period it shall disclose that fact.

## **Withdrawal of IAS 24 (2003)**

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- 29 [Deleted by the AASB]

## **Commencement of the legislative instrument**

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- Aus29.1 For legal purposes, this legislative instrument commences on 30 June 2016.

## **Withdrawal of AASB pronouncements**

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- Aus29.2 This Standard repeals AASB 124 *Related Party Disclosures* issued in December 2009. Despite the repeal, after the time this Standard starts to apply under section 334 of the Corporations Act (either generally or in relation to an individual entity), the repealed Standard continues to apply in relation to any period ending before that time as if the repeal had not occurred.
- [Note: When this Standard applies under section 334 of the Corporations Act (either generally or in relation to an individual entity), it supersedes the application of the repealed Standard.]

## Appendix A Australian defined terms

*This appendix is an integral part of AASB 124.*

**Aus9.1**                **The following terms are also used in this Standard with the meaning specified.**

***Director* means:**

- (a)**        **a person who is a director under the Corporations Act; and**
- (b)**        **in the case of entities governed by bodies not called a board of directors, a person who, regardless of the name that is given to the position, is appointed to the position of member of the governing body, council, commission or authority.**

***Remuneration* is compensation as defined in this Standard.**

**Aus9.1.1**                Although the defined term ‘compensation’ is used in this Standard rather than the term ‘remuneration’, both words refer to the same concept and all references in the Corporations Act to the remuneration of directors and executives is taken as referring to compensation as defined and explained in this Standard.

## **Appendix B**

### **Australian reduced disclosure requirements**

*This appendix is an integral part of AASB 124.*

**AusB1**            **The following do not apply to entities preparing general purpose financial statements under Australian Accounting Standards – Reduced Disclosure Requirements:**

- (a)**            **paragraphs Aus13.1, 26 and 27;**
- (b)**            **in paragraph 17, the text “and for each of ... (e) share-based payment”; and**
- (c)**            **in paragraph 22, the text “(see paragraph 42 of AASB 119)”.**

**Entities applying Australian Accounting Standards – Reduced Disclosure Requirements may elect to comply with some or all of these excluded requirements.**

**AusB2**            The requirements that do not apply to entities preparing general purpose financial statements under Australian Accounting Standards – Reduced Disclosure Requirements are also identified in this Standard by shading of the relevant text.

## Australian implementation guidance for not-for-profit public sector entities

*This guidance is an integral part of AASB 124 and has the same authority as the other parts of the Standard. The guidance applies only to public sector entities. The guidance does not apply to private sector entities or affect their application of AASB 124.*

- IG1 AASB 124 *Related Party Disclosures* incorporates International Financial Reporting Standard IAS 24 *Related Party Disclosures*, issued by the International Accounting Standards Board. Consequently, much of the text of the body of this Standard and the Illustrative Examples is expressed from the perspective of for-profit entities. The AASB has prepared this guidance to explain and illustrate the principles in the Standard to assist application of the Standard by not-for-profit public sector entities, particularly to address circumstances where a for-profit perspective does not readily translate to a not-for-profit public sector perspective. This guidance also assists not-for-profit public sector entities in determining the extent of the information necessary to meet the objective of the Standard. This guidance does not remove the need for judgement to be applied by an entity in complying with the requirements of the Standard.
- IG2 This guidance addresses a range of matters affecting not-for-profit public sector entities broadly in the order in which the related paragraphs appear in the body of the Standard. Illustrative examples are provided in the implementation guidance. The examples apply by analogy to types of not-for-profit public sector entities other than those identified in the examples and similar circumstances. It is the facts and circumstances in any case, not simply the type of not-for-profit public sector entity, that need to be assessed in determining the appropriate disclosures that apply.

### Identification of key management personnel

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- IG3 Paragraph 9 of the Standard defines key management personnel as being those persons having the authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any director (whether executive or otherwise) of the entity. In a public sector context, entities should consider the facts and circumstances, including the terms of the relevant legislative instruments that give rise to the entity, in assessing whether a person is a member of the key management personnel, as defined, of the entity. For example, the facts and circumstances may reflect that not all persons described as ‘senior executive staff’ or ‘Secretary’ or ‘Minister’ may be a member of the key management personnel of the entity. Similarly, in relation to a not-for-profit public sector entity, the facts and circumstances may reflect that a person’s powers do not give rise to a capacity to direct or control the activities of an entity, where the powers are only ceremonial or procedural in substance.
- IG4 Normally, the determination of key management personnel is similar for entities in the public sector and the private sector. However, ministerial-type roles do not normally arise in a private sector context. A Minister would be a member of the key management personnel of an entity that is within the Minister’s portfolio if the Minister has the “authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly”. In some entities or jurisdictions, the responsible Minister may not, in substance, have such authority and responsibility over the activities of the entity, and consequently would not meet the definition of key management personnel.
- IG5 A Minister may be a member of the key management personnel of an entity where the Minister’s role and responsibilities result in the Minister forming part of the group of persons tasked with determining the direction of the entity. It would be uncommon for a Minister to be a member of the key management personnel of an entity that is within their portfolio where the entity is not otherwise controlled by the government, as the government’s powers and functions (executed by the Minister) in relation to that entity would have formed part of the government’s assessment of whether it controls the entity. Whether a Minister is a member of the key management personnel of an entity controlled by the government will depend on the facts and circumstances that apply in each instance, as the determination of the key management personnel of an entity is made on an entity by entity basis. Accordingly, a member of the key management personnel of the government is not necessarily also a member of the key management personnel of each entity controlled by that government (see also paragraph IG10).
- IG6 Examples 1–6 illustrate application of the definition of key management personnel by not-for-profit public sector entities. These examples do not limit the persons who may be key management personnel of a not-for-profit public sector entity to only those roles described.

## Example 1

Minister A is the Australian Minister for Education and Training. Minister A administers their portfolio through the Department of Education and Training (the Department), a controlled entity of the Australian Government. Minister A is accountable to Parliament for the actions of the Department. As part of the portfolio, the Minister is responsible for:

- education policy and programs including schools, vocational, higher education and Indigenous education, but excluding migrant adult education;
  - education and training transitions policy and programs;
  - science awareness programs in schools;
  - training, including apprenticeships and training services;
  - policy, co-ordination and support for education exports and services; and
  - income support policies and programs for students and apprentices.
- Minister B is the Assistant Minister for Education and Training. Assistant Ministers are appointed to assist Ministers in prioritising work, to provide a training experience for future Ministers, to facilitate public access to the Ministers and to enable the bureaucracy to have an ongoing point of contact so that parliamentary correspondence and other parliamentary administrative issues are neither overlooked nor downgraded. As an Assistant Minister, Minister B cannot:
- sit as a Minister in Cabinet;
  - attend a meeting of the Executive Council or sign Executive Council Minutes on behalf of the Minister;
  - perform any duties in Parliament on behalf of the Minister including answering questions without notice, presenting Ministerial Statements, tabling documents and introducing legislation; or
  - appear before a Committee of Parliament on behalf of the Minister.

The Department is responsible for delivering national policies and programs that help Australians access quality early childhood education, school education, higher education, vocational education and training, international education and research. The Department is headed by the Secretary of the Department, who reports to the Australian Minister for Education and Training. At the same time, the Secretary also makes reports to the Assistant Minister for Education and Training. The Secretary of the Department, and two Associate Secretaries and a Deputy Secretary within the Department, operate as the executive management team responsible for the day-to-day delivery of the Department's services.

Based on the facts and circumstances above, Minister A, the Secretary of the Department, and the two Associate Secretaries and Deputy Secretary are members of the key management personnel of the Department as they have the authority and responsibility for planning, directing and controlling the activities of the entity. Minister A's role is akin to that of a director in a company, as the Minister discharges their role and responsibilities regarding the Department and is ultimately responsible for the performance of the Department. Minister B is not a member of the key management personnel of the Department as Minister B's role supports that of the Minister, rather than having any authority and responsibility for planning, directing and controlling the activities of the Department in Minister B's own right.

## Example 2

The Cabinet is a group within the Australian Government (the Commonwealth of Australia) comprising the Prime Minister and a number of senior Ministers. All current Ministers are part of the Executive Council, but not all Ministers are also part of Cabinet. The Governor-General is the chair of the Executive Council.

Minister A, the Australian Minister for Education and Training, is part of Cabinet. Minister B, the Assistant Minister for Education and Training is not part of Cabinet but is part of the Executive Council. Minister D, the Minister for Justice, is also not part of Cabinet but is part of the Executive Council.

Cabinet's role is to direct the overall government policy and make decisions about national issues. In Cabinet meetings, Ministers also present bills from their government departments. Cabinet examines these bills, and recommends whether bills should proceed to Parliament or changes should be made. A Minister who is not part of Cabinet may be invited to a Cabinet meeting to speak about developments within their portfolio. The Cabinet is accountable to Parliament for the running of the government.

The Executive Council is a constitutional body charged with advising the Governor-General. Legally, members of the Executive Council are chosen by the Governor-General; however, in practice, all current Ministers are part of the

Executive Council. The Executive Council acts as a formal ratification body for the decisions of Cabinet, and is required to undertake a range of functions including making proclamations, regulations and ordinances as delegated by various Acts of Parliament, issuing writs for elections, appointing public servants and recommending the appointment of judges.

Section 61 of the Australian Constitution provides that “The executive power of the Commonwealth is vested in the Queen and is exercisable by the Governor-General as the Queen’s representative, and extends to the execution and maintenance of this Constitution, and of the laws of the Commonwealth”. However, the Governor-General is bound by convention to follow the advice of the Executive Council.

Based on the facts and circumstances above, Minister A is a member of the key management personnel of the Australian Government. As part of Cabinet and having regard to Cabinet’s powers, Minister A has the authority and responsibility for planning, directing and controlling the activities of the Australian Government. In addition, as a member of the key management personnel of the Australian Government, Minister A is also a related party of any entities controlled by the Australian Government, consistent with paragraph 9 of the Standard.

Minister B and Minister D are unlikely to be members of the key management personnel of the Australian Government as, although they are part of the Executive Council, they are outside the group of persons responsible for making decisions about the overall running of the government. Further, in substance, neither the members of the Executive Council nor Governor-General have the authority and responsibility for directing and controlling the activities of the Australian Government, and accordingly, are not members of the key management personnel of the Australian Government reporting entity.

### Example 3

University XYZ is a not-for-profit public sector entity established under an Act of the State Government. The State Government has determined that it does not control the University.

The governing body of the University is the University Council. The University Council consists of 17 members, five of whom are appointed directly or indirectly by the State Minister for Education. The Chair of the University Council is the Chancellor, who is the formal head of the University. The Chancellor is responsible for ensuring the efficient operation of the University Council in the performance of its governance role, presiding at ceremonial occasions of the University and acting as a signatory to official statutory reports of the University.

The Act specifies that the University Council’s responsibilities, powers and functions include:

- approving the mission, strategic direction and annual budget and business plan of the University;
- establishing policies (‘university statutes and regulations’) relating to the governance and operation of the University, including trusts and endowments, and research, development, consultancy, commercial activities and other services undertaken for commercial organisations or public bodies;
- developing guidelines (if any) concerning the carrying out of commercial activities, finance and property matters, or any other related matter;
- overseeing the management of the property, finances and business affairs of the University, such as risk management across the University, including its commercial activities;
- any other powers and functions conferred on it by or under legislation or any university statute or regulation; and
- the power to do anything else necessary or convenient to be done for or in connection with its powers and functions.

The University Council has a range of powers and functions that it can exercise directly, including the following:

- appointing the Vice-Chancellor, who is the chief executive officer of the University and responsible for the conduct of the University’s affairs in all matters;
- determining the composition of borrowings within the parameters set by the State Government;
- approving the University’s budget for a financial year, incorporating total revenue and the planned revenue sources, including planning the mix between teaching, research and commercial activities, the fees and charges to apply to those activities, and the type and value of government grants desired;
- determining the course mix and target student mix, such as vocational, undergraduate, graduate and executive courses, on-campus or distance learning, and local and international students;
- appointing staff and determining their terms and conditions;

- deciding whether to operate through multiple campuses and how to utilise the University's infrastructure; and
- making university regulations with respect to any matter relating to the University.

The University Council has delegated the day-to-day management responsibilities and other functions to the University's executive and other senior staff in order to be able to focus on the broader policy and strategic issues.

The State Minister for Education has the following powers and functions as part of the Minister's role in the State Government:

- fixing the remuneration and fees to be paid to University Council members who are not full-time staff of the University or holders of statutory office;
- approving (or vetoing) University statutes and guidelines made by the University Council;
- declaring an activity to be a university commercial activity;
- making interim guidelines concerning university commercial activities and finance and property matters – these apply unless replaced by University-submitted guidelines approved by the Minister;
- in conjunction with the State Treasurer, approving the limits and conditions (eg security) for University borrowings;
- approving (or vetoing) the disposal of land that was previously Crown land granted to the University;
- requesting commercial and financial reports from the University;
- referring a university commercial activity or any aspect thereof to the auditor-general for investigation; and
- ensuring that the University complies with certain rights specified in State Government grants provided to the University – some of the grants are required to be repaid if not applied as specified.

Based on the facts and circumstances above, as the State Government has determined that it does not control the University, it is unlikely that the State Minister for Education, as the executor of the State Government's powers, is a member of the key management personnel of the University, as the evaluation of control includes an assessment of the State Government's ability to direct the activities that most significantly affect the University's outcomes. The State Minister's powers and functions (provided to the position) may restrict the way in which the University operates, but do not of themselves give the State Minister authority and responsibility for the activities of the University.

Rather, based on the facts and circumstances above, it is the University Council (who are akin to a board of directors, with the Chancellor akin to a non-executive chairman) and the University's executive and other senior staff who have the authority and responsibility for planning, directing and controlling the activities of the University.

The purpose of this Example is to assist entities with the identification of key management personnel of a not-for-profit public sector entity. However, an entity should also consider whether the State Minister for Education, or the State Government, will otherwise meet the definition of a related party of the University (see paragraph 9 of the Standard).

#### **Example 4**

The LMN local government (the Council) is a local government entity created under a State's Local Government Act (the Act) and is subject to a wide range of State Government regulatory powers. The interest of the State Government in the activities of the Council is primarily to ensure that the general objectives set out in the Act are being achieved or furthered. The State Government's rights in respect of the Council are held primarily by the State Minister for Local Government. These rights allow the State Government (via the State Minister for Local Government) to advise or guide the Council in its activities, or under particular circumstances, to intervene in the activities of the Council.

Minister X is the State Minister for Local Government. The Minister administers their portfolio through the Local Government branch of the State Department of Transport, Planning and Local Infrastructure (the Department). As part of the Minister's role and responsibilities, Minister X is responsible for:

- the scrutiny of councils, including municipal boundaries;
- making recommendations for allocation of project grants to local governments for projects;
- overseeing tendering processes for council services;
- ensuring the concerns of local governments are communicated to the State Cabinet; and
- the coordination of council community and infrastructure work at a State level.

The Council's primary objective is to achieve the best outcomes for the local community over the long term. The Council is empowered by the Act to do all things necessary and convenient for the achievement of its objectives and the performance of its functions, subject to any limitations under the Act or any other legislation.

The Council is administered by 10 councillors, who are elected directly by the local community in periodic elections. The Council's functions include raising revenue to fund its functions and activities, and planning for and providing services and facilities (including infrastructure) for the local community. In carrying out its functions, the Council undertakes a wide range of activities including the imposition of rates and charges upon constituents, and the provision without charge of services such as parks and roads. The day-to-day operations of the Council are carried out by council staff under the direction of its elected councillors.

The State Government has determined that it does not control the Council.

Based on the facts and circumstances above, Minister X is not a member of the key management personnel of the Council, as the Minister's role does not extend to having the authority and responsibility for planning, directing and controlling the activities of the Council itself. Having concluded that the State Government does not control the council, Minister X's role as executor of the State Government's powers and rights over the Council cannot of itself enable Minister X to meet the definition of key management personnel of the Council. Rather, in this example, it is the councillors and senior council staff who have the authority and responsibility for the activities of the Council (similar to a board of directors and senior management of a company).

The purpose of this Example is to assist entities with the identification of key management personnel of a not-for-profit public sector entity. However, an entity should also consider whether Minister X, or the State Government, will otherwise meet the definition of a related party of the Council (see paragraph 9 of the Standard).

### **Example 5**

Minister E, the State Minister for Education, Minister F, the State Minister for Children and Early Childhood, and Minister G, the State Minister for Higher Education and Skills, administer their portfolios wholly through the State Department of Education (the Department), a controlled entity of the State Government.

The day-to-day operations of the Department are managed by an Executive Board comprising the Secretary of the Department and the head of each of the Department's divisions. The Executive Board is the governance and decision-making body for the Department accountable for the:

- strategic direction and leadership of the Department;
- management of the Department;
- decision-making and risk management;
- monitoring and evaluation of the Department's activities; and
- compliance and stakeholder management.

The Department reports to the three Ministers, separately or jointly as appropriate to the nature of the Ministers' portfolio. The Ministers are jointly accountable to Parliament for the actions of the Department.

Based on the facts and circumstances above, Minister E, Minister F and Minister G, and the members of the Executive Board are members of the key management personnel of the Department as they have the authority and responsibility for planning, directing and controlling the activities of the Department. The Ministers' roles are akin to that of directors in a company, even though each has responsibility only to the extent of their respective portfolios, as they discharge their roles and responsibilities regarding the Department and are ultimately responsible for the performance of the Department.

### **Example 6**

Statutory authority SLA is a statutory authority of the State Government tasked with providing legal information, advice and representation to financially disadvantaged residents of the State. As a statutory authority, SLA was established under its own enabling legislation, which sets out its functions, powers and responsibilities. Its remit is such that it generally operates independently of any governmental direction or influence.

SLA is funded by the State Government to undertake state law matters. The State Government may specify areas to which certain of the funds granted should be allocated. SLA is a controlled entity of the State Government.

The execution and authority for the day-to-day operations of SLA are the responsibility of its executive management team, who report to the Board of SLA. The Board is the statutory authority's governing body and is responsible for

managing SLA and ensuring that its objectives are achieved. The Board is responsible for deciding SLA's priorities and strategies, leading its policy direction and ensuring its sound and prudent financial management. Board members are appointed by the State Governor in Council, on advice of the State Minister for Justice.

SLA is accountable to the State Government for the delivery of legal assistance services. As a statutory authority, the Board of SLA reports to the State Minister for Justice, who is responsible to Parliament for the oversight of statutory authorities within the Minister's portfolio.

SLA's enabling legislation provides that the Board must:

- if asked by the State Minister for Justice, give the Minister a report on any issue relevant to its functions, other than about legal assistance for a particular person; and
- act upon a written direction given by the State Minister for Justice about the performance of SLA's functions or exercise of its powers, and its policies, priorities or guidelines, including priorities in legal assistance funding. The direction cannot be about giving legal assistance to a particular person.

While SLA generally operates independently of any governmental direction or influence, from time to time, the State Minister for Justice has requested various reports and required SLA to act as directed.

Based on the facts and circumstances above, the Board and executive management team of SLA are members of the key management personnel of the entity, as they ultimately have the authority and responsibility for planning, directing and controlling the activities of the entity. In this fact pattern, the State Minister for Justice is also a member of the key management personnel of SLA, as the powers vested in the Minister's role also give the Minister authority and responsibility for planning, directing and controlling the activities of the entity, as SLA is required to act in accordance with the Minister's written directions (which may relate to SLA's execution of its remit).

The purpose of this Example is to assist entities with the identification of key management personnel of a not-for-profit public sector entity. However, consideration should also be given to whether the State Government is a related party of SLA (see paragraph 9 of the Standard).

## **Key management personnel compensation**

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- IG7 In the public sector, Ministers are normally compensated through one or more central government agencies or authorities. In relation to not-for-profit public sector entities, the central government agency typically operates as a management entity for the purposes of applying paragraph 17A of the Standard.
- IG8 Paragraph 18A of the Standard requires disclosure of amounts incurred by the entity preparing general purpose financial statements for the key management personnel services that are provided by a separate management entity. No disclosure is required to comply with the requirement in paragraph 18A where an entity is not obligated to reimburse the management entity for key management personnel services it has obtained.

## **Related party transactions**

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- IG9 Paragraph 18 of the Standard requires an entity to disclose information about transactions that have occurred between the entity and its related parties, including transactions between the entity and its key management personnel or key management personnel of the entity's parent, that is necessary for users to understand the potential effect of the relationship on the financial statements.
- IG10 Ministers, councillors and other senior public servants may qualify as a related party of a public sector entity under one or more of the criteria set down in paragraph (a) in the definition of 'related party' in AASB 124. For example, a Minister who is a member of the key management personnel of the Commonwealth or State government is, under the definition of 'related party', a related party not only of the Commonwealth or State government consolidated entity but also of each controlled entity of that government (see Example 2 in paragraph IG6). In such instances, the Standard requires the controlled government entity to disclose related party transactions with that Minister which are necessary to meet the objective noted in paragraph 1 of the Standard, whether or not the Minister has responsibility for the entity.
- IG11 A related party transaction is a transfer of resources, services or obligations between an entity and its related party, regardless of whether a price is charged. In the not-for-profit public sector, many entities are likely to engage frequently with persons who are a related party of that entity in the course of delivering the entity's public service objectives, including the raising of funds (for example, rates and taxes) to meet those objectives. These related party transactions often occur on terms and conditions no different to those applying to the general public (for example, the Medicare rebate or public school fees). A not-for-profit public sector entity may determine that information about related party transactions occurring during the

course of delivering its public service objectives and which occur on no different terms to that of the general public is not material for disclosure in its general purpose financial statements and accordingly need not be disclosed. Guidance relevant to an entity's assessment of the materiality of a disclosure to its general purpose financial statements is included in AASB 101 *Presentation of Financial Statements* and AASB 108 *Accounting Policies, Changes in Accounting Estimates and Errors*. The factors described in paragraph 27 of the Standard may also assist an entity in making this determination.

IG12 Examples 7–8 describe different types of related party transactions that may occur between not-for-profit public sector entities and their related parties:

### **Example 7**

Councillor P is a member of the key management personnel of the LMN local government (the Council). The Council's functions include raising revenue to fund its functions and activities, and planning for and providing services and facilities (including infrastructure) for the local community. In carrying out its functions, the Council undertakes a wide range of activities including the imposition of rates and charges upon constituents, and the provision without charge of services such as parks and roads.

Councillor P is a ratepayer residing within the Council's constituency. As such, Councillor P takes advantage of the availability of free public access to local parks and libraries. Councillor P also used the swimming pool at the Council's Recreation Centre twice during the financial year, paying the casual entry fee applicable to the general public each time. The recreation centre has approximately 20,000 visitors each financial year.

All of the transactions described above between the Council and Councillor P are related party transactions of the Council considered for disclosure in the Council's general purpose financial statements. Based on the facts and circumstances described, the Council may determine that these transactions are unlikely to influence the decisions that users of the Council's financial statements make having regard to both the extent of the transactions, and that the transactions have occurred between the Council and Councillor P within a public service provider/ taxpayer relationship.

### **Example 8**

Minister Z, the State Minister for Planning, has responsibility for a range of functions and, in certain circumstances, has the power to intervene on matters associated with planning and heritage processes. Minister Z is a member of the key management personnel of State Government H.

Entity MED is a controlled entity of State Government H, and operates within the State Health sector. Entity MED is currently seeking State development approval for a potentially contentious new building.

Around this time, Entity MED enters into a contract with Entity STU, an entity wholly-owned and controlled by a close member of Minister Z's family for Entity STU to provide cleaning services at various current and future Entity MED locations, including the new building when completed. The cleaning contract was won by Entity STU in an open tender. Minister Z has declared information about the contract to provide cleaning services to Cabinet and it is included as part of the Minister's Register of Members' Interests. During the reporting period, Entity STU rendered services of \$50,000 to Entity MED. No amounts remain outstanding at Entity STU's reporting date. Entity MED assesses the cleaning services rendered to be a material component of its total operating expenses.

Entity STU is a related party of Entity MED in accordance with the definition of a related party in paragraph 9 of the Standard. The provision of \$50,000 cleaning services by Entity STU to Entity MED described above is a related party transaction of Entity MED as there has been a transfer of services and resources between Entity MED and Entity STU. Based on the facts and circumstances described, management of Entity MED may determine that information about the transaction is material for disclosure in its general purpose financial statements as there has been a transfer of resources occurring other than as a result of a public service provider/ taxpayer relationship between related parties and the amount of the transaction is material to Entity MED.

The provision of \$50,000 cleaning services by Entity STU to Entity MED described above is also a related party transaction of State Government H as Minister Z is a member of the key management personnel of State Government H and Entity MED is a controlled entity of State Government H. State Government H should separately assess whether the related party transaction is material for disclosure in the whole-of-government financial statements.

## Government-related entities

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- IG13 Paragraph 25 of the Standard provides a limited exemption from the disclosure requirements of paragraph 18 for government-related entities, subject to the alternative disclosures in paragraph 26 of the Standard. An entity considers, on balance, the range of factors included in paragraph 27, as well as any additional relevant factors, in determining the extent of the disclosure required by paragraph 26(b). In some instances, the presence of a single factor identified in paragraph 27 will not be sufficient to inform the entity of the level of individual or collective significance of the transaction. For example, a requirement of legislation to report on various transactions to Parliament may not of itself inform a not-for-profit public sector entity of the significance of a transaction to itself where the entity's objective is to carry out such transactions, and consequently, the entity should also have regard to other factors in forming its assessment of the significance of the transaction. In other instances, a single factor may be adequate to establish the extent of the significance of the transaction to the entity.
- IG14 Individually significant transactions would normally form a small subset, by number, of the total related party transactions of the entity. Paragraph IE3 in the Illustrative Examples accompanying the Standard provides examples of disclosure to comply with paragraph 26(b).

## Illustrative examples

The following examples accompany, but are not part of, AASB 124 Related Party Disclosures. They illustrate:

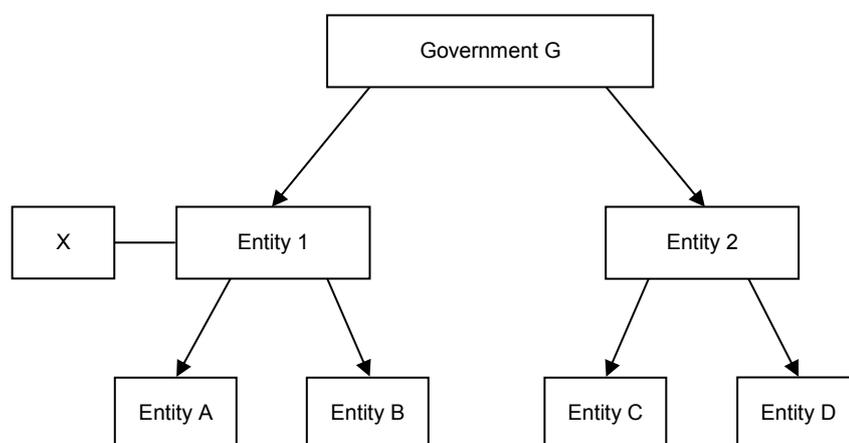
- the partial exemption for government-related entities; and
- how the definition of a related party would apply in specified circumstances.

In the examples, references to 'financial statements' relate to the individual, separate or consolidated financial statements.

## Partial exemption for government-related entities

### Example 1 – Exemption from disclosure (paragraph 25)

IE1 Government G directly or indirectly controls Entities 1 and 2 and Entities A, B, C and D. Person X is a member of the key management personnel of Entity 1.



IE2 For Entity A's financial statements, the exemption in paragraph 25 applies to:

- transactions with Government G; and
- transactions with Entities 1 and 2 and Entities B, C and D.

However, that exemption does not apply to transactions with Person X.

### Disclosure requirements when exemption applies (paragraph 26)

IE3 In Entity A's financial statements, an example of disclosure to comply with paragraph 26(b)(i) for **individually** significant transactions could be:

#### **Example of disclosure for individually significant transaction carried out on non-market terms**

On 15 January 20X1 Entity A, a utility company in which Government G indirectly owns 75 per cent of outstanding shares, sold a 10 hectare piece of land to another government-related utility company for CU5 million.<sup>2</sup> On 31 December 20X0 a plot of land in a similar location, of a similar size and with similar characteristics, was sold for CU3 million. There had not been any appreciation or depreciation of the land in the intervening period. See note X [of the financial statements] for disclosure of government assistance as required by AASB 120 *Accounting for Government Grants and Disclosure of Government Assistance* and notes Y and Z [of the financial statements] for compliance with other relevant Australian Accounting Standards.

<sup>2</sup> In these examples monetary amounts are denominated in 'currency units (CU)'.

### **Example of disclosure for individually significant transaction because of size of transaction**

In the year ended December 20X1 Government G provided Entity A, a utility company in which Government G indirectly owns 75 per cent of outstanding shares, with a loan equivalent to 50 per cent of its funding requirement, repayable in quarterly instalments over the next five years. Interest is charged on the loan at a rate of 3 per cent, which is comparable to that charged on Entity A's bank loans.<sup>3</sup> See notes Y and Z [of the financial statements] for compliance with other relevant Australian Accounting Standards.

### **Example of disclosure of collectively significant transactions**

In Entity A's financial statements, an example of disclosure to comply with paragraph 26(b)(ii) for **collectively** significant transactions could be:

Government G, indirectly, owns 75 per cent of Entity A's outstanding shares. Entity A's significant transactions with Government G and other entities controlled, jointly controlled or significantly influenced by Government G are [a large portion of its sales of goods and purchases of raw materials] or [about 50 per cent of its sales of goods and about 35 per cent of its purchases of raw materials].

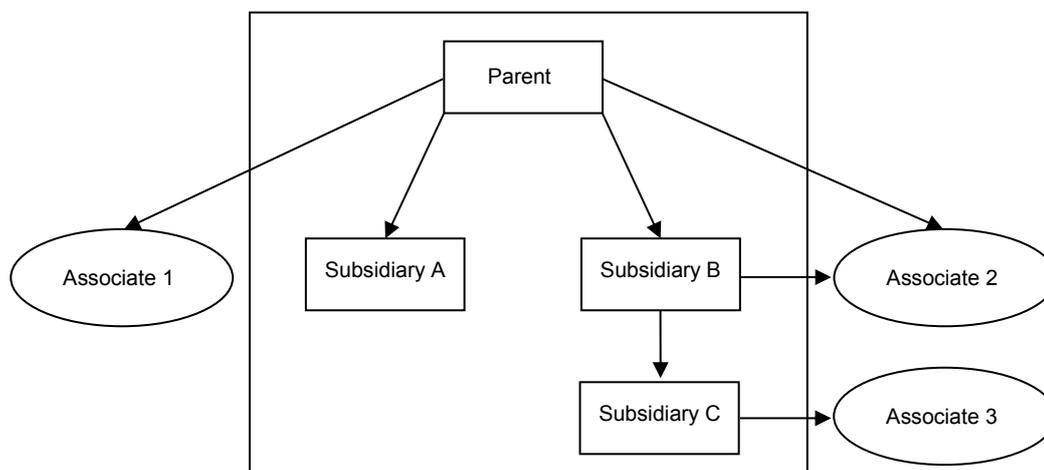
The company also benefits from guarantees by Government G of the company's bank borrowing. See note X [of the financial statements] for disclosure of government assistance as required by AASB 120 *Accounting for Government Grants and Disclosure of Government Assistance* and notes Y and Z [of the financial statements] for compliance with other relevant Australian Accounting Standards.

## **Definition of a related party**

*The references are to subparagraphs of the definition of a **related party** in paragraph 9 of AASB 124.*

### **Example 2 – Associates and subsidiaries**

IE4 Parent entity has a controlling interest in Subsidiaries A, B and C and has significant influence over Associates 1 and 2. Subsidiary C has significant influence over Associate 3.



IE5 For Parent's separate financial statements, Subsidiaries A, B and C and Associates 1, 2 and 3 are related parties. [Paragraph 9(b)(i) and (ii)]

IE6 For Subsidiary A's financial statements, Parent, Subsidiaries B and C and Associates 1, 2 and 3 are related parties. For Subsidiary B's separate financial statements, Parent, Subsidiaries A and C and Associates 1, 2 and 3 are related parties. For Subsidiary C's financial statements, Parent, Subsidiaries A and B and Associates 1, 2 and 3 are related parties. [Paragraph 9(b)(i) and (ii)]

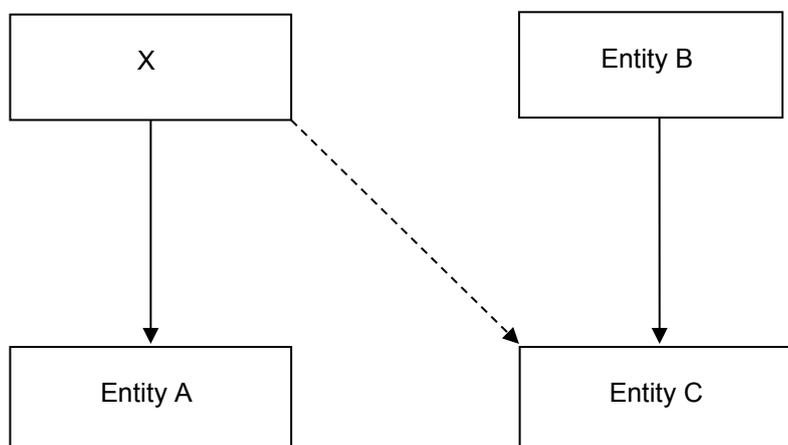
IE7 For the financial statements of Associates 1, 2 and 3, Parent and Subsidiaries A, B and C are related parties. Associates 1, 2 and 3 are not related to each other. [Paragraph 9(b)(ii)]

<sup>3</sup> If the reporting entity had concluded that this transaction constituted government assistance it would have needed to consider the disclosure requirements in AASB 120.

IE8 For Parent’s consolidated financial statements, Associates 1, 2 and 3 are related to the Group. [Paragraph 9(b)(ii)]

### Example 3 – Key management personnel

IE9 A person, X, has a 100 per cent investment in Entity A and is a member of the key management personnel of Entity C. Entity B has a 100 per cent investment in Entity C.



IE10 For Entity C’s financial statements, Entity A is related to Entity C because X controls Entity A and is a member of the key management personnel of Entity C. [Paragraph 9(b)(vi)–(a)(iii)]

IE11 For Entity C’s financial statements, Entity A is also related to Entity C if X is a member of the key management personnel of Entity B and not of Entity C. [Paragraph 9(b)(vi)–(a)(iii)]

IE12 Furthermore, the outcome described in paragraphs IE10 and IE11 will be the same if X has joint control over Entity A. [Paragraph 9(b)(vi)–(a)(iii)] (If X had only significant influence over Entity A and not control or joint control, then Entities A and C would not be related to each other.)

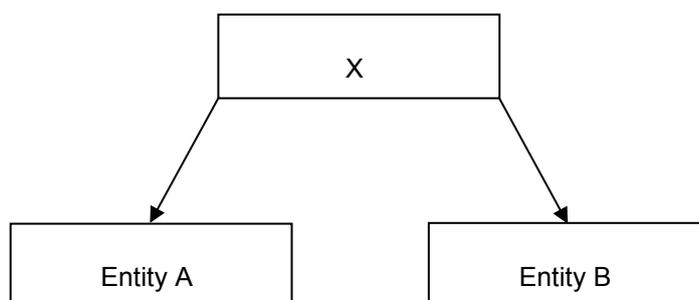
IE13 For Entity A’s financial statements, Entity C is related to Entity A because X controls A and is a member of Entity C’s key management personnel. [Paragraph 9(b)(vii)–(a)(i)]

IE14 Furthermore, the outcome described in paragraph IE13 will be the same if X has joint control over Entity A. The outcome will also be the same if X is a member of key management personnel of Entity B and not of Entity C. [Paragraph 9(b)(vii)–(a)(i)]

IE15 For Entity B’s consolidated financial statements, Entity A is a related party of the Group if X is a member of key management personnel of the Group. [Paragraph 9(b)(vi)–(a)(iii)]

### Example 4 – Person as investor

IE16 A person, X, has an investment in Entity A and Entity B.

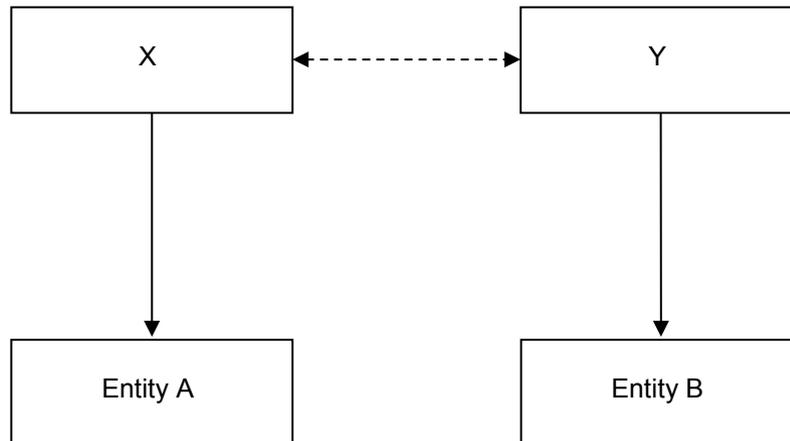


IE17 For Entity A’s financial statements, if X controls or jointly controls Entity A, Entity B is related to Entity A when X has control, joint control or significant influence over Entity B. [Paragraph 9(b)(vi)–(a)(i) and 9(b)(vii)–(a)(i)]

- IE18 For Entity B's financial statements, if X controls or jointly controls Entity A, Entity A is related to Entity B when X has control, joint control or significant influence over Entity B. [*Paragraph 9(b)(vi)–(a)(i) and 9(b)(vi)–(a)(ii)*]
- IE19 If X has significant influence over both Entity A and Entity B, Entities A and B are not related to each other.

### Example 5 – Close members of the family holding investments

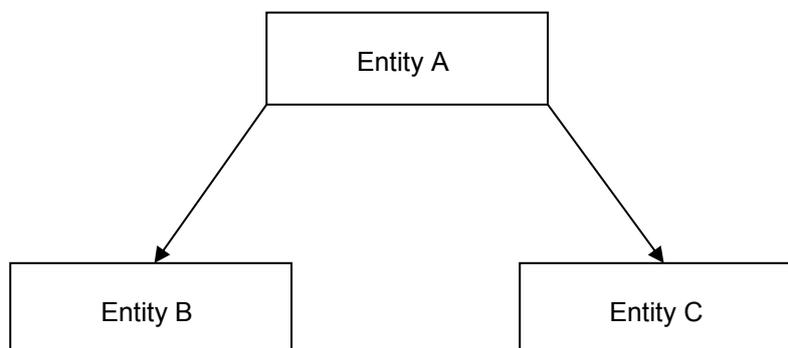
- IE20 A person, X, is the domestic partner of Y. X has an investment in Entity A and Y has an investment in Entity B.



- IE21 For Entity A's financial statements, if X controls or jointly controls Entity A, Entity B is related to Entity A when Y has control, joint control or significant influence over Entity B. [*Paragraph 9(b)(vi)–(a)(i) and 9(b)(vii)–(a)(i)*]
- IE22 For Entity B's financial statements, if X controls or jointly controls Entity A, Entity A is related to Entity B when Y has control, joint control or significant influence over Entity B. [*Paragraph 9(b)(vi)–(a)(i) and 9(b)(vi)–(a)(ii)*]
- IE23 If X has significant influence over Entity A and Y has significant influence over Entity B, Entities A and B are not related to each other.

### Example 6 – Entity with joint control

- IE24 Entity A has both (i) joint control over Entity B and (ii) joint control or significant influence over Entity C.



- IE25 For Entity B's financial statements, Entity C is related to Entity B. [*Paragraph 9(b)(iii) and (iv)*]
- IE26 Similarly, for Entity C's financial statements, Entity B is related to Entity C. [*Paragraph 9(b)(iii) and (iv)*]

## Deleted IAS 24 text

*Deleted IAS 24 text is not part of AASB 124.*

- 28 An entity shall apply this Standard retrospectively for annual periods beginning on or after 1 January 2011. Earlier application is permitted, either of the whole Standard or of the partial exemption in paragraphs 25–27 for government-related entities. If an entity applies either the whole Standard or that partial exemption for a period beginning before 1 January 2011, it shall disclose that fact.
- 28A IFRS 10, IFRS 11 *Joint Arrangements* and IFRS 12, issued in May 2011, amended paragraphs 3, 9, 11(b), 15, 19(b) and (e) and 25. An entity shall apply those amendments when it applies IFRS 10, IFRS 11 and IFRS 12.
- 28B *Investment Entities* (Amendments to IFRS 10, IFRS 12 and IAS 27), issued in October 2012, amended paragraphs 4 and 9. An entity shall apply those amendments for annual periods beginning on or after 1 January 2014. Earlier application of *Investment Entities* is permitted. If an entity applies those amendments earlier it shall also apply all amendments included in *Investment Entities* at the same time.
- 29 This Standard supersedes IAS 24 *Related Party Disclosures* (as revised in 2003).

## Basis for Conclusions on AASB 2015-6

*This Basis for Conclusions accompanies, but is not part of, AASB 124. The Basis for Conclusions was originally published with AASB 2015-6 Amendments to Australian Accounting Standards – Extending Related Party Disclosures to Not-for-Profit Public Sector Entities.*

### Background

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- BC1 This Basis for Conclusions summarises the Australian Accounting Standards Board’s considerations in deciding to extend the scope of AASB 124 *Related Party Disclosures* (December 2009) to the not-for-profit public sector. Individual Board members gave greater weight to some factors than to others.
- BC2 The first version of AASB 124, AASB 124 *Related Party Disclosures* (July 2004), applied explicitly to general purpose financial statements of companies and other for-profit entities. The December 2005 and subsequent versions of AASB 124 specifically exempt not-for-profit public sector entities from applying AASB 124. This exemption was provided on the grounds of practicability, including the number of intra-government transactions.
- BC3 The Board received representations from constituents that the disclosure of relevant related party information is a critical element of accountability in the public sector. A key example is information relating to key management personnel of public sector entities, the disclosure of which is not required under current Australian Accounting Standards.
- BC4 Following requests from its constituents to review IAS 24 *Related Party Disclosures*, the International Accounting Standards Board (IASB) made amendments to simplify the definition of ‘related party’ and, to ease concerns about practicability, provide a partial exemption from the disclosure requirements for entities that are related by virtue of being controlled, jointly controlled or significantly influenced by the same government. The Board incorporated the revised IAS 24 into AASB 124 (December 2009). The Board noted that this version of AASB 124 provides a more appropriate basis for application by not for profit public sector entities than the previous versions, as transactions between government-related entities of the same jurisdiction are exempted partially from disclosure.
- BC5 Therefore, in furtherance of its policy of promulgating transaction-neutral Standards to the extent feasible, the Board initiated a project to consider issues relating to extending the scope of AASB 124 (December 2009) to not-for-profit public sector entities. The Board issued Exposure Draft ED 214 *Extending Related Party Disclosures to the Not-for-Profit Public Sector* in July 2011. ED 214 exposed for public comment the Board’s proposal to extend the scope of AASB 124 to include not-for-profit public sector entities. The ED explained the Board’s reasons for its proposals, including its considerations as to the applicability of AASB 124 to a not-for-profit public sector context. In addition, public roundtables were conducted with public sector constituents to identify concerns and implementation issues arising from the Board’s proposals.
- BC6 In finalising its proposals that not-for-profit public sector entities be required to apply AASB 124 unamended, the Board addressed a range of issues, including consideration of:
- (a) amending the definition of ‘key management personnel’ for such entities;
  - (b) amending the requirements to provide such entities with some relief from disclosure of ministerial compensation;
  - (c) exempting such entities from disclosing certain related party transactions with Ministers;
  - (d) not requiring general government sector (GGS) financial statements to comply with AASB 124;
  - (e) adding a public sector perspective to AASB 124, for example by inserting an alternative definition for the term ‘business’ in paragraph 5 of AASB 124; and
  - (f) extending the disclosure requirements in AASB 124 for key management personnel.
- Each of these issues and the outcome of the Board’s considerations are noted below.
- BC7 In finalising its proposals, the Board also considered constituent feedback for implementation guidance to be developed to assist not-for-profit public sector entities in applying AASB 124. The Board noted that while some information about Ministerial or senior executive compensation or related party transactions may be disclosed pursuant to other legislation or directives, the requirement to apply AASB 124 will be the first time that information about a not-for-profit public sector entity’s related parties is specified by Australian Accounting Standards for inclusion in its general purpose financial statements. Consequently,

such entities may not have previously considered challenges in implementing the Standard's requirements in a not-for-profit public sector environment. The Board considered that these entities may also have difficulty in identifying and determining the extent of the information necessary to meet the objective of AASB 124, as described in paragraph 1 of the Standard. Accordingly, the Board determined that the final amendments would include implementation guidance to assist not-for-profit public sector entities with their implementation of the Standard.

## Significant issues

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### Definition of key management personnel

- BC8 The Board considered whether an amendment of the definition of key management personnel for the not-for-profit public sector would be necessary to facilitate a decision to remove the not-for-profit public sector exemption from AASB 124, but decided that the present definition was suitable. The AASB noted that, in a public sector context, entities should consider the facts and circumstances in assessing whether a person is a member of the key management personnel, as defined, of the entity.
- BC9 The Board considered that normally, the determination of key management personnel will be similar for entities in the public sector or the private sector. For example, a not-for-profit public sector entity will need to determine whether all, or only certain, of its senior executive service employees meet the definition of key management personnel. However, the Board acknowledged constituents' concerns that the determination of key management personnel may not be straightforward in the not-for-profit public sector given ministerial-type roles. The Board noted that it does not regard a Minister to always be a member of the key management personnel of a not-for-profit public sector entity; rather, this is dependent on the particular circumstances of the jurisdiction and of the entity. Accordingly, the Board decided to add guidance to the Standard, in the absence of a private sector analogy, to assist not-for-profit public sector entities in applying the definition of key management personnel to Ministers, as ministerial-type roles do not usually arise in a private sector context.
- BC10 The Board also noted that an entity may determine that a relevant Minister may not meet the definition of key management personnel of an entity. However, the Board observed that this did not preclude that Minister from being otherwise identified as a related party of the entity, for example, where the Minister is a member of the key management personnel of the entity's parent.

### Key management personnel compensation – Ministers

- BC11 Respondents to ED 214 raised concerns that the requirements of AASB 124 pertaining to the disclosure of key management personnel compensation would be onerous if applicable to Ministers, noting also that any attribution of a Ministerial salary across entities coming under the responsibility of that Minister's portfolio would involve significant judgement.
- BC12 The Board considered whether some relief was necessary with respect to the compensation of a Minister who is a member of the key management personnel of an entity. The Board observed that Ministers are typically remunerated through Parliament via a central agency, and that a Minister's compensation, while related to their responsibilities, may not be related to services performed for any specific entity or group of entities.
- BC13 The Board noted the addition of paragraphs 17A and 18A into AASB 124 since the comment period on ED 214 closed. These paragraphs were inserted into AASB 124 by AASB 2014-1 *Amendments to Australian Accounting Standards* (June 2014) to address the disclosures that apply where members of the key management personnel are not employees of the reporting entity (see paragraphs BC51 and BC52 of IAS 24). The Board considered that these paragraphs will be of relevance to a not-for-profit public sector entity when considering the disclosure of the compensation of a Minister who has been identified as part of the key management personnel of the entity, and may alleviate the respondents' concerns noted in paragraph BC11. Accordingly, the Board decided that no amendment to AASB 124 to address the disclosure of ministerial compensation was necessary at this time. However, the Board decided to add implementation guidance to clarify the manner it considers paragraph 17A operates in relation to a Minister's compensation.

### Related party transactions

- BC14 The definition of 'related party' in AASB 124 separately addresses persons and entities related to the entity preparing general purpose financial statements. The partial exemption in AASB 124 from the disclosure

requirements for government-related entities applies only in relation to those entities specified in paragraphs 25(a) and 25(b) of that Standard, and not also to persons who are related parties covered by paragraph 17 (key management personnel compensation) or paragraph 18 (transactions during the periods covered by the financial statements) of AASB 124.

- BC15 Having regard to the partial exemption for government-related entities in AASB 124, the Board considered whether providing an exemption for the disclosure of related party transactions with Ministers or local government councillors was justified by any circumstances unique to the public sector and that may not have been considered by the IASB, whose mandate is limited to for-profit entities. The Board's consideration included the role of Ministers in a government and how onerous the disclosures required under AASB 124 might be. As part of its consideration, the Board had regard to the New Zealand Accounting Standards Board's decisions relating to disclosures of related party transactions with Ministers.
- BC16 The Board observed that Ministers who are members of the key management personnel of their government would also be related parties not only of the government but also of each controlled entity of the government. Accordingly, a subsidiary government entity will be required to disclose related party transactions with Ministers who may have no responsibility for the entity to the extent the disclosures are considered material, from the entity's perspective, for disclosure. For example, the Board noted that in Example 1 of the Illustrative Examples accompanying AASB 124, Entities 1, 2, A, B, C and D will be required to disclose in their financial statements related party transactions between a Minister who is a member of the key management personnel of Government G and the entity, even where the Minister's portfolio does not include the entity.
- BC17 The Board noted that, as is often the case with related party transactions, judgement would be required as to when transactions are material, especially when qualitative assessments are made about the nature of transactions. The Board considered situations in which key management personnel of a not-for-profit public sector entity, including Ministers or local government councillors where so identified, paid taxes, levies or other statutory charges or fees faced generally by citizens, or used public services such as state hospitals or schools. The Board does not expect, absent unusual circumstances, that the application of materiality would result in disclosure in many of these situations. In contrast, a commercial contract entered into by a Minister or local government councillor with a related public sector entity may be relevant for disclosure, similar to a commercial contract between a member of the key management personnel of a for-profit entity and the for-profit entity (for example, a contract to provide accountancy services between the entity and an entity controlled by a member of its key management personnel). Accordingly, the Board observed that a not-for-profit public sector entity would also need to apply judgement in determining the extent of information it needs to collect to meet the objective of AASB 124, as there is little value in an entity incurring significant costs to obtain data that is immaterial for disclosure. The Board noted that it would expect appropriate criteria to be identified so that information about transactions that are possibly material (for example, transactions that have occurred at a different price or volume to that applying to the general public) is captured for assessment.
- BC18 Having regard to the role of materiality, the Board decided that no specific exemption from disclosure of the related party transactions with key management personnel of a not-for-profit public sector entity, including any Ministers or local government councillors where so identified, was necessary. However, to respond to constituents' requests for clarification on the extent of disclosures required of related party transactions that occur in the not-for-profit public sector, the Board decided to add implementation guidance to AASB 124 to assist not-for-profit public sector entities in this regard.

## **Transactions with Ministers acting in their collective government capacity**

- BC19 The Board considered whether transactions with Ministers who are related parties and who are acting in their collective government capacity would be assessed as being with the government and eligible for the partial exemption from disclosure in paragraphs 25 and 26 of AASB 124. The Board decided that such transactions were in substance transactions between the entity and the government-related entity, rather than being transactions with the Ministers in their own right, and that no clarification to the Standard was necessary in this regard (however, see also paragraphs BC20–BC22 below).

## **Government-related entities**

- BC20 The Board noted that not-for-profit public sector entities were previously excluded from applying the Standard on grounds of practicability, including having regard to the number of intra-government transactions. In extending the Standard to apply to not-for-profit public sector entities, the Board

considered the extent of transactions for which disclosure may be necessary to comply with paragraph 26 of the Standard.

BC21 In its considerations, the Board had regard to the IASB's reasons for including the partial exemption, being to resolve concerns raised when the Standard was applied in environments where government control is pervasive. The Board noted that the IASB had indicated that it did not intend to require the entity to identify every government-related entity or to quantify in detail every transaction with such entities, as such a requirement would negate the exemption (see paragraph BC43 of IAS 24).

BC22 The Board noted that it shared the IASB's view communicated in paragraph BC45 of IAS 24. Paragraph BC45 of IAS 24 states:

BC45 The Board noted that this requirement should not be too onerous for the reporting entity because:

- (a) individually significant transactions should be a small subset, by number, of total related party transactions;
- (b) the reporting entity should know what those transactions are; and
- (c) reporting such items on an exceptional basis takes into account cost-benefit considerations.

Nevertheless, the Board decided to add implementation guidance to the Standard to respond to constituent concerns about the extent of disclosure required by paragraph 26.

## Other issues

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### Applicability to the general government sector

BC23 Respondents to the Exposure Draft sought clarification as to whether related party disclosures would be required in general purpose financial statements of entities in the general government sector (GGS). The Board noted the requirements in AASB 1049 *Whole of Government and General Government Sector Financial Reporting* for GGS and whole of government financial statements to be made available at the same time and, if presented separately, to be cross-referenced to each other. The Board also noted that there may be considerable overlap between the related party disclosures for the GGS and whole of government financial statements, and that exempting GGS entities from the scope of the Standard may reduce complexity and duplication of disclosures.

BC24 The Board noted that the issue of related party disclosures by subsidiary entities is also relevant to for-profit entities, and considered that related party disclosures for the GGS entity need not be the same as the disclosures for the whole-of-government or other public sector entities. Accordingly, the Board decided that GGS financial statements should not be exempt from complying with the Standard.

### Public sector perspective

BC25 The Board considered whether amendment was necessary to AASB 124, for example, to paragraphs 5 and 27, to add a public sector perspective to the Standard. The Board decided that amendment was not necessary in this regard and that the addition of limited implementation guidance in respect of not-for-profit public sector entities would provide a sufficient public sector perspective to the Standard.

BC26 For example, the Board considered whether an alternative definition (to that in Appendix A of AASB 3 *Business Combinations*) for the term 'business' in paragraph 5 of AASB 124 was necessary. The Board decided that an alternative definition is not required, which is consistent with its decision when it reissued AASB 3 in March 2008. In the Board's view, the term 'business' can be read broadly. In particular, the phrase "lower costs or other economic benefits directly to investors or other owners, members or participants" in the definition of 'business' in AASB 3 is broad and can be applied by not-for-profit public sector entities.

### Extending the disclosures of key management personnel of public sector entities

BC27 In finalising the amendments, the Board considered requests from some public sector constituents for additional disclosures (such as salary banding disclosures) for key management personnel in the public sector. Some constituents also queried whether additional disclosures similar to those required by section 300A of the *Corporations Act 2001* of key management personnel of listed companies should be required in respect of key management personnel of government business enterprises, based on the view

that for-profit government business enterprises should be regarded as at least as publicly accountable as such entities.

- BC28 The Board follows a policy of transaction neutrality in the requirements in Standards. Therefore, the Board decided not to require any compensation or other related party disclosures for key management personnel of public sector entities in addition to those specified of key management personnel of private sector entities, including in instances where a not for profit public sector entity has availed itself of the relief in paragraph 17A of AASB 124. The Board was not convinced that there was a not for profit sector specific reason to impose disclosures that exceed the requirements for for-profit entities.

## **Reduced disclosure requirements**

- BC29 The Board considered whether amendment was required to the reduced disclosure requirements specified in paragraph Aus1.11 for application by not-for-profit public sector entities, and decided that no amendment was necessary in this regard. Accordingly, the reduced disclosure requirements set out in AASB 124 that apply to Tier 2 not-for-profit public sector entities are the same as those applying to other Tier 2 entities.

## **Application date and transitional provisions**

- BC30 The Board considered the application date and transitional provisions of the amendments to extend the scope of AASB 124 to include not for profit public sector entities. The Board acknowledged constituent concerns about the ability of existing systems, processes and controls to capture the information required, and requests for a lengthy transition period prior to mandatory application of the amendments.
- BC31 The Board was disinclined to unnecessarily further extend the period to which these amendments are on issue before mandatory application, having made its key decisions on the amendments in 2012, and as the finalised amendments are largely as were exposed. Further, the Board noted that Australian Implementation Guidance to AASB 10 *Consolidated Financial Statements* relating to the application of control by not-for-profit entities had been issued by the Board in October 2013. The Board also noted that the forthcoming issue of an amending standard extending the scope of AASB 124 to not-for-profit public sector entities has been signalled in its publicly available work program. Accordingly, the Board decided that the amendments should apply to annual reporting periods beginning on or after 1 July 2016.
- BC32 However, having regard to constituent concerns, the Board decided not to require comparative related party disclosures to be presented in the period of initial application of the amendments.

<b>ITEM NUMBER:</b>	13.1.10	Application for a new "Store" Liquor Licence – Zuccoli IGA Fresh - Lot 13208, Zuccoli Parade, Zuccoli
<b>FROM:</b>		Director of Technical Services
<b>REPORT NUMBER:</b>		8/1101
<b>MEETING DATE:</b>		21 February 2017

**Municipal Plan:**

2. Economic Development

2.3 City Planning

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

3. Environment & Infrastructure

3.2 Assets and Infrastructure

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

**Summary:**

This report outlines issues to be considered by Council in regard to an application for a new "Store" Liquor Licence – Zuccoli IGA Fresh on Lot 13208, Zuccoli Parade, Zuccoli.

**RECOMMENDATION**

1. THAT Council receives Report Number 8/1101.
2. THAT Council endorses Attachment A to Report Number 8/1101.

**Background:**



Source: NT Atlas and Spatial Data Directory

**Proposal:**

The site contains the under construction Zuccoli Commercial centre that is nearing completion. The development was approved via DP15/0357 in June 2015 and the commercial tenancies will include shops, restaurants, office and medical clinic.

An application for a new 'Store' liquor licence has been received from Zuccoli Pty Ltd for Zuccoli IGA Fresh located at Lot 13208 Zuccoli Parade, Zuccoli. The liquor store will operate in conjunction with the proposed IGA Store on site as per the DA approved (and proposed as part of the Liquor License) plans. The licensed component of the premise area equates to 15% of the total supermarket floor area.

The application proposes the sale of takeaway liquor to occur as per the following:

- 10am to 10pm Monday to Friday;
- 9am to 10pm Saturday and Public holidays
- No Trading on Sundays, Good Friday and Christmas Day

**General:**

In accordance with Section 47F (3)(e) of the Liquor Act, the City of Palmerston, as an agency or public authority that performs functions relating to public amenities, including health, education and public safety has the right to object to an application for the grant of a licence, a variation of a licence, an application for the substitution of other premises and an application for approval to make a material alteration to licensed premises. Under the Section 47F (2) of the Act an objection may only be made on the ground that the grant of the licence, variation of conditions, substitution of other premises or material alteration may or will adversely affect:

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

AD03 Liquor Licence Policy

Councils AD03 Liquor Licence Policy provides the framework for the internal Council assessment of applications for venues seeking a liquor licence in Palmerston.

Outlined below, is the criteria, amongst others not specified that may also be relevant, that is to be considered by Council when considering a liquor licence applications and formulating comments to Licensing NT:

- I. *Proximity and potential impacts on sensitive land uses. (Will the proposed licence impact on any nearby sensitive land uses by way of noise impacts, increased occurrences of itinerancy etc?)*

***The proposed liquor store is contained within a commercial centre and within the proposed IGA store. The site has adequate separation to sensitive uses.***

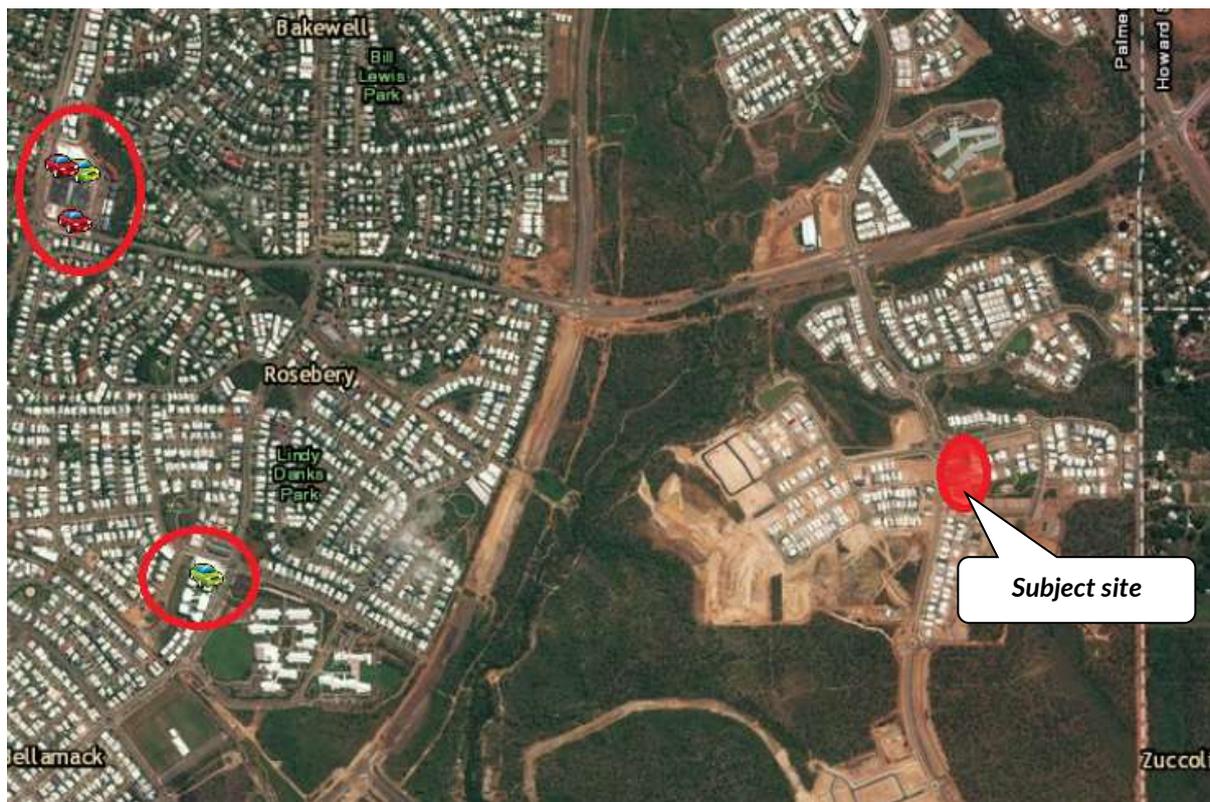
- II. *Hours of operation. (Is the proposal consistent with the operating hours of the surrounding land uses?)*

***The proposed hours for the sale of liquor (10am to 10pm Monday to Friday and 9am to 10pm Saturday and Public holidays) will generally align with surrounding tenancies. Furthermore the proposed hours for the sale***

of liquor are well within the hours proposed for the retail supermarket component of the IGA store (general supermarket will operate 6am to 10pm Monday to Friday and 7am to 10pm Saturday and Public holidays).

Number of existing / proposed / approved licensed venues in the locality. Consideration of (represented spatially) existing / proposed / approved licensed venues in the locality with regards to the social conditions of the locality (a review of Socio Economic Indexes for Areas (SEIFA) data if required)

The existing suburb of Zuccoli has no current liquor licenses (see map below). Given the recent development of the suburb, SEIFA data is not available for consideration. It is noted that the nearest takeaway license occurs in Rosebery and Bakewell which are several kilometres from the subject site. It is not expected that the proposed store will lead to an oversupply of liquor as no other liquor license existing in locality.



III. Number and nature of complaints lodged with Council in relation to an existing licensed premise. (if applicable)

**Not Applicable**

IV. The extent to which the premise has been designed to minimise the impacts of its activities on any adjacent residential development. (Considerations include Crime Prevention Through Environmental Design Principles, noise attenuation measures, landscaping or fencing buffers between any car parking, service area, outdoor storage area and surrounding land use)

The site has been constructed with consideration to CPTED principles and orientates away from residential development. Furthermore, the liquor store is contained wholly within the building and will operate from within the proposed IGA supermarket store. It is considered the development will minimise any potential impacts of its activities on residential development in the locality.

- V. *Level of security and surveillance to be adopted by the licensed premises. (Is the existing/proposed level of security and surveillance to be adopted by the licensed premises adequate for the locality or surrounding land uses?)*

***As the liquor store will operate within the IGA supermarket, the level of security is significantly higher than originally expected. Security and surveillance measures implemented as part of the supermarket and store security will adequately address and mitigate any security and/or safety issues.***

- VI. *Does the application raise any additional matters of non-compliance with other legislation that may be relevant? (Does the proposed licence operation have the relevant Planning permits/approvals?)*

**No Additional matters of Non-compliance**

Recommendation

As the proposal does not conflict with the above assessment criteria, it is recommended that Council do not raise an objection to the proposal.

**Financial Implications:**

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

**Legislation/Policy:**

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

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

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

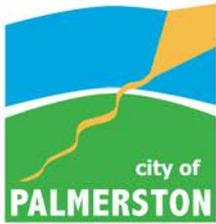
**Author:** Gerard Rosse, Manager Planning and Environment services

**Schedule of Attachments:**

Attachment A: Council's letter of comment for the application for a new "Store" Liquor Licence – Zuccoli IGA Fresh - Lot 13208, Zuccoli Parade, Zuccoli

Attachment B: Proposed Drawings.





Please include the following reference in all correspondence

ID: \*GR:mas\* 22/02/2017 - 13208

22/02/2017

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Director-General  
Licensing  
Department of the Attorney-General and Justice  
GPO Box 1154  
DARWIN NT 0801

Dear Sir/Madam

RE: Application for a New Liquor Licence - Zuccoli IGA Fresh  
'Store' liquor licence at Lot 13208 Zuccoli Parade, Zuccoli

-----  
Thank you for the Liquor Licence Application referred to this office on 29 January 2017 concerning the application for a new "store" Liquor Licence Lot 13208 Zuccoli Parade, Zuccoli.

With regards to the application and material provided I can advise the following:

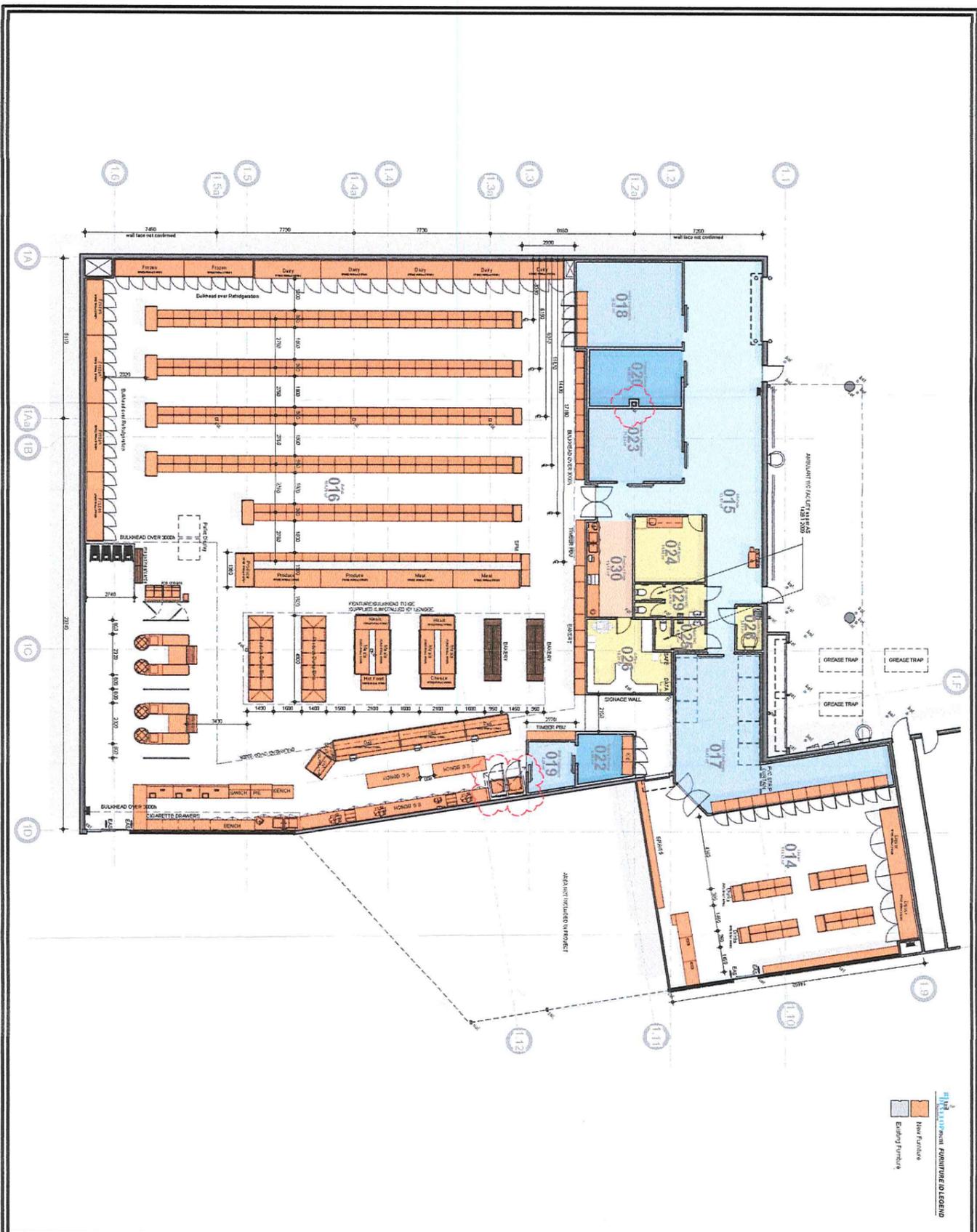
***Council does not raise objection to the granting of a 'Store' liquor licence at Lot 13208 Zuccoli Parade, Zuccoli.***

If you require any further discussion in relation to this application please feel free to contact me on 8935 9923.

Yours sincerely

Mark Spangler  
Director of Technical Services





**NEW FURNITURE**  
**EXISTING FURNITURE**

NO	REVISION	DATE
1	ISSUED FOR PERMIT	27/04/16
2	REVISED TO REFLECT COMMENTS FROM THE ARCHITECT	27/04/16
3	REVISED TO REFLECT COMMENTS FROM THE ARCHITECT	27/04/16
4	REVISED TO REFLECT COMMENTS FROM THE ARCHITECT	27/04/16
5	REVISED TO REFLECT COMMENTS FROM THE ARCHITECT	27/04/16
6	REVISED TO REFLECT COMMENTS FROM THE ARCHITECT	27/04/16
7	REVISED TO REFLECT COMMENTS FROM THE ARCHITECT	27/04/16
8	REVISED TO REFLECT COMMENTS FROM THE ARCHITECT	27/04/16
9	REVISED TO REFLECT COMMENTS FROM THE ARCHITECT	27/04/16
10	REVISED TO REFLECT COMMENTS FROM THE ARCHITECT	27/04/16



NO	DESCRIPTION	QTY	UNIT	PRICE	TOTAL
1	...	...	...	...	...
2	...	...	...	...	...
3	...	...	...	...	...
4	...	...	...	...	...
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9	...	...	...	...	...
10	...	...	...	...	...

**FOR CONSTRUCTION**

**Matcash**  
 Food & Grocery

**Retail Development**  
 Department

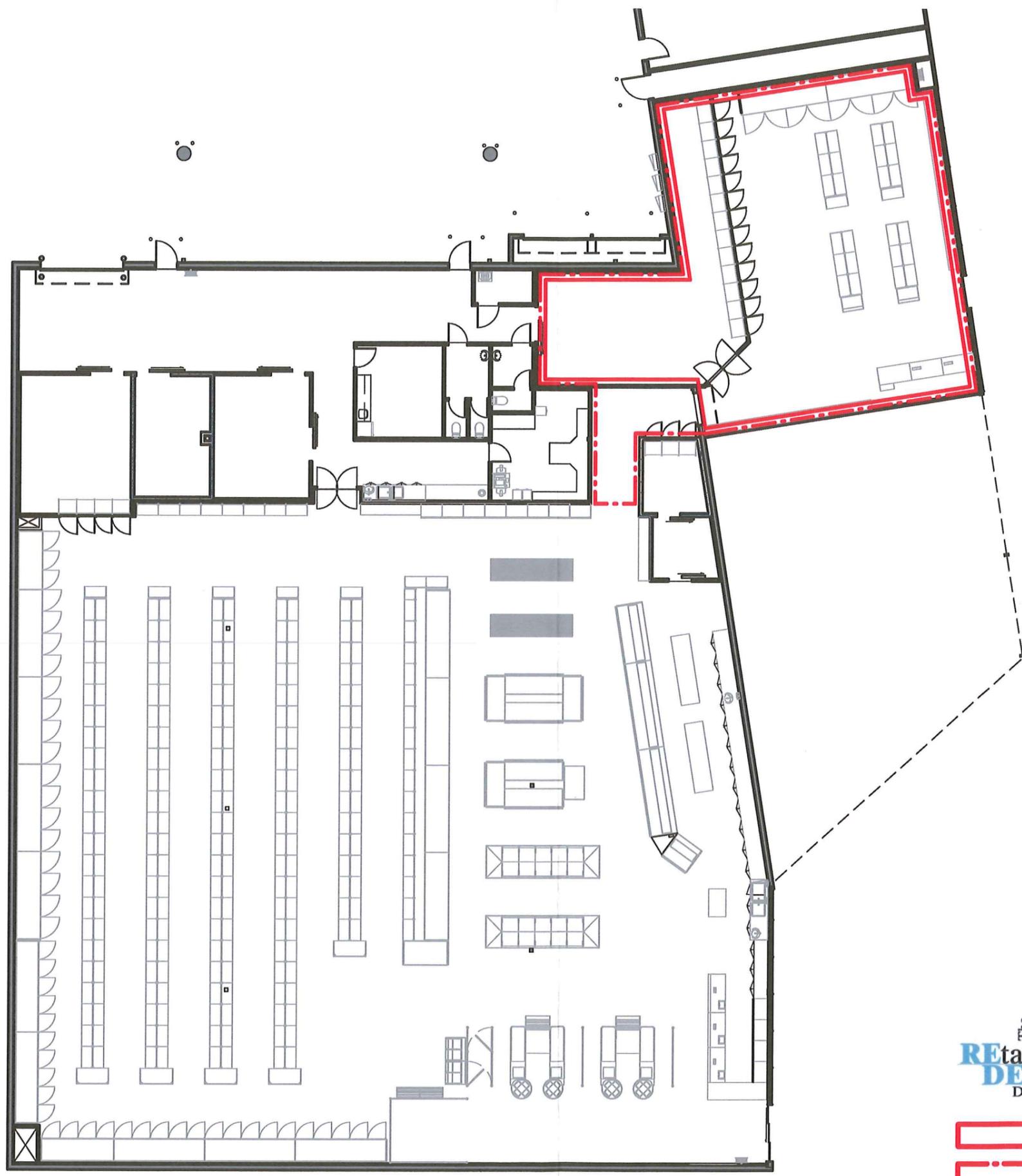
SCOTT MARRILLAN DIVISION  
 Address: 1000 PALMERSTON  
 ZILCOCK  
 Grah. 0815 899 6677 ext 100

**Project:** NEW SUPERMARKET  
**Project Address:** 1000 PALMERSTON ZILCOCK

**Drawing Title:** GROUND FLOOR PLAN

**Designer:** M Harvey  
**Date:** 27/04/16  
**Scale:** @ A1 1:100

**Drawn:** N Farmer  
**Checked:**  
**Diming:** JC  
**Sheet:** 01  
**Rev:** 14



The  
**REtail DEVELOPMENT** Department **LIQUOR LICENSING AREAS**

-  Denotes Liquor Licence Area
-  Denotes Liquor Display Area (within licenced trading hours)



# Liquor Licence Floor Plan