



AGENDA

Ordinary Council Meeting Tuesday, 27 February 2024

I hereby give notice that an Ordinary Meeting of Council will be held on:

Date: Tuesday, 27 February 2024

Time: 5:30pm

**Location: Council Chambers Darrandirra
Level 1, Civic Centre
Harry Chan Avenue, Darwin**

Webcasting: [MS Teams Link to Webcast](#)

**Simone Saunders
Chief Executive Officer**

ORDINARY COUNCIL MEMBERS

The Right Worshipful, the Lord Mayor Kon Vatskalis (Chair)

Deputy Lord Mayor Sam Weston

Councillor Jimmy Bouhoris

Councillor Kim Farrar

Councillor Sylvia Klonaris

Councillor Brian O'Gallagher

Councillor Mick Palmer

Councillor Peter Pangquee

Councillor Morgan Rickard

Councillor Vim Sharma

Councillor Ed Smelt

Councillor Amye Un

Councillor Rebecca Want de Rowe

OFFICERS

Chief Executive Officer, Simone Saunders

General Manager Community, Matt Grassmayr

A/General Manager Corporate, Alex Vereker

General Manager Innovation, Alice Percy

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1 ACKNOWLEDGEMENT OF COUNTRY

2 THE LORD'S PRAYER

3 MEETING DECLARED OPEN

4 APOLOGIES AND LEAVE OF ABSENCE

4.1 Apologies

4.2 Leave of Absence Granted

4.3 Leave of Absence Requested

5 ELECTRONIC MEETING ATTENDANCE

5.1 Electronic Meeting Attendance Granted

5.2 Electronic Meeting Attendance Requested

6 DECLARATION OF INTEREST OF MEMBERS AND STAFF

7 CONFIRMATION OF PREVIOUS MINUTES

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8 MOVING OF ITEMS

8.1 Moving Open Items into Confidential

8.2 Moving Confidential Items into Open

9 MATTERS OF PUBLIC IMPORTANCE / LORD MAYORAL MINUTE

Nil

10 PUBLIC QUESTION TIME

Two public question submissions received.

11 PETITIONS

Petition for Night time Closure fo Walkway 190, Koolama Court to Koojarra Court, Karama received.

12 DEPUTATIONS AND BRIEFINGS

13 NOTICES OF MOTION

Nil

14 ACTION REPORTS

14.1 REVIEW OF CORPORATE CREDIT CARD POLICY

Author: Manager Office of Council and CEO

Authoriser: Chief Executive Officer

Attachments:

1. Corporate Credit Card Policy - Tracked Changes [↓](#)
2. Corporate Credit Card Policy - Revised Version [↓](#)

RECOMMENDATIONS

1. THAT the report entitled Review of Corporate Credit Card Policy be received and noted.
2. THAT Council adopt the Corporate Credit Card Policy at **Attachment 2**.

PURPOSE

The purpose of this report is to adopt the revised Corporate Credit Card Policy.

KEY ISSUES

- City of Darwin is required by the *Local Government Act 2019 (NT)* to have a policy for Corporate Credit Cards.
- Council reviews policies in accordance with a schedule during each term of Council.
- The Corporate Credit Card Policy is due for review in 2024.

DISCUSSION

The *Local Government Act 2019* (NT) and *Local Government (General) Regulations 2021* (NT) requires that City of Darwin have a series of policies, including a policy for Corporate Credits Cards.

The Credit Card Policy was adopted in May 2022 and is due for review. The policy outlines the responsibility for and use of corporate credit cards for the Elected Members, the Chief Executive Officer and council staff.

The policy has been reviewed and transferred administratively onto the new template at **Attachment 1** with tracked changes. The revised policy is at **Attachment 2** for adoption.

PREVIOUS COUNCIL RESOLUTION

At the 17 May 2022 meeting Council resolved:

RESOLUTION ORD240/22

1. THAT the report entitled Finance Policies be received and noted.
2. THAT Council adopt the Accountable Forms Policy at **Attachment 1**.
3. THAT Council adopt the Credit Card Policy at **Attachment 2**.

CARRIED 10/0

STRATEGIC PLAN ALIGNMENT	6 Governance Framework 6.3 Decision Making and Management
BUDGET / FINANCIAL / RESOURCE IMPLICATIONS	Nil
LEGISLATION / POLICY CONTROLS OR IMPACTS	Legislation: <i>Local Government Act 2019 (NT)</i> <i>Local Government (General) Regulations</i> Policy: Accountable Forms Policy Procurement Policy
CONSULTATION, ENGAGEMENT & COMMUNICATION	Nil
DECLARATION OF INTEREST	<p>The report author does not have a conflict of interest in relation to this matter.</p> <p>The report authoriser does not have a conflict of interest in relation to this matter.</p> <p>If a conflict of interest exists, staff will not act in the matter, except as authorised by the CEO or Council (as the case requires).</p>



~~Credit card policy~~Corporate credit card policy

~~Policy No. 0020.100.E.R3030.100.E.R~~

1 Purpose

The purpose of this policy is to ensure effective controls ~~and procedures~~ ~~are in place~~ with respect to the use of corporate credit cards ~~by City of Darwin's Councillors council Elected members, s (including the Lord Mayor) and the Chief Executive Officer (CEO) and staff(CEO) of the Council.~~

2 Scope

~~This policy applies to the issue, custody and use of City of Darwin issued corporate credit cards. City of Darwin is committed to the safe custody, provision and proper use of credit cards by Councillors council members and the CEO whilst conducting Council business.~~

~~Purchases made on personal credit cards on behalf of City of Darwin are not covered by this policy.~~

~~Councillors Council members and the CEO are required to apply good judgement for all expenditure incurred whilst conducting Council business. All accountable forms need to be carefully monitored and safeguarded due to their inherent risk of theft, fraud, loss or misuse.~~

3 Policy ~~s~~Statement

~~3.1 Issue of credit card~~City of Darwin is committed to the responsible provision, safe custody and proper use of credit cards by Elected Members, CEO and staff.

~~Before a credit card is issued, the recipient must agree to, and sign conditions of use.~~

City of Darwin will maintain a register of all corporate credit cards issued to ~~Councillors-elected council members, the and CEO and staff, in accordance with the Local Government Act 2019 (NT) (the Act) and Local Government (General) Regulations 2021 (NT) (the Regulations).~~ including details of the approval, the cardholder, the institution expenditure limits and expiry date.

3.2 Issue of corporate credit cards

3.1

Version:	Decision Number:	Adoption Date:	Next Review Date:
1	ORD240/22	17 May 2022	17 May 2024
Responsible Officer: Chief Executive Officer			
Electronic version current. Uncontrolled copy valid only at time of printing.			



City of Darwin will issue corporate credit cards to the Lord Mayor, the CEO and staff, in accordance with the Corporate Credit Cards Procedure. All corporate credit cards will be issued through City of Darwin's banking provider.

Elected Member corporate credit cards

The CEO will authorise the issue of a corporate credit card to the Lord Mayor to make necessary purchases on behalf of City of Darwin. The CEO will approve a single transaction limit of \$5,000 and monthly limit of \$5,000.

CEO corporate credit card

Council will authorise the issue of a credit card from City of Darwin's banking provider to the CEO to make necessary purchases on behalf of City of Darwin with a monthly credit limit of \$10,000 and a maximum limit for single transactions of \$10,000.

The credit card is to have no cash advance facilities. The credit card is not to be linked to any form of award points. Council may further limit the purposes for which the credit card may be used.

Councillor council member credit cards

City of Darwin may issue a credit card to a Councillor council member only if the card is necessary for the Councillor council member to perform their functions and it is not reasonably possible to use City of Darwin's normal procedures for ordering or payment for goods and services. The CEO must set monthly and transaction limits to be applied.

single transaction limit of \$10,000 and monthly limit of \$10,000.

Council may further limit the purposes for which the credit card may be used.

Staff corporate credit cards

The CEO will authorise the issue of corporate credit cards to staff members to make necessary purchases on behalf of City of Darwin. Monthly limits will be set by the CEO, with consideration given to the following:

- proven business need
- the total available credit facility, in line with the cumulative borrowing amount for minor transactions set out in Northern Territory Government's Local Government Guideline No. 3 – Borrowing
- Transaction limits cannot exceed approved financial delegations.

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Responsible Officer: Chief Executive Officer			
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~~The credit card is to have no cash advance facilities. The credit card is not to be linked to any form of award points. Council may further limit the purposes for which the credit card may be used.~~

3.33.2 Use of corporate credit card - general conditions

~~Corporate It is the responsibility of the cardholder to ensure that limits are not exceeded.~~

~~C~~Credit cards ~~must~~should only be used in situations where it is not ~~reasonably~~ possible or cost effective to ~~use City of Darwin's finance system or stores requisition for go through the Council's City of Darwin's normal procedures for the ordering and ordering or and/or~~ payment for goods and services.

~~Use of Any expenditure using corporate the credit cards must comply with legislative requirements, City of Darwin's Procurement Policy, delegations and procedures directions.~~

It is the responsibility of the cardholder to ensure that limits are not exceeded.

~~No City of Darwin corporate credit cards will have cash advance facilities.~~

Personal ~~expenditure is not to~~expenses ~~must not~~ be charged to a corporate credit card under any circumstances ~~and i-ndividuals must not~~ ~~The cardholder is not to~~ gain any personal benefits from ~~being the holder of the use of a corporate credit card, such as cash-back deals, discounts or accumulating reward points.-~~

~~Any expenditure using the credit card must comply with legislative requirements, City of Darwin procurement policy, delegations and directions.~~

Cardholders are responsible for the safe custody and security of ~~the corporate credit cards card~~ and ~~may be~~ liable for ~~any misuse and associated costs costs incurred as a result of losing the card.~~

~~C~~The cardholders ~~must not is not to~~ allow others to use ~~the their corporate~~ credit card and must not disclose the personal identification number (PIN) ~~or access codes~~ to any person.

~~Any Councillor council member credit card issued is to be reconciled monthly and that reconciliation is to be reviewed and subsequently authorised by the CEO.~~

~~The CEO's credit card is to be reconciled monthly. However, and that reconciliation is to be reviewed and subsequently approved by the Lord Mayor.~~

~~The cardholder must ensure that all required documentation specified below is kept in relation to every use of the credit card. The cardholder must keep up to date with monthly reconciliations.~~

Misuse of credit card

~~Misuse of the credit card is a serious matter and may constitute a breach of this policy and criminal legislation. Suspected or inadvertent misuses of the credit card must be reported, investigated and dealt with in accordance with credit card management procedures.~~

~~Credit card policy~~Corporate credit card policy - 0020.100.E.R3030.100.E.R Page 3 of 7

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Responsible Officer: Chief Executive Officer			

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~~Deliberate or inadvertent misuse of credit cards may result in actions for breach of Code of Conduct, criminal proceedings and full recovery of monies.~~

3.43.3 Required supporting documentation

~~A compliant Supporting documentation tax invoice must be obtained must be obtained by each the cardholder for every expenditure transaction made using a corporate credit card, in line with the Corporate Credit Card Procedure. when using the credit card. For all transactions above \$82.50 (including GST), there must be a tax invoice that should include:~~

- ~~the Supplier's name~~
- ~~the Supplier's Australian Business Number (ABN)~~
- ~~the date of the expenditure~~
- ~~a brief description, where possible, of the supplies purchased.~~

~~If the supporting documentation is for some reason lost or destroyed, a statutory declaration must be completed by the cardholder giving full details of the transaction and explaining why the documentation is not available.~~

~~Corporate cCredit card reconciliations must not be approved without appropriate supporting documentation or an appropriate statutory declaration.~~

~~Where supporting documentation for a CEO's credit card purchase cannot be provided, the Lord Mayor must not approve the monthly credit card reconciliation unless a statutory declaration is attached.~~

~~If a cardholder cardholder regularly makes use of a statutory declaration, the matter of repeatedly fails repeated failure to keep required tax invoicesinvoices must be brought to the attention of Council and the Council will consider whether it is appropriate for the person to continue being a cardholder. their corporate credit card may be cancelled.~~

3.53.4 Credit card reconciliations

~~Each cardholder will be issued with a monthly credit card statement listing all their purchase transactions for a particular month.~~

~~It is the responsibility of the cardholder to match their supporting documentation to the monthly statement and return all documentation within 7 seven days of receiving the statement.~~

~~The reconciliation must include information for each transaction, including transactions of \$82.50 (including GST) or less. Transactions on all corporate credit cards are to be reconciled, approved and submitted monthly to the Finance Team, in line with the Corporate Credit Card Procedure.~~

~~The CEO's credit card will be reconciled monthly and reported to Council in the approved form, in accordance with the Regulations. The Lord Mayor will approve the CEO's credit card reconciliation.~~

~~Credit card policy~~Corporate credit card policy - 0020.100.E.R3030.100.E.R

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Responsible Officer: Chief Executive Officer			

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~~The Lord Mayor's corporate credit cards will be reconciled monthly and reported to Council in the approved form, in accordance with the Regulations. Elected Members' credit card reconciliations will be approved by the CEO.~~

~~The CEO approves reconciliations of credit cards held by Councillors council members. The Lord Mayor approves the reconciliation of the CEO's credit card.~~

~~Repeated failure to meet the required submit reconciliations by the due date timeframe may result in a corporate credit card being cancelled, must be brought to the attention of Council and the CEO may review whether it is appropriate for the person to continue being a cardholder.~~

~~The CEO is to notify the Lord Mayor and Council's Finance Team as soon as possible if there is a disputed card transaction in relation to the credit card held by the CEO. A Councillor is to notify the CEO as soon as possible if there is a disputed card transaction in relation to a credit card held by the Councillor.~~

~~Where a Councillors council members credit card has been inadvertently used for personal use, the CEO must not approve the monthly credit card reconciliation unless the amount has been repaid to Council and a receipt is attached.~~

~~Where a CEO's credit card has been inadvertently used for personal use, the Lord Mayor must not approve the monthly credit card reconciliation unless the amount has been repaid to Council and a receipt is attached. Any discrepancies in the credit card reconciliation must be reported immediately to the authoriser of the cardholder's monthly reconciliation and the Executive Manager Finance.~~

~~All reconciliation documents must be retained in accordance with the Regulations.~~

3.5 Misuse of corporate credit card

~~Misuse of a corporate credit card is a serious matter and may constitute a breach of this policy, Code of Conduct and criminal legislation. Suspected deliberate or inadvertent misuse of a corporate credit card must be reported and investigated in accordance with the Corporate Credit Card Procedure. Cardholders who are found to have misused corporate credit cards may be subject to disciplinary action and/or criminal proceedings.~~



3.6 Credit card cancellation and replacement

If a credit card is lost or stolen, the cardholder must immediately contact the issuing institution to report the loss and cancel the card, then notify the authoriser of the cardholder's monthly reconciliation and the Executive Manager Finance. The corresponding Credit Card Register must then be updated.~~If the cardholder is a Councillor council member, the matter must be reported as soon as possible to the CEO. If the CEO is the cardholder, the matter must be reported to the Lord Mayor.~~

~~In the above circumstances, the CEO is to ensure that the credit card has been cancelled, arrange a replacement card (if appropriate) and update the credit card register.~~

3.7 Return of credit card

3.7

The cardholder is to return the ir corporate credit card to the CouncilCity of Darwin as soon as the card is no longer required.

~~For, if leaving the Councilorganisation, on or before the last day with CouncilCity of Darwin, the cardholder must notify the Executive Manager Finance and ensure that an interim reconciliation is completed prior to exiting the organisation.~~

~~The CEO is to ensure that all returned credit cards are cancelled, destroyed and that the register is updated. The cardholder must then return the card to the Executive Manager Finance for immediate cancellation and destruction.~~

The corresponding Credit Card Register must then be updated.

4 Definitions

N/A **Approved form** means a form approved under section 341 of the Local Government Act 2019 (NT).

5 Legislative references

Local Government Act 2019 (NT)

Local Government (General) Regulations 2021 (NT)

6 Procedures / related documents

~~Credit card policy~~Corporate credit card policy - 0020.100.E.R3030.100.E.R

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Responsible Officer: Chief Executive Officer

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3401.100.E.R Procurement policy

This Policy is subject to review every ~~four~~^{two} (2) years, or as deemed appropriate, thereafter.

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1	ORD240/22	17 May 2022	17 May 2024

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Corporate credit card policy

Policy No. 3030.100.E.R

1 Purpose

The purpose of this policy is to ensure effective controls and procedures are in place with respect to the use of corporate credit cards by City of Darwin’s Elected Members, the Chief Executive Officer (CEO) and staff.

2 Scope

This policy applies to the issue, custody and use of City of Darwin issued corporate credit cards. Purchases made on personal credit cards on behalf of City of Darwin are not covered by this policy.

3 Policy Statement

City of Darwin is committed to the responsible provision, safe custody and proper use of credit cards by Elected Members, the CEO and staff.

City of Darwin will maintain a register of all corporate credit cards issued to Elected Members, the CEO and staff, in accordance with the *Local Government Act 2019* (NT) (the Act) and *Local Government (General) Regulations 2021* (NT) (the Regulations).

3.1 Issue of corporate credit cards

City of Darwin will issue corporate credit cards to the Lord Mayor, the CEO and staff, in accordance with the Corporate Credit Cards Procedure. All corporate credit cards will be issued through City of Darwin’s banking provider.

Elected Member corporate credit cards

The CEO will authorise the issue of a corporate credit card to the Lord Mayor to make necessary purchases on behalf of City of Darwin. The CEO will approve a single transaction limit of \$5,000 and monthly limit of \$5,000.



CEO corporate credit card

Council will authorise the issue of a credit card to the CEO to make necessary purchases on behalf of City of Darwin with a single transaction limit of \$10,000 and monthly limit of \$10,000.

Council may further limit the purposes for which the credit card may be used.

Staff corporate credit cards

The CEO will authorise the issue of corporate credit cards to staff members to make necessary purchases on behalf of City of Darwin. Monthly limits will be set by the CEO, with consideration given to the following:

- proven business need
- the total available credit facility, in line with the cumulative borrowing amount for minor transactions set out in Northern Territory Government’s Local Government Guideline No. 3 – Borrowing
- transaction limits cannot exceed approved financial delegations

3.2 Use of corporate credit card - general conditions

Corporate credit cards must only be used in situations where it is not possible or cost effective to use City of Darwin’s finance system or stores requisition for ordering and payment for goods and services.

Use of corporate credit cards must comply with legislative requirements, City of Darwin’s Procurement Policy, delegations and procedures.

It is the responsibility of the cardholder to ensure that limits are not exceeded.

No City of Darwin corporate credit cards will have cash advance facilities.

Personal expenses must not be charged to a corporate credit card under any circumstances and individuals must not gain any personal benefit from use of a corporate credit card, such as cash-back deals, discounts or accumulating reward points.

Cardholders are responsible for the safe custody and security of corporate credit cards and may be liable for costs incurred as a result of losing the card.

Cardholders must not allow others to use their corporate credit card and must not disclose the personal identification number (PIN) to any person.

3.3 Required supporting documentation

A compliant tax invoice must be obtained by each cardholder for every transaction made using a corporate credit card, in line with the Corporate Credit Card Procedure. If supporting documentation is lost or destroyed, a statutory declaration must be completed by the cardholder.

Corporate credit card reconciliations must not be approved without supporting documentation.

.....

Corporate credit card policy - 3030.100.E.R

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2	Number		Select date.

Responsible Officer: Chief Executive Officer

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If a cardholder repeatedly fails to keep required tax invoices, their corporate credit card may be cancelled.

3.4 Credit card reconciliations

Transactions on all corporate credit cards are to be reconciled, approved and submitted monthly to the Finance Team, in line with the Corporate Credit Card Procedure.

The CEO's credit card will be reconciled monthly and reported to Council in the approved form, in accordance with the Regulations. The Lord Mayor will approve the CEO's credit card reconciliation.

The Lord Mayor's corporate credit card will be reconciled monthly and reported to Council in the approved form, in accordance with the Regulations. The Lord Mayor's credit card reconciliations will be approved by the CEO.

Repeated failure to submit reconciliations by the due date may result in a corporate credit card being cancelled.

Any discrepancies in the credit card reconciliation must be reported immediately to the authoriser of the cardholder's monthly reconciliation and the Executive Manager Finance.

All reconciliation documents must be retained in accordance with the Regulations.

3.5 Misuse of corporate credit card

Misuse of a corporate credit card is a serious matter and may constitute a breach of this policy, Code of Conduct and criminal legislation. Suspected deliberate or inadvertent misuse of a corporate credit card must be reported and investigated in accordance with the Corporate Credit Card Procedure. Cardholders who are found to have misused corporate credit cards may be subject to disciplinary action and/or criminal proceedings.

3.6 Credit card cancellation and replacement

If a credit card is lost or stolen, the cardholder must immediately contact the issuing institution to report the loss and cancel the card, then notify the authoriser of the cardholder's monthly reconciliation and the Executive Manager Finance. The corresponding Credit Card Register must then be updated.

3.7 Return of credit card

The cardholder is to return their corporate credit card to City of Darwin as soon as the card is no longer required.

If leaving the organisation, the cardholder must notify the Executive Manager Finance and ensure that an interim reconciliation is completed prior to exiting the organisation. The cardholder must then return the card to the Executive Manager Finance for immediate cancellation and destruction.

The corresponding Credit Card Register must then be updated.

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2	Number		Select date.

Responsible Officer: Chief Executive Officer

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4 Definitions

Approved form means a form approved under section 341 of the *Local Government Act 2019* (NT).

5 Legislative references

- Local Government Act 2019* (NT)
- Local Government (General) Regulations 2021* (NT)

6 Procedures / related documents

- Corporate Credit Card Procedure
- 0021.100.E.R Accountable forms policy
- 3401.100.E.R Procurement policy

7 Responsibility / application

Elected Members and the CEO are accountable for the overall establishment and periodic review of this policy.

Elected Members, CEO and staff are responsible for complying with this policy.

This Policy will be reviewed every four years, or as required.

14.2 REVIEW OF PRIVACY POLICY

Author: Executive Manager Corporate and Customer Services

Authoriser: A/General Manager Corporate

Attachments: 1. Privacy Policy (with tracked changes) [↓](#)
2. Privacy Policy (consolidated version) [↓](#)

RECOMMENDATIONS

1. THAT the report entitled Review of Privacy Policy be received and noted.
2. THAT Council adopt the Privacy Policy at **Attachment 2**.

PURPOSE

The purpose of this report is to seek approval for City of Darwin's reviewed Privacy Policy.

KEY ISSUES

- Council is required to have a Privacy Policy to protect Elected Members and staff from "undue intrusion into their private affairs".
- It is general practice in Northern Territory local government that this policy not only meets these requirements, but more broadly provides a statement about how City of Darwin will collect and manage personal information from the community obtained in the course of performing its functions.
- The current policy has been reviewed.
- Minor wording and formatting changes have been made, but the policy remains substantially the same.

DISCUSSION

Under Section 206(3) of the *Local Government Act 2019* (NT), Council is required to have a Privacy Policy in place to protect the privacy of Elected Members and staff. It is also recommended that Council has a policy that outlines the steps Council will take to protect the privacy of the community and comply with the Information Privacy Principles outlined in the *Information Act 2002* (NT).

The current policy was adopted in April 2022 and is due for review. The policy has been reviewed and was transferred administratively onto the new template at **Attachment 1** with tracked changes. Minor wording changes have also been made, but the policy remains substantially as previously adopted. A consolidated version is at **Attachment 2** for adoption.

PREVIOUS COUNCIL RESOLUTION

At the 26 April 2022 meeting Council resolved:

RESOLUTION ORD202/22:

1. THAT the report entitled Review of Privacy Policy be received and noted.
2. THAT Council approve the revised Policy 0033.100.E.R. Privacy as at **Attachment 1**.

CARRIED 12/0

STRATEGIC PLAN ALIGNMENT	6 Governance Framework 6.1 Vision and Culture
BUDGET / FINANCIAL / RESOURCE IMPLICATIONS	N/A
LEGISLATION / POLICY CONTROLS OR IMPACTS	<p>Legislation:</p> <p>This policy will ensure that City of Darwin is complying with its requirements under the <i>Local Government Act 2019</i> (NT) and the <i>Information Act 2002</i> (NT).</p> <p>Policy:</p> <p>N/A</p>
CONSULTATION, ENGAGEMENT & COMMUNICATION	N/A
DECLARATION OF INTEREST	<p>The report author does not have a conflict of interest in relation to this matter.</p> <p>The report authoriser does not have a conflict of interest in relation to this matter.</p> <p>If a conflict of interest exists, staff will not act in the matter, except as authorised by the CEO or Council (as the case requires).</p>



Privacy policy

Policy No. ~~0033.100.E.R~~2501.100.E.R

1 Purpose

The purpose of this policy is to set out City of Darwin’s commitment to information privacy and its intent to comply with the provisions of the *Information Act 2002* (NT) ~~(the Act)~~ and the *Local Government Act 2019* (NT).

2 Scope

~~This policy applies to Elected Members, all City of Darwin Staff, City of Darwin Library members, ratepayers and residents of the City of Darwin, and all people who utilise the services of or transact business with the City of Darwin.~~ This policy covers all personal information collected and held by the City of Darwin through engagement with ~~the public~~, Elected Members and City of Darwin staff.

~~To help achieve this policy, City of Darwin applies 7 Guiding Principles:~~

- ~~transparency – Darwin is an aware and informed community~~
- ~~value – there is demonstrable value for the community in providing their personal information to City of Darwin~~
- ~~collection limitation – personal information is collected only when it is necessary for the performance of City of Darwin functions~~
- ~~safety first – where personal information must be collected, it is securely stored and de-identified wherever possible before use or disclosure~~
- ~~fair decisions – lawful decisions about the collection and handling of personal information are made by City of Darwin, and the decisions reflect community values and expectations~~
- ~~accountability – Privacy by Design is supported for all initiatives involving personal information, privacy impact assessments are conducted, and City of Darwin privacy posture is regularly reviewed~~
- ~~agility – City of Darwin adapts and responds to changes in legislation, public policy, technology, the information economy and the emerging body of privacy best practice.~~

3 Policy ~~s~~Statement

City of Darwin collects and manages personal information in the course of performing its role, functions and objectives ~~so as~~ to protect all people from undue intrusion into private affairs. The way in which City of Darwin manages personal information is governed by the Information Privacy Principles (IPPs) as outlined in the ~~Information Act 2002 (NT) Act~~ and the *Local Government Act 2019* (NT).

~~To help achieve this policy, City of Darwin applies 7 Guiding Principles:~~

- ~~transparency – Darwin is an aware and informed community~~
- ~~value – there is demonstrable value for the community in providing their personal information to City of Darwin~~

Privacy policy - ~~0033.100.E.R~~2501.100.E.R Page 1 of 6

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23	ORD202/22	26 April 2022 <u>27 February 2024</u>	26 April 2024 <u>27 February 2026</u>
Responsible Officer: Chief Financial Officer <u>General Manager Corporate</u>			

Electronic version current. Uncontrolled copy valid only at time of printing.



- collection limitation – personal information is collected only when it is necessary for the performance of City of Darwin functions
- safety first – where personal information must be collected, it is securely stored and de-identified wherever possible before use or disclosure
- fair decisions – lawful decisions about the collection and handling of personal information are made by City of Darwin, and the decisions reflect community values and expectations
- accountability – Privacy by Design is supported for all initiatives involving personal information, privacy impact assessments are conducted, and City of Darwin privacy posture is regularly reviewed
- agility – City of Darwin adapts and responds to changes in legislation, public policy, technology, the information economy and the emerging body of privacy best practice.

As part of the development of new initiatives and projects, City of Darwin will consider privacy impacts through Privacy Impact Assessments or other analysis.

3.1 Collecting personal information

~~City of Darwin collects the personal information that it needs to carry out its functions and activities, including its statutory functions under the Local Government Act 2019 (NT).~~

When collecting personal information, City of Darwin will take all reasonable steps to ensure that customers are aware of the information to be collected, purpose, whether it is required by law, and the consequences, if any, of not providing the information.

City of Darwin may collate statistical information from the personal information it collects. This information may be used by City of Darwin and other government bodies to assist in ~~providing the provision of appropriate~~ services and facilities, including open data. ~~These Once this kind of information is collected, it will be anonymised so that any compilation or publication of those~~ statistics will not reveal an individual's identity.

City of Darwin may collect personal information in a number of ways, including:

- ~~directly~~ directly in documents such as application forms, statutory declarations, or by
- verbal or written correspondence
- through contact with Elected Members or staff, ~~and~~
- from third parties such as government bodies.

3.2 Use and disclosure of personal information

City of Darwin may use ~~your~~ personal information in a number of ways ~~to carry out City of Darwin's functions~~, including:

- ~~to carry out City of Darwin's functions~~
- to provide ~~you with~~ information about ~~the~~ City of Darwin's services

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- to ~~determine and determine and~~ provide appropriate services and facilities
- to administer and manage processes such as ~~issuing permits, applications for permits, animal ownership registration, billing and collection of levies and charges rates, parking controls, and~~
- development proposals
- to administer and make enquiries on Elected Member, personnel ~~and; and~~
 - recruitment matters.

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City of Darwin will not use or disclose personal information to third parties except in certain circumstances, including:

~~the information is being transferred to the individual~~

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- ~~when / where the individual you have~~ consented to the release
- to lessen or prevent serious harm
- ~~or where disclosure is authorised or required to comply with City of Darwin's legal obligations required by law~~
- ~~the individual has consented, or the transfer disclosure is required for performance of a contract with the individual or that benefits the individual; or~~
- to enable Elected Members to refer requests for assistance to City of Darwin or other agencies, ~~or~~
- to enable City of Darwin or a third party to provide services.

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Individuals may request access to or correction of personal information the City of Darwin holds about them in line with the provisions of the Act, ~~excluding exemptions under the Act.~~

Where City of Darwin requires a third party to collect, use or disclose information to perform City of Darwin functions, the third party will be bound by, and fully aware of their obligations to, the provisions of the Act and IPPs.

Where lawful and practical, City of Darwin may give customers the option of ~~remaining anonymous, and will explain any potential consequences not identifying themselves~~ when supplying information or entering into transactions with City of Darwin, ~~and will provide advice of any consequences of remaining anonymous.~~

An individual may request City of Darwin to inform them of the personal information it holds, where it holds the information and how it collects, holds, ~~and~~ uses and discloses the information.

City of Darwin will take all reasonable steps to suppress personal information from publicly available material in accordance with the Local Government Act 2019 (NT).

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~~Contact details for telephones and e-mail addresses provided to staff for work purposes may be disclosed. No private contact details will be disclosed. Staff who are provided with telephony, email or other means of communication and contact by City of Darwin to enable fulfilment of the requirements of their roles will have these contact details disclosed. No private contact details will be disclosed.~~

Commented [RM1]: Contact details for telephones and e-mail addresses provided to staff for work purposes may be disclosed. No private contact details will be disclosed.

Personal information of City of Darwin staff may be used to contact staff in emergency situations and natural disaster ~~rsf~~ events.

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3.3 City of Darwin libraries

City of Darwin Libraries may collect information in order to provide an all-inclusive public library service, including lending and in-house services and to advise members on all facilities, services, programs, collections, special events and activities so that individual needs are met. The only information collected is provided by members when joining the library.

By applying to become a member of the Library, members are consenting to personal information being disclosed to the Northern Territory Government for the sole purpose of addition to and maintenance of a shared database.

This database is shared by libraries throughout the Northern Territory (LINNet) and provided by Northern Territory Library and Information Services (NTLIS). NTLIS allows authorised access to this information to authorised staff in all libraries in LINNet. This information sharing helps City of Darwin to provide services such as interlibrary loans to patrons throughout the Territory.

City of Darwin Libraries will only use or disclose the personal information collected for the purposes stated above, unless use or disclosure is required and authorised by law.

3.4 Data security of personal information

~~The~~ City of Darwin will take reasonable steps to protect the personal information it holds from misuse and loss and from unauthorised access, modification or disclosure.

City of Darwin has ~~an in place a robust~~ information security framework to protect ~~your personal~~ information which may be stored physically or in electronic form.

City of Darwin staff have access to ~~your personal~~ information ~~only to the extent that is required for them to carry out their duties on a need-to-know basis.~~

City of Darwin will take all reasonable ~~steps measures~~ to ~~ensure the information it collects maintain held~~ ~~information~~ is accurate, complete and up to date.

City of Darwin will not transfer personal information unless:

- ~~The transfer is authorised or required by law~~ the information is being transferred to the individual
- ~~the transfer is required or authorised by law~~
- the recipient is subject to laws substantially similar to the IPPs ~~and~~
- ~~the individual has consented, or the transfer is required for performance of a contract with the individual or that benefits the individual; or~~
- City of Darwin has taken reasonable steps to ensure that the information will not be held, used or disclosed by the person to whom it is transferred in a manner that is consistent with this policy.

Individuals may request access to or correction of personal information the City of Darwin holds about them (excluding exemptions under the *Information Act 2002* (NT)).

3.5 Privacy complaints

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In order to fulfill its obligations under the Information Act, City of Darwin will maintain a privacy complaints function, through the dedicated Privacy Champion role, to deal with privacy complaints. If not resolved internally, complaints can be escalated through an external appeals process. Details Information about complaints management will be made available on the City of Darwin website.

4 Definitions

Access means providing an individual with personal information about himself that is held by the City of Darwin. Access means providing an individual with personal information about themselves, which may include inspecting or making copies of the information. This may include allowing that individual to inspect personal information or to obtain a copy of the personal information.

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Collection means gathering, acquiring or obtaining personal information regardless of the source or the method used.

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Consent means expressed or implied agreement. In order to consent, an individual must be informed and have the ability to understand and communicate their consent.

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Disclosure means releasing personal information about an individual to someone outside of the organisation whereby City of Darwin will no longer have control over the information

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Collection means gathering, acquiring or obtaining personal information from any source and by any means.

Consent in relation to solicited information means a voluntary agreement (express or implied) to some act, practice or purpose. The individual must be adequately informed before giving consent and must have the capacity to understand and communicate their consent.

City of Darwin staff includes all employees and workers, contractors, volunteers and all others who perform work on behalf of City of Darwin.

Disclosure means the release of personal information to persons or organisations outside the City of Darwin (receiving entity) where the receiving entity does not know the personal information and the City of Darwin ceases to have control over the receiving entity in relation to who will know the personal information in the future. It does not include giving individuals personal information about themselves.

Personal Information is City of Darwin information that discloses a person's identity, or from which a person's identity is reasonable ascertainable could be identified. However, the City of Darwin information is not personal information to the extent that where the person's identity is disclosed only in the context of having acted in an official capacity for a public sector organisation City of Darwin, and no other personal information is disclosed, the government information discloses no other personal information about the person.

Use means the handling of personal information within by City of Darwin, including the inclusion of personal information in a publication, taking personal information into account in the making of a decision, or transferring the information from one part of the City of Darwin with particular functions to another part of the City of Darwin having different functions.

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5 Legislative references

Information Act 2002 (NT)
Local Government Act 2019 (NT)

6 Procedures and related documents

Nil

7 Responsibility and application

The ~~Chief Financial Officer~~General Manager Corporate is accountable for the operation of this policy. The Privacy Champion is appointed by the Chief Executive Officer to provide awareness, advice and support for staff in meeting City of Darwin’s privacy obligations. The Privacy Champion also serves as an escalation point for privacy queries and complaints.

This policy applies to Elected Members, all City of Darwin Staff, City of Darwin Library members, ratepayers and residents of the City of DarwinDarwin municipality, and all people who utilise the services of or transact business with the City of Darwin.

This policy will be reviewed every two years or ~~at other such time as is deemed necessary~~as required.

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Privacy policy

Policy No. 2501.100.E.R

1 Purpose

The purpose of this policy is to set out City of Darwin’s commitment to information privacy and its intent to comply with the provisions of the *Information Act 2002* (NT) (the Act) and the *Local Government Act 2019* (NT).

2 Scope

This policy covers all personal information collected and held by the City of Darwin through engagement with the public, Elected Members and City of Darwin staff.

3 Policy Statement

City of Darwin collects and manages personal information in the course of performing its role, functions and objectives to protect all people from undue intrusion into private affairs. The way in which City of Darwin manages personal information is governed by the Information Privacy Principles (IPPs) as outlined in the Act and the Local Government Act 2019 (NT).

To achieve this, City of Darwin applies 7 Guiding Principles:

- Transparency - Darwin is an aware and informed community.
- Value - there is demonstrable value for the community in providing their personal information to City of Darwin.
- Collection limitation - personal information is collected only when it is necessary for the performance of City of Darwin functions.
- Safety first - where personal information must be collected, it is securely stored and de-identified wherever possible before use or disclosure.
- Fair decisions - lawful decisions about the collection and handling of personal information are made by City of Darwin, and the decisions reflect community values and expectations.
- Accountability – privacy by design is supported for all initiatives involving personal information, privacy impact assessments are conducted, and City of Darwin privacy posture is regularly reviewed.
- Agility – City of Darwin adapts and responds to changes in legislation, public policy, technology, the information economy and the emerging body of privacy best practice.

In the development of new initiatives and projects, City of Darwin will consider privacy impacts through Privacy Impact Assessments or other analysis.

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3.1 Collecting personal Information

When collecting personal information, City of Darwin will take all reasonable steps to ensure that customers are aware of the information to be collected, purpose, whether it is required by law, and the consequences, if any, of not providing the information.

City of Darwin may collate statistical information from the personal information it collects. This information may be used by City of Darwin and other government bodies to assist in providing services and facilities, including open data. These statistics will not reveal an individual's identity.

City of Darwin may collect personal information in a number of ways, including:

- directly in documents such as application forms, statutory declarations, or by verbal or written correspondence
- through contact with Elected Members or staff
- from third parties such as government bodies.

3.2 Use and disclosure of personal information

City of Darwin may use personal information in a number of ways to carry out City of Darwin's functions, including:

- to provide information about City of Darwin's services
- to determine and provide appropriate services and facilities
- to administer and manage processes such as issuing permits, animal registration, rates, parking, and development proposals
- to administer and make enquiries on Elected Member, personnel and recruitment matters.

City of Darwin will not use or disclose personal information to third parties except in certain circumstances, including:

- where the individual has consented to the release
- to lessen or prevent serious harm
- where disclosure is required by law
- to enable Elected Members to refer requests for assistance to City of Darwin or other agencies
- to enable City of Darwin or a third party to provide services.

Individuals may request access to or correction of personal information the City of Darwin holds about them in line with the provisions of the Act.

Where City of Darwin requires a third party to collect, use or disclose information to perform City of Darwin functions, the third party will be bound by, and fully aware of their obligations to, the provisions of the Act and IPPs.

Where lawful and practical, City of Darwin may give customers the option of remaining anonymous, and will explain any potential consequences when supplying information or entering into transactions with City of Darwin.

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An individual may request City of Darwin to inform them of the personal information it holds, where it holds the information and how it collects, holds, uses and discloses the information.

City of Darwin will take all reasonable steps to suppress personal information from publicly available material in accordance with the Local Government Act 2019 (NT).

Contact details for telephones and e-mail addresses provided to staff for work purposes may be disclosed. No private contact details will be disclosed.

Personal information of City of Darwin staff may be used to contact staff in emergency situations and natural disasters.

3.3 City of Darwin libraries

City of Darwin Libraries may collect information in order to provide an all-inclusive public library service, including lending and in-house services and to advise members on all facilities, services, programs, collections, special events and activities so that individual needs are met. The only information collected is provided by members when joining the library.

By applying to become a member of the Library, members are consenting to personal information being disclosed to the Northern Territory Government for the sole purpose of addition to and maintenance of a shared database.

This database is shared by libraries throughout the Northern Territory (LINNet) and provided by Northern Territory Library and Information Services (NTLIS). NTLIS allows authorised access to this information to authorised staff in all libraries in LINNet. This information sharing helps City of Darwin to provide services such as interlibrary loans to patrons throughout the Territory.

City of Darwin Libraries will only use or disclose the personal information collected for the purposes stated above, unless use or disclosure is required and authorised by law.

3.4 Data security of personal information

City of Darwin will take reasonable steps to protect the personal information it holds from misuse and loss and from unauthorised access, modification or disclosure.

City of Darwin has an information security framework to protect personal information which may be stored physically or in electronic form.

City of Darwin staff have access to personal information on a need-to-know basis.

City of Darwin will take all reasonable steps to maintain held information is accurate, complete and up to date.

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City of Darwin will not transfer personal information unless:

- the transfer is authorised or required by law
- the recipient is subject to laws substantially similar to the IPPs
- City of Darwin has taken reasonable steps to ensure that the information will not be held, used or disclosed by the person to whom it is transferred in a manner that is consistent with this policy.

Individuals may request access to or correction of personal information the City of Darwin holds about them (excluding exemptions under the *Information Act 2002* (NT)).

3.5 Privacy complaints

City of Darwin will maintain a privacy complaints function through a dedicated Privacy Champion role. If not resolved internally, complaints can be escalated through an external appeals process. Information about complaints management will be made available on the City of Darwin website.

4 Definitions

Access means providing an individual with personal information about themselves, which may include inspecting or making copies of the information.

Collection means gathering, acquiring or obtaining personal information regardless of the source or the method used.

Consent means expressed or implied agreement. In order to consent, an individual must be informed and have the ability to understand and communicate their consent.

Disclosure means releasing personal information about an individual to someone outside of the organisation whereby City of Darwin will no longer have control over the information.

City of Darwin staff includes all employees and workers, contractors, volunteers and all others who perform work on behalf of City of Darwin.

Personal Information is information that discloses a person’s identity, or from which a person could be identified. City of Darwin information is not personal information where a person’s identity is disclosed only in the context of having acted in an official capacity for City of Darwin, and no other personal information is disclosed.

Use means the handling of personal information by City of Darwin.

5 Legislative References

Information Act 2002 (NT)
Local Government Act 2019 (NT)

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6 Procedures and related documents

N/A

7 Responsibility / Application

The General Manager Corporate is accountable for the operation of this policy. The Privacy Champion is appointed by the Chief Executive Officer to provide awareness, advice and support for staff in meeting City of Darwin’s privacy obligations. The Privacy Champion also serves as an escalation point for privacy queries and complaints.

This policy applies to Elected Members, City of Darwin Staff, City of Darwin Library members, ratepayers and residents of the Darwin municipality and all people who utilise the services of, or transact business with City of Darwin.

This policy will be reviewed every two years or as required.

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14.3 REVIEW OF FUNDING POLICY AND FUNDING GUIDELINES

Author: Manager International Business Relations
Executive Manager Growth & Economic Development

Authoriser: General Manager Innovation

Attachments: 1. City of Darwin Funding Policy [↓](#)
2. City of Darwin Funding Guidelines [↓](#)

RECOMMENDATIONS

1. THAT the report entitled Review of Funding Policy and Funding Guidelines be received and noted.
2. THAT Council endorse the Funding Policy provided at **Attachment 1**.
3. THAT Council endorse the revised City of Darwin Funding Guidelines provided at **Attachment 2**.
4. THAT Council rescind the Sponsorship Policy 0065.100.E.R, Sponsorship Guidelines 2022/23 and the Funding Guidelines 2021-2024.

PURPOSE

The purpose of this report is to seek Council's endorsement of a new Funding Policy, and a revised City of Darwin Funding Guidelines as well as rescission of the Sponsorship Policy 0065.100.E.R, Sponsorship Guidelines 2022/23 and Funding Guidelines 2021-2024.

KEY ISSUES

- City of Darwin officers have conducted a review of the current funding programs and guidelines.
- There is currently no existing policy covering grants, such as Community Grants Program, Environment and Climate Change Grants Program, Reconciliation Week and NAIDOC Week Funding Program.
- The existing policies and guidelines include Funding Guidelines 2021-2024, Sponsorship Guidelines and Sponsorship Policy.
- The proposed Funding Policy provides a consistent framework to govern all the funding programs at City of Darwin and outlines the principles by which funding will be provided to ensure access to funding is open, transparent and equitable.
- This Policy does not govern In-kind Support from City of Darwin to organisations and community groups which is under the framework of the In-kind Support Policy.
- Operating Subsidies and Cooperation Agreements have been removed from the new Funding Policy and Guidelines.

DISCUSSION

Funding Policy

The purpose of the Funding Policy in **Attachment 1** is to articulate an effective and fair approach to direct the allocation of funds to projects and programs that support the community and the receipt of funding to support the strategic directions in City of Darwin 2030 Strategic Plan.

The Funding Policy outlines the principles by which funding will be received and provided to Darwin organisations and community groups to ensure access to funding is open, transparent, and equitable.

The Funding Policy covers both incoming funding to City of Darwin and the outgoing funding programs provided by City of Darwin through Community Grants, Environment and Climate Change Grants, Sponsorship, Reconciliation Week and NAIDOC Week Funding, and other ad hoc funding programs.

There are two components to City of Darwin Funding Policy. These are:

Incoming Funding - City of Darwin to receive financial and/or In-kind Support from a commercial or external organisation to deliver an event, project or activity in return for specified benefits, for example, sponsorship and grants.

Ineligible types of activities to provide Funding to City of Darwin, are as follows:

- Activities, where the funding provider's involvement could compromise or be seen to compromise City of Darwin's ability to exercise its role and function as a Local Government or could diminish the public's confidence, are not suitable for sponsorship, or
- any activity that would not align with City of Darwin values and strategic vision.

Outgoing Funding - City of Darwin provides cash to an organisation to conduct an event, project, service or activity in return for specified benefits.

Funding proposals should align with City of Darwin 2030 Strategic Plan. The Strategic Plan for the city outlines five strategic directions wherein all proposals should align with including:

- A capital city with best practice and sustainable infrastructure
- A safe, liveable and healthy city
- A cool, clean and green city
- A smart and prosperous city
- A vibrant and creative city.

Through incoming and outgoing funding, City of Darwin aims to enhance events, programs, projects and activities to provide the greatest benefit to the Darwin community.

Outgoing Funding Programs	Purpose	Frequency
Community Grants	To support one-off community-building activities, programs, and events	<p>2 rounds each financial year</p> <p>Round 1: Opens 1 March, closes 31 March. For use from July to December</p> <p>Round 2: Opens 1 September, closes 30 September. For use from January to June</p> <p>Out of round depends on availability.</p>

Environment and Climate Change Grants	To deliver outcomes on: City of Darwin 2030 Climate Emergency Strategy, Greening Darwin Strategy, and/or Waste and Resource Recovery Strategy	Once each financial year Opens April, closes May. For use from July
Reconciliation Week and NAIDOC Week Funding	For activity led by First Nations organisations and businesses celebrating National Reconciliation Week and NAIDOC Week.	Once each financial year Opens 1 March, closes 31 March. For use during National Reconciliation Week (27 May to 3 June) or NAIDOC Week (first week of July annually). Applications for multiple years may be considered.
Sponsorship	To support events, projects, activities and services that create value for the social, cultural, environmental, and economic life of Darwin	Once each financial year Opens March, closes April. For use from July Applications spanning three-year periods are favoured.
Other ad hoc funding programs	City of Darwin may have some one-off funding and grant programs based on a specific purpose from time to time, for example, Cyclone Tracy 50th Anniversary Commemoration Grants. Such opportunities will be announced separately on City of Darwin's website, social media, or other public domains.	

It is recommended that the Sponsorship Policy available [here](#), Sponsorship Guidelines available [here](#), are rescinded now that sponsorship has been included in a higher level Funding Policy and Guidelines.

City of Darwin Funding Guidelines

Following an extensive review process, City of Darwin officers have revised the Funding Guidelines as in **Attachment 2**. The existing Funding Guidelines are available [here](#).

These new Funding Guidelines deliver on City of Darwin's strategic role to fund and partner with organisations to meet these objectives.

City of Darwin invests in activity within the municipality of Darwin via open, competitive opportunities, transparent processes, and formal agreements with community groups, local businesses, and organisations.

City of Darwin officers have removed the funding categories called Operating Subsidies and Cooperation Arrangement from the new Funding Guidelines. A Cooperation Arrangement was a category of funding developed in 2020 by City of Darwin as a trial with NT Major Events Corporation (NTMEC). The intent of the cooperation arrangement was to streamline processes with regular users of City of Darwin's assets such as parks and public spaces, whereby City of Darwin provided high levels of in-kind support in exchange for alignment with program outcomes across City of Darwin. City of Darwin proposed to cooperate over Bass in the Grass, the National Rugby League, Merlin Darwin Triple Crown and Territory Day where City of Darwin provided \$30,000 in-kind across the events annually and \$9,000 cash annually and NTMEC provided promotional opportunities, logo placement, and engagement with the Launch Youth Program. The arrangement with NTMEC concludes on the 30 April 2024.

Cooperation relationships, such as the one with NTMEC, can now fit within the In-Kind Support

Policy and the new Funding Policy and Funding Guidelines, which include both incoming and outgoing funding arrangements. Please see the report entitled 'Operating Subsidies 2024-2025' for further details on the removal of this funding category.

The next sponsorship round commences in March 2024 and, if endorsed by Council, the new Funding Policy and Guidelines will be published on the City of Darwin website prior to launch of the round.

PREVIOUS COUNCIL RESOLUTION

At the 27 June 2023 meeting Council resolved:

RESOLUTION ORD339/23

1. THAT the report entitled Review of Sponsorship Policy be received and noted.
2. THAT Council adopt the revised Sponsorship Policy.

CARRIED 11/0

At the 9 February 2021 meeting Council resolved:

RESOLUTION ORD015/21

1. THAT the report entitled City of Darwin Funding Guidelines 2021-2024 be received and noted.
2. THAT Council endorse the attached City of Darwin Funding Guidelines 2021-2024 for publication and distribution.

CARRIED 11/0

STRATEGIC PLAN ALIGNMENT	6 Governance Framework 6.3 Decision Making and Management
BUDGET / FINANCIAL / RESOURCE IMPLICATIONS	Budget/Funding: \$600,000 Is Funding identified: Yes Existing Position No: Contractor:
LEGISLATION / POLICY CONTROLS OR IMPACTS	Legislation: Local Government Act NT 2019 Policy: N/A
CONSULTATION, ENGAGEMENT & COMMUNICATION	Engagement Level: Discuss Tactics: Internal: City of Darwin officers and management teams External: N/A
DECLARATION OF INTEREST	<p>The report author does not have a conflict of interest in relation to this matter.</p> <p>The report authoriser does not have a conflict of interest in relation to this matter.</p> <p>If a conflict of interest exists, staff will not act in the matter, except as authorised by the CEO or Council (as the case requires).</p>



Funding Policy

Policy No. 6330.100.E.R

1 Purpose

This policy outlines the principles by which funding will be received from and provided to Darwin organisations and community groups in line with the strategic directions in City of Darwin 2030 Strategic Plan, to ensure access to funding is effective, open, transparent and equitable.

2 Scope

This Policy covers both incoming funding to City of Darwin and the outgoing funding programs provided by City of Darwin through grants, sponsorship and other funding programs.

This Policy does not govern In-kind Support, which is covered by the In-kind Support Policy.

3 Policy Statement

City of Darwin recognises the importance of funding to support the delivery of new or existing programs, services, facilities, projects, and events, which contribute to the quality of life for the Darwin community and growth of the Darwin economy.

There are two components to City of Darwin Funding Policy. These are:

Incoming Funding - City of Darwin receives financial and/or In-kind Support from an external organisation to conduct an event, project, or activity in return for specified benefits, such as sponsorship and grants.

Outgoing Funding - City of Darwin funds an organisation to conduct an event, project, service or activity in return for specified benefits. Specific funding programs are detailed in the City of Darwin Funding Guidelines.

3.1 Incoming Funding

Principles for providing funding to City of Darwin

The following general principles will apply when City of Darwin is seeking and managing incoming sponsorship and grants:

- The cost of managing and evaluating funding must not outweigh the dollar value of the funding received.

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- The funding and return benefits from City of Darwin to the funding providers must not conflict or be seen to conflict with the objectives and policies of City of Darwin.
- Funding agreements must not endorse the funding provider or their products.
- All funding agreements must be in writing.
- Funds raised through sponsorship and/or grants of specific expenditure items must be used for that purpose and not be redirected into general revenue.
- Where the value of funding or support to City of Darwin is \$10,000 or less, City of Darwin may seek or accept support by dealing directly with potential funding providers.
- City of Darwin must have a sponsorship prospectus publicly available for sponsorships valued over \$10,000.
- City of Darwin will consider the benefits of individual funding agreements and may impose conditions to protect City of Darwin’s interests.

Types of sponsorship and grants:

- Funding
- Goods, services, or vouchers (in-kind support)
- Discounts.

3.2 Outgoing Funding

Principles for outgoing funding

All funding arrangements will be undertaken in accordance with City of Darwin policies and procedures.

When granting funding, City of Darwin must consider the relevant provisions in the *Local Government Act 2019 (NT)* and *Local Government (General) Regulations 2021 (NT)*.

Funding proposals should align with the City of Darwin 2030 Strategic Plan, which outlines City of Darwin’s five strategic directions.

City of Darwin will not consider funding proposals for the following activities, except where they relate directly to operational objectives or priorities, where appropriate:

- conferences
- seminars
- functions
- individuals
- record attempts
- fundraisers.

Application

All applications should be made via the online SmartyGrants platform for acquittal reporting purposes.

Version:	Decision Number:	Adoption Date:	Next Review Date:
1	XXXXX	Select date.	Select date.

Responsible Officer: General Manager Innovation

Electronic version current. Uncontrolled copy valid only at time of printing.



Funding agreement

A funding agreement is required for all outgoing funding exceeding \$1,000. For amounts below this threshold, a funding confirmation letter is required and will be provided by City of Darwin.

Acquittal

All recipients of funding exceeding \$1,000 are required to submit an Acquittal Report through SmartyGrants within three months after the completion of the event/project.

3.3 Eligibility

City of Darwin will not receive funding from, or provide funding to organisations and community groups involved in:

- manufacture, sale or promotion of tobacco and tobacco-related products
- illicit or inappropriate drugs or services
- services or products that are harmful to health or are perceived to conflict with City of Darwin’s policies and responsibilities to the community
- any regulatory or legal matter involving City of Darwin
- political parties or affiliates
- gambling products or services
- behaviours and conduct or services or products that are inconsistent with City of Darwin’s values and strategic directions, or may adversely affect City of Darwin’s public image or reputation
- any activities that are outside of Darwin Local Government Area for outgoing funding
- those who are in administration, liquidation, insolvent or bankrupt.

All proposals will be assessed against the possibility of a conflict of interest and may be terminated at any time during the life of the arrangement if:

- the funding provider, funding recipient, or affiliate is, or is likely to be, subject to regulation or inspection by City of Darwin which may impose conditions
- the funding may limit City of Darwin’s ability to carry out its functions fully and impartially or may be perceived to do so
- the funding provider, funding recipient, or affiliate fails to obtain the required permit from City of Darwin to deliver the events/programs, if applicable.

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Funding Policy - 6330.100.E.R

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1	XXXXX	Select date.	Select date.

Responsible Officer: General Manager Innovation

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3.4 Register

City of Darwin will record successful applications in a funding register and provide transparency through the Annual Report and online portals.

3.5 Budget and resource commitment

Funding will be established annually as part of City of Darwin’s Municipal Planning process.

4 Definitions

Acquittal is a written report submitted after the funded project is complete. It details how the recipient administered the relevant funds and met the project outcomes.

Funding is the money received from an organisation or government, or the money provided by City of Darwin for a particular purpose. It is not a fee or charge from City of Darwin.

Grants is a sum of money given or received by City of Darwin for a specific purpose.

In-kind Support is an arrangement whereby the City of Darwin forgoes revenue for things that would normally incur a fee, or whereby an organisation provides goods, services or discounts, and vouchers to the City of Darwin to conduct an event, project, or activity in return for specified benefits.

Sponsorship is defined as a commercial arrangement in which a sponsor provides a contribution in money or in kind, to support a service, event, facility, or program in return for specified benefits. Sponsorship differs from grants programs, donations, and operating subsidies.

5 Legislative references

Local Government Act 2019 (NT)
Local Government (General) Regulations (NT) 2021

6 Procedures / related documents

- City of Darwin 2030 Strategic Plan
- 6300.100.E.R In-Kind Support Policy
- City of Darwin Funding Guidelines
- City of Darwin Sponsorship template
- Funding Agreement template
- Sponsorship Online Application
- Grants Online Application

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Funding Policy - 6330.100.E.R

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1	XXXXX	Select date.	Select date.

Responsible Officer: General Manager Innovation

Electronic version current. Uncontrolled copy valid only at time of printing.



7 Responsibility / Application

The General Manager Innovation is responsible for managing this policy.

This policy will be reviewed every four years, or as required.

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Funding Policy - 6330.100.E.R			Page 5 of 5
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Responsible Officer: General Manager Innovation			
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City of Darwin

Funding Guidelines



darwin.nt.gov.au

(Inside cover)

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Acknowledgement of Country

City of Darwin acknowledges the Larrakia people as the traditional owners of all the land and waters of the Greater Darwin region.

To the Larrakia, Darwin is known as Garramilla. The original language of the Larrakia is Gulumirrigin (pronounced Goo-loo-midgin).

Often referred to as ‘Saltwater People’, the Larrakia lived, loved, birthed, hunted, and survived life on pristine coastal and inland areas. Established ‘song lines’ connecting Larrakia people to Country penetrating throughout their land and sea, allowing stories and histories to be told and retold for future generations.

The Larrakia culture and identity are vibrant. In the footsteps of the Larrakia people, City of Darwin will continue to foster this culture and identity by creating a vibrant community together.

CEO foreword

Darwin is a diverse, vibrant, creative, inclusive, and green community and City of Darwin is proud to support and invest in the volunteer groups, service providers, and enterprises who help build and maintain the quality of life we enjoy.

City of Darwin’s works to provide opportunities that support organisations that share our strategic vision for Darwin 2030 – City for People, City of Colour.

Our Funding Guidelines provide the framework which allows us to work with and fund organisations and groups seeking to deliver initiatives aligned with our vision for Darwin.

I am proud to present our Funding Guidelines and hope they prove useful to you and your organisation should you seek to partner with us.

Simone Saunders

CEO

City of Darwin

Introduction

Darwin is a City for People, a City of Colour.

As we move toward 2030, Darwin will be a city that is increasingly smart, prosperous, and green. We are a vibrant and creative city that embraces, celebrates, and values the richness and diversity of our community.

Our vision for Darwin 2030 – City for People, City of Colour outlines our five Strategic Directions:

- A capital city with best practice and sustainable infrastructure
- A safe, liveable, and healthy city
- A cool, clean, and green city
- A smart and prosperous city
- A vibrant and creative city.

These Funding Guidelines deliver on City of Darwin's strategic role to fund and partner with organisations to meet these objectives.

City of Darwin invests in activity within the municipality of Darwin via open, competitive opportunities, transparent processes, and formal agreements with community groups, local businesses, and organisations.

The funding programs optimise the use of public funds through efficient and effective management and ensure strong alignment with City of Darwin's Strategic Plan and values.

In addition to the areas outlined in these guidelines, City of Darwin also supports a process for unsolicited proposals. Unsolicited Proposals are part of the Procurement Framework, and any submissions should be made through our electronic platform available on the City of Darwin website.

The key role City of Darwin plays through the funding programs is as a Funder - funding other organisations to deliver services .

City of Darwin funding opportunities

City of Darwin is proud to support our community by providing a range of funding opportunities, including Sponsorship, Community Grants, Environment and Climate Change Grants, and In-kind Support.

City of Darwin recognises the importance of funding to support the delivery of new or existing programs, services, facilities, projects, or events, which contribute to the quality of life for the Darwin community and enable the City of Darwin to deliver on Darwin 2030 – City for People. City of Colour.

It comprises the following funding streams:

Category	Purpose	Frequency
Community Grants	To support one-off community-building activities, programs, and events.	Two rounds each financial year. Round 1: Opens 1 March, closes 31 March. For use from July to December. Round 2: Opens 1 September, closes 30 September. For use from January to June.
Environment and Climate Change Grants	To deliver outcomes on the City of Darwin 2030 Climate Emergency Strategy, Greening Darwin Strategy, and/or Waste and Resource Recovery Strategy.	Once each financial year. Opens April, closes May. For use from July.
In-kind Support	To support our community by providing a range of in-kind equipment, facilities, services, and programs for eligible community groups and organisations across the Darwin municipality.	In-kind Support Request to be submitted via an In-kind support request form to the City of Darwin approximately four weeks before the start date of the event/activity.
Sponsorship	To support an event, project, service or activity that creates value for the social, cultural, environmental, and economic life of Darwin.	Once each financial year. Opens March, closes April. For use from July. Applications spanning three-year periods are favoured.
Reconciliation Week and NAIDOC Week Funding	For activity led by First Nations organisations and businesses celebrating National Reconciliation Week and NAIDOC Week.	Once each financial year Opens 1 March, closes 31 March. For use during National Reconciliation Week (27 May to 3 June) or NAIDOC Week (first week of July annually).

		Applications for multiple years may be considered.
Other ad hoc funding program	City of Darwin may have some one-off funding and grant programs based on a specific purpose from time to time, for example Cyclone Tracy 50 th Anniversary Commemoration Grants. Such opportunities will be announced separately on City of Darwin website's, social media or other public domains.	

For more information about the past funding recipients, please visit [City of Darwin Annual Municipal Plan](#).

Funding Application Support

Contact the City of Darwin relevant funding program officer if you are unsure whether you are eligible for funding, or if you require further information before applying.

Online

See [Funding Opportunities with City of Darwin | City of Darwin | Darwin Council, Northern Territory](#)

In-person

Call City of Darwin Team on 89 300 300 or email darwin@darwin.nt.gov.au.

Information sessions

Each year City of Darwin may hold information sessions for the funding applicants.

Eligibility

To be eligible the applicant must:

✓	Yes
✗	No
TBC	Check with City of Darwin

Eligibility	Community Grants	Environment and Climate Change Grants	Sponsorship	Reconciliation Week and NAIDOC Week Funding	In-kind Support
An individual auspiced by an organisation with an ABN	✓	✓	X	✓	✓
An auspiced project, event, activity or service	✓	✓	X	TBC	TBC
An informal group	✓	✓	X	TBC	TBC
An Australian legal entity with an Australian Business Number (ABN) or be auspiced	✓	✓	✓	✓	✓
A commercial entity	X	✓	✓	✓	✓
A project or initiative which occurs within a City of Darwin local government area for the benefit of the Darwin community	✓	✓	✓	✓	✓
Have all appropriate insurances and licenses (public liability insurance up to \$20M to cover the event or project)	✓	✓	✓	✓	✓
Able to demonstrate financial viability	✓	✓	✓	✓	X
Have not breached a previous Funding Agreement	✓	✓	✓	✓	✓

Eligibility	Community Grants	Environment and Climate Change Grants	Sponsorship	Reconciliation Week and NAIDOC Week Funding	In-kind Support
be an organisation whose public image, conduct and behaviours, products and services are consistent with the goals and values of the City of Darwin	✓	✓	✓	✓	✓
demonstrate a commitment to enhance community and economic life in Darwin	✓	✓	✓	✓	✓

City of Darwin will not consider proposals where:

- applicants have not satisfactorily acquitted previous funding within the specified timelines or owe money to City of Darwin
- applicants apply to more than one program within the same financial year

Eligible expenses

Whether a particular expense is eligible for funding differs between funding programs. The table below lists the most common expenses and whether they are eligible under each program.

✓	Yes
✗	No
TBC	Check with City of Darwin

Expense	Eligibility		
	Community Grants	Environment Grants	Reconciliation Week and NAIDOC Week Funding
Artist/performance fees	✓	✓	✓
Consultant fees	✓	✓	✓
Facilitator fees	✓	✓	✓
Catering costs	✓	✓	✓

Expense	Eligibility		Reconciliation Week and NAIDOC Week Funding
	Community Grants	Environment Grants	
Equipment hire	✓	✓	✓
Marketing & promotion	✓	✓	✓
Project-specific equipment and materials	✓	✓	✓
Project-specific administration and wages	TBC	TBC	TBC
Project-specific capital upgrades	✗	TBC	✗
Contingency	✗	TBC	TBC
Prizes	✗	TBC	TBC
Alcohol, cash gifts, insurance, travel and accommodation	✗	✗	✗

Please note: All expenses must be specific to the funding application and must be acquitted at project completion with invoices/evidence.

Types of funding

Funding

If your application is successful, funding must be allocated towards enhancing your event or project. The allocation of City of Darwin funding will be negotiated and specified in the funding agreement.

In-kind Support

City of Darwin offers a range of in-kind support including:

- car parking permit fees
- venue hire fees
- works permit fees
- PA (sound equipment) for events
- Smoothie bikes
- Accessible flooring
- Banner site fees
- Civic Centre external lighting

Note: Amphitheatre fees must be negotiated directly with Darwin Entertainment Centre.

Any service provided by City of Darwin that incurs a financial cost will not be considered in-kind support. This includes, but is not limited to:

- electricity charges for the use of power in the parks/venues
- installation/removal of street light banners
- any penalty fee to the applicant, for example, failure to remove the banner on the correct date, etc
- any cost to be recovered for the damage to facilities due to the applicants' fault
- call out fee for security contractor and City of Darwin staff.

Funding application process

Application

- Applications should be made through SmartyGrants online via darwin.smartygrants.com.au. Generally, funding is for a set period of time.
- City of Darwin will announce that a new round is open for application on City of Darwin website and other relevant public domains for the community.
- City of Darwin may hold information sessions.
- Applicants may present proposals at an Ordinary Council Meeting.

Assessment

Proposals will be assessed against the Funding Policy in a competitive round, against all other applicants, by a panel of assessors. The panel members may include the internal and external assessors, for example, a First Nations representative or expert from economic development, tourism and events.

Full, part, or no funding will be recommended. The decision is carefully considered to maintain the integrity of the process.

Council decision

Council will consider the recommended proposals as part of annual budget process.

Funding agreement

- Applicants are officially notified whether they are successful once the budget has been endorsed by Council.
- A funding agreement is then drawn up for review by the applicants to be signed.
- A funding agreement template is available to preview.

Payment

City of Darwin will pay the applicant upon receipt of tax invoice ahead of the event or project (previous acquittals must be submitted ahead of payment).

Benefit

- The committed return benefits to be delivered as per funding agreement. It is the funding recipients' responsibility to provide the evidence for the delivery of the sponsorship benefits through the acquittal reporting process.
- All material displaying City of Darwin logo must be approved by City of Darwin in accordance with the funding agreement.

Acquittal

- Within three months of the completion of project or event the applicant must provide an acquittal report via SmartyGrants.
- An email notification will be sent to the funding recipients via SmartyGrants platform.

Out of round application

Subject to funding availability, out of round proposals may be considered outside the annual application process if there are extenuating circumstances that prevented submission through that process.

These proposals will be assessed using the same criteria as used in the annual online application process.

Applications that do not meet the criteria for funding

Applicants can consider submitting an unsolicited proposal to City of Darwin. An Unsolicited Proposal is an approach to City of Darwin from a proponent with a proposal to deal directly with City of Darwin over a commercial proposition, where the City of Darwin has not requested the proposal. It is a proposal that will solve a problem, address an opportunity, or enhance services that City of Darwin provides.

City of Darwin's [Unsolicited Proposal process](#) and [City of Darwin Policy No.88 Unsolicited Proposals](#) provide more information.

Presenting a proposal to Council

Presenting a proposal to Council may help Elected Members better understand the opportunity if:

- an event or project is new to Darwin
- previously sponsored event or project has significantly changed
- different level of funding is being sought
- invited by City of Darwin.

Funding benefits

Applicants will be required to list the benefits being offered to City of Darwin.

Some examples of benefits include:

- reciprocal support in terms of cash or in-kind for the delivery of City of Darwin's programs/events/projects
- City of Darwin logo recognition on all project or event promotional material and website
- opportunity to display City of Darwin signage at project or event
- speech opportunity for City of Darwin Elected Members
- opportunity to screen City of Darwin logo or media commercial
- naming rights or category sponsorship, where applicable
- provision of professional service or event for City of Darwin, in a form to be mutually agreed
- award or trophy in the sponsor's name and publicly presented
- other benefits to be discussed with City of Darwin.

Applicants are encouraged to read City of Darwin 2030 Strategic Plan and talk to City of Darwin about reciprocal benefits.

Access and inclusion

Access and inclusion is about ensuring that all public services are available to all community members, of all abilities, so that they have the opportunity and choice to participate in all aspects of community life.

To the extent that it is practicable, the applicant is required to provide universal access to sponsored projects/events, as outlined in the [City of Darwin's Access and Inclusion Plan](#) and guided by [City of Darwin's Community Inclusion Policy](#).

Applicants are required to report on the accessibility of projects as part of the acquittal report.

Single use plastics

Single use plastics are not permitted to be used at any events on City of Darwin land. City of Darwin's [Single Use Plastic Guide](#) provides guidance on making events single use plastic-free. Applicants should also consider sourcing sustainable local food, and environmentally friendly transport.

Canvassing or lobbying

If a City of Darwin employee or Elected Member has a direct interest in a funding proposal, they are required to declare this. Elected Members will not take part in the decision of City of Darwin relating to that proposal.

Individual canvassing or lobbying of Elected Members or City of Darwin employees in relation to the funding proposal during the application and assessment process may result in the application being excluded from the funding program.

Applicants wishing to promote their initiative or event may give a presentation to City of Darwin at an Ordinary Council meeting.

Other requirements

Prospective applicants should contact the City of Darwin Officer responsible for the program before applying.

All activity supported by City of Darwin’s Funding Programs must:

- articulate clear delivery against Strategic Plan Darwin 2030 – City for People, City of Colour
- contain only positive messaging in the marketing and communication
- be informed by existing published data on City of Darwin, such as [Remplan](#)
- take place within the Darwin municipality
- where appropriate, reference City of Darwin’s Economic Development Strategy
- favour suppliers located in Darwin wherever possible
- adhere to the published guidelines, policies, procedures, and intent of the program
- be cost-effective and competitive, include a budget in the application as well as quotes where possible.

Unless explicitly outlined in the formal agreement, all funding arrangements are:

- for the period covered by the formal agreement only
- contingent on the applicant delivering on all agreed requirements
- able to be varied slightly within reason once approved if circumstances change.

Funding streams

Community Grant Program

Minimum amount: \$1 000

Maximum amount: \$10 000

Priorities:

- New capacity-building activities, programs, and events that benefit the community
- Projects that contribute to the [City of Darwin Innovate Reconciliation Action Plan](#)
- Building and strengthening partnerships between community groups and organisations
- Projects that contribute to active engagement and leadership by underrepresented populations from diverse communities.

Criteria:

- Organisations must be incorporated not-for-profit or be auspiced by an incorporated organisation for the purposes of this application.
- Activities must occur within the Darwin municipality.

- Activities need to be completed within six months of the grant being awarded.
- Activities need to be inclusive and accessible.
- Grants are for one-off activities, programs, or events.

For more information, please refer to the City of Darwin Funding Policy and Funding Opportunities with City of Darwin | City of Darwin | Darwin Council, Northern Territory or contact

Email: communitygrants@darwin.nt.gov.au

Phone: 08 8930 0300

Environment and Climate Change Grant Program

Minimum amount: \$5 000

Maximum amount: \$50 000

Priorities:

- Activities must contribute to achieving one or more actions within the City of Darwin 2030 Climate Emergency Strategy, Greening Darwin Strategy, and/or Waste and Resource Recovery Strategy.
- Activities must create positive and measurable environmental outcomes for the City of Darwin and the community.
- Activities must be innovative and sustainable.

Criteria:

- Organisations must identify which strategic actions will be addressed.
- Organisations must demonstrate how the identified strategic actions will be addressed and how outcomes will be measured.
- Organisations must explain how the initiative will provide environmental benefits to the Darwin community.
- Activities need to be completed within 12 months of the grant being awarded.

For more information, please refer to the <https://www.darwin.nt.gov.au/council/about-council/publications-and-forms/sponsorship-policy> or contact

Email: environment@darwin.nt.gov.au

Phone: 08 8930 0300

Web: [Environment and Climate Change Grants | City of Darwin | Darwin Council, Northern Territory](#)

In-kind Support

Criteria:

- Organisations must demonstrate a financial need for in-kind support.
- Organisations must demonstrate their activity and outcomes are in line with the Strategic Directions in the City of Darwin 2030 Strategic Plan.
- Organisations must be a non-profit group or non-profit organisation, or an organisation that is delivering a charitable or community event.
- Activities must not interrupt or adversely impact City of Darwin operations or provision of services.
- Activities must provide greater social, environmental and/or economic benefits to the Darwin community as a result of in-kind support provided.

For more information about the in-kind support, please visit: [In-kind Support | City of Darwin | Darwin Council, Northern Territory](#) or contact

Email: darwin@darwin.nt.gov.au

Phone: 08 8930 0300

Reconciliation Week and NAIDOC Week Funding

Minimum amount: \$5 000

Maximum amount: \$10 000

Priorities:

- Activities taking place during Reconciliation Week, celebrating Reconciliation
- Activities taking place during NAIDOC Week celebrating Larrakia or other First Nations achievements or history
- Broad community engagement and participation.

Criteria:

- Organisations must be incorporated not-for-profit or be auspiced by an incorporated organisation for the purposes of this application.
- Organisations must be First Nations businesses, registered with Northern Territory Indigenous Business Network or Supply Nation.
- Activities must occur within the Darwin municipality.
- Activities need to be completed during Reconciliation Week or NAIDOC Week.
- Activities need to be inclusive and accessible.

For more information, please refer to the [City of Darwin Funding Policy](#) and [Funding Opportunities with City of Darwin | City of Darwin | Darwin Council, Northern Territory](#) or contact

Email: reconciliation@darwin.nt.gov.au

Phone: 08 8930 0300

Sponsorship Program

Minimum amount: \$5 000

Maximum amount: \$150 000

Priorities:

- Events, projects, activities or services that create value for the social, cultural, environmental, and economic life of Darwin
- High profile events, projects, activities or services that align with the City of Darwin brand, are well-attended and professionally managed.

Criteria:

- Demonstrated reach to a large number of visitors and/or community members in the municipality as participants or attendees.
- Events. Projects, activities or services to be held in Darwin contribute to the identity of the city, economic growth, and promote tourism and community participation.
- Organisers and activities reflect the values and objectives of City of Darwin.
- Demonstrated return on investment for City of Darwin.

Other information:

- Three-year applications will be favoured.

For more information, please refer to [Sponsorship Program | City of Darwin | Darwin Council, Northern Territory](#) or contact

Email: sponsorship@darwin.nt.gov.au

Phone: 08 8930 0300

Other relevant documents

[Darwin 2030: City for People. City of Colour.](#)

[City of Darwin Economic Development Strategy 2030](#)

[City of Darwin Funding Policy](#)

[City of Darwin's Event Planning Guide](#)

Definitions

Sponsorship

Sponsorship is defined as a commercial arrangement in which a sponsor provides a contribution in money or in kind, to support a service, event, facility or project in return for specified benefits. Sponsorship differs from grants programs, donations and operating subsidies.

In-kind Support

Value in kind (or, in kind) refers to an arrangement whereby the City of Darwin forgoes revenue for things for which they would normally charge a fee. Services incurring a real cash cost to City of Darwin are not supported through in kind.

Acquittal

An acquittal is a written report submitted after the funded project is complete via SmartyGrants platform. It details how the recipient administered the relevant funds and met the project outcomes and commitments.

Further Information

Where required, City of Darwin will work with successful applicants to ensure that reasonable variations are possible to meet agreed outcomes.

City of Darwin receives more applications across all programs than can be supported. Applicants are strongly encouraged to pursue multiple investment opportunities for their projects. Below are useful links.

[City of Darwin's Grants Guru](#)

[Grants NT](#)

[Federal Australian Government Grants](#)



15 RECEIVE & NOTE REPORTS

15.1 MONTHLY FINANCIAL REPORT - JANUARY 2024

Author: Executive Manager Finance

Authoriser: Chief Executive Officer

Attachments: 1. Monthly Financial Report - January 2024 [↓](#)

RECOMMENDATIONS

THAT the report entitled Monthly Financial Report – January 2024 be received and noted.

PURPOSE

The purpose of this report is to provide a summary of the financial position of Council for the period ended 30 January 2024.

Further, this report and the contents are required to be presented to Council in compliance with the *Local Government (General) Regulations 2021*.

KEY ISSUES

The Monthly Financial Report includes:

- Income Statement, which compares actual YTD income and expenditure against YTD budget.
- Fund Flow Statement (Monthly Operating Position), which outlines the effect on General Funds.
- Statement of Financial Position (Balance Sheet), which outlines what Council owns (assets) and what it owes (liabilities) at a point in time.
- Notes to the Balance Sheet, this includes further details on the Cash Balance, Trade Debtors, Trade Creditors, and a statement on Council's current payment and reporting obligations.
- Investments, which provides details of treasury activities, investments as at 31 January 2024.
- Rates and Receivables Report which provides a summary of outstanding rates and debtors.
- Procurement Reporting, which is a summary of contract variations and exempt procurement.
- Capital Expenditure and Funding, which compares YTD capital expenditure and funding against YTD budget.

Planned Major Projects Capital Works, provides a high-level financial overview of our major projects at a point in time.

DISCUSSION**January 2024 – Year to Date Result**

The year-to-date operating result until 31 January 2024 is a **deficit of (\$5.6M)** compared to a **YTD Budgeted deficit of (\$11.7M)** as highlighted in the table below.

After including capital income, the **Net Surplus is \$3.3M** against the YTD budgeted **deficit of (\$3.1M)**. This has resulted in a favourable **\$6.5M** variance overall (as shown in the income statement).

	Actual \$'000	Budget \$'000	Variance \$'000
Net Operating Surplus/ (Deficit)	(5,615)	(11,681)	6,066 Favourable

Commentary

The Net Operating Position has a favourable variance to the year-to-date revised budget of \$6.07M. The variance results from lower than budgeted materials and contracts, employee costs, and interest expense, offset by lower than anticipated fees and charges for the period ending 31 January 2024. Please find below additional commentary for the material variances:

Income

Total Operating Income is tracking below budget by \$1.2M.

User Fees & Charges

The unfavourable variance is \$3.2M. This is mainly due to Waste Fees & Charges being under YTD expectations and is offset by a decrease in waste related expenditure.

Interest / Investment Income

The favourable variance mainly relates to the increase in returns received on investments due to the high RBA cash rate and higher cash balances.

Expenditure

Total Expenses are under budget by \$7.3M. This is due to underspends in Materials & Contracts \$5.7M, and Employee Expenses of \$1.5M.

Materials & Contracts

Materials and Contracts expenses has an annual budget of \$63.9M and this incorporates various expenditure types. Combined, this budget line is under budget with a variance of \$5.7M. This largely relates to expenses associated with waste management at Shoal Bay Waste Management Facility (SBWMF), which is partially offset by a reduction in revenue. The favourable variance is currently forecast to become a realised favourable variance and the budget will be adjusted at the 2nd Budget Review.

Other variances mainly relate to timing of programs. A timing variance relates to a budgeted revenue or expense that has not occurred at the time it was expected, but which is still expected to occur within the budget year. That is, the financial transaction will still occur - but just in a different month. With the timing variances there should be no impact on the projected budget.

Employee Expenses

Employee costs report a positive variance to budget of \$1.5M. The variance has slightly decreased from the previous month and will reduce when leave provisioning is adjusted at year end.

Depreciation and Amortisation

Depreciation is over budget by \$1.2M, this is a non-cash expense and will be considered at a future budget review.

Interest Expenses

Interest expenses show a positive variance (\$1.3M) due to loan offsets been utilised against the variable loans and timing of the draw down for loan SBWMF Stage 2 Expansion, Phase 1.

Statement of Fund Flows

The variances are related to a mismatch in the timing of projects and budget profiles, and the reasons described above under operating statement commentary. Purchase of Infrastructure, Property, Plant & Equipment variance relates to timing of capital projects.

Cash and Investments Note A

City of Darwin has achieved 4.84% on weighted average interest rate on its January 2024 cash and investment portfolio of \$92.8M (excluding loan offset \$37.5M). There have been no investment policy breaches in this month.

The Investment Reports include surplus cash funds that are placed against variable loans. These funds are considered 'at call' as they can be accessed in short time frames.

Treasury Comment

The RBA met on 7 December 2023 and there was an increase of 25 basis points in the cash rate target. The RBA board does not meet until 6 February 2024. Term deposit rates are largely inverse, reflecting market expectation that rate cuts will be delivered in the longer term. Any increase/decrease by the RBA will increase/decrease the City of Darwin's interest (borrowing) expenses and increase interest income.

Accounts Receivable (Trade Debtors) Note B

This section considers the receipt timing of Rates collection and any general Debtors outstanding. The report also includes information on aged debtors including general debtors, infringements, and Rates arrears.

Accounts Payable (Trade Creditors) Note C

Accounts Payable owing at 31 January 2024 was \$7.2M at the time of reporting. City of Darwin recognises the liability of invoices once goods are receipted as received.

Other notes to the financial reports

The Council has met its payment and reporting obligations for GST, Fringe Benefits Tax, PAYG withholding tax, superannuation, and insurance for the month of January 2024.

Our internal accounting conventions for monthly reporting currently recognise the Council Rates that are attributable to that month and then progressively throughout the year.

Please note that these reports are unaudited management financial reports. Information contained in the reports was current as at the date of the reports and may not reflect any event or circumstances which occurred after the date the reports were completed.

Procurement Reporting

Under the Local Government (General) Regulations, Council is required to disclose at the next Council meeting and on the City of Darwin website:

- contract variations:

- where a tender was not required, however the total cost exceeds \$100,000, or
- where a contract requiring a tender is varied by 10%.
- exempt procurement greater than \$100,000

Contract Variations

There were no reportable contract variations for January 2024.

Exempt Procurement

There was no reportable exempt procurement for January 2024.

Certification by the CEO to the Council

That, to the best of the CEO's knowledge, information and belief:

- (1) The internal controls implemented by the council are appropriate; and
- (2) The council's financial report best reflects the financial affairs of the council.



CEO Signed

20/02/2024

PREVIOUS COUNCIL RESOLUTION

N/A

STRATEGIC PLAN ALIGNMENT	6 Governance Framework 6.3 Decision Making and Management
BUDGET / FINANCIAL / RESOURCE IMPLICATIONS	N/A
LEGISLATION / POLICY CONTROLS OR IMPACTS	<p>Part 2 Division 7 the <i>Local Government (General) Regulations 2021</i> require that a monthly financial report is presented to Council each month setting out:</p> <ul style="list-style-type: none"> (a) the actual income and expenditure of the council for the period from the commencement of the financial year up to the end of the previous month; and (b) the most recently adopted annual budget; and (c) details of any material variances between the most recent actual income and expenditure of the council and the most recently adopted annual budget. <p>Regulation 17(5) Part 2 Division 7 the <i>Local Government (General) Regulations 2021</i> require that the monthly report must be accompanied by:</p> <ul style="list-style-type: none"> (a) a certification, in writing, by the CEO to the council that, to the best of the CEO's knowledge, information and belief: <ul style="list-style-type: none"> (i) the internal controls implemented by the council are appropriate; and (ii) the council's financial report best reflects the financial affairs of

	<p>the council; or</p> <p>(b) if the CEO cannot provide the certification – written reasons for not providing the certification.</p> <p>The report is compliant with the requirements of the <i>Local Government Act 2019</i> and <i>Local Government (General) Regulations 2021</i>.</p>
CONSULTATION, ENGAGEMENT & COMMUNICATION	N/A
DECLARATION OF INTEREST	<p>The report author does not have a conflict of interest in relation to this matter.</p> <p>The report authoriser does not have a conflict of interest in relation to this matter.</p> <p>If a conflict of interest exists, staff will not act in the matter, except as authorised by the CEO or Council (as the case requires).</p>

Income Statement For the Period Ended 31 January 2024	2023/24				
	January 2024			FY	FY
	YTD Actual	YTD Revised Budget	Variance	Revised Budget	Original Budget
	\$'000	\$'000	\$'000	\$'000	\$'000
<u>Operating Income</u>					
Rates	49,680 69%	49,306 68%	375	84,524	84,524
Charges	1,922 3%	1,704 2%	218	2,438	2,338
Fees and Charges	14,788 21%	18,008 25%	(3,220)	29,432	29,532
Operating Grants and Subsidies	1,939 3%	1,458 2%	480	1,638	6,116
Interest / Investment Income	2,774 4%	1,811 2%	963	3,104	3,104
Other Income	660 1%	696 1%	(36)	2,151	2,151
Total Income	71,763	72,983	(1,220)	123,287	127,764
<u>Operating Expenses</u>					
Employee Expenses	22,068 29%	23,563 28%	1,495	40,324	40,560
Materials and Contracts	34,269 44%	39,929 47%	5,660	63,921	61,477
Elected Member Allowances	373 0%	447 1%	74	795	795
Elected Member Expenses	31 0%	29 0%	(2)	64	64
Council Committee & LA Allowances	3 0%	6 0%	3	10	10
Depreciation, Amortisation & Impairment	20,132 26%	18,914 22%	(1,218)	32,425	32,425
Interest Expenses	502 1%	1,775 2%	1,274	3,948	3,948
Total Expenses	77,378	84,664	7,286	141,487	139,278
Budgeted Operating Surplus/ (Deficit)	(5,615)	(11,681)	6,066	(18,200)	(11,514)
Capital Grants Income	8,935	8,547	388	11,350	952
Net Surplus/(Deficit)	3,320	(3,134)	6,454	(6,850)	(10,562)

Statement of Fund Flows Monthly Operating Position For the Period Ended 31 January 2024	2023/24				
	January 2024			FY	FY
	YTD Actual \$'000	YTD Revised Budget \$'000	Variance \$'000	Revised Budget \$'000	Original Budget \$'000
<u>Funds From Operating Activities</u>					
Net Operating Result from Income Statement	(5,612)	(11,681)	6,069	(18,200)	(11,514)
Add back depreciation (not cash)	20,132	18,914	1,218	32,425	32,425
Add back Other Non Cash Items	0	0	0	904	904
Net Funds Provided (or used in) Operating Activities	14,520	7,233	7,286	15,129	21,815
<u>Less Additional Outflows</u>					
Repayment of borrowings & advances	(3,508)	(3,508)	0	(5,614)	(5,614)
Purchase of Infrastructure, Property, Plant & Equipment	(24,345)	(28,799)	4,454	(46,377)	(19,020)
Total Additional Outflows	(27,853)	(32,307)	4,454	(51,991)	(24,634)
<u>Add Additional Inflows</u>					
Add Capital Grants	8,935	8,547	388	11,350	952
Sale of Infrastructure, Property, Plant & Equipment	55	293	(238)	500	500
Transfers from Reserves	18,090	16,234	1,856	25,012	1,367
Total Additional Inflows	27,080	25,074	2,005	36,862	2,819
Net Increase (-Decrease) in Funds	13,746	0	13,746	0	0

Statement of Financial Position
as at 31 January 2024

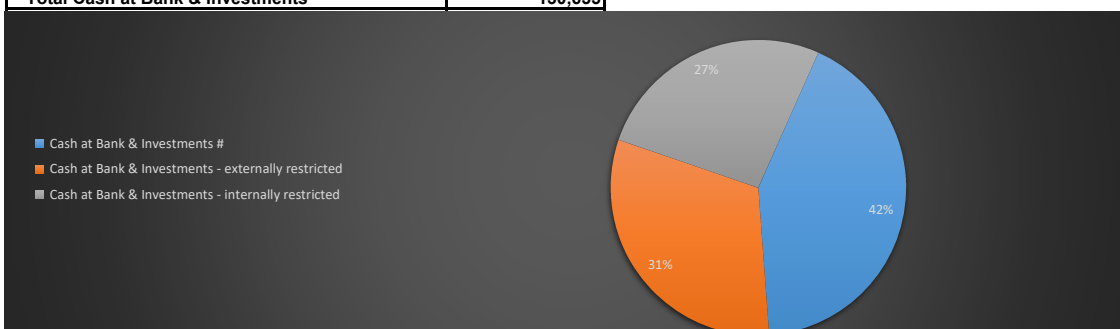
Statement of Financial Position as at 31 January 2024	2023/24			
	January 2024		FY	FY
	Actual \$'000	Note	Revised Budget \$'000	Original Budget \$'000
Current Assets				
Cash at Bank & Investments	55,099	A	18,811	18,811
Cash at Bank & Investments - externally restricted	41,020	A	39,602	39,080
Cash at Bank & Investments - internally restricted	34,517	A	29,000	39,172
Trade & Other Receivables	3,860	B	11,759	11,759
Rates & Charges Receivables	27,157	B	0	0
Inventories	257		300	300
Total Current Assets	161,909		99,472	109,122
Non-Current Assets				
Infrastructure, Property, Plant and Equipment	1,253,231		1,267,733	1,267,733
Lease Right of Use Assets	3,170		0	0
Total Non Current Assets	1,256,400		1,267,733	1,267,733
Total Assets	1,418,310		1,367,205	1,376,855
Current Liabilities				
Trade Payables & Other Payables	7,200	C	18,286	18,286
Accruals	6,893		0	0
ATO & Payroll Liabilities	2	D	0	0
Rates Revenue struck (in advance)	35,313		0	0
Borrowings	1,402		5,451	5,451
Provisions	7,084		7,689	7,689
Lease Liabilities	922		888	888
Total Current Liabilities	58,816		32,314	32,314
Non-Current Liabilities				
Trade & Other Payables	12		0	0
Borrowings	57,820		55,960	55,960
Provisions	54,401		52,738	52,738
Lease Liabilities	2,411		1,254	1,254
Total Non Current Liabilities	114,644		109,952	109,952
Total Liabilities	173,461		142,266	142,266
NET ASSETS	1,244,850		1,224,939	1,234,589
Equity				
Accumulated Surplus	307,185		294,209	294,209
Asset Revaluation Reserve	862,128		862,128	862,128
Other Reserves	75,537		68,602	78,252
TOTAL EQUITY	1,244,850		1,224,939	1,234,589

Monthly Balance Sheet Report (Notes to the Balance Sheet) as at 31 January 2024

Note A. Details of Cash and Investments Held

Investments Report attached, which provides details of treasury activities, investments as at the end of the Month. City of Darwin has achieved 3.34% on weighted average interest rate on its January 2024 cash and investment portfolio of \$130.3M (including \$37.5M Variable Loans Surplus/Offset). There have been no investment policy breaches in this month. The Investment Reports include surplus cash funds that are placed against variable loans. These funds are considered 'at call' as they can be accessed in short time frames.

Cash at Bank & Investments	\$'000
Cash at Bank & Investments #	55,099
Cash at Bank & Investments - externally restricted	41,020
Cash at Bank & Investments - internally restricted	34,517
Total Cash at Bank & Investments	130,635



Cash at Bank & Investments includes Cash on Call of \$37.5M

Note B. Statement of Trade Debtors*	Past Due 1 – 30 Days	Past Due 31 – 60 Days	Past Due 61-90 Days	Past Due 90+ Days	Total *
Rates & Charges Debtors	\$ 23,835,372	\$0	\$0	\$3,321,645	\$27,157,017
Other Trade Receivables and Other Receivables	\$ 2,369,151	\$517,106	\$425,772	\$548,447	\$3,860,477
Total Trade and Other Receivables	\$ 26,204,523	\$517,106	\$425,772	\$3,870,092	\$31,017,494

Note C. Statement on Trade Creditors*	Past Due 1 – 30 Days	Past Due 31 – 60 Days	Past Due 61-90 Days	Past Due 90+ Days	Total*
General Trade Creditors	-\$6,944,411	-\$57,443	-\$186,028	-\$11,817	-\$7,199,699
ATO & Payroll Liabilities	\$0	\$0	\$0	-\$1,971	-\$1,971
Total Trade and Other Payables	-\$6,944,411	-\$57,443	-\$186,028	-\$13,788	-\$7,201,670

Note D. Statement on Australian Tax Office (ATO) and Payroll Obligations

The Council has met its payment and reporting obligations for GST, Fringe Benefits Tax, PAYG withholding tax, superannuation, and insurance for the month of January 2024.

**INVESTMENTS REPORT TO COUNCIL
AS AT
31 January 2024**

Investment and Cash at Call/Offset Distribution by Term to Maturity

Term to Maturity Policy Limits

There have been no breaches in Term to Maturity Policy limits for the month of January 2024

Term to Maturity Category	% of Total Portfolio	Term to Maturity (Policy Max.)	Term to Maturity (Policy Min.)
Less than 1 Year			
Term Deposits	51%		
Business Online Saver Accounts	8%		
Floating Rate Notes	1%		
General Surplus on Variable Loans	31%		
Bonds	2%		
Less than 1 Year Total	92%	100%	30%
Greater than 1 Year less than 3 Years			
Term Deposits	0%		
Business Online Saver Accounts	6%		
Floating Rate Notes	1%		
Bonds	1%		
Greater than 1 Year less than 3 Years Total	8%	70%	0%
Greater than 3 Years			
Term Deposits	0%		
Business Online Saver Accounts	0%		
Floating Rate Notes	0%		
Bonds	0%		
Greater than 3 Years Total	0%	30%	0%
Greater than 5 Years			
Term Deposits	0%		
Business Online Saver Accounts	0%		
Floating Rate Notes	0%		
Greater than 5 Years Total	0%	10%	0%
Total	100%		

Investment Distribution by Portfolio Credit Rating

Portfolio Distribution Credit Rating Limits

There have been no breaches in Portfolio Credit Rating Limits for the month of January 2024

Credit Rating - Maximum		ADI	Counterparty	% of Total Portfolio	Individual Counterparty Limits of Total Investments
Individual Limit					
AA-	Commonwealth Bank of Australia Ltd		Commonwealth Bank of Australia Ltd	31%	50%
	National Australia Bank Ltd		National Australia Bank Ltd	23%	50%
	Westpac Banking Corporation Ltd		BankSA	0%	50%
	Westpac Banking Corporation Ltd		Westpac Banking Corporation Ltd	33%	50%
	ANZ Banking Group Ltd		ANZ Banking Group Ltd	0%	50%
A+	Northern Territory Treasury Corporation		Northern Territory Treasury Corporation	2%	50%
	Macquarie Bank		Macquarie Bank	1%	30%
	Suncorp Metway Limited		Suncorp Bank	6%	30%
BBB+	Bank of Queensland Ltd		Bank of Queensland Ltd	1%	10%
	Bendigo & Adelaide Bank Ltd		Bendigo & Adelaide Bank Ltd	0%	10%
	Bank of Queensland Ltd		Members Equity Bank Ltd	0%	10%
	Members Banking Group Limited t/as RACQ Bank		Members Banking Group Limited t/as RACQ Bank	1%	10%
BBB	AMP Bank Ltd		AMP Bank Ltd	0%	10%
	Bank Australia Limited		Bank Australia Limited	2%	10%
Grand Total				100%	
Credit Rating - Maximum Portfolio Limit				% of Total	Policy Limit
AAA to AA-				89%	100%
A+ to A-				7%	45%
BBB+ to BBB				4%	30%
BBB-				0%	0%
Total				100%	

**INVESTMENT AND CASH AT CALL/OFFSET REPORT TO COUNCIL
AS AT
31 January 2024**

31 January 2024												
Instrument	Institution Category	Counterparty	Maturity Date	Interest Rate	Credit Rating (LT)	Credit Rating (ST)	Inv Type	FRN ONLY (Maturity Date - last pmt)	Principal \$	% Portfolio		
INVESTMENT	MAJOR BANK	ANZ Banking Group Ltd	29 March 2024	5.36%	AA-	A1+	FRN	31 March 2028	\$500,000	0.41%		
		ANZ Banking Group Ltd Total							\$500,000	0.41%		
		Commonwealth Bank of Australia Ltd	27 February 2024	5.02%	AA-	A1+	TD		\$1,500,000	1.23%		
			30 April 2024	4.69%	AA-	A1+	TD		\$3,071,360	2.53%		
			21 May 2024	5.41%	AA-	A1+	TD		\$3,122,364	2.57%		
			14 February 2024	4.24%	AA-	A1+	BOND	18 August 2025	\$1,000,000	0.82%		
			13 August 2024	5.09%	AA-	A1+	TD		\$2,000,000	1.65%		
			18 June 2024	5.06%	AA-	A1+	TD		\$2,000,000	1.65%		
			12 November 2024	5.43%	AA-	A1+	TD		\$3,000,000	2.47%		
			18 February 2024	4.95%	AA-	A1+	FRN	18 August 2025	\$1,000,000	0.82%		
			12 April 2024	5.19%	AA-	A1+	FRN	13 January 2026	\$2,000,000	1.65%		
			31 January 2024	3.95%	AA-	A1+	BOS		\$9,344,133	7.69%		
			Commonwealth Bank of Australia Ltd Total							\$28,037,857	23.06%	
			National Australia Bank Ltd	27 February 2024	4.96%	AA-	A1+	TD		\$1,014,520	0.83%	
				30 April 2024	4.54%	AA-	A1+	TD		\$1,518,333	1.25%	
				25 June 2024	5.34%	AA-	A1+	TD		\$2,000,000	1.65%	
				25 June 2024	5.50%	AA-	A1+	TD		\$3,142,715	2.76%	
				17 September 2024	5.15%	AA-	A1+	TD		\$2,000,000	1.65%	
				17 September 2024	5.22%	AA-	A1+	TD		\$3,000,000	2.47%	
				National Australia Bank Ltd Total						\$12,675,568	10.60%	
				Westpac Banking Corporation Ltd	3 December 2024	1.62%	AA-	A1+	TD		\$2,000,000	1.65%
					23 April 2024	4.85%	AA-	A1+	TD		\$2,000,000	1.65%
					27 February 2024	5.00%	AA-	A1+	TD		\$1,014,600	0.83%
					27 February 2024	4.61%	AA-	A1+	TD		\$2,000,000	1.65%
					26 March 2024	5.10%	AA-	A1+	TD		\$4,000,000	3.29%
					11 June 2024	5.03%	AA-	A1+	TD		\$2,000,000	1.65%
					10 September 2024	5.20%	AA-	A1+	TD		\$2,000,000	1.65%
					22 October 2024	5.19%	AA-	A1+	TD		\$3,000,000	2.47%
					24 September 2024	5.15%	AA-	A1+	TD		\$2,087,445	1.72%
					12 November 2024	5.42%	AA-	A1+	TD		\$3,000,000	2.47%
					24 April 2024	4.82%	AA-	A1+	FRN	24 April 2024	\$1,000,000	0.82%
					28 January 2025	5.11%	AA-	A1+	TD		\$3,000,000	2.47%
				Westpac Banking Corporation Ltd Total							\$27,102,045	22.29%
				Northern Territory Treasury Corporation (NTTC)	15 December 2024	1.30%	AA-	A1+	BOND		\$2,000,000	1.65%
				Northern Territory Treasury Corporation (NTTC) Total							\$2,000,000	1.65%
			MAJOR BANK Total								\$70,315,470	58.02%
		OTHER	Bank of Queensland Ltd	12 March 2024	5.05%	BBB+	A2	TD		\$1,561,169	1.28%	
			Bank of Queensland Ltd Total							\$1,561,169	1.28%	
			Macquarie Bank	13 February 2024	4.73%	A+	A1	FRN	12 February 2025	\$1,000,000	0.97%	
			Macquarie Bank Total							\$1,000,000	0.97%	
			Suncorp Bank	9 April 2024	5.52%	A+	A1	TD		\$1,562,827	1.29%	
				19 November 2024	4.57%	A+	A1	TD		\$2,000,000	1.65%	
				19 November 2024	5.49%	A+	A1	TD		\$3,000,000	2.47%	
				17 April 2024	5.18%	A+	A1	FRN	17 October 2025	\$1,000,000	0.82%	
			Suncorp Bank Total							\$7,562,827	6.22%	
			Bank Australia Limited	27 February 2024	5.52%	BBB	A-2	FRN	24 November 2025	\$2,000,000	1.65%	
			Bank Australia Limited Total							\$2,000,000	1.65%	
			Members Banking Group Limited t/as RACQ Bank	26 February 2024	5.88%	BBB+	A2	FRN	24 February 2026	\$1,600,000	1.32%	
			Members Banking Group Limited t/as RACQ Bank Total							\$1,600,000	1.32%	
			OTHER Total								\$13,723,996	11.44%
INVESTMENT Total									\$84,039,466	69.46%		
VARIABLE LOAN SURPLUS	MAJOR BANK	Commonwealth Bank of Australia Ltd	31 January 2024	0.00%	AA-	A1+	General Surplus -		\$10,000,000	8.23%		
		Commonwealth Bank of Australia Ltd Total							\$10,000,000	8.23%		
		National Australia Bank Ltd	31 January 2024	0.00%	AA-	A1+	General Surplus -		\$14,750,000	12.13%		
		National Australia Bank Ltd Total							\$14,750,000	12.13%		
		Westpac Banking Corporation Ltd	31 January 2024	0.00%	AA-	A1+	General Surplus -		\$12,771,703	10.51%		
		Westpac Banking Corporation Ltd Total							\$12,771,703	10.51%		
	MAJOR BANK Total								\$37,521,703	30.87%		
VARIABLE LOAN SURPLUS Total									\$37,521,703	30.87%		
Grand Total									\$121,561,169	100%		

N.B.

*INV TYPE - FRN = interest rate is the 'Coupon Margin' established on issue date, this plus 3M BBSW provides the yield for the current coupon period.

*MATURITY DATE - FRN = the interest coupon payment date not actual FRN maturity date (paid every 91 days).

CBA General Bank Funds	\$8,321,338
NAB General Bank Funds	\$134,667
WBC General Bank Funds	\$278,453
Total Funds	\$130,295,628
Less Variable Loans Offset (Cash on Call)	-\$37,521,703
Total Investment & Cash (less offset)	\$92,773,925
 Total Budgeted Investment Earnings	 \$2,464,000
Year to Date Investment Earnings	\$2,249,754
 Weighted Ave Rate	 3.34%
Weighted Ave Rate (excluding Cash on Call)	4.84%
BBSW 90 Day Rate	4.33%
Bloomberg AusBond (Bank Bill Index)	

Trust Bank Account	\$456,989
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Capital Expenditure For The Period Ended 31 January 2024	2023/24			
	YTD Actuals	YTD Revised Budget	YTD Variance	FY Revised Budget Current Financial Year Budget
	\$	\$	\$	\$
TOTAL CAPITAL EXPENDITURE BY ASSET CLASS:				
Capital Work In Progress				
Land - Under Roads	0	0	0	0
Land and Buildings:				
Land and Improvements	0	0	0	0
Buildings	15,226,253	12,272,269	(2,953,984)	19,329,040
Infrastructure:				
Stormwater Drainage	1,911,267	2,280,084	368,817	3,009,253
Transport	4,293,697	4,977,538	683,841	6,651,295
Pathways	403,999	1,020,266	616,267	1,724,435
Public Lighting	325,476	916,805	591,329	2,453,702
Waste Management Infrastructure	854,436	898,937	44,501	1,015,606
Waste Remediation	0	0	0	0
Right Of Use Assets (Leases):				
Leased Land and Buildings	0	0	0	0
Other Leased Assets	0	0	0	0
Plant & Equipment, including Fleet	525,238	2,875,644	2,350,406	6,954,349
Parks & Reserves Infrastructure	799,505	3,450,328	2,650,823	5,029,490
Other Assets	5,600	107,351	101,751	210,184
TOTAL CAPITAL EXPENDITURE	24,345,471	28,799,222	4,453,751	46,377,354
TOTAL CAPITAL EXPENDITURE FUNDED BY*:				
Operating Income	8,185,324	12,039,185	3,853,861	17,421,986
Capital Grants	5,132,893	3,442,713	(1,690,180)	11,385,981
Transfer from Reserves	1,829,817	4,119,887	2,290,070	8,371,950
Borrowings	9,197,437	9,197,437	0	9,197,437
TOTAL CAPITAL EXPENDITURE FUNDING	24,345,471	28,799,222	4,453,751	46,377,354

*YTD Funding of expenditure is assumed to be consumed in line with YTD Capital Expenditure

**Report on Planned Major Capital Works
For The Period Ended 31 January 2024**

Class of Assets	By Major Capital Project	Total Prior Year(s) Actuals \$ (A)	YTD Actuals \$ (B)	Total Actuals \$ (C = A + B)	Total Planned Budget \$ (D)	Total Yet to Spend \$ (E = D - C)	Expected Project Completion Date
Buildings	Casuarina Aquatic & Leisure Centre	9,254,074	14,672,019	23,926,093	27,233,111	3,307,018	31/08/2024
Waste Management Infrastructure	Shoal Bay - Stage 2 Expansion	23,796	9,614	33,410	12,000,000	11,966,590	31/10/2024
Waste Management Infrastructure	Leachate Irrigation System - Shoal Bay (CF)	15,788,400	288,548	16,076,948	16,142,591	65,643	30/06/2023
Waste Management Infrastructure	SBWMF - Stage 3 & 4 Final Cap Design & Construction (CF)	14,970,430	251,243	15,221,673	15,107,000	(114,673)	30/09/2023
Waste Management Infrastructure	Shoal Bay - Leachate Ponds	7,362,783	392,178	7,754,961	7,500,000	(254,961)	30/09/2023
TOTAL		47,399,482	15,613,602	63,013,084	77,982,702	14,969,618	

Table 4. Member and CEO Council Credit Card Transactions for the Month
For the Month Ended 31 January 2024

Cardholder Name: CEO

Transaction Date	Amount \$	Supplier's Name	Reason for the Transaction
		Nil	
Total	-		

Cardholder Name: Lord Mayor

Transaction Date	Amount \$	Supplier's Name	Reason for the Transaction
		Nil	
Total	-		

15.2 LINKS ROAD LATM AND PEDESTRIAN CROSSING FACILITY REVIEW

Author: Executive Manager Technical Services
Senior Coordinator Design

Authoriser: General Manager Innovation

Attachments: Nil

RECOMMENDATIONS

THAT the report entitled Links Road LATM and Pedestrian Crossing Facility Review be received and noted.

PURPOSE

The purpose of this report is to inform Council of the result of the assessment of Links Road, Marrara, in accordance with City of Darwin's Local Area Traffic Management and Pedestrian Facility Guidelines undertaken in response to a Council Resolution.

KEY ISSUES

- At the 17 October 2023 Council Meeting, a Notice of Motion was resolved to assess Links Road, Marrara, in accordance with City of Darwin's Local Area Traffic Management and Pedestrian Facility Guidelines to determine any local area traffic management and/or pedestrian facility works.
- The Resolution called for a report to be presented to Council in February 2024, providing the outcome of the assessment.
- Links Road has now been assessed in accordance with City of Darwin's Local Area Traffic Management and Pedestrian Facility Guidelines.
- The assessment found that neither the provision of physical traffic calming devices to address road safety nor a pedestrian crossing were warranted along Links Road.
- The implementation of a pedestrian refuge facility is supported at this time.
- Further traffic counts will be undertaken during the dry season of 2024 to reassess whether a pedestrian crossing is warranted instead of a pedestrian refuge.
- The assessment found that a speed limit reduction from 50 km/h to 40 km/h is supported for Links Road.

DISCUSSION

As per a Notice of Motion at the 17 October 2023 Council Meeting, Links Road has been assessed in accordance with City of Darwin's Local Area Traffic Management (LATM) and Pedestrian Facility Guidelines (Guidelines).

The assessment considered any requirement for both Local Area Traffic Management (traffic calming) and pedestrian facilities and whether a speed limit reduction was warranted along Links Road.

Traffic Calming Assessment

A traffic count undertaken on Links Road in June 2023 revealed an 85th percentile speed (which is the speed at which 85% of motorists were travelling at or below and the criterion utilised for speed assessment purposes) of 39.7 km/h. Given that the speed limit of Links Road is the default of 50km/h, the recorded percentile operating speed is not of concern.

This traffic count revealed that on average, 2,707 vehicles travel along Links Road each day. Secondary Collector roads of this nature can typically accommodate up to 7,000 vehicles per day, so the traffic volume is also not of concern.

A check of the Northern Territory Government's Crash History Database revealed that there was only one reported crash along Links Road (excluding its intersections with McMillans Road) in the past five years.

Utilising the abovementioned data, as well as other factors including, but not limited to road geometry; percentage of heavy vehicle usage; and the presence of vulnerable road users, Links Road was assessed under the point-score system incorporated within the Guidelines as a Category 4 site, not warranting the implementation of any form of traffic calming measures at this time.

Pedestrian Facility Assessment

Utilising October 2021 data derived from video pedestrian counts undertaken for Links Road adjacent to the Northlakes Shopping Centre, Links Road was assessed under the Pedestrian Control Investigation component of the Guidelines. Under these provisions, a pedestrian crossing is generally warranted where in each of three separate one-hour periods in a typical day:

- the pedestrian flow per hour crossing the road is greater than or equal to an average of 20; and
- the vehicular traffic flow per hour at these times through the site is greater than or equal to 300.

In contrast, a pedestrian refuge is warranted when the pedestrian flow is greater than or equal to an average of 20 but the vehicular traffic flow per hour is less than 300.

The traffic count data revealed that during each of three separate one-hour periods, the pedestrian flow per hour exceeded 20 pedestrians and the average vehicular traffic flow was less than 300 vehicles, therefore warranting a pedestrian refuge at this location.

It should be noted that the traffic counts were undertaken in the wet season and in some cases we see a seasonal factor increase of traffic of up to 15% in the dry season. Therefore, City of Darwin officers will undertake further traffic counts in the upcoming dry season and reassess whether a pedestrian crossing is warranted at this location rather than a refuge. Based on the data received in the dry season 2024, City of Darwin officers will advise Elected Members whether a pedestrian refuge or crossing will be included in a future works programme.

Speed Limit Assessment

In line with the City of Darwin's position on speed limit reductions being supported when the measured operating (85th percentile) speed is less than 10% over the proposed speed limit, as the operating speed was 39.7 km/h, a speed limit reduction from 50 km/h to 40 km/h is supported for Links Road. This will be undertaken as soon as practicable, alongside other

previously identified speed limit reductions, pending available funding.	
<p>PREVIOUS COUNCIL RESOLUTION</p> <p>At the 17 October 2023 meeting Council resolved:</p> <p>RESOLUTION ORD611/23</p> <ol style="list-style-type: none"> 1. THAT Council recognises the importance of safety for all road reserve users including pedestrians, cyclists, people with mobility scooters, other active transport users and vehicles. 2. THAT an assessment of Links Road Marrara be undertaken in accordance with the adopted City of Darwin Local Area Traffic Management (LATM) and Pedestrian Facility Guidelines to determine any local area traffic management and or pedestrian facility works. 3. THAT a report be presented to Council in February 2024 that provides the outcome of the assessment including concept designs and associated cost estimates. 4. THAT any proposed works be prioritised against other identified LATM and or pedestrian crossing facility projects for inclusion in a future works program. <p style="text-align: right;">CARRIED 12/0</p>	
STRATEGIC PLAN ALIGNMENT	<p>2 A Safe, Liveable and Healthy City</p> <p>2.1 By 2030, Darwin will be a safer place to live and visit</p>
BUDGET / FINANCIAL / RESOURCE IMPLICATIONS	<p>Budget/Funding: The construction of a pedestrian refuge or pedestrian crossing at this location is estimated to cost \$200,000. No funding currently exists for this project.</p> <p>Any routine signage changes/removals to reduce road speed limits can be undertaken under existing operating budgets.</p> <p>Is Funding identified: See above.</p> <p>Existing Position No: Any works would be supervised and/or undertaken by City of Darwin officers.</p> <p>Contractor: Any works could be undertaken by City of Darwin contractors.</p>
LEGISLATION / POLICY CONTROLS OR IMPACTS	<p>Legislation:</p> <p>Northern Territory of Australia Traffic Act 1987</p> <p>Australian Road Rules</p> <p>Policy/Guidelines:</p> <p>LATM and Pedestrian Facilities Guidelines.</p>
CONSULTATION, ENGAGEMENT & COMMUNICATION	<p>Engagement Level: Inform</p> <p>Tactics:</p> <p>This may include:</p> <ul style="list-style-type: none"> • Letters to residents, Local Members and Northern Territory Police, Fire and Emergency Services. • Advertisement in newspaper. • Social media posts. • Website updates.

	<ul style="list-style-type: none">• Variable message board signage <p>Internal: Various</p> <p>External: See above.</p>
DECLARATION OF INTEREST	<p>The report author does not have a conflict of interest in relation to this matter.</p> <p>The report authoriser does not have a conflict of interest in relation to this matter.</p> <p>If a conflict of interest exists, staff will not act in the matter, except as authorised by the CEO or Council (as the case requires).</p>

15.3 UPDATED OVAL INFRASTRUCTURE PRIORITIES

Author: Coordinator Recreation and Leisure

Authoriser: Executive Manager Community and Cultural Services

Attachments: 1. **2024 Peak Sporting Body Oval Infrastructure Priorities** [↓](#)
2. **2024 Peak Sporting Body Oval Lighting Priorities** [↓](#)

RECOMMENDATIONS

1. THAT the report entitled Updated Oval Infrastructure Priorities be received and noted.
2. THAT Council note the updated Peak Sporting Bodies' priorities for future infrastructure upgrades and oval lighting detailed in **Attachment 1** and **Attachment 2**.

PURPOSE

The purpose of this report is to advise Council of the updated agreed priorities from Peak Sporting Bodies for infrastructure upgrades at City of Darwin ovals.

KEY ISSUES

- In March 2020, Council acknowledged the Peak Sporting Bodies' priorities for infrastructure upgrades and oval lighting, for consideration regarding future sporting oval upgrades.
- City of Darwin officers liaised with AFL NT, NT Cricket and Football NT to review the existing priority list.
- **Attachments 1** and **2** detail the Peak Sporting Bodies' revised list of infrastructure upgrade priorities and sports field lighting priorities.
- Upgrades to Gardens Oval precinct are seen as a high priority for AFL NT, NT Cricket and Football NT.

DISCUSSION

City of Darwin's Sports Field Plan 2016 – 2026 guides the use, development and management of sporting ovals across the City of Darwin. A key objective of this plan is to identify and investigate facility needs for eligible sports within the municipality, particularly primary users AFL, cricket and soccer.

In March 2020, Council acknowledged the Peak Sporting Bodies' (PSBs) priorities for infrastructure upgrades and oval lighting, in relation to future sporting oval upgrades.

Since 2020, the following infrastructure improvements include:

- Installation of sports field lights on Gardens Oval One, Bagot Oval and Nightcliff Oval
- Upgrade of Malak Oval lighting controller to Halytech/Illuminator Central control system
- Installation of equipment storage shed at Kahlin Oval
- Installation of boundary fence at Kahlin Oval
- Installation of additional equipment storage shed at Nightcliff Oval
- Installation of shade structure at Nightcliff Oval
- Removal of amenities block at Chrisp Street Oval and replacement with two unisex toilets (1 x accessible 1 x ambulant)
- Installation of soccer goal storage areas at Wanguri Oval and Wulagi Oval
- Installation of AFL goal posts, spectator seating and formalising over-flow car park at Anula Oval

In Progress:

- Upgrade to existing changerooms and pathways at Nightcliff Oval
- Installation of new canteen at Nightcliff Oval
- Construction of change rooms at Malak Oval and Fannie Bay Oval

Officers liaised with AFL NT, NT Cricket and Football NT to review the existing priority list. NRL was contacted to review their priorities for Anula Oval but to date have not responded.

Attachment 1 details the infrastructure upgrades in progress, projects with Council's in-principle support and the PSBs' revised list of infrastructure upgrade priorities.

Attachment 2 details the PSBs' revised list of sports field lighting priorities.

Revised Infrastructure Priorities

The key themes across ovals are requests for:

- improved changeroom facilities
- new or additional storage facilities

All Regional and District level ovals have been identified as needing gender-neutral changerooms to support the growth of women and girls' sport. Of these, upgrades at Gardens Oval were identified by all three PSBs as a high priority and Nightcliff Oval is a high priority for the two PSBs using the oval, noting Council has provided in-principle support for this project.

At Local level ovals, FNT prioritised Nakara Oval and Wanguri Oval as requiring upgraded toilets and/or changerooms and storage. They identified Wulagi Oval as a priority for requiring storage.

The other key infrastructure priority for NT Cricket is the maintenance of existing and installation of new turf cricket wicket blocks. They have listed Gardens Oval Two and Moil Oval as priorities to consider installation of new turf wicket blocks.

Alawa Ovals Two and Three have recently returned to Council management, after being on a

long-term lease to CDU. They are not classified under our oval hierarchy yet, and Officers are undertaking works to rectify irrigation and fencing. Upgraded changerooms are listed as a priority by NT Cricket; however, further exploration of desired future use of these ovals is required to prior to prioritising infrastructure needs.

Revised Lighting Priorities

All three PSBs agree it is a high priority to install sports field lighting on Gardens Oval Two and upgrade the lighting on Gardens Oval One.

NT Cricket listed their top priority as upgrading Gardens Oval One from 500 lux to a minimum 750 lux in order to maximise the use of the facility.

Gardens Oval Two and Kahlin Oval are the only District level ovals without lights. None of the PSBs identified lighting Kahlin Oval as a priority.

Also a priority for FNT is to upgrade Malak Oval lights to 200 lux in order to hold matches there.

When considering the lighting of Local level ovals, FNT sees Fannie Bay Oval as their highest priority, while AFL NT has stated they see any oval with over 15 hours per week use as a priority to light, with training lights for Anula Oval being the top priority.

Sports Field Hierarchy

Council requested the steps required to promote Nightcliff Oval from a District facility to a Regional facility under the Sports Field Plan 2016-2026.

Gardens Oval One is the only Regional facility classified in the Sports Field Plan. Gardens Oval Two, Nightcliff, Bagot, Kahlin and Malak Ovals are classified as District facilities.

The following table details the definition of Regional and District facility, as detailed in the Sports Field Plan.

Regional	District
<p>Built and maintained to a premier standard based on the needs of specific sports/activities.</p> <p>Cater for training and competition for teams in elite level competitions and may have the capacity to host Territory or National standard fixtures.</p> <p>Designed to service people from within the City of Darwin and beyond due to their level of specialisation, uniqueness or standard of competition being played.</p> <p>Gated venues to allow ticketing.</p> <p>Turf maintenance to accommodate elite competition levels of use.</p>	<p>Principally cater for people from within the City of Darwin and will accommodate senior and junior training and competition.</p> <p>Provide the “headquarters/home” facility for individual clubs.</p> <p>Regularly host competition games, which result in significantly higher usage than Local ovals.</p> <p>Incorporates a suite of community facilities to encourage informal use and physical activity participation.</p> <p>Turf maintenance to accommodate high levels of use.</p>

Supporting Infrastructure

One of the key differences is that a Regional facility should be able to cater for elite competitions, including potentially Territory or National fixtures.

While Nightcliff Oval is gated to allow ticketing, Gardens Oval is the only venue with the level of spectator seating, parking and number of public toilets to accommodate Territory or National standard fixtures.

The Nightcliff Oval Masterplan includes a potential grandstand with capacity of 468; however this would still be well short of Gardens Oval One's grandstand seating capacity of

approximately 1,150.

Nightcliff Oval has approximately 5-10 formalised car parks inside the facility and off-street parking for approximately 107 vehicles outside the perimeter fence (shared with Nightcliff Sports Club). The Masterplan includes additional formalised parking that would raise capacity inside the facility to approximately 70-80 vehicles.

Gardens Oval complex has formalised parking for 55 vehicles inside the facility, plus overflow of Mindil Beach car park of up to approx. 1,200 vehicles.

There are no plans to increase public toilet capacity at Nightcliff Oval.

Oval Surface

A Regional facility should have an even surface with appropriate run-off drainage. Nightcliff Oval is higher on the eastern side of the oval than in the middle and does not have sufficient drainage. It also has quite a compacted base that makes aeration challenging.

Nightcliff Oval requires a redevelopment of the entire surface, including installation of appropriate drainage to be considered a Regional facility.

The current turf maintenance is scheduled in response to the sports using the oval and the amount of use an oval gets, rather than the hierarchy classification.

Gardens Oval One and Nightcliff Oval both receive watering, aeration, fertiliser and wetting agents at similar times.

Gardens Oval often receives less watering in the Dry Season due to cricket schedules and the ability to use the oval for longer due to the sports field lights.

Sports Field Lighting

The sports field lighting at Nightcliff Oval currently provides 100 lux for training or 200 lux for matches. To host national standard cricket matches, the lights would need to be upgraded to 750 lux. Due to the proximity of residential properties, upgrading to a competition level without exceeding the limits for obtrusive lighting standards is not achievable, also noting Officers have been managing perceived light spill issues with adjacent residents since the current lights were installed in 2020.

Usage Fees

It should also be noted that fees and charges for seasonal and casual users of a Regional facility are higher than at District, due to the higher maintenance costs. If required upgrades were undertaken that resulted in Nightcliff Oval being re-classified to a Regional level, user groups would be required to pay the same seasonal and casual usage fees as Gardens Oval One.

PREVIOUS COUNCIL RESOLUTION

At the 14 March 2023 meeting, Council resolved:

RESOLUTION ORD084/23

1. THAT Council note the desire of Nightcliff based sporting clubs to construct new, fit for purpose, player and umpire change rooms at Nightcliff Oval that will support the rapid growth in female participation, expand the availability of Council infrastructure to a wide range of community users and enable the ongoing use of the Oval by AFLNT for Premier League football matches.
2. THAT further to the in-principle support provided by Council (Resolution ORD067 /22 on 22 February 2022) for the revised Nightcliff Oval Masterplan, the CEO writes to the lead proponent (Nightcliff Football Club) outlining the detailed information required for a project proposal for new change rooms at Nightcliff Oval to be considered by Council, including consultation activities, designs and technical specifications, cost estimates and approvals.
3. THAT the project proposal is presented to Council at a future date for consideration of

<p>approval and funding (with other levels of government and organisations).</p> <p>4. THAT a report is provided to Council with:</p> <ul style="list-style-type: none"> a) An update of the City of Darwin Sporting Oval Infrastructure Priorities document with input from peak sporting bodies on current upgrade priorities, including lighting. b) Steps required to promote Nightcliff Oval from a 'District' facility to a 'Regional' facility under the Sports Field Plan 2016-2026. <p style="text-align: right;">CARRIED 10/0</p>	
STRATEGIC PLAN ALIGNMENT	<p>2 A Safe, Liveable and Healthy City</p> <p>2.3 By 2030, Darwin residents will be more active and healthy</p>
BUDGET / FINANCIAL / RESOURCE IMPLICATIONS	<p>Budget/Funding: Council allocates \$100,000 annually to the Sports Field Plan for upgrades at City of Darwin ovals.</p> <p>The 2022/23 and 2023/24 budget allocations are reserved to contribute towards change rooms upgrades at Bagot and Nightcliff Ovals.</p> <p>Is Funding identified:</p> <p>There is currently no budget identified for any future major upgrades to infrastructure at Council ovals. The stakeholder priorities have been provided to ensure Council has an agreed priority list for infrastructure upgrades if future discussions are entered into with NTG or other external funding bodies.</p>
LEGISLATION / POLICY CONTROLS OR IMPACTS	Nil
CONSULTATION, ENGAGEMENT & COMMUNICATION	<p>Engagement Level: Consult</p> <p>Tactics:</p> <p>Officers liaised with Peak Sporting Bodies using City of Darwin ovals via email and a combined stakeholder meeting to review the existing priority list and agree on an updated priority list.</p> <p>Internal:</p> <p>Recreation Services Officer</p> <p>External:</p> <p>AFL NT</p> <p>NT Cricket</p> <p>Football NT</p> <p>NRL</p>
DECLARATION OF INTEREST	<p>The report author does not have a conflict of interest in relation to this matter.</p> <p>The report authoriser does not have a conflict of interest in relation to this matter.</p> <p>If a conflict of interest exists, staff will not act in the matter, except as authorised by the CEO or Council (as the case requires).</p>

City Of Darwin Sporting Oval Infrastructure Improvements

		Completed Projects	Current Projects Approved by Council Project funding identified	Projects with in-principle support from Council No funding identified	Stakeholder Requests Unfunded Yet to be presented to Council	2024 PSB Infrastructure Priorities		
						NT Cricket	AFL NT	FNT
Regional	Gardens Oval One	Sports field lighting up to 500 Lux Minor upgrades to equipment storage and umpires' room amenity Solar panels on Hunter Harrison Grandstand		Install modular changeroom facilities -AFL NT		Top Priority Explore options for preparation and maintenance of turf wickets	Top Priority As per AFLNT 2023 Venue Improvement Plan - key priorities are: 1) Upgrade the undersatnd area of both stands. This includes unpire rooms and all gender-nuetral fittings 2) Extend the Tiger Brennan Granstand to create two new gender-nuetral changerooms NB - Lights are a priorty on Oval 2 ahead of changerooms.	
District	Bagot Oval	Sports lights (100lux training, 200lux matches) Velodrome - Resurfacing of 250m track, re-instate lighting and upgrade spectator area.	Construction of Women and Girls changerooms and sporting facility inc. referees room, PWD & parenting room, storage, office and canteen. Awaiting final design to be presented to Council for approval				Storage- currently using for Junior Football.	
	Gardens Oval Two			Install modular changeroom facilities -AFL NT		Top Priority Installation of unisex changerooms to support the development of women’s cricket at the facility. Installation of a Turf Wicket block on Gardens Oval 2	Top Priority As per AFLNT 2023 Venue Improvement Plan - key priorities are: 1) Upgrade the undersatnd area of both stands. This includes unpire rooms and all gender-nuetral fittings 2) Extend the Tiger Brennan Granstand to create two new gender-nuetral changerooms NB - Lights are a priorty on Oval 2 ahead of changerooms.	Top Priority Changeroom upgrade. Female/Male accessible toilets. Demountable storage/office and portable lighting towers for Darwin Hearts FC
	Kahlin Oval	Cricket training nets upgrade Boundary picket fence Equipment storage shed		Kahlin Oval Master Plan - replace or refurbish Pavilion		Unisex changerooms, clubhouse as per Kahlin Oval Masterplan. Explore options for preparation and maintenance of turf wickets		
	Malak Oval	Lights access upgraded to Halytech/Illuminator Central	Construction of Women and Girls changerooms and sporting facility inc. referees room, PWD & parenting room, storage, office and canteen.					
	Nightcliff Oval	Sports field lighting Cricket training nets lights New Cricket Storage Shed Removal of existing canteen	Installation of demountable canteen and shaded spectator seating Upgrade of existing changerooms	Revised Nightcliff Oval Master Plan - grandstand and player facilities including: change rooms, canteen and storage. Install modular changeroom facilities - AFL NT		Unisex changerooms to support the development of women’s cricket. Explore options for preparation and maintenance of turf wickets	ALF Top Priority - Change room and facility upgrades, as outlined in Nightcliff Oval Master Plan, noting Coiuncil has already provided in-principle support NFC currently reviewing plans to attract investment	

Local	Anula Oval	AFL point posts Overflow car park Spectator seating						
	Chrisp St Oval	Toilet block replaced with Automatic Unisex toilets						Storage area
	Dinah Beach Oval							
	Fannie Bay Oval		Construction of Women and Girls changerooms and sporting facility inc. referees room, PWD & parenting room, storage, office and canteen.		Upgrade of current amenities			Upgrade of the ablutions/public toilets Additional storage
	Jingili Oval							
	Moil Oval					Installation of a Turf wicket Block. NTC needs more grounds with turf wicket blocks. We believe Moil has enormous potential. NTC would like to work with CoD to explore usage & investment option for use in dry season going forward.		
	Nakara Oval			Nakara Oval Masterplan - new change rooms/pavilion				Local ovals Proirity FNT 1 - Female/male and accessible toilets. Upgrade/storage area. Upgrade/BBQ area. Installation of 4 x shade structures
	Tiwi Oval							
	Wagaman Oval							
	Wanguri Oval	Soccer goal posts and goal storage compound						Local ovals Proirity FNT 3 - Design and construct changeroom facility/accessible toilet/storage area
	Wulagi Oval	Soccer goal posts and goal storage compound						Local ovals Proirity FNT 2 - Installation of a storage area/shed/demountable to cater for Garuda FC current growth in participation
Uncategorised	Alawa Two		Replace irrigation Replace fencing Replace AFL posts			(1) existing COD commitment to irrigation, fencing etc. (2) unisex changerooms built to support continued development of cricket, particularly junior and women's cricket Explore options for preparation and maintenance of turf wickets	AFLNT to explore useage & investment option for use in wet season going forward.	
	Alawa Three		New sleeved soccer posts - on hold City of Darwin Investigating repair sports field lights					

	Oval	AFL NT		FNT		NRL		NT Cricket	
		Priority	Light level	Priority	Light level	Priority	Light level	Priority	Light level
Regional	Gardens Oval One							1	750 min
District	Bagot Oval								
	Gardens Oval Two	1	300	2	200			2	500min
	Kahlin Oval								
	Malak Oval			1 or 2	200				
	Nightcliff Oval								
Local	Anula Oval	2	100			1	100		
	Chrisp St Oval								
	Dinah Beach Oval								
	Fannie Bay Oval			1 or 2	200				
	Jingili Oval	7	100	1 or 2	200				
	Moil Oval	3	100						
	Nakara Oval			3	100				
	Tiwi Oval	4	100						
	Wagaman Oval	5	100						
	Wanguri Oval								
	Wulagi Oval	6	100						
Uncategorised	Alawa Two								
	Alawa Three								

**All ovals with 15+ hours use priority for AFLNT*

**shaded rows already have lights installed*

15.4 NIGHTCLIFF VILLAGE MASTERPLAN UPDATE

Author: Senior Project Officer
Executive Manager Infrastructure
Business Support Officer

Authoriser: Executive Manager Infrastructure

Attachments: 1. Nightcliff Village Master Plan Design Report [↓](#)

RECOMMENDATIONS

THAT the report Nightcliff Village Masterplan Update be received and noted.

PURPOSE

The purpose of this report is to present to Council the prioritised longer-term initiatives from the Nightcliff Village Masterplan.

KEY ISSUES

- Council endorsed the inclusion of the longer-term initiatives identified in the Nightcliff Village Masterplan to the City of Darwin's Priority Projects list in May 2023.
- Elected Members requested that a subsequent report be provided to Council prioritising the longer-term initiatives identified in the Nightcliff Village Masterplan (Attachment 1) in May 2023.
- A multidisciplinary panel of City of Darwin officers was formed to develop a prioritisation methodology and apply it to the longer-term initiatives identified in the Nightcliff Village Masterplan.

DISCUSSION

The longer-term Initiatives identified in Section 5 of the Nightcliff Village Master Plan Design Report (**Attachment 1**) have been assessed and prioritised as follows:

Element	Rating
East and West Service Lanes	High
Central Pavonia Lane and Market Space	High
Ablutions Block	High
Progress Drive signage and vegetation upgrades	Medium
Pavonia Road Verge and Parking with corner seating nodes	Medium
Phoenix Street Verge and Parking	Medium
Oleander Street Verge and Parking	Medium

Note: This assessment does not consider the deliverability of each project. Before proceeding with a project, the availability of funding and risks involved in the delivery of the project should be considered.

Prioritisation Process

In order to ensure that the prioritisation results are objective and accurate, a five-step process was followed:

1. Formation of Assessment Panel
2. Development of Assessment Framework
3. Project Briefing
4. Individual Assessment
5. Finalisation of Scores

Formation of Assessment Panel

Officers from a broad range of relevant teams were nominated to form the multidisciplinary assessment team. This included officers from Growth and Economic Development, Technical Services, Environment, Arts and Cultural Development, and Infrastructure teams.

Development of Assessment Framework

The assessment framework was developed before the team was briefed on the projects to ensure that the framework was robust and independent. The framework was based on the prioritisation criteria published by Infrastructure Australia for their Infrastructure Priority List. These criteria were given equal weighting and were then further broken down into sub criteria as below:

Primary Criteria	Weighting	Sub Criteria
Strategic Fit	33%	Alignment with vision
		Alignment with strategy
Societal Impact	33%	Economic Value
		Social Value
		Environmental Value
Deliverability	33%	Risks in delivery
		Availability of funding

The assessment team undertook several workshops to develop a scoring matrix that would then be used to score the longer-term projects. The matrix utilised a scoring system of 1 to 5 where 1 is no alignment or value and 5 is very strong alignment or value.

The projects final priority is then determined by the weighted value as below:

Weighted Value	Priority
> 4	Very High
> 3, ≤ 4	High
> 2, ≤ 3	Medium
> 1, ≤ 2	Low
≤ 1	Very Low

The assessment team determined that they were unable to assess the deliverability of each project and agreed to exclude this from their assessment. The assessment team recommends that, when selecting a project from the priority project list, that the deliverability of the project should be considered.

Project Briefing and Individual Assessment

The assessment panel was briefed on the outcomes of the Nightcliff Village Master Plan and provided with relevant information. They were given the opportunity to familiarise themselves with the individual longer-term projects and the benefits that each offered. The panel was then asked to independently score the projects using the assessment framework.

Some assessment team members raised concerns that they were not able to strictly apply the scoring matrix to the project and that they did not feel that their scores accurately represented the project priorities. The team reconvened to discuss this and agreed that projects should be assessed based on the added benefits that they bring, not as a new development and that the scoring matrix is meant as a guide for their scoring.

Finalisation of Scores

The panel reconvened a final time to discuss and confirm their individual scores. This provided an opportunity to discuss their findings and ensure that everyone had scored based on the same level of understanding of the elements of each project. This also allowed the officers to discuss any elements that had a high variance in score. At the conclusion of this workshop the assessment team was satisfied that the final scores provide an accurate and objective priority for each of the longer-term projects.

PREVIOUS COUNCIL RESOLUTION

At the 30 May 2023 meeting Council resolved:

RESOLUTION ORD278/23

1. THAT the report entitled Nightcliff Village Masterplan Update be received and noted.
2. THAT Council provide in-principle support of the Nightcliff Village Master Plan which consists of **Attachment A, B, C, D & E**.
3. THAT Council endorse the Short-Term Initiatives as identified in report entitled Nightcliff Village Masterplan Update for construction.
4. THAT Council endorse the inclusion of the Longer-Term Initiatives identified in **Attachment B - Nightcliff Village Masterplan Design Report, Clause 5.1**, to the City of Darwin's Priority Projects list.
5. THAT a subsequent report is presented to Council prioritising the Longer-Term Initiatives from the Nightcliff Village Masterplan as identified in **Attachment B**.

CARRIED 9/0

STRATEGIC PLAN ALIGNMENT

- 1 A capital city with best practice and sustainable infrastructure
 - 1.1 By 2030, a number of strategic infrastructure projects will be developed and delivered

BUDGET / FINANCIAL / RESOURCE IMPLICATIONS	NA
LEGISLATION / POLICY CONTROLS OR IMPACTS	NA
CONSULTATION, ENGAGEMENT & COMMUNICATION	NA
DECLARATION OF INTEREST	<p>The report author does not have a conflict of interest in relation to this matter.</p> <p>The report authoriser does not have a conflict of interest in relation to this matter.</p> <p>If a conflict of interest exists, staff will not act in the matter, except as authorised by the CEO or Council (as the case requires).</p>



CITY OF DARWIN

NIGHTCLIFF VILLAGE MASTERPLAN

DESIGN REPORT

11 November 2022



Louw
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November 2022

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AMENDMENT, DISTRIBUTION & AUTHORISATION RECORD

Amendment Record

Description / Details	Date
Issue 1 – DRAFT	11/11/2022

Distribution

This Request for Construction Proposal Is prepared for distribution to:

Name / Location	Position	Organisation
Nik Kleine	Executive Manager Infrastructure	City of Darwin
Jedda Bennett-Kellam	Senior Project Officer	City of Darwin

Authorisation Record

Prepared by	Leandre Piggott		11/11/2022
	Name	Signature	Date
Reviewed by	Hermanus Louw		11/11/2022
	Name	Signature	Date

Project Identification

Project Name	Nightcliff Village Masterplan
Louw Group Project Number	21-014
Project Office Location	Darwin
Project Contact Details	Email: hermanus@louw.com.au , leandre@louw.com.au Mobile: 0448 899 088
Project Description	Nightcliff Village Masterplan

1 Introduction

1.1 Site Description & Details

The Nightcliff Village and Market Space is located across several privately owned land parcels. The project area is bounded by Pavonia Place to the north, Phoenix Street to the west, Progress Drive to the south, and Oleander Street to the east. The project area also includes the western Pavonia Way and eastern Pavonia Way laneways.

Project Areal View



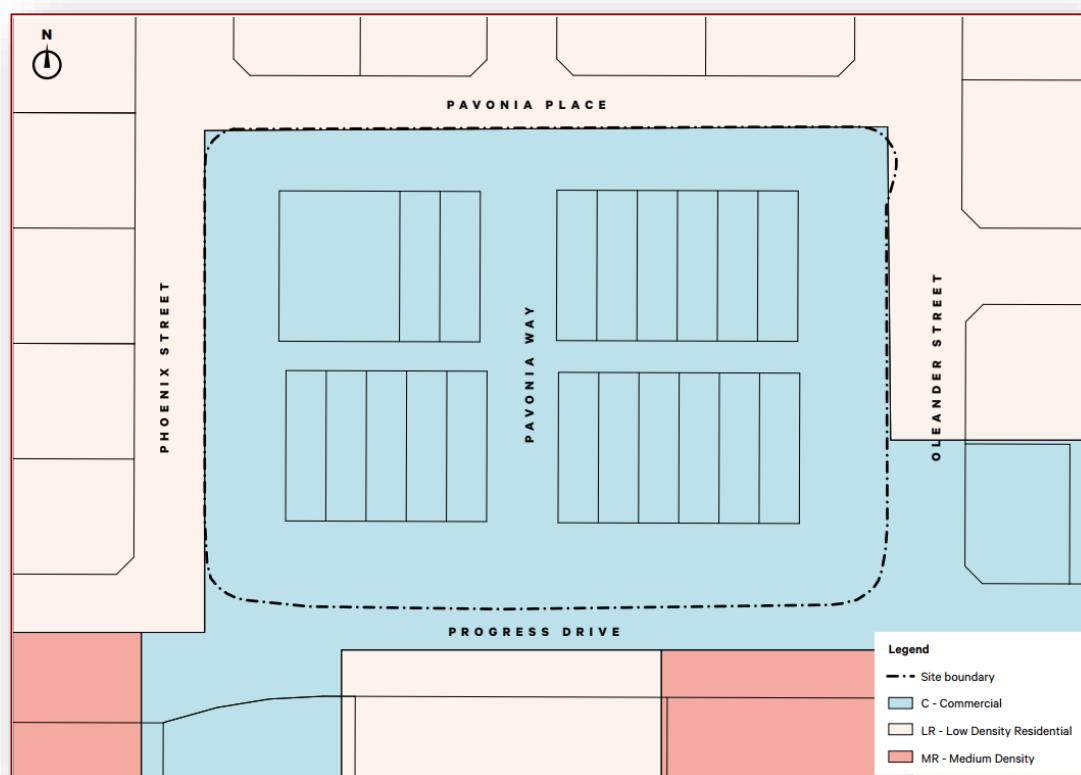
NR Maps Arial view of Nightcliff Village with road overlay

The project details are as follows:

Project Area	Nightcliff Village and Market Space
Address	Area bounded by Pavonia Place, Phoenix Street, Progress Drive and Oleander Street, Nightcliff
Location Name	Town of Darwin
Parcel Numbers	Lots 1-8, 10, 28A, 30,32, 34, 36, 38, 40A, 42, 44, 46, and 48, plus road reserve and parking areas
Town Planning Zone	C (Commercial)

1.2 Project Background

The project site area includes the whole Nightcliff Village and Market Space (The Village) footprint. The Village is located across several privately owned land parcels. Both Pavonia Way (the north-south central spine) and the service laneways (running east-west connecting Oleander Street and Phoenix Street) are publicly owned by the City of Darwin.



The Nightcliff Placement Plan – Zoning conditions for Nightcliff Village

The existing Village is a mix of retail and commercial services well loved by the local community. This is particularly obvious on Sunday mornings when the Village markets come in to its own with music, local produce and stalls that bring a livelihood and sense of community to the area.

The City of Darwin (CoD) has set aside \$534,000 through the Building Better Regions Funding to undertake the development of a Masterplan for Nightcliff Village, detailing potential overall improvements in phased construction stages.

The intended outcome for the masterplan is to identify works that can occur as an initial stage without compromising future development goals, or resulting in abortive works.

From a planning perspective, the Village sits within the Nightcliff and Coconut Grove Activity Centre and forms part of the Nightcliff and Coconut Grove Concept Plan (per the Northern Territory Planning Scheme, Mid-Suburbs Area Plan, July 2016). It is subject to the provisions of this plan for future built form redevelopment.

Louw Group commenced the project delivery with the Project Owner (City of Darwin), represented by Nik Klein and Jedda Bennett-Kellam 28 February 2022.



The Nightcliff Placement Plan –Area uses for Nightcliff Village

Consequently, a Project Management Plan was prepared that set out the project delivery methodology and detail scope of works associated with Stage 1: Long Term Masterplanning activities and Stage 2: Short Term Initiatives.

The SOW resulted in the following deliverables:

Stage 1: Long Term Masterplanning

1. Place Plan Development in conjunction with initial Stakeholder Engagement; and
2. Concept Master Plan and 30% design documentation to demonstrate the scope and budget of delivering the **Long-term Concept Plan** in line with actions identified in the Nightcliff Village Placemaking Plan; and

Stage 2: Short Term Initiatives

1. Design and construction documentation to deliver the **Short-term Intervention Actions** in line with actions identified in the Nightcliff Village Placemaking Plan.
2. The components identified for detailed design as early works is the East and West service lanes to the start of the sidewalk paving.
3. Additional consultants were engaged for the detailed design phase:
 - a. For an electrical services Masterplan of the Project area depicting Power and Water (PWC) assets present and indicating conduit positions to seating pods for future electrical provision for lighting;
 - b. For detailed civil design of the East and West service lanes; and
 - c. For structural detail on the harbour light structure footings.



2 Project Stakeholders

The City of Darwin is the Project Owner of the Public spaces surrounding the Nightcliff Village and Market Space. However, it is noted that there are significant Key Stakeholders associated with this project, most notably the Owners and Tenants of the various buildings, the Nightcliff Market management team and stallholders and the Nightcliff Village Traders Association.

2.1 Project Owner

The project owners for the Nightcliff Village Masterplan redevelopment are:

- | City of Darwin

2.2 Project Control Group (PCG)

A Project Control Group (PCG) was established to provide strategic direction and key project decision. The PCG consisted of:

- | Nik Kleine, City of Darwin; and
- | Jedda Bennett-Kellam, City of Darwin.

2.3 Stakeholder Working Group (SWG)

A Stakeholder Working Group (SWG) was also established to provide strategic input and advice to the project team throughout the project life cycle. The SWG consisted of:

- | City of Darwin – Project team;
- | City of Darwin – Elected members;
- | Property owners and tenants;
- | Nightcliff Village and Market Traders Association; and
- | Member for Chan Ward.

2.4 Project Design Consultants

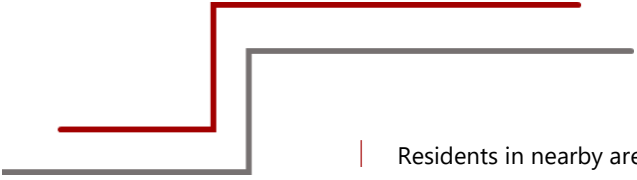
The following consultants were engaged as sub-consultants to Louw Group to deliver the design of both project stages:

- | Principle Project Manager: Louw Group;
- | Architect: Rossi Architects;
- | Civil Engineering: ADG Engineers;
- | Place Making: Element Advisory;
- | Stakeholder Engagement: Tatam Planning Co.;
- | Surveyor: Earl James & Associates; and
- | Landscape Architects: Clouston Associates.

2.5 Secondary Project Stakeholders

The following stakeholders were consulted as part the project delivery:

- | Nightcliff Market Management;
- | Property Owners and Tenants;

- 
- | Residents in nearby areas; and
 - | Broader Darwin Community.

2.6 Project Engagement

As an initial step, Louw Group conducted an inception meeting with the Project Owner on 28 February 2022 to discuss the broader scope and goals of the project that would form the basis for developing the Project Management Plan (PMP) and Scope of Works (SOW) defining the scope of the consultants to be engaged forming the design team for the Project.

The following matters were clarified:

- | The key objectives of the project;
- | The key actions required, and a programme to complete the project scope of works;
- | The specific outcomes / standards of work that are to be achieved throughout the project;
- | The makeup and terms of reference of the Stakeholder Working Group (SWG);
- | Key responsibilities, contact details, and communications protocols for the SWG, and Secondary Stakeholders; and
- | Project sensitivities.

The Masterplan development was performed in two phases, Stage 1 comprised of the development of the Nightcliff Village Place Plan (Place Plan) with associated Stakeholder Engagement and Stage 2 consisting of the development of the Nightcliff Village Masterplan (Masterplan), informed by the Place Plan.


Stage 1: Place Plan and Stakeholder Engagement

The Place Plan has been prepared by element for Louw Group on behalf of the City of Darwin. This project has also been undertaken in conjunction with Tatam Planning, who facilitated the stakeholder meetings and provided an Engagement Outcomes Report summarising the key findings. The Place Plan has been undertaken to define the future direction for the Village at a high level, through a process of desktop review, community and stakeholder engagement, and professional analysis, with the Place Plan report representing a summary of the process, along with the key findings, opportunities, and recommendations for the Masterplan.

The Nightcliff Village and Markets streetscape upgrade (Project) looks to understand the opportunities and gaps that can be built upon at the Nightcliff Village (the Village) and articulate these through a Place Plan, which is effectively a place design brief to inform the next stage of works, the development of a Masterplan. The aim of the Project is to enhance the existing features of the Village beyond its current main attraction of the markets to create a more holistic local centre for the neighbourhood.

Louw Group held an inception meeting with the Stage 1 consultants (element and Tatum Planning) on 1 March 2022. The intent of the meeting was to confirm the consultant scope, key project objectives, timeline constraints and critical drivers for the project. The deliverables identified for this phase was:

- | Element – Desktop review, draft and final Place Plan;



- | Tatum Planning – Community and stakeholder engagement and Stakeholder Engagement Plan; and

- | Louw Group – Place audit and intercept surveys.

Tatum Planning did site inspections during normal business hours and Sunday market days. Key stakeholders were confirmed, and invitations sent out to three community meetings:

- | Stakeholder Engagement meeting 1: Sunday 24 April 2022 @ 2:30 pm;

- | Stakeholder Engagement meeting 2: Tuesday 26 April 2022 @ 9:00am; and

- | Stakeholder Engagement meeting 3: Wednesday 27 April 2022 @ 5:00pm.

Louw Group performed place audits and intercept surveys prior to and after each stakeholder engagement meeting, and during site visits to photograph various aspects of the Nightcliff Village to inform the Place Plan.

Stage 2: Masterplan

The Masterplan is an amalgamation of the 30% functional layout and concept plans for the proposed landscaping, architectural and civil interventions to address and built upon opportunities and gaps articulated during stakeholder engagements and noted in the Place Plan. (Electrical engineers were engaged during the detailed design phase to deliver an electrical Masterplan depicting all Power and Water assets within the project area as an inclusion to the Nightcliff Masterplan)

To commence, a start-up design meeting was held with the Project Owner and design consultants on 8 June 2022 at the Nightcliff Electorate Office Community Room, with representatives from Rossi architects, Clouston associates, PSA consulting and ADG engineers present. A site inspection followed immediately after to get acquainted with the areas to be included in the Masterplan.

The intent of the design meeting and site inspection was to confirm the key project design objectives and critical drivers for the project, as described in the Place Plan.

Following to the above start-up meeting, a Masterplan Stakeholder Working Group (SWG) meeting was held on 6 July 2022 at the Nightcliff Community Centre. Valuable feedback in relation to the following areas was received:

- | Changes to angled car parking to 90 degrees – incorporate trees in additional space created for cooling;

- | Concern raised of market disruptions – possibility of markets moving to newly developed John Stokes area as an interim measure during construction;

- | Investigate use of Phoenix Street and Pavonia Place corner crossing – possibility to narrow or remove concrete ramp to Phoenix Street to redirect pedestrian accessibility to a safe crossing further removed from the corner; and

- | Consideration to be given to the existing grease trap and wash down areas in laneway as it needs to be close to market food trucks.

Further stakeholder working group and design meetings were held (resultant actions captured in the Meeting Minutes, issued by Louw Group and included in Appendix B) :

- | Design Consultant meeting – 7 July 2022;

- | SWG Meeting No. 2 – 9 August 2022;

- | PCG & Design Consultant Meeting – 18 August 2022;



- | SWG Meeting No 3 – 3 October 2022;
- | PCG & Project Manager Meeting – 30 August 2022; and
- | Various individual design consultant meetings resolving design conflicts.



3 Project Design Activities

As set out in the Place Plan, the extent of works covered by this project will involve the investigation of options and the identification of an Early Works package to be delivered before the end of 2022/2023 financial year.

The intention is to identify improvements to the west/east service lanes that fall under the control of City of Darwin and can be readily implemented in accordance with the overall masterplan proposals without limiting future improvements and major interventions.

'Tropical, eclectic and a little quirky, Nightcliff Village and Market space is the perfect place to shop, socialise, and relax; for locals and tourists alike' – the intention of these works is to undertake initial works in the transformation of the Village and address overall shading, cooling, greening and enliven the space. The project included the following design activities in accordance with the PVTa's Parap Village Improvement Plan:

3.1 Stage 1: Long Term Masterplan

Place Plan


The Place Plan was developed to understand the opportunities and gaps that can be built upon at the Nightcliff Village as a precursor to the development of a Masterplan. The Place Plan defines the future direction for the Village at a high level, through a process of:

- | desktop review;
- | community and stakeholder engagement; and
- | professional analysis.

The Place Plan represents a summary of these processes, along with the key findings, opportunities, and recommendations for the Masterplan.

During the **desktop review**, components identified in the place plan was summarised and grouped according to priority and proposed timeframes of execution (quick wins, short-term, medium-term, and long-term). During the desktop review the following components were reviewed:

- | Site analysis and assessment
 - During site analysis elements such as core socialisation areas, pedestrian links, key entry points, movement patterns, highly utilised and underutilised spaces were identified; and
 - It was found that while there is a mix of uses, there are several underutilised spaces, and most of the current uses are unlikely to encourage active interfaces with the street.
- | SWOT analysis
 - The SWOT analysis outlines the strengths and weaknesses of the existing Village, the opportunities to be built upon and the threats to be addressed.
- | Case Studies
 - Case studies were conducted of local village centres and streets across Australia, offering learning opportunities for Nightcliff Village. The strengths of each precedent was analysed to determine relevant design considerations that can be taken through to the Masterplan.



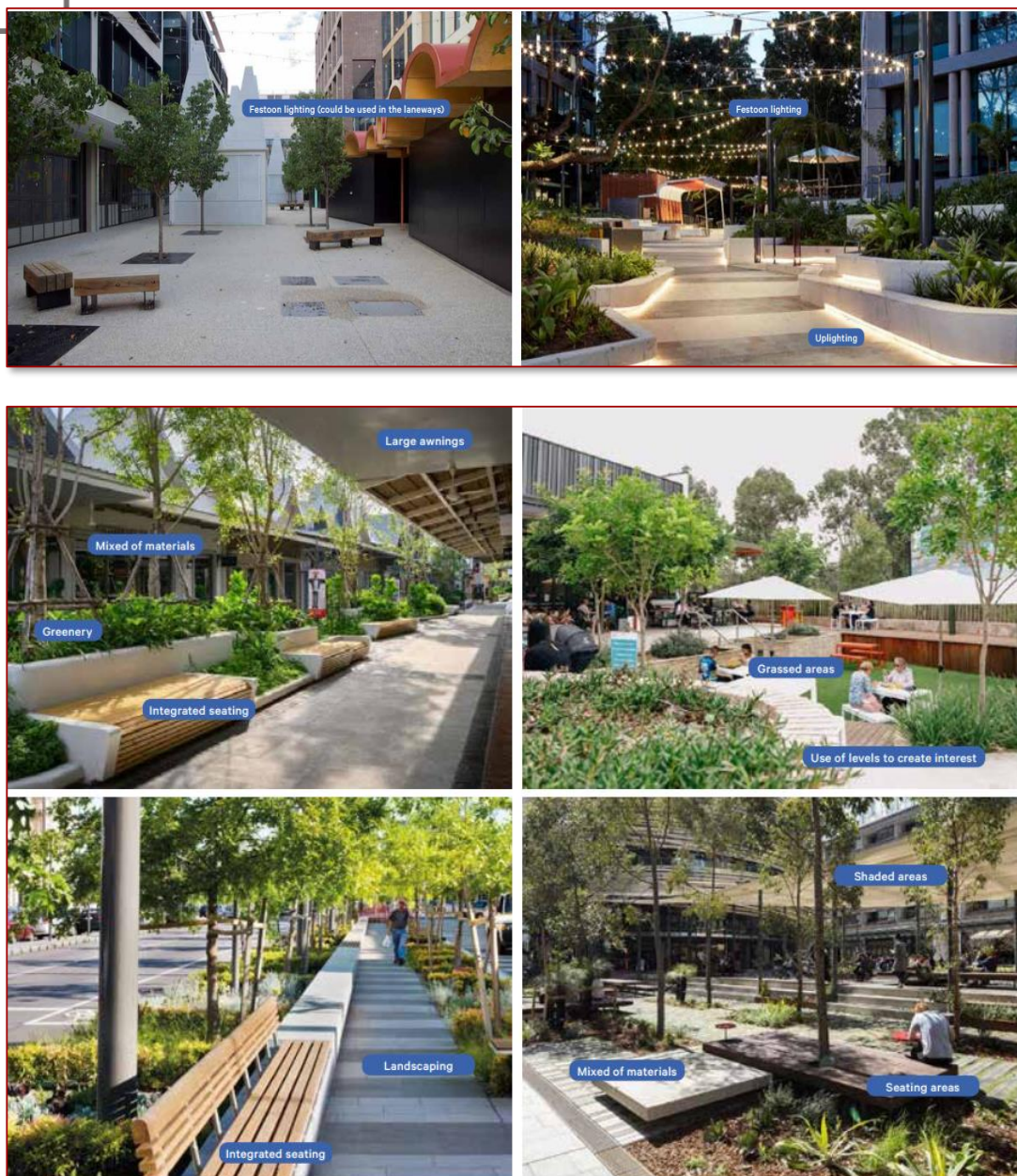
Community and stakeholder engagements were undertaken to assist in clarifying the scope and extent of the upgrades to the streetscape and landscaping around the Nightcliff Shopping Centre and Market Space, identifying priority desires, and main concerns from key stakeholders.

The stakeholder engagement seeks to build the project capacity to:

- | Better serve the Nightcliff Village owners and operators by understanding and valuing their needs, aspirations and local knowledge;
- | Build trust and positive relationships with the community and key stakeholders; and
- | Deliver efficient and effective outcomes for the community through a better, more informed Place Plan and subsequent Masterplan proposal for the Nightcliff Village

Stakeholder meetings:

- | Three stakeholder engagement meetings were held over a week in April 2022;
- | All meetings were facilitated by Catriona Tatam (Tatam Planning Co) and Leandre Piggott (Louw Group);
- | At each meeting, the attendees were taken through a presentation showing initial site observations and the SWOT analysis to provide background and understanding;
- | **Activity 1 – Are there any gaps?**
 - o At each of the meetings, the stakeholders were asked to identify any key elements on a map that were not mentioned in the site observations and SWOT analysis section of the presentation.
- | **Activity 2 – Sense of place.**
 - o Stakeholders were asked four key questions in relation to ‘Sense of Place’ with informal discussions around the following questions:
 1. What do you value and consider special about the Village?
 2. What can be improved?
 3. How would you currently describe Nightcliff to a friend?
 4. How would you like to describe Nightcliff to a friend?
- | **Activity 3 – Places that resonate**
 - o Stakeholders were asked to review a series of photographs of various public spaces, to ascertain what they resonated with, what elements they considered feasible/appropriate, and how they envisaged the public spaces of Nightcliff Village being utilised.



The Nightcliff Placement Plan – Example of top-rated images selected by participants.

Intercept survey

Intercept surveys were conducted at Nightcliff Village on Wednesday 27 April 2022 between 8.00am – 9.00am and 11.00am – 12.30pm. The surveys were conducted throughout the Village and in front of key retail tenancies with the purpose to intercept users and understand their use and perception of the space.

- Question 1. What brought you to Nightcliff Village today?
- Question 2. How often do you come here?



- Question 3. Do you visit the Nightcliff Markets?
- Question 4. How would you describe Nightcliff to a friend?
- Question 5. What do you think could be improved?
- Question 6. What would you like to see at Nightcliff Village

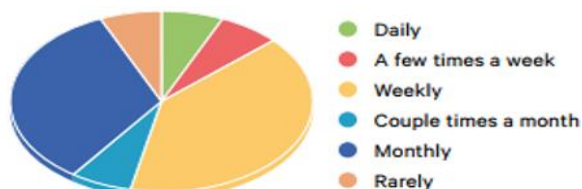


Figure 6. Frequency that survey respondents visit Nightcliff Village

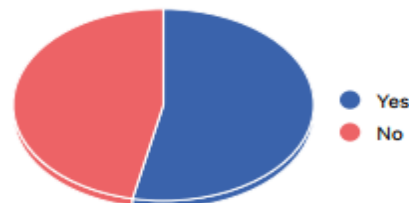


Figure 7. Percentage of respondents who visit the Nightcliff Markets

Masterplan

Louw Group developed a project brief and individual works packages' briefs for landscaping, architectural and civil perspectives.

Key project risks, budget constraints and objectives been explored. The outcome has been to develop and document clear and comprehensive design briefs for the individual works packages and identify project risks so that project planning can be advanced to a point where:

- | A cost indication can be established; and
- | The scope of work and expected outcomes are clearly understood by all directly involved in the project.

Louw Group engaged sub-consultants (to Louw Group) to undertake the development of 30% Design Drawings and Functional Layout Designs as identified in the scope and developed a Masterplan resulting in the following deliverables:

- | Nightcliff Village Place Plan (informing design direction);
- | Stakeholder Engagement Summary Report;
- | Architectural Proposed Masterplan drawings;
- | Architectural Central shade structure drawings;
- | Architectural Playground shade structure drawings;
- | Architectural Existing shade structure drawings;
- | Architectural Stage shade structure drawings;
- | Architectural Fairy Light Arbour Structures;
- | Architectural Toilet Block drawings
- | Architectural Signage plan;
- | Demolition plan;
- | Architectural Design Report;
- | 4 x Rendered Architectural Images;
- | 60 Second Flythrough video;



- | Landscape Works - Masterplan
- | Landscape Works - Service Lanes
- | Landscape Works - South-East Corner
- | Landscape Works - South-West Corner
- | Landscape Works - North-East Corner
- | Landscape Works - North-West Corner
- | Landscape Works - Pocket Seating
- | Landscape Works - Central Zone
- | Landscape Works - Carparks Pavonia Place
- | Landscape Works - Planting Trees
- | Civil - Stormwater Design existing features layout plans;
- | Civil - Stormwater Design & Civil Works;
- | Civil design Report;
- | Preliminary stormwater catchment plan;
- | Topographic survey;
- | Traffic and Transport Assessment Report; and
- | Project Cost Estimates.

4 Masterplan Design Activities

4.1 Context Study

'Tropical, eclectic and a little quirky, Nightcliff Village and market space is the perfect place to shop, socialise, play and relax - for locals and tourists alike'.

The project site area includes the whole Nightcliff Village footprint. The Village and Market Space is located across several privately owned land parcels.

The existing Village is a mix of local retail and services well loved by the local community. This is particularly obvious on Sunday mornings when the Village markets spring into action with music, local produce and stalls that bring a livelihood and sense of community to the area.

Broader Context



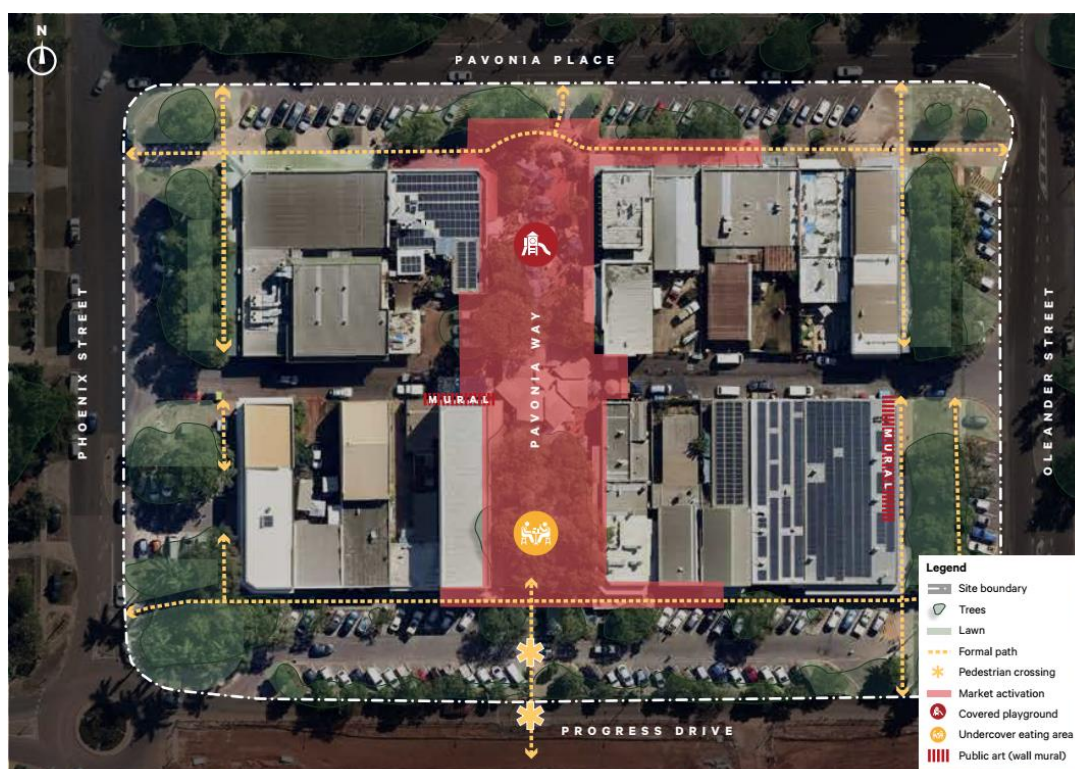
The Nightcliff Placement Plan – Local content plan Nightcliff Village

The Site

The project area includes the whole Nightcliff Village footprint. The Village and Market Space is located across several privately owned land parcels.

Both Pavonia Way (the north-south central spine) and the service laneway (running east-west) are publicly owned by the City of Darwin. The project area is bounded by Pavonia Place to the north, Phoenix Street to the west, Progress Drive to the south, and Oleander Street to the east.

The project area also includes the internal pedestrian space Pavonia Way as well as the service laneways that run east to west connecting to Oleander Street and Phoenix Street.



The Nightcliff Placement Plan – Public realm conditions and assets

Weaknesses identified on the project site include:

- | Lack of pedestrian accessibility;
- | No activation of the centre at night-time;
- | Clear separation between vehicles and pedestrians does not exist;
- | A lack of opportunities for visitors to sit, meet and socialise;
- | Several underutilised spaces for possible seating areas;
- | Insufficient drainage and poor irrigation throughout the site;
- | Several footpaths are broken and changing levels in the central lane is unlikely to be DDA compliant;
- | Some of the structures and buildings are dilapidated and vandalised, with unwelcoming security shutters throughout the Village;



- | Ablution block to be positioned on the corner of Progress drive and Oleander Street, all other positions investigated resulted in poor passive surveillance;
- | Extensive areas of hard paving and lack of shading on Pavonia Place increases the heat and generally make the place less welcoming and comfortable to stay in;
- | The street edges adjacent to Phoenix Street and Oleander Street have continuous tree cover, but lack landscaped areas and seating to provide amenities for pedestrians at all times of the day;
- | There is poor lighting generally in the public realm; and
- | The east west laneways forming part of the project area lacks organised, separated movement networks for different modes of travel. It seems to only prioritise cars and delivery trucks while safe pedestrian movement to access the village from both east and west have been ignored.

Traffic and Pedestrian Assessment

Pedestrian Access: Apart from the sole pedestrian zebra crossing connecting Nightcliff Village's to the new John Stokes development and Police Station, the majority of the active transport facilities at the development site are remaining unchanged as part of the proposed plans. The exception is the removal of the un-paired kerb ramp on the northwest corner of the site (corner of Phoenix Street and Pavonia Place), which has been proposed due to existing safety concerns and lack of pedestrian demand in this location.

Bicycle Access: Despite several cyclists observed in the area and the availability of bike parking, there are limited unmarked bike racks, with cyclists preferring to secure their bikes to handrails adjacent to the buildings facing Progress Drive.

Public Transport: Nightcliff Village has public transport services with 6 bus stops in the vicinity.

- | Bus Route 4: Casuarina to Darwin;
- | Bus Route 11: Casuarina to Casuarina;
- | Bus Route 19: Mindil Beach Market to Casuarina;
- | Bus Route OL1: Casuarina, Palmerston and Darwin Orbital (Express bus) – Clockwise; and
- | Bus Route OL2: Casuarina, Darwin and Palmerston Orbital (Express bus) – Anticlockwise.

The Masterplan indicates that the existing provisions for the taxi spaces are to be removed. These spaces may be allocated at a later stage, depending on the future demand, however the intent is for the taxi space to move adjacent the newly constructed Police Station.

Car Access: There are in total, 108 public parking spaces available on all four sides of the Nightcliff Village, with a further 9 provide for specific users (such as taxis).

Anecdotally, on market days informal parking occurs on verges throughout the market area. Therefore, there is demonstrated demand for additional parking at the precinct.

Private car parking spaces are also provided for existing stores and businesses which are accessed via the east west Pavonia service lanes.

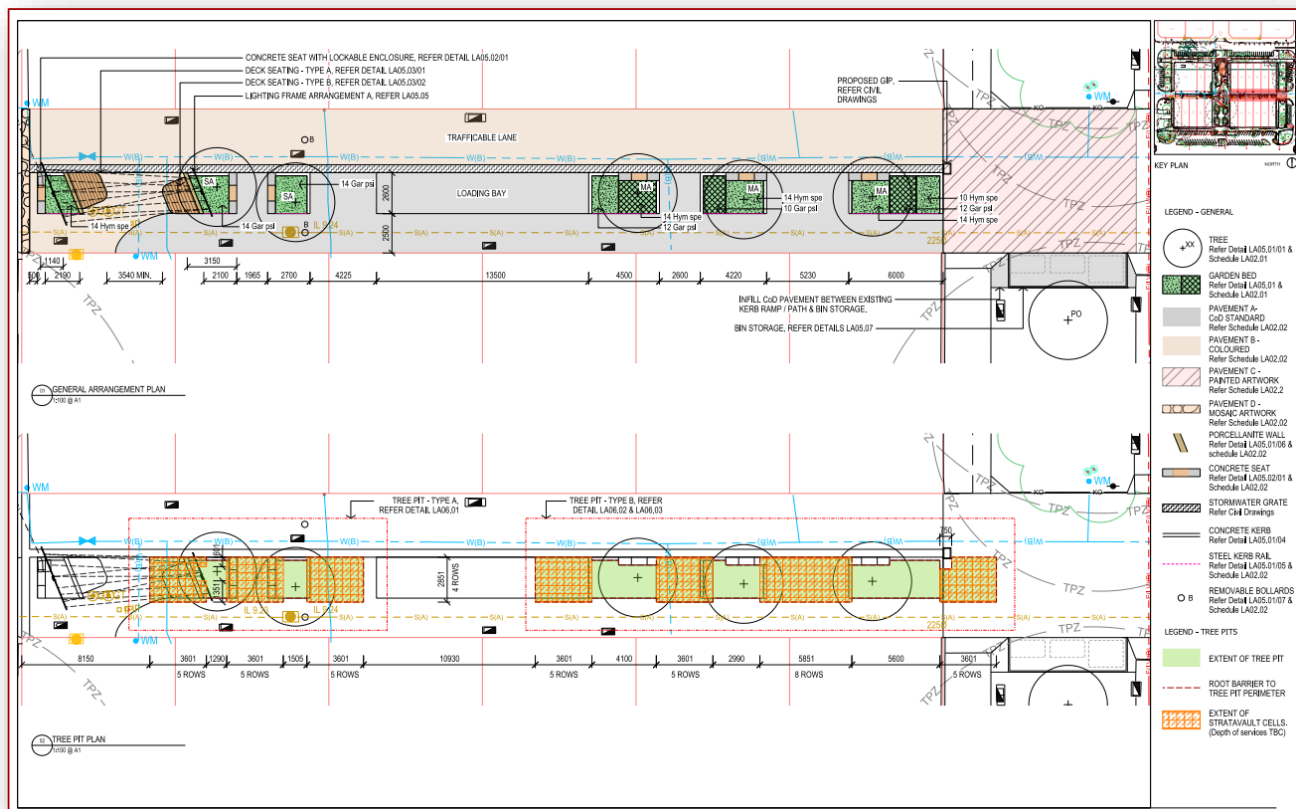
Substantial changes to the design of the parking areas on Pavonia Place, Oleander Street and Phoenix Street are proposed as part of the masterplan implementation.

These changes include modifying the existing 45-degree angled parking spaces to 90 degrees perpendicular to the kerb. This is a more efficient parking layout and allows for more parking spaces (3 spaces in total) to be provided in the same area, or in the case of the masterplan development, additional landscaping, and planting.

The loading zone on Pavonia Place is proposed to be replaced by a 1P parking space, with two new loading zones on either side of Pavonia Way.

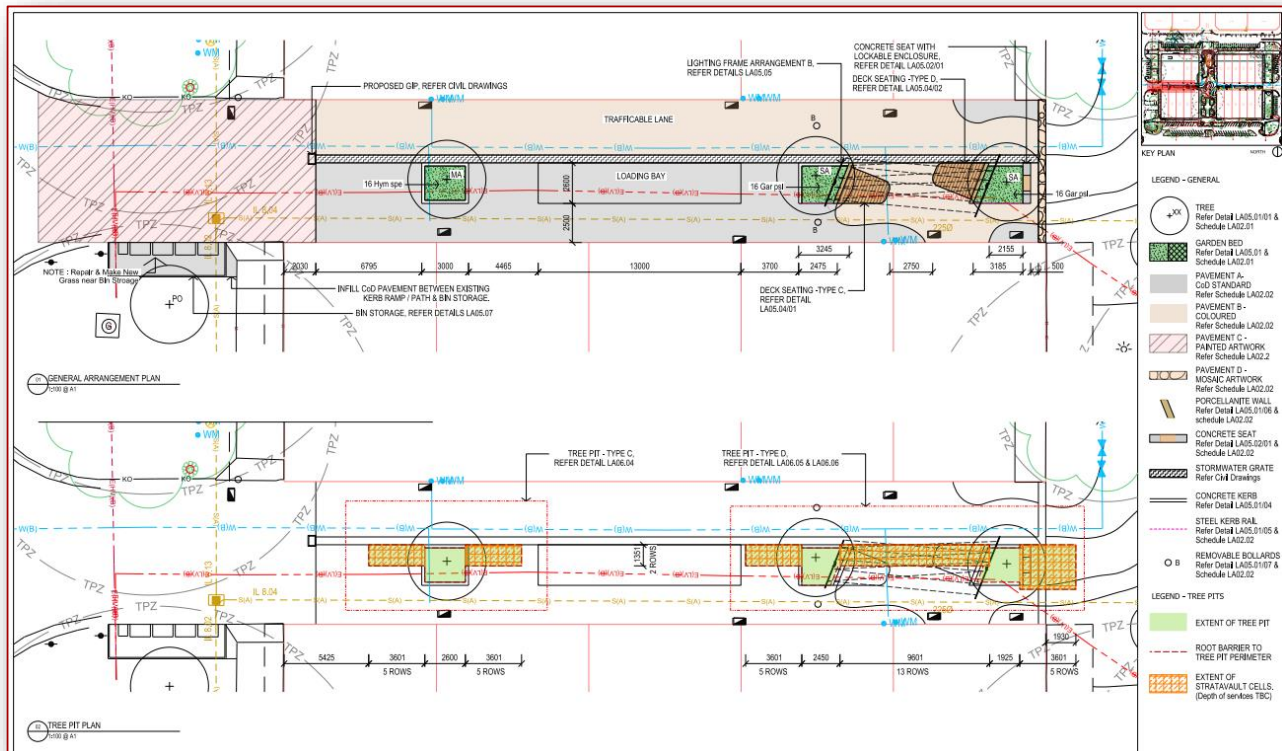
4.2 Stage 1: Short Term Initiatives

Eastern Service Laneway



- The project considers the design, demolition and installation of new concrete pavements and associated stormwater mitigation for the complete east service lane as a separate deliverable;
- The new pavement will consist of two different colour choice, one being a standard concrete colour;
- The pavement connecting the laneways to Oleander Street is proposed as artwork, making a statement at entry to the service lane;
- Six garden beds, each consisting of a singular tree in addition to hardy shrubs and groundcovers to be installed above a layer of strata vault with a rootrain absorber deep watering aeration system to ensure direct water provision to the roots of plants and minimised evaporation; and

Low deck seating will be constructed to abut the three garden beds closest to central pedestrian lane;

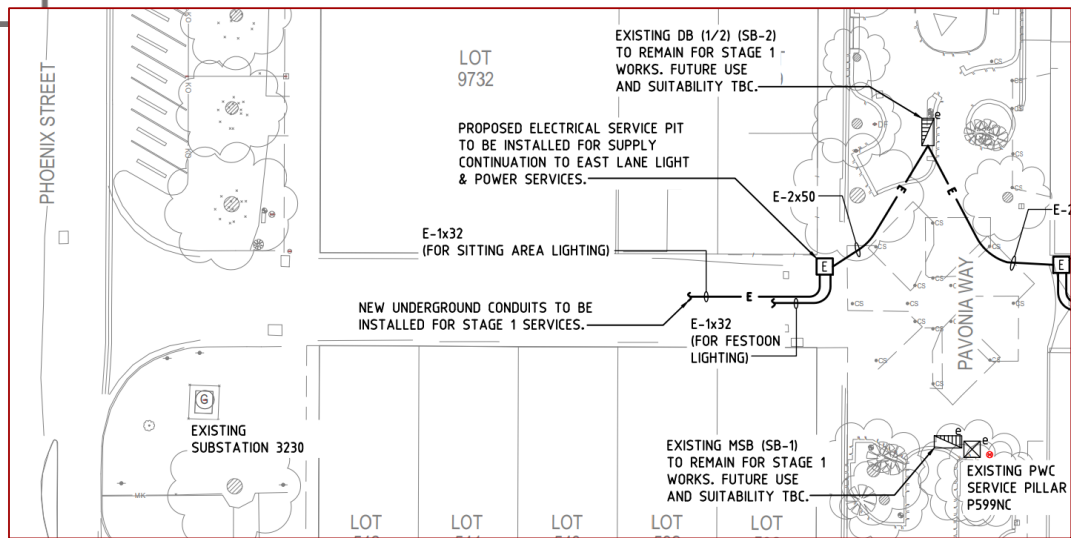


Western Service Laneway

- The project considers the design, demolition and installation of new concrete pavements and associated stormwater mitigation for the complete west service lane as a separate deliverable;
- The new pavements will consist of two different colour choice, one being a standard concrete colour;
- The pavement connecting the laneway to Phoenix Street is proposed as artwork, making a statement at entry to the service lanes;
- Three garden beds, each consisting of a singular tree in addition to hardy shrubs and groundcovers too be installed above a layer of stratavault with a rootrain aborvent deep watering aeration system to ensure direct water provision to the roots of plants and minimised evaporation; and
- Low deck seating will be constructed to abut the two garden beds closest to central pedestrian lane;

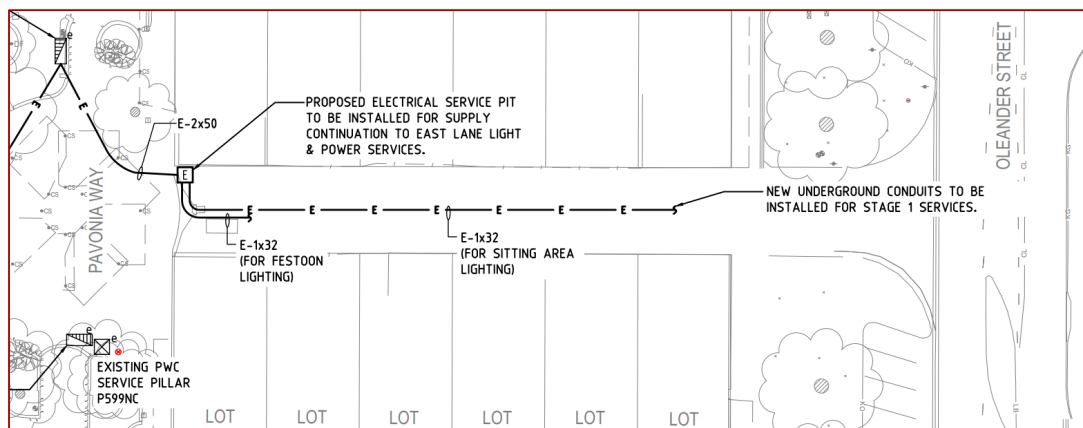
Electrical Services – East Lane

- A new electrical pit to be installed to ensure electrical services supply continuation for the East service lane; and
- Underground conduits installed to service festoon lighting and under-bench lighting at the two seating areas adjacent to the central lane.

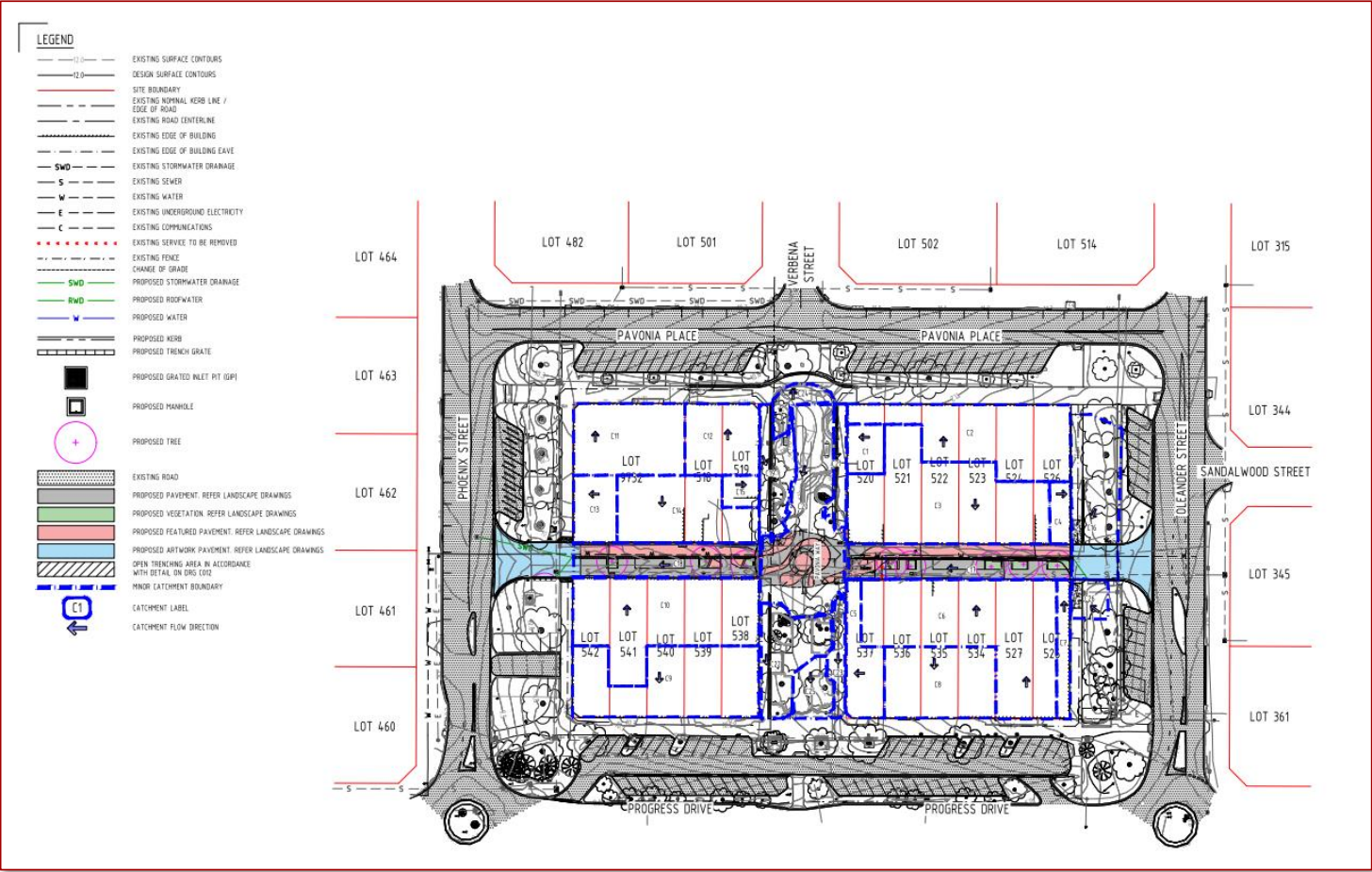


Electrical Services – West Lane

- A new electrical pit proposed to ensure electrical services supply continuation for the West service lane; and
Underground conduits installed to service festoon lighting and under-bench lighting at the first seating area adjacent to the central lane.



Civil and Stormwater service



5 Design Outcomes

The design team determined the key design elements and opportunities through a review of the City of Darwin and Council members' aspirations, community and stakeholder consultation outcomes, and a review of the site constraints and context. Below are common themes of aspirations and goals for the village:

- | **Human comfort** - ensure patrons will visit the village for longer by providing comfortable and readily available seating areas within a shaded and cool environment;
- | **Increased shading, trees & low vegetation** – ensure a cool and protected environment by introducing shade structures throughout the central pedestrian lane and increasing shade trees and vegetation throughout:
 - rationalising car parking spaces to reorientate angled parking bays to 90deg parking bays;
 - this increases the number of parking bays, and provides an opportunity for some parking bays to be converted to garden beds with shade trees and in doing so increase vegetation and shading;
 - address existing garden beds to upgrade deep planting zones and provide tree root zones; and
 - facilitate the growth of large shade canopy trees while introduction of varied styled shade structures will help alleviate heat loading on the pavements and provide greater amenity to the users.
- | **Safe pedestrian access** - provide clear wayfinding and circulation into and through the village to strengthen the connection to the surrounding suburb. This includes:
 - internal circulation (i.e. intended for market spaces) are free to obstacles and at one grade across the site;
- | **Modify vehicular access into the East and West service lanes – create space and amenity to both businesses and pedestrians across the village through:**
 - realigning and demarcating individual areas of both service lanes for exclusive vehicle and pedestrian use;
 - provide bays for delivery trucks to prevent congestion;
 - provide bin storage areas with easy access from Phoenix and Oleander Street, alleviating the need for collection trucks to enter the service lanes;
- | **New ablution amenities** – the new amenities will be located in an area with suitable passive surveillance, on the corner of Progress Drive and Oleander Street. Design elements such as timber screening will be incorporated to soften the façade, allow for ventilation, provide privacy and material warmth. The screening will also wrap around the existing substation. The blank sides of the toilet block will provide an opportunity for art murals;
- | **Consolidation of electrical / hydraulic services** – upgrades to electrical and hydraulic services within the service and central lanes will only be considered if necessary to reduce disruption of services to the village.
 - Existing electrical services has been confirmed through an electrical masterplan;



- Future consideration of electric vehicle charging points within the Village is considered on Oleander Street;

| **Street Art / Urban Art Strategy** - opportunities for street art and urban art is proposed to be integrated within the precinct, such as invigorating back of house and large blank walls with commissioned artwork and sculptural elements throughout the plaza spaces.

5.1 New Design Elements Proposed

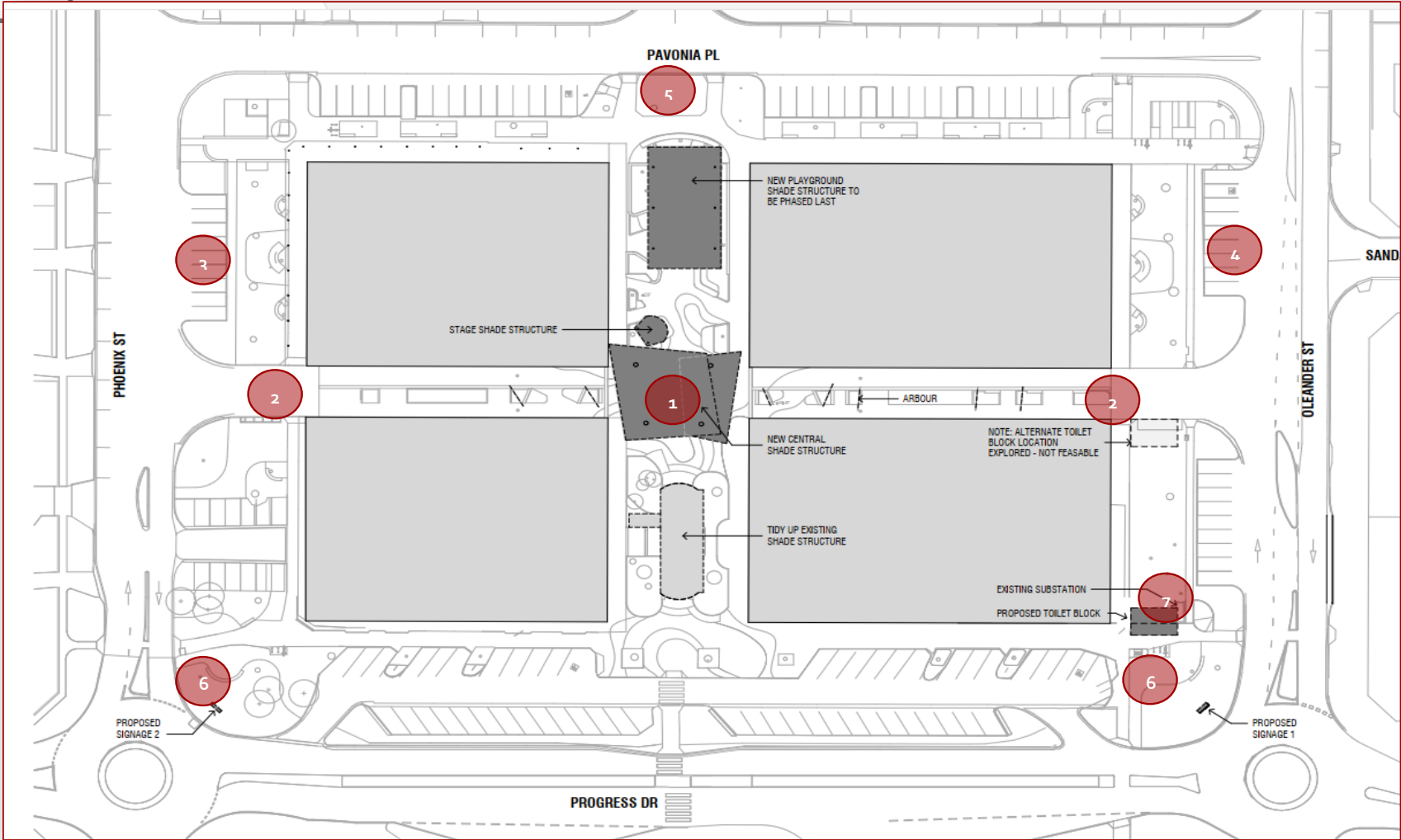
The Nightcliff Village Masterplan has identified various key design elements that is intended to create new seating and break out areas, to focus activities of patrons throughout the week and formalise areas where market patrons will naturally gravitate to for seating and dining.

These design elements are intended to create new activity nodes and provide various seating areas across the village that will promote more attractive alfresco and leisure options.

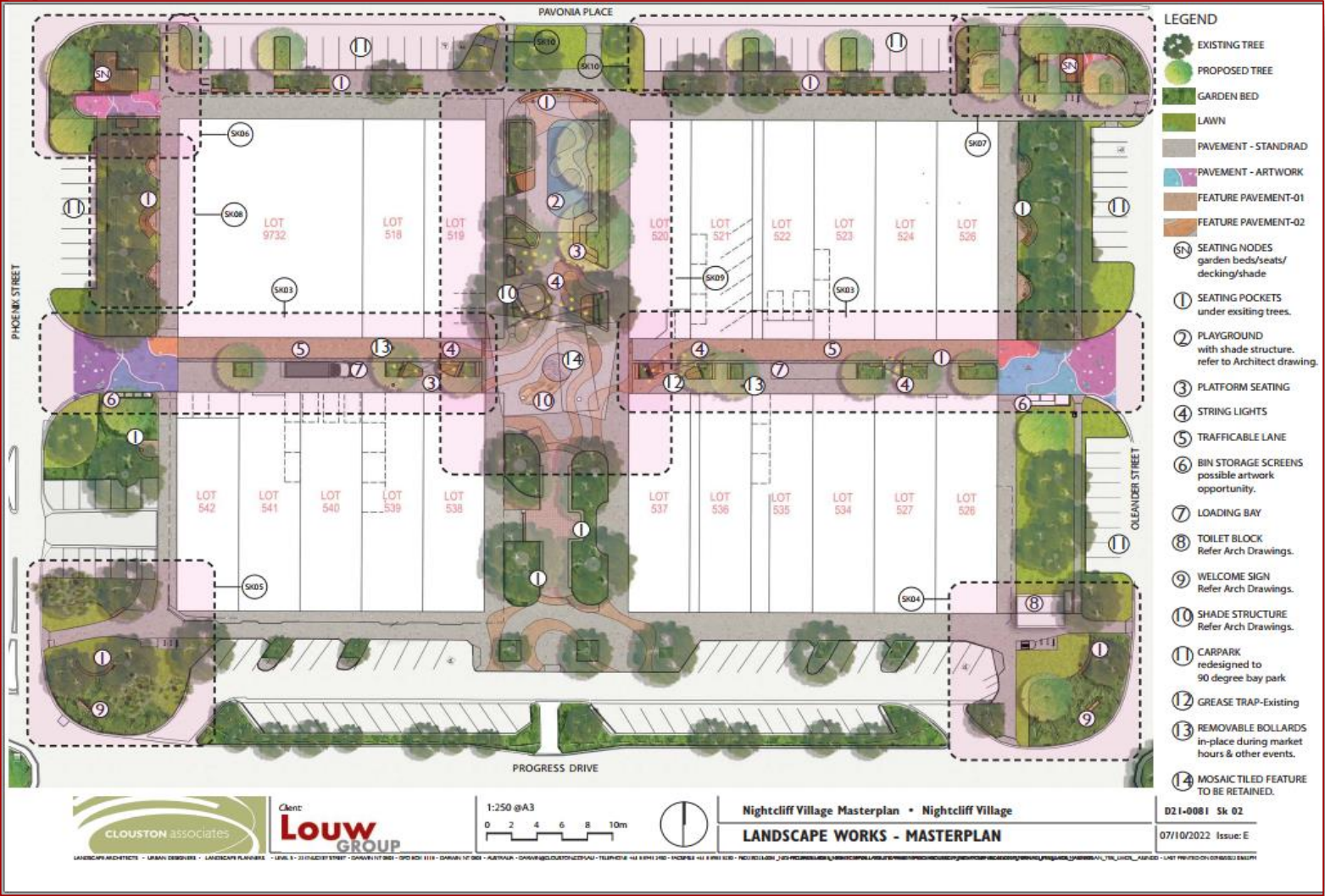
The design elements identified are:

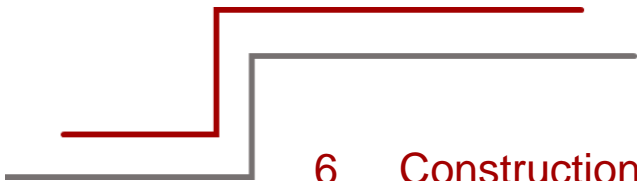
- Element 1:** Central Pavonia Lane and Market Space;
- Element 2:** East / West service lanes;
- Element 3:** Phoenix Street Verge and Parking;
- Element 4:** Oleander Street Verge and Parking;
- Element 5:** Pavonia Road Verge and Parking with corner seating nodes;
- Element 6:** Progress Drive signage and vegetation upgrades; and
- Element 7:** New ablution block.

Nightcliff Village Masterplan – Key Design Elements



Landscaping Masterplan – Services & Furniture





6 Construction Cost Estimate

A construction estimate has been prepared based on the following documentation:

- | Rossi Architects 30% design stage master plan Architectural drawing set titled "Nightcliff Village Master Plan, Nightcliff, Northern Territory", Issued for Review;
- | Clouston Associates 30% design stage master plan Landscaping drawing set titled "Nightcliff Village Master Plan, Landscape Works Drawing Set", issue E;
- | ADG 30% design stage Civil drawing set titled "Nightcliff Shopping Centre, Pavonia Place, Nightcliff, NT, 0810, Civil Works; and
- | PSA report titled "Nightcliff Village Master plan, Traffic and Transport Assessment.

Item	Element	Cost
1	Construction Costs	
1.1	East Service Lane	\$ 710,000.00
1.2	West Service Lane	\$ 541,000.00
1.3	Southeast Corner	\$ 353,000.00
1.4	Southwest Corner	\$ 178,000.00
1.5	Northwest Corner	\$ 401,087.00
1.6	Northeast Corner	\$ 428,000.00
1.7	Phoenix Street	\$ 244,000.00
1.8	Oleander Street	\$ 230,654.00
1.9	Central Zone	\$ 2,940,000.00
1.10	PAvonia Place	\$ 286,000.00
	TOTAL CONSTRUCTION COST	\$ 6,311,740.00
2.1	Consultant and Authority Fees	\$ 504,939.00
2.2	Project Contingency	\$ 681,668.00
2.3	NT Build Levy	\$ 8,248.00
	TOTAL PROJECT COST (excluding GST)	\$ 7,506,596.00

Notes:
All figures above exclude GST

7 Final Design Deliverables

The following documentation was issued as part of the Masterplan concept design and Early works detailed design submission:

Document Register / Transmittal					
Document Number	Discipline	Document Name	Issue Date	Revision Number	Description / Status
SK01	Architecture	Cover Page	8/11/2022	J	100% Concept Design for Masterplan
SK02	Architecture	Locality Plan / Drawing List	8/11/2022	J	100% Concept Design for Masterplan
SK10	Architecture	Existing Site Plan	8/11/2022	J	100% Concept Design for Masterplan
SK11	Architecture	Proposed Masterplan Plan	8/11/2022	J	100% Concept Design for Masterplan
SK20	Architecture	Central shade structure drawing	8/11/2022	J	100% Concept Design for Masterplan
SK21	Architecture	Central shade structure inspiration	8/11/2022	J	100% Concept Design for Masterplan
SK22	Architecture	Playground shade structure drawings	8/11/2022	J	100% Concept Design for Masterplan
SK23	Architecture	Playground shade structure inspiration	8/11/2022	J	100% Concept Design for Masterplan
SK24	Architecture	Existing shade structure drawings	8/11/2022	J	100% Concept Design for Masterplan
SK25	Architecture	Stage shade structure drawings	8/11/2022	J	100% Concept Design for Masterplan
SK26	Architecture	Fairy Light Arbour Structures	8/11/2022	J	100% Concept Design for Masterplan
SK27	Architecture	Arbour Inspirations	8/11/2022	J	100% Concept Design for Masterplan
SK30	Architecture	Toilet Block Drawings	8/11/2022	J	100% Concept Design for Masterplan
SK40	Architecture	Signage	8/11/2022	J	100% Concept Design for Masterplan
SK41	Architecture	Signage Exemplars	8/11/2022	J	100% Concept Design for Masterplan
RA22-126	Architecture	Perspective Sheet 1	7/9/2022	1	100% Concept Design for Masterplan
RA22-126	Architecture	Perspective Sheet 2	7/9/2022	1	100% Concept Design for Masterplan
RA22-126	Architecture	Perspective Sheet 3	7/9/2022	1	100% Concept Design for Masterplan
RA22-126	Architecture	Perspective Sheet 4	7/9/2022	1	100% Concept Design for Masterplan
RA22-126	Architecture	Perspective Sheet 5	7/9/2022	1	100% Concept Design for Masterplan
RA22-126	Architecture	Perspective Sheet 6	7/9/2022	1	100% Concept Design for Masterplan
RA22-126	Architecture	RA22-126-Nightcliff master plan (Fly Through)	7/9/2022	-	100% Concept Design for Masterplan

Document Number	Discipline	Document Name	Issue Date	Revision Number	Description / Status
RA22-127	Architecture	RA22-126-Nightcliff Masterplan Design Report	8/9/2022	A	100% Concept Design for Masterplan
Sk 01	Landscaping	Landscape Works - Cover Page	7/10/2022	E	100% Concept Design for Masterplan
Sk 02	Landscaping	Landscape Works - Masterplan	7/10/2022	E	100% Concept Design for Masterplan
Sk 03	Landscaping	Landscape Works - Service Lanes	7/10/2022	E	100% Concept Design for Masterplan
Sk 04	Landscaping	Landscape Works - South-East Corner	7/10/2022	E	100% Concept Design for Masterplan
Sk 05	Landscaping	Landscape Works - South-West Corner	7/10/2022	E	100% Concept Design for Masterplan
Sk 06	Landscaping	Landscape Works - North-East Corner	7/10/2022	E	100% Concept Design for Masterplan
Sk 07	Landscaping	Landscape Works - North-West Corner	7/10/2022	E	100% Concept Design for Masterplan
Sk 08	Landscaping	Landscape Works - Pocket Seating	7/10/2022	E	100% Concept Design for Masterplan
Sk 09	Landscaping	Landscape Works - Central Zone	7/10/2022	E	100% Concept Design for Masterplan
Sk 10	Landscaping	Landscape Works - Carparks Pavonia Place	7/10/2022	E	100% Concept Design for Masterplan
Sk 11	Landscaping	Landscape Works - Planting Trees	7/10/2022	E	100% Concept Design for Masterplan
25891	Civil - Stormwater Design	Drawing Register	8/9/2022	A	100% Concept Design for Masterplan
C001	Civil - Stormwater Design	Drawing Schedule, Notes and Locality Plan	8/9/2022	A	100% Concept Design for Masterplan
C002	Civil - Stormwater Design	Existing Features Layout Plan Sheet 1 of 2	8/9/2022	A	100% Concept Design for Masterplan
C003	Civil - Stormwater Design	Existing Features Layout Plan Sheet 2 of 2	8/9/2022	A	100% Concept Design for Masterplan
C010	Civil - Stormwater Design	Civil Works sheet 1 of 2	1/10/2022	B	100% Concept Design for Masterplan
C011	Civil - Stormwater Design	Civil Works sheet 2 of 2	1/10/2022	B	100% Concept Design for Masterplan
C012	Civil - Stormwater Design	Civil Works notes and details	1/10/2022	B	100% Concept Design for Masterplan
22/12147/1A	Surveyor	Topographic survey A1	14/4/2022	A	Final Issue
22/12147/1B	Surveyor	Topographic survey B1	14/4/2022	A	Final Issue
12147	Surveyor	Ground Photography	14/4/2022	A	Final Issue

Document Number	Discipline	Document Name	Issue Date	Revision Number	Description / Status
1406	Traffic	Traffic and Transport Assessment Report	30/9/2022	3	Final Issue
-	Town Planning	Nightcliff VillagePlace Plan Report	17/8/2022	2	Final Report
RA21-121	Architecture & Landscaping	Nightcliff Village Masterplan Design Report	3/10/2022	D	Final Report
25891	Engineering	Nightcliff Village Masterplanning Design Report	6/9/2022	0	Final Report
-	Quantity Surveyor	Masterplan Construction Estimate	7/9/2022	0	Final Report
12147	Surveyor	Survey Report	14/4/2022	A	Final Report
-	Stakeholder Engagement	Nightcliff Village Stakeholder Engagment Summary Report (Final)	4/11/2022	3	Final Report
D21-0081-LA01.01	Landscaping	Landscape Works - Cover Page	10/11/2022	C	Landscape Works drawing set - Stage 1 Works
D21-0081-LA02.01	Landscaping	Schedules Planting	10/11/2022	C	Landscape Works drawing set - Stage 1 Works
D21-0081-LA02.02	Landscaping	Schedules Material and FF&E	10/11/2022	C	Landscape Works drawing set - Stage 1 Works
D21-0081-LA03.01	Landscaping	Overall Siteplan	10/11/2022	C	Landscape Works drawing set - Stage 1 Works
D21-0081-LA04.01	Landscaping	East Service Lane - General and Tree pit plan	10/11/2022	C	Landscape Works drawing set - Stage 1 Works
D21-0081-LA04.02	Landscaping	West Service Lane - General and Tree pit plan	10/11/2022	C	Landscape Works drawing set - Stage 1 Works
D21-0081-LA05.01	Landscaping	Details - General	10/11/2022	C	Landscape Works drawing set - Stage 1 Works
D21-0081-LA05.02	Landscaping	Details - Concrete seat	10/11/2022	C	Landscape Works drawing set - Stage 1 Works
D21-0081-LA05.03	Landscaping	Details - Deck Seating Type A&B	10/11/2022	C	Landscape Works drawing set - Stage 1 Works
D21-0081-LA05.04	Landscaping	Details - Deck Seating Type C&D	10/11/2022	C	Landscape Works drawing set - Stage 1 Works
D21-0081-LA05.05	Landscaping	Details - Lighting Frame - Plans	10/11/2022	C	Landscape Works drawing set - Stage 1 Works

Document Number	Discipline	Document Name	Issue Date	Revision Number	Description / Status
D21-0081-LA05.06	Landscaping	Details - Lighting Frame Type A&B	10/11/2022	C	Landscape Works drawing set - Stage 1 Works
D21-0081-LA05.07	Landscaping	Details - Bin Storage	10/11/2022	C	Landscape Works drawing set - Stage 1 Works
D21-0081-LA05.08	Landscaping	Stratavault Details - Tree pit Type A	10/11/2022	C	Landscape Works drawing set - Stage 1 Works
D21-0081-LA05.09	Landscaping	Stratavault Details - Tree pit Type B (1 of 2)	10/11/2022	C	Landscape Works drawing set - Stage 1 Works
D21-0081-LA05.10	Landscaping	Stratavault Details - Tree pit Type B (2 of 2)	10/11/2022	C	Landscape Works drawing set - Stage 1 Works
D21-0081-LA05.11	Landscaping	Stratavault Details - Tree pit Type C	10/11/2022	C	Landscape Works drawing set - Stage 1 Works
D21-0081-LA05.12	Landscaping	Stratavault Details - Tree pit Type D (1 of 2)	10/11/2022	C	Landscape Works drawing set - Stage 1 Works
D21-0081-LA05.13	Landscaping	Stratavault Details - Tree pit Type D (2 of 2)	10/11/2022	C	Landscape Works drawing set - Stage 1 Works
C001	Civil - Stormwater Design	Drawing Register	10/11/2022	B	Civil Stage 1 Works
C002	Civil - Stormwater Design	Existing Features Layout Plan (1 of 2)	10/11/2022	B	Civil Stage 1 Works
C003	Civil - Stormwater Design	Existing Features Layout Plan (2 of 2)	10/11/2022	B	Civil Stage 1 Works
C010	Civil - Stormwater Design	Civil Works (1 of 2)	10/11/2022	C	Civil Stage 1 Works
C011	Civil - Stormwater Design	Civil Works (2 of 2)	10/11/2022	C	Civil Stage 1 Works
C012	Civil - Stormwater Design	Civil Site Inspection	10/11/2022	A	Civil Stage 1 Works
C013	Civil - Stormwater Design	Pavement Joints Layout Plan (1 OF 2)	10/11/2022	A	Civil Stage 1 Works
C014	Civil - Stormwater Design	Pavement Joints Layout Plan (2 OF 2)	10/11/2022	A	Civil Stage 1 Works
C015	Civil - Stormwater Design	Pavement Joints and Civil Works Notes and Details	10/11/2022	A	Civil Stage 1 Works

Document Number	Discipline	Document Name	Issue Date	Revision Number	Description / Status
C070	Civil - Stormwater Design	Stormwater Catchment	10/11/2022	A	Civil Stage 1 Works
C100	Civil - Stormwater Design	Site Setout Plan (1 of 2)	10/11/2022	A	Civil Stage 1 Works
C101	Civil - Stormwater Design	Site Setout Plan (2 of 2)	10/11/2022	A	Civil Stage 1 Works
DG	Civil - Stormwater Design	Safety in Design Register - Civil	10/11/2022	2	Civil Stage 1 Works
E00	Electrical - Master planning	Location Plan and Drawing List	10/11/2022	A	Electrical Services Masterplanning
E01	Electrical - Master planning	Legend	10/11/2022	A	Electrical Services Masterplanning
E10	Electrical - Master planning	Existing PWC Infrastructure Layout	10/11/2022	A	Electrical Services Masterplanning
E11	Electrical - Master planning	Existing Electrical Services Layout	10/11/2022	A	Electrical Services Masterplanning
E20	Electrical - Master planning	Demolition & Proposed PWC Infrastructure Layout	10/11/2022	A	Electrical Services Masterplanning
E21	Electrical - Master planning	Proposed Electrical Services Layout - Stage 1	10/11/2022	A	Electrical Services Stage 1
E30	Electrical - Master planning	Schematic Diagram Stage 1	10/11/2022	A	Electrical Services Stage 2

15.5 IRRIGATION STATUS OF PARK AND OPEN SPACE AREAS IN THE WATERS WARD

Author: Executive Manager Operations

Authoriser: General Manager Community

Attachments: 1. List of Waters Ward Irrigation Sites [↓](#)
2. Map of Waters Ward Irrigation Sites [↓](#)

RECOMMENDATIONS

THAT the report entitled Irrigation Status of Park and Open Space Areas in the Waters Ward be received and noted.

PURPOSE

The purpose of this report is to advise on the current status of irrigation of park and open space areas within the Waters Ward, including planned and proposed future irrigation enhancements.

KEY ISSUES

- Council at its meeting of 26 September 2023 requested a report on the number of irrigated and non-irrigated parks in the Waters Ward, including options for irrigation of the 'greenbelt' areas.
- In the past, 68 Kangaroo stands with a sprinkler were used to irrigate the Waters Ward greenbelts, which is a labour intensive option that is not cost effective or environmentally sustainable. The use of the Kangaroo stands has ceased for irrigating the greenbelts and telemetric irrigation systems have been progressively installed in priority high use areas as funds permit.
- For the purposes of this report there are 61 defined park and open space areas in the Waters Ward. Of these 35 sites are irrigated, 18 are partially irrigated and 8 are not irrigated.
- Irrigation works at the Driffield Greenbelt was completed in late January 2024.
- Funds have been prioritised in 2024/25 irrigation capital works budget allocation to undertake irrigation upgrades in the Yanyula Greenbelt, where a pump and tank were previously installed. Some minor irrigation upgrades are also proposed around the playground areas in the Malak Greenbelt and Bayfield Park where water connections already exist.
- If Council wanted to irrigate all the turfed areas in the Waters Ward greenbelt, the capital cost would be in excess of \$2.5 million, plus the cost of tanks and pumps. In addition, there will be ongoing operating and maintenance costs, including water charges. To determine an accurate cost estimate, irrigation designs would need to be commissioned.
- In 2022/23 Council's expended \$5.46 million on irrigation operations and maintenance and year to date expenditure (December 2023) is forecasting higher end of year actuals for 2023/24.
- Council's irrigation investment should continue to focus on high use priority areas and to address compliance and cost effective and sustainable operations associated with the existing irrigation network. Improved planning and prioritisation at a staff level needs to occur to assist in achieving these outcomes.

DISCUSSION

Council at its meeting of 26 September 2023 requested a report on the number of irrigated and non-irrigated parks in the Waters Ward, including options for irrigation of the 'greenbelt' areas.

Background

Approximately five years ago, the Operations team used to irrigate a high percentage of the 'greenbelt' areas in the Waters Ward through the deployment of 68 manually operated irrigation systems, known as 'Kangaroo' stands with a sprinkler attached. These stands were managed by two full time Operation team employees, who continuously relocated the stands throughout the day to try and ensure optimal water coverage in the Waters Ward 'greenbelt' areas.

By today's standards, the Kangaroo stands are considered highly labour intensive and are not cost effective or sustainable in terms of water use. The Kangaroo stands did not provide consistent coverage given their set up and the impediments to water coverage primarily from trees within the park areas. The stands were operated during daylight hours, resulting in higher levels of water loss through evaporation. Some residents living adjacent to the 'greenbelt' areas moved the stands, resulting in uneven and inequitable water coverage.

Consequently, the City of Darwin use of Kangaroo stands has significantly reduced. Today a couple of Kangaroo stands are deployed on an as required basis generally for temporary irrigation purposes. The two Council staff previously managing the deployment, relocation and maintenance of the 68 Kangaroo stands were integrated into the City Maintenance team, undertaking a range of park and road landscaping maintenance activities within the Waters Ward.

Priority Areas for Irrigation

It is not economically viable to irrigate all park and open space areas within the city nor is it consistent with Council's 2030 target to be recognised as a clean and environmentally responsible city. In accordance with standard industry practice, the priority focus at the City of Darwin for irrigation is:

- Regional Parks
- District Parks
- Areas of high use activity, like playgrounds in neighbourhood parks
- High value aesthetic areas, such as city and suburb entrances, community facilities and focal points of interest.

While there are some drainage corridors and associated verges irrigated, discussions have occurred through the development process to hopefully minimise this occurring in the future. In addition, Council staff have realigned priorities to high use areas.

In 2022/23 Council expended \$5.46 million on irrigation operations and year to date expenditure (December 2023) is forecasting higher end of year actuals for 2023/24.

Irrigated Areas within the Waters Ward

For the purpose of this report, there are 61 defined park and open space areas in the Waters Ward. The table below provides a summary of the number of areas that are irrigated, partially irrigated or not irrigated.

	Number of Sites
Irrigated	35
Partially Irrigated	18
Not Irrigated	8

A comprehensive list of irrigated sites is provided in **Attachment 1**. This information is represented graphically in **Attachment 2**.

The majority of high use areas where facilities are generally located within the Waters Ward 'greenbelts' are either irrigated or partially irrigated. Where exceptions exist, there are proposed plans in place to complete the irrigation of the high use areas. This includes:

- **Driffield Greenbelt** – irrigation installation was completed in late January 2024. Full coverage, bar two sprinkler stations will be achieved.
- **Yanyula Greenbelt** – prioritised project as part of the irrigation capital works funding allocation in 2024/25 (subject to Council approval). The pump shed and tank is already installed.
- **Malak Greenbelt** – only the area around the fitness station is irrigated. It is proposed to irrigate the playground area in 2024/25, funded through the operational budget allocation given water supply already exists at this location.
- **Bayfield Park** – it is proposed that the playground area is irrigated in 2024/25 utilising operational budget allocation given water supply exists at this site. Irrigating a larger area of Bayfield Park would be challenging and costly given the extensive tree planting and site challenges. The level of use does not justify this investment.

To irrigate all turfed areas in every 'greenbelt' in the Waters Ward, would require a minimum capital investment of \$2.5 million based on the square meter rate of the irrigation works at Driffield Park. This estimated sum has a low level of certainty and does not include the cost of pumps and tanks or the ongoing operational and maintenance costs to maintain the irrigation system. Irrigation designs would be required to provide a higher level of cost certainty.

Very few customer requests have been received in relation to irrigating the greenbelts within the Waters Ward. There has been a vocal group of 3-4 residents advocating for irrigating the Yanyula Greenbelt, which is proposed to occur in 2024/25 subject to Council approval of funds from the annual allocation of capital irrigation funds.

Priority Activities for Irrigation

Council does not have an integrated and compatible telemetric irrigation network. Some portions of the irrigation network are manually operated which is labour intensive, more expensive to operate and not as environmentally sustainable. Where a telemetric option is achieved, there are several types of systems utilised which affects operability and efficiency of the irrigation network.

Subject to the proposed commitments outlined in this report, it is recommended that future investment occurs on upgrading and supporting the delivery of the existing irrigation network to ensure it is both environmentally and financially sustainable going forward. The Operations team will embark on planning activities to determine priorities ensuring whole of life costs are considered. One minor example to provide context is the use anti-vandal sprinklers. While these sprinklers have a higher initial purchase price, the lifecycle cost needs to be assessed to determine value for money. Similarly varying types of controllers are used. Undertaking an analysis on the lifecycle costs of these differing models needs to occur to drive investment decisions.

The other key priority is to ensure Council meets its compliance requirements. A Customer Information notice was issued by Power and Water Corporation dated 16 August 2010 stating that it is not permissible to connect a pump directly to a Power and Water Corporation main. There is a requirement to install a breaker tank between the main and the pump. The following sites still require upgrades to achieve compliance:

- Bi-Centennial Park
- Civic Park
- Gardens Oval

- Alawa Oval

Each site requires a pump and tank to be installed, involving an indicative investment of around \$60,000 per site assuming a 'typical' set up is deemed suitable. A project prioritisation process will be developed and implemented to assist in guiding future investment decisions.

PREVIOUS COUNCIL RESOLUTION

At the 26 September 2023 meeting Council resolved:

RESOLUTION ORD559/23

1. THAT City of Darwin investigates options to provide irrigation into the greenbelt areas in Waters Ward.
2. THAT a report be presented to Council in November 2023 that details:
 - The number and location of irrigated parks, greenbelt and playground areas in Waters Ward
 - The number and location of non-irrigated parks, greenbelt and playground areas in Waters Ward
 - The locations and use of kangaroo sprinklers in the Waters Ward that help support greening
 - Estimated costs for budget consideration to provide irrigation into the greenbelt areas in Waters Ward
3. THAT City of Darwin investigates alternative methods of source to supply irrigation for the greenbelt areas in Waters Ward.

CARRIED 11/0

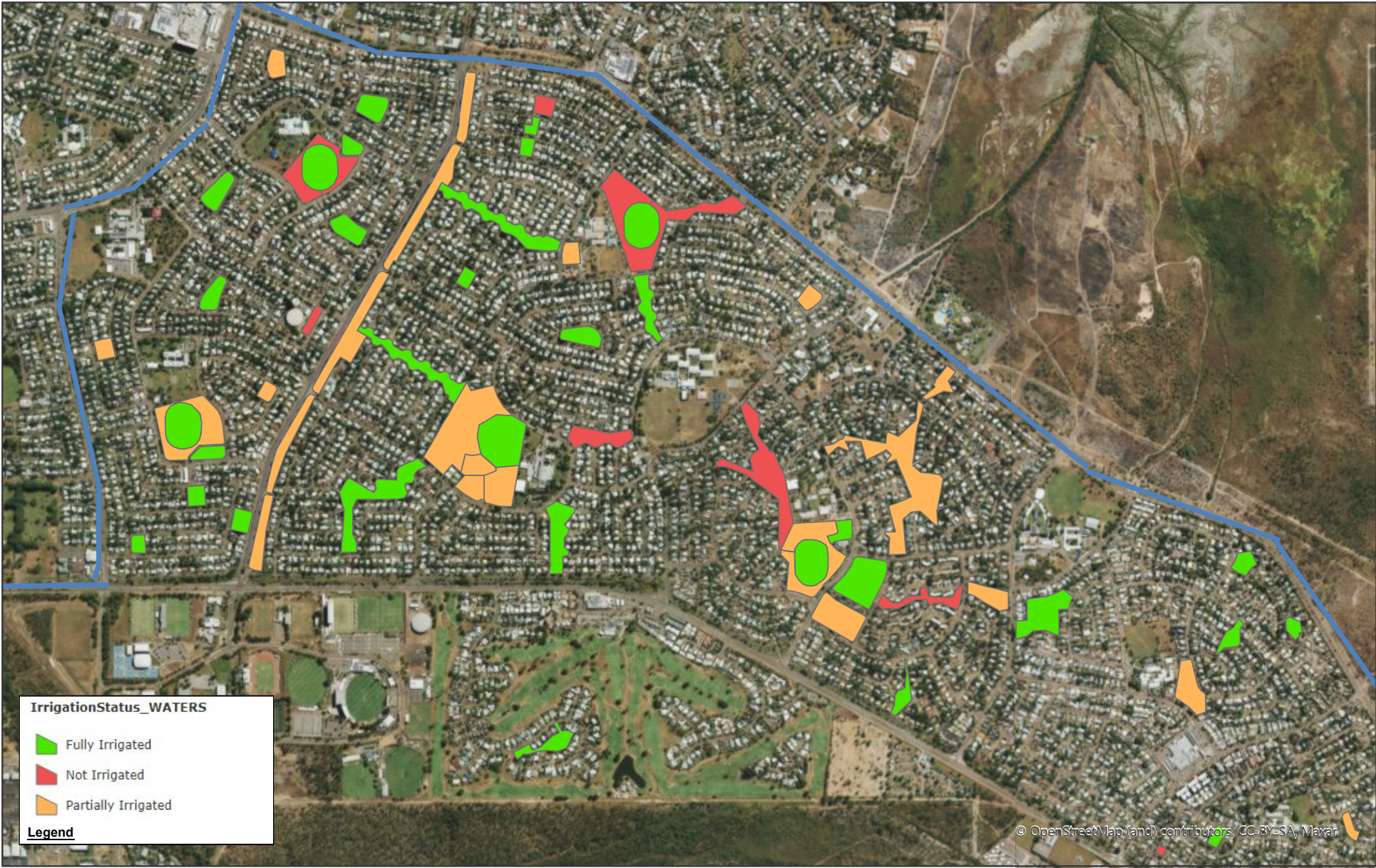
STRATEGIC PLAN ALIGNMENT	<p>3 A Cool, Clean and Green City</p> <p>3.1 By 2030, Darwin will be recognised as a clean and environmentally responsible city</p>
BUDGET / FINANCIAL / RESOURCE IMPLICATIONS	<p>Budget/Funding:</p> <p>Cost estimates for the installation of irrigation for all park and open space areas in the Waters Ward greenbelts is in excess of \$2.5 million capital investment, plus costs associated with the pumps, tanks and ongoing operating and maintenance costs.</p> <p>A sum of \$132,000 has been prioritised as part of the irrigation capital funding allocation in 2024/25 for irrigation installation at Yanyula Greenbelt, subject to Council approval through the Budget process. The pump and tank for this system are already installed.</p>
LEGISLATION / POLICY CONTROLS OR IMPACTS	<p>Policy:</p> <p>Irrigation works to be delivered in accordance with the Irrigation Assets Specification Manual COD-PR-IA-01.</p>
CONSULTATION, ENGAGEMENT & COMMUNICATION	<p>Engagement Level: Inform</p> <p>Tactics:</p> <p>If Council endorses funding in the 2024/25 budget for irrigation upgrades at Yanyula Greenbelt, local residents living in the vicinity of the works will be informed through standard communication methods (letter, social media and signage in the park) prior to works commencing.</p>


DECLARATION OF INTEREST	<p>The report author does not have a conflict of interest in relation to this matter.</p> <p>The report authoriser does not have a conflict of interest in relation to this matter.</p> <p>If a conflict of interest exists, staff will not act in the matter, except as authorised by the CEO or Council (as the case requires).</p>
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ATTACHMENT 1: List of Waters Ward Irrigation Sites

	Site Name	Address	Suburb	Irrigation Status	Notes
1	Driffield Greenbelt	36 Yanyula Dr, Anula	Anula	Fully Irrigated	Install in progress - completion late January 2024. Two stations only not achievable
2	Anula Greenbelt	74 Lee Point Rd, Anula	Anula	Fully Irrigated	Full system
3	Anula Oval	59 Yanyula Dr, Anula	Anula	Fully Irrigated	Full system
4	Anula Shops	53 Yanyula Dr, Anula	Anula	Partially Irrigated	Has sprinklers but needs upgrade / access road no system
5	McMillans Road Greenbelt	74 Yanyula Dr, Anula	Anula	Fully Irrigated	Full system
6	Yanyula Greenbelt	96 Yanyula Dr, Anula	Anula	Not Irrigated	Planned upgrade in 2024/25
7	Yanyula Park	39 Yanyula Dr, Anula	Anula	Partially Irrigated	70-80 percent of area
8	Yanyula Park playground	59 Yanyula Dr, Anula	Anula	Fully Irrigated	Full system
9	Eaton Park	20 Eaton Pl, Karama	Karama	Partially Irrigated	Partially irrigated as sprinkler spacing need adjustment
10	Freycinet Park	11 Freycinet St, Karama	Karama	Fully Irrigated	Full system
11	Hayball Park	8 Kapok Ct, Karama	Karama	Fully Irrigated	Full system
12	Koolinda Park (Robyn Leslie)	59 Koolinda Cres, Karama	Karama	Partially Irrigated	Partially irrigated and existing irrigation needs upgrade. District level park so will be prioritised in the future
13	Mahogany Park	46 Mueller Rd, Karama	Karama	Fully Irrigated	Full system
14	Manunda Park	18 Manunda Tce, Karama	Karama	Fully Irrigated	Full system
15	Peron Park	9 Peron Ct, Karama	Karama	Fully Irrigated	Full system
16	Whittle Park	8 Croton Ct, Karama	Karama	Fully Irrigated	Full system
17	Brazil Park	1 Brazil Cres, Karama	Karama	Partially Irrigated	Partially irrigated as sprinkler spacing need adjustment
18	Creber Park	14 Creber Ct, Karama	Karama	Not Irrigated	
19	Dickinson Park	63 Mistletoe Crct, Karama	Karama	Fully Irrigated	Full system
20	Holzerland Green Belt	5 Bengal Ct, Malak	Malak	Not Irrigated	Quick coupling (QC) main (50mm) to support connection
21	Holzerland Park	1 Holzerland St, Malak	Malak	Fully Irrigated	Full system
22	Abbot Park And Greenbelt	35 Abbott Cres, Malak	Malak	Fully Irrigated	Full system
23	Malak Community Centre	13 Malak Cres, Malak	Malak	Fully Irrigated	Full system
24	Malak Greenbelt	13 Malak Cres, Malak	Malak	Not Irrigated	Quick coupling (QC) main (80mm) - water supply available to connect irrigation
25	Malak Oval	13 Malak Cres, Malak	Malak	Fully Irrigated	Full system
26	Malak Park	13 Malak Cres, Malak	Malak	Partially Irrigated	Parts of oval surrounds are irrigated
27	Malak Shops	Malak Cres, Malak	Malak	Partially Irrigated	Full system, except Malak Crescent
28	Moody Park	224 Vanderlin Dr, Malak	Malak	Partially Irrigated	Part irrigated Vanderlin Road end
30	Mueller Park	49 Mueller Rd, Malak	Malak	Partially Irrigated	Has a small area irrigated Mueller Road end
31	Bayfield Park	9 Kraegen Ct, Malak	Malak	Partially Irrigated	Around playground, needs upgrade
32	Tomaris Park	48 Carnoustie Crct, Marrara	Marrara	Fully Irrigated	Full system
33	Greenwood Park	11 Greenwood Cres, Moil	Moil	Fully Irrigated	Full system
34	Linde Park	2 Linde St, Moil	Moil	Fully Irrigated	Full system
35	Lions Club Park	39 Greenwood Cres, Moil	Moil	Not Irrigated	Partially irrigated with tree drippers. Informal bmx area so unlikely to extend irrigation system
36	Moil Oval	11 Budgen Street, Moil	Moil	Fully Irrigated	Full system
37	Moil Shops	8 Moil Place	Moil	Fully Irrigated	Full system
38	Moil Park	Moil Crescent, Moil	Moil	Partially Irrigated	Has sprinklers around playground
39	Thornton Park	28 Thornton Cres, Moil	Moil	Partially Irrigated	Area is fully irrigated but sprinkler settings are too far apart to achieve desired outcome
40	Wilson Park	15 Wilson Cres, Moil	Moil	Partially Irrigated	Area is fully irrigated but pressure issues impacting on desired outcome. Pump and tank will need to be installed.
41	Butters Park	21 Butters St, Moil	Moil	Fully Irrigated	Full system
42	Byrne Park	48 Byrne Cct, Moil	Moil	Fully Irrigated	Full system
43	Amsterdam Park	32 Amsterdam Cct, Wagaman	Wagaman	Partially Irrigated	Has sprinklers needs upgrade. Trees also impacting on coverage
44	Groote Park	10 Groote St, Wagaman	Wagaman	Fully Irrigated	Full System
45	Lee Point Road Medians S	Lee Point Rd, Moil	Wagaman	Not Irrigated	
46	Tasman Park	35 Tasman Cct, Wagaman	Wagaman	Fully Irrigated	Full system
47	Wagaman Park	Wagaman Place, Wagaman	Wagaman	Not Irrigated	
48	Wagaman Oval	10 Wagaman Place, Wagaman	Wagaman	Fully Irrigated	Full system
49	Wagaman Shops	1 Wagaman Place	Wagaman	Fully Irrigated	Full system, small area around toilet block needs upgrade only
50	Colster Park	20 Colster Cres, Wagaman	Wagaman	Fully Irrigated	Full system
51	Grebe Park	6 Grebe Cres, Wulagi	Wulagi	Fully Irrigated	Full system
52	Jabiru Park	92 Curlew Crct, Wulagi	Wulagi	Fully Irrigated	Full system
53	Kestrel Park	26 Kestrel Crct, Wulagi	Wulagi	Fully Irrigated	Full system
54	Lee Point Road Buffers	Lee Point Rd - McMillans rd	Wulagi	Partially Irrigated	Only the entrance statements Anula Greenbelt and Wulagi Greenbelt
55	Plover Park	75 Curlew Crct, Wulagi	Wulagi	Fully Irrigated	Full system

56	Rosella Park	95 Wulagi Cres, Wulagi	Wulagi	Partially Irrigated	Area is fully irrigated but sprinkler settings are too far apart to achieve desired outcome
57	Wulagi Greenbelt South (Wendys)	67 Matthews Rd, Wulagi	Wulagi	Fully Irrigated	Full system
58	Wulagi Greenbelt West (Brolga)	116 Lee Point Rd, Wulagi	Wulagi	Fully Irrigated	Full system
59	Wulagi Oval	148 Vanderlin Drive, Wulagi	Wulagi	Fully Irrigated	Full system
60	Wulagi Park	148 Vanderlin Drive, Wulagi	Wulagi	Not Irrigated	Main has been installed to facilitate installation of irrigation
61	Wulagi Shops	Wulagi Place, Wulagi	Wulagi	Partially Irrigated	Has Sprinklers needs upgrade
62	Curlew Park	35 Plover St, Wulagi	Wulagi	Partially Irrigated	Has Sprinklers needs upgrade






Phone: (08) 8930 0300
Email: darwin@darwin.nt.gov.au
Web: www.darwin.nt.gov.au
Address: Harry Chan Avenue, Darwin NT 0800
Post: GPO Box 84 Darwin, NT 0801

City of Darwin Web Map

Disclaimer: This map is a representation of the information currently held by the City of Darwin. While every effort has been made to ensure the accuracy of the product, Council accepts no responsibility for any errors or omissions.

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15.6 QUARTERLY PERFORMANCE REPORT - OCTOBER TO DECEMBER 2023 (Q2)

Author: Risk Management Coordinator

Authoriser: Executive Manager Corporate and Customer Services

Attachments: 1. Q2 - 2023/24 Strategic Plan Action Summary [↓](#)
2. Q2 - 2023/24 Municipal Plan Action Summary [↓](#)

RECOMMENDATIONS

THAT the report entitled Quarterly Performance Report - October to December 2023 (Q2) be received and noted.

PURPOSE

The purpose of this report is to utilise a systematic approach and methodology to proactively inform Council and the community on the performance against adopted strategies and plans.

KEY ISSUES

- The Darwin 2030 – *City for People. City of Colour.* Strategic Plan sets the direction for all strategic plans for the City of Darwin.
- Council's integrated planning and reporting framework has been developing since July 2019.
- Quarterly Performance Reports track progress in delivering on the Strategic and Municipal Plan and is utilised to inform the Annual Report each year.

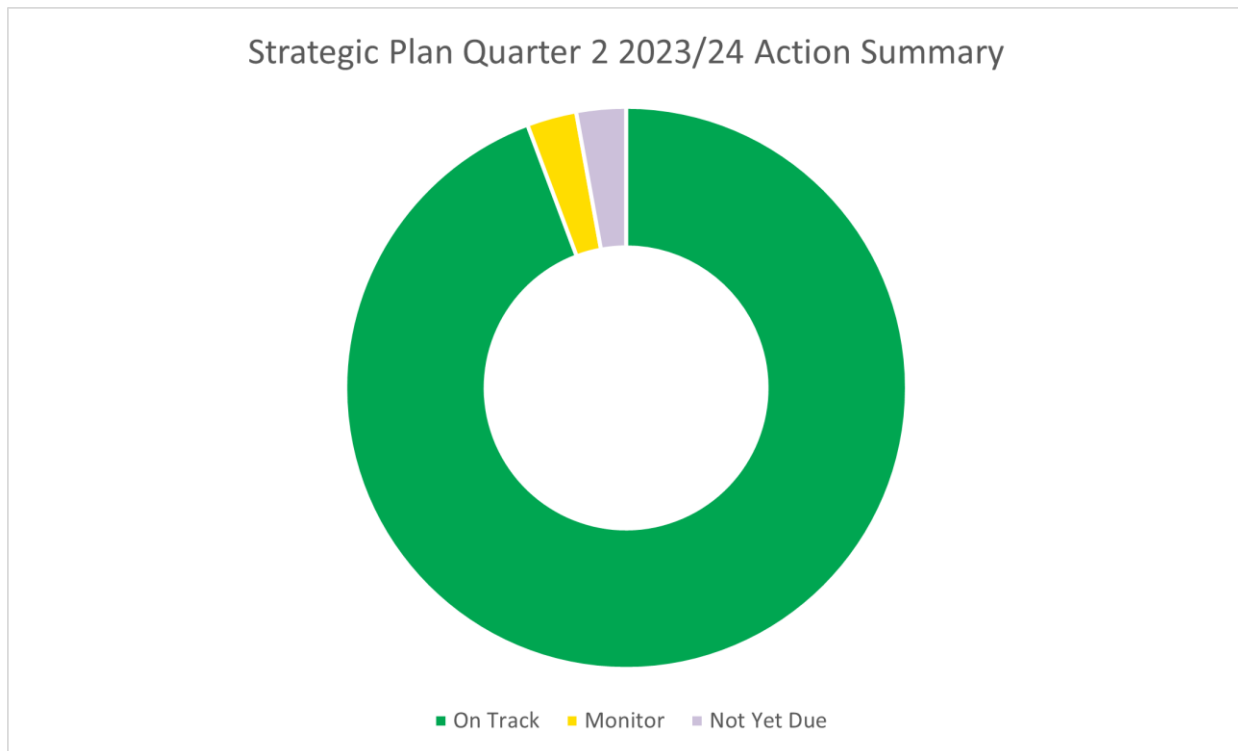
DISCUSSION

City of Darwin has been implementing its strategic planning and performance reporting framework since the adoption of the Darwin 2030 – *City for People. City of Colour.* Strategic Plan in July 2019.

There are 56 actions within the Strategic Plan, however during previous years 21 actions have been marked as Complete, leaving 35 actions to be reported in 2023/24.

Quarter 2 Highlights – Strategic Plan:

There are 35 actions for 2023/24; of which 33 are On Track, 1 is Monitor and 1 is Not Yet Due.



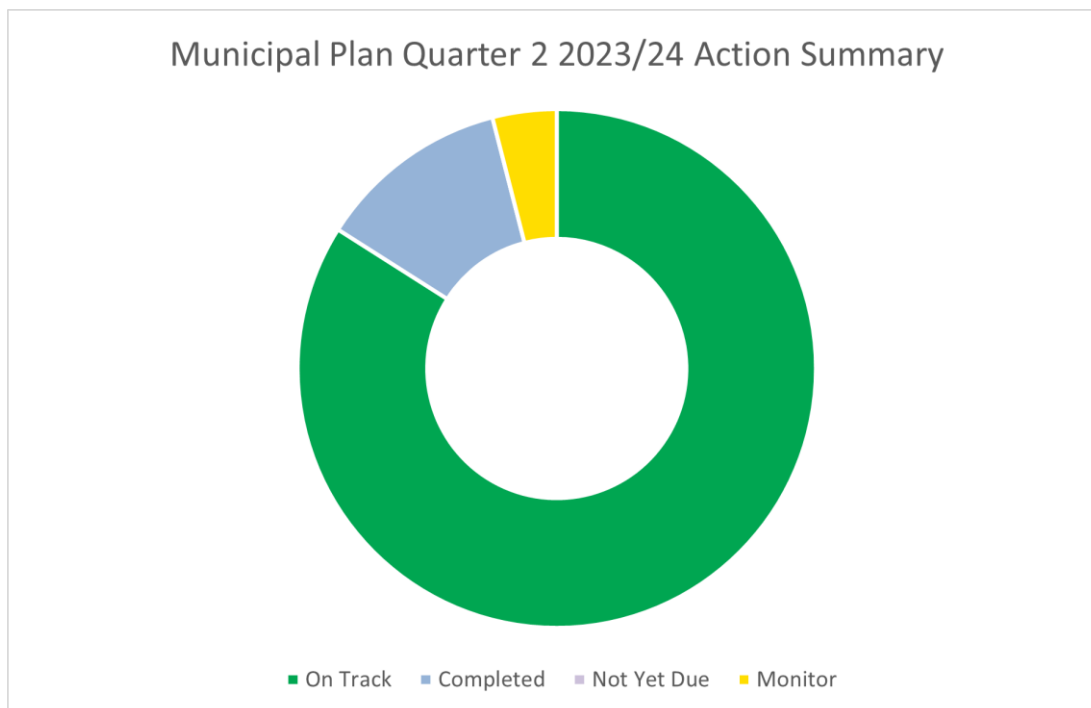
- 115 permits issues for public events this quarter increasing the utilisation of City of Darwin's land and community assets.
- The Christmas program was successful with significant community engagement including the Christmas Pageant with 13,000 in attendance.
- Chapel Lane Revitalisation design is underway, and the Laneways and Small Streets Action Plan has been launched.
- STEAM programs continue to be popular at the libraries.
- The Sister Cities Action Plan has sponsored the Dili to Darwin Yacht Race for 2024.
- Ho Chi Minh City responded favourably to City of Darwin's proposal to establish a Friendship City relationship.
- Asset Management Framework has been moved to 'On-Track' as the program builds momentum.
- Multi-cultural Framework is 'Not Yet Due' and not due until 2025.

Quarter 2 Highlights – Municipal Plan:

Within the 2023/24 Municipal Plan there are 50 actions, including 11 actions which fall under the Governance Framework section.

During 2022/23, 10 actions were scheduled for delivery after 30 June 2023. Of these 10 actions, 4 were written into the 2023/24 Municipal Plan and the remaining 6 have either been completed or are underway in a business-as-usual capacity. Actions to be reported in 2023/24 are only those listed in the 2023/24 Municipal Plan.

There are 50 actions for 2023/24 of which 6 are Complete, 42 are On Track and 2 are Monitor.



- Beam have been successful in a two-year tender for operating e-bikes and e-scooters in Darwin.
- Play Space Strategy 2023-2030 is active with three play spaces currently being refurbished.
- Over 5,000 native plants were given away under the giveaway program during the quarter.
- Energy audits at City of Darwin facilities are now complete with preparations being made to action the efficiency recommendations.
- ICT Roadmap continues with governance and frameworks now established.
- Enterprise Content Management (ECM) upgrade has been completed for the 2023A on-premise solution.
- New By-laws came into effect on 2 October 2023. Policies and procedures are being updated to reflect new By-Laws.
- The Greening Strategy deliverable is marked as 'Monitor' while procurement is underway for a supplier to take on the Tree Planting and Watering contract recently taken to market.

PREVIOUS COUNCIL RESOLUTION

Not applicable. Each quarterly report is considered on its own merit.

STRATEGIC PLAN ALIGNMENT	6 Governance Framework 6.4 Accountability
BUDGET / FINANCIAL / RESOURCE IMPLICATIONS	<p>Budget/Funding: Nil</p> <p>Is Funding identified: Nil</p> <p>Corporate Services Hub is responsible for coordinating the City of Darwin Performance Reporting.</p>
LEGISLATION / POLICY CONTROLS OR IMPACTS	<p>Legislation:</p> <p><i>Local Government Act 2019</i></p> <p>Section 34 – Contents of municipal, regional or shire plan</p> <p>(1)(d) Municipal Plan must define indicators for judging the standard of the Council's performance</p> <p>Policy:</p> <p>Darwin 2030 – <i>City for People. City of Colour.</i> Strategic Plan, Integrated Planning and Reporting Framework.</p>
CONSULTATION, ENGAGEMENT & COMMUNICATION	<p>Engagement Level: Inform</p> <p>Internal:</p> <p>The Actions contained within the Strategic Plan and 2023/24 Municipal Plan have been reviewed and Quarter 1 (Q1) updates are provided by responsible Executive Managers and Managers.</p> <p>Hub General Managers approve performance and status updates for responsible actions as part of this reporting framework.</p> <p>External:</p> <p>Quarterly Performance Report: July - September 2023 (Q1) will inform the City of Darwin 2023/24 Annual Report and reporting is part of the open session of Council, so public at the time meeting agendas are issued for an Ordinary Meeting.</p>
DECLARATION OF INTEREST	<p>The report author does not have a conflict of interest in relation to this matter.</p> <p>The report authoriser does not have a conflict of interest in relation to this matter.</p> <p>If a conflict of interest exists, staff will not act in the matter, except as authorised by the CEO or Council (as the case requires).</p>

STRATEGIC PLAN 2023/24 ACTION SUMMARY							
Strategic Direction (SD)	Target	Action	Responsible Executive Manager (EM)	Progress Comment	Action Status	Original Start Date	Expected End Date
Target: By 2030, a number of strategic infrastructure projects will be developed and delivered							
SD1	TAR1	Develop a Priority Infrastructure Plan	EM - Technical Services	Q2 - Priority Projects 2030 being drafted and will be finalised as part of the 2024/25 budget process. This will be a guiding document to advocate for funding for key infrastructure projects. A detailed Priority Infrastructure Plan be finalised following the completion of the asset survey work.	On Track	1/07/20	30/06/25
SD1	TAR1	Implement City of Darwin's Asset Management Framework	EM - Infrastructure	Q2 - Building condition survey under procurement for delivery in Q3 to enable asset revaluation process. Stormwater condition surveys ongoing.	On Track	1/07/20	30/06/25
SD1	TAR1	Maintain existing Council assets to ensure best value for money and utilisation is achieved	EM - Operations	Q2 - Program is currently being delivered in accordance with available asset management plans, policy, guidelines and best practice. Opportunities for efficiency are regularly investigated as part of replacing or creating new assets.	On Track	1/07/20	30/06/30
SD1	TAR1	Increase utilisation of the City of Darwin's land and community assets	EM - Growth and Development Services	Q2 - There were 115 permits for public events issued for last quarter. 55 comprehensive events and 60 small events. The street food program continues to be successful.	On Track	1/07/20	30/06/30
Target: By 2030, Darwin will be a safer place to live and visit							
SD2	TAR1	Expand CCTV networks across the municipality as part of the #SmartDarwin Strategy	GM Innovation	Q2 - City of Darwin continues discussions with NT Police to consider a variation to the current licence agreement, and options for collaboration whereby City of Darwin use cameras for movement analytics and Police use cameras for public safety.	On Track	1/07/2020	30/06/2025
SD2	TAR1	Implement City of Darwin Business Continuity Plans to enable appropriate responses to disaster and man-made events that could impact on the safety of the community, Council staff and Council assets	EM - Corporate and Customer Service	Q2 - Focus of Emergency Management function has been on emergent security matters and cyclone season preparation.	Monitor	1/07/2020	31/12/2023
Target: By 2030, Darwin will be increasingly recognised as a liveable city							
SD2	TAR2	Partner with the Australian Government and Territory Government to deliver on the Darwin City Deal	Office of the Lord Mayor and CEO	Q2 - State Square and Civic Centre Precinct progressing. Chapel Lane Revitalisation design is underway and the Laneways and Small Streets Action Plan has been launched.	On Track	1/07/2020	30/06/2025
SD2	TAR2	Promote Darwin as a more attractive place to live and work	EM - Growth and Development Services	Q2 - City of Darwin contributed to October Business Month with a successful presentation on opportunities for local businesses to seek support and collaborate with City of Darwin. The Christmas program was successful with significant community engagement including the Christmas Pageant with 13,000 in attendance.	On Track	1/07/2020	30/06/2030
SD2	TAR2	Work with the NT Government on a long term plan for Council to take on an increased role in planning decisions within the municipality	EM - Growth and Development Services	Q2 - Meetings were held with the Department of Planning, Infrastructure and Logistics to discuss Movement Strategy actions, place and liveability planning, the public realm, integrated planning and other notable large-scale projects.	On Track	1/07/2020	30/06/2030

STRATEGIC PLAN 2023/24 ACTION SUMMARY							
Strategic Direction (SD)	Target	Action	Responsible Executive Manager (EM)	Progress Comment	Action Status	Original Start Date	Expected End Date
SD2	TAR2	Increase utilisation of Darwin's beaches and foreshores	EM - Growth and Development Services	Q2 - Council approved to provide funding to the Foreshore Cafe for an upgrade of the City of Darwin owned facility. The Street Food Program currently hosts 22 vendors. Mindil Markets had 8 markets in October. There were 17 comprehensive events and 27 small events held at beaches and foreshores.	On Track	1/07/2020	30/06/2030
SD2	TAR2	Develop a Social Infrastructure Plan that outlines Council facilities and services that meet the long term social needs of the city	EM - Growth and Development Services	Q2 - Place and Liveability Plan Request for Quote has been drafted and social infrastructure will be considered in this project.	On Track	1/07/2020	30/06/2025
Target: By 2030, Darwin residents will be more active and healthy							
SD2	TAR3	Increase the total kilometres of walking and cycling paths, including shaded pathways, to improve community connectivity and mobility	EM - Infrastructure	Q2 - To be delivered in line with Movement Strategy actions, total increase to network calculated at end of financial year.	On Track	1/07/2020	30/06/2025
SD2	TAR3	Provide an accessible network of Council parks and recreation facilities that encourage active living for all ages and abilities	EM - Community and Cultural Services	Q2 - Now incorporated into the Play Space Strategy.	On Track	1/07/2020	30/06/2030
Target: By 2030, Darwin will be recognised as a clean and environmentally responsible city							
SD3	TAR1	Develop a best practice Environmental Management Plan	EM - Environment, Climate and Waste Services	Q2 - Management plans are completed, and an Environmental Management System has been developed which incorporates these plans.	On Track	1/07/2020	30/06/2024
SD3	TAR1	Council will have zero net emissions from operations by 2030	EM - Environment, Climate and Waste Services	Q2 - Continued monitoring and measurement of greenhouse gas emissions and the recent development of capital upgrade plan based on high priority energy efficiency audit findings.	On Track	1/07/2020	30/06/2030
SD3	TAR1	Deliver projects that will cool the Darwin City Centre	EM - Environment, Climate and Waste Services	Q2 - City of Darwin and CSIRO partnered in delivering an environmental sensor workshop. Planning is underway for CBD landscaping projects along Cavenagh Street, Smith Street, McMinn Street, and Chapel Lane.	On Track	1/07/2020	30/06/2030
SD3	TAR1	Ensure Council open spaces contribute to the city's biodiversity	EM - Environment, Climate and Waste Services	Q2 - The newly established management plans are being actioned within our key biodiversity zones at East Point and Rapid Creek. The City of Darwin Operations team have been undertaking extensive weed management activities. Community workshops were also held on the value of open spaces in supporting native bees and bats, where attendees were encouraged to also support biodiversity within their own backyards.	On Track	1/07/2020	30/06/2030
SD3	TAR1	Contribute to Northern Territory Government's 50% renewable energy target by 2030	EM - Environment, Climate and Waste Services	Q2 - City of Darwin has engaged with the Environment Centre NT to develop locally relevant energy efficiency and renewable energy resources as part of the Coolmob sustainable living program.	On Track	1/07/2020	30/06/2030
SD3	TAR1	Facilitate forums for environmental service providers to share information and develop relationships within the sector and with other industries	EM - Environment, Climate and Waste Services	Q2 - City of Darwin facilitated an emissions workshop, providing detailed emissions data for NT local governments and regions.	On Track	1/07/2020	30/06/2030

STRATEGIC PLAN 2023/24 ACTION SUMMARY							
Strategic Direction (SD)	Target	Action	Responsible Executive Manager (EM)	Progress Comment	Action Status	Original Start Date	Expected End Date
Target: By 2030, Darwin will be recognised globally as a smart city							
SD4	TAR1	Expand the #SmartDarwin Strategy	GM Innovation	Q2 - Smart City Framework and Management Plan endorsed.	On Track	1/07/2020	30/06/2026
SD4	TAR1	Lead innovation for the city and facilitate relevant activities to support these initiatives	GM Innovation	Q2 - Insights dashboards created for the cruise sector, Darwin Festival, Shoal Bay, and Christmas Pageant.	On Track	1/07/2020	30/06/2030
SD4	TAR1	Support the development of business centres that foster industry engagement, collaboration and innovation across all markets	EM - Growth and Development Services	Q2 - Sponsored and attended Northern Territory Planning Symposium held in Darwin by Planning Institute of Australia and presented on liveability. Community presentations which included information on procurement and tender opportunities, a Place and Liveability Plan, parklets program, grants and sponsorship.	On Track	1/07/2020	30/06/2030
SD4	TAR1	Develop innovation hubs for our community and future generations	GM Innovation	Q2 - Attendance at several events at the Innovation Hub in Darwin.	On Track	1/07/2020	30/06/2030
SD4	TAR1	Support life-long learning opportunities through the provision of STEAM programs	EM - Library and Family Services	Q2 - The community continues to engage in the libraries STEAM programs. Outreach and engagement events included attending the Accelerating the Future Expo as part of the Bridgestone World Solar Challenge and a visit from Tipperary Station School.	On Track	1/07/2020	30/06/2030
Target: By 2030, Darwin will have attracted and retained more residents and will offer sustainable investment opportunities							
SD4	TAR2	Implement an Economic Development Plan for the city	EM - Growth and Development Services	Q2 - A refresh of Discover Darwin is underway following a 12 months program of increased followers and visitors to the website.	On Track	1/07/2020	30/06/2030
SD4	TAR2	Support initiatives to increase the population of Darwin through engagement with business and industry, and all levels of Government	EM - Growth and Development Services	Q2 - City of Darwin continues to engage through various advocacy and partnerships channels with key stakeholders across government and industry.	On Track	1/07/2020	30/06/2030
SD4	TAR2	Promote Darwin as a great destination to live, work, study and invest	EM - Growth and Development Services	Q2 - A successful Christmas program was delivered to the community with thousands of people engaging and enjoying a number of events and activations.	On Track	1/07/2020	30/06/2030
SD4	TAR2	Support initiatives to grow the economy and retain people and jobs in Darwin	EM - Growth and Development Services	Q2 - City of Darwin contributed to October Business Month with a successful presentation on opportunities for local businesses that are seeking support and collaboration with City of Darwin. Supporting the cruise industry and local businesses through involvement on the Cruise Industry Working Group NT.	On Track	1/07/2020	30/06/2023
SD4	TAR2	Develop an International Relations Program	EM - Growth and Development Services	Q2 - Ho Chi Minh City responded favourably to City of Darwin's proposal to establish a Friendship City relationship. City of Darwin organised and coordinated the City of Darwin Lord Mayor's attendance at the Global Mayors Forum in Guangzhou on 8 December 2023 where Lord Mayor presented at the Opening Ceremony to the attendees and met with other Lord Mayors from Sister and Friendship cities.	On Track	1/07/2020	30/06/2030

STRATEGIC PLAN 2023/24 ACTION SUMMARY							
Strategic Direction (SD)	Target	Action	Responsible Executive Manager (EM)	Progress Comment	Action Status	Original Start Date	Expected End Date
Target: By 2030, Darwin will be recognised as an iconic destination							
SD5	TAR1	Partner with other stakeholders to grow the visitor economy of Darwin	EM - Growth and Development Services	Q2 - NTIBN Economic Development Forum was attended and a great success for an event.	On Track	1/07/2020	30/06/2030
SD5	TAR1	Deliver a City of Darwin events program and events management practices with a focus on developing and marketing of Council owned facilities for events	EM - Growth and Development Services	Q2 - A successful Christmas program was delivered to the community with thousands of people engaging and enjoying a number of events and activations. Planning is well underway for Australia Day and the Bombing of Darwin celebration.	On Track	1/07/2020	30/06/2030
SD5	TAR1	Support the promotion of Darwin as a cruise ship and yachting destination and as a home port for expedition ships	EM - Growth and Development Services	Q2 - The Sister Cities Action Plan has sponsored the Dili to Darwin Yacht Race for 2024. City of Darwin Staff have supported and worked with the cruise ship working group, lead by Tourism NT and provided a Flier highlighting activities, events and attractions from City of Darwin over November to March 2024.	On Track	1/07/2020	30/06/2030
Target: By 2030, Darwin will be a more connected community and have pride in our cultural history							
SD5	TAR2	Develop a City of Darwin Multicultural Framework	EM - Community and Cultural Services	Q2 - Multicultural Framework to be delivered in future years.	Not Yet Due	1/07/2025	30/06/2027
SD5	TAR2	Promote Darwin as a destination known for its Aboriginal cultures and landmarks	EM - Growth and Development Services	Q2 - Mirragma Gunugurr-wa, created by Larrakia artists in cruise ship flyer for 2023/24 season promoting visitation and the education opportunities for visitors. New restructured Discover Darwin website will have a First Nations focus with advice and collaboration with CDU.	On Track	1/07/2020	30/06/2030
SD5	TAR2	Fund the Darwin Entertainment Centre to deliver programs and services that create a cohesive, connected and culturally enriched community	General Manager Community & Regulatory Services	Q2 - City of Darwin continues to contribute to funds for Darwin Entertainment Centre.	On Track	1/07/2020	30/06/2030

MUNICIPAL PLAN 2023/24 ACTION SUMMARY							
Strategic Direction (SD)	Target	Action	Responsible Executive Manager (EM)	Progress Comment	Action Status	Start Date	End Date
Target: By 2030, a number of strategic infrastructure projects will be developed and delivered							
SD1	TAR1	Deliver the 2023/24 Capital Works Program	EM - Infrastructure	Q2 - Capital works projects in various stages of planning, delivery and close out.	On Track	1/07/2023	30/06/2024
SD1	TAR1	Deliver the 2023/24 Better Suburbs and Enhancement Projects	EM - Infrastructure	Q2 - 2023/24 Better suburbs project in various stages of planning, delivery and close out.	On Track	1/07/2023	30/06/2024
SD1	TAR1	Continue asset condition assessments for Council's stormwater infrastructure	EM - Infrastructure	Q2 - Stormwater condition survey areas identified, contractor engaged and surveys underway.	On Track	1/07/2023	30/06/2024
SD1	TAR1	Deliver the Lee Point Road Project	EM - Infrastructure	Q2 - Road construction 90% complete, final surfacing underway. Landscaping to be completed in Q3 2023/24.	On Track	1/07/2022	30/06/2024
SD1	TAR1	Implement a Strategic Property Plan 2030 for City of Darwin properties to ensure sustainability	EM - Growth and Development Services	Q2 - City of Darwin officers are working with stakeholders to measure the property financials and performance. A risk register has been developed in Camms to assist in managing operational risk across the property portfolio.	On Track	1/07/2022	30/06/2024
Target: By 2030, Darwin will be a safer place to live and visit							
SD2	Tar1	Deliver the Making Mindil Safe Project - Stage 2	EM - Infrastructure	Q2 - Works designed and will be undertaken later this financial year or in 2024/25 as part of next financial year's lighting program.	Monitor	1/07/2023	30/06/2024
SD2	Tar1	Deliver the 2023/24 animal management program and services	EM - Regulatory Services	Q2 - Regulatory Services has continued to deliver animal management programs and other services to the community. This includes investigations, patrols and behavioural and education initiatives such as Walk and Wag. The Animal Education team is also delivering a de-sexing program for residents allowing for their cat or dog to be de-sexed at a low cost throughout the 2023/24 financial year.	On Track	1/07/2023	30/06/2024
SD2	Tar1	Continue to partner with the Northern Territory Government to deliver City Safe Security Patrol Services in the city centre	EM - Community and Cultural Services	Q2 - City of Darwin continues to partner with the Northern Territory Government to deliver the City Safe Security Patrol service, the current partner agreement expires on 30 June 2024.	On Track	1/07/2023	30/06/2024
Target: By 2030, Darwin will be increasingly recognised as a liveable city							
SD2	TAR2	Deliver the 2023/24 Movement Strategy annual actions	EM - Growth and Development Services	Q2 - Beam successful in a two-year tender for operating e-bikes and e-scooters in Darwin. Parking Framework and Management Plan approved. LATM Guidelines approved. Laneways and Small Streets Action Plan launched. Smart Parking Wayfinding signs installed in three entries to Darwin City Centre. Fee reduction in off-street parking has lead to an approx 10% uplift in occupancy. Promotion of Evie charging station in Mitchell Street carpark.	On Track	1/07/2023	30/06/2024

MUNICIPAL PLAN 2023/24 ACTION SUMMARY								
Strategic Direction (SD)	Target	Action	Responsible Executive Manager (EM)	Progress Comment	Action Status	Start Date	End Date	
SD2	TAR2	Deliver the 2023/24 Play Space Strategy annual funded program	EM - Community and Cultural Services	Q2 - Play Space Strategy 2023-2030 is active with three play spaces currently being refurbished. Council has endorsed a Play Space Framework and will consider funding for the delivery of the strategy for 2024/25 during budget deliberations.	On Track	1/07/2023	30/06/2024	
SD2	TAR2	Deliver placemaking planning and opportunities across the municipality	EM - Growth and Development Services	Q2 - Chapel Lane project has moved into design phase to increase the alfresco activities and shading in the area. Bundilla Master Plan consultation completed and design phase has begun.	On Track	1/07/2023	30/06/2024	
SD2	TAR2	Participate in City Deal initiatives, including the State Square and Civic Precinct Redevelopment	EM - Growth and Development Services	Q2 - Chapel Lane survey completed. Design procurement commenced. Design report to be delivered by 30 January 2024.	On Track	1/07/2023	30/06/2024	
Target: By 2030, Darwin residents will be more active and healthy								
SD2	TAR3	Deliver the annual milestone progress on the Casuarina Aquatic and Leisure Centre Project	EM - Infrastructure	Q2 - Construction project milestones on track.	On Track	1/07/2023	30/06/2024	
SD2	TAR3	Deliver the Healthy Darwin program across the municipality	EM - Community and Cultural Services	Q2 - Healthy Darwin wet season program underway with a wide variety of activity being delivered across the municipality.	On Track	1/07/2023	30/06/2024	
SD2	TAR3	Complete an audit which identifies locations for cycling and micromobility infrastructure opportunities	EM - Growth and Development Services	Q2 - The audit information has been reviewed and considered in context with asset and capital works projects. Next phase of work will see a program outlining projects and priorities for the next 5-7 years.	On Track	1/07/2023	30/06/2024	
Target: By 2030, Darwin will be recognised as a clean and environmentally responsible city								
SD3	TAR1	Deliver the 2023/24 Greening Darwin Strategy annual funded actions	EM - Operations	Q2 - For the quarter to 31 December 2023 there were 5,123 plants provided to the community as part of the Native Plant Giveaway. The 2023/24 planting program is due to commence in Q3 once the tender submission has been finalised. A tender was released for a three-year Tree Planting and Watering contract for planting and establishment of trees in 2023/24.	Monitor	1/07/2023	30/06/2024	
SD3	TAR1	Deliver the 2023/24 Climate Strategy annual funded programs	EM - Environment, Climate and Waste Services	Q2 - Energy audits are now complete with preparations being made to action the efficiency recommendations. The Coolmob program has developed resources to support sustainability and energy efficiency within tropical environments. Emissions accounting is currently underway to determine energy use and emissions for FY 2023/24.	On Track	1/07/2023	30/06/2024	
SD3	TAR1	Deliver the 2023/24 Waste Management and Resource Recovery annual funded program	EM - Environment, Climate and Waste Services	Q2 - The commercial composting report was presented to Elected Members. A cardboard compactor grant has been successful to increase cardboard recycling rates and the quality of the recycled material. The waste education program has been developed for delivery to schools in 2024 at the Shoal Bay Education Centre. The Pre-Cyclone Clean Up was successfully delivered this year diverting a large volume of materials from landfill. Construction of the third leachate pond has been completed and is now being utilised.	On Track	1/07/2023	30/06/2024	
SD3	TAR1	Deliver the final capping on landfill areas Stage 3/4 at Shoal Bay Waste Management Facility	EM - Infrastructure	Q2 - Grass cover at 95%, Construction and Independent Environmental Auditors assessment documentation being prepared for submission to NTEPA.	On Track	1/07/2023	30/06/2024	

MUNICIPAL PLAN 2023/24 ACTION SUMMARY								
Strategic Direction (SD)	Target	Action	Responsible Executive Manager (EM)	Progress Comment	Action Status	Start Date	End Date	
SD3	TAR1	Stage 2 expansion and Stage 7 Design of Landfill for Shoal Bay Waste Management Facility	EM - Infrastructure	Q2 - Detailed design underway.	On Track	1/07/2023	30/06/2024	
SD3	TAR1	Finalise a best practice Environmental Management System for City of Darwin operations	EM - Environment, Climate and Waste Services	Q2 - Key stakeholders across the organisation have been asked for input into the draft Environmental Management System (EMS) manual.	On Track	1/07/2023	30/06/2024	
SD3	TAR1	Partner with City Deal Partners to deliver the Heat Mitigation and Adaption Strategy and Urban Living Priorities	EM - Environment, Climate and Waste Services	Q2 - Continued engagement with NTG on tree retention with an MoU being developed to prevent tree removal and replace lost trees. The Tree Advisory Committee meet regularly to review the Greening Strategy and preferred planting tree species to support cooling and greening objectives.	On Track	1/07/2023	30/06/2024	
Target: By 2030, Darwin will be recognised globally as a smart city								
SD4	TAR1	Deliver 2023/24 components of the Smart City Initiatives	GM - Innovation	Q2 - Smart City Framework and Management Plan approved and being implemented from January 2024. Insights Dashboards developed for City of Darwin staff to assist with decision making and promotion of activities such as the Christmas Pageant.	On Track	1/07/2023	30/06/2024	
SD4	TAR1	Implement Customer Service Strategy annual actions	EM - Corporate and Customer Service	Q1 - Continuous improvement consolidating First Contact resolution opportunities ongoing and part of BAU.	Completed	1/07/2023	30/06/2024	
SD4	TAR1	Implement Library Strategy annual actions	EM - Library and Family Services	Q2 - The Libraries for People Library Strategy 2020-24 is in the final year for implementation. To date 97% of actions have been completed, (46 of 47).	On Track	1/07/2023	30/06/2024	
SD4	TAR1	Deliver 2023/24 outcomes from the ICT Roadmap	ICT PMO Director	Q2 - The ICT Roadmap Program continues to progress with key governance forums and frameworks established. The upcoming phase will focus on addressing detailed scope requirements to inform delivery timelines.	On Track	1/07/2023	30/06/2024	
SD4	TAR1	Upgrade City of Darwin's electronic records management system	ICT PMO Director	Q2 - City of Darwin's on-premise upgrade of the Electronic Records Management System is complete.	On Track	1/07/2023	30/06/2024	
SD4	TAR1	Develop an Innovation Toolkit to empower City of Darwin Staff and the Community to deliver innovative outcomes	GM - Innovation	Q2 - Drafting an Innovation Toolkit for City of Darwin staff and the community.	On Track	1/07/2023	30/06/2024	
Target: By 2030, Darwin will have attracted and retained more residents and will offer sustainable investment opportunities								
SD4	TAR2	Promote Darwin as a great destination to live, work, study, visit and invest through various channels	EM - Growth and Development Services	Q2 - A City of Darwin events and activities flyer was produced and distributed to the cruise ship network. International Relations quarterly update email was sent to the International Relation mailing list which includes Sister an Friendship Cities, Governments and organisations.	On Track	1/07/2023	30/06/2024	

MUNICIPAL PLAN 2023/24 ACTION SUMMARY								
Strategic Direction (SD)	Target	Action	Responsible Executive Manager (EM)	Progress Comment	Action Status	Start Date	End Date	
SD4	TAR2	Deliver an International Relations Program	EM - Growth and Development Services	Q2 - Delivering actions under the Sister Cities Action Plan, kicking off the Scholarship Program for Darwin and Kalymnos (Greece) students to learn Greek and English. Progress made on setting up for the Launch of an International Photography competition and working to improve the Virtual Reality platform to promote Darwin internationally. Progressed work on six current friendship proposals.	On Track	1/07/2023	30/06/2024	
SD4	TAR2	Promote City of Darwin via official website and social media accounts	EM - Marketing and Communications	Q2 - Highest engagement rates in consultation processes in the past six years; driving greater visitation to the website (sessions up 171.9% on SPLY); and outperforming industry benchmarks on Facebook, Instagram and LinkedIn. The team is accountable by delivering projects on time and on budget, and to an exceptional standard.	On Track	1/07/2023	30/06/2024	
Target: By 2030, Darwin will be recognised as an iconic destination								
SD5	TAR1	Deliver a City of Darwin annual events program and events management, including partnering with NTG to deliver the Christmas pageant	EM - Growth and Development Services	A successful Christmas program was delivered to the community with thousands of people engaging and enjoying a number of events and activations. Planning is well underway for Australia Day and the Bombing of Darwin celebration.	On Track	1/07/2023	30/06/2024	
SD5	TAR1	Partner with key stakeholders through the Cruise Tourism Working Group and Destination Darwin Working Group	EM - Growth and Development Services	Q2 - The Darwin Destination Management Working Group and Cruise Working Group continue to meet. City of Darwin developed and provided a flyer highlighting activities, events and attractions from City of Darwin over November 2023 to March 2024.	On Track	1/07/2023	30/06/2024	
SD5	TAR1	Develop and implement a Creative Strategy	EM - Community and Cultural Services	Q2 - The Draft Creative Strategy has been endorsed by Council; the final published version is scheduled for adoption by Council in February 2024.	On Track	1/07/2022	30/06/2024	
Target: By 2030, Darwin will be a more connected community and have pride in our cultural identity								
SD5	TAR2	Develop the new Innovation Reconciliation Action Plan	EM - Community and Cultural Services	Q1 - Innovate Reconciliation Action Plan endorsed by Council on 27 June and launched in August 2023	Completed	1/07/2023	30/06/2024	
SD5	TAR2	Deliver the 2023/24 Community Grants Program to support and enable community events and programs including those celebrating culture, arts and diversity	EM - Community and Cultural Services	Q2 - Council recommendations actioned and agreements issued for Community Grants recipients in November/December 2023.	On Track	1/07/2023	30/06/2024	
SD5	TAR2	Deliver the 2023/24 Youth Strategy annual actions	EM - Community and Cultural Services	Q2 - Delivery of the 2023/24 actions against Youth Strategy are underway, a stakeholder workshop was held in 2023 to develop actions and priorities for 2024/25.	On Track	1/07/2023	30/06/2024	
SD5	TAR2	Develop the next Access and Inclusion Strategy	EM - Community and Cultural Services	Q2 - The Request for Quotation will be released in early 2024 for consultant to undertake engagement and development of the Strategy.	On Track	1/07/2023	30/06/2024	

MUNICIPAL PLAN 2023/24 ACTION SUMMARY							
Strategic Direction (SD)	Target	Action	Responsible Executive Manager (EM)	Progress Comment	Action Status	Start Date	End Date
SD5	TAR2	Deliver the 2023/24 communications, media and marketing program	EM - Marketing and Communications	Q2 - End of Year Employee Awards, Christmas program, school holidays program, CAALC construction program progress, Bundilla masterplan engagement, Civic Centre EOI, Young Territory Author Awards, new CBD speed limits among some of the communications, media and marketing programs delivered.	On Track	1/07/2023	30/06/2024
Target: Vision and Culture							
GOV	TAR1	Continue to Implement Council's Integrated Strategic Planning Framework	EM - Corporate and Customer Service	Q2 - The Tier 1 and Tier 2 reports continue to be generated and all new strategies have been loaded into Camms.	On Track	1/10/2023	30/06/2024
GOV	TAR1	Proactive risk management in supporting operations and project delivery	EM - Corporate and Customer Service	Q1 - Framework is developed and implemented. Will be reviewed in 23/24 year. Risk register development and reporting now BAU with supporting systems and resources.	Completed	1/07/2023	30/06/2024
Target: Roles and Relationships							
GOV	TAR2	Establish and maintain productive and positive relationships with Larrakia Nation, First Nations and Government Stakeholders to work in collaboration to improve public amenity	EM - Community and Cultural Services	Q2 - Through Assertive Outreach and Reconciliation programs we continue to work positively with all stakeholders to improve public amenity. MoU with Larrakia Nation Aboriginal Corporation signed.	On Track	1/07/2023	30/06/2024
GOV	TAR2	Provide Operating Subsidies and Sponsorships in line with City of Darwin's Funding Guidelines	EM - Growth and Development Services	Q2 - Operating subsidies were issued for Carols by Candlelight and in the process of organising ANZAC Day operating subsidy. The remaining 2023/24 budget for out of round sponsorships was allocated.	On Track	1/07/2023	30/06/2024
GOV	TAR2	Advocate Council's position at National and Local Levels for the benefit of the Darwin community	OCELM	Q2 - Developing advocacy and partnerships program, linking in with LGANT to support and advocate for local government. Continued engagement with CCCLM.	On Track	1/07/2023	30/06/2024
Target: Decision Making and Management							
GOV	TAR3	Implement new City of Darwin By-Laws in compliance with legislative requirements	EM - Regulatory Services	Q2 - New By-laws came into effect on 2 October 2023. Policies and procedures are being updated to reflect new By-Laws.	Completed	1/07/2023	30/06/2024
GOV	TAR3	Review and refine Workplace Health & Safety Management Framework and document suite	EM - Human Resources and Safety	Q2 - The WHS document suite has been developed (in draft) and is in the process of being operationalised. Implementation to occur in stages over the FY.	On Track	1/07/2023	30/06/2024
GOV	TAR3	Implement Council's Privacy Management Framework and annual actions	EM - Corporate & Customer Services	Q2 - PMP2 adopted. Work to commence on actions.	On Track	1/07/2023	30/06/2024
Target: Accountability							
GOV	TAR4	Deliver Unqualified 2022/23 City of Darwin Audited Financial Statements	EM - Finance	Q2 - Financial Statements unqualified and adopted by Council 31 October 2023 ORD672/23	Completed	1/07/2023	30/06/2024

MUNICIPAL PLAN 2023/24 ACTION SUMMARY							
Strategic Direction (SD)	Target	Action	Responsible Executive Manager (EM)	Progress Comment	Action Status	Start Date	End Date
GOV	TAR4	Deliver the 2022/23 Annual Report	EM - Corporate and Customer Service	Q2 - Completed and submitted as per legislative requirements.	Completed	1/07/2023	30/06/2024
GOV	TAR4	Deliver the 2023/24 Internal Audit Program	EM - Corporate and Customer Service	Q2 - Contract management audit to be scoped and undertaken from Q3. Internal Audit project plan is being drafted to establish a forward plan for internal audit priorities.	On Track	1/07/2023	30/06/2024

15.7 TIER 2 BI-ANNUAL PERFORMANCE REPORT - JULY TO DECEMBER 2023

Author: Risk Management Coordinator

Authoriser: Executive Manager Corporate and Customer Services

Attachments:

1. **Climate Emergency Strategy** [↓](#)
2. **Customer Service Strategy** [↓](#)
3. **Economic Development Strategy** [↓](#)
4. **Greening Darwin Strategy** [↓](#)
5. **Library Strategy** [↓](#)
6. **Movement Strategy** [↓](#)
7. **Play Space Strategy** [↓](#)
8. **Reconciliation Action Plan** [↓](#)
9. **Waste and Resource Recovery Strategy** [↓](#)
10. **Youth Strategy** [↓](#)

RECOMMENDATIONS

THAT the report entitled Tier 2 Bi-Annual Performance Report - July to December 2023 be received and noted.

PURPOSE

The purpose of this report is to utilise a systematic approach and methodology to proactively inform Council and the community on the performance against adopted strategies and plans.

KEY ISSUES

- The Darwin 2030 – *City for People. City of Colour.* Strategic Plan sets the direction for all strategies for City of Darwin
- 10 strategies and plans have been approved and will be reported on in this report.
- Attachments track progress in delivering actions against City of Darwin endorsed strategies and plans.

DISCUSSION

Tier 2 Strategies are enabling plans which operationalise the main actions of the Strategic and Municipal Plan and contain deliverable actions which require reporting to Council and the community biannually.

City of Darwin has ten (10) active Strategies which have been classified as Tier 2:

1. Climate Emergency Strategy
2. Customer Service Strategy
3. Economic Development Strategy
4. Greening Darwin Strategy
5. Library Strategy
6. Movement Strategy
7. Play Space Strategy
8. Reconciliation Action Plan
9. Waste and Resource Recovery Strategy
10. Youth Strategy

Each of the ten reportable Tier 2 Strategies for the period 01 July 2023 – 31 December 2023 has a separate attachment to this report which highlights:

- Achievements for this reporting period
- Activities planned for the next reporting period
- Circular graphic for statistics
- Observations and challenges which are currently being experienced or foreseen next period, if applicable.

The graphic represents the current year achievements against target only, however there is additional detail about items not due for commencement and items completed in previous years. Each attachment represents the status of the Strategy after the review was complete.

PREVIOUS COUNCIL RESOLUTION

Not applicable. Each report is considered on its own merit.

STRATEGIC PLAN ALIGNMENT	6 Governance Framework 6.4 Accountability
BUDGET / FINANCIAL / RESOURCE IMPLICATIONS	Budget/Funding: N/A Is Funding identified: N/A Corporate Services Hub is responsible for coordinating the City of Darwin Performance Reporting.
LEGISLATION / POLICY CONTROLS OR IMPACTS	Legislation: <i>Local Government Act (NT) 2019</i> Section 291 – Content of annual report (g) An assessment of the council's performance of service delivery and projects for the relevant financial year, with reference to the advice and recommendations of a local authority or authorities.

	<p>Policy:</p> <p>Darwin 2030 – <i>City for People. City of Colour.</i> Strategic Plan, Integrated Planning and Reporting Framework.</p>
<p>CONSULTATION, ENGAGEMENT & COMMUNICATION</p>	<p>Engagement Level: Inform</p> <p>Internal:</p> <p>The Actions contained with the Tier 2 classification have been reviewed and updates are provided by responsible Executive Managers and General Managers.</p> <p>External:</p> <p>Tier 2 Bi-Annual Performance Report will inform the City of Darwin 2022/23 Annual Report and reporting is part of the open session of Council, so public at the time meeting agendas are issued for an Ordinary Meeting.</p>
<p>DECLARATION OF INTEREST</p>	<p>The report author does not have a conflict of interest in relation to this matter.</p> <p>The report authoriser does not have a conflict of interest in relation to this matter.</p> <p>If a conflict of interest exists, staff will not act in the matter, except as authorised by the CEO or Council (as the case requires).</p>

Climate Emergency Strategy

Responsible Officer: Executive Manager Environment, Climate and Waste Services

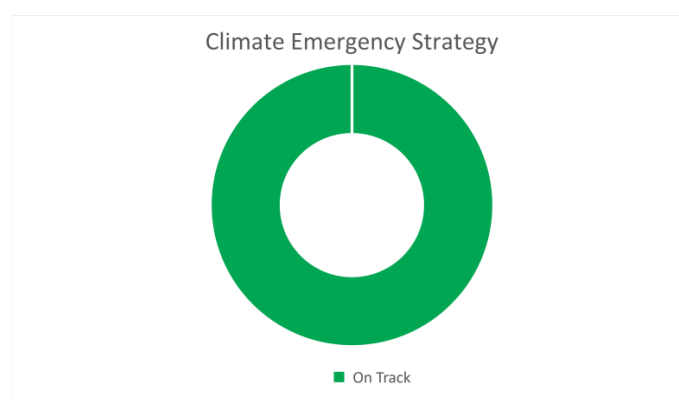
Period: 01/07/2023 – 31/12/2023

Highlights achieved in current period:

- Energy audits completed including Parap Pool, West Lane Car Park, Dragonfly Car Park, Nightcliff Pool, and Casuarina Library. A priority list of actions for energy efficiency and cost savings across these facilities has been formulated.
- City of Darwin is providing support to the Environment Centre NT to revive the highly successful Coolmob Sustainable Living Program. The Coolmob website has been revamped and updated with new resources and information uniquely tailored to Darwin to assist residents in saving energy while living comfortably in Darwin's unique tropical climate.
- City of Darwin facilitated an online workshop, delivered by Ironbark Sustainability, who maintain the online community emissions tool Snapshot. This tool allows councils and state/territory governments to see and interrogate their greenhouse gas emissions profiles and look at trends over time. The workshop was attended by representatives from Alice Springs, Palmerston, and several regional and remote councils, as well as LGANT and the NT Government Office of Climate Change.
- An environmental sensor workshop was developed in partnership with CSIRO, working with key stakeholders on sensor placement for supporting climate monitoring through the Darwin Urban Living Lab.
- An electric all terrain vehicle has been purchased to support grounds maintenance operations as part of transitioning away from fossil fuels and reducing City of Darwin greenhouse gas emissions.



There are 104 actions over the life of the Climate Emergency Strategy, which is a 9-year plan, and covers 2021 to 2030. 14 actions were active or due during 2023/24 as per status graphic below: all 14 are on track. There are 8 actions which are scheduled for delivery in future years and 82 actions completed in prior years, hence not included in current year reporting.



What will be achieved next period?

- Coolmob will deliver several community energy efficiency workshops and events including a *Saving Energy in the Home* workshop and *Sustainable House Day*.
- Completion of City of Darwin's annual organisational greenhouse gas emissions profile for the 2022/23 financial year
- Scoping of building and plant retrofits for Parap Pool, Casuarina Library and West Lane Car Park based on prioritised energy audit recommendations for implementation in 2024/25.
- Heat stress education sessions offered to all staff to be delivered by a specialist in managing work-related heat risks.

Customer First Strategy

Responsible Officer: Executive Manager Corporate and Customer Service

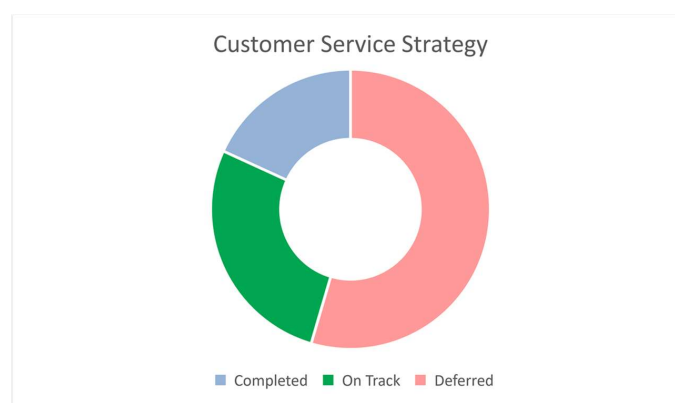
Period: 01/07/2023 – 31/12/2023

Highlights achieved in current period:

- Continued monitoring of customer demands to improve management of call flow.
- Continued First Contact Resolution methodology rollout through consolidation of functions.
- Identifying opportunities for Customer Service provision enhancements in new Civic Centre.



There are 22 actions over the life of the Customer First Strategy which is a 5-year plan and covers 2020 to 2025. 9 actions are active or due during 2023/24 as per status graphic below: 4 are completed, 1 is on track and 4 deferred*. 13 actions were completed in prior years and are not included in the current year reporting.



What will be achieved next period?

- Continue implementation of roadmap for enhanced and new systems.
- Continue to implement First Contact Resolution.

*Deferred actions refer to actions that are dependent on the delivery of the Customer Request Management (CRM) system which is being progressed by the Project Management Office as part of the IT roadmap. There are also several items related to opportunities to improve the Customer Service space resulting from delivery of the new Civic Centre.

Economic Development Strategy

Responsible Officer: Executive Manager Growth and Economic Development

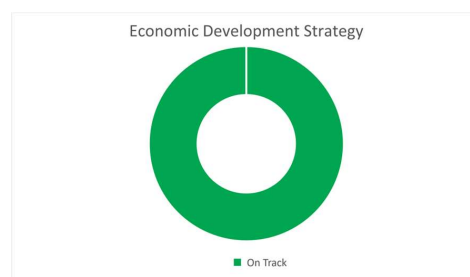
Period: 01/07/2023 – 30/12/2023

Highlights achieved in the current period:

- City of Darwin received a favourable response to the Friendship City proposal for Ho Chi Minh, Vietnam.
- The Sister City Action Plan continues to be implemented with the recent launch of a Darwin-Kalymnos scholarship program.
- Implementing the Strategic Property Plan 2030 with review of all tenant leases and licences and adoption of the Walkways and Acquisition and Disposal Policy.
- City of Darwin hosted an October Business Month event for local businesses with 50 attendees.
- Successful booth at the Darwin Show, record numbers of attendees at the Christmas Pageant, Christmas program delivered with Ward events, Santas Village and a scavenger hunt.
- 110 comprehensive event permits and 178 small event permits issued.
- Street Food Program review with new fee structure adopted by Council.
- Established a Cyclone Tracy 50th Commemoration Committee, and launched a Grants Program.
- Discover Darwin website redesign for usability progressed and a marketing plan for Discover Darwin LinkedIn launched end of October. Page views increased by 211.1%, unique visitors increased by 270% and new followers . by 700%.
- Provided \$386,500 sponsorship and \$21,553 in-kind support in 2023/24 FY, attracting 350,500 visitors, increasing Gross Regional Product by \$56m, and supporting 243 long-term employees.



There are 26 actions over the life of the Economic Development Strategy which is a 9 year plan and covers 2021 to 2030. 11 actions are active or due during 2023/24 as per status graphic below: 11 on track. Of the remaining 15 actions, all 15 actions were completed in prior years



What will be achieved next period?

- Continue to implement the Strategic Property Plan 2030 with valuations of all properties obtained and securing methods to capture all running costs across the portfolio.
- Deliver the Chapel Lane redevelopment within the City Deal.
- Follow up and progress the Friendship City proposal with Ho Chi Minh, Vietnam and consider options to lead a trade delegation to South East Asia.
- Plan and prepare for Australia Day Ceremony and the Bombing of Darwin.
- Launch refreshed Discover Darwin website and continue implementing the Marketing Plan.
- Cyclone Tracy 50th Commemoration Grants Program grant assessment and approvals and continue planning the Cyclone Tracy 50th Commemoration Program.
- Development of an Events Program for 2024/25 considering events and activations across the year.

Greening Darwin Strategy

Responsible Officer: Executive Manager Environment, Climate and Waste Services

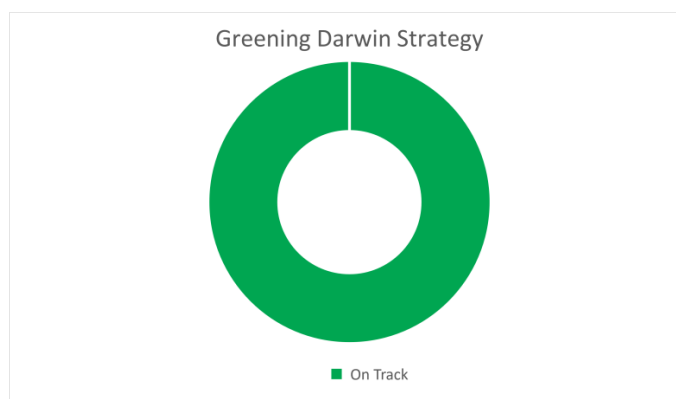
Period: 01/07/2023 – 31/12/2023

Highlights achieved in current period:

- A comprehensive fauna survey of East Point Reserve was completed. Ecologists recorded 108 different native animal species, including threatened species, indicating that diversity has remained stable since the previous survey undertaken in 2016.
- 170 street and park trees were planted across the Municipality, with 49 of these located along key transit routes.
- Another five native plant giveaways were very well attended with 10,000 plants given away to residents.
- The Gardens for Wildlife program membership has grown significantly with just over 550 members. 30 residential garden assessments and three school visits were undertaken during this period.
- An agreement is being developed in consultation with Power and Water to maximise protection for trees when infrastructure works are undertaken on verges.



There are 38 actions over the life of the Greening Darwin Strategy, which is a 9-year plan, and covers 2021 to 2030. 14 actions were active or due during 2023/24 as per status graphic below: all 14 are on track. There is 1 action which is scheduled for delivery in future years and 23 completed in prior years hence not included current year reporting.



What will be achieved next period?

- Engagement with external stakeholders will take place as part of the land acquisition at Rapid Creek and East Point to support the connection of biodiversity corridors.
- Finalisation and launch of the Darwin Food Gardening Guide to support local food production by Darwin residents.
- Finalisation of updated East Point Reserve Biodiversity Plan 2024-2029, incorporating the recent fauna survey findings and recommendations to support biodiversity.
- Plans are in place for tree planting in Smith Street, Cavanagh Street and McLaughlan Street

Library Strategy

Responsible Officer: Executive Manager Library and Family Services

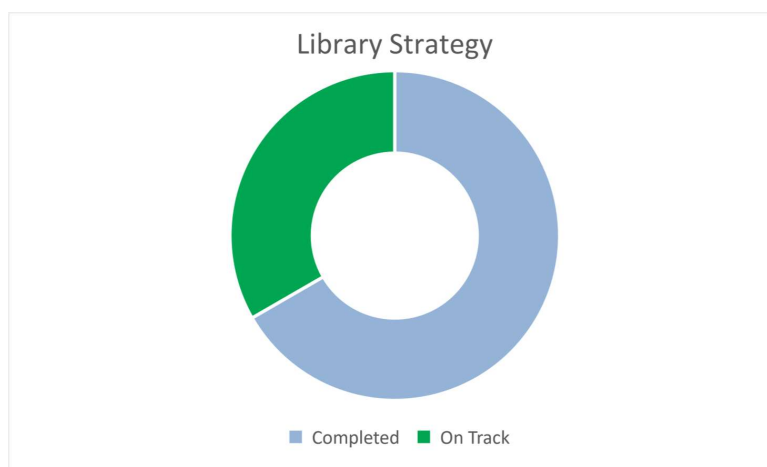
Period: 01/07/2023 – 31/12/2023

Highlights achieved in current period:

- Staff rotations between library branches assessed and implemented.
- User experience principles continue to be implemented to facilitate positive customer interactions. Improvements include updated floor and fencing to the Casuarina Library courtyard to improve access and security for library users; a refresh of the Casuarina Library youth area including changes to furniture and the mural completed as part of a project with local young artists; and a rearrangement of Nightcliff Library to keep public access IT resources close to the customer service desk to improve access and availability of digital literacy assistance for the customers.
- Libraries continue to develop working relationship with Darrandirra Child and Family Centre through weekly delivery of the Fun Bus in November and December and monthly mobile library and Story Time delivery. A Cultural Connections collection and display has been added to Nightcliff Library.



There are 47 actions over the life of the Library Strategy which is a 4-year plan and covers 2020 to 2024. 3 actions are active of due during 2023/24 as per status graphic below: 2 are complete and 1 on track. Of the remaining 44 actions, all 44 actions were completed in prior years.



What will be achieved next period?

- Provide staff development opportunities so that staff can gain a broader understanding of the public library environment.

Movement Strategy

Responsible Officer: Executive Manager Growth and Development Services

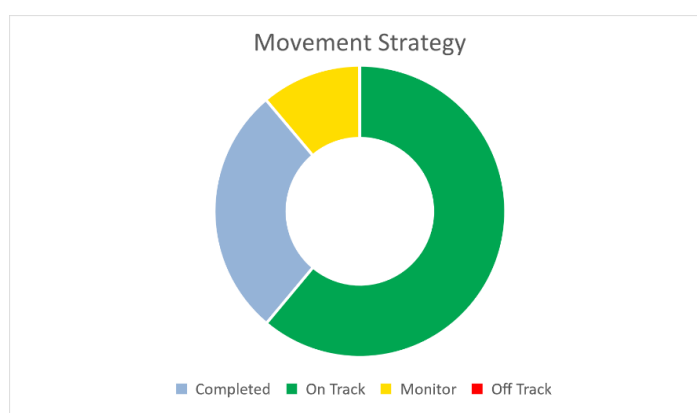
Period: 01/07/2023 – 31/12/2023

Highlights achieved in current period:

- The Local Area Traffic and Management and Pedestrian Guidelines and Parking Framework and Management Plan 2030 approved.
- Smart Parking Wayfinding signs informing of availability installed at three entries to Darwin City Centre.
- Laneways and Small Streets Action Plan launched.
- Undertook consultation on traffic speeds and lowered speeds to 40km/hr in Darwin City Centre.
- Shade and landscaping opportunities were negotiated with developers through the planning process and applications to support activation of the public realm were facilitated.
- Beam commenced offering increased safety and more diverse offerings in micromobility.
- New pedestrian refuges installed and installing additional accessible parking at the Nichols Place car park and designing to install additional disabled bay at Parap shopping centre.
- Trower Road shared path Stage 1 was designed and is scheduled for construction Quarter 4.



There are 50 actions over the life of the Movement Strategy which is an 8-year plan and covers 2022 to 2030. 18 actions are active or due during 2023/24 as per status graphic below: five are complete, with 11 on track, and two monitor. There are 13 actions scheduled for delivery in future years and 19 completed in the prior year, these are therefore not included in current year reporting.



What will be achieved next period?

- A new policy and drafting of Guidelines to support encompassing all outdoor trading and commercial activity on City of Darwin land drafted with public consultation planned for early 2024.
- Implement the recently adopted new fees and charges for Street Food enabling equity across the vendors participating in the Program.
- Open Streets and Active Paths to School program will be planned for delivery across 2024 for three target schools.
- Shared path to be delivered through Bundilla Masterplan.
- Memorandum of Understanding with Power and Water regarding tree planting and works on City of Darwin verges and paths.
- Tender assessed and implementation of new carparking meters and management systems.
- Create a movement priority infrastructure program.
- Options for bike lanes in Darwin and a Low Speed, Low Volume trial under consideration.

Play Space

Responsible Officer: Executive Manager Community and Cultural Development

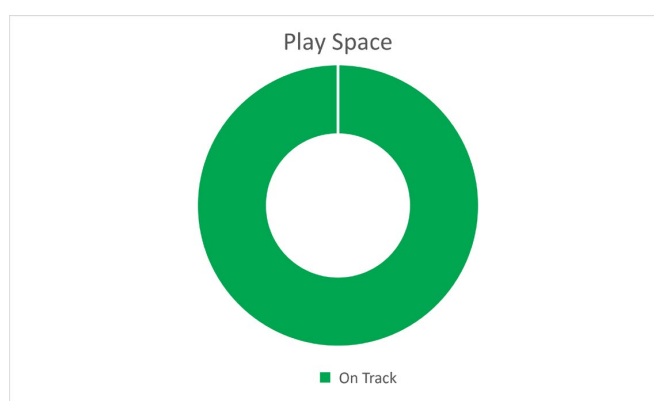
Period: 01/07/2023 – 31/12/2023

Highlights achieved in current period:

- Motion for new Regional Playground in Northern Suburbs.
- Tender awarded for replacement of 3 currently unshaded playgrounds, each will include constructed shade.
- Community engagement on Bundilla masterplan included feedback on skateable surfaces and other play space infrastructure.



There are 22 actions over the life of the Play Space Strategy, which is a 7-year plan, and covers 2023 to 2030. 20 actions were active or due during 2023/24 as per status graphic below: all 20 actions are on track. There are 2 actions which are scheduled for delivery in future years and therefore not included in current year reporting.



What will be achieved next period?

- Scheduled replacement of 3 playgrounds to take place in early 2024.
- Pending budget allocation consultation regarding Regional Play Space in Northern Suburbs.
- Play Space opening at Casuarina Aquatic Leisure Centre.

Reconciliation Action Plan

Responsible Officer: Executive Manager Community and Cultural Development

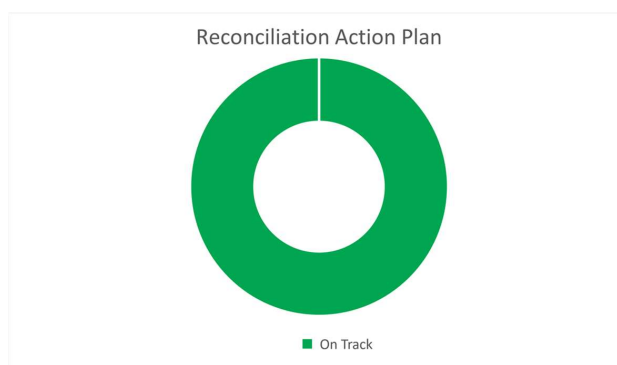
Period: 01/07/2023 – 31/12/2023

Highlights achieved in current period:

- Launch of the new Innovate Reconciliation Action Plan in August 2023.
- 2023 NAIDOC March had the most significant attendance by City of Darwin staff and Elected Members thus far. A City of Darwin banner and coordination of attendees provided by members of Reconciliation Implementation Group and First Nations Staff Support Network.
- Three-year sponsorship of NAIDOC Week confirmed with Larrakia Nation Aboriginal Corporation in 2023.
- First Nations Staff Support Network continues to grow and strengthen.



There are 119 actions over the life of the Reconciliation Action Plan, which is a 2-year plan, and covers 2023 to 2025. 76 actions were active or due during 2023/24 as per status graphic below: all 76 are on track.



What will be achieved next period?

- Delivery of City of Darwin Reconciliation Week Program.
- Development of Larrakia online cultural awareness training in partnership with Larrakia Nation Aboriginal Corporation.

Waste and Resource Recovery Strategy

Responsible Officer: Executive Manager Environment, Climate and Waste Services

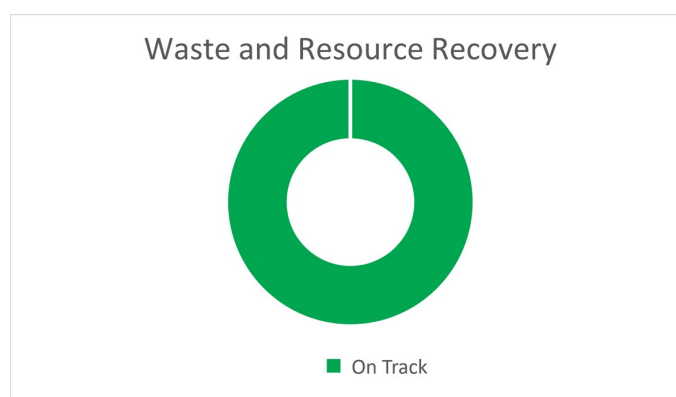
Period: 1/07/2023 – 31/12/2023

Highlights achieved in current period:

- Successful grant funding from NTG to purchase a cardboard compactor for Shoal Bay transfer station.
- Stage 2 landfill expansion design has commenced.
- 15 Megalitre leachate storage pond 3 commissioned and now operational.
- Landfill gas infrastructure upgrade complete.
- Further pre-sorting at stage 2 increasing levels of steel and concrete recovery and increasing compaction rates through shredding of bulky waste.
- 2400 mattresses have been separated and shredded saving valuable airspace.
- 500 tonnes of tyres were also shredded during this period.
- Successful delivery of the pre-cyclone clean-up with the greatest percentage of waste diverted from landfill.
- Community waste education session content has been finalised for delivery at Shoal Bay Education Centre.
- Trash and Treasure Shop tender released focussing on supported worker opportunities and expansion of services to divert waste from landfill.



There are 33 actions over the life of the Waste and Resource Recovery Strategy which is a 9-year plan and covers 2021 to 2030. 16 actions were active or due during 2023/24 as per status graphic below: all 16 are on track. There are 3 actions which are scheduled for delivery in future years and 14 actions completed in a prior year, hence not included current year reporting.



What will be achieved next period?

- Finalise and award stage 2 landfill expansion construction contract.
- Finalise and award the Trash and Treasure Shop contract.
- Undertake waste composition audits at Shoal Bay to inform future community education strategy.
- Lodge food organics composting grant with NTG.
- Delivery of Shoal Bay education sessions to schools at the Education Centre.
- Call for tenders of food composting services at Shoal Bay.

Youth Strategy

Responsible Officer: Executive Manager Community and Cultural Services

Period: 01/07/2023 – 31/12/2023

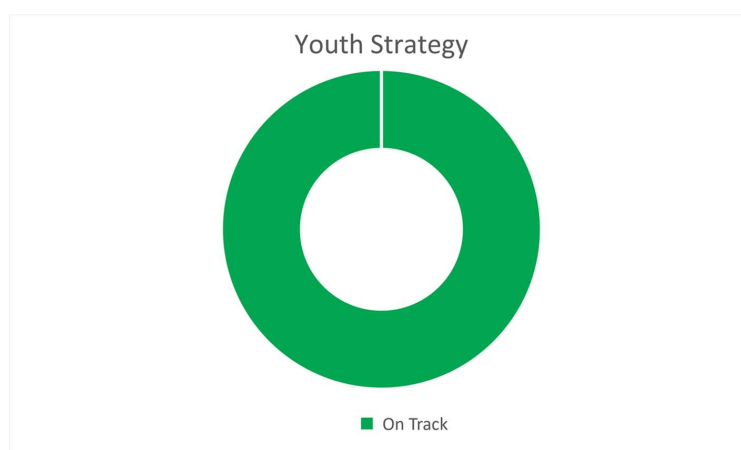
Highlights achieved in current period

- New collaborations/partnerships with GTNT, Darwin Community Arts, Melaleuca, Bagot Community and the NT Youth Parliament.
- Secured funding from Northern Territory Government for an external provider for LAUNCH Night Series in 2024.
- Established new partnerships with Pathfinders NT/IBC to deliver LAUNCH Night Series.
- Continued to support a Youth Media Team to enable increased focus on promotion of activities and events across Darwin.



To ensure actions remain relevant throughout the life of the Youth Strategy, a youth forum is held annually to identify key actions for the following calendar year.

There are 14 actions over the life of the Youth strategy which is a 4-year plan and covers 2022 to 2026. There are currently 14 actions active during this period, all of which are on track.



What will be achieved next period?

- Delivery of new LAUNCH Night Series with external providers
- Publication of new Youth Info Card

15.8 COMMITTEE MEETING OPEN MINUTES

Author: Supervisor Councillor Governance

Authoriser: Manager Office of Council and CEO

Attachments:

1. Cyclone Tracy Commemoration Advisory Committee Unconfirmed Open Minutes - 24 January 2024 [↓](#)
2. Access and Inclusion Advisory Committee Unconfirmed Open Minutes - 1 February 2024 [↓](#)
3. Darwin Military and Civilian History Advisory Committee Unconfirmed Minutes - 7 February 2024 [↓](#)

RECOMMENDATIONS

THAT the report entitled Committee Meeting Open Minutes be received and noted.

PURPOSE

The purpose of this report is to present the open minutes of the City of Darwin Advisory Committee meetings in January 2024 and February 2024 to Council.

KEY ISSUES

- The Cyclone Tracy Commemoration Advisory Committee unconfirmed open minutes of 24 January 2024 are presented at **Attachment 1**.
- The Access and Inclusion Advisory Committee unconfirmed open minutes of 1 February 2024 are presented at **Attachment 2**.
- The Darwin Military and Civilian History Advisory Committee unconfirmed open minutes of 7 February 2024 are presented at **Attachment 3**.

DISCUSSION

This report provides the minutes for the following committees:

- Cyclone Tracy Commemoration Advisory Committee
- Access and Inclusion Advisory Committee
- Darwin Military and Civilian History Advisory Committee

Any recommendations that arise from the committee meetings will be presented to Council in a separate report.

PREVIOUS COUNCIL RESOLUTION

At the 6 February 2024 meeting Council resolved:

RESOLUTION ORD017/24

THAT the report entitled Committee Meeting Open Minutes be received and noted.

CARRIED 8/0

STRATEGIC PLAN ALIGNMENT	6 Governance Framework 6.1 Vision and Culture
BUDGET / FINANCIAL / RESOURCE IMPLICATIONS	Nil
LEGISLATION / POLICY CONTROLS OR IMPACTS	<p>Legislation: <i>Local Government Act 2019</i></p> <p>Policy: Policy 043 Meetings Policy 093 Advisory and Other Committees</p>
CONSULTATION, ENGAGEMENT & COMMUNICATION	Nil
DECLARATION OF INTEREST	<p>The report author does not have a conflict of interest in relation to this matter.</p> <p>The report authoriser does not have a conflict of interest in relation to this matter.</p> <p>If a conflict of interest exists, staff will not act in the matter, except as authorised by the CEO or Council (as the case requires).</p>



MINUTES

Cyclone Tracy Commemoration Advisory Committee Meeting Wednesday, 24 January 2024

**MINUTES OF CITY OF DARWIN
CYCLONE TRACY COMMEMORATION ADVISORY COMMITTEE MEETING
HELD AT THE MEETING ROOM CHAMBERS (DARRANDIRRA), LEVEL 1, CIVIC CENTRE,
HARRY CHAN AVENUE, DARWIN
ON WEDNESDAY, 24 JANUARY 2024 AT 11:00 AM**

PRESENT:

The Right Worshipful, the Chairperson Kon Vatskalis
Councillor Kim Farrar
Chief Executive Officer Simone Saunders
Libraries and Archives NT, Dr Wendy Garden
Australian Defence Force, Mark Bunnett LCDR
Northern Territory Government, Jo Smallacombe
Community Member Richard Creswick
Community Member Marie-Louise Pearson

OFFICERS:

Alice Percy (General Manager Innovation)
Emma Struys (Executive Manager Growth and Economic Development)
Kate Hardman (Senior Coordinator Place Activation and Events)

APOLOGY:

Community Member Sally Courtney
Larrakia Nation, Chief Executive Officer Michael Rotumah
Community Member Gerard Reid
Museum Art Gallery NT, Jared Archibald

GUESTS / OBSERVERS:

Zach Cork (representative for Mr Luke Gosling MP)
Allan Lewis WO1 (Australian Defence Force)
Councillor Amye Un

WEBCASTING DISCLAIMER

The City of Darwin is live webcasting the Open Section of Cyclone Tracy Commemoration Advisory Committee Meetings. Audio-visual recording equipment has been configured to avoid coverage of the public gallery area and the City of Darwin will use its best endeavours to ensure images in this area are not webcast. However the City of Darwin expressly provides no assurances to this effect and in the event your image is webcast, you will by remaining in the public gallery area be taken to have given the City of Darwin a non-exclusive licence to copy and broadcast your image worldwide for no reward.

Order Of Business

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6.1	Frequency of Meetings, Times and Location	5
7	Member Reports	5
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	Nil	
9	Questions by Members	6
10	Closure of Meeting to the Public	7

Cyclone Tracy Commemoration Advisory Committee Meeting Minutes

24 January 2024

1 MEETING DECLARED OPEN**RECOMMENDATIONS**

THAT the Chair declared the meeting open at 11:01 am.

2 APOLOGIES AND LEAVE OF ABSENCE

Community Member Sally Courtney
Larrakia Nation, Chief Executive Officer Michael Rotumah
Community Member Gerard Reid
Museum Art Gallery NT, Jared Archibald

3 ELECTRONIC MEETING ATTENDANCE**3.1 ELECTRONIC MEETING ATTENDANCE GRANTED**

Nil

3.2 ELECTRONIC MEETING ATTENDANCE REQUESTED

Nil

4 DECLARATION OF INTEREST OF MEMBERS AND STAFF**4.1 DECLARATION OF INTEREST BY MEMBERS**

Nil

4.2 DECLARATION OF INTEREST BY STAFF

Nil

5 CONFIRMATION OF PREVIOUS MINUTES**COMMITTEE RESOLUTION CTCAC001/24**

Moved: Chairperson Kon Vatskalis
Seconded: Councillor Kim Farrar

THAT the minutes of the Cyclone Tracy Commemoration Advisory Committee Meeting held on 16 October 2023 be confirmed.

CARRIED 8/0

6 OFFICER REPORTS

6.1 FREQUENCY OF MEETINGS, TIMES AND LOCATION

COMMITTEE RESOLUTION CTCAC002/24

Moved: Chairperson Kon Vatskalis

Seconded: Community Member Richard Creswick

1. THAT the report entitled Frequency of Meetings be received and noted.
2. THAT the Cyclone Tracy Commemoration Advisory Committee meeting schedule for 2024 is as follows:
 - a) meetings to be held on Monday.
 - b) meetings to be held at 11:00 am.
 - c) meetings to be held at Meeting Room Darrandirra (Chambers) - City of Darwin - Level 1, Civic Centre, 17 Harry Chan Avenue, Darwin and/or electronically via Microsoft Teams
 - d) meetings to be held on the following dates:
 - i. 26 February 2024
 - ii. 25 March 2024
 - iii. 27 May 2024
 - iv. 29 July 2024
 - v. 23 September 2024
 - vi. 28 October 2024
 - vii. 25 November 2024

CARRIED 8/0

7 MEMBER REPORTS

7.1 RECENT ACTIVITIES FROM REMEMBERING CYCLONE TRACY INC

COMMITTEE RESOLUTION CTCAC003/24

Moved: Community Member Richard Creswick

Seconded: Chairperson Kon Vatskalis

THAT the report entitled Recent Activities from Remembering Cyclone Tracy Inc be received and noted.

CARRIED 8/0

Cyclone Tracy Commemoration Advisory Committee Meeting Minutes

24 January 2024

7.2 MEMBERS VERBAL UPDATES**COMMITTEE RESOLUTION CTCAC004/24**

Moved: Chairperson Kon Vatskalis

Seconded: Councillor Kim Farrar

THAT the report entitled Members Verbal Updates be received and noted.

CARRIED 8/0

- Community Member, Marie-Louise Pearson
 - Continuously promoting the concepts for the memorial and plaques through various organisations and redirecting to City of Darwin website and Remembering Cyclone Tracy Inc Facebook page for further information
- Councillor Kim Farrar
 - In contact with Shane Eecen from Northern Lights Pty Ltd regarding his capacity to provide assistance for lights and design for the commemoration program or exhibition and may have already applied for a grant
 - Further suggested to include Cyclone Tracy concepts in street art and may approach Street Art Darwin regarding murals. On behalf of the Chair, Alice Percy informed the group that conversations have started with Northern Territory Government representative, Jo Smallacombe, about this and murals may be included in the process after funding consideration and other procedures that may be required
 - The Lord Mayor likewise informed the group that possible sponsorship requests have been sent out to relevant organisations in Darwin
- Library and Archives NT, Dr Wendy Garden
 - Informed the group that plans are ongoing to include Cyclone Tracy photos into an exhibition for the 50th anniversary
 - Further, organising the collation of a reference guide for Cyclone Tracy which would be a detailed collection for the community and organising an exhibition that may open by end of October
 - There is likewise a temporary exhibition space intended for Cyclone Tracy, with a variety of programs planned to include a symposium that will be held during commemoration day

8 GENERAL BUSINESS

Nil

9 QUESTIONS BY MEMBERS

Nil

10 CLOSURE OF MEETING TO THE PUBLIC**RECOMMENDATIONS**

THAT pursuant to Section 65 (2) of the Local Government Act and Regulation 8 of the Local Government (Administration) Regulations the meeting be closed to the public to consider the Confidential Items of the Agenda.

RECOMMENDATIONS

THAT Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 99(2) of the Local Government Act:

14.1 Cyclone Tracy Commemoration Program Update

This matter is considered to be confidential under Section 99(2) - 51(c)(i) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

14.2 The Clem Jones Group Proposal

This matter is considered to be confidential under Section 99(2) - 51(e) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with subject to subregulation 51(3) – information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.

14.3 Members Verbal Updates

This matter is considered to be confidential under Section 99(2) - 51(e) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with subject to subregulation 51(3) – information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.

Cyclone Tracy Commemoration Advisory Committee Meeting Minutes

24 January 2024

The Meeting closed at 11:21 am.

The minutes of this meeting were confirmed at the Cyclone Tracy Commemoration Advisory Committee held on 26 February 2024 .

.....
CHAIR

UNCONFIRMED

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MINUTES

Access and Inclusion Advisory Committee Meeting Thursday, 1 February 2024

**MINUTES OF CITY OF DARWIN
ACCESS AND INCLUSION ADVISORY COMMITTEE MEETING
HELD AT THE MEETING ROOM GUYUGWA (CASUARINA LIBRARY MEETING ROOM), 17
BRADSHAW TERRACE, CASUARINA
ON THURSDAY, 1 FEBRUARY 2024 AT 1:30 PM**

- PRESENT:** Stephanie Ransome
Councillor Sylvia Klonaris
Building Advisory Services Trinh Bui
Council on the Ageing NT Cecilia Chiolerio
Department of Infrastructure, Planning and Logistic Bernie Ingram
National Disability Services NT Mick Fallon
Community Member Kim Caudwell
Community Member Debbie Reeves
Community Member Lynne Strathie
- OFFICERS:** Executive Manager Arts and Cultural Services Angela O'Donnell
Senior Coordinator Community Inclusion Sueanne Johns
Senior Design Officer Sid Gurung
Arts and Cultural Development Officer Jenelle Saunders
Community Development Officer Heather Docker
- APOLOGY:** Community Member Kyle Adams
Community Member Lachlan Rowe
Community Member Martin Blakemore
Community Member Sarah Skopellos
Community Member Rajeev Thayil
- GUESTS:** Alternate Councillor Kim Farrar

Order Of Business

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9	Officer Reports.....	6
9.1	Ongoing Action List	6
9.2	Review Terms of Reference - Access & Inclusion Advisory Committee.....	6
9.3	City of Darwin Comprehensive events and activities application	6
9.4	Access and Inclusion Advisory Committee Operational Budget 2023/2024	7
10	Member Reports	7
11	General Business.....	7
12	Next Meeting	7

APPOINTMENT OF CHAIR**COMMITTEE RESOLUTION AAIAC001/24**

Moved: Community Member Debbie Reeves

Seconded: Councillor Sylvia Klonaris

THAT Mick Fallon is appointed as chair for the meeting

CARRIED 8/0

1 MEETING DECLARED OPEN

The Chair declared the meeting open at 1:34pm.

2 ACKNOWLEDGEMENT OF COUNTRY

City of Darwin acknowledges that we are living and working on Larrakia Country. We acknowledge the Larrakia people as the Traditional Owners of the Darwin region. We pay our respects to the Larrakia elders past and present and support emerging Larrakia leaders now and into the future. City of Darwin is committed to working together with all Larrakia to care for this land and sea for our shared future.

3 APOLOGIES & LEAVE OF ABSENCE**3.1 Apologies**

Community Member Kyle Adams,
Community Member Lachlan Rowe
Community Member Martin Blakemore
Community Member Sarah Skopellos
Community Member Rajeev Thayil

3.2 Leave of Absence

Nil

3.3 Leave of Absence Notified

Nil

4 ELECTRONIC ATTENDANCE

Community Member Stephanie Ransome
Community Member Kim Caudwell
Building Advisory Services Trinh Bui
Council on the Ageing NT Cecilia Chiolero
Department of Infrastructure, Planning and Logistic Bernie Ingram
City of Darwin Senior Design Officer Sid Gurung

5 DECLARATION OF INTEREST OF MEMBERS AND STAFF**5.1 Declaration of Interest by Members**

Nil

5.2 Declaration of Interest by Staff

Nil

6 CONFIRMATION OF PREVIOUS MINUTES**COMMITTEE RESOLUTION AAIAC002/24**

Moved: Community Member Debbie Reeves

Seconded: Councillor Sylvia Klonaris

THAT the minutes of the Access and Inclusion Advisory Committee Meeting held on 30 November 2023 be confirmed.

CARRIED 8/0

7 ACTIONS ARISING FROM PREVIOUS MINUTES

Standing item 9.1 in agenda addressing ongoing actions

8 PRESENTATIONS

Nil

9 OFFICER REPORTS

9.1 ONGOING ACTION LIST

COMMITTEE RESOLUTION AAIAC003/24

Moved: Council on the Ageing NT Cecilia Chiolero

Seconded: National Disability Services NT Mick Fallon

THAT the report entitled Ongoing Action List be received and noted.

CARRIED 8/0

9.2 REVIEW TERMS OF REFERENCE - ACCESS & INCLUSION ADVISORY COMMITTEE

COMMITTEE RESOLUTION AAIAC004/24

Moved: Councillor Sylvia Klonaris

Seconded: Community Member Lynne Strathie

1. THAT the report entitled Review of Terms of Reference – Access and Inclusion Advisory Committee be received and noted.
2. THAT the Access and Inclusion Advisory Committee endorse the proposed changes to the Functions and Membership sections at **Attachment 1** as amended and refer these to Council for approval.

CARRIED 8/0

Stephanie Ransome joined the meeting: 2:31pm

9.3 CITY OF DARWIN COMPREHENSIVE EVENTS AND ACTIVITIES APPLICATION

COMMITTEE RESOLUTION AAIAC005/24

Moved: Community Member Debbie Reeves

Seconded: National Disability Services NT Mick Fallon

1. THAT the report entitled City of Darwin Comprehensive Events and Activities Application be received and noted.
2. THAT the Access and Inclusion Advisory Committee recommends that the Comprehensive Events and Activities Application, Section 10 – Access and inclusion, include that: on a sliding scale major events require an access audit to be completed.

CARRIED 9/0

9.4 ACCESS AND INCLUSION ADVISORY COMMITTEE OPERATIONAL BUDGET 2023/2024**COMMITTEE RESOLUTION AAIAC006/24**

Moved: Community Member Lynne Strathie

Seconded: Chairperson Stephanie Ransome

1. THAT the report entitled Access and Inclusion Advisory Committee Operational Budget 2023/2024 be received and noted.
2. THAT the Access and Inclusion Advisory Committee recommend to Council the following allocation of the Disability Access Operational Budget

Project	Cost
Access Audit of Bombing of Darwin Event Day and temporary parking signage	\$1,100
Accessibility seminars (two) incidentals including photography, marketing	\$4,350
Access Guides for Parap and Nightcliff Pools (\$5,315 each)	\$10,630
Total	\$16,080

CARRIED 9/0**10 MEMBER REPORTS**

Nil

11 GENERAL BUSINESS

Nil

2 NEXT MEETING

4 April 2024

The Chair declared the meeting closed at 2:57pm

Attachment 1**4. Functions**

The functions of the Access and Inclusion Advisory Committee are to:

- a) Represent the access and inclusion needs of the Darwin community.
- b) Advise Council on ways to actively contribute to the development and implementation of best practice policy, procedures, planning, and programming to increase community inclusion outcomes.
- c) Identify actions that City of Darwin can take to improve access and inclusion of Council's services, facilities, and programs.
- d) Identify gaps, issues and challenges relating to access and inclusion that City of Darwin can advocate for and/or partner with businesses, services and organisations to address.
- e) Advocate for access and inclusion through providing education and information to improve community awareness of the needs and rights of those with access and inclusion issues, through positive and proactive media, social marketing, community events, festivals, forums, and other initiatives.
- f) Keep Council informed on industry developments, standards, and legislation which can improve access and inclusion to Council services, facilities, and programs.
- g) Guide the review development and implementation of City of Darwin's Access and Inclusion Plan ~~Strategy and review of existing-~~

5. Membership

In accordance with the *Local Government Act 2019*, the City of Darwin shall appoint suitably qualified individuals to be members of the Committee based on selection criteria related to their expertise, experience, dedication and commitment to the purpose of the group.

Membership provisions

- a) Up to ten-eight community members, ~~with a minimum number of six;~~ and
- b) Four organisational memberships consisting of:
 - i. National Disability Services NT (NDS NT)
 - ii. Council on the Ageing NT (COTA NT)
 - iii. Relevant/~~Identified~~ Northern Territory Government representative(s)
 - iv. Identified organisation representing members of the community for whom access and inclusion are important areas of focus ~~representing vulnerable members of the community which could include disability, refugees and/or new migrants, Indigenous peoples, and the LGBTQI+ community.~~
- ~~c) An organisational or community member is to identify as First Nations representative (appropriate organisation or community member)~~
- ~~e)d) One Council Member (and one Alternate Council Member)~~



MINUTES

**Darwin Military and Civilian History
Advisory Committee Meeting
Wednesday, 7 February 2024**

**MINUTES OF CITY OF DARWIN
DARWIN MILITARY AND CIVILIAN HISTORY ADVISORY COMMITTEE MEETING
HELD AT THE MEETING ROOM BIDJPIDJI (MEETING ROOM 1), LEVEL 1, CIVIC CENTRE,
HARRY CHAN AVENUE, DARWIN
ON WEDNESDAY, 7 FEBRUARY 2024 AT 11:00 AM**

PRESENT:

Councillor Ed Smelt
Darwin Military Museum Norm Cramp
RSL Darwin Branch Stephen Gloster
DefenceNT, Department of the Chief Minister and Cabinet Ray Martin
NT Heritage Branch, Department of Territory Families Dr David Steinberg
General Manager Community Matt Grassmayr
Executive Manager Growth and Economic Development Emma Struys

OFFICERS:

Karen Long (Senior Administration Officer)
Kate Hardman (Senior Coordinator Place Activation and Events)
Jessica Fry (Community Events Producer)

APOLOGY:

Lord Mayor Kon Vatskalis
Councillor Mick Palmer
Tourism NT, Department of Industry, Tourism and Trade Russell Smith
Aviation Historical Society of the NT John Hart
Guest WO1 Allan Lewis (Guest)

GUESTS:

Nil

Order Of Business

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6	Confirmation of Previous Minutes	5
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8	Presentations	5
9	Officer Reports.....	5
9.1	Bombing of Darwin Day Verbal Update	5
9.2	Terms of Reference Review	6
10	Member Reports	6
11	General Business.....	6
12	Next Meeting	7

APPOINTMENT OF CHAIR**COMMITTEE RESOLUTION MHAC001/24**

Moved: Councillor Ed Smelt

Seconded: Darwin Military Museum Norm Cramp

THAT Matt Grassmayr is appointed as chair for the meeting.

CARRIED 7/0**1 MEETING DECLARED OPEN**

The Chair declared the meeting open at 11.04 pm.

2 ACKNOWLEDGEMENT OF COUNTRY

City of Darwin acknowledges that we are living and working on Larrakia Country. We acknowledge the Larrakia people as the Traditional Owners of the Darwin region. We pay our respects to the Larrakia elders past and present and support emerging Larrakia leaders now and into the future. City of Darwin is committed to working together with all Larrakia to care for this land and sea for our shared future.

3 APOLOGIES & LEAVE OF ABSENCE**3.1 Apologies**

Lord Mayor Kon Vatskalis

Councillor Mick Palmer

Tourism NT, Department of Industry, Tourism and Trade Russell Smith

Aviation Historical Society of the NT John Hart

Guest WO1 Allan Lewis (Guest)

3.2 Leave of Absence

Nil

3.3 Leave of Absence Notified

Nil

4 ELECTRONIC ATTENDANCE

Councillor Ed Smelt

NT Heritage Branch, Department of Territory Families Dr David Steinberg

5 DECLARATION OF INTEREST OF MEMBERS AND STAFF**5.1 Declaration of Interest by Members**

Nil

5.2 Declaration of Interest by Staff

Nil

6 CONFIRMATION OF PREVIOUS MINUTES**COMMITTEE RESOLUTION MHAC002/24**

Moved: Darwin Military Museum Norm Cramp

Seconded: Councillor Ed Smelt

THAT the minutes of the Darwin Military and Civilian History Advisory Committee Meeting held on 29 November 2023 be confirmed.

CARRIED 7/0**7 ACTIONS ARISING FROM PREVIOUS MINUTES**

Nil

8 PRESENTATIONS

Nil

9 OFFICER REPORTS**9.1 BOMBING OF DARWIN DAY VERBAL UPDATE****COMMITTEE RESOLUTION MHAC003/24**

Moved: RSL Darwin Branch Stephen Gloster

Seconded: Darwin Military Museum Norm Cramp

THAT the verbal update on the Bombing of Darwin Day be received and noted.

CARRIED 7/0

Jessica Fry (Community Events Producer) left the meeting at 11.17 am

9.2 TERMS OF REFERENCE REVIEW**COMMITTEE RESOLUTION MHAC004/24**

Moved: Executive Manager Growth and Economic Development Emma Struys

Seconded: DefenceNT, Department of the Chief Minister and Cabinet Ray Martin

1. THAT the report entitled Review of Terms of Reference – Darwin Military and Civilian History Advisory Committee be received and noted.
2. THAT the Darwin Military and Civilian History Advisory Committee endorsed the proposed changes to the Functions and Membership sections at **Attachment 1** and refer these to Council for approval.

CARRIED 7/0**10 MEMBER REPORTS****10 MEMBER REPORTS****COMMITTEE RESOLUTION MHAC005/24**

Moved: Executive Manager Growth and Economic Development Emma Struys

Seconded: Darwin Military Museum Norm Cramp

That the verbal reports by Members be received and noted, noting the appreciation from Councillor Smelt to the City of Darwin staff with behind the scenes work on the Bombing of Darwin event and the appreciation from representative Norm Cramp on behalf of the Royal Australian Artillery Association NT to the City of Darwin for assistance with Remembrance Day.

CARRIED 7/0**11 GENERAL BUSINESS****11.1 VERBAL UPDATES****COMMITTEE RESOLUTION MHAC006/24**

Moved: RSL Darwin Branch Stephen Gloster

Seconded: NT Heritage Branch, Department of Territory Families Dr David Steinberg

1. That the verbal update on Cyclone Tracy provided by Senior Coordinator Place Activation and Events Officer, Kate Harman be received and noted.
2. That the verbal update on the interpretive signage at East Point, noting that the signs have been made be received and noted.

CARRIED 7/0

12 NEXT MEETING

1 May 2024, 11.00 am

13 CLOSURE OF MEETING

11.40 am

Unconfirmed

Attachment 1**Functions**

The functions of the Military and Civilian History Advisory Committee are to:

- a. Develop the tourism, historical, cultural and educational prospects and aspects of both the Bombing of Darwin event and Darwin's broader military history.
- b. Provide a strong vision for the infrastructure, activities and events that promote the Bombing of Darwin and Darwin's broader military history.
- c. Establish effective partnerships with key stakeholders engaged in participating in and promoting the Bombing of Darwin event and Darwin's broader military history.
- d. Promote recognition of the experiences of civilians in the Top End during WWII.

The target groups are:

- a. WWII veterans and their families, civilians, evacuees and their families
- b. Residents of the Darwin community
- c. Prospective interstate and international visitors to Darwin

MembershipOrganisationsCommunity

The Military ~~and~~ Civilian History Advisory Committee has representatives from the following organisations:

- Tourism NT
- ~~Department of Tourism, Sport and Culture~~ Department of Territory Families, Housing and Communities (Heritage Branch)
- Department of Veterans' Affairs
- ~~Defence NT~~ Department of Chief Minister and Cabinet (Defence NT)
- Returned Service League
- Darwin Military Museum
- ~~Aviation Historical Society of the NT Inc.~~
- First Nations Organisation

Council Members

There are two Council Members on the Committee, an ex officio position for the Lord Mayor, and one Council Member. There will also be an alternate Council Member.

Observers with specialist skills and experience may also attend by invitation of the Committee and/or Council.

City of Darwin Staff

- General Manager Community ~~and Regulatory Services~~
- ~~Manager Engagement and Events 2.~~ Executive Manager Growth and Economic Development

16 REPORTS OF REPRESENTATIVES

17 QUESTIONS BY MEMBERS

18 GENERAL BUSINESS**18.1 INCOMING CORRESPONDENCE - MINISTER FOR LOCAL GOVERNMENT - 2023-24
LOCAL GOVERNMENT IMMEDIATE PRIORITY GRANTS**

Author: Manager Office of Council and CEO

Authoriser: Chief Executive Officer

Attachments: 1. Incoming Correspondence - Minister for Local Government - 2023-24 Local Government Immediate Priority Grants [↓](#)

RECOMMENDATIONS

THAT the Incoming Correspondence - Minister for Local Government - 2023-24 Local Government Immediate Priority Grants be received and noted.



DEPUTY CHIEF MINISTER
MINISTER FOR LOCAL GOVERNMENT

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

GPO Box 3146
Darwin NT 0801
Telephone: 08 8936 5688

Ms Simone Saunders
Chief Executive Officer
City of Darwin
GPO Box 84
DARWIN NT 0801

Dear Ms Saunders *Simone,*

Thank you for the funding applications submitted for the Local Government Immediate Priority Grants for 2023-24.

I am pleased to advise that I have approved the following Local Government Immediate Priority Grants to your council:

- \$250 000 - towards Stage 1 of the Nightcliff Village Upgrades; and
- \$150 000 - towards landscaping for the Lee Point road upgrade.

Your council will receive further correspondence from the Department of the Chief Minister and Cabinet regarding payment of this grant.

Yours sincerely

CHANSEY PAECH

12 FEB 2024



19 DATE, TIME AND PLACE OF NEXT ORDINARY COUNCIL MEETING

THAT the next Ordinary Meeting of Council be held on Tuesday, 26 March 2024, at 5:30pm (Open Section followed by the Confidential Section), Council Chambers Darrandirra, Level 1, Civic Centre, Harry Chan Avenue, Darwin.

20 CLOSURE OF MEETING TO THE PUBLIC

THAT pursuant to Section 99 (2) of the Local Government Act and Regulation 51 of the Local Government (General) Regulations the meeting be closed to the public to consider the Confidential Items of the Agenda.

RECOMMENDATIONS

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 99(2) of the Local Government Act:

26.1 Malak Childcare Centre Upgrade

This matter is considered to be confidential under Section 99(2) - 51(c)(i) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

26.2 Community Gardens

This matter is considered to be confidential under Section 99(2) - 51(c)(i), 51(c)(iii) and 51(c)(iv) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person, information that would, if publicly disclosed, be likely to prejudice the security of the council, its members or staff and information that would, if publicly disclosed, be likely to subject to subregulation 51(3) – prejudice the interests of the council or some other person.

26.3 Offer to Purchase Airspace

This matter is considered to be confidential under Section 99(2) - 51(c)(i) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

26.4 Operating Subsidies 2024 - 2025

This matter is considered to be confidential under Section 99(2) - 51(c)(iv) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if publicly disclosed, be likely to subject to subregulation 51(3) – prejudice the interests of the council or some other person.

26.5 Access and Inclusion Advisory Committee Budget Recommendations 2023/2024

This matter is considered to be confidential under Section 99(2) - 51(c)(iv) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if publicly disclosed, be likely to subject to subregulation 51(3) – prejudice the interests of the council or some other person.

26.6 AFL Northern Territory - Gardens Oval Venue Improvement Plan

This matter is considered to be confidential under Section 99(2) - 51(c)(iv) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if publicly disclosed, be likely to subject to subregulation 51(3) – prejudice the interests of the council or some other person.

26.7 Karama Expression of Interest Submissions

This matter is considered to be confidential under Section 99(2) - 51(c)(i) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

27.1 Corporate Services Quarterly Report - October to December 2023

This matter is considered to be confidential under Section 99(2) - 51(a) and 51(c)(iv) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual and information that would, if publicly disclosed, be likely to subject to subregulation 51(3) – prejudice the interests of the council or some other person.

27.2 Committee Meeting Confidential Minutes

This matter is considered to be confidential under Section 99(2) - 51(c)(i) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

27.3 Update on Code of Conduct Matters

This matter is considered to be confidential under Section 99(2) - 51(f) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with subject to subregulation 51(2) – information in relation to a complaint of a contravention of the code of conduct.

27.4 Update on Code of Conduct Outcomes

This matter is considered to be confidential under Section 99(2) - 51(f) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with subject to subregulation 51(2) – information in relation to a complaint of a contravention of the code of conduct.

21 ADJOURNMENT OF MEETING AND MEDIA LIAISON



MINUTES

**Ordinary Council Meeting
Tuesday, 6 February 2024**

Reports, recommendations and supporting documentation can be accessed via the City of Darwin Council Website at www.darwin.nt.gov.au, at Council Public Libraries or contact the Committee Administrator on (08) 8930 0670.

**MINUTES OF CITY OF DARWIN
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS DARRANDIRRA, LEVEL 1, CIVIC CENTRE, HARRY
CHAN AVENUE, DARWIN
ON TUESDAY, 6 FEBRUARY 2024 AT 5:30PM**

PRESENT:

Deputy Lord Mayor Sam Weston
Councillor Kim Farrar
Councillor Sylvia Klonaris
Councillor Brian O'Gallagher
Councillor Peter Pangquee
Councillor Ed Smelt
Councillor Amye Un
Councillor Rebecca Want de Rowe

OFFICERS:

Simone Saunders (Chief Executive Officer),
Matt Grassmayr (General Manager Community)
Steve Thacker (General Manager Corporate)
Alice Percy (General Manager Innovation)

APOLOGY:

Lord Mayor Kon Vatskalis
Councillor Jimmy Bouhoris
Councillor Mick Palmer
Councillor Morgan Rickard
Councillor Vim Sharma

GUESTS:

Nil

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Unconfirmed

1 ACKNOWLEDGEMENT OF COUNTRY

We the members of City of Darwin acknowledge that we are meeting on Larrakia Country.

We recognise and pay our respects to all Larrakia people, Traditional Owners and Custodian Elders of the past and present.

We support emerging Larrakia leaders now and into the future.

We are committed to working together with all Larrakia to care for this land and sea for our shared future.

2 THE LORD'S PRAYER

Our Father, who art in heaven, hallowed be thy name; thy kingdom come; thy will be done; on earth as it is in heaven.

Give us this day our daily bread. And forgive us our trespasses, as we forgive those who trespass against us. And lead us not into temptation; but deliver us from evil.

For thine is the kingdom, the power, and the glory for ever and ever.

Amen.

3 MEETING DECLARED OPEN

RESOLUTION ORD001/24

Moved: Councillor Peter Pangquee

Seconded: Councillor Brian O'Gallagher

The Chair declared the meeting open at 5.32pm.

CARRIED 8/0

4 APOLOGIES AND LEAVE OF ABSENCE

4.1 APOLOGIES

RESOLUTION ORD002/24

Moved: Councillor Sylvia Klonaris

Seconded: Councillor Peter Pangquee

THAT the apology from the Lord Mayor Kon Vatskalis, Councillor Jimmy Bouhoris, Councillor Mick Palmer, Councillor Morgan Rickard and Councillor Vim Sharma, be received.

CARRIED 8/0

4.2 LEAVE OF ABSENCE GRANTED

Nil

4.3 LEAVE OF ABSENCE REQUESTED

RESOLUTION ORD003/24

Moved: Councillor Sylvia Klonaris
Seconded: Councillor Peter Pangquee

1. THAT a Leave of Absence be granted for the Lord Mayor Kon Vatskalis for the period 27 February 2024 to 1 March 2024.
2. THAT a Leave of Absence be granted for Councillor Rebecca Want de Rowe for the period 11 March 2024 to 2 April 2024.

CARRIED 8/0**5 ELECTRONIC MEETING ATTENDANCE****5.1 ELECTRONIC MEETING ATTENDANCE GRANTED****RESOLUTION ORD004/24**

Moved: Councillor Rebecca Want de Rowe
Seconded: Councillor Brian O'Gallagher

THAT Council note the following member(s) was granted permission for Electronic Meeting Attendance at this Ordinary Council Meeting.

- Councillor Amye Un
- Councillor Kim Farrar

CARRIED 8/0**5.2 ELECTRONIC MEETING ATTENDANCE REQUESTED**

Nil

6 DECLARATION OF INTEREST OF MEMBERS AND STAFF**6.1 DECLARATION OF INTEREST BY MEMBERS**

Nil

6.2 DECLARATION OF INTEREST BY STAFF

Nil

7 CONFIRMATION OF PREVIOUS MINUTES

RESOLUTION ORD005/24

Moved: Councillor Peter Pangquee

Seconded: Councillor Ed Smelt

THAT the minutes of the Ordinary Council Meeting held on 5 December 2023 be confirmed.

CARRIED 8/0

8 MOVING OF ITEMS

8.1 MOVING OF OPEN ITEMS INTO CONFIDENTIAL

Nil

8.2 MOVING OF CONFIDENTIAL ITEMS INTO OPEN

Nil

8.3 MOVING CONFIDENTIAL ITEMS TO OPEN AT THE CONCLUSION OF THE MEETING**26.1 2024-25 BUDGET DEVELOPMENT****RESOLUTION ORD030/24**

Moved: Councillor Ed Smelt

Seconded: Councillor Sylvia Klonaris

1. THAT the report entitled 2024/25 Budget Development be received and noted.
2. THAT Council note the Draft Budget Assumptions 2024/25 for the budget development provided at **Attachment 1**.
3. That council endorse the Council Budget Timetable 2024/25 provided at **Attachment 2**.
4. THAT this report and any attachments be deemed confidential documents and be treated as such in accordance with Section 293 (1) of the *Local Government Act 2019*.
5. THAT the documents remain confidential and that this decision be moved into Open at the end of the meeting.

CARRIED 8/0**26.2 REVIEW OF CONFIDENTIAL DECISIONS - COUNCIL COMMITTEES****RESOLUTION ORD031/24**

Moved: Councillor Peter Pangquee

Seconded: Councillor Brian O'Gallagher

1. THAT the report entitled Review of Confidential Decisions – Council Committees be received and noted.
2. THAT Council approve to move certain decisions at **Attachment 1** for the Risk Management and Audit Committee, made between October 2021 to December 2023 from Confidential to Open.
3. THAT Council approve to move certain decisions at **Attachment 2** for Cyclone Tracy Commemoration Advisory Committee, East Point Reserve Advisory Committee, and Information Communication Technology Steering Committee, made between January 2022 to December 2023 from Confidential to Open.
4. THAT this report and any attachments be deemed confidential documents and be treated as such in accordance with Section 293 (1) of the *Local Government Act 2019*.
5. THAT the documents remain confidential and that this decision be moved into Open at the end of the meeting.

CARRIED 8/0**26.3 REVIEW OF CONFIDENTIAL DECISIONS – ORDINARY COUNCIL MEETINGS****MOTION**

Moved: Councillor Rebecca Want de Rowe

Seconded: Councillor Kim Farrar

1. THAT the report entitled Review of Confidential Decisions – Ordinary Council Meetings be received and noted.

2. THAT Council approve to move certain decisions at **Attachment 1**, made between 1 July 2021 to 30 June 2023 from Confidential to Open.
3. THAT Council approve to move certain decisions at **Attachment 2**, made between 1 July 2023 to 31 December 2023.
4. THAT this report and any attachments be deemed confidential documents and be treated as such in accordance with Section 293 (1) of the *Local Government Act 2019*.
5. THAT the documents remain confidential and that this decision be moved into Open at the end of the meeting.

AMENDMENT

RESOLUTION ORD032/24

Moved: Councillor Brian O'Gallagher

Seconded: Councillor Ed Smelt

1. THAT the report entitled Review of Confidential Decisions – Ordinary Council Meetings be received and noted.
2. THAT Council approve to move certain decisions at **Attachment 1**, made between 1 July 2021 to 30 June 2023 from Confidential to Open.
3. THAT Council approve to move certain decisions at **Attachment 2**, made between 1 July 2023 to 31 December 2023.
4. THAT Council approve to move the decision relating to Outdoor Community Advertising from the Ordinary Council Meeting on 31 October 2023 from Confidential to Open.
5. THAT this report and any attachments be deemed confidential documents and be treated as such in accordance with Section 293 (1) of the *Local Government Act 2019*.
6. THAT the documents remain confidential and that this decision be moved into Open at the end of the meeting.

CARRIED 8/0

RESOLUTION ORD033/24

Moved: Councillor Rebecca Want de Rowe

Seconded: Councillor Brian O'Gallagher

1. THAT the report entitled Review of Confidential Decisions – Ordinary Council Meetings be received and noted.
2. THAT Council approve to move certain decisions at **Attachment 1**, made between 1 July 2021 to 30 June 2023 from Confidential to Open.
3. THAT Council approve to move certain decisions at **Attachment 2**, made between 1 July 2023 to 31 December 2023.
4. THAT Council approve to move the decision relating to Outdoor Community Advertising from the Ordinary Council Meeting on 31 October 2023 from Confidential to Open.
5. THAT this report and any attachments be deemed confidential documents and be treated as such in accordance with Section 293 (1) of the *Local Government Act 2019*.
6. THAT the documents remain confidential and that this decision be moved into Open at the end of the meeting.

CARRIED 8/0

27.1 YMCA NT POOL MANAGEMENT REPORT - JULY TO DECEMBER 2023**RESOLUTION ORD034/24**

Moved: Councillor Ed Smelt

Seconded: Councillor Sylvia Klonaris

1. THAT the report entitled YMCA NT Pool Management Report - July to December 2023 be received and noted.
2. THAT this report and any attachments be deemed confidential documents and be treated as such in accordance with Section 293 (1) of the *Local Government Act 2019*.
3. THAT the documents remain confidential and that this decision be moved into Open at the end of the meeting.

CARRIED 8/0**27.2 UPDATE ON CODE OF CONDUCT MATTERS****RESOLUTION ORD035/24**

Moved: Councillor Rebecca Want de Rowe

Seconded: Councillor Ed Smelt

1. THAT the report entitled Update on Code of Conduct Matters be received and noted.
2. THAT this report and any attachments be deemed confidential documents and be treated as such in accordance with Section 293 (1) of the *Local Government Act 2019*.
3. THAT the documents remain confidential and that this decision be moved into Open at the end of the meeting.

CARRIED 8/0**9 MATTERS OF PUBLIC IMPORTANCE / LORD MAYORAL MINUTE**

Nil

10 PUBLIC QUESTION TIME

Nil

11 PETITIONS

Nil

12 DEPUTATIONS AND BRIEFINGS

THAT the Welcome to Country presented by Edwin Fejo be received and noted.

13 NOTICES OF MOTION

Nil

14 ACTION REPORTS**14.1 REVIEW OF FILLING CASUAL VACANCIES POLICY****RESOLUTION ORD006/24**

Moved: Councillor Brian O'Gallagher

Seconded: Councillor Ed Smelt

1. THAT the report entitled Review of Filling Casual Vacancies Policy be received and noted.
2. THAT Council adopt the Filling Casual Vacancies Policy at **Attachment 2**.

CARRIED 8/0**14.2 REVIEW OF SHARED SERVICES POLICY****RESOLUTION ORD007/24**

Moved: Councillor Rebecca Want de Rowe

Seconded: Councillor Sylvia Klonaris

1. THAT the report entitled Review of Shared Services Policy be received and noted.
2. THAT Council adopt the Shared Services Policy at **Attachment 2**.

CARRIED 8/0**14.3 LETTER TO MINISTER FOR EDUCATION****RESOLUTION ORD008/24**

Moved: Councillor Sylvia Klonaris

Seconded: Councillor Kim Farrar

1. THAT the report entitled Letter to Minister for Education be received and noted.
2. THAT City of Darwin write to the Education Minister seeking support to distribute information to schools regarding Youth Advisory Committee recruitment.

CARRIED 8/0

14.4 NOMINATION TO NORTHERN TERRITORY HERITAGE COUNCIL AND NORTHERN TERRITORY PLACE NAMES COMMITTEE

RESOLUTION ORD009/24

Moved: Councillor Rebecca Want de Rowe

Seconded: Councillor Brian O'Gallagher

1. THAT the report entitled Nomination to Northern Territory Heritage Council and Northern Territory Place Names Committee be received and noted.
2. THAT Council endorse the nomination of Councillor Kim Farrar to LGANT as the representative on the Northern Territory Heritage Council.
3. THAT Council endorse the nomination of Councillor Sylvia Klonaris to LGANT as the representative on the Northern Territory Place Names Committee.

CARRIED 8/0

14.5 UPDATED TERMS OF REFERENCE CYCLONE TRACY COMMEMORATION ADVISORY COMMITTEE

RESOLUTION ORD010/24

Moved: Councillor Ed Smelt

Seconded: Councillor Amye Un

1. THAT the report entitled Updated Terms of Reference Cyclone Tracy Commemoration Advisory Committee be received and noted.
2. THAT Council endorse the updated Terms of Reference at **Attachment 1**.

CARRIED 8/0

ITEM 14.5 – Administrative Change - Cyclone Tracy Commemoration Advisory Committee Terms of Reference – Remove Genealogy Society NT as a member in the Membership Provisions.

Councillor Amye Un departed the meeting at 5:52 pm.

Councillor Amye Un re-joined the meeting at 5:54 pm.

14.6 CREATIVE STRATEGY 2024-2030

RESOLUTION ORD011/24

Moved: Councillor Brian O'Gallagher

Seconded: Councillor Peter Pangquee

1. THAT the report entitled Creative Strategy 2024-2030 be received and noted.
2. THAT Council endorse the Creative Strategy 2024-2030.

CARRIED 8/0

Councillor Rebecca Want de Rowe departed the meeting at 5:57 pm.

Councillor Rebecca Want de Rowe re-joined the meeting at 5:57 pm.

14.7 FRIENDSHIP CITY PROPOSAL WITH THE CITY OF QUANZHOU, CHINA**RESOLUTION ORD012/24**

Moved: Councillor Sylvia Klonaris

Seconded: Councillor Amye Un

1. THAT the report entitled Friendship City Proposal with City of Quanzhou, China be received and noted.
2. THAT Council endorse for City of Darwin to pursue a Friendship City relationship with City of Quanzhou, China.

LOST 3/5**14.8 GRANT ACQUITTAL OF LOCAL GOVERNMENT IMMEDIATE PRIORITY GRANT 2021-22 - SECURITY UPGRADES CASUARINA LIBRARY COURTYARD****RESOLUTION ORD013/24**

Moved: Councillor Ed Smelt

Seconded: Councillor Sylvia Klonaris

1. THAT the report entitled Grant Acquittal of Local Government Immediate Priority Grant 2021-22 – Security Upgrades Casuarina Library Courtyard be received and noted.
2. THAT Council endorse the Grant Acquittal of the Local Government Immediate Priority Grant 2021-22 towards Security Upgrades at Casuarina Library at **Attachment 1**.

CARRIED 8/0**15 RECEIVE & NOTE REPORTS****15.1 MONTHLY FINANCIAL REPORT - NOVEMBER 2023****RESOLUTION ORD014/24**

Moved: Councillor Ed Smelt

Seconded: Councillor Amye Un

THAT the report entitled Monthly Financial Report – November 2023 be received and noted.

CARRIED 8/0**15.2 MONTHLY FINANCIAL REPORT - DECEMBER 2023****RESOLUTION ORD015/24**

Moved: Councillor Brian O'Gallagher

Seconded: Councillor Amye Un

THAT the report entitled Monthly Financial Report – December 2023 be received and noted.

CARRIED 8/0

15.3 BUSINESS AMBASSADOR**RESOLUTION ORD016/24**

Moved: Councillor Sylvia Klonaris

Seconded: Councillor Amye Un

1. THAT the report entitled Business Ambassador be received and noted.
2. THAT Council note that a new initiative for a Business Ambassador will be included in the 2024/25 budget process.

CARRIED 8/0

15.4 COMMITTEE MEETING OPEN MINUTES**RESOLUTION ORD017/24**

Moved: Councillor Sylvia Klonaris

Seconded: Councillor Ed Smelt

THAT the report entitled Committee Meeting Open Minutes be received and noted.

CARRIED 8/0

16 REPORTS OF REPRESENTATIVES**RESOLUTION ORD018/24**

Moved: Councillor Ed Smelt

Seconded: Councillor Sylvia Klonaris

THAT the following Reports of Representatives be received and noted.

16.1

Councillor Peter Pangquee reported on attending the Tourism Top End Board of Management meeting, mention was made regarding the permit condition correspondence sent to stall holders located at the front of the Visitor Centre. The Board was very pleased with the outcome, thank you.

16.2

Councillor Amye Un reported on attending the 2024 Australia Day Flag Raising, Awards and Citizenship Ceremony on 26 January 2024. Thank you for the opportunity to attend and thoroughly enjoyed spending time with constituents at the event.

16.3

Councillor Brian O'Gallagher reported on attending the local Vietnamese Community celebration of the Luna New Year at Harmony Hall, Malak. The event was well attended with food donated by local organisations and plenty of family focused activities. Showcasing such a fabulous contribution to the community.

16.4

The Deputy Lord Mayor Sam Weston reported on attending Geektacular along with Councillor Kim Farrar at the Casuarina Library on 20 January 2024. Fantastic free community event enjoyed by all who attended.

16.5

Councillor Kim Farrar reported on attending the Festival of Us after attending the 2024 Australia Day Flag Raising, Awards and Citizenship Ceremony on 26 January 2024. Great celebration of our diverse community with music, dancing and craft activities, highly recommended attending.

CARRIED 8/0

17 QUESTIONS BY MEMBERS**18.1 STRATEGY TO PRIORITISE POTHOLE WORKS****RESOLUTION ORD019/24**

Moved: Councillor Ed Smelt

Seconded: Councillor Sylvia Klonaris

Question

Councillor Sylvia Klonaris advised the Elected Members have been receiving a lot of complaints regarding the volume of potholes due to the extreme wet weather. What processes are in place to prioritise what works are required.

Response

The General Manager Community, Matt Grassmayr advised the Civil Teams have been out everyday since the rains have stopped, prioritising potholes, working from the main arterial roads through to the smaller roads.

CARRIED 8/0**18.2 TREE ISSUES AND BETTER SUBURBS PROJECTS****RESOLUTION ORD020/24**

Moved: Councillor Ed Smelt

Seconded: Councillor Sylvia Klonaris

Question

Councillor Amye Un inquired when a question is asked is it recorded in the minutes.

Councillor Amye Un advised when she attended the Parap Markets over the weekend that there are branches in the park area that may need to be assessed.

Councillor Amye Un asked if the Better Suburbs Funds could be used for several park projects within Lyons Ward.

Response

The Chief Executive Officer, Simone Saunders advised a question is recorded according to the category within the minutes, either General Business or Questions by Members.

The General Manager Community, Matt Grassmayr advised tree inspections are done on a regular basis under risk assessment process with the Parks and Reserve team. And regarding the budget deliberation process if there is a specific project, there will be an opportunity for discussion in the coming period.

The Chief Executive Officer, Simone Saunders advised that the list of projects is outlined in the 2023/24 better suburbs projects list that was discussed, agreed and signed off by the Lyons Ward elected members. A copy of this worksheet will be provided again to Councillor Un and there is also an opportunity to put forward new ideas for deliberation in the near future.

CARRIED 8/0

18.3 ROAD SAFETY ISSUES**RESOLUTION ORD021/24**

Moved: Councillor Ed Smelt

Seconded: Councillor Sylvia Klonaris

Question

Councillor Brian O’Gallagher also advised of numerous potholes reported from constituents. He also raised a road safety consideration for encouraging the community to turn on lights when driving in rain and storms and potentially for the Lord Mayor to raise in media.

Response

The Chief Executive Officer, Simone Saunders advised that the request would be conveyed to the Lord Mayor.

CARRIED 8/0

18.4 SCOOTERS IN THE CBD AND MALAK FOOTBALL CLUB**RESOLUTION ORD022/24**

Moved: Councillor Ed Smelt

Seconded: Councillor Sylvia Klonaris

Question

Councillor Kim Farrar asked for an approximate number of scooters available in the CBD area, as it appears there are not as many.

Councillor Kim Farrar also requested an approximate date for the completion of the Malak Football Club changerooms.

Response

The General Manager Innovation, Alice Percy advised the scooters are being staged due to the wet season, with more coming in time for the dry season.

The General Manager Community, Matt Grassmayr advised he will liaise with Football NT and provide the information to Elected Members.

CARRIED 8/0

18.5 MALAK FOOTBALL CLUB CHANGEROOMS**RESOLUTION ORD023/24**

Moved: Councillor Ed Smelt

Seconded: Councillor Sylvia Klonaris

Question

Councillor Sylvia Klonaris advised concerns received regarding the breezeway of the club house at Malak and whether gates will be installed.

Response

The General Manager Community, Matt Grassmayr advised that Council endorsed the amended plans in February 2023, with the breezeway to have a roller grill and door access so the area can be secured.

CARRIED 8/0

18.6 REPORTED ISSUE - ELSEY STREET PARAP**RESOLUTION ORD024/24**

Moved: Councillor Ed Smelt

Seconded: Councillor Sylvia Klonaris

Question

Councillor Amye Un requested an update on the request sent to Councillor Support for yellow lines on Elsey Street, Parap.

Response

The General Manager Community, Matt Grassmayr took the question on notice.

CARRIED 8/0

18 GENERAL BUSINESS**18.1 INCOMING CORRESPONDENCE - NORTHERN TERRITORY ELECTORAL COMMISSION - 2023 LYONS WARD BY-ELECTION****RESOLUTION ORD025/24**

Moved: Councillor Brian O'Gallagher

Seconded: Councillor Kim Farrar

THAT the Incoming Correspondence - Northern Territory Electoral Commission - 2023 Lyons Ward By-Election be received and noted.

CARRIED 8/0

18.2 OUTGOING CORRESPONDENCE - MINISTER FOR ESSENTIAL SERVICES - UNDERGROUNDING POWER LINES**RESOLUTION ORD026/24**

Moved: Councillor Brian O'Gallagher

Seconded: Councillor Kim Farrar

THAT the Outgoing Correspondence - Minister for Essential Services - Undergrounding Power Lines be received and noted.

CARRIED 8/0

19 DATE, TIME AND PLACE OF NEXT ORDINARY COUNCIL MEETING**RECOMMENDATIONS**

THAT the next Ordinary Meeting of Council be held on Tuesday, 27 February 2024, at 5:30pm (Open Section followed by the Confidential Section), Council Chambers Darrandirra, Level 1, Civic Centre, Harry Chan Avenue, Darwin.

20 CLOSURE OF MEETING TO THE PUBLIC**RECOMMENDATIONS**

THAT pursuant to Section 99 (2) of the Local Government Act and Regulation 51 of the Local Government (General) Regulations the meeting be closed to the public to consider the Confidential Items of the Agenda.

RECOMMENDATIONS

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 99(2) of the Local Government Act:

26.1 2024-25 Budget Development

This matter is considered to be confidential under Section 99(2) - 51(c)(iv) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if publicly disclosed, be likely to subject to subregulation 51(3) – prejudice the interests of the council or some other person.

26.2 Review of Confidential Decisions - Council Committees

This matter is considered to be confidential under Section 99(2) - 51(c)(i), 51(c)(ii) and 51(c)(iii) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person, information that would, if publicly disclosed, be likely to prejudice the maintenance or administration of the law and information that would, if publicly disclosed, be likely to prejudice the security of the council, its members or staff.

26.3 Review of Confidential Decisions – Ordinary Council Meetings

This matter is considered to be confidential under Section 99(2) - 51(c)(i), 51(c)(ii) and 51(c)(iii) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person, information that would, if publicly disclosed, be likely to prejudice the maintenance or administration of the law and information that would, if publicly disclosed, be likely to prejudice the security of the council, its members or staff.

27.1 YMCA NT Pool Management Report - July to December 2023

This matter is considered to be confidential under Section 99(2) - 51(c)(i) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

27.2 Update on Code of Conduct Matters

This matter is considered to be confidential under Section 99(2) - 51(f) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with subject to subregulation 51(2) – information in relation to a complaint of a contravention of the code of conduct.

21 ADJOURNMENT OF MEETING AND MEDIA LIAISON

RESOLUTION ORD027/24

Moved: Councillor Brian O'Gallagher

Seconded: Councillor Rebecca Want de Rowe

THAT the open section of the meeting be adjourned at 6:34 pm.

CARRIED 8/0

THAT the open section of the meeting be resumed at 7:26 pm.

THAT the chair declared the meeting closed at 7:26 pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 27 February 2024.

.....
CHAIR