

OPEN SECTION

PAGE

CORP 9\1

DARWIN CITY COUNCIL

CORPORATE & ECONOMIC DEVELOPMENT COMMITTEE

TUESDAY 22 SEPTEMBER 2009

MEMBERS: Member K M Moir (Chairman); The Right Worshipful, The Lord Mayor, Mr G R Sawyer; Member J D Bailey; Member H I Galton; Member F P Marrone.

OFFICERS: Chief Executive Officer, Mr B P Dowd; General Manager Corporate Services, Mr F Crawley; Manager Business Services, Mr L Carroll; Manager Employee Relations, Ms K Hoffman; Manager Information Technology, Mr R Iap; Manager Finance, Ms K Stidworthy; Manager Corporate Information, Ms L Hemsall, Manager Communications & Marketing, Mr G Fenton; Committee Administrator, Ms L Elmer.

Enquiries and/or Apologies: Linda Elmer
E-mail l.elmer@darwin.nt.gov.au - PH: 89300 670
OR Phone Committee Room 1, for Late Apologies - PH: 89300 519

Committee's Responsibilities

* City Centre Management	* Property Services
* Financial Services	* Records Management
* Human Resources Management	* Risk Management
* Management Information Systems	* Tourism

***** INDEX *****

PAGE

1	MEETING DECLARED OPEN.....	3
2	APOLOGIES AND LEAVE OF ABSENCE.....	3
3	ELECTED MEMBERS CONFLICT OF INTEREST DECLARATION	3
4	CONFIDENTIAL ITEMS	3



OPEN SECTION

PAGE

CORP 9\2

5	WITHDRAWAL OF ITEMS FOR DISCUSSION	4
6	CONFIRMATION OF MINUTES PERTAINING TO THE PREVIOUS CORPORATE & ECONOMIC DEVELOPMENT COMMITTEE MEETING	4
7	BUSINESS ARISING FROM THE MINUTES PERTAINING TO THE PREVIOUS CORPORATE & ECONOMIC DEVELOPMENT COMMITTEE MEETING	4
8	INFORMATION ITEMS.....	5
9	ACTIONS ITEMS.....	5
10	OFFICERS REPORTS	
10.1	Corporate Services Monthly Report – August 2009	6
10.2	Listing of Cheques/EFT Payments, August 2009	7
10.3	Financial Report to Council – August 2009	20
10.4	Invitations Accepted or Declined by the Lord Mayor during August 2009 ..	23
10.5	Minutes of the Audit Committee meeting held on 28 August 2009	28
10.6	Monthly On-Street and Off-Street Parking Statistics – August 2009	47
10.7	Walkway No. 166 – Maddock Court to Malak Park, Malak.....	51
10.8	Gardens Oval Sporting Complex Club/ Bar Facilities	56
10.9	Vickers VIMY – 90 Year Anniversary 10 December Event	60
10.10	Christmas Street Decorations, Christmas Tree Event and Santa in The Mall Activity	72
10.11	Carols by Candlelight – Request for Support	82
10.12	Residents' Publication	88
10.13	Council's Media Advertising Expenditure	107
11	GENERAL BUSINESS	
11.1	Outstanding Items.....	111



OPEN SECTION

PAGE

CORP 9\3

Corporate & Economic Development Committee Meeting – Tuesday, 22 September, 2009

1 MEETING DECLARED OPEN

2 APOLOGIES AND LEAVE OF ABSENCE

2.1 Apologies

2.2 Leave of Absence Granted

THAT it be noted that The Right Worshipful, Lord Mayor, Mr G R Sawyer is an apology due to a Leave of Absence being previously granted on 30 June 2009 for the period 11 – 27 September 2009.

DECISION NO.20\() (15/09/09)

3 ELECTED MEMBERS CONFLICT OF INTEREST DECLARATION

4 CONFIDENTIAL ITEMS

Nil



OPEN SECTION

PAGE

CORP 9\4

Corporate & Economic Development Committee Meeting – Tuesday, 22 September, 2009**5 WITHDRAWAL OF ITEMS FOR DISCUSSION****COMMITTEE'S DECISION**

THAT the Committee resolve under delegated authority that all Information Items and Officers Reports to the Corporate & Economic Development Committee Meeting held on Tuesday, 22 September, 2009, be received and all recommendations contained therein be adopted by general consent with the exception of Item Number

DECISION NO.20\() (22/09/09)

6 CONFIRMATION OF MINUTES PERTAINING TO THE PREVIOUS CORPORATE & ECONOMIC DEVELOPMENT COMMITTEE MEETING**COMMITTEE'S DECISION**

THAT the Committee resolve that the minutes of the previous Corporate & Economic Development Committee Meeting held on Tuesday, 18 August, 2009, tabled by the Chairman, be confirmed as a true and correct record of the proceedings of that meeting.

DECISION NO.20\() (22/09/09)

7 BUSINESS ARISING FROM THE MINUTES PERTAINING TO THE PREVIOUS CORPORATE & ECONOMIC DEVELOPMENT COMMITTEE MEETING

OPEN SECTION

PAGE

CORP 9\5

Corporate & Economic Development Committee Meeting – Tuesday, 22 September, 2009

8 INFORMATION ITEMS

Nil

9 ACTION ITEMS

Nil



OPEN SECTION

PAGE

CORP 9\6

Corporate & Economic Development Committee Meeting – Tuesday, 22 September, 2009

10 OFFICERS REPORTS

10.1 Corporate Services Monthly Report – August 2009 Report No. 09A0161 (11/09/09) Common No 339108

Report number 09A0161 has been distributed separately with the Business Papers.



ENCL: YES

DARWIN CITY COUNCIL

DATE: 11/09/09

REPORT

TO: CORPORATE AND ECONOMIC
DEVELOPMENT COMMITTEE / OPEN

APPROVED: FC

FROM: DIRECTOR CORPORATE SERVICES

APPROVED: KS

REPORT NO: 09A0159

COMMON NO: 339125

SUBJECT: LISTING OF CHEQUES / EFT PAYMENTS AUGUST 2009

ITEM NO.: 10.2

SYNOPSIS:

This report provides Council with a listing of all payments made during August 2009.

GENERAL:

The following amounts were paid during the month:-

1. General Fund Payments

Cheque numbers 911698 to 911770 for the month of August 2009 totalling \$61,423.70.

EFT / Payment Transactions Batch number 5178 to 5204 for the month of August 2009 totalling \$6,291,384.15.

2. Trust Fund Cheque Payments

Cheque numbers 602600 to 602622 for the month of August 2009 totalling \$7,852.50.

A detailed listing of payees and amounts supporting the total for cheques / EFT payments paid is tabled.

If Alderman wish to query a particular payment, a simple call to the Finance Department should be able to answer their query, otherwise the query could be taken on notice.

RECOMMENDATIONS

THAT it be a recommendation to Council -

THAT Report Number 09A0159, Listing of Cheques / EFT Payments August 2009 be received and noted.

KELLY STIDWORTHY
FINANCE MANAGER

FRANK CRAWLEY
GENERAL MANAGER
CORPORATE SERVICES

Any queries on this report be directed to Vicki Nurton on extension 8930 0697 or v.nurton@darwin.nt.gov.au

PAYMENTS SUMMARY REPORT FOR MONTH ENDING 31st AUGUST 2009

Item	Payment Reference or Cheque No.	Date	Payee	Variant Description	EFT/Cheque Value	Contract No.
<u>General Cheques & EFT's Fund 5</u>						
<u>Payments > \$100,000</u>						
1	5193916	26/08/2009	NATIONAL AUSTRALIA BANK	***** CANCELLED *****	\$1,000,000.00	
2	5194016	26/08/2009	NATIONAL AUSTRALIA BANK	INVESTMENT OF SURPLUS FUNDS	\$1,000,000.00	
3	5178782	30/08/2009	MOULAS CONSTRUCTIONS PTY LTD	MINOR CIVIL WORKS AND MAINTENANCE	\$497,251.09	2007040
4	52007462	27/08/2009	MACANON CONSTRUCTIONS PTY LTD	SHOAL BAY WASTE DISPOSAL JULY 09	\$484,263.77	27402-2907
5	PF01-04	10/08/2009	PAYROLL NOA EMPLOYEES	PAYROLL	\$250,252.46	
6	PF01-03	07/08/2009	PAYROLL NOA EMPLOYEES	PAYROLL	\$199,320.54	
7	51992520	27/08/2009	CLEANAWAY LIMITED	COLLECTION OF DOMESTIC WASTE & RECYCLABLE MATERIAL	\$233,436.06	2007060
8	5195812	27/08/2009	POWERWATER	STREET LIGHTING COSTS (UNKNOW TO) 300600	\$208,497.00	
9	519033	20/08/2009	LOCAL SUPER SAULT	SUPERANNUATION PAYMENT FOR JULY 2009	\$221,523.58	
10	52003864	27/08/2009	ASPHALT COMPANY AUSTRALIA PTY LTD	ROADSEALING AND OVERLAY PROGRAM	\$214,040.89	2008051
11	51921347	20/08/2009	DARWIN ENTERTAINMENT CENTRE	OPERATIONAL FUNDING 1ST QUARTER	\$189,750.07	
12	PF02-04	12/08/2009	PAYROLL MFA EMPLOYEES	PAYROLL	\$182,117.17	
13	PF02-05	26/08/2009	PAYROLL MFA EMPLOYEES	PAYROLL	\$160,222.85	
14	52005936	27/08/2009	MCDONELL & SONS PTY LTD	BACKHOE & TIPTRUCK HIRE, CCTV MAINTENANCE	\$129,667.65	2005015 & 2008006
15	51991910	27/08/2009	STRONGBAY MOWING PTY LTD	MOWING OF VARIOUS MCDONNELLS	\$110,081.84	3307 2002
16	5195566	27/08/2009	DEPUTY COMMISSIONER OF TAXATION	PAYROLL DEDUCTIONS	\$107,907.45	
<u>Payments \$93,999 - \$50,000</u>						
17	5182500	16/08/2009	DEPUTY COMMISSIONER OF TAXATION	PAYROLL DEDUCTIONS	\$91,156.55	
18	52005711	27/08/2009	MR J DEMPSEY	JULY 09 SWIMMING POOL MANAGEMENT	\$94,505.01	2006049
19	52007838	27/08/2009	READY WORKFORCE PTY LTD	TEMPORARY LABOUR HIRE	\$54,321.24	2006034
20	52007293	27/08/2009	UGGLE ELECTRICS	MECHANICAL AND AIRCONDITIONING SERVICE	\$73,707.07	2005015
21	4130321	1/08/2009	TOURISM TOP END	TOURISM TOP END FUNDING SUPPORT	\$50,000.00	
<u>Payments \$49,999 - \$13,000</u>						
22	5091698	1/08/2009	PHILIP HONTS AUSTRALIA PTY LTD	***** CANCELLED *****	\$44,638.00	
23	51304466	20/08/2009	PHILIP HONTS SOFTWARE PTY LTD	MAPS AGREEMENT	\$44,638.00	
24	5153586	13/08/2009	DEPUTY COMMISSIONER OF TAXATION	PAYROLL DEDUCTIONS	\$35,622.50	
25	5155566	27/08/2009	DEPUTY COMMISSIONER OF TAXATION	PAYROLL DEDUCTIONS	\$35,502.90	
26	52007257	26/08/2009	CASH HANDLING SYSTEMS PTY LTD	PARKING MACHINE MAINTENANCE JUNE & JULY 09	\$73,827.48	2006046
27	51992135	27/08/2009	NT REPAIRS AND PAINTING PTY LTD	CARPENTRY AND PAINTING SERVICE	\$73,645.00	2005012 & 2007050
28	51800863	1/08/2009	TERRITORY VASINE PTY LTD	UTILITY PLUMB AND PUMPS	\$72,456.20	
29	52007253	26/08/2009	PRESTIGE PROTECTION SERVICES	CASH COLLECTION SERVICE	\$30,395.82	517015
30	52007239	31/08/2009	G & T ELECTRICAL ENTERPRISES PTY LTD	PROVISION OF ELECTRICAL SERVICES	\$29,319.35	7001012
31	52007271	27/08/2009	THE NORTHERN TERRITORY NEWS	NT NEWS ADVERTISING JULY 2009	\$29,124.56	
32	52000320	27/08/2009	DARWIN CITY GRASS BANK ASSOCIATION	OPERATIONAL FUNDING 2009/2010	\$29,000.00	
33	51950247	27/08/2009	RUB PTY LTD	CRUSHING CONCRETE AT LEANLYER	\$26,380.00	
34	52007011	31/08/2009	JONAS CLEANING SERVICES PTY LTD	CLEANING SERVICES	\$21,622.88	2007057

PAYMENT'S SUMMARY REPORT FOR MONTH ENDING 31st AUGUST 2009

Item	Payment Reference or Cheque No.	Date	Payee	Variant Description	SET/Cheque Value	Contract No.
35	520011826	27/08/2009	THE STUMP MAN	PROVISION OF ANNUAL CULTURAL SERVICES	\$25,082.31	2006054
36	52001304	27/08/2009	CONNECTED SOLUTIONS GROUP PTY LTD	PHOTOCOPIER CONSUMABLES	\$25,064.45	
37	5200116	27/08/2009	A K S WELDING & FABRICATIONS	ALUMINIUM BOARDWALK EAST POINT RESERVE	\$24,795.00	
38	51801014	7/08/2009	GHD SERVICES PTY LTD	CASUARINA CARPARK STUMP	\$24,354.00	
39	52001621	27/08/2009	HEMES LTD	SUPPLY PIPE AS SPECIFIED	\$23,665.35	
40	52002114	27/08/2009	R S Y TRENCHING & COSTEAN EXPLORATION	TREE PLANTING SERVICES	\$21,582.85	
41	5104725	13/08/2009	THE NORTHERN TERRITORY NEWS	NT NEWS ADVERTISEMENTS JUNE 2009	\$20,557.18	
42	520146289	28/08/2009	SOUTHERN CROSS PROTECTION PTY LTD	PROVISION OF SECURITY SERVICE	\$20,299.68	2002041
43	52000902	27/08/2009	ARK ANIMAL WELFARE SERVICE LIMITED	JULY ANIMAL FOUNDMANAGEMENT	\$18,196.97	2008022
44	52001573	27/08/2009	MABOND PTY LTD	CHERRY PICKER HIRE	\$15,088.20	2008057
45	51120186	4/08/2009	MOUSELLS & SONS PTY LTD	BACKHOE & TIP TRUCK HIRE	\$17,355.67	2008075
46	520020946	28/08/2009	APAROS PTY LTD	PARKING METER MAINTENANCE AUGUST 09	\$16,968.00	2009040
47	20011710	13/08/2009	TELSTRA	MAIN PHONE ACCOUNT JUNE 09	\$16,827.87	
48	52002501	28/08/2009	H B CONCRETE	SUPPLY OF READY MIX CONCRETE	\$16,772.50	2009030
49	51014418	20/08/2009	POWERWATCH II	JULY 09 ELECTRICITY LOT 3921 12 HARRY CHAN AVE	\$16,722.13	
50	51752233	4/08/2009	MOBILE ELECTRONICS	MECHANICAL AND AIR CONDITIONING SERVICE	\$16,397.12	2005015
51	51842458	13/08/2009	ALFELSI	BULK FUEL	\$16,220.76	
52	518613011	10/08/2009	JONAS CLEANING SERVICES PTY LTD	CLEANING SERVICES	\$15,151.57	2007057
53	52002020	27/08/2009	P & A PLUMBING	PLUMBING SERVICES	\$14,537.60	
54	52004233	27/08/2009	WHITEHORSE STRATEGIC GROUP LIMITED	RECORDS DISPOSAL SCHEDULE DEVELOPMENT	\$14,277.91	
55	51441483	12/08/2009	KPMG	AUDIT OF 08/09 FINANCIAL STATEMENTS	\$13,483.57	
56	51902403	27/08/2009	INDUSTRIAL POWER SWEEPING SERVICES	SWEEPER SERVICE	\$13,121.78	2008047
57	51921008	20/08/2009	NIELSON TAX RESEARCH	FINAL PAYMENT COMMUNITY SATISFACTION SURVEY	\$12,905.00	
58	5100506	7/08/2009	MOUSELLS & SONS PTY LTD	CCTV MAINTENANCE & INSPECTIONS	\$12,664.00	2005006
59	52004295	31/08/2009	CRIDLANDS MD	LEGAL SERVICES	\$12,771.37	200801
60	51921083	20/08/2009	TOP END SOUNDS	2009 ROYAL DARWIN SHOW DEC STAND PAVILIONS	\$12,469.60	
61	51101573	4/08/2009	MABOND PTY LTD	CHERRY PICKER HIRE	\$11,838.57	2008057
62	00911700	7/08/2009	CONGRUATED IRON YOUTH ARTS INC	SPONSORSHIP ORIGINI EVENT PERFORMANCE	\$11,000.00	
63	51844464	13/08/2009	DARWIN COMMUNITY ARTS INCORPORATED	SPONSORSHIP FOR 2009 FINGERS FESTIVAL	\$11,000.00	
64	52001547	27/08/2009	NORSON PTY LTD	SUPPLY SIGNAGE AS SPECIFIED	\$10,990.40	
65	51814120	7/08/2009	LORD MAYOR G R SAWYER	LORD MAYORIAL DINNER JULY 2009	\$10,892.17	
66	51502455	7/08/2009	AUSFUEL	BULK FUEL	\$10,272.80	
67	51990277	27/08/2009	DARWIN RESOURCE & RECOVERY CENTRE	SHOAL BAY RECYCLING FACILITY OPERATION	\$10,000.00	2008026

Payments = \$16,000

68	51504458	7/08/2009	CPG AUSTRALIA PTY LTD	CONSULTATION FEES FOR WALKWAYS CLOSURE REVIEW	\$9,582.00	
69	520020772	27/08/2009	DOWNER ECH WORKS PTY LTD	SUPPLY OF EMULSION & HOT MIX	\$9,520.45	2008045
70	52002713	27/08/2009	BIG MOWER	MOWER CONSUMABLES	\$4,456.35	
71	52002254	27/08/2009	COLEMAN PRINTING PTY LTD	SENIORS & DISABILITY SERVICES BOOKLET	\$2,094.00	
72	51844796	13/08/2009	EARTHWORKS TRAINING & ASSESSMENT	TRAFFIC MANAGEMENT REFRESH COURSE	\$8,800.00	
73	518445610	13/08/2009	OPTUS WILKINS SERVICES PTY LTD	MOBILE PHONE ACCOUNT JUNE 09	\$7,144.55	
74	40041061	31/08/2009	TRAVEL WORLD	TRAVEL SERVICES	\$6,284.79	2008024
75	51854386	7/08/2009	HAYS SPECIALIST RECRUITMENT PTY LTD	TEMPORARY EMPLOYMENT COSTS (DEAN TIPPING)	\$5,534.10	
76	51854188	7/08/2009	AUSTRIALIAN HOTELS ASSOCIATION NT BRANCH	SECURE TAXI RANK CONCIERGE 15.00 - 30.00	\$5,500.00	
77	52003107	27/08/2009	MRT OFFICE	PREPARATION OF SPREADSHEET TEMPLATES ASSET MANAGEMENT	\$5,200.00	
78	4004436	27/08/2009	PROTECTO LUKALSAFE PTY LTD	SUPPLY OF PERSONAL PROTECTION AND SAFETY EQUIPMENT	\$5,138.06	
79	52001560	27/08/2009	R J PANFLOWERS	PLANT REPAIRS AND MAINTENANCE	\$4,625.03	

PAYMENTS SUMMARY REPORT FOR MONTH ENDING 31st AUGUST 2009

Item	Payment Reference or Cheque No.	Date	Payee	Payee Description	CTT/Cheque Value	Contract No.
80	518411526	17/08/2009	CAM INTERNATIONAL	BISHOP ST DEPOT LIFT & SHUTT COMPACTUS	\$4,020.00	
81	52024107	27/08/2009	REGIONAL & NORTHERN MAINTENANCE	TWO WAY RADIO MAINTENANCE	\$4,492.40	
82	5203012	27/08/2009	CORPORATE EXPRESS AUSTRALIA LIMITED	STATIONERY SUPPLIES	\$4,584.40	
83	5187416	17/08/2009	POWERWATER	PAYROLL DEDUCTIONS	\$4,370.00	
84	520370816	27/08/2009	EXELED RSA PTY LTD	SUPPLY OF PARTS AND ITEMS	\$4,300.80	
85	52021150	27/08/2009	PALMER STEEL TRADING (AUST) PTY LTD	HARDWARE ITEMS	\$4,251.50	
86	518333830	7/08/2009	APT L LIMITED	INTERNET DATA PLAN	\$4,251.50	
87	52023848	27/08/2009	DARWIN AUTO ELECTRICS PTY LTD	PLANT ITEMS AND PARTS	\$4,205.00	
88	5203413	27/08/2009	JARVEY DISTRIBUTORS	JANITORIAL SUPPLIES	\$4,177.72	
89	52002562	27/08/2009	IRONMOUNTAIN	IRRIGATION SUPPLIES	\$4,100.00	
90	00511770	28/08/2009	CPA AUSTRALIA	EXCEL TRAINING FOR SIMPLI MIND 2009	\$4,050.00	
91	5202109	28/08/2009	AUSTRALIAN POSTAL CORPORATION	DLR POSTAGE JULY 09	\$4,041.92	
92	5203564	27/08/2009	NEERLESS JAL PTY LTD	JANITORIAL SUPPLIES	\$4,002.17	
93	52001153	27/08/2009	GEN HES PTY LTD	UNIFORM SUPPLIES	\$3,562.15	
94	51513244	7/08/2009	ALDERMAN A R MITCHELL	ALDERMAN ALLOWANCES JULY 2009	\$3,810.84	
95	515413790	13/05/2009	EPAC SALARY SOLUTIONS PTY LTD	SALARY SACRIFICE PAYMENTS	\$3,798.27	
96	51502316	7/08/2009	TAC PACIFIC PTY LTD	CCTV MAINTENANCE	\$3,681.80	
97	52024014	27/08/2009	UNIQUE MICRO DESIGN PTY LTD	INTERMED 142W EXTENDED BATTERIES & FREIGHT	\$3,643.00	
98	51907418	27/08/2009	POWERWATER	PAYROLL DEDUCTIONS	\$3,610.00	
99	52001485	27/08/2009	ALLIED IRRIGATION	IRRIGATION SUPPLIES	\$3,540.78	
100	51804453	7/08/2009	PHILIP GANLEY CONCRETING	CONCRETE WORK NIGHTCLIFF SWIMMING POOL	\$3,520.00	
101	5200438	27/08/2009	J BLACKWOOD & SONS LTD	HARDWARE SUPPLIES	\$3,447.04	
102	520011409	27/08/2009	ENZO SERVICE CENTRE DARWIN	PLANT REPAIRS AND MAINTENANCE	\$3,342.46	
103	52001336	27/08/2009	WATERDYNAMICS	IRRIGATION SUPPLIES	\$3,297.63	
104	51923780	27/08/2009	EPAC SALARY SOLUTIONS PTY LTD	SALARY SACRIFICE PAYMENTS	\$3,296.51	
105	52001177	27/08/2009	CONVENTRY FASTENERS	HARDWARE ITEMS	\$3,063.94	
106	5200653	27/08/2009	CHARLES DARWIN UNIVERSITY	TRAINING AND COURSE FEES	\$2,919.40	
107	518546	13/08/2009	QALTEX AUSTRALIA PETROLEUM PL	DIESEL FUEL	\$2,819.47	
108	52004317	27/08/2009	INGE BELLER REAL ESTATE	RENT 250/43 KILCONEY ST 15/09/09-14/09/09	\$2,716.66	
109	5200750	27/08/2009	DARWIN PLANT WHOLESALERS	VARIOUS PLANTS	\$2,786.04	
110	510111571	27/08/2009	ALDERMAN R LESLEY	ALDERMAN ALLOWANCES JULY 2009	\$2,712.42	
111	5200375	27/08/2009	BOSS FLUID POWER	DIESEL OIL & HYDRAULIC FLUID	\$2,683.78	
112	510094459	7/08/2009	FLYING WOMBAT MUSIC	PERFORMANCE DARWIN SHOW	\$2,640.00	
113	518110243	7/08/2009	ALDERMAN H GALTON	ALDERMAN ALLOWANCES JULY 2009	\$2,516.42	
114	52002916	27/08/2009	TAC PACIFIC PTY LTD	CCTV MAINTENANCE	\$2,512.50	
115	5152685	20/08/2009	HOL DAY INVESTMENTS DARWIN	RECONDITIONING CHILLER MAINTENANCE	\$2,578.10	
116	52003580	27/08/2009	TOLL PRICITY	COOLER SERVICE	\$2,512.01	
117	02911734	20/08/2009	FIROBANDRA INDONESIA INC	SPONSORSHIP PESONA INDONESIA FESTIVAL 2009	\$2,500.00	2005025
118	52002407	27/08/2009	SCHWARZE INDUSTRIES AUSTRALIA PTY LTD	PLANT PARTS AND ITEMS	\$2,492.00	
119	51312058	7/08/2009	ALDERMAN J L SANGSTER	ALDERMAN ALLOWANCES JULY 2009	\$2,450.42	
120	51516245	7/08/2009	ALDERMAN H D JORGENSEN	ALDERMAN ALLOWANCES JULY 2009	\$2,450.42	
121	5151615	7/08/2009	ALDERMAN K M VOIR	ALDERMAN ALLOWANCES JULY 2009	\$2,450.42	
122	51302461	20/08/2009	MR A PRATT	BAGOT OVAL IRRIGATION SALVAGE	\$2,342.70	
123	51514110	7/08/2009	ALDERMAN G M JARVIS	ALDERMAN ALLOWANCES JULY 2009	\$2,304.42	
124	52001725	27/08/2009	FINLAY'S STONEMASONRY PTY LTD	SUPPLY COFFEE ROCKS NIGHTCLIFF POOL	\$2,290.00	
125	00511599	7/08/2009	TELSTRA	BROADBAND CHARGES	\$2,282.12	
126	51807329	7/08/2009	CAPTIVATE	30% DEPOSIT FOR ELECTED MEMBERS INDIANES	\$2,250.00	
127	52003540	27/08/2009	NRESS PTY LTD	FIRE EQUIPMENT MAINTENANCE SERVICE	\$2,237.95	2305014
128	52001535	27/08/2009	IRON MOUNTAIN AUSTRALIA PTY LTD	OFF SITE DOCUMENT MANAGEMENT	\$2,224.37	

PAYMENTS SUMMARY REPORT FOR MONTH ENDING 31st AUGUST 2009

Item	Payment Reference or Cheque No.	Date	Payee	Warrant Description	Estimate Value	Contract No.
129	00611702	7/08/2009	USLUK OXONOGGHEE	REFUND OF OVERPAYMENT	\$2,150.69	
130	5180136	7/08/2009	ALL FAITH INDUSTRIES	TOPSOIL	\$2,150.60	
131	51512365	7/08/2009	ALDERMAN J A LAMBERT	ALDERMAN ALLOWANCES JULY 2009	\$2,148.42	
132	51812366	7/08/2009	ALDERMAN J D BAILEY	ALDERMAN ALLOWANCES JULY 2009	\$2,148.42	
133	51513242	7/08/2009	ALDERMAN R T DEE	ALDERMAN ALLOWANCES JULY 2009	\$2,148.42	
134	51513444	7/08/2009	ALDERMAN F P MARRONE	ALDERMAN ALLOWANCES JULY 2009	\$2,148.42	
135	52004027	27/08/2009	CIVIL CONTRACTORS FEDERATION NT BRANCH	ASSOCIATE MEMBERSHIP SUBSCRIPTIONS	\$2,100.00	
136	52004031	27/08/2009	DULUX AUSTRALIA	PAINT SUPPLIES	\$2,072.40	
137	51504435	7/08/2009	CARDPALE PTY LTD	INSTALL PAN & CISTERN COMUSMARKETING CIVIC CENTRE	\$7,000.00	
138	51504430	7/08/2009	SEN AIR PTY LTD	ENGINEERING CONSULTANCY COO AIRCRAFT ONING FENDER DOCS	\$1,950.00	
139	51322837	27/08/2009	M/S C A VERNON	AUTHORITY CONSULTING SERVICES	\$1,925.00	
140	51753540	4/08/2009	NTESS PTY LTD	INDUSTRY MAINTENANCE SERVICE	\$1,924.78	2005014
141	520050760	27/08/2009	EPAC SALARY SOLUTIONS PTY LTD	SALARY SACRIFICE PAYMENTS	\$1,899.02	
142	52007392	27/08/2009	BUNZL LTD	LABORATORY SUPPLIES	\$1,866.94	
143	51924265	27/08/2009	HAYS SPECIALIST RECRUITMENT PTY LTD	TEMPORARY EMPLOYMENT COSTS (D TAPPING)	\$1,857.00	
144	52007213	27/08/2009	4 X 4 MEGASTORE	PLANT ITEMS AND PARTS	\$1,785.06	
145	52007363	27/08/2009	OFFICE MAX	STATIONERY SUPPLIES	\$1,710.25	
146	52007871	27/08/2009	TROPIC GARDEN PRODUCTS PTY LTD	PLANT SUPPLIES	\$1,690.40	
147	520011918	27/08/2009	RASCO	CASUARINA LIBRARY PROCESSING SUPPLIES	\$1,601.76	
148	51873553	13/08/2009	UNION - NT BRANCH	PAYROLL DEDUCTIONS	\$1,583.40	
149	51814095	7/08/2009	ALDERMAN R K ELK	ALDERMAN ALLOWANCES JULY 2009	\$1,578.42	
150	51963583	27/08/2009	UNION - NT BRANCH	PAYROLL DEDUCTIONS	\$1,563.00	
151	52007907	27/08/2009	COMPLETE OFFICE SUPPLIES	STATIONERY SUPPLIES	\$1,531.38	
152	51844255	10/08/2009	HAYS SPECIALIST RECRUITMENT PTY LTD	TEMPORARY EMPLOYMENT COSTS (DEAN TIPPING)	\$1,501.00	
153	00911255	7/08/2009	MIR WILLIAM HANCOCK	REFUND OF OVERPAYMENT	\$1,500.00	
154	00911724	7/08/2009	ZOHIE SUMENDRA	REFUND OF OVERPAYMENT	\$1,498.00	
155	51843454	10/08/2009	ADZL	TERRITORY DAY ADVERTISEMENT SIGN	\$1,442.65	
156	51843551	10/08/2009	TOURISM TOP END	MALL PERMITS FOR JULY 09	\$1,438.50	
157	00911701	7/08/2009	MR L NIELSEN	REFUND OF OVERPAYMENT	\$1,399.00	
158	52003943	27/08/2009	KONE ELEVATORS PTY LTD	LIFT MAINTENANCE CHINAGOWN CARPARK AUGUST	\$1,377.58	
159	519215771	20/08/2009	AVANT LANDSCAPING SUPPLIES	SUPPLY OF TOPSOIL	\$1,355.00	
160	51922110	20/08/2009	SHADETECH	REPAIRS TO CASUARINA POOL SHADE	\$1,341.10	
161	52005088	27/08/2009	WOOLWORTHS LIMITED - TPC	CATERING SUPPLIES	\$1,339.32	
162	52004600	27/08/2009	COATES HIRE OPERATIONS PTY LTD	HIRE OF EQUIPMENT	\$1,318.44	
163	52002710	27/08/2009	FISHLIFE POOL PRODUCTS	WATER FEATURE MAINTENANCE	\$1,312.50	
164	52002593	27/08/2009	ALL CAST (NT) DRAINAGE SYSTEMS PTY LTD	CONCRETE CHAIRS X2	\$1,304.00	
165	51322823	26/08/2009	ST JOHN AMBULANCE AUSTRALIAN NT	FIRST AID SUPPLIES AND COURSES	\$1,302.50	
166	52004335	27/08/2009	NT HIRE	REPAIR VHS BOARD WHEEL FOR TERRITORY DAY	\$1,250.85	
167	00911762	27/08/2009	DEPT OF PLANNING & INFRASTRUCTURE	NT CADASTRAL DATA REFRESH JULY 2009 - JUNE 2010	\$1,211.72	
168	51504056	7/08/2009	WILUSAFE	TERRITORY DAY FIREWORKS TV COMMERCIAL	\$1,210.00	
169	52003457	27/08/2009	COR AUSTRALIA	ARCHIVE ARCHIVE	\$1,195.00	
170	00911707	13/08/2009	DEPT OF CORPORATE AND INFORMATION	MICROBIOLOGY BATCH FEES	\$1,184.93	
171	51852516	7/08/2009	PROJECTION PLUS (AUSTRALIA PTY LTD)	REPLACE MALL BOARD IN SANVO PROJECTION	\$1,183.40	
172	51871125	13/08/2009	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	\$1,158.50	
173	51504125	20/08/2009	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	\$1,149.57	
174	52002530	27/08/2009	CONFACE SOFTWARE SOLUTIONS	SPREADSHEET TEMPLATE FOR ANNUAL FINANCIAL STATEMENTS 2009	\$1,127.50	
175	52002986	27/08/2009	COONAWARRA PANEL WORKS	NT JEWELRY MAGNA RES 785 GCM	\$1,104.93	
176	51842716	13/08/2009	INTEGRATED VALUATION SERVICES (NT)	VALUATION PARAPET WANGURI & WOOLMEY	\$1,100.00	
177	51922716	20/08/2009	INTEGRATED VALUATION SERVICES (NT)	VALUATION VARIOUS LOCATIONS	\$1,100.00	

PAYMENTS SUMMARY REPORT FOR MONTH ENDING 31st AUGUST 2009

Item	Payment Reference or Cheque No.	Date	Payee	Variant Description	EFT/Cheque Value	Contract No.
173	515403160	13/08/2009	DIFONG LEO COUNCIL	INFANT SUBSIDY	\$1,095.00	
175	00911701	7/08/2009	ABORIGINAL AREAS PROTECTION AUTHORITY	ISSUE AUTHORITY CERTIFICATE LOT 4526 HIGHCLIFF	\$1,050.00	
180	00911744	25/08/2009	DARWIN CITY LIBRARY - CASUARINA LIB	REFUND FOR TEMPORARY MEMBERSHIP	\$1,000.00	
181	00911764	27/08/2009	DARWIN RSL SERVICES & SOCIAL CLUB	FREEDOM OF ENTRY FOR NAVY WEEK 11/7/09	\$1,000.00	
182	52002309	27/08/2009	MURTH AUSTRALIA	PLANT PARTS AND ITEMS	\$665.00	
183	52003445	27/08/2009	DELL AUSTRALIA PTY LTD	PRINTER ACCESSORIES	\$665.00	
184	51854145	7/08/2009	UNDERGROUND PHOTOGRAPHIC SURVEYS	REVIEW COPIES/PROJECT STAMPER PIPES FRANCES PARK	\$635.00	
185	52004156	27/08/2009	INTEGRATED SWITCHGEAR & SYSTEMS PTY LTD	GAULFIES	\$624.00	
186	52005442	27/08/2009	HRA INCORPORATED	SUPPLY SPRINKLER STANDS	\$610.00	
187	00911747	23/08/2009	MIRRODOCTOR	REFUND OF OVERPAYMENT	\$600.00	
188	52005668	27/08/2009	SEA DISTRIBUTORS PTY LTD	STATIONERY SUPPLIES	\$594.25	
189	51842812	13/08/2009	MOBILE LOCKSMITHS	SUPPLY OF PADLOCKS	\$591.00	
190	52005255	27/08/2009	VINTAGE CELLARS	GLASS RAGS & BOTTLE SHWERS	\$587.27	
191	52005267	27/08/2009	BIANCO CONSTRUCTION SUPPLIES	DIAMOND CUTTING BLADE	\$578.46	
192	51843146	13/08/2009	MRS M R FLANAGAN	COURSE FEES - ORGANISATIONAL BEHAVIOUR	\$567.20	
194	52005259	27/08/2009	VANDERHOUT MACHINERY PTY	PLANT PARTS AND ITEMS	\$541.29	
194	51934161	20/08/2009	CASH REDEEM	POSTER DESIGN DISABILITY AWARENESS WEEK	\$530.00	
195	52005176	27/08/2009	NORTHMAN STAINLESS PTY LTD	HARDWARE ITEMS	\$528.43	
196	52005133	27/08/2009	FUTURIL LAYING DEVELOPMENT	SUPPLY TURF GRASS	\$525.00	
197	51801173	7/08/2009	AVANTAGE LANDSCAPING SUPPLIES	BLENDED TOPSOIL	\$510.00	
198	51934455	20/08/2009	MIRRODOCTOR	REPAIR ROLLER SHUTTER DOOR. PAYMENT CYCLING CENTRE	\$500.50	
199	00911706	13/08/2009	TELESTRA	PAYROLL DEDUCTIONS	\$500.00	
200	00911732	13/08/2009	DARWIN CITY COUNCIL - KARAMA LIB	HILTING OF TEMPORARY MEMBERSHIPS	\$500.00	
201	51964115	27/08/2009	POWERWATER	PAYROLL DEDUCTIONS	\$470.00	
202	52005252	27/08/2009	ABSOLUTELY	LIBRARY RESOURCES	\$451.46	
203	51801181	7/08/2009	CATHERIDGE AUSTRALIA PTY LTD	VARIOUS TRANSFERS	\$426.55	
204	51885967	19/08/2009	DARWIN CITY COUNCIL	PAYROLL DEDUCTIONS	\$415.31	
205	52005440	27/08/2009	PAULVERSTON MIXING	READYMADE CONCRETE	\$410.00	
206	00911752	20/08/2009	TELESTRA	PAYROLL DEDUCTIONS	\$405.00	
207	00911756	20/08/2009	PETTY CASH PLEASE PAY CASH	PETTY CASH REIMBURSEMENT	\$404.40	
208	51885970	13/08/2009	SSS FACILITY SERVICES AUSTRALIA	KARAMA LIBRARY CLEANING AUGUST 09	\$402.10	
209	00911723	13/08/2009	DARWIN CITY COUNCIL - CITY LIBRARY	REFUND OF TEMPORARY MEMBERSHIPS	\$400.00	
210	51923248	20/08/2009	WATERFRONT (NSW)	CATERING SERVICES - ORIGINAL LAUNCH	\$400.00	
211	5192356	20/08/2009	ALL CARTH INDUSTRIES	BUILDERS BATH LAST POINT	\$400.00	
212	51923566	20/08/2009	GRASS PALM HIRE	PLANT HIRE - DARWIN SHOW	\$603.00	
213	52005241	27/08/2009	CITY WRECKERS	TOWING SERVICE	\$693.00	
214	52005205	27/08/2009	ACTRON PAINTS	EXHIBITION BOOTH MACHINE	\$688.73	
215	52005182	27/08/2009	BRIDGE TOYOTA	PLANT REPAIRS AND MAINTENANCE	\$687.37	
216	520051125	27/08/2009	MATTY LTD	STORES STOCK ITEMS	\$685.45	
217	52005383	27/08/2009	INDEPENDENT GROCERS	CATERING SUPPLIES	\$675.83	
218	51844077	13/08/2009	CH FLEY BUSINESS SCHOOL PTY LTD	PH - PROFESSIONAL ETHICS COURSE 10-14 & 09	\$675.00	
219	52005181	27/08/2009	DYNACOS CASUARINA	LIBRARY RESOURCES	\$669.67	
220	51854525	7/08/2009	FLORIDIA DESIGN WEEKLY	DARWIN SHOW COLOUR FEATURE	\$660.00	
221	51844558	13/08/2009	WILKINSON	CAMP QUALITY BEACH PROMOTION COMMERCIAL	\$660.00	
222	52005344	27/08/2009	UES PTY LTD	PLANT PARTS AND ITEMS	\$659.74	
223	52005277	27/08/2009	AREAD IT SOLUTIONS	GOVERNMENT DREAMWEAVER CS4.0	\$654.28	
224	51851586	7/08/2009	CASH FORTICULTURIST SERVICES	SUPPLY ONE ROLL OF MEGAFLOW BISHOP ST DEPOT	\$650.00	
225	51844309	13/08/2009	SAFETYCARE AUSTRALIA PTY LTD	MONTHLY SUBSCRIPTION SERVICE	\$649.00	
226	519234163	20/08/2009	SIGN CITY	15 SIGNS FOR MINDI BEACH	\$640.00	

PAYMENTS SUMMARY REPORT FOR MONTH ENDING 31st AUGUST 2009

Item	Payment Reference or Cheque No.	Date	Payee	Payment Description	EFT/Cheque Value	Cont'g No.
227	520072017	27/08/2009	AUSTRALIAN BUSINESS RESEARCH	COMPANY SEARCHES JULY 2009	\$644.22	
228	520079949	26/08/2009	ENDE TECHNOLOGIES	BAYTERRS AS ORDERED	\$637.56	
229	51844137	13/08/2009	US N J MCCANN	COURSE FEE - CRITICAL THINKING	\$633.00	
230	518441348	13/08/2009	K KEOOH	TECH CONSULTANCY INSTALLATION OF BUS BEAGLE SHIP BELL	\$610.00	
231	51924457	20/08/2009	Y FASCOE	DONATION FOR PERFORMANCE GAWIN SHOW	\$600.00	
232	60511752	27/08/2009	PETTY CASH PLEASE PAY CASH	PETTY CASH REIMBURSEMENT	\$544.75	
233	51924352	20/08/2009	GRAMAR INSTALLATIONS PTY LTD	REPLACE CLOSER ON CHMG CENTRE STAFF ENTRY DOOR	\$594.00	
234	52007993	27/08/2009	WINDSORENS TERRITORY	PLANT REPAIRS AND MAINTENANCE	\$694.00	
235	51801779	7/08/2009	VYSTANINTER OAS	SUPPLY SHELVEING UNIT	\$683.00	
236	51923444	20/08/2009	LEANER NEW SAGEENCY	SUPPLY OF NEWSPAPERS AND MAGAZINES	\$680.10	
237	51804073	7/08/2009	CAF PARAP	CATERING SUPPLIES	\$529.00	
238	51843176	13/08/2009	NORTHERN STAINLESS PTY LTD	HARDWARE ITEMS	\$532.31	
239	52007174	27/08/2009	AUSTRALIAN VALUATION OFFICE	QBD LAND SALES 2008 - 2009	\$570.00	
240	520072717	27/08/2009	REWARD DISTRIBUTION	EQUIPMENT AS ORDERED	\$425.11	
241	51924322	7/08/2009	DEE BEE CATERING	CATERING SERVICES	\$420.00	
242	51802354	7/08/2009	ANYWAVE ELECTRONICS	PIPE CABLE LOCATION ADAPTOR PARK PARAP	\$417.00	
243	51924537	20/08/2009	KANAKA NEWSAGENCY	SUPPLY OF NEWSPAPERS AND MAGAZINES	\$516.54	
244	52004454	27/08/2009	MRC CCK LEUNG	ARTS, COMMUNITY & CIVIC FINANCE NATIONAL CONFERENCE	\$500.50	
245	52004373	27/08/2009	HOLCO FINE MEATS	CATERING SUPPLIES	\$500.00	
246	5200756	27/08/2009	ROY CRISKE & SONS PTY LTD	TRAILBLAZER LINE TRAINER	\$501.77	
247	51924450	20/08/2009	MASTERS STUDIO	LINDYLOO ENTERTAINMENT	\$400.00	
248	50111755	26/08/2009	TIMOTHY HANSEN	YOUNG TERRITORY AUTHOR AWARDS WINNERS	\$400.00	
249	50111768	27/08/2009	DARWIN CITY COUNCIL - MCCLIFF L B	REFUND OF TEMPORARY MEMBERSHIPS	\$500.00	
250	52007075	27/08/2009	PRECISION HONDA	MOTORCYCLE PARTS AND TOWS	\$475.15	
251	519242237	27/08/2009	WFOIA ENVIRONMENTAL SERVICES	WASTE COLLECTION	\$470.28	
252	51841702	13/08/2009	SEAWASH PTY LTD	LOW COST PUMPING SEWERAGE	\$467.50	
253	51873100	13/08/2009	GAWIN COUNCIL SOCIAL CLUB	PAYROLL DEDUCTIONS	\$460.00	
254	51724542	20/08/2009	JR COMMUNICATIONS & CABLES PTY LTD	RELOCATION OF HANDSET & CALL OUT ALL	\$478.50	
255	519243119	7/08/2009	FIRE PROTECTION ASSOCIATION AUSTRALIA	ORGANISATION MEMBERSHIP RENEWAL	\$451.20	
256	51873444	7/08/2009	LEANER NEWSAGENCY	SUPPLY OF NEWSPAPERS AND MAGAZINES	\$440.50	
257	51844130	13/08/2009	CINEMA CINEMA	CINEMA HIRE 35MM - THE BLACK BALLOON	\$440.00	
258	52007261	27/08/2009	CAPITAL ALUMINIUM LIMITED	HARDWARE ITEMS	\$439.60	
259	52007587	27/08/2009	MARSHES DEER HODGSON LTD	PLANT PARTS AND ITEMS	\$434.11	
260	520072315	27/08/2009	PROJECT ON PLUS (AUSTRALIA PTY LTD)	CINEMASAP FIXED FRAME SCREEN	\$434.50	
261	51804107	7/08/2009	REGIONAL & NORTHERN MAINTENANCE SERVICE	TWO WAY RADIO MAINTENANCE	\$431.70	
262	5192442	20/08/2009	AMALGAMATED PEST CONTROL	PEST CONTROL SERVICES	\$429.00	
263	520072544	27/08/2009	NORTHERN TERRITORY ENVIRONMENTAL LABORATORIES	MICROBIOLOGICAL SAMPLING	\$429.00	
264	5180443	7/08/2009	DARWIN NEWSAGENCY	SUPPLY OF NEWSPAPERS AND MAGAZINES	\$415.25	
265	51844357	13/08/2009	KIDDI MANN	STRIPES HONDAY CIVIC CENTRE & LIBRARIES	\$415.76	
266	50507279	27/08/2009	ASSOCIATED MASONRY SUPPLIES	10 M2 FILLER POLYETHYLENE FOAM	\$410.50	
267	60511714	13/08/2009	MS S CLARA	REIMBURSE CREDIT BALANCE ON DEBITOR A/C 357220	\$411.40	
268	52007250	27/08/2009	W ANELIE HYDRAULICS	PLANT REPAIRS AND MAINTENANCE	\$407.55	
269	51924001	20/08/2009	ENERGY 2 GO	CATERING SERVICES - CITIZENSHIP CEREMONY	\$403.00	
270	520071372	27/08/2009	NORTHERN TERRITORY CHAMBER OF COMMERCE	10 TICKETS W/LLING & ABLE BREAKFAST	\$400.00	
271	52004432	27/08/2009	C S J FILTER WASHNT	CLEAN & TEST AIR FILTERS	\$387.04	
272	520073920	27/08/2009	PUBLIC LIBRARIES AUSTRALIA LTD	2009/2010 MEMBERSHIP FEES	\$385.00	
273	52004389	27/08/2009	HEINER STRUCTURAL ENGINEERING CONSULTANTS	INSPECTION OF EXISTING ARTWORK WEATHERING	\$385.00	
274	520071321	27/08/2009	GARRARD'S PESTICIDES PTY LTD	TORCH DOUBLE STRENGTH SL	\$379.57	
275	518443951	13/08/2009	CHUBB ELECTRONIC SECURITY	PREVENTATIVE MAINT JUL-SEPT 09 NGL III & CASARINA LIBRARY	\$376.56	

PAYMENTS SUMMARY REPORT FOR MONTH ENDING 31st AUGUST 2009

<u>Item</u>	<u>Payment Reference or Cheque No.</u>	<u>Date</u>	<u>Payee</u>	<u>Warrant Description</u>	<u>BP 700 Invoice Value</u>	<u>Contract No.</u>
270	519007101	20/05/2009	DARWIN COUNCIL SOCIAL CLUB	PAYROLL DEDUCTIONS	\$372.00	
271	00911756	27/05/2009	PETTY CASH PLEASE PAY CASH	PETTY CASH REIMBURSEMENT	\$371.00	
272	00911709	13/05/2009	DARWIN CITY COUNCIL	R.C. RATES ASSESSMENT NUMBER 18463	\$370.00	
273	515413127	13/05/2009	DEE DEE CATERING	CATERING SERVICES - ENG NEERS EXCELLENCE AWARDS	\$360.00	
280	52031066	07/05/2009	OTIS ELEVATOR COMPANY PTY LTD	CIVIC CENTRE LIFT MAINTENANCE JULY 2009	\$352.10	
291	51701066	4/05/2009	OTIS ELEVATOR COMPANY PTY LTD	CIVIC CENTRE LIFT MAINTENANCE JUNE 2009	\$351.67	
292	51801158	7/05/2009	GEMNEX PTY LTD	SUPPLY SAFETY GLASSES AND TORCH	\$340.00	
283	52000710	27/05/2009	DARWIN BOLT SUPPLIES	HARDWARE ITEMS	\$335.48	
284	51601490	13/05/2009	GREENING AUSTRALIA (NT) INC	PLANTS AS ORDERED	\$324.80	
265	520010327	27/05/2009	INDUSTRIAL FIRST AID MEDICAL & VETERINARY SUPPLIES	SUPPLY CLAMPSTOCK LIP CONDITIONER	\$324.72	
286	516014452	13/05/2009	GRAPHYR	PHOTOGRAPHIC DOCUMENTATION OF DCC PUBLIC ARTWORKS	\$309.37	
287	520028662	27/05/2009	TRADETOOLS DIRECT	HARDWARE ITEMS	\$309.00	
288	00911711	13/05/2009	PETTY CASH PLEASE PAY CASH	PETTY CASH REIMBURSEMENT	\$307.40	
289	520035888	27/05/2009	NURSERY & GARDEN INDUSTRY NORTHERN TERRITORY	MEMBERSHIP 2009-2010 NCFA AND NGINT	\$307.50	
290	00911712	13/05/2009	PETTY CASH PLEASE PAY CASH	PETTY CASH REIMBURSEMENT	\$301.00	
291	51801460	7/05/2009	MC LEWIST	CRASSIE PARK PERFORMANCE DARTWIN SHOW	\$300.00	
292	00911730	13/05/2009	NICHOLAS BLAND	WHITERS WORKSHOP	\$300.00	
293	51801703	13/05/2009	TERRITORY TELEVISION PTY LTD	100 WORKS AWARDS 2010 ADVERTISING	\$297.00	
294	51801802	13/05/2009	SHAWROCK CHEMICALS	SUPPLY OF CHEMICALS	\$295.22	
295	51801844	13/05/2009	NIGHTCLIFF NEWS AGENCY	SUPPLY OF NEWSPAPERS AND MAGAZINES	\$294.01	
296	00911750	26/05/2009	KAREN SHELDON CATERING	REFUND DUE TO CANCELLATION OF SIDEWALK CAFE PERMIT	\$286.00	
297	52002777	27/05/2009	CENTURY BATTERIES HOLDINGS PTY LTD	BATTERY AS ORDERED PL 2233	\$280.35	
298	518022907	7/05/2009	COMPLETE OFFICE SUPPLIES	STATIONERY SUPPLIES	\$278.51	
299	51802309	7/05/2009	SAFETYCARE AUSTRALIA PTY LTD	OVDI SAFE OPERATION OF CHAINSAWS	\$275.00	
300	52001549	27/05/2009	LAMINEX INDUSTRIES	1 SHEET OF LAMINEX 3000X200	\$270.12	
301	52002873	7/05/2009	ONES STEEL METALAND	MATERIALS AS ORDERED PL 2233	\$266.23	
302	519205003	20/05/2009	ROMA BAR CAFE	CATERING SERVICES	\$250.00	
303	51802454	13/05/2009	TERRITORY DEBT COLLECTORS	DEBT COLLECTION SERVICE	\$248.64	20061021
304	52002140	27/05/2009	DARWIN MITSUBISHI	PARTS AS ORDERED PL 5230	\$248.38	
305	52003363	27/05/2009	MULTISOURCE CHANNEL PTY LTD	1 X POWER SUPPLY FOR MULTISOURCE SYSTEM	\$246.40	
306	00911759	28/05/2009	PETTY CASH PLEASE PAY CASH	REIMBURSEMENT PETTY CASH	\$245.25	
307	00911720	13/05/2009	DARWIN CITY COUNCIL	PGIT & FRITZEN INTERNATIONAL MONEY TRANSFER	\$245.00	
308	51802955	13/05/2009	SHOOKER FARU	DARTWIN SHOW GROUNDS MULCHING HAY	\$240.00	
309	51803079	13/05/2009	PAWERS PTY LTD	PAYROLL DEDUCTIONS	\$240.00	
310	00911757	27/05/2009	PETTY CASH PLEASE PAY CASH	PETTY CASH REIMBURSEMENT	\$237.85	
311	51801814	13/05/2009	JANGLE MICRO DESIGN PTY LTD	REPLACE BATTERY/REPAIR INTERMIG P220 PRINTER	\$234.04	
312	5180142	7/05/2009	AMALGAMATED PEST CONTROL	PEST CONTROL SERVICES	\$220.00	
313	51541672	13/05/2009	THORPRO GARDEN PRODUCTS PTY LTD	GARDENING SUPPLIES	\$217.14	
314	52001186	27/05/2009	A MOBIL & SON LTD	HARDWARE SUPPLIES	\$213.95	
315	51541913	13/05/2009	CAUCHIARD AUSTRALIA PTY LTD	VARIOUS TRANS LMS	\$212.62	
316	515025403	7/05/2009	POVA BAR CAFE	CATERING SERVICES	\$211.20	
317	51502517	20/05/2009	DARWIN LOCK & KEY	KEYS AS ORDERED - K ROBERTS	\$205.70	
318	51541543	13/05/2009	DARWIN NEWS AGENCY	SUPPLY OF NEWSPAPERS AND MAGAZINES	\$202.30	
319	51502630	7/05/2009	PARAP FAMILY CENTRE INCORPORATED	***** CANCELLLED *****	\$200.00	
320	00911708	13/05/2009	SUPER RAP - PAPA RELIX	RELIX PERSONAL CONTRIBUTION 3401 0210-1	\$200.00	
321	00911726	13/05/2009	RINCAH BIRLAN DANCE	PERFORMANCE AT DARTWIN SHOW 24 & 25 JULY 09	\$200.00	
322	00911751	20/05/2009	PARAP FAMILY CENTRE INCORPORATED	SPONSORSHIP PARAP FAMILY CENTRE 20TH BIRTHDAY	\$200.00	
323	52002836	27/05/2009	TOP END ARTS MARKETING	ADVERTISEMENT AUGUST OFF THE LEASE	\$200.00	
324	00911760	27/05/2009	BIG W DEPARTMENT STORE	LIBRARY RESOURCES	\$195.03	

PAYMENTS SUMMARY REPORT FOR MONTH ENDING 31st AUGUST 2009

Item	Payment Reference or Cheque No.	Date	Payee	Variant Description	Eff Yil Cheque Value	Contract No.
325	52003226	27/08/2009	BULLIVANTS PTY LTD	SUPPLY STEEL KANGASHEMS	\$150.00	
326	51843179	13/08/2009	CAFE 21 TRUST	CATERING SERVICES	\$194.00	
327	51842575	13/08/2009	OUR COMMUNITY PTY LTD	WINNING GRANTS SEM MAR 2009 A - HARMONIA & R YIL ER	\$190.00	
328	51841811	13/08/2009	DYMOCKS CASUARINA	LIBRARY RESOURCES	\$182.58	
329	52001656	27/08/2009	N° ACRYLICS & PLASTICS	MATERIALS AS ORDERED PL 7604	\$184.20	
330	52001924	27/08/2009	BATTERY WORLD DARWIN PT	SUPPLY C SIZE BATTERIES	\$184.00	
331	52001678	27/08/2009	PROGRESS VOYAGE TRAILER PARTS	TRAILER PARTS AS ORDERED PL 7604	\$184.00	
332	50501387	27/08/2009	ENSIGN SERVICES (AUST) PTY LIMITED	DRY CLEANING SERVICES	\$132.70	
333	51803019	7/08/2009	LOCAL GOVERNMENT MANAGERS AUSTRALIA	2009/2010 LGMA MEMBERSHIP FEE - SM COMMUNITY SERVICES	\$181.40	
334	51803019	20/08/2009	LOCAL GOVERNMENT MANAGERS AUSTRALIA	2009/2010 LGMA MEMBERSHIP FEE - CEO	\$181.40	
335	51804930	7/08/2009	RTU LAND TITLES OFFICE	TITLE SEARCHES 20/04/2009 A 366.00	\$180.00	
336	52002142	27/08/2009	BATTERY SPECIALTIES	INDUSTRIAL BATTERIES	\$171.07	
337	52002241	27/08/2009	INDUCTION VALLEY FOOD & SMART MOTOR GROUP	PLANT REPAIRS AND MAINTENANCE	\$169.00	
338	52002632	27/08/2009	NAUTICAL SUPPLIES PTY LTD	WEST SYSTEM KIT AS ORDERED	\$165.00	
339	51802711	20/08/2009	GOC GASES AUSTRALIA LIMITED	CONTAINER SERVICE	\$160.49	
340	51803179	20/08/2009	CAFE 21 TRUST	CATERING SERVICES	\$158.00	
341	51802535	20/08/2009	CUMBY'S TROPHIES	NAME BADGES - LIBRARY STAFF	\$157.20	
342	52003765	27/08/2009	DICK SMITH DIRECT SALES	ELECTRONIC ITEMS	\$151.60	
343	51804075	20/08/2009	PALMERSTON CITY COUNCIL	PAYROLL DEDUCTIONS	\$151.00	
344	52000345	27/08/2009	EZYDVD CASUARINA	LIBRARY IN SOXING 15	\$149.00	
345	00911760	27/08/2009	DARWIN FUNERAL SERVICES PTY LTD	COMMISSION JUNE 2009 INTERMENTS	\$147.40	
346	51803540	27/08/2009	PAW MOTORS PTY LTD	PARTS AS ORDERED P.5193 DEC 202	\$144.81	
347	00911715	13/08/2009	MS C MASON	REIMBURSE CREDIT BALANCE ON DEBTOR A/C 368728	\$143.60	
348	52000765	27/08/2009	HARVEY NORMAN COMPUTERS DARWIN	SUPPLY OF 1 X EXTERNAL HARD DRIVE	\$140.00	
349	52000157	27/08/2009	HITACHI CONSTRUCTION MACHINERY	LUBE FILTER	\$129.98	
350	51803197	7/08/2009	BUNNINGS BUILDING SUPPLIES PTY LTD	HARDWARE ITEMS	\$126.24	
351	51803156	7/08/2009	PALM SPRINGS DISTRIBUTORS - NT	BOTTLED WATER	\$126.00	
352	51843455	13/08/2009	NEWLAND GLOBAL PUBLICATION PTY LTD	SUBSCRIPTION NEW LAND MAGAZINE	\$125.40	
353	51842547	13/08/2009	JN COMMUNICATIONS & CABLE PTY LTD	REMOTE PROGRAMMING INSTALLED NEW CATV	\$121.00	
354	00911745	7/08/2009	OM YOGA	PRESANTATION OF YOGA CLASS SENIORS MONTH	\$120.00	
355	51802110	27/08/2009	DARWIN COUNCIL SOCIAL CLUB	PAYROLL DEDUCTIONS	\$120.00	
356	00911729	13/08/2009	BRING VA SNEAKERZ PTY LTD	REFUND OF ELECTRICAL DEPOSIT GARDENS AMPHITHEATRE	\$112.00	
357	51803400	7/08/2009	AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	NATIONAL GENERAL ASSEMBLY ALDERMAN DALTON	\$110.00	
358	00911724	13/08/2009	BEVERLEY MCKINLAY	MUSICAL PERFORMANCE AT CASUARINA LIBRARY 07/08/09	\$110.00	
359	00911717	13/08/2009	RAY WHITE PROPERTY MANAGEMENT	REFUND OF OVERPAYMENT	\$105.00	
360	52001687	27/08/2009	ARCHITECTURAL HARDWARE	REPAIR INFRASTRUCTURE DOOR CIVIC CENTRE	\$101.88	
361	00911733	20/08/2009	KYLE L SMITH	DANCE PERFORMANCE FOR SCHOOL HOLIDAY PROGRAM	\$100.00	
362	00911737	20/08/2009	JHA SO WOODFORD	REFUND OF TEMPORARY MEMBERSHIP	\$100.00	
363	00911743	20/08/2009	ANDREW CEDRIC WILKINSON	REFUND OF TEMPORARY MEMBERSHIP	\$100.00	
364	00911746	20/08/2009	LOREN KATE	MUSICAL PERFORMANCE CASUARINA LIBRARY	\$100.00	
365	00911744	20/08/2009	CLENN BELL S	MUSICAL PERFORMANCE CASUARINA LIBRARY	\$100.00	
366	51804462	20/08/2009	S HAWKWOOD	MUSICAL PERFORMANCE CASUARINA LIBRARY	\$100.00	
367	00911754	20/08/2009	DARWIN CITY COUNCIL	REFUND OF OVERPAYMENT	\$100.00	
368	51802579	27/08/2009	PALMERSTON CITY COUNCIL	PAYROLL DEDUCTIONS	\$100.00	
369	52003563	27/08/2009	QUINT HOOKS/HOP	LIBRARY RESOURCES	\$98.08	
370	51801061	13/08/2009	NORTH INF PTY LTD	ARRIVAL DOCUMENT 1000070 5 347563	\$95.27	
371	00911756	27/08/2009	TELSTRA	PAYROLL DEDUCTIONS	\$95.00	
372	52001864	27/08/2009	SPOTLIGHT	HOLIDAY PROGRAM MATERIALS	\$89.84	
373	00911761	27/08/2009	TELSTRA	BROADBAND CHARGES	\$89.84	

PAYMENTS SUMMARY REPORT FOR MONTH ENDING 31st AUGUST 2009

Item	Payment Reference or Cheque No.	Date	Payee	Warrant Description	EFT/Cheque Value	Contract No.
374	5182088	26/08/2009	AUSSIE SIGNS PTY LTD	ADDITIONS TO HONOUR BOARD TOWN CLERKS 2009	\$50.00	
375	90911763	27/08/2009	NICHE MEDIA PTY LTD	MEMBERSHIP RENEWAL JOHN BANKS DCC	\$60.00	
376	51866140	27/08/2009	INDEPENDENT MOTOR MART	7 PIN LGZ. RIND METAL PLUG	\$84.75	
377	520041566	27/08/2009	PALM SPRINGS DISTRIBUTORS - NT	BOTTLED WATER	\$94.00	
378	51843568	13/09/2009	LEO LAD	CATERING SERVICES	\$82.60	
379	520045	27/08/2009	ANGUS R ROBERTSON (DARWIN)	LIBRARY RESOURCES	\$80.96	
380	51847832	13/08/2009	G R J FILTER WASHINT	WASH & CLEAN FILTERS	\$80.10	
381	51957343	23/08/2009	DARWIN NEWSAGENCY	SUPPLY OF NEWSPAPERS AND MAGAZINES	\$80.10	
382	00911721	13/08/2009	AGAM JOHN FALLAS	REFUND OF ANNUAL REGISTRATION	\$80.00	
383	00911726	13/08/2009	MELBA MELVILLE	REFUND OF ANNUAL REGISTRATION	\$80.00	
384	00911749	23/08/2009	KRISTY FANN	REFUND OF ANNUAL REGISTRATION	\$80.00	
385	00911767	27/08/2009	AMY JO VICKERY	REFUND OF INFRINGEMENTS 10/12/08 & 10/2/09	\$80.00	
386	518620143	26/08/2009	DARWIN FRESHAIR	SUPPLY NATURAL INSECT KILLER	\$79.95	
387	52004287	27/08/2009	CONSOL DATED BEARING CO (SA) PTY LTD	PLANT PARTS AND ITEMS	\$71.38	
388	00911731	13/08/2009	JOSEFINA HUG	PERFORMANCE AT ROYAL DARWIN SHOW	\$70.20	
389	51953810	27/08/2009	OPTUS BULK MOBILE COMM PTY LTD	MOBILE PHONE CONSUMABLES	\$70.20	
390	520041480	27/08/2009	CALCOMM INSTALLATIONS PTY LTD	DEINSTALL HANDS FREE AS REQUESTED PL 517	\$63.40	
391	520042423	27/08/2009	TERRITORY TROPHIES PRECISION ENGRAVING	NAME BADGE - GHALMA SANITARY LINDA MAYOR	\$63.00	
392	518474437	13/08/2009	LINK DISABILITY MAGAZINE	MAGAZINE SUBSCRIPTION 12 MONTHS	\$63.00	
393	520041545	27/08/2009	NGRAM CORPORATION PTY LTD	PLANT PARTS AND ITEMS	\$61.88	
394	00911722	13/08/2009	MS J2 HARBURN	REFUND OF ANNUAL REGISTRATION	\$60.00	
395	52004285	27/08/2009	COPY ME	PAPER AS ORDERED	\$55.42	
396	00911716	13/08/2009	RAY WHITE PROPERTY MANAGEMENT	REFUND OF OVERPAYMENT	\$57.06	
397	51873600	13/08/2009	AUSTRALIAN MANUFACTURING WORKERS UNION	PAYROLL DEDUCTIONS	\$56.70	
398	51866600	27/08/2009	AUSTRALIAN MANUFACTURING WORKERS UNION	PAYROLL DEDUCTIONS	\$56.70	
399	520042975	27/08/2009	LOCAL GOVERNMENT MANAGERS AUSTRALIA	MAGAZINE SUBSCRIPTION JULY 01 - JUNE 10	\$55.00	
400	52004407	27/08/2009	REECE PTY LTD	PLUMBING SUPPLIES	\$53.50	
401	00911713	13/08/2009	AUCE SPRINGS TOWN COUNCIL	REFUND OF OVERPAYMENT	\$50.00	
402	00911715	13/08/2009	SEGFFREY R WILCOX	REFUND OF TEMPORARY MEMBERSHIP CASUARINA LIBRARY	\$50.00	
403	00911719	13/08/2009	PEGGY GOODLUCK	REFUND OF TEMPORARY MEMBERSHIP CASUARINA LIBRARY	\$50.00	
404	00911736	20/08/2009	BEVERLEY SCHWENDT	REFUND OF TEMPORARY MEMBERSHIP KARAMA LIBRARY	\$50.00	
405	00911739	20/08/2009	ALBERT LUSANTO	REFUND OF TEMPORARY MEMBERSHIP KARAMA LIBRARY	\$50.00	
406	00911740	20/08/2009	JANE WHITTY	REFUND OF TEMPORARY MEMBERSHIP CITY LIBRARY	\$50.00	
407	00911741	20/08/2009	SLENOA FULFORD	REFUND OF TEMPORARY MEMBERSHIP CASUARINA LIBRARY	\$50.00	
408	00911742	20/08/2009	ALISON RANDHAWA	REFUND OF TEMPORARY MEMBERSHIP CASUARINA LIBRARY	\$50.00	
409	51863563	27/08/2009	QBC THE BOOKSHOP	LIBRARY RESOURCES	\$44.50	
410	00911766	27/08/2009	STARLINK OPERATIONS GROUP PTY LTD	REFUND OF INFRINGEMENT 11/03/02 PD TWICE	\$40.00	
411	520042104	27/08/2009	TERRITORY MATERIALS HANDLING	PLANT PARTS AND ITEMS	\$43.00	
412	520042493	27/08/2009	SA GLOBAL LTD	STANDARDS - INTERNET DOWNLOAD	\$11.48	
413	51843702	13/08/2009	MR JP BANKS	SATELLITE PHONE MONTHLY CHARGES	\$20.00	
414	51853143	20/08/2009	DARWIN FIRE STATION	INSECT KILLER	\$26.60	
415	51853597	13/08/2009	MIRIAM M MUTUAL LIFE	PAYROLL DEDUCTIONS	\$25.00	
416	51853597	27/08/2009	MIRIAM M MUTUAL LIFE	PAYROLL DEDUCTIONS	\$25.00	
417	52004153	27/08/2009	JACCONS DRAWING SUPPLIES	STATIONERY SUPPLIES	\$21.12	
418	00911725	13/08/2009	LEE ANNE JENNIFER WALKER	REFUND OF INFRINGEMENT 11/03/05	\$20.00	

PAYMENTS SUMMARY REPORT FOR MONTH ENDING 31st AUGUST 2009

<u>Item</u>	<u>Payment Reference or Cheque No.</u>	<u>Date</u>	<u>Payer</u>	<u>Warrant Description</u>	<u>Net Cheque Value</u>	<u>Contract No.</u>
419	60911727	13/08/2009	MAEVE O'BRIEN	REFUND OF ANNUAL REGISTRATION	\$20.00	
420	60911736	20/08/2009	YWCA DARWIN	ASSOCIATE MEMBERSHIP OF YWCA DARWIN	\$20.00	
421	60911736	20/08/2009	STACEY MARIE KELLY	REFUND OF INFRINGEMENT	\$20.00	
422	520034	27/08/2009	ARROWER PTY LTD	PLANT PARTS AND ITEMS	\$19.10	
423	5190552	23/08/2009	UNIM - NT BRANCH	PAYROLL DEDUCTIONS	\$18.20	
Total					\$7,397,645.86	
Less: Value of CANCELLED Cheques included in Total					\$1,044,838.00	
Total for Fund 5					\$6,352,807.86	

PAYMENT'S SUMMARY REPORT FOR MONTH ENDING 31st AUGUST 2009

Item	Payment Reference or Cheque No.	Date	Payee	Amount/Description	EFT/Cheque Value	Contract No.
	Trust Cheques, Fund 5					
424	00602601	26/08/2009	G & T ELECTRICAL ENTERPRISE PTY LTD	REFUND OF SECURITY DEPOSIT CONTRACT 2008-093	\$3,467.50	
425	00602620	27/08/2009	PHONG YA SENG/AFR2 PTY LTD	REFUND OF SECURITY DEPOSIT AMPNATHEATRE	\$1,384.00	
426	00602602	26/08/2009	PAJOY PTY LTD	REFUND SECURITY DEPOSIT FOR USE OF C.V.C PARK	\$700.00	
427	00602622	27/08/2009	KAREN SHELOON CATERING	REFUND OF SECURITY DEPOSIT FOOTPATH PERMIT	\$500.00	
428	00602627	26/08/2009	BERTHA WOODWARD	REFUND SECURITY DEPOSIT FOR PARK ACCESS	\$200.00	
428	00602600	26/08/2009	LET'S START PROGRAM	REFUND SECURITY DEPOSIT KALUKU COMMUNITY CENTRE	\$200.00	
430	00602611	27/08/2009	PALL MCCRATHS CONSTRUCTION	REFUND OF SECURITY DEPOSIT PARK ACCESS	\$200.00	
431	00602614	27/08/2009	MICHAEL GUNNER MIA	REFUND OF SECURITY DEPOSIT PARAP MARKET AREA	\$200.00	
432	00602610	26/08/2009	SARAH FEATHERSTONE	REFUND CLEANING & KEY SECURITY DEPOSITS	\$150.00	
433	00602615	27/08/2009	HOL DAY INVEST, SM. ANAHE DARWIN	REFUND OF SECURITY DEPOSIT PARKS ACCESS	\$100.00	
434	00602630	26/08/2009	RICHARD ANKHEAF	REFUND SECURITY DEPOSIT FOR PK KEY 300	\$60.00	
435	00602603	26/08/2009	HERFODALEE	REFUND SECURITY DEPOSIT FOR CAT TRAP	\$50.00	
436	00602605	26/08/2009	TAMMY SPECK	REFUND SECURITY DEPOSIT FOR CAT TRAP	\$50.00	
437	00602606	26/08/2009	LINDY GARNING	REFUND SECURITY DEPOSIT FOR CAT TRAP	\$50.00	
438	00602609	26/08/2009	ROBERT WAT	REFUND SECURITY DEPOSIT FOR CAT TRAP	\$50.00	
439	00602612	27/08/2009	DARWIN MIDDLE SCHOOL	REFUND OF SECURITY DEPOSIT MANDIL 42	\$60.00	
440	00602616	27/08/2009	TRACEY DOHERTY	REFUND OF SECURITY DEPOSIT CAT TRAP	\$60.00	
441	00602617	27/08/2009	CHRISTINE CRAMP	REFUND OF SECURITY DEPOSIT CAT TRAP	\$60.00	
442	00602615	27/08/2009	CHRISTINE HOFFMAN	REFUND OF SECURITY DEPOSIT CAT TRAPS	\$60.00	
443	00602619	27/08/2009	HELEN ATKIN	REFUND SECURITY DEPOSIT CAT TRAP	\$60.00	
444	00602604	26/08/2009	BARRY STACH	REFUND SECURITY DEPOSIT PK KEY	\$55.00	
445	00602613	27/08/2009	KLAUS ROTH	REFUND OF SECURITY DEPOSIT PK KEY	\$55.00	
446	00602621	27/08/2009	DARWIN CITY COUNCIL	TRANSFER OF MONIES RE BRING YA SENG ENTERPRISE LTD	\$21.00	
			Total		\$7,852.50	
			Less: Value of CANCELLED Cheques included in Total		\$	
			Total for Fund 5		\$7,852.50	

ENCL: YES

DARWIN CITY COUNCIL

REPORT

DATE: 11/09/09

TO: CORPORATE & ECONOMIC
DEVELOPMENT COMMITTEE / OPEN

APPROVED: FC

FROM: GENERAL MANAGER CORPORATE
SERVICES

APPROVED: KS

REPORT NO: 09A0160

COMMON NO.: 339122

SUBJECT: FINANCIAL REPORT TO COUNCIL – AUGUST 2009

ITEM NO: 10.3

GENERAL:

This report provides a comparison of income and expenditure against budget for the month ended 31 August 2009.

Accrual Financial Statements

The report contains a set of accrual financial statements comparing YTD Budgets and YTD Actuals at each function level. The following statements are included –

- Income Statement - Council's Operational Revenue & Expenses.
- Statement of Changes in Equity - Council's transfers to and from Reserves and Accumulated Surplus.
- Balance Sheet - Council's Assets, Liabilities and Equity.

Variance Report

Due to the timing of Committee meetings the variance report each month will be for the preceding month. The monthly variance report requires Managers to comment on any variations greater than 10% or \$10,000. This variation amount is based on each programs Year to Date Budget compared to Year to Date Actual expenditure.

SYNOPSIS:

The Local Government (Accounting) Regulation 15 requires that a statement detailing all actual and forecast income and expenditure together with a statement detailing all cash held and investments is to be presented to Council each month.

GENERAL:

For the purpose of Part VI, Allocation of Moneys by Council, of the Local Government (Accounting) Regulations, expenditure is interpreted to include capital payments and income is interpreted to include capital receipts. A summary of income and expenditure as at 31 July 2009, is attached.

ACTION PLAN IMPLICATIONS:

3.2 Financial Management

Goal:

To manage Council affairs based on a comprehensive financial strategy.

Strategies/Actions:

Maintain effective period financial reporting systems for Management and the Council.

LEGAL IMPLICATIONS:

Regulation 15 states:-

1. The clerk shall cause to be prepared and laid before each ordinary meeting of the council a statement, 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 to and including the end of the immediately preceding month;*
and
 - (b) *The forecast income and expenditure for the whole of the financial year, so that the council can consider and compare both sets of figures.*

The statement laid before the council must detail –

- a) *All cash and investments held by the Council (including its Trust Fund moneys);*
and
- b) *Such other information required by the Council.*

Delegation of the task of considering the financial reports is consistent with the role and terms of reference of the Corporate & Economic Development Committee.

RECOMMENDATIONS:

THAT it be a recommendation to Council:-

- A. THAT Report Number 09A0160 entitled, Financial Report to Council – August 2009, be received and noted.

KELLY STIDWORTHY
FINANCE MANAGER

FRANK CRAWLEY
GENERAL MANAGER CORPORATE SERVICES

Any queries on this report should be directed to Kelly Stidworthy on 8930 0523 or k.stidworthy@darwin.nt.gov.au

ENCL: YES

DARWIN CITY COUNCIL

DATE: 03/09/09

REPORT**TO:** CORPORATE AND ECONOMIC
DEVELOPMENT COMMITTEE/OPEN**APPROVED:** BD**FROM:** CHIEF EXECUTIVE OFFICER**REPORT
NO:** 09TC0053 BD:fm**COMMON
NO:** 381402**SUBJECT:** INVITATIONS ACCEPTED OR DECLINED BY THE LORD MAYOR
DURING AUGUST 2009

ITEM NO : 10.4**SYNOPSIS:**

The Corporate and Economic Development Committee have requested a monthly report providing details of invitations accepted or declined by the Lord Mayor or a representative.

GENERAL:

Attached (**Attachment A**) is a list of invitations/events that the Lord Mayor or representative accepted or declined during August 2009.

RECOMMENDATIONS:

THAT it be a recommendation to Council:-

THAT Report Number 09TC0053 entitled, Invitations Accepted or Declined by the Lord Mayor during August 2009, be received and noted.

FIONA MURPHY
LORD MAYOR EXECUTIVE
ASSISTANT

BRENDAN DOWD
CHIEF EXECUTIVE OFFICER

Any queries on this report may be directed to Fiona Murphy on 89300517 or email:
f.murphy@darwin.nt.gov.au

INVITATIONS ATTENDED BY THE LORD MAYOR OR REPRESENTATIVE FOR AUGUST 2009				
Function Date/Time	Invitee/Company	Function	Venue	Attendee
03/08/09 11.00am	John Cason GM & Elena Gomatos Qantas	2009 Carlton Draught Darwin Cup	Legends of the Straight Marquee	Lord Mayor
06/08/09 6.00pm	Commissioner of Police	Graduation Ceremony of Recruit Squad 100/2009	Parade Ground, NTPFES College Berrimah	Lord Mayor
06/08/09 8.00pm	The Darwin Chorale Inc	HMS Pinafore	Darwin Entertainment Centre	Deputy Lord Mayor and Alderman Heather Sjoberg
07/08/09 5.30pm	Hon Malarndirri McCarthy MLA	Senior Australian of the Year – Mr Pat Lamanna OAM	Main hall Parliament House	Deputy Lord Mayor
10/08/09 7.30pm	Travel 7 Holidays	Red Carpet Premier of Movie Balibo	The Deckchair Cinema	Lord Mayor
13/08/09 3.00pm	The Judges of the Supreme Court	Ceremonial sitting to Welcome the Hon Justice Judith Kelly	Courtroom No1 Supreme Court, Darwin	A/Lord Mayor Alderman Heather Sjoberg
13/08/09 5.30pm	The Hon Paul Henderson & Mr John Anderson Vice President WA & NT Santos Ltd	Santos Concert to Celebrate the Opening of the Darwin Festival	Speakers Green Parliament House	A/Lord Mayor Alderman Heather Sjoberg
15/08/09 5.00pm	Flobamora Indonesia Inc	PESNA Indonesia 2009	Darwin Amphitheatre	A/Lord Mayor Alderman Heather Sjoberg
15/08/09 6.00pm	Commodore Gwyther	NT ADF Officers Ball	Larrakeyah Barracks	Lord Mayor

16/08/09	12.00noon	Netball League NT	Territory Storm v Qld Fusion	Marrara Indoor Stadium	Lord Mayor
18/08/09	12.30pm	Australian Hotels Assn	2009 AHA / Coca-Cola Golf Day	Darwin Golf Club Marrara	Lord Mayor
18/08/09	5.00pm	Vietnam Veterans Assn of Aust	Vietnam Veterans Day memorial service	Cenotaph Darwin	Lord Mayor
20/08/09	5.30pm	The Hon Gerry McCarthy MLA	Indigenous Music Awards & Launch of the Indigenous Employment Partnership	Speakers Green Parliament Hse	Lord Mayor
28/08/09	9.45pm	Young Achiever Awards	NT Young Achiever Awards	Holiday Inn Ballroom Foyer	Lord Mayor
30/08/09	4.30pm	ConocoPhillips	Darwin Festival Closing Ceremony	House 1, 78 The Esplanade	Lord Mayor
31/08/09	5.30pm	Crime Stoppers NT	AGM	Palmerston City Council	Lord Mayor
31/08/09	7.00pm	Korean Delegation	Dinner Il Piatto Restaurant	SkyCity Casino	Lord Mayor

INVITATIONS DECLINED BY THE LORD MAYOR FOR AUGUST 2009				
Function Date/Time	Invitee/Company	Function	Venue	Reason for Decline
03/08/09 11.00am	The Foster's NT Team	Carlton Draught Darwin Cup	Darwin Turf Club	Has accepted Qantas invitation
07/08/09 6.00pm	Commanding Officer USS McCampbell	Reception onboard USS McCampbell	USS McCampbell (DDG-85)	Attending Garma, Nhulunbuy
10/08/09 5.30pm	Dr Chris Burns Minister for Asian Relations & Trade	Tour de Timor Bike Race & Dili Trade Expo 2009	Members & Guests Lounge Level 4 Parliament House	LM & Dep LM prior engagements
12/08/09 6.00pm	Australian Red Cross	60 th Anniversary of the 1949 Geneva Conventions	Supreme Court Darwin	Attending CCCLM interstate
12/08/09 7.00pm	Museums & Art Galleries of the NT	Foundation's Dinner 09	Darwin Convention Centre	Attending CCCLM interstate
13/08/09 4.30pm	Top End Arts	Darwin Aboriginal Art Fair 09	Bennett Park	LM interstate; Deputy LM prior engagements
13/08/09 8.00pm	Tracks Dance Company	Endurance Sweat It, Taste It, Endure It	The Velodrome	Attending CCCLM interstate
14/08/09 12.30pm	Top End Pest Control	Green on the Greens Golf Day	Darwin Golf Club	Attending CCCLM interstate
14/08/09 3.30pm	Museum & Art Gallery NT & Telstra	Preview of 26 th Telstra National Aboriginal & Torres Strait Islander Art Award	Museum & Art Gallery NT Amphitheatre	Attending CCCLM interstate
26/08/09 6.00pm	Mr Achim Drescher , Chairman Young Endeavour Youth Scheme	Sail Training Ship Young Endeavour Reception	HMAS Coonawarra Packard St Darwin	Lord Mayor

27/08/09	5.30pm	National Aust Bank	Annual Customer Function	The Conference Room, NAB Smith St	Lord Mayor, sick
29/08/09	6.30pm	Northern Territory Convention Bureau	Dinner with National Convention Industry	Darwin Convention Centre	Lord Mayor & Deputy Lord Mayor - prior engagements

ENCL: YES

DARWIN CITY COUNCIL

DATE: 11/09/09

REPORT

TO: CORPORATE & ECONOMIC
DEVELOPMENT COMMITTEE / OPEN

APPROVED: FC

FROM: GENERAL MANAGER CORPORATE
SERVICES

APPROVED:

REPORT NO: 09A0164

APPROVED:

COMMON NO: 353196

SUBJECT: MINUTES OF AUDIT COMMITTEE MEETING HELD ON 28 AUGUST
2009

ITEM NO: 10.5

SYNOPSIS:

The Audit Committee held its meeting on the 28 August 2009.

Attached for the Alderman's information is a copy of the Executive Summary
(**Attachment A**) and Minutes (**Attachment B**).

GENERAL:

The recommendations contained in the Minutes are presented for consideration by the Council.

FINANCIAL IMPLICATIONS:

Nil

PAGE: 2
REPORT NO: 09A0164
SUBJECT: MINUTES OF THE AUDIT COMMITTEE HELD ON 28 AUGUST 2009

STRATEGIC PLAN IMPLICATIONS:

The issues addressed in this Report are in accordance with the following Goals/Strategies of the Darwin City Council 2008 – 2012 as outlined in the 'Evolving Darwin Strategic Directions: Towards 2020 and Beyond':-

Goal

7. Demonstrate Effective, Open and Responsible Governance

Outcome

- 7.1 Effective governance

Key Strategies

- 7.1.2 Minimise exposure of Council through effective risk management practices

LEGAL IMPLICATIONS:

Nil

ENVIRONMENTAL IMPLICATIONS:

Nil

PUBLIC RELATIONS IMPLICATIONS:

Nil

COMMUNITY SAFETY IMPLICATIONS:

Nil

DELEGATION:

Nil

CONSULTATION:

Nil

PROPOSED PUBLIC CONSULTATION PROCESS:

Nil

PAGE: 3
 REPORT NO: 09A0164
 SUBJECT: MINUTES OF THE AUDIT COMMITTEE HELD ON 28 AUGUST 2009

APPROPRIATE SIGNAGE

Nil

RECOMMENDATIONS:

THAT it be a recommendation to Council:-

- A. THAT Report Number 09A0164 entitled, Minutes of the Audit Committee meeting held on 28 August 2009, be received and noted.
- B. THAT Report Number 09A0152 entitled Control Self Assessment Process, be received and noted.
- C. THAT Report Number 09A0149 entitled Control Self Assessment – Compliance with Local Government Act 2009, Regulations and Guidelines, be received and noted.
- D. THAT Report Number 09A0151 entitled External Audit Plan for the year ended 30 June 2009, be received and noted.
- E. THAT Report Number 09A0153 entitled Outstanding Audit Issue No. 111 – Car Parking Management Review, be received and noted.
- F. That the following Outstanding Audit Issues be transferred to the Audit Committee Completed Issues Register:
 - Issue No. 2.A.1 Cancellations Policy and Payment Options (only)
 - Issue No. 2.B.1
 - Issue No. 2.B.2
 - Issue No. 2.B.3
 - Issue No. 2.B.4
 - Issue No. 2.B.5
 - Issue No. 2.B.6
 - Issue No. 2.B.7
 - Issue No. 2.B.8
 - Issue No. 2.B.9
 - Issue No. 2.B.10
 - Issue No. 2.B.11
 - Issue No. 2.B.12
 - Issue No. 2.B.13
 - Issue No. 2.B.16
 - Issue No. 2.C.1
 - Issue No. 2.C.2
 - Issue No. 2.D.2
 - Issue No. 2.D.3
 - Issue No. 2.D.7

PAGE: 4
 REPORT NO: 09A0164
 SUBJECT: MINUTES OF THE AUDIT COMMITTEE HELD ON 28 AUGUST 2009

- G. THAT the following Outstanding Audit Issues have the agreed completion date amended as follows:
- Issue No. 2.D.4 Inaccurate Cancellation of Occupancy – Amend to Dec 09
 - Issue No. 2.D.5 Cash Variances not Reported – Amend to Dec 09
 - Issue No. 2.D.6 Include Graphs in Monthly Reporting – Amend to June 2010
- H. THAT Report Number 09A0146 entitled Internal Audit Plan 2009 – Progress Report, be received and noted.
- I. THAT the compliance engagement ‘Compliance with Local Government Act’ be deleted as this review has been undertaken internally as part of the Control Self Assessment Process.
- J. THAT Report Number 09A0147 entitled Outstanding Audit Issue Nos. 95.1 and 103 (2.1 to 2.4) – Records Management and Disposal Schedule, be received and noted.
- K. THAT approval be granted for the suggested completion dates to suit staff arrangements and for completion of Outstanding Audit Issue No. 95.1.
- L. THAT Report Number 09A0143 entitled Outstanding Audit Issue No. 105 (2.5) – Remuneration and Rewards, be received and noted.
- M. THAT Outstanding Audit Issue No. 2.5 (1&2) be transferred to the Audit Committee Completed Issues Register.
- N. THAT Report Number 09A0148 entitled Outstanding Audit Issue No. 105 (2.6 (1&2) and 2.5 (3)) – Performance Management, be received and noted.
- O. THAT Outstanding Audit Issue No. 105 (2.6 (1&2) and 2.5 (3)) be transferred to the Audit Committee Completed Issues Register.
- P. THAT Report Number 09A0138 entitled Outstanding Audit Issue No. 107 (2.7) – Land Valuation Upload Process – Application Controls Audit, be received and noted.
- Q. THAT Item Outstanding Audit Issue No. 107 (2.7) – Land Valuation Upload Process – Applications Control Audit be transferred to the Audit Committee Completed Issues Register.
- R. THAT Report Number 09A0155 entitled Outstanding Audit Issue No. 104 – Allocation of Burial Plots, be received and noted.
- S. THAT Outstanding Audit Issue No. 104 (9.3) be transferred to the Audit Committee Completed Issues Register.
- T. THAT Report Number 09A0156 entitled Outstanding Audit Issue No. 106 – Physical Security / Risk Management, be received and noted.

PAGE: 5
 REPORT NO: 09A0164
 SUBJECT: MINUTES OF THE AUDIT COMMITTEE HELD ON 28 AUGUST 2009

- U. THAT Report Number 09A0144 entitled Outstanding Audit Issue No. 109 – Internal Control Findings – External Audit Issues, be received and noted.
- V. THAT item Outstanding Audit Issue No. 109 (4) and (6) be transferred to the Audit Committee Completed Issues Register.
- W. THAT the completion date for Outstanding Audit Issue No. 109 (1-3) and (5) be changed to February 2010.
- X. THAT Report Number 09A0145 entitled Outstanding Audit Issue No. 107 – Application Controls – Internal Audit Issues, be received and noted.
- Y. THAT the completion date for Outstanding Audit Issue No. 107 (2.4(a) and 2.6) be changed to March 2010.
- Z. THAT Outstanding Audit Issue No. 107 (2.4(b)) be transferred to the Audit Committee Completed Issues Register.
- AA. THAT Report Number 09A0154 entitled Outstanding Audit Issue No. 110 – Management Responses to findings of Project Management Review, be received and noted.
- AB. THAT the Audit Committee Outstanding Issues Register be updated with the Responsible Officers and Due Dates.
- AC. THAT Report Number 09A0141 entitled Outstanding Audit Issue No. 108 (2.8.1) – Network Security Controls of the Information Security Audit, be received and noted.
- AD. THAT item Outstanding Audit Issue No. 108 (2.8.1) – Network Security Controls of the Information Security Audit be transferred to the Audit Committee Completed Issues Register.

FRANK CRAWLEY
GENERAL MANAGER CORPORATE SERVICES

Any queries on this report may be directed to Frank Crawley on 8930 0539 or
f.crawley@darwin.nt.gov.au



OPEN SECTION

Audit Committee Meeting – Friday 28 August 2009

ATTACHMENT A

AUD08\6

Executive Summary

Audit Committee Meeting Held 28 August 2009

The Committee was presented with a report on the new Control Self Assessment Process; a process of self assessing the performance of controls and activities of the Council. The Committee encouraged management to continue with the intended process and then consider the most appropriate model for Council.

A report on a completed Control Self Assessment (CSA) based on compliance with the Local Government Act 2008, Regulations and Guidelines was presented to the Committee.

KPMG's External Audit Plan for the year ended 30 June 2009 was presented to the Committee. The Committee was interested in the valuation of Developer's Contributions, as it was highlighted as a major risk component of the Operating Surplus in 2008. The Committee requested that KPMG provide a commentary on management's discussion and analysis and to draw KPMG's attention to the existence of more recent internal audits of relevance for the external audit.

The committee discussed how the internal audit plan supports the strategies of a number of goals of the 'Evolving Darwin' Strategic Plan.

The committee encouraged Council to undertake a more comprehensive Risk Management assessment process within the life of the current 'Evolving Darwin' Strategic Plan.

The committee congratulated the Business Services team for their response to the Car Parking Management Review, which resulted in more than half of the outstanding audit issues being completed in a short period of time.

The Committee was also pleased to receive confirmation that a number of Employee Relation opportunities for improvement identified in the May 2008 audit report had now been implemented.

A report on Management Responses to the findings of the Project Management Review were discussed. The recommendations of this review will create a significant workload for Council. This has resulted in management recommending completion timeframes that are significantly extended.

Quite a significant number of outstanding audit issues were identified to be transferred to the completed outstanding audit register, which demonstrates management's commitment to responding to audit recommendations.

Mr Iain Summers
Chairman
Darwin City Council Audit Committee

**DARWIN CITY COUNCIL AUDIT COMMITTEE
MINUTES**

Meeting held on Friday 28 August 2009 at 9.00 a.m.
Committee Meeting Room 1 at Darwin City Council,
Civic Centre

PRESENT

Mr Iain Summers (Chairman)
Alderman Kerry Moir
Alderman Helen Galton
Mr Craig Spencer

OFFICERS

Mr Brendan Dowd (Chief Executive Officer)
Mr Frank Crawley (General Manager Corporate Services)
Ms Kelly Stidworthy (Finance Manager)
Ms Amber Garden (Executive Secretary Corporate Services)

***** I N D E X *****

- 1. MEETING DECLARED OPEN**
- 2. APOLOGIES**
- 3. DECLARATION OF INTEREST OF ELECTED MEMBERS**
- 4. CONFIDENTIAL ITEMS**
- 5. ACCEPTANCE OF MINUTES OF PREVIOUS MEETING**
 - 5.1 Report to Council – Minutes of Meeting 29 May 2009 including Executive Summary and Council Decision
- 6. BUSINESS ARISING FROM PREVIOUS MINUTES**
- 7. INFORMATION ITEMS**

OPEN SECTION

Audit Committee Meeting – Friday 28 August 2009

8. ACTION ITEMS

9. OFFICERS REPORTS

- 9.1 Control Self Assessment Process
- 9.2 Control Self Assessment - Compliance with Local Government Act 2008, Regulations and Guidelines
- 9.3 External Audit Plan for the year ended 30 June 2009
- 9.4 Outstanding Audit Issue No. 111 - Car Parking Management Review
- 9.5 Internal Audit Plan 2009 - Progress Report
- 9.6 Outstanding Audit Issue Nos. 95.1 and 103 (2.1 to 2.4) - Records Management & Disposal Schedule
- 9.7 Outstanding Audit Issue No. 105 (2.5) - Remuneration & Rewards
- 9.8 Outstanding Audit Issue No. 105 (2.6 (1&2) and 2.5 (3)) - Performance Management
- 9.9 Outstanding Audit Issue No. 107 (2.7) - Land Valuation Upload Process - Application Controls Audit
- 9.10 Outstanding Audit Issue No. 104 (9.3) - Allocation of Burial Plots
- 9.11 Outstanding Audit Issue No. 106 - Physical Security / Risk Management
- 9.12 Outstanding Audit Issue No. 109 - Internal Control Findings – External Audit Issues
- 9.13 Outstanding Audit Issue No. 107 - Application Controls – Internal Audit Issues
- 9.14 Outstanding Audit Issue No. 110 - Management Responses to finding of Project Management Review
- 9.15 Outstanding Audit Issue No. 108 (2.8.1) - Network Security Controls of the Information Security Audit

10. GENERAL BUSINESS

- 10.1 Review of Outstanding Issues Register
- 10.2 Possible Change of Date - October 2009 Meeting

DARWIN CITY COUNCIL AUDIT COMMITTEE MINUTES

1. MEETING DECLARED OPEN

The Chairman declared the meeting open at 9.10am.

The Chairman welcomed the new Finance Manager, Kelly Stidworthy and the new Executive Secretary, Amber Garden.

2. APOLOGIES AND LEAVE OF ABSENCE

Nil

3. DECLARATION OF INTEREST OF MEMBERS

Nil

4. CONFIDENTIAL ITEMS

(Galton/Moir)

COMMITTEE'S DECISION

In future meetings and for increased transparency, each confidential agenda item will have a broader explanation of the particular section of the Local Government (Administration) Regulation, which allows the matter to be considered in confidential.

THAT the Committee resolve under delegated authority that pursuant to Part 6.3, Section 65 (2) of the Local Government Act and the Local Government (Administration) Regulations the meeting be closed to the public to consider the following Item Numbers:-

C.11.1 Outstanding Audit Issue No. 108 (2.9) - Network Security Controls of the Information Security Audit

C.11.2 Outstanding Audit Issue No. 108 (2.8.2 to 2.8.4) - Network Security Controls of the Information Security Audit

C.12.1 Review of Confidential Outstanding Issues Register

CARRIED

OPEN SECTION

Audit Committee Meeting – Friday 28 August 2009

5.1 CONFIRMATION OF MINUTES PERTAINING TO THE PREVIOUS AUDIT COMMITTEE MEETING

(Galton/Spencer)

COMMITTEE'S DECISION

THAT the Committee resolve that the minutes, report to Council of Audit Committee minutes and Council's decision of the previous Audit Committee meeting held Friday 29 May 2009, tabled by the Chairman, be confirmed with the exception that Alderman Kerry Moir was an apology for the meeting of Friday 29 May 2009 and this had not been recorded in the minutes.

In future, minutes of the Audit Committee will be signed by the Chairman.

CARRIED

6. BUSINESS ARISING FROM THE MINUTES PERTAINING TO THE PREVIOUS AUDIT COMMITTEE MEETING

Nil

7. INFORMATION ITEMS

Nil

8. ACTION ITEMS

Nil

9. OFFICERS REPORTS

9.1 Control Self Assessment Process

Report No. 09A0152 (28/08/09) Common No. 1602297

The committee discussed the reasoning for the introduction of self assessment of the performance of controls and activities of the Council. The committee thought that the proposed Control Self Assessment process could require a substantial amount of resources to complete. The committee encourages management to test the new process and then decide if a simpler system would be of more value.

OPEN SECTION

Audit Committee Meeting – Friday 28 August 2009

(Spencer/Galton)

COMMITTEE'S DECISION

THAT it be a recommendation to Council:

- A. THAT Report Number 09A0152 entitled Control Self Assessment Process, be received and noted.

CARRIED

9.2 Control Self Assessment – Compliance with Local Government Act 2008, Regulations and Guidelines

Report No. 09A0149 (28/08/09) Common No. 1622843

This checklist approach to Control Self Assessment (CSA) is different from the more detailed CSA questionnaires considered in item 9.1, which are normally based on the auditing of internal controls. The committee recommends the concept of an evaluation summary for the sign-off advising those areas which are currently not due for completion – mostly relating to financial statements at this time of the year - and those areas which have been identified as requiring remedial attention. The assessment should occur twice a year.

(Spencer/Galton)

COMMITTEE'S DECISION

THAT it be a recommendation to Council:

- A. THAT Report Number 09A0149 entitled Control Self Assessment – Compliance with Local Government Act 2009, Regulations and Guidelines, be received and noted.

CARRIED

9.3 External Audit Plan for the year ended 30 June 2009

Report No. 09A0151 (28/08/09) Common No. 1602297

KPMG is responsible for the professional conduct of the external audit. The committee is interested in the valuation of Developer's Contributions, as it was highlighted as a major risk component of the Operating Surplus measurement in 2008. The committee also requested that KPMG be asked to provide a commentary on management's discussion and analysis and to draw KPMG's attention to the existence of more recent internal audits of relevance to the external audit.

OPEN SECTION

Audit Committee Meeting – Friday 28 August 2009

(Moir/Spencer)

COMMITTEE'S DECISION

THAT it be a recommendation to Council:

- A. THAT Report Number 09A0151 entitled External Audit Plan for the year ended 30 June 2009, be received and noted.

CARRIED

9.4 Outstanding Audit Issue No. 111 – Car Parking Management Review

Report No. 09A0153 (28/08/09) Common No. 1579751

The committee congratulated the Business Services team for their response to the Car Parking Management Review.

(Galton/Moir)

COMMITTEE'S DECISION

THAT it be a recommendation to Council:

- A. THAT Report Number 09A0153 entitled Outstanding Audit Issue No. 111 – Car Parking Management Review, be received and noted.

- B. That the following Outstanding Audit Issues be transferred to the Audit Committee Completed Issues Register:

- Issue No. 2.A.1 Cancellations Policy and Payment Options (only)
- Issue No. 2.B.1
- Issue No. 2.B.2
- Issue No. 2.B.3
- Issue No. 2.B.4
- Issue No. 2.B.5
- Issue No. 2.B.6
- Issue No. 2.B.7
- Issue No. 2.B.8
- Issue No. 2.B.9
- Issue No. 2.B.10
- Issue No. 2.B.11
- Issue No. 2.B.12
- Issue No. 2.B.13
- Issue No. 2.B.16
- Issue No. 2.C.1
- Issue No. 2.C.2
- Issue No. 2.D.2
- Issue No. 2.D.3

OPEN SECTION

Audit Committee Meeting – Friday 28 August 2009

- Issue No. 2.D.7
- C. THAT the following Outstanding Audit Issues have the agreed completion date amended as follows:
- Issue No. 2.D.4 Inaccurate Cancellation of Occupancy – Amend to Dec 09
 - Issue No. 2.D.5 Cash Variances not Reported – Amend to Dec 09
 - Issue No. 2.D.6 Include Graphs in Monthly Reporting – Amend to June 2010

CARRIED

9.5 Internal Audit Plan 2009 – Progress Report

Report No. 09A0146 (28/08/09) Common No. 1581607

The committee encourages Council to undertake a more comprehensive Risk Management assessment process within the life of the current 'Evolving Darwin' Strategic Plan to better achieve Governance objectives identified in the Plan. The committee discussed how the internal audit plan supports the strategies of a number of goals of the 'Evolving Darwin' Strategic Plan.

(Galton/Moir)

COMMITTEE'S DECISION

THAT it be a recommendation to Council:

- A. THAT Report Number 09A0146 entitled Internal Audit Plan 2009 – Progress Report, be received and noted.
- B. THAT the compliance engagement 'Compliance with Local Government Act' be deleted as this review has been undertaken internally as part of the Control Self Assessment Process.

CARRIED

9.6 Outstanding Audit Issue Nos. 95.1 and 103 (2.1 to 2.4) – Records Management and Disposal Schedule

Report No. 09A0147 (28/08/09) Common No. 1630135

The committee raised concerns in relation to the copyright status of the Disposal Schedule once submitted to NT Archives. The committee endorsed the CEO's acknowledgement of the Records Management Team's dedication and achievements in progressing the completion of the Disposal Schedule.

OPEN SECTION

Audit Committee Meeting – Friday 28 August 2009

(Spencer/Galton)

COMMITTEE'S DECISION

THAT it be a recommendation to Council:

- A. THAT Report Number 09A0147 entitled Outstanding Audit Issue Nos. 95.1 and 103 (2.1 to 2.4) – Records Management and Disposal Schedule, be received and noted.
- B. THAT approval be granted for the suggested completion dates to suit staff arrangements and for completion of Outstanding Audit Issue No. 95.1.

CARRIED

9.7 Outstanding Audit Issue No. 105 (2.5) – Remuneration and Rewards

Report No. 09A0143 (28/08/09) Common No. 1375967

The committee recommends that the area of private use for motor vehicle be a kilometre radius rather than to a specific area; discounted gym membership and free Council Pool access be included in the Remuneration Strategy, when the policy is next reviewed.

(Galton/Moir)

COMMITTEE'S DECISION

THAT it be a recommendation to Council:

- A. THAT Report Number 09A0143 entitled Outstanding Audit Issue No. 105 (2.5) – Remuneration and Rewards, be received and noted.
- B. THAT Outstanding Audit Issue No. 2.5 (1&2) be transferred to the Audit Committee Completed Issues Register.

CARRIED

9.8 Outstanding Audit Issue No. 105 (2.6 (1&2) and 2.5 (3)) – Performance Management

Report No. 09A0148 (28/08/09) Common No. 1375967

(Moir/Galton)

COMMITTEE'S DECISION

THAT it be a recommendation to Council:

OPEN SECTION

Audit Committee Meeting – Friday 28 August 2009

- A. THAT Report Number 09A0148 entitled Outstanding Audit Issue No. 105 (2.6 (1&2) and 2.5 (3)) – Performance Management, be received and noted.
- B. THAT Outstanding Audit Issue No. 105 (2.6 (1&2) and 2.5 (3)) be transferred to the Audit Committee Completed Issues Register.

CARRIED

9.9 Outstanding Audit Issue No. 107 – Land Valuation Upload Process – Application Controls Audit

Report No. 09A0138 (28/08/09) Common No. 1417316

(Galton/Moir)

COMMITTEE'S DECISION

THAT it be a recommendation to Council:

- A. THAT Report Number 09A0138 entitled Outstanding Audit Issue No. 107 (2.7) – Land Valuation Upload Process – Application Controls Audit, be received and noted.
- B. THAT Item Outstanding Audit Issue No. 107 (2.7) – Land Valuation Upload Process – Applications Control Audit be transferred to the Audit Committee Completed Issues Register.

CARRIED

9.10 Outstanding Audit Issue No. 104 – Allocation of Burial Plots

Report No. 09A0155 (28/08/09) Common No. 1338974

It was noted that management will investigate the availability of Heritage Grants in relation to Pioneer Cemetery.

(Spencer/Galton)

COMMITTEE'S DECISION

THAT it be a recommendation to Council:

- A. THAT Report Number 09A0155 entitled Outstanding Audit Issue No. 104 – Allocation of Burial Plots, be received and noted.

OPEN SECTION

Audit Committee Meeting – Friday 28 August 2009

- B. THAT Outstanding Audit Issue No. 104 (9.3) be transferred to the Audit Committee Completed Issues Register.

CARRIED

9.11 Outstanding Audit Issue No. 106 – Physical Security / Risk Management

Report No. 09A0156 (28/08/09) Common No. 1393500

The committee requested a progress report on this outstanding audit issue at every second meeting until completed.

(Spencer/Galton)

COMMITTEE'S DECISION

THAT it be a recommendation to Council:

- A. THAT Report Number 09A0156 entitled Outstanding Audit Issue No. 106 – Physical Security / Risk Management, be received and noted.

CARRIED

9.12 Outstanding Audit Issue No. 109 – Internal Control Findings – External Audit Issues

Report No. 09A0144 (28/08/09) Common No. 1027675

(Galton/Moir)

COMMITTEE'S DECISION

THAT it be a recommendation to Council:

- A. THAT Report Number 09A0144 entitled Outstanding Audit Issue No. 109 – Internal Control Findings – External Audit Issues, be received and noted.
- B. THAT item Outstanding Audit Issue No. 109 (4) and (6) be transferred to the Audit Committee Completed Issues Register.
- C. THAT the completion date for Outstanding Audit Issue No. 109 (1-3) and (5) be changed to February 2010.

CARRIED

OPEN SECTION

Audit Committee Meeting – Friday 28 August 2009

9.13 Outstanding Audit Issue No. 107 – Application Controls – Internal Audit Issues

Report No. 09A0145 (28/08/09) Common No. 1417316

(Spencer/Galton)

COMMITTEE'S DECISION

THAT it be a recommendation to Council:

- A. THAT Report Number 09A0145 entitled Outstanding Audit Issue No. 107 – Application Controls – Internal Audit Issues, be received and noted.
- B. THAT the completion date for Outstanding Audit Issue No. 107 (2.4(a) and 2.6) be changed to March 2010.
- C. THAT Outstanding Audit Issue No. 107 (2.4(b)) be transferred to the Audit Committee Completed Issues Register.

CARRIED

9.14 Outstanding Audit Issue No. 110 – Management Responses to findings of Project Management Review

Report No. 09A0154 (28/08/09) Common No. 1581578

The committee discussed how the Management Responses to findings of Project Management Review supports the strategies 7.1.6 and 7.2.1 of the 'Evolving Darwin' Strategic Plan.

(Spencer/Moir)

COMMITTEE'S DECISION

THAT it be a recommendation to Council:

- A. THAT Report Number 09A0154 entitled Outstanding Audit Issue No. 110 – Management Responses to findings of Project Management Review, be received and noted.
- B. THAT the Audit Committee Outstanding Issues Register be updated with the Responsible Officers and Due Dates.

CARRIED

OPEN SECTION

Audit Committee Meeting – Friday 28 August 2009

9.15 Outstanding Audit Issue No. 108 (2.8.1) – Network Security Controls of the Information Security Audit

Report No. 09A0141 (28/08/09) Common No. 1437519

(Galton/Moir)

COMMITTEE'S DECISION

THAT it be a recommendation to Council:

- A. THAT Report Number 09A0141 entitled Outstanding Audit Issue No. 108 (2.8.1) – Network Security Controls of the Information Security Audit, be received and noted.

- B. THAT item Outstanding Audit Issue No. 108 (2.8.1) – Network Security Controls of the Information Security Audit be transferred to the Audit Committee Completed Issues Register.

CARRIED

10. General Business

10.1 Review of Outstanding Issues Register

Common No. 422690

(Moir/Galton)

COMMITTEE'S DECISION

The committee resolve under delegated authority:-

- A. THAT the Register of Outstanding Issues be received and noted.

- B. THAT the agreed completion date for Outstanding Audit Issue No. 112 be amended to November 2009.

CARRIED

10.2 Possible Change of Date - October 2009 Meeting

The General Manager Corporate Services will be on annual leave from the 23 October 2009 and therefore requested that the planned 30 October 2009 meeting date be changed.

OPEN SECTION

Audit Committee Meeting – Friday 28 August 2009

(Galton/Moir)

COMMITTEE'S DECISION

The committee resolve under delegated authority:-

- A. THAT the date for the next Meeting be changed to Friday 6 November 2009.

CARRIED

10.3 Information from the CEO – Works in Progress

The CEO presented information to the Audit Committee on the following matters currently in progress with Council:

A Meeting Procedures Workbook and Manual developed by Blackadder & Associates for the Council will be reviewed by the Chief Officers Group (COG) next week.

Access to Information by Elected Members – A clear direction as to what level of information Elected Members require access to is still being determined. A draft policy will be discussed at the COG meeting next week.

Review of Gifts and Benefits Policy – This requires discussion with Council as to how it will apply to Elected Members and employees. The reviewed policy will include control measures, registers and thresholds.

Contra arrangements – The Council is currently discussing how we deal with organisations and not-for-profit/community groups proposing access to Council facilities on a contra basis (in lieu of payment).

The committee noted the report from the CEO. The committee identified that these areas are in accordance with the Goals of 7.2.1 of 'Evolving Darwin' Strategic Plan, "Display contemporary leadership and management practices within Council".

The meeting moved into the Confidential Section at 11.26am and then recommenced the Open Section at 11.39am.

MR IAIN SUMMERS (CHAIRMAN) –
AUDIT COMMITTEE MEETING –
FRIDAY 28 AUGUST 2009

ENCL: NO

DARWIN CITY COUNCIL
REPORT

DATE: 11/09/09

TO: CORPORATE & ECONOMIC
DEVELOPMENT COMMITTEE / OPEN

APPROVED: LC

FROM: GENERAL MANAGER CORPORATE
SERVICES

APPROVED: FC

REPORT NO: 09A0162

COMMON NO: 376351

SUBJECT: MONTHLY ON-STREET AND OFF-STREET PARKING STATISTICS
AUGUST 2009

ITEM NO: 10.6**SYNOPSIS:**

This report provides statistical information for car parking in the Central Business District (CBD) for August 2009.

GENERAL:**ON-STREET PARKING METERS**

Tabled below is the revenue collected from on-street car parking for the month of August 2009.

The total net amount collected for Zones A, B & C is \$159,039.

Year to date the total net for all the zones is \$311,174.

Total average occupancy is 44%.

	Number of Bays	Occupancy	Net Amount Collected for August 2009	Net Amount Collected for August 2008	Year to Date for 2009/10 Financial Year	Year to Date for 2008/09 Financial Year
Zone A	672	56%	* \$ 95,550	\$ 65,053	\$ 171,288	\$ 142,603
Zone B	620	32%	\$ 32,007	\$ 31,275	\$ 69,660	\$ 58,570
Zone C	545	45%	\$ 31,482	\$ 24,932	\$ 70,226	\$ 51,729
Total	1837	44%	\$ 159,039	\$ 121,260	\$ 311,174	\$ 252,902

PAGE: 2
 REPORT NUMBER: 09A0162
 SUBJECT: MONTHLY ON-STREET AND OFF-STREET PARKING STATISTICS
 AUGUST 2009

* The increased revenue in Zone A has resulted from greater levels of compliance from a more proactive regulatory services campaign.

OFF-STREET CAR PARKS

Tabled below is the revenue collected from the Off-Street car parking for the month of August 2009.

The total amount collected is \$143,971.

Year to date the total net amount collected is \$627,217.

The total occupancy of all car parks combined in August 2009 is an average of 87%.

	Total Number of Bays	Number of Short Term Bays	Occupancy	Net Amount Collected for August 2009	Net Amount Collected for August 2008	Year to Date for 2009/2010 Financial Year	Year to Date for 2008/2009 Financial Year
West Lane	444	175	89%	* \$ 80,336	\$ 24,075	\$ 276,245	\$ 227,673
Cavenagh St	393	305	93%	\$ 21,337	\$ 22,034	\$ 76,556	\$ 78,228
McLachlan St	90	59	94%	\$ 4,301	\$ 3,510	\$ 20,495	\$ 17,582
McMinn St	215	196	112%	\$ 9,956	\$ 9,302	\$ 22,211	\$ 24,380
Mitchell/Daly	120	96	97%	\$ 4,055	\$ 3,531	\$ 12,755	\$ 9,238
Nichols Place	162	119	87%	\$ 7,622	\$ 7,854	\$ 27,078	\$ 24,897
Chinatown	500	278	52%	\$ 6,974	\$ 7,517	\$ 156,158	\$ 93,329
Stott Lane	45	1	98%	\$ 1,964	\$ 55	\$ 14,736	\$ 10,503
Darwin Oval	76	56	119%	\$ 5,361	\$ 4,197	\$ 16,813	\$ 10,832
Woods St	56	56	15%	\$ 378	\$ 276	\$ 700	\$ 325
Mitchell St	39	39	98%	\$ 1,687	\$ 2,623	\$ 3,468	\$ 5,296
Total	2140	1380	87%	\$ 143,971	\$ 84,974	\$ 627,217	\$ 502,283

* The noticeable increase in Westlane Carpark income compared to August 2008 is principally due to a large annual corporate account being paid August (45 bays) which was paid in October in the prior year.

Occupancies of over 100% are possible due to the combination of turnover within any particular off-street facility during charging hours and the set parking fee within that facility.

PAGE: 3
 REPORT NUMBER: 09A0162
 SUBJECT: MONTHLY ON-STREET AND OFF-STREET PARKING STATISTICS
 AUGUST 2009

FINANCIAL IMPLICATIONS:

As noted in the body of the report.

ACTION PLAN IMPLICATIONS:

The issues addressed in this Report are in accordance with the following Goals/Strategies of the Action Plan of the Darwin City Council 2004 - 2008:

4 INFRASTRUCTURE MANAGEMENT

4.4 Car Parking

Goal To provide adequate and appropriate parking facilities in a timely manner.

LEGAL IMPLICATIONS:

Nil

ENVIRONMENTAL IMPLICATIONS:

Nil

PUBLIC RELATIONS IMPLICATIONS:

Nil

COMMUNITY SAFETY IMPLICATIONS:

Nil

DELEGATION:

Nil

CONSULTATION:

Carparks Co-ordinator
 Australian Parking & Revenue Control

PROPOSED PUBLIC CONSULTATION PROCESS:

Nil

APPROPRIATE SIGNAGE

Nil

PAGE: 4
REPORT NUMBER: 09A0162
SUBJECT: MONTHLY ON-STREET AND OFF-STREET PARKING STATISTICS
AUGUST 2009

RECOMMENDATIONS:

THAT it be a recommendation to Council:-

- A. THAT Report Number 09A0162 entitled Monthly On-Street and Off-Street Parking Statistics August 2009, be received and noted.

LIAM CARROLL
BUSINESS SERVICES MANAGER

FRANK CRAWLEY
GENERAL MANAGER
CORPORATE SERVICES

Any queries on this report may be directed to Helen Whittington on 8930 0570 or
h.whittington@darwin.nt.gov.au

ENCL: YES

DARWIN CITY COUNCIL

DATE: 11/09/2009

REPORT

TO: CORPORATE AND ECONOMIC
DEVELOPMENT COMMITTEE / OPEN

APPROVED: FC

FROM: GENERAL MANAGER CORPORATE
SERVICES

APPROVED: LC

REPORT NO: 09A0170

COMMON NO: 378343

SUBJECT: WALKWAY NO. 166 – MADDOCK COURT TO MALAK PARK, MALAK

ITEM NO: 10.7

Council has received a request from Mr Bofilios owner of 4 Maddock Court, Malak for the purchase of Walkway No. 166 adjacent to his residence. This walkway has been assessed as non-essential in the recent Walkway Assessment review undertaken in August 2009.

This report recommends to support the proposed closure and sale of this walkway subject to the undertaking of a community consultation process.

GENERAL:

In 2003, Mr Michael Bofilios wrote to Council expressing an interest in purchasing Walkway No. 166. At the time, the walkway was classified C, non-essential. Council advised Mr Bofilios that the walkway was parkland and as such could not be sold under the current Walkway Policy, which was under review at the time.

Council conducted a walkway assessment in August 2009 which has assessed this walkway as non-essential.

Walkway No. 167, which is in close proximity, has been assessed as essential and should remain.

Mr Bofilios advised that antisocial behaviour continues in this walkway. Closure of this walkway would have little impact on the community, which would be confirmed by the public.



PAGE: 2
REPORT NUMBER: 09A0170
SUBJECT: Walkway No. 166 – Maddock Court to Malak Park, Malak

LEGAL IMPLICATIONS:

Nil

ENVIRONMENTAL IMPLICATIONS:

No environmental implications have been identified.

PUBLIC RELATIONS IMPLICATIONS:

May impact on members of the public affected by the closure.

RECOMMENDATIONS:

That it be recommended to Council:-

- A. THAT report number 09a0170, entitled Walkway No. 166 - Maddock Court to Malak Park, Malak be received and noted.
- B. THAT Council support the sale and closure of Walkway No. 166, Maddock Court subject to the undertaking of a community consultation process and that a further report be brought back to Council with the outcome of this consultation.

LIAM CARROLL
MANAGER BUSINESS SERVICES

FRANK CRAWLEY
DIRECTOR CORPORATE SERVICES

Any queries on this report may be directed to Liam Carroll on 08 8930 0559 or l.carroll@darwin.nt.gov.au

Dear Sir / Madam

I am the owner [REDACTED] I first applied to the DCC in May 1996 to purchase the laneway that runs between nos. 4 and 5 Maddock Court from Maddock Court to the Mulak Park.

I initially got the ok from Council, but then there was a change of policy, and things did not proceed.

I understood that this driveway is one of those now tagged by Council for sale, and I still want to purchase the lot.

I'd appreciate your advice what the application and purchase process involves, so I can get it started.

[REDACTED]
[REDACTED]
[REDACTED]

(Chairman of Members all)
 Heard my report of my agency
 to be in the line of my
 committee. I was informed
 by

In Reference 37834311T/km

11 July 2003

[REDACTED]
[REDACTED]
[REDACTED]

Don [REDACTED]

REQUEST TO CLOSE WALKWAY MADDOCK COURT

I apologise for the late response to your letter dated 17 June, 2003 requesting closure of the walkway adjacent your property. The walkway in question actually forms part of the adjacent green belt park and under Council's current policy, it will not sell suburban parks or parts of suburban parks. Council is however currently reviewing its Walkway Policy and if its position changes your case could be reviewed.

If you have any further queries please contact Dave Thiele on 8982 2618.

Yours sincerely

DAVE THIELE
OPERATIONS ENGINEER

cc: Ward Alderman
Veronica Anderson Safety Project Officer

558 JUN 2003

17th June 2003

Mr Dave Thiele
Operations Engineer
Darwin City Council
GPO Box 84
Darwin NT 0801

Dear Mr Thiele

I am the owner of [REDACTED] and I am writing to express my interest in the purchase of the laneway situated between numbers 4 and 5 Maddock Court, should Council approve closure of the lane.

My parents owned the house before me, and I lived there from 1979. I have observed that pedestrian traffic through the laneway is minimal but considerable Council resources are applied from time to time to maintain and clean the laneway.

The laneway runs between Maddock Court and the park which backs onto houses behind numbers [REDACTED] (that strip of park also provides a walkway between Darwent Street and further parkland adjoining Malak School). There is a similar lane between numbers 9 and 10 Maddock Court, that would appear to duplicate the type of access (to Maddock Court to the park) provided by the laneway next to my house.

I have considered ways in which pedestrian traffic may be affected by the closure of the laneway next to 4 Maddock, and believe that it would make no difference at all. Residents of Maddock Court wanting to go to / through the park, or people coming into Maddock Court from the park area (adjacent to the school or from the shopping centre / oval direction), would still have the laneway between 9 and 10 to use.

Pedestrians accessing Maddock Court from Darwent Street between Maddock Court and Patterson Street, or further afield, would not be caused to walk any further by walking to and along Maddock Court, rather than through the park and the laneway.

My house [REDACTED] is situated on the block so that front and back entrances face neighbours on either side, not the front and back of the lot. The house is at the closest points 3 metres from the fence with 3 Maddock Court, and approximately 5 metres from the fence on the laneway. The additional space that would result by adding the laneway to the block would alleviate that confinement.

I submit therefore that closure of the lane would reduce Council costs, would not inconvenience residents in the area, and make it a more pleasant place to live.

I would be pleased to discuss my application with you.

Yours sincerely

[REDACTED]

ENCL: YES

DARWIN CITY COUNCIL

DATE: 11/09/2009

REPORT

TO: CORPORATE AND ECONOMIC
DEVELOPMENT COMMITTEE / OPEN

APPROVED: FC

FROM: GENERAL MANAGER CORPORATE
SERVICES

APPROVED: LC

REPORT NO: 09A0169

COMMON NO: 226536

SUBJECT: GARDENS OVAL SPORTING COMPLEX CLUB / BAR FACILITIES

ITEM NO: 10.8

SYNOPSIS:

A meeting was held on the 26th August 2009 for the official handover of the Gardens Oval sports club facilities from Waratah Sports Club Inc to Darwin City Council.

In attendance were the President of Waratah Spots Club Inc, John Jenkins, the President of Waratah Cricket Club Inc, David Jackson, President of Waratah Football Club Inc, Grant Hatcher and Manager Business Services from Council.

A letter acknowledging termination of the Waratah Sports Club lease was completed by John Jenkins and a temporary licence to occupy the premises was issued jointly to Waratah Cricket Club & Waratah Football Club (**Attachment A**).

This report recommends finalising a new lease to be issued in joint names to Waratah Football Club Inc and Waratah Cricket Club for a period of one (1) year with a further four (4) year option. The terms and conditions of the lease will be similar to previous arrangement other than both Clubs have agreed to pay an annual rental of \$3,000 each, per annum to occupy the premises.

Waratah Football Club Inc will occupy the premises for six (6) months each year from 1 October to 31 March, and Waratah Cricket Club Inc for the alternate six (6) months. It is proposed to trial the arrangement for the first year before agreeing to a further four year option to 2014.

GENERAL:

Council's last decision on this matter in July 2009 was as follows

14.5 Gardens Oval Sporting Complex – Club/Bar Facilities
Report No. 09A0124 FC:lc (22/07/09) Common No. 226536

With the consent of the Council, the Decisions arising from this item were moved from the Confidential Section into the Open Section of the Minutes **56**

PAGE: 2
 REPORT NUMBER: 09A0169
 SUBJECT: Gardens Oval Sporting Complex Club/Bar Facilities

(Moir/Sangster)

- A. THAT Report Number 09A0124 entitled, Gardens Oval Sporting Club / Bar Facilities, be received and noted.

Carried

- B. THAT following their commitment to commence winding up of the Waratah Sports Club Inc, Council terminate its lease with Waratahs Sports Club Inc and write off amounts up to the outstanding debt.

Carried

- C. THAT if the Waratah Sports Club Inc have not sufficiently progressed the winding up to the satisfaction of the Chief Executive Officer by the 30 September 2009, Council institute immediate action to force the winding up of the Waratah Sports Club Inc.

Carried

- D. THAT Council Officers proceed to negotiate with Waratah Football Club Inc and Waratah Cricket Club Inc for the occupation of the club/bar facility at Gardens Oval Sporting Complex based on their proposals and that a further report be brought back to Council on the proposed terms and conditions.

Carried

- E. THAT Council decline the offer from Mindil Beach Sunset Markets to occupy the Sports Club premises at Gardens Oval.

Carried

- F. THAT expressions of interest be sought for the use of the building taking into account the needs of the Waratah Football Club Inc and the Waratah Sports Club Inc.

Motion was Lost

- G. THAT Council continue to assist Happy Yess to find suitable accommodation.

Carried

- H. THAT following notification of the decision to the Waratah Sports Club Inc, the decision be moved into Open.

Carried

DECISION NO.20\1849 (28/07/09)

ACTION: GM CORP
 NOTE: CEO
 ACTION: CA

FINANCIAL IMPLICATIONS:

An annual rental of \$6,000 will be received from the clubs for the occupation of the premises.

PAGE: 3
REPORT NUMBER: 09A0169
SUBJECT: Gardens Oval Sporting Complex Club/Bar Facilities

PUBLIC RELATIONS:

The public relations implications in relation to this matter are significant. Many community members consider that despite the club premises being built on Council land, it is the property of Waratah Club members who funded the construction of the premises.

LEGAL IMPLICATIONS:

A one (1) year lease with a further option for four years is proposed to be issued in joint names to Waratah Football Club Inc Waratah Cricket Club Inc.

CONSULTATION:

Chief Officers Group
General Manager Community Services – John Banks

RECOMMENDATIONS:

THAT it be a recommendation to Council:-

- A. THAT Report Number 09A0124 entitled Gardens Oval Sporting Club / Bar Facilities be received and noted.
- B. THAT delegation be granted to the Chief Executive Officer to finalise the lease with Waratah Football Club Inc and Waratah Cricket Club Inc for the occupation of the club/bar facility at Gardens Oval Sporting Complex for a period of one (1) year with a further four (4) year option based on a rental of \$3,000 each per annum and the Lord Mayor and Chief Executive Officer sign and seal the associated lease documentation.

LIAM CARROLL
MANAGER BUSINESS SERVICES

FRANK CRAWLEY
GENERAL MANAGER
CORPORATE SERVICES

Any queries on this report may be directed to Liam Carroll on 8930 0559 or l.carroll@darwin.nt.gov.au

Please quote: 181926 AB

Date: 26/8/2009

Mr Liam Carroll
Darwin City Council
GPO Box 84
DARWIN NT 0801

Dear Liam

Notice to Quit

I refer to the Notice to Quit from Darwin City Council dated 17 August 2009 received today and acknowledge and accept that the lease (registered lease no. 463682) has been terminated, and agree to vacate the premises immediately.

Yours faithfully,

A handwritten signature in blue ink, appearing to be 'John Jenkins', written over a horizontal line.

John Jenkins
President
Waratah Sports Club Inc

ENCL: YES

DARWIN CITY COUNCIL
REPORT

DATE: 07/09/09

TO: CORPORATE AND ECONOMIC
DEVELOPMENT COMMITTEE/OPEN

APPROVED: GF

FROM: CHIEF EXECUTIVE OFFICER

APPROVED: BD

REPORT NO: 09TC0054 GF:jp

COMMON NO: 1625231

SUBJECT: VICKERS VIMY – 90 YEAR ANNIVERSARY 10 DECEMBER EVENT

ITEM NO: 10.9**SYNOPSIS:**

This report pertains to a request for support from the Hon. Austin Asche AC, QC on behalf of the Fannie Bay History and Heritage Society for the 90th Anniversary Commemoration Event for the first flight of a Vickers Vimy aircraft from England to Australia.

GENERAL:**HISTORICAL BACKGROUND**

On 12 November 1919, Ross and Keith Smith, with mechanics Wally Shier and Jim Bennett, set out from Hounslow, near London, for Australia in a Vickers Vimy. Arriving 28 days later in Darwin, NT, they claimed a £10,000 prize offered by the Commonwealth Government for the first Australians to fly from England to Australia in less than 30 days.

Additional historical background is compiled in Attachment 1.

EVENT BACKGROUND

The Fannie Bay History and Heritage Society traditionally conduct a commemoration event, marking the anniversary of the flight of the Vickers Vimy. With the 90th Anniversary approaching, the Society is looking for a greater level of partnership and support from various organisations including Darwin City Council, Northern Territory Government and the Defence Force.

PAGE: 2
 REPORT NUMBER: 09TC0054 GF:jp
 SUBJECT: VICKERS VIMY – 90 YEAR ANNIVERSARY 10 DECEMBER EVENT

According to Fannie Bay History and Heritage Society, the aim of the event is “to mark this occasion (10 December 2009) in such a way as to bring it to the attention of the general public, and to accord the pioneer airmen and those associated with the flight, due recognition.”

- A range of suggestions have been offered up as to the theme of the event and are outlined in Attachment A, “Preliminary notes for Event Meeting”.

SUPPORT OPTIONS

OPTION ONE:

Provide Fannie Bay History and Heritage Society with Event Sponsorship of:

Three Year Sponsorship - \$10,000 cash and \$5,000 in-kind support.

OPTION TWO:

Three Year Event Partnership – Budget Allocation of \$30,000.

Provide logistical and event management support to the Fannie Bay History and Heritage Society and present in all promotions as an Event Partner.

Darwin City Council currently provides logistical support and event management services in the delivery of events such as Welcome Home Parades and Freedom of Entry Parades. While these events are managed by Council in association with the Defence Force, they are in effect, Defence Force Events. Council takes a partnership role with these events to ensure Council services can be provided adequately and that the event is managed and conducted well.

Council’s Communications and Marketing section has identified an opportunity to provide a similar partnership style of support to the Fannie Bay History and Heritage Society.

This approach is in keeping with Council’s Evolving Darwin Strategic Directions as outlined in this report, in particular **Goal 6: Promote Brand Darwin**.

PAGE: 3
 REPORT NUMBER: 09TC0054 GF:jp
 SUBJECT: VICKERS VIMY – 90 YEAR ANNIVERSARY 10 DECEMBER EVENT

CRITERIA	COMMENT
Generally excluded: <ul style="list-style-type: none"> • Conference • Individual • Record attempt • Fundraiser 	Event is within parameters of this condition.
Local/National /International	National / International.
Contribution to identity of City	Yes
Contribution to Economic Growth	As part of long-term tourism strategy, commemorative events will provide contribution to local economic growth.
Promotes Community Participation	Yes
Sector – Business/Industry/economic/social/sporting/ environmental/cultural/educational	Cultural and Educational
Branding and profile raising opportunities	High
Leverage via media or advertising	High
Leverage through attendance/staging/display/ Or complementary event	High
Sponsorship benefits	Moderate
Audience reach	Moderate
Consistency with Council's core business or Action Plan objectives	High
Capacity to deliver long term benefits	High
Organisational capacity to deliver event	Moderate to High
Budget provided	Communications and Marketing Event Management Budget provided.

FINANCIAL IMPLICATIONS:

Not budgeted for. This initiative would require a First Quarter Budget Variation.

Implications from Option One: \$10,000 Cash
 \$5,000 In-kind

PAGE: 4
 REPORT NUMBER: 09TC0054 GF:jp
 SUBJECT: VICKERS VIMY – 90 YEAR ANNIVERSARY 10 DECEMBER EVENT

Implications from Option Two:

Item	Expenditure
Pavilion 10 metre x 15 metre	\$2,500
Seating x 200	\$440
Audio System	\$600
Labour (associated with Total Event Services)	\$930
Marketing and promotion of event	\$15,000
Staffing costs	\$4,000
Other Council In-kind costs	\$5,000
Contingency	\$1,000
TOTAL	\$29,470

STRATEGIC PLAN IMPLICATIONS:

The issues addressed in this Report are in accordance with the following Goals/Strategies of the Darwin City Council 2008 – 2012 as outlined in the 'Evolving Darwin Strategic Directions: Towards 2020 and Beyond':-

Goal

- 1 Achieve Effective Partnerships and Engage in Collaborative Relationships

Outcome

- 1.2 Effectively engage with community

Key Strategies

- 1.2.2 Develop ways in which Council can enhance relationships and work collaboratively with Community Groups

Goal

- 2 Enhance Darwin's Active, Positive and Flexible Lifestyle

Outcome

- 2.2 Increase recreational, cultural and heritage experiences

Key Strategies

- 2.2.6 Actively manage heritage strategies under Council's control

Goal

- 2 Enhance Darwin's Active, Positive and Flexible Lifestyle

PAGE: 5
 REPORT NUMBER: 09TC0054 GF:jp
 SUBJECT: VICKERS VIMY – 90 YEAR ANNIVERSARY 10 DECEMBER EVENT

Outcome

2.3 Promote family friendly activities

Key Strategies

2.3.1 Promote and host family orientated recreational and leisure activity

Goal

6 Promote Brand Darwin

Outcome

6.1 Increase Council's profile

Key Strategies

6.1.1 Provide strategic sponsorship for major events

Goal

6 Promote Brand Darwin

Outcome

6.2 Promote our Darwin city

Key Strategies

6.2.1 Promote Darwin's history, particularly its WWII experiences

Goal

6 Promote Brand Darwin

Outcome

6.2 Promote our Darwin city

Key Strategies

6.2.2 Promote Darwin as a place for tourists and residents to enjoy a tropical lifestyle

Goal

6 Promote Brand Darwin

Outcome

6.2 Promote our Darwin city

Key Strategies

6.2.3 Celebrate the city's evolution

PAGE: 6
REPORT NUMBER: 09TC0054 GF:jp
SUBJECT: VICKERS VIMY – 90 YEAR ANNIVERSARY 10 DECEMBER EVENT

LEGAL IMPLICATIONS:

Nil

ENVIRONMENTAL IMPLICATIONS:

Nil

PUBLIC RELATIONS IMPLICATIONS:

No immediate public relations implications have been identified in respect to this report. There is potential media interest in any Council activity and Council's Chief Officers Group review all reports and potential issues or any media interest is brought to the attention of the Manager Communications and Marketing.

COMMUNITY SAFETY IMPLICATIONS:

Nil

DELEGATION:

Nil

CONSULTATION:

Fanny Bay History and Heritage Society / Darwin High School
Australian Defence Force
The Hon. Austin Asche AC, QC

PROPOSED PUBLIC CONSULTATION PROCESS:

Nil

APPROPRIATE SIGNAGE

Nil

PAGE: 7
 REPORT NUMBER: 09TC0054 GF:jp
 SUBJECT: VICKERS VIMY – 90 YEAR ANNIVERSARY 10 DECEMBER EVENT

RECOMMENDATIONS:

THAT the Committee resolve under delegated authority:-

- A. THAT Report Number 09TC0054 GF:jp entitled Vickers Vimy – 90 Year Anniversary 10 December Event, be received and noted.
- B. THAT an amount of \$30,000 be referred to the 1st Quarter Budget Review.
- C. THAT, subject to funding being available, Council endorse Option 2 of this report:
 - i) Three Year Event Partnership – Budget Allocation of \$30,000.
 - ii) Provide logistical and event management support to the Fanny Bay History and Heritage Society and present in all promotions as an Event Partner.

GRANT FENTON
MANAGER COMMUNICATIONS AND
MARKETING

BRENDAN DOWD
CHIEF EXECUTIVE OFFICER

Any queries on this report may be directed to Grant Fenton on 5516.

Attachment A Common Number 1625231 Document Number 1645074

- Invitation to attend preliminary meeting and background notes
- "Preliminary notes for meeting"

*Preliminary notes for 4.30pm meeting of interested parties held at the
Offices of the Hon Austin Asche, Friday 10 July 2009*

Event:

10th December 2009 marks the 90th anniversary of the first international flight to land in Australia. *by Ross and Keith Smith;*

Aim:

To mark this occasion in such a way as to bring it to the attention of the general public, and to accord the pioneer airmen and those associated with the flight, due recognition.

Suggested Concept to mark 90th anniversary:

• **Display:**

- o A public display in NT Library Parliament House, of material appropriate to the occasion
(Materials may possibly be sourced from National Archives of Australia, Northern Territory Archives Service, NT Library, RAAF Point Cook Aviation Museum, West Torrens Railway, Telegraph and Aviation Museum, Qantas Heritage Centre and others)

• **Reception:**

- o A Reception to be held on the evening of Wednesday 9th Dec at the NT Library Parliament House.
- o The Reception to be hosted by QANTAS with Qantas personnel in uniform serving food and drinks.
- o Short talk by Qantas Executive on the pioneering achievements of Hudson Fysh and the subsequent growth of his airline.
- o Invited guest list

• **Commemoration:**

- o Possibly a late afternoon start on Thursday 10 December at the Memorial corner Ross Smith Ave and East Point Road. The Vickers Vimy and its crew landed at 3.40pm.
- o Short ceremony conducted by Fannie Bay History and Heritage Society with assistance from Darwin High School students.
- o RAAF Honour Guard to raise the Australian flag.
- o RAN boat stationed off-shore in Fannie Bay in a recreation of the UMAS SYDNEY role.

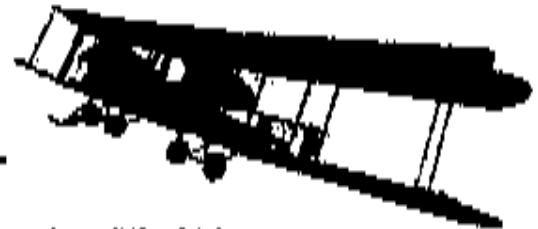
- o Tiger Moth leading a flypast of DCC and a modern RAAF plane followed by a 'stamp-and-learn'.
- o Static display of helicopters by regimental descendants of the Vickers Vimy crew who, with the exception of Keith Smith all enlisted initially in 1st Light Horse Regiment, then transferred to the Australian Flying Corps.
- o Refreshments hosted by the local member Mr Michael Ginner M.L.A.
- o Display of Historic photos and Defence Force Promotional material.
- o Invitation list.

Funding

• **Promotion:**

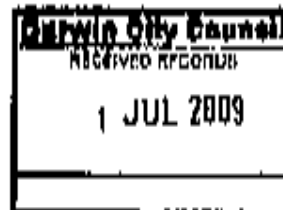
- o A series of Postage Stamps focussing on the pioneer aviators and their plane
- o Article in the Qantas in flight magazine, December issue. *Nov.*
- o NT News feature article *→ Editor M. King for pub.*
- o ABC-TV news
- o Territory Stateline segment
- o Ch 9 news
- o Tourism promotion -- brochures in hotels, motels etc.
- o Info into schools
- o Commissioner & Public Lib
- o Website - sound bite -- Tape Recording

FANNIE BAY HISTORY & HERITAGE SOCIETY INC.



*To encourage the appreciation and preservation of the history
and heritage of the Fannie Bay area*

Mr Brendon Dowd
Chief Executive
Darwin City Council
GPO Box 84
DARWIN NT 0801



Dear Mr Dowd *Brendon Dowd*

90th Anniversary of the Great Air Race

10 December 2009 marks the 90th anniversary of the Great Air Race, when the first international flight touched down in Australia at Darwin.

The Fannie Bay History and Heritage Society Inc. are planning to mark this special occasion and are seeking the support of prominent organisations, especially those with links to this great flight.

The Hon Austin Asche AC, QC is hosting a short meeting at his office to discuss plans and possible arrangements for this milestone event. Mr Asche's office is located on the 9th floor NT House, corner Bennett and Mitchell Streets in the City.

Mr Asche, as Patron of the Fannie Bay History and Heritage Society cordially invites you or your representative to attend this meeting which will be at 4.30pm on Friday 10th July 2009.

Yours sincerely

Judy Boland

Judy Boland
President
30 June 2009

c/o PO Box 11, PARAP NT 0804

For further information please contact Wendy on 08 8981 9033 or e-mail jwb@fbsociety.net.au

The Great Air Race

Fannie Bay holds a unique place in the history of international aviation. On 10th December 1919, the first aircraft to make the flight from England to Australia touched down on a small grass landing strip, hacked out of the scrub near the Fannie Bay Gaol.

In 1919, Prime Minister Billy Hughes, sensing that Australia still remained isolated from the rest of the world, initiated 'the Great Air Race'. This was in hope that Australia would be put on the world stage in the realms of aviation, and in essence the race achieved this. A prize of £10,000 was to be awarded to the crew of the first machine to fly from London to Australia in 30 days or less. The crew had to be Australian and it had to be completed by 31st December 1920. The starting place was to be Hounslow Aerodrome or Calshot Seaplane Station in England and the final landing place to be "in the vicinity of Port Darwin in Australia".

Several Australian pilots entered the race. These included Charles Kingsford-Smith, Bert Hinkler and Charles Ulm. Kingsford-Smith or 'Smithy' as he was known, had trouble finding a crew that could navigate well, so was barred from the competition. Hinkler on the other hand wanted to fly solo but race officials thinking it too dangerous, forced him to withdraw. That left the Smith brothers as the main contenders. Along with their crew of two mechanics, the Smith brothers set off from England at 8.00am on November 12th in bad weather. **Their plane was made from wood, canvas and wire.**

The flight took Smith and his companions from England, across Europe to Taranto in Italy. They then flew over Iraq to Delhi, then to Calcutta and Rangoon. One of the final legs of the journey was over Thailand then down through the Indonesian Islands. Throughout the journey they were confronted with many dilemmas and problems such as heavy winds and storms, muddled fuel orders and landing on dangerously short racetracks which were temporarily used as airstrips. However a major test of their willpower was when they landed in Surabaya. The crew landed the aircraft where the surface was hard, but alarmingly, the plane quickly sank as the soil underneath the surface was soft reclaimed land. After numerous locals had helped to retrieve the aircraft, which was in a terrible condition, a temporary runway 350 yards long and 40 yards wide was made using bamboo mats from a nearby village.

After a successful take-off the aircraft passed over the Timor Sea and HMAS SYDNEY stationed midway between Timor and Australia. The SYDNEY had been positioned to act as a navigation aid to the fliers, its bows pointed in the direction of Australia. The Vickers Vimy flew low across the decks in salute and to the rousing cheers of the sailors. The intrepid airmen did a few laps around the ship, forgetting they were using up precious fuel. Then they began to get worried as they couldn't see land and fuel was running out. At last, they spotted a 'smudge' on the horizon, nothing more and cheered. They had made it! The smudge was the tall chimneys of Vestey's Meatworks. They landed in Darwin with '½ an eggshell of fuel left'!

They had touched down on Australian soil on Wednesday 10th December at 3.40 in the afternoon after travelling 11,240 miles in 28 days. The two Smith brothers received the cheque for £10,000 (today about \$2.5 million) which they shared equally with their mechanics. Both Ross and Keith Smith received knighthoods for their achievement and Sergeants Shiers and Bonnett received commissions as lieutenants for their part. A truly remarkable fact is that the crew which won the race had all at some time been involved in the defence of their country.

The landing of the winner of the Great England-Australia Air Race, marked the beginning of Australia's international aviation industry and put Australia on the map in the eyes of the aviation community. The race facilitated the formation of QANTAS and the routes pioneered by Ross Smith are still used by aircraft today. Not only did the race do this, but it is an inspiration to young Australians even to this day. Australian airmen were a driving force behind the development and expansion of the aviation industry which has revolutionised the way we travel and even the way we think.

This year we commemorate the 90th anniversary of the achievements of these distinguished pioneer aviators.

Ross Smith

Ross Smith was born in Adelaide in 1892. In World War I he served with the Australian Light Horse at Gallipoli and in 1916 transferred to the newly formed Australian Flying Corps. In a distinguished career he was awarded the Military Cross, the Distinguished Flying Cross and the Air Force Cross. In 1922 Sir Ross Smith was killed while flying a Vickers Viking in preparation for an around-the-world flight.

Ross Smith was one of the greatest aviators of the First World War and the early civil aviation era of the 1920s. Smith's influence on aviation was far greater than the breaking of records or the creation of new air lanes; he opened up Australia, New Zealand, Indonesia and Thailand to the world by air and put Darwin on the map of international aviation. Routes that are travelled regularly by the major air lines of the world today were pioneered by him. During the 1920s and 1930s many of the world renowned pioneer aviators such as Charles Kingsford-Smith, Amy Johnson, Bert Hinkler and Francis Chichester landed in Fannie Bay following in the footsteps of Ross Smith and his crew.

Keith Smith

Keith Smith was born in Adelaide in 1890. He became a pilot when he joined the Royal Flying Corps in Britain in 1914. After the war and their record breaking flight, Sir Keith became the Vickers Manufacturing Company's representative in Australia and subsequently a director of several airlines and other public companies. Sir Keith died in 1955.

Hudson Fysh

Although not competing in the air race, Wilmot Hudson Fysh, another Australian became a key player in the organisation of The Great Air Race. Similarly to Ross Smith, Fysh joined the 1st Australian Light Horse Brigade following the declaration of war. He fought at Gallipoli, Palestine and Sinai. He fought under the then Lieutenant Ross Smith then became his replacement when Ross Smith transferred to the Australian Flying Corps. Similarly Fysh transferred to the Australian Flying Corps and qualified as an observer and gunner and received a Distinguished Flying Cross for his actions in aerial warfare.

Fysh was unable to join the race. However he was commissioned to survey and establish a landing site at Port Darwin in preparation for the air race. Fysh rejected the use of the racecourse as a landing strip for the aircraft from England and instead created a small strip near Fannie Bay Gaol. In the years following the race, Fysh co-founded the Queensland and Northern Territory Aerial Service and became a major contributor in the development of the Australian aviation industry. The company was named QANTAS with 'ANZAC as its inspiring factor'. Throughout the remainder of Fysh's life he was a key contributor to the aviation industry, becoming the president of the International Air Transport Association.

ENCL: NO

DARWIN CITY COUNCIL

DATE: 10/09/09

REPORT

TO: CORPORATE AND ECONOMIC DEVELOPMENT COMMITTEE/OPEN APPROVED: GF

FROM: CHIEF EXECUTIVE OFFICER APPROVED: BD

REPORT NO: 09TC059

COMMON NO: 936753

SUBJECT: CHRISTMAS STREET DECORATIONS, CHRISTMAS TREE EVENT & SANTA IN THE MALL ACTIVITY

ITEM NO: 10.10

SYNOPSIS:

This report pertains to Christmas street decorations, Christmas Tree Event and Santa in the Mall activity currently provided by Darwin City Council.

GENERAL:

Christmas Street Decorations

With the 2006 cessation of Darwin City Council's CBD Promotion Levy, the provision of Christmas Decorations for the City area came under the auspice of Council's Public Affairs Section.

Since 2006, Council has contracted the services of a contractor to provide Christmas decorations. This contract has been delivered on an annual basis. The Manager Communications and Marketing has met with the previous contractor and is currently to discuss a range of options for Christmas 2009.

Since 2006 there has been a substantial impact on Council's budget caused by Christmas decorations and associated promotions. During the 2009/10 budget planning process a range of savings were sort and reductions made in key areas.

Communications and Marketing Section understand that the management of this process must take full account of the impact on budget balanced by the impact on Council's image should consideration be given to reducing Christmas decorations.

PAGE: 2
 REPORT NUMBER: 09TC0059
 SUBJECT: CHRISTMAS STREET DECORATIONS, CHRISTMAS TREE EVENT AND
 SANTA IN THE MALL ACTIVITY

Previous Council Decisions

12. Christmas Decorations for Darwin 2006

Report No.06TC0028 (03/04/06) Common No.936753

With the consent of the Council, the decisions arising from this item were moved from Confidential into the Open Section of the Minutes.

(Ald Moir/Lambert)

- A. THAT Report Number entitled 2006, be received and noted.
- B. THAT a Certificate of Inexpediency be sought to enable a cost and time effective appointment of a local manufacturer/supplier for Christmas Decorations.
- C. THAT an amount of \$150,000 be referred to the third quarter budget review.

DECISION NO.19\2814 (26/04/06)

Carried

14. Future Christmas Decorations for Darwin CBD

Common No. 936753

The Corporate & Economic Development Committee raised the matter of Christmas Decorations, and the costs of storing them, and suggested that a report be prepared on the options for sourcing decorations through a company that hire them each year as opposed to purchasing them outright.

(Ald Moir/Collins)

THAT a report be prepared on the issue of providing future Christmas decorations for the Darwin CBD, to include the option for sourcing decorations through a company that hire them each year as opposed to purchasing them outright.

DECISION NO.19\4080 (27/02/07)

Carried : General Consent

13.7 Future Christmas Decorations for Darwin CBD

Report No.07TC0031 (19/03/07) Common No.936753

(Ald Elix/Sangster)

- A. THAT Report Number entitled Future Christmas Decorations for Darwin CBD, be received and noted.
- B. THAT Council make a further investment in the city's Christmas decorations by funding the Stage 2 elements at a cost of \$100,000 and that this amount be referred to the budget deliberations for 2007/08.
- C. THAT discussions be held with the Vic Hotel in relation to damage caused to the Christmas decorations by their patrons.

DECISION NO.19\4241 (27/03/07)

Carried

PAGE: 3
 REPORT NUMBER: 09TC0059
 SUBJECT: CHRISTMAS STREET DECORATIONS, CHRISTMAS TREE EVENT AND SANTA IN THE MALL ACTIVITY

A report entitled Future Christmas Decorations For Darwin CBD (Report Number: 07tc0031 Common Number 936753) presented to Council's Second Ordinary Council Meeting on Tuesday 27 March 2007 by the Manager Public Affairs contained a Christmas Decorations Strategy, outlining the implementation of key stages.

The following is an extract from that report.

Stage1, 2006 – Concept Overview

In order to gain an understanding of what scope of decorations might be possible within the proposed budget, it was necessary to work up some ideas to enable local manufacturing costs to be calculated against 'set piece' costs from interstate. Therefore the following is also presented for consideration.

- That Council adopt a 'Tradition goes Tropical' theme similar to that of the City of Geelong where a symbol(s), reflective of their natural environment was incorporated into their decorations.
- The community be invited to participate in and have ownership of the decorations through a key element of the display.
- Stage 1 expand on the central Mall/Christmas Tree zone to include an area bounded by The Esplanade, Daly Street, Bennett Street and Cavenagh Street .

Stage 1, 2006 – Concept Detail

Theme

The theme 'Tradition goes Tropical' provides a combination of traditional decoration elements such as bells and garlands with that of 'topical' elements such as dragonflies, hibiscus (instead of poinsettias) and lit, lantern style decorations rather than shiny baubles (reflective of our closeness to Asia).

Community Input

Due to safety and weather rating requirements it is not possible for schools or groups to construct or install decorations.

As such it is proposed that either primary schools be invited to submit a number of designs each as the basis for street light pole banners or, similar to Council's Christmas card competition last year, we have this as a school holiday program activity at our libraries.

The banners will be professionally printed on vinyl banners which meet specification and each banner augmented with a dragonfly or hibiscus decoration. There are approx 118 street light poles in Daly , Bennett, Cavenagh, Knuckey, Mitchell and Smith Streets. Of these 109 could be decorated (others are obscured by tree foliage).

PAGE: 4
 REPORT NUMBER: 09TC0059
 SUBJECT: CHRISTMAS STREET DECORATIONS, CHRISTMAS TREE EVENT AND SANTA IN THE MALL ACTIVITY

Scope of decorations:

In addition to the street pole banners in the main streets of the CBD is it proposed :

- The Christmas Tree incorporate up to 30 additional, lit elements or a new 9m tree be installed in Raintree Park
- Each of The Mall shade structures be decorated in garlands, lanterns and hibiscus plus light poles along The Mall.
- The Esplanade be decorated with newly designed and built large scale, light pole decorations.
- That businesses be invited to contribute by way of displays to create a 'walk of lights' at locations such as the Galleria, the Vic Courtyard, Anthony Plaza, Centrepoint, and the Mitchell Centre at their cost and our promotion.

Stage 2 – 2007

In year two consideration could be given to decorating the 'entrances' of the city eg:

- Daly St and McMinn St intersection.
- Bennett St and Tiger Brennan Dve intersection
- Henry Wrigley Dve near the airport
- Stuart Highway and Berrimah Rd intersection

Stage 3 – 2008

In year three, some of the major strip shopping centres could be supported by way of feature decoration piece eg:

- Harriett Place
- Nightcliff
- Karama
- Alawa
- Fannie Bay
- Parap

CHRISTMAS TREE EVENT & SANTA IN THE MALL

In 2005 Council's Public Affairs Section took responsibility for the Christmas Tree Event in the Smith Street Mall.

Prior to this, the activity was undertaken by Darwin City Promotions (DCP). Under DCP the event encompassed not only the lighting of the tree by the Lord Mayor, but a number of other activities in Raintree Park requiring the closure of Knuckey Street. This was funded through the CBD Marketing Levy at a cost of approx \$15,000.

The tree lighting event was initially organised by the Christmas in Darwin Committee and held in Bicentennial Park. Darwin City Promotions became involved and took a bigger role each year.

PAGE: 5
 REPORT NUMBER: 09TC0059
 SUBJECT: CHRISTMAS STREET DECORATIONS, CHRISTMAS TREE EVENT AND
 SANTA IN THE MALL ACTIVITY

The premise for holding a larger event, with activities provided primarily by community groups, was to encourage people into the city/Mall to shop. This was not successful as traders did not support the event and with the demise of Friday, late night shopping, is no longer a relevant driver.

In 2005 and 2006, a much smaller event, civic event with a traditional, family focus, was devised and held based around the Christmas Tree and involving choirs from various organisations and schools. Some funding was made available from the remaining DCP funds.

In 2007 this event was poorly supported by the community with very small numbers attending. Greater advertising and promotion in 2008 only lifted the audience to around 800 people.

The current Communications and Marketing Section has identified a range of problems associated with this event.

The event alone cost some \$20,000. The erection of the tree, decorations and repairs to damage caused by vandalism put the overall cost at approximately \$35,000.

The previous contractor has reported that there were constant threats to the Christmas tree from vandalism and much of the decorations from 2008 have been stolen or damaged beyond repair.

The cost of providing full-time security from 6 pm to 8 am could cost in excess of \$23,100.

Previous Council Decisions

9. Lighting of the Christmas Tree Event

Report No.07TC0018 (28/02/07) Common No.1125730

(Ald Moir/Lambert)

- A. THAT Report Number entitled , be received and noted.
- B. THAT Council agree to fund the Lighting of the Christmas Tree Event to a level of \$9,500 as an ongoing Council event.

DECISION NO.19\4213 (27/03/07)

Carried
 ACTION: PAM
 OTE: DCORP

PAGE: 6
 REPORT NUMBER: 09TC0059
 SUBJECT: CHRISTMAS STREET DECORATIONS, CHRISTMAS TREE EVENT AND
 SANTA IN THE MALL ACTIVITY

11.1 Lord Mayor's Christmas Tree Lighting 2008

(Ald Fox/Moir)

(Sangster/Dee)

- A. THAT Report Number entitled , be received and noted.
- B. THAT the Lord Mayor's Christmas Tree Lighting event to be held on Friday, 28 November, 2008 and arrangements as set out in Report Number 08TC0090 entitled Lord Mayor's Christmas Tree Lighting 2008, be endorsed.

DECISION NO.20\0962 (11/11/08)

Carried

C17.3.1 Christmas Activities – Santa in the Central Business District

Report No. 08TC0090 (04/11/08) Common No. 1125730

(Sangster/Dee)

- A. THAT Report Number entitled , be received and noted.
- B. THAT the Lord Mayor's Christmas Tree Lighting event to be held on Friday, 28 November, 2008 and arrangements as set out in Report Number 08TC0090 entitled Lord Mayor's Christmas Tree Lighting 2008, be endorsed.

DECISION NO.20\0962 (11/11/08)

Carried

There is also a decision from the Confidential Section of Council's Ordinary Council Meeting on Tuesday 11 September 2007 which pertains to funding for Santa in the Central Business District. Decision No. 19\4991.

PAGE: 7
 REPORT NUMBER: 09TC0059
 SUBJECT: CHRISTMAS STREET DECORATIONS, CHRISTMAS TREE EVENT AND SANTA IN THE MALL ACTIVITY

Options for Recommendations

The following range of options is presented to provide guidance in developing a recommendation.

CHRISTMAS DECORATIONS

OPTION No.	ACTIVITY	2009 EST	BUDGET ISSUE
Option One	1. Council continue to provide decorations in the city area utilising the existing decorations as used in 2008;	\$85,000	Budget variation required. Council has a figure of \$30,000 allocated for Christmas promotions.
Option Two	1. Council limit expenditure of Christmas decorations, focussing on the Central Business District and limit expenditure to \$30,000	\$30,000	Council has a figure of \$30,000 allocated for Christmas promotions.

CHRISTMAS TREE LIGHTING EVENT

The following range of options is presented to provide guidance in developing a recommendation.

OPTION No.	ACTIVITY	2009 EST	BUDGET ISSUE
Option One	Council not continue with the Christmas Tree Lighting event, replacing the event with "Here Comes Santa Clause" Christmas Launch. No static Christmas Tree included in Smith Street Mall decorations.	\$15,000	Budget variation may be required. Council has a budget of \$9,500
Option Two	Council deliver an initiative as per 2008, providing minimal funding to support a Christmas Tree Lighting event;	\$15,000	Budget variation may be required. Council has a figure of \$30,000 allocated for Christmas promotions.
	Council provide security to guard the Christmas Tree against vandalism during December.	\$20,000	
Option Three	Council discontinue this event.	NIL	NIL

PAGE: 8
 REPORT NUMBER: 09TC0059
 SUBJECT: CHRISTMAS STREET DECORATIONS, CHRISTMAS TREE EVENT AND SANTA IN THE MALL ACTIVITY

SANTA IN THE MALL

The following range of options is presented to provide guidance in developing a recommendation.

OPTION No.	ACTIVITY	2009 EST	BUDGET ISSUE
Option One	See Option One " CHRISTMAS TREE LIGHTING EVENT " Council not continue with the Christmas Tree Lighting event, replacing the event with "Here Comes Santa Clause" Christmas Launch.	\$15,000	Budget variation may be required. Council has a budget of \$9,500
Option Two	Council deliver an initiative as per 2008, providing minimal funding to support a Santa Clause character in the Galleria complex.	\$15,000	Budget variation may be required. Council has a figure of \$30,000 allocated for Christmas promotions.
Option Three	Council discontinue this initiative.	Nil	Nil

FUTURE REVIEW

Communications and Marketing will seek Council's approval to conduct a major review of Christmas promotions. The review will seek to provide a conduit for the development of a long-term strategy for Christmas promotions.

FINANCIAL IMPLICATIONS:

A budget variation will be required for any activity with expenditure over \$30,000.

Previous Expenditure

Year	Activity	Budgeted	Actual
2007/08	Christmas Decorations	\$99,999	\$108,514
	Christmas Tree Event	Nil	\$20,208
	Santa In The Mall	Nil	\$8,000
2008/09	Christmas Decorations	Nil	\$89,000
	Christmas Tree Event	Nil	\$20,208
	Santa In The Mall	\$9,500	\$7,200

PAGE: 9
 REPORT NUMBER: 09TC0059
 SUBJECT: CHRISTMAS STREET DECORATIONS, CHRISTMAS TREE EVENT AND
 SANTA IN THE MALL ACTIVITY

STRATEGIC PLAN IMPLICATIONS:

The issues addressed in this Report are in accordance with the following Goals/Strategies of the Darwin City Council 2008 – 2012 as outlined in the 'Evolving Darwin Strategic Directions: Towards 2020 and Beyond':-

Goal

7 Demonstrate Effective, Open and Responsible Governance

Outcome

7.1 Effective governance

Key Strategies

7.1.3 Manage Council's affairs based on a sustainable financial strategy

LEGAL IMPLICATIONS:

Nil

ENVIRONMENTAL IMPLICATIONS:

Nil

PUBLIC RELATIONS IMPLICATIONS:

Council will most likely receive some negative feedback regarding the community's perception of Council's role regarding any reduction in Christmas activities.

COMMUNITY SAFETY IMPLICATIONS:

Nil

DELEGATION:

Nil

CONSULTATION:

Hortensia (Techy) Masero
 Christmas In Darwin Association

PROPOSED PUBLIC CONSULTATION PROCESS:

Nil.

APPROPRIATE SIGNAGE

Nil.

PAGE: 10
REPORT NUMBER: 09TC0059
SUBJECT: CHRISTMAS STREET DECORATIONS, CHRISTMAS TREE EVENT AND
SANTA IN THE MALL ACTIVITY

RECOMMENDATIONS:

THAT it be a recommendation to the Council:

THAT Report Number 09TC0059 GF:jp entitled Christmas Street Decorations, Christmas Tree Event & Santa In The Mall Activity , be received and noted.

GRANT FENTON
MANAGER COMMUNICATIONS AND
MARKETING

BRENDAN DOWD
CHIEF EXECUTIVE OFFICER

Any queries on this report may be directed to Grant Fenton on 5516
g.fenton@darwin.nt.gov.au

ENCL: YES

DARWIN CITY COUNCIL
REPORT

DATE: 15/09/09

TO: CORPORATE AND ECONOMIC
DEVELOPMENT COMMITTEE/OPEN

APPROVED: GF

FROM: CHIEF EXECUTIVE OFFICER

APPROVED: BD

REPORT NO: 09TC0060 GF:jp

COMMON NO: 1648206

SUBJECT: CAROLS BY CANDLELIGHT – REQUEST FOR SUPPORT

ITEM NO: 10.11**SYNOPSIS:**

This report pertains to a request for support by the Christmas In Darwin Association.

GENERAL:

The Christmas In Darwin Association conducts Carols by Candlelight at the Gardens Amphitheatre annually. Some 7,000 people were in attendance in 2008.

Darwin City Council provides minimal in-kind support, valued at less than \$1,000.

An attachment outlines a request for an increase in support. (**Attachment A**).

Options For Consideration

Communications and Marketing Section offer up a range of options to guide the development of recommendations.

OPTION No.	ACTIVITY	2009 EST	BUDGET ISSUE
Option One	Council decline request for additional support and maintain existing level of in-kind support	Nil	Budgeted for by Customer Services.
Option Two	Council provide a cash sponsorship of \$5,000	No budget allocation exists.	A budget variation will be required.
Option Three	Council negotiate major sponsorship support to a level of \$10,000 Cash and \$X in-kind support	No budget allocation exists for cash sponsorship	A budget variation will be required.
Option Four	Council take on an Event Partnership role, offering event management services in return for Event Partnership recognition.	No budget allocation exists.	A budget variation will be required.

PAGE: 2
 REPORT NUMBER: 09TC0060
 SUBJECT: CAROLS BY CANDLELIGHT – REQUEST FOR SUPPORT

Sponsorship Assessment

CRITERIA	COMMENT
Generally excluded: <ul style="list-style-type: none"> • Conference • Individual • Record attempt • Fundraiser 	Not applicable. This group is an Association.
Local/National /International	Local
Contribution to identity of City	Moderate
Contribution to Economic Growth	Nil
Promotes Community Participation	High
Sector – Business/Industry/economic/social/sporting/environmental/cultural/educational	Cultural
Branding and profile raising opportunities	High
Leverage via media or advertising	Moderate
Leverage through attendance/staging/display/ Or complementary event	High
Sponsorship benefits	Moderate
Audience reach	High (7,000)
Consistency with Council's core business or Action Plan objectives	High
Capacity to deliver long term benefits	High
Organisational capacity to deliver event	High
Budget provided	Nil

FINANCIAL IMPLICATIONS:

Not budgeted for. A budget variation would be required.

STRATEGIC PLAN IMPLICATIONS:

The issues addressed in this Report are in accordance with the following Goals/Strategies of the Darwin City Council 2008 – 2012 as outlined in the 'Evolving Darwin Strategic Directions: Towards 2020 and Beyond':-

Goal

1 Achieve Effective Partnerships and Engage in Collaborative Relationships

Outcome

1.2 Effectively engage with community

Key Strategies

1.2.2 Develop ways in which Council can enhance relationships and work collaboratively with Community Groups

PAGE: 3
 REPORT NUMBER: 09TC0060
 SUBJECT: CAROLS BY CANDLELIGHT – REQUEST FOR SUPPORT

Goal

2 Enhance Darwin's Active, Positive and Flexible Lifestyle

Outcome

2.3 Promote family friendly activities

Key Strategies

2.3.1 Promote and host family orientated recreational and leisure activity

Goal

6 Promote Brand Darwin

Outcome

6.1 Increase Council's profile

Key Strategies

6.1.1 Provide strategic sponsorship for major events

LEGAL IMPLICATIONS:

Nil

ENVIRONMENTAL IMPLICATIONS:

Nil

PUBLIC RELATIONS IMPLICATIONS:

Positive. This is a popular event, conducted at Council's venue and seen in a very positive light.

COMMUNITY SAFETY IMPLICATIONS:

Nil

DELEGATION:

Nil

CONSULTATION:

Christmas In Darwin Association.

PAGE: 4
REPORT NUMBER: 09TC0060
SUBJECT: CAROLS BY CANDLELIGHT – REQUEST FOR SUPPORT

PROPOSED PUBLIC CONSULTATION PROCESS:

Nil

APPROPRIATE SIGNAGE

Nil

RECOMMENDATIONS:

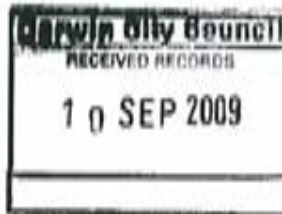
THAT it be a recommendation to Council:-

THAT Report Number 09TC0060 entitled, Carols by Candlelight – Request for Support, be received and noted.

GRANT FENTON
MANAGER COMMUNICATIONS AND
MARKETING

BRENDAN DOWD
CHIEF EXECUTIVE OFFICER

Any queries on this report may be directed to Grant Fenton on 5516 or
g.fenton@darwin.nt.gov.au



CHRISTMAS IN DARWIN ASSOCIATION INC.

GPO Box 752
Darwin NT 0801

4 September 2009

Mr Grant Fenton
Manager – Communications & Marketing
Darwin City Council
PO Box 84
Darwin NT 0801

Dear Grant

Sponsorship of the Christmas In Darwin Association's Carols By Candlelight

The Christmas in Darwin Association Inc. stages the *Carols by Candlelight* at the Gardens Amphitheatre in the George Brown Botanic Gardens annually. The date each year is the first Sunday in December, and this year that is 6 December. Audiences vary from 3,000 to well over 5,000.

Our association has a membership of six, all volunteers. There is no reward other than the personal satisfaction of being a part of such a wonderful, successful community event. The Association is incorporated and we lodge a Special Purpose Financial Report with the Department of Business, Economic and Regional Development annually. An independent audit report forms a part of this report. Proceeds from Carol's, after cost, are donated to charity.

Charities that will benefit in 2009 are

- Children's Ward at the Royal Darwin Hospital
- Darwin RSPCA
- Darwin City Brass Band Youth Development Programme

Christmas in Darwin Association aims to

- enhance Darwin's sense of community through the staging an affordable, non-denominational family-styled celebration of Christmas
- provide a platform for young performers to gain experience and exposure
- raise money for charities/organisations in need, and particularly those with a focus on youth.

Entry to *Carols by Candlelight* is charged as 'a gold coin donation' to ensure accessibility especially to families. Carol books, candles and candle cups are sold marginally above cost for the same reason. Volunteers run every aspect with the exception of the sound and lighting, and Fireworks. Both are provided at a generous discount but remain as major costs. Sound and lighting alone may reach \$10,000 this year, approximately one third of the total cost of the event.

The Darwin City Council has supported Carols for many years in a variety of ways, predominantly through provision of the Amphitheatre; loan of barricades; and absorption of power costs for the duration of the hire. Other supporters include Channel 9, Mix1049, TIO, Total Event Services, Kiwanis, and the Darwin City Brass Band. However, even with this support, the event is at risk financially. The association needs to find a way to offset at least \$10,000 in costs ie: sound and lighting particularly.

Grant, do you think it likely the Council would consider increasing their level of support to ensure that Carol's remains a non-commercial community event, benefiting the people of Darwin.

We propose that Council may be able to offer support through your relationship with one of our major service providers – Total Event Services. Could the Darwin City Council cover our costs for sound and lighting in 2009, and potentially in the following two years?

In return we would ensure Council is recognised verbally on the evening, and include your logo in our Carol books as well as on the television advertisement. Council would also be mentioned as a sponsor/supporter in our radio advertising. Although we often invite the Mayor to speak at Carols, we could also arrange our programme so that the Mayor would officially open the event.

I offer this letter for Council's consideration. If you need anything clarified, do not hesitate to be in touch with either myself or our Treasurer, Carole Wallbank. Hoping this finds favour with you all, and looking forward to hearing back from you.

Kind regards



Sharon Todd – Chairperson
Christmas In Darwin Association Inc.

Sharon Todd Ph: 8922 1639
Carole Wallbank Ph: 8983 3087

ENCL: YES

DARWIN CITY COUNCIL

DATE: 15/09/09

REPORT

TO: CORPORATE & ECONOMIC
DEVELOPMENT COMMITTEE/OPEN

APPROVED: GF

FROM: CHIEF EXECUTIV E OFFICER

APPROVED: BD

REPORT NO: 09TC0061 GF:jp

COMMON NO: 342978

SUBJECT: RESIDENT'S PUBLICATION

ITEM NO: 10.12

SYNOPSIS:

The following report pertains to the development of a Resident's Publication (formerly known as The Darwinian).

GENERAL:**BACKGROUND INFORMATION**

In August 2004, a Council recommendation was endorsed, (Section C5.1 xviii); stating:

'THAT Council consider producing a new quarterly newsletter covering the entire municipality.'

On 24 January 2005, Council adopted the recommendation "THAT Council approves the production and distribution of a Council quarterly newsletter." (Decision no. 19\1014).

In November 2007, public relations consultants Creative Territory were engaged to produce a scoping report for a resident publication and provide strategic direction on content, production and distribution of such a publication (**Attachment A**).

This report makes a series of new recommendations based on the findings of this scoping report and previous history of the publication.

PAGE: 2
 REPORT NUMBER: 09TC0061 GF:jp
 SUBJECT: RESIDENTS PUBLICATION

GENERAL

Brief History

From 1987 to 2000 Darwin City Council produced a newsletter to residents (the *Darwinian*) of around 12 pages. Initially the *Darwinian* was produced three times a year but later that was reduced to twice a year.

The publication was managed by the Public Relations Unit and distributed to each household at an annual cost of \$22,000.00 (two editions per year)

The *Darwinian* allowed Council to disseminate information in a positive, concise manner providing opportunities for departmental input and advising of upcoming events and appears to have been well received.

There was some concern expressed towards the end of the life of this initiative that information was often out of date by the time of publication because of a six-week production time-table and week-long delivery schedule.

In June 2000 Council approved the purchase and preparation of a monthly page in the NT News in place of the *Darwinian* Newsletter. This was produced and printed until March 2003 at an annual cost of \$32,000.

During the life of Darwin City Promotions, a Darwin retail-focused publication was produced, entitled *Darwin Buzz* followed by Quanxi Pty Ltd with *D Life*.

In 2007 Council agreed to re-establish a regular resident newsletter. A preliminary design was endorsed by the Corporate & Economic Development Committee on 24 July 2007 (Decision No. 19\4759) prior to Creative Territory completing the attached report dated 13 December 2007.

Previous Council Decisions

The following Council Decisions are the most recent and pertinent to this issue.

9.2	<u>Presentation from Creative Territory Regarding Darwinian Publication</u> Report No.08TC0039 (08/05/08) Common No.342978
	<i>Ms Tracy Jones from Creative Territory was in attendance from 5.58 p.m. to 6.28 p.m. to brief the Council in relation to Item 12.1 – Re-establishment of Resident Communication.</i>
	(Ald Dee/Moir)
	THAT the presentation from Ms Tracy Jones from Creative Territory, regarding Re-establishment of Resident Communication, be received and noted.
	DECISION NO.20\0298 (10/06/08) Carried

PAGE: 3
 REPORT NUMBER: 09TC0061 GF:jp
 SUBJECT: RESIDENTS PUBLICATION

12.20 Re-Establishment of Darwinian Resident Publication

Report No.08TC0007 (16/01/08) Common No.342978

- A. THAT Report Number 08TC0007 entitled Re-establishment of *Darwinian* Resident Publication, be received and noted.
- B. THAT Council approves the production and distribution of a resident newsletter based on option four as laid out in the attached report.
- C. THAT the first edition of the newsletter be produced before the end of the financial year 2007/08.

Procedural Motion

(Ald Tilley/Sjoberg)

THAT the matter of Re-establishment of the Darwinian Resident Publication be deferred for consideration by the Twentieth Council to be Elected in March 2008.

DECISION NO.19\5429 (29/01/08) Carried

Section Recommendation

The Communications and Marketing stage the re-establishment of a Resident's Publication over the balance of the financial year along the following path.

- Develop three Client Features inside the Sunday Territorian – October, February and late May;
- Develop a web based version – for immediate inclusion when new website is launched in December 2009;
- Review both on-line and print readership and present findings in a review to be reported to Council at the Second Ordinary Council Meeting in May 2009.

EDITION ONE: Sunday October 27

EDITION TWO: Sunday February 14

EDITION THREE: Sunday May 30

The in line with Creative Territory's scoping report that a new name be implemented, along with a contemporary and modern design. The new name being recommended is "Our Darwin".

PAGE: 4
 REPORT NUMBER: 09TC0061 GF:jp
 SUBJECT: RESIDENTS PUBLICATION

FINANCIAL IMPLICATIONS:

Client Feature – Sunday Territorian

Four Pages (process colour - \$3,800 per page) \$15,200

Design:

Design and layout 4 x full-page \$2,500

Project management/Content Preparation \$7,000

Preparing content:

Includes liaising with Council to develop story list, writing and editing stories, one set of author's corrections to text prior to design and layout.

Photography:

\$2,200.00

(approximate costs only, includes allowance for one x ½ day shoot by professional photographer of Council event plus purchase of six stock photos. Council to provide all additional photos required.)

COST: \$26,900

TOTAL COST: \$80,700

This initiative is not included in Council's budget.

STRATEGIC PLAN IMPLICATIONS:

The issues addressed in this Report are in accordance with the following Goals/Strategies of the Darwin City Council 2008 – 2012 as outlined in the 'Evolving Darwin Strategic Directions: Towards 2020 and Beyond':-

Goal

6 Promote Brand Darwin

Outcome

6.1 Increase Council's profile

Key Strategies

6.1.2 Implement a communications strategy that promotes Council and informs the community

LEGAL IMPLICATIONS:

Nil

ENVIRONMENTAL IMPLICATIONS:

Nil

PAGE: 5
 REPORT NUMBER: 09TC0061 GF:jp
 SUBJECT: RESIDENTS PUBLICATION

PUBLIC RELATIONS IMPLICATIONS:

Positive. Council stands to gain a positive image by promoting various news items through this mechanism. The publication will enable Council to generate a positive profile in relation to its decisions, activities and services and provide a valuable information resource for its stakeholders.

COMMUNITY SAFETY IMPLICATIONS:

Nil

DELEGATION:

Nil

CONSULTATION:

Tracy Jones, Creative Territory

PROPOSED PUBLIC CONSULTATION PROCESS:

Nil

APPROPRIATE SIGNAGE:

Nil

RECOMMENDATIONS:

THAT it be a recommendation to the Council:

- A. THAT Report Number 09TC0061GF:jp entitled Residents' Publication, be received and noted.
- B. THAT an amount of \$80,700.00 be referred to the 1st quarter budget review.
- C. THAT Council proceed with the recommendations tabled in this report and endorse the production of three features in the Sunday Territorian commencing Sunday, 25 October 2009.

GRANT FENTON
MANAGER COMMUNICATIONS AND
MARKETING

BRENDAN DOWD
CHIEF EXECUTIVE OFFICER

Any queries on this report may be directed to Grant Fenton on 5516 or g.fenton@darwin.nt.gov.au

Scoping report for a

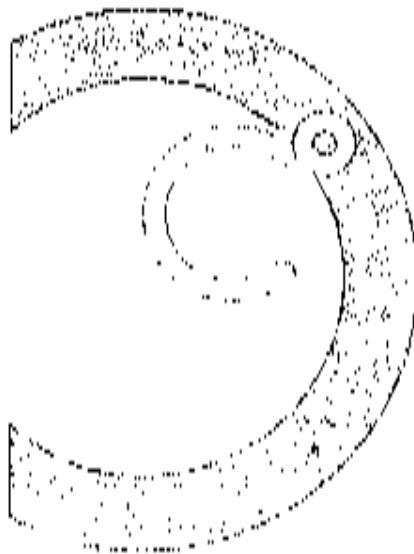
Resident publication

for the

Darwin City Council

Prepared by Creative Territory Pty Ltd

13 December 2007



creativeterritory

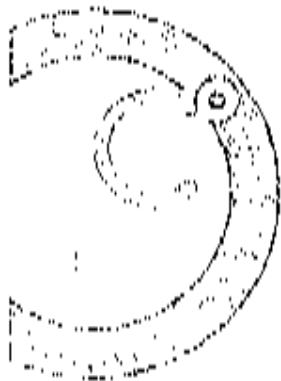
THE IMAGE AND REPUTATION BUILDERS

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Table of contents

Executive Summary	2
Background	4
Research Approach	4
Detailed research findings	5
Analysis of options	8
Suggested Creative Brief	10
Budget for recommended option	13



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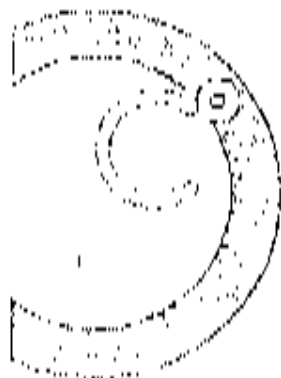
Executive Summary

Creative Territory was contracted to provide strategic direction for the production of a regular resident publication.

Research was undertaken with resident/ratepayers, staff and elected members to inform the final recommendation. Desktop research was also conducted to explore what other Council's around Australia provide. This research included individual interviews with elected members, focus group with DCC staff and telephone interviews with a small sample of ratepayers. Production options and costs were also explored.

Key findings

1. Darwin residents are interested in receiving more information about the services of the Council, but also want information that is about 'living in Darwin'.
 - They want information that is relevant, timely and enjoyable to read, but not 'political' or purely promotional.
 - They want information about upcoming events, including activities and council services (tree trimming, road works, etc).
 - They want the publication to be about 'Darwin' and its residents.
2. People prefer to receive this type of information in a written format.
 - A magazine-style publication is preferred for this type of information and will encourage readership among the audience.
 - Most people look for information about events and activities in the newspapers, and in most instances, this is the first place people look.
 - TV, radio and web are not the preferred delivery methods.
 - Increasingly people are interested in receiving newsletters via email.
3. The most effective delivery method will be through the Sunday Territorian.
 - Almost everyone reads the newspaper regularly, with weekends being very popular.
 - Approximately half of the residents put all 'junk mail' delivered to their letter box directly in the bin without even seeing what it is.
4. The tone, style and content of the publication should be 'colourful', engaging, and have a strong sense of Darwin.
 - People were attracted to publications that reflected the community.
 - They are also attracted to local publications that are a 'bit different' from the 'normal'.
 - When asked to describe how the publication should look people said modern, happy faces of residents and regular people, highly visual and snippets of useful information.
 - People did not respond positively to the name *Darwinian*.



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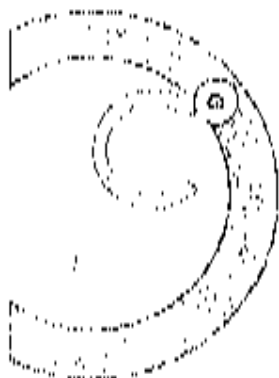


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Recommendations

Based on the research findings, we recommend that Council:

1. develops a 12-page magazine style newsletter
2. produces the newsletter quarterly to ensure information is current and relevant
3. distributes it as an insert through the Sunday Territorian (metro run only) and at local cafes etc.
4. uses a the tone and style that is modern, bright, future focussed and friendly, with a focus on regular people
5. ensures all content links to Council or the local community, however should range from Council specific services/activities to stories about local people or events with subtle references to Council, and
6. develops a new name for the publication.



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Background

Darwin City Council previously produced *The Darwinian*, a newsletter about the Council and its services that was distributed to residents. It has not been produced for some years now.

In recent years, Council has used other avenues to promote its services and activities, including:

- full page NT News advertisements (with a list of Council decisions),
- a 4-page newspaper insert and
- D.Life magazine – which has a strong focus on CBD retail.

Council is now keen to re-establish a regular resident/ratepayer publication as a way of:

- Improving Council's reputation - winning back some good will,
- building Council's profile - promoting Council's contribution to major events, decisions and activities that affect Darwin and its residents, and
- telling Council's story – what we do, why we do it, what our position is, clarifying issues/misconceptions and how our actions benefit the community.

Research Approach

To help inform the strategic direction for the publication research was conducted.

A number of activities were undertaken as part of this scoping exercise to gather information that will guide recommendations for future activities.

These included:

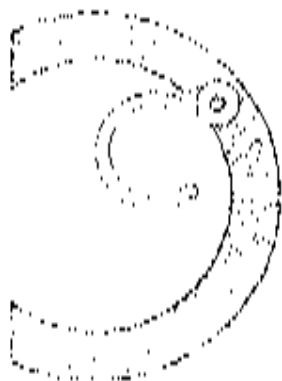
- Internet and desktop research,
- individual interviews with elected members,
- telephone survey with a small sample of Darwin rate payers, who live in Darwin, and
- focus group with staff members who have daily contact with the public.

The aim of these activities was to explore:

- Council's goals for a regular communication tool/publication
- The information needs of the public
- The public's media consumption
- The public's preferred method of receiving information
- What would attract people to a publication.

The information gathered through the research is presented within this report for Council's consideration, and form the basis of our strategic recommendation.

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NEW ARRIVAL

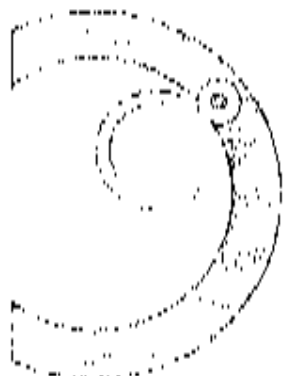


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Detailed research findings

1. Darwin residents are interested in receiving more information about the services of the Council, but also want information that is about 'living in Darwin'.

- More than half of residents indicated that they would be interested in receiving regular information from the Council on a broad range of topics. The most popular topics were:
 - recreational opportunities and events,
 - animal management,
 - maintaining parks and ovals, and footpaths and walkways,
 - rates,
 - managing the environment, and
 - community safety.
- Even people who indicated they were not interested in receiving regular information from Council, indicated they were still interested in rates, local roads and community safety.
- People want information that is useful to their immediate needs: upcoming events, road and footpath closures that affect them etc.
- People tend to have a limited understanding of Council's services and the role it fulfils.
- The public seeks a broad range of information from Council.
- Approximately half of the residents surveyed contacted Council in the last six months for a variety of reasons, including dog complaints, broken irrigation, help with trees, to report youth wandering the streets, footpaths, bins and report a dumped car.
- Residents are looking for advice on a range of issues and topics that they believe Council has knowledge in. For examples, one participant suggested information such as a *'planting guide so people know what native plants work best in certain places or for certain reasons such as screening or shade. They could also let us know when it's best to plant certain trees.'*
- Council often receives enquiries about services, activities and issues that are not under their management: power and water, health, building applications, children's services, environmental protection, pools and cyclones. As part of its approach to customer service, Council refers people to the appropriate organisation. It was suggested a publication



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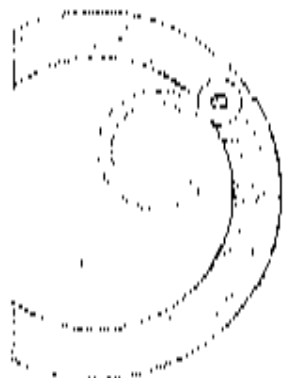
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could also act as a referral service and provide phone numbers/event details for key services provided by other organisations.

- There is a large amount of confusion about different sections in DCC and what they do (with specific reference to the listing in the phone book). The public often contact the wrong work unit.
- Staff indicated that the regularity of the publication will affect the level of detail that can be provided, eg dates for upcoming roadworks.
- Residents can have a mixed view of/reaction to Council as an organisation and Council staff. Staff stated that sometimes the public '*are a bit suspicious*' of them, however if the staff '*are providing a solution or are backed by law, the public are easy to deal with and polite*'.
- It should also be noted that the majority of residents interviewed did not know what ward they live in, and this did not seem to be important to them. Some of those who claimed to know, stated their suburb name instead of ward name on further questioning.

2. People prefer to receive this type of information in a written format.

- All respondents said they look at newspapers to find information about news and events in their community, with most stating it is the first place they look. The next most popular option was the internet, however this was nowhere near as popular as newspapers.
- A small number of people had visited Council's website in the last six months, and all of them found the information they were looking for.
- Many people use the web to look for specific information as opposed to browsing for news.
- There is a growing interest in subscribing to receive newsletters by email.
- DCC receives a large number of phone enquiries - one section received 5000 phone enquiries in the last year. Staff often help people find the information they need on the website, although they can find it difficult to navigate.
- The Community Handbook appears to be a well used publication, with Council program areas indicating they receive a high number of phone calls from the publication.



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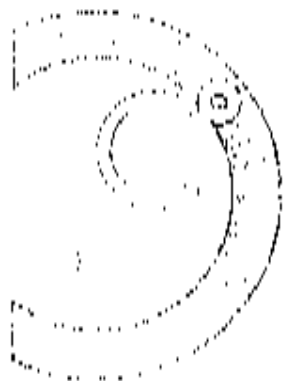
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3. The most effective delivery method will be through the Sunday Territorian.

- All but one person (resident) said they read newspapers, specifically the NT News. Half read it daily, while the rest read it once or twice a week, most often on the weekends.
- A small number of people said they read the Darwin Sun. Some indicated that they read it if they have put something in it or are looking for a particular event. A number of people also mentioned that they do not always receive the Darwin Sun.
- People listen to a variety of radio stations. Only a small number of people indicated that they listen to the radio daily.
- Catalogues, newsletters and brochures delivered through letterboxes are not highly read, with half of the people indicating they throw everything straight in the bin without looking through them.
- Experience indicates that many people 'dump' DCC correspondence even when personally addressed. A high number of access tags for Shoal Bay were thrown out without being opened.
- People like having community based newsletters and magazines that they can pick up in cafes, supermarkets etc.

4. The tone, style and content of the publication should be 'colourful', engaging, meaningful to the audience and have a strong sense of Darwin.

- People indicated they like publications that they have a personal connection to (eg their child's school newsletter) or have a keen interest in the topic.
- There was strong internal support for a publication that provides information about living in Darwin, and Council information that helps improve people's lifestyle.
- Of the examples shown, many people liked the look of the four page newspaper feature produced in July 2007. Reasons included bright colours, large pictures, mix of community focus with council stories and a positive feel.
- When asked to describe a publication they would be attracted to, people used the following key words: modern, happy faces of regular community members, highly visual and snippets of useful information.
- Ratepayers may view a 'glossy' publication as a waste of money.



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- The publication produced by Defence for defence families was highlighted as a great community publication. The reasons it is liked are: it highlights upcoming events, focuses on family and family activities, informative and community focused.
- One participant cited the Cairns Council newsletter as a publication they like because it is, *'sunny, tropical and makes me go 'ahhh' like it's where I would like to be.'*
- People liked D.Life because it was different and provided information that was about Darwin, people and happenings – *'not just focussed on Council.'*
- Residents use different terminology when discussing Council services for example while council uses the term waste collection and refuse disposal, residents talk about bins and dumps.

Analysis of Options

The following options were considered as part of the scoping exercise.

1. 12 page magazine style publication distributed quarterly through the Sunday Territorian

<i>Benefits</i>	<i>Negatives</i>
Preferred style of publication Most likely to be read Suits preferred style of content Distributed through most accessed information source Able to provide timely information Publication is able to 'stand alone' In alternative distribution points	Annual cost (approx \$140,000)

2. 12 page, magazine style publication distributed quarterly through letterboxes

<i>Benefits</i>	<i>Negatives</i>
Preferred style of publication Most likely to be read Suits preferred style of content Able to provide timely information Publication is able to 'stand alone' In alternative distribution points	Annual cost (approx \$145,000) Highly likely to be thrown out

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3. 20 page magazine style publication produced annually.

<i>Benefits</i>	<i>Negatives</i>
Annual Cost (approx \$50,000) Preferred style of publication Most likely to be read Suits to preferred style of content Publication is able to 'stand alone' in alternative distribution points	Inability to provide timely info Not preferred by residents

4. Four (4) page feature in NT News produced quarterly.

<i>Benefits</i>	<i>Negatives</i>
Annual Cost (approx \$95,000) Preferred style of publication Most likely to be read Adaptable to preferred style of content	Inability to provide timely info Not preferred by residents

Note: Costs are ex GST and are estimates only. They reflect indicative costs for project management, writing, editing, design and layout, some photography, printing and distribution through stated channel for the style of publication described. It does not include an author's corrections allowance. A detailed budget for the recommended publication appears on page 13.



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Suggested Creative Brief

Communication Goal

The goal of the publication is to improve people's understanding about Council's roles, responsibilities and services – and the value Council brings to the community.

Strategic Approach

Council can achieve this goal by:

- Creating a connection with the audience by focussing on the lifestyle, happenings and people of Darwin.
- Establishing the publication as a 'must have' by providing information that is useful to and sought after by the audience.

Target audience

The target audience for the publication is residents of Darwin municipality. Some common attributes identified through the research are:

- People like living in Darwin because of the lifestyle, weather, sense of community and friendly people.
- Readers are attracted to publications that provide them with information they need.
- People like publications and organisations that they feel a 'connection' to.
- People want to know about what is coming up – not just what has happened in the past.
- People seek out publications that they enjoy reading.

Creative approach

The creative approach to the publication will feature:

- a focus on people,
- strong images and bright, tropical colours (reflecting the City of Darwin),
- user-friendly presentation of information, such as useful dates, phone numbers, bin collection day reminders etc,
- subtle links back to DCC, (both visual and written) throughout the publication,
- human interest stories that are written in a friendly, informal tone, and
- when necessary, positioning stories which clearly state Council's position on issues with a strong link back to the benefits for residents.



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Tone and language

- The language and tone should be friendly and engaging.
- The publication should feature the terminology residents use when talking about Council's services.

Content

- All stories will either have a link to Darwin City Council or living in Darwin.
- The broad range of services Darwin City Council provides should be highlighted.
- The content should address issues that residents are interested in, and be tailored to the information requirements and desires of the audience.
- Council is committed to providing residents with useful information.
- In accordance with Council policy, the content should not be political.

Regular information columns

Each edition should include:

- List of useful phone numbers (which reflects common enquiries received)
- Scheduled maintenance, such as road works, footpaths etc, for next three months (specific dates should not be provided, just locations with a referral to the website for specific dates)
- Bin collection day reminders
- An events calendar, including a contact phone number and website for more information. OCC could invite other non-profit organisations to promote their events in this calendar, particularly those that are being funded by Council through grants or sponsorship. Public holiday and key Darwin events should also be included.
- Contact details for elected members

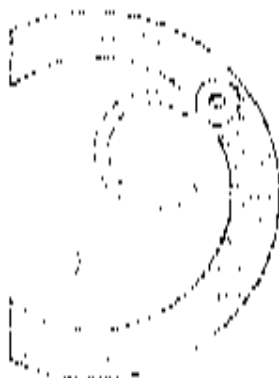
Regular stories

Each edition should include at least one story on the following topics:

- Environment
- Parks and reserves
- Community safety
- Animal management
- Upcoming events
- Children's/family activity information.

It should also include two to three stories about a program or event that Council has supported through the community grants.

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'One off' stories

The publication should also include stories about events and activities.

Some examples with suggested links/angles include:

- Cyclone clean-up day
- Darwin Show (link to Council's sponsorship of finale fireworks)
- Darwin Cup Carnival (tips to surviving the Darwin Cup with link to Council's sponsorship)
- Anzac Day (promote the upcoming ceremony by preparing a story with a human interest or historical angle)
- Australia Day – citizenship ceremonies (ceremony organised by Council)
- Local Government Australia Day Awards (profile of recipients)
- Bombing of Darwin (promote the upcoming ceremony by preparing a story with a human interest or historical angle)
- Darwin Festival (demonstrating how council supports local artists)
- Children's Week (promoting library events being held to celebrate the week)



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Budget

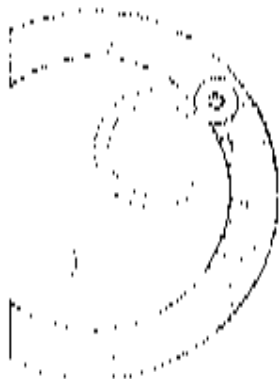
The following outlines the estimated costs for the recommended option of producing a 12 page, magazine style publication distributed through the Sunday Territorian on a quarterly basis.

	Price	+GST	total
Project Management	\$2,000	\$200	\$2,200
Creative development of the publication applies to first edition only	\$2,000	\$200	\$2,200
Collating stories (up to 40 hours work) - based on story list and background information provided by council - includes writing and editing - includes one set of author's corrections to text prior to design and layout	\$7,000	\$700	\$7,700
Photography allowance for up to eight images	\$3,000	\$300	\$3,300
Design and layout (no author's corrections)	\$5,000	\$500	\$5,500
Printing (some colour, 27,000 copies)	\$12,500	\$1,250	\$13,750
Distribution through Sunday Territorian metro Run (Darwin and Palmerston) based on 25,500	\$3,200	\$320	\$3,520
Total	\$34,700	\$3,470	\$38,170

* The insert will only be used in the 'metro run' which covers Darwin and Palmerston. It is not possible to only distribute to Darwin through the paper.

Note: This budget is indicative only and is based on Council providing a story list, background information for each story and details for an appropriate contact officer.

All hours worked beyond the stated amount will be charged at a rate of \$180/hour (ex GST). Author's corrections will be charged at \$180/hour (ex GST).



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ENCL: NO

DARWIN CITY COUNCIL**DATE:** 16/09/09**REPORT****TO:** CORPORATE AND ECONOMIC
DEVELOPMENT COMMITTEE/OPEN**APPROVED:** GF**FROM:** CHIEF EXECUTIVE OFFICER**APPROVED:** BD**REPORT NO:** 09TC0062 GF:jp**COMMON NO:** 1625053**SUBJECT:** COUNCIL'S MEDIA ADVERTISING EXPENDITURE**ITEM NO: 10.13****SYNOPSIS:**

This report pertains to a request for information regarding Council's media advertising expenditure.

'THAT a report be provided to Council on the advertising that Council places with the media and that this report include a detailed breakdown of the cost involved and possible ways of improving effectiveness and efficiency.

DECISION NO. 20\1853 (28/07/09)

GENERAL:

From time to time, Council purchases advertising to promote a range of activities.

While some advertising relates to promotion of initiatives, the majority of Council's advertising conveys regulatory information.

Outside of regulatory information, advertising provides an opportunity to promote messages associated with Council programs, such as:

- The Bombing of Darwin;
- The safety issues surrounding Mindil Beach Fireworks;
- City Revitalisation;
- Council's involvement in Welcome Home Parades;
- Australia Day celebrations;
- Library initiatives;
- Youth Services initiatives; and
- Other community programs;

PAGE: 2
REPORT NUMBER: 09TC0062 GF:jp
SUBJECT: COUNCIL'S MEDIA ADVERTISING EXPENDITURE

Concepts for improving effectiveness and efficiency

Prior to the request for this report, Communications and Marketing had undertaken negotiations with a local media buyer (HMA BLAZE) with the view to utilise buying power when purchasing advertising for print media.

In addition, the costs associated with resourcing design for classified advertising will also reduce through the application of an on-line tool being provided by HMA BLAZE.

Blaze On-Line provides a web-based tool which allows key staff in the organisation the ability to create print advertisements at a fraction of the current time. This concept will be presented in a future report to Council.

The greatest saving to Council's advertising budget will come through radio expenditure. In previous years, Council has purchased radio advertising on an ad hoc basis. Since July this year, Communications and Marketing has negotiated two programs of radio advertising, one with Territory FM and one with HOT 100 FM. Both deals provide Council with an increase in the number of advertising segments that previous transactions provided and greater flexibility in the use of these segments. In addition, both provide Council with greater flexibility in terms of how and when advertisements are placed.

Television is another medium currently being purchased on an ad hoc basis. Again, similar arrangements as per Council's radio advertising, can be made with these suppliers. An increased saving would be experienced.

Options for consideration

- Cease all display advertising in print media, utilising print media for classified advertising only;
- Replace display advertising with fully printed Resident's Publication (to be inserted as a Client Feature in the Sunday Territorian).
- Maintain long-term contract arrangements with radio broadcasters.
- Implement similar long-term contract arrangements with television broadcasters.

PAGE: 3
 REPORT NUMBER: 09TC0062 GF:jp
 SUBJECT: COUNCIL'S MEDIA ADVERTISING EXPENDITURE

FINANCIAL IMPLICATIONS:

The following table provides a detailed breakdown of Council's total media spend for the 2008/09 Financial Year.

Supplier	Expenditure
Northern Territory News	\$200,569.00
Territory Television (Channel Nine)	\$29,184.10
Northern Territory Broadcasters (HOT 100 FM)	\$25,358.96
Southern Cross Broadcasting (Television)	\$5,090.80
Territory FM	\$4,856.50
TOTAL	\$265,059.36

STRATEGIC PLAN IMPLICATIONS:

The issues addressed in this Report are in accordance with the following Goals/Strategies of the Darwin City Council 2008 – 2012 as outlined in the 'Evolving Darwin Strategic Directions: Towards 2020 and Beyond':-

Goal

7 Demonstrate Effective, Open and Responsible Governance

Outcome

7.1 Effective governance

Key Strategies

7.1.3 Manage Council's affairs based on a sustainable financial strategy

LEGAL IMPLICATIONS:

Nil

ENVIRONMENTAL IMPLICATIONS:

Nil

PUBLIC RELATIONS IMPLICATIONS:

Nil

PAGE: 4
REPORT NUMBER: 09TC0062 GF:jp
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COMMUNITY SAFETY IMPLICATIONS:

Nil

DELEGATION:

Nil

CONSULTATION:

Nil

PROPOSED PUBLIC CONSULTATION PROCESS:

Nil

APPROPRIATE SIGNAGE:

Nil

RECOMMENDATIONS:

THAT it be a recommendation to the Council:

THAT the Report Number 09TC0062 entitled, Media Advertising Expenditure, be received and noted.

GRANT FENTON	BRENDAN DOWD
<u>MANAGER COMMUNICATIONS AND</u>	<u>CHIEF EXECUTIVE OFFICER</u>
<u>MARKETING</u>	

Any queries on this report may be directed to Grant Fenton on 5516 or Email:
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OPEN SECTION

PAGE

CORP 9\7

Corporate & Economic Development Committee Meeting – Tuesday, 22 September, 2009**11 GENERAL BUSINESS****11.1 Outstanding Items****COMMITTEE'S DECISION**

ITEM NO.	MEETING REQUESTED	SUBJECT MATTER	REASON FOR NON-SUBMISSION REMARKS
9.2. 20	Ordinary Council Meeting 30/09/08 20\1188	Review of Rating Options	<i>A 2-hour open workshop forum to be held in August 2009.</i> (Scheduled for Monday, 5 October 2009)

THAT the Committee resolve under delegated authority that information contained in Item 11.1 be received and noted.

DECISION NO.20\()

(22/09/09)

