

Agenda

Ordinary Council Meeting

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

Date: Tuesday, 25 August 2026
Time: 5:30 pm
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 Peter Styles (Chair)

Deputy Lord Mayor Jimmy Bouhoris

Councillor Nicole Brown

Councillor Shani Carson

Councillor Kim Farrar

Councillor Julie Fraser

Councillor Edwin Joseph

Councillor Sylvia Klonaris

Councillor Clarence McCarthy-Grogan

Councillor Mick Palmer

Councillor Peter Pangquee

Councillor Patrik Ralph

Councillor Sam Weston

OFFICERS

Chief Executive Officer, Simone Saunders

General Manager Community, Matt Grassmayr

General Manager Corporate, Natalie Williamson

General Manager Innovation, Alice Percy

WEBCASTING DISCLAIMER

The City of Darwin is live webcasting the Open Section of Ordinary Council 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.

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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

Ordinary Council Meeting - 28 July 2026

Special Ordinary Council Meeting - 18 August 2026

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

Public question submission received.

11 PETITIONS

Nil

12 DEPUTATIONS AND BRIEFINGS

Nil

13 ACTION REPORTS

13.1 REVIEW OF SUFFICIENT INTEREST IN THE ASSESSMENT RECORD POLICY

Author: Manager Accounting Services
Financial Controller

Authoriser: General Manager Corporate

Attachments:

1. Sufficient Interest in the Assessment Record Policy - Revised Version [↓](#)
2. Sufficient Interest in the Assessment Record Policy - Previous Version [↓](#)

RECOMMENDATIONS

1. THAT the report entitled Review of Sufficient Interest in the Assessment Record Policy be received and noted.
2. THAT Council adopt the revised Review of Sufficient Interest in the Assessment Record Policy at **Attachment 1**.

PURPOSE

The purpose of this report is for Council to adopt the updated Sufficient Interest in the Assessment Record Policy.

KEY ISSUES

- City of Darwin is required by the Local Government Act 2019 to maintain a policy to provide for what constitutes a sufficient interest in the assessment record.
- Sufficient Interest in the Assessment Record Policy is due for review in August 2026.
- A review of the Policy has been undertaken with only formatting changes required.

DISCUSSION

Section 230 (5) of the Local Government Act 2019 requires Council to adopt a policy establishing the circumstances in which a person is considered to have sufficient interest in the assessment record.

The Sufficient Interest in the Assessment Record Policy establishes these criteria, including persons recognised under the Act, such as legal practitioners and licensed conveyancers. The Policy also provides for the Chief Executive Officer to consider other applications where sufficient interest can be reasonably demonstrated.

The Policy has been reviewed in accordance with Council's scheduled policy review cycle. The review confirmed that the Policy remains appropriate and consistent with legislative requirements.

No content changes to the policy are proposed, with amendments limited to formatting and alignment to City of Darwin's style guide. Outdated Policy has been attached for reference as **Attachment 2**, with current format for adoption included as **Attachment 1**.

PREVIOUS COUNCIL RESOLUTION

At the 30 August 2022 meeting Council resolved:

RESOLUTION ORD439/22

1. THAT the report entitled Review of Finance Policies be received and noted.
2. THAT Council adopt the Sufficient Interest in the Assessment Record Policy at **Attachment 1**.
3. THAT Council adopt the Financial Hardship Support Policy at **Attachment 2**.
4. THAT a link to the financial hardship support policy is added to the 'rates' section of the City of Darwin website with a summary of the policy.

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> Policy: N/A
CONSULTATION, ENGAGEMENT & COMMUNICATION	Engagement Level: Consult Tactics: Document review and meeting Internal: Senior Leadership Team External: N/A
DECLARATION OF INTEREST	The report author does not have a conflict of interest in relation to this matter. The report authoriser does not have a conflict of interest in relation to this matter.

	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).
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Sufficient Interest in the Assessment Record Policy Template

Policy No. 0027.100.I.R

1 Purpose

This policy outlines the criteria for a person to be considered as having sufficient interest to have access to the council assessment record in relation to an allotment.

2 Scope

The Council is committed to facilitate access to the assessment record in relation to an allotment if the person requesting access has sufficient interest.

3 Policy Statement

In determining whether a person has sufficient interest in the Assessment Record in relation to an allotment, the person must satisfy one of the below criteria:

- (a) the person is a legal practitioner; or
- (b) the person is a licensed conveyancer; or
- (c) The person completes a statutory declaration that provides:
 - (i) A reasonable explanation – whether personal or professional in nature – for making a request to inspect or copy the Assessment Record; and
 - (ii) That the information inspected and/or copied from the Assessment Record will be kept confidential; and
 - (iii) That the information inspected and/or copied from the Assessment Record will not be used for any other purpose that has not been identified in the reasons provided under (c)(i).

In determining the reasonableness of the explanation under (c)(i), the Chief Executive Officer (CEO) will consider the public interest and the risk of detriment to the owner or principal ratepayer in granting access to the Assessment Record for that allotment.

Sufficient Interest in the Assessment Record Policy Template - 0027.100.I.R

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Version:	Decision Number:	Adoption Date:	Next Review Date:
2	xxx	25 August 2026	31 August 2030

Responsible Officer: General Manager Corporate

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



4 Definitions

Nil

5 Legislative References

This policy is subject to the Local Government Act 2019 (NT)

6 Procedures / Related Documents

Nil

7 Responsibility / Application

Implementation and actions at the time of writing this policy rest with the CEO and are subject to the Council's delegation and sub-delegations registers pursuant to the Local Government Act 2019 (NT).

The Policy is reviewed every 4 years or more often as required.

Sufficient Interest in the Assessment Record Policy Template - 0027.100.I.R

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Version:	Decision Number:	Adoption Date:	Next Review Date:
2	xxx	25 August 2026	31 August 2030

Responsible Officer: General Manager Corporate

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



SUFFICIENT INTEREST IN THE ASSESSMENT RECORD POLICY

POLICY 0027.100.I.R

GOVERNANCE

1 PURPOSE

This policy outlines the criteria for a person to be considered as having sufficient interest to have access to the council assessment record in relation to an allotment.

2 SCOPE

The Council is committed to facilitate access to the assessment record in relation to an allotment if the person requesting access has a sufficient interest.

3 POLICY STATEMENT

In determining whether a person has a sufficient interest in the Assessment Record in relation to an allotment, the person must satisfy one of the below criteria:

- (a) the person is a legal practitioner; or
- (b) the person is a licensed conveyancer; or
- (c) The person completes a statutory declaration that provides:
 - i. a reasonable explanation – whether personal or professional in nature – for making a request to inspect or copy the Assessment Record; and
 - ii. that the information inspected and/or copied from the Assessment Record will be kept confidential; and
 - iii. that the information inspected and/or copied from the Assessment Record will not be used for any other purpose that has not been identified in the reasons provided under (c)(i).

In determining the reasonableness of the explanation under (c)(i), the Chief Executive Officer (CEO) will consider the public interest and the risk of detriment to the owner or principal ratepayer in granting access to the Assessment Record for that allotment.

4 DEFINITIONS

Nil

5 LEGISLATIVE REFERENCES

This policy is subject to the *Local Government Act 2019* (NT).

6 PROCEDURES AND RELATED DOCUMENTS

Nil

CITY FOR PEOPLE. CITY OF COLOUR.

Sufficient Interest in the Assessment Record Policy		Page 1 of 2
Version: 1	Decision Number: ORD439/22	Adoption Date: 30/08/2022
Responsible Officer: General Manager Corporate Services		Next Review Date: 30/08/2026

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



7 RESPONSIBILITY AND APPLICATION

Implementation and actions at the time of writing this policy rest with the CEO and are subject to the Council's delegations and sub-delegations registers pursuant to the *Local Government Act 2019* (NT).

The Policy is reviewed every 4 years or more often as required.

Sufficient Interest in the Assessment Record		Page 2 of 2
Version: 1	Decision Number: ORD439/22	Adoption Date: 30/08/2022
Responsible Officer: General Manager Corporate Services		Next Review Date: 30/08/2026

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



13.2 REVIEW OF REMOTELY PILOTED AIRCRAFT POLICY

Author: Executive Manager Infrastructure

Authoriser: General Manager Corporate

Attachments: 1. Remotely Piloted Aircraft Policy - Tracked Changes [↓](#)
2. Remotely Piloted Aircraft Policy - Revised Version [↓](#)

RECOMMENDATIONS

1. THAT the report entitled Review of Remotely Piloted Aircraft Policy be received and noted.
2. THAT Council adopt the Remotely Piloted Aircraft Policy, provided at **Attachment 2**.

PURPOSE

The purpose of this report is to seek adoption by Council of the revised Remotely Piloted Aircraft Policy.

KEY ISSUES

- The Remotely Piloted Aircraft Policy has been reviewed in line with the Council policy review schedule.
- There have been no legislative changes or updates to Acts or Regulations relating to the policy since its last review in 2023.
- Civil Aviation Safety Authority (CASA) are the regulatory authority responsible for the enforcement of rules and regulations relating to the use of remotely piloted aircraft.

DISCUSSION

City of Darwin recognises the value of Remotely Piloted Aircraft (RPA) as a tool to support municipal operations. RPAs are used by City of Darwin to capture information and imagery that assists with activities such as asset inspections, condition assessments and audits.

The policy does not regulate the operation of RPAs by third parties on private land. Third parties seeking to operate RPAs on or over Council-owned land for commercial purposes may be required to obtain City of Darwin's support before Civil Aviation Safety Authority (CASA) authorises the activity. Such requests will be considered on a case-by-case basis by City of Darwin's Chief Remote Pilot.

In addition to complying with CASA requirements, the policy incorporates appropriate privacy safeguards through:

- undertaking Privacy Threshold Assessments to determine whether a Privacy Impact Assessment is required.
- complying with the Information Privacy Principles when collecting, using, storing and accessing personal information.
- facilitating access to information in accordance with Freedom of Information process.
- requiring third parties to obtain City of Darwin's consent before operating RPAs on or over Council-owned land where applicable.

While City of Darwin promotes compliances with CASA requirements, CASA remains the regulatory authority responsible for enforcement. Members of the public with concerns regarding RPA operations are encouraged to report suspected breaches directly to CASA.

PREVIOUS COUNCIL RESOLUTION

At the 17 October 2023 meeting Council resolved:

RESOLUTION ORD613/23

1. THAT the report entitled Review of Remotely Piloted Aircraft Policy be received and noted.
2. THAT Council adopt the Remotely Piloted Aircraft Policy, provided at **Attachment 3**.

CARRIED 12/0

STRATEGIC PLAN ALIGNMENT	6 Governance Framework 6.4 Accountability
BUDGET / FINANCIAL / RESOURCE IMPLICATIONS	Budget/Funding: N/A Is Funding identified: N/A Existing Position No: GIS Officer - Chief Remote Pilot Contractor: N/A
LEGISLATION / POLICY CONTROLS OR IMPACTS	Legislation: <i>Civil Aviation Safety Regulations 1998 (CASR 1998)</i> <i>Information Act 2002 (NT)</i> <i>Surveillance Devices Act 2007 (NT)</i> Policy: Privacy Policy

CONSULTATION, ENGAGEMENT & COMMUNICATION	Engagement Level: Inform Tactics: N/A Internal: N/A External: N/A
DECLARATION OF INTEREST	The report author does not have a conflict of interest in relation to this matter. The report authoriser does not have a conflict of interest in relation to this matter. 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).



Remotely piloted aircraft policy

Policy No. 3101.100.E.R

1 Purpose

The purpose of this policy is to ensure that the use and operation of Remotely Piloted Aircraft (RPA) by City of Darwin within the Darwin municipality complies with all relevant legislation, safety standards, and ethical practices. The policy aims to meet the obligations of City of Darwin's Remotely Piloted Aircraft Operators Certificate (ReOC) while prioritising safety, privacy, and compliance with legislation.

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The objectives of this policy are to ensure that:

- City of Darwin 's operation of RPA is conducted in strict compliance with all relevant aviation laws and statutory requirements. All City of Darwin RPA operations are conducted under a valid ReOC.
- City of Darwin 's operation of RPA and the management of data derived from drone use align with *Information Act 2002* (NT), community expectations, and privacy best practice.

2 Scope

This policy applies to:

- the use of RPA by City of Darwin staff during the delivery of services or performance of City of Darwin activities
- RPA systems and technologies owned by City of Darwin
- data collected by City of Darwin, through RPA activity
- the operation of RPA on City of Darwin-owned land.

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3 Policy statement

All use of RPA by City of Darwin staff will strictly adhere to City of Darwin Operations Manual and will require appropriate pilot licensing. City of Darwin will ensure that any required registrations with the Civil Aviation and Safety Authority (CASA) remain current.

The use of RPA must comply with all relevant legislation, including the *Civil Aviation Safety Regulations 1998* (CASR 1998), the *Information Act 2002* (NT) and the *Surveillance Devices Act 2007* (NT). City of Darwin will conduct Privacy Threshold Assessment as part of RPA usage planning. The collection of personal information through RPA usage must comply with City of Darwin's privacy obligations and policies regarding the collection, storage, processing and disclosure of personal information.

City of Darwin encourages the responsible use of drones in the Darwin municipality subject to CASA regulations, including avoiding flying near people or properties, respecting personal privacy, and adhering

Remotely piloted aircraft policy - 3101.100.E.R

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Responsible Officer: Chief Financial Officer General Manager Corporate			

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to restricted airspace guidelines. City of Darwin does not enforce rules and regulations regarding the use of RPA on City of Darwin controlled land, and any breaches must be reported directly to CASA.

Third parties seeking to operate drones on or over City of Darwin-owned land may need to obtain a letter of support from City of Darwin before CASA authorise such flights. These requests will be assessed on a case-by-case basis by the Chief Remote Pilot.

4 Definitions

Civil Aviation Safety Authority (CASA): The Commonwealth regulatory authority responsible for regulating aircraft operation in Australian airspace including RPA.

Remotely Piloted Aircraft (RPA): A drone operated under relevant licenses and approvals for specific City of Darwin purposes.

5 Legislative references

Civil Aviation Safety Regulations 1998

Information Act 2002 (NT)

Surveillance Devices Act 2007 (NT)

6 Procedures / related documents

0033.100.E.R Privacy Policy

3101.001.I.N City of Darwin Operations Manual

2530.001.I.R Privacy Threshold Assessment

7 Responsibility / application

In accordance with civil aviation regulations, City of Darwin's organisational structure of RPA operations is outlined in the CASA approved Operations Manual. Key responsibilities for specified positions are as below:

- ~~The~~ General Manager Corporate/~~Chief Financial Officer~~ is responsible for ensuring that this policy is adhered to and understood.
- Chief Executive Officer (CEO) ~~is~~ Accountable-accountable for safety and corporate compliance, ensuring necessary resources are provided for operations and maintenance. ~~The CEO is Responsible~~ responsible for maintaining the ReOC's currency and oversight of operations conducted on behalf of City of Darwin.

Remotely piloted aircraft policy - 3101.100.E.R

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Responsible Officer: ~~Chief Financial Officer~~ General Manager Corporate

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- Chief Remote Pilot:- ~~is Responsible-responsible~~ for ensuring safe maintenance and operation of departmental RPAs in compliance with the organisation's ReOC and the applicable CASR. ~~The Chief Remote Pilot is the Primary-primary~~ contact with CASA for operational, safety, and regulatory matters.
 - Maintenance Controller:- ~~is Responsible-responsible~~ for ensuring all RPAs operated under the organisation's ReOC are maintained in accordance with manufacturer and regulatory requirements.
 - Remote Pilot in Command:- ~~is Responsible-responsible~~ for operating RPAs following the department's operations manual, drone policy and aviation regulations.
- This Policy will be reviewed once per term of Council or in response to significant changes in legislation or other circumstances which affect its effectiveness and validity.

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Remotely piloted aircraft policy - 3101.100.E.R			Page 3 of 3
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23	ORD613/23-	17-October-2023-	17-October-2025-
Responsible Officer: Chief Financial Officer General Manager Corporate			
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Remotely piloted aircraft policy

Policy No. 3101.100.E.R

1 Purpose

The purpose of this policy is to ensure that the use and operation of Remotely Piloted Aircraft (RPA) by City of Darwin within the Darwin municipality complies with all relevant legislation, safety standards, and ethical practices. The policy aims to meet the obligations of City of Darwin's Remotely Piloted Aircraft Operators Certificate (ReOC) while prioritising safety, privacy, and compliance with legislation.

The objectives of this policy are to ensure that:

- City of Darwin 's operation of RPA is conducted in strict compliance with all relevant aviation laws and statutory requirements. All City of Darwin RPA operations are conducted under a valid ReOC.
- City of Darwin 's operation of RPA and the management of data derived from drone use align with *Information Act 2002* (NT), community expectations, and privacy best practice.

2 Scope

This policy applies to:

- the use of RPA by City of Darwin staff during the delivery of services or performance of City of Darwin activities
- RPA systems and technologies owned by City of Darwin
- data collected by City of Darwin, through RPA activity
- the operation of RPA on City of Darwin-owned land.

3 Policy statement

All use of RPA by City of Darwin staff will strictly adhere to City of Darwin Operations Manual and will require appropriate pilot licensing. City of Darwin will ensure that any required registrations with the Civil Aviation and Safety Authority (CASA) remain current.

The use of RPA must comply with all relevant legislation, including the *Civil Aviation Safety Regulations 1998* (CASR 1998), the *Information Act 2002* (NT) and the *Surveillance Devices Act 2007* (NT). City of Darwin will conduct Privacy Threshold Assessment as part of RPA usage planning. The collection of personal information through RPA usage must comply with City of Darwin's privacy obligations and policies regarding the collection, storage, processing and disclosure of personal information.

City of Darwin encourages the responsible use of drones in the Darwin municipality subject to CASA regulations, including avoiding flying near people or properties, respecting personal privacy, and adhering

Remotely piloted aircraft policy - 3101.100.E.R

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Responsible Officer: General Manager Corporate

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to restricted airspace guidelines. City of Darwin does not enforce rules and regulations regarding the use of RPA on City of Darwin controlled land, and any breaches must be reported directly to CASA.

Third parties seeking to operate drones on or over City of Darwin-owned land may need to obtain a letter of support from City of Darwin before CASA authorise such flights. These requests will be assessed on a case-by-case basis by the Chief Remote Pilot.

4 Definitions

Civil Aviation Safety Authority (CASA): The Commonwealth regulatory authority responsible for regulating aircraft operation in Australian airspace including RPA.

Remotely Piloted Aircraft (RPA): A drone operated under relevant licenses and approvals for specific City of Darwin purposes.

5 Legislative references

Civil Aviation Safety Regulations 1998

Information Act 2002 (NT)

Surveillance Devices Act 2007 (NT)

6 Procedures / related documents

0033.100.E.R Privacy Policy

3101.001.I.N City of Darwin Operations Manual

2530.001.I.R Privacy Threshold Assessment

7 Responsibility / application

In accordance with civil aviation regulations, City of Darwin's organisational structure of RPA operations is outlined in the CASA approved Operations Manual. Key responsibilities for specified positions are as below:

- General Manager Corporate is responsible for ensuring that this policy is adhered to and understood.
- Chief Executive Officer (CEO) is accountable for safety and corporate compliance, ensuring necessary resources are provided for operations and maintenance. The CEO is responsible for maintaining the ReOC's currency and oversight of operations conducted on behalf of City of Darwin.
- Chief Remote Pilot is responsible for ensuring safe maintenance and operation of departmental RPAs in compliance with the organisation's ReOC and the applicable CASR. The Chief Remote Pilot is the primary contact with CASA for operational, safety, and regulatory matters.
- Maintenance Controller is responsible for ensuring all RPAs operated under the organisation's ReOC are maintained in accordance with manufacturer and regulatory requirements.

Remotely piloted aircraft policy - 3101.100.E.R

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Responsible Officer: General Manager Corporate

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- Remote Pilot in Command is responsible for operating RPAs following the department's operations manual, drone policy and aviation regulations.

This Policy will be reviewed once per term of Council or in response to significant changes in legislation or other circumstances which affect its effectiveness and validity.

Remotely piloted aircraft policy - 3101.100.E.R

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3	-XXX	25 August 2026	27 August 2030

Responsible Officer: General Manager Corporate

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13.3 REVIEW OF BREACH OF CODE OF CONDUCT – ELECTED MEMBERS POLICY

Author: Executive Manager Corporate and Customer Service

Authoriser: General Manager Corporate

Attachments:

1. Breach of Code of Conduct Elected Members - Track Changes [↓](#)
2. Breach of Code of Conduct Elected Members Policy - Revised Version [↓](#)

RECOMMENDATIONS

1. THAT the report entitled Review of Elected Members Breach of Code of Conduct Policy be received and noted.
2. THAT Council adopt the revised Elected Members Breach of Code of Conduct Policy at **Attachment 2**.

PURPOSE

The purpose of this report is to adopt the revised Breach of Code of Conduct – Elected Members Policy.

KEY ISSUES

- The legislative framework for Code of Conduct breaches by elected members has been amended through recent reform.
- A review of the Policy has been undertaken to ensure compliance with legislation.
- The revised Elected Members Breach of Code of Conduct Policy is provided at **Attachment 2**.

DISCUSSION Recent reform of the <i>Local Government Act 2019</i> (NT) (the Act) has introduced a new framework for managing alleged breaches of the Code of Conduct by Elected Members. The new framework commenced on 1 July 2026 and replaces the previous prescribed Code of Conduct and associated administrative processes. To support the legislative changes, the Ministerial Guideline – Code of Conduct Framework <i>Local Government Act 2019</i> (NT) and prescribed forms have been issued. Council's Elected Members Breach of Code of Conduct Policy has therefore been reviewed to ensure alignment with these changes. The review retains the principles previously endorsed by Council while updating the process and legislative references to reflect the new framework. The proposed amendments are shown as tracked changes at Attachment 1, with a clean version of the revised Elected Members Breach of Code of Conduct Policy provided at Attachment 2.	
PREVIOUS COUNCIL RESOLUTION At the 24 June 2024 meeting Council resolved: RESOLUTION ORD248/24 1. THAT the report entitled Review of Elected Members Breach of Code of Conduct Policy be received and noted. 2. THAT Council approve the revised Elected Members Breach of Code of Conduct Policy at Attachment 1. CARRIED 11/0	
STRATEGIC PLAN ALIGNMENT	6 Governance Framework 6.3 Decision Making and Management
BUDGET / FINANCIAL / RESOURCE IMPLICATIONS	N/A
LEGISLATION / POLICY CONTROLS OR IMPACTS	Legislation: <i>Local Government Act 2019</i> (NT) <i>Local Government (General) Regulations 2021</i> (NT)
CONSULTATION, ENGAGEMENT & COMMUNICATION	Engagement Level: Involve
DECLARATION OF INTEREST	The report author does not have a conflict of interest in relation to this matter. The report authoriser does not have a conflict of interest in relation to this matter. 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).



Breach of Code of Conduct – Elected Members

Policy No. 1051.100.E.R

1 Purpose

This policy sets out how Council will manage a complaint in relation to an Elected Member breach of the Code of Conduct.

2 Scope

This policy applies to complaints of breach of ~~Code of e~~Conduct by ~~all a member of an audit committee, a council committee and the Council City of Darwin Elected Members~~ and is to be used to guide complaints made by Elected Members, City of Darwin staff and members of the public regarding Elected Member Code of Conduct as outlined in Schedule 1 of the Local Government Act 2019 (NT) (the Act).
Complaints lodged with and managed by the Secretariat are outside the scope of Council's policy.

This policy can be applied in conjunction with processes under other legislation such as the *Independent Commissioner Against Corruption Act 2017* (NT) or the *Criminal Code Act 1983* (NT).

3 Policy statement

3.1 Policy principles

In managing complaints and breaches of the Code of Conduct, Council's guiding principles are to:

- promote behaviour among all Elected Members that meets the standards set out in the Code of Conduct, with a restorative approach that seeks to focus on constructive outcomes
- promote principles of natural justice and due process
- emphasise a preference that disputes and allegations be identified and resolved before they escalate to the stage of a formal complaint
- recognise the leadership role of the Lord Mayor and the responsibility of all ~~Elected m~~Elected Members to work together collaboratively pursuant to their corporate responsibilities.

3.2 Promoting appropriate behaviour

.....

Breach of Code of Conduct – Elected Members - 1051.100.E.R

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54	ORD248/24	25-June-2024	25-June-2025

Responsible Officer: Chief Executive Officer

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The Lord Mayor is to promote behaviour amongst all Elected Members that meets the standards set out in the Code of Conduct.

Any Elected Member aggrieved in relation to a potential Code of Conduct matter should raise the grievance in the first instance with the Lord Mayor to seek a resolution. If the grievance is in relation to the Lord Mayor, the grievance should be raised with the Deputy Lord Mayor.

In response to a potential Code of Conduct complaint matter, the Lord Mayor will engage in informal discussions with the affected parties, as appropriate, to seek to resolve the matter.

3.3 Confidentiality

Information regarding a complaint is confidential, including the complaint form, statements from any parties, and reports provided by the Chief Executive Officer regarding the status of a complaint.

Complaints will only be formally discussed by the Council ~~or Council Panel~~ during confidential sessions. Minutes kept by the Council ~~or a Council Panel~~ are confidential information in accordance with regulation 51(1)(f) of the *Local Government (General) Regulations 2021* (NT).

3.4 Complaint requirements

The Act requires that a complaint alleging a breach of a Code of Conduct must:

- ~~be in the approved form (available on the council website); and~~
- ~~accompanied by a statutory declaration made by the Complainant verifying the information provided in the form; and~~
- ~~be made within six months after the last facts related to the alleged misconduct occurred, three months of the alleged breach of the Code of Conduct.~~

~~A Code of Conduct complaint must be lodged with the Chief Executive Officer, who will assess whether or not the complaint complies with the above requirements. If it appears that a complaint does not comply with the above requirements, the Chief Executive Officer will notify the complainant of the issues with the form of the complaint as soon as practicable and allow the complainant the opportunity to lodge a revised complaint.~~

3.5 ~~Notification to parties~~Lodging a complaint

~~When a complaint is received, the Chief Executive Officer will provide notifications to the complainant and the respondent, in accordance with the requirements of the *Local Government Act 2019* (NT) and *Local Government (General) Regulations 2021* (NT). A copy of the complaint will be provided to the respondent.~~

~~The Chief Executive Officer carries out the role of secretariat in relation to a complaint and communicates with complainant, respondent, and any relevant witnesses on behalf of the Council or Council Panel.~~

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A Complainant may lodge a complaint with the CEO or the Secretariat.

Lodgement with the Secretariat should occur if:

- the complaint involves more than one Elected Member or the Lord Mayor or Deputy Mayor; or
- the complaint alleges serious misconduct or gross misconduct.

Any complaint lodged with the CEO that meets the requirements must be

- referred to the Council for consideration or;
- if the CEO considers the alleged misconduct would be more appropriately investigated and resolved by an Independent Assessor; referred to an Independent Assessor by notifying the Secretariat within 5 days of making the decision.

A Complainant may withdraw a complaint at any time before a determination or decision is made about whether misconduct occurred. Withdrawal must be in writing to the CEO or the Secretariat as appropriate (section 132D of the Act). Withdrawal of a complaint does not affect any separate mandatory reporting obligations to ICAC or NT Police that may arise from the conduct alleged.

3.6 Referral to LGANTConflict of Interest Management

The Chief Executive Officer will refer the matter to Local Government Association of the Northern Territory (LGANT) if a complainant Elected Member or respondent has elected to refer the complaint to LGANT under section 124(3) of the Local Government Act 2019 (NT).

Note: A complainant who is not an Elected Member does not have the option to request referral to LGANT.

For the breach of Code of Conduct process to be valid and trusted, involved parties must act fairly and be seen to be free from conflicts of interest. A conflict of interest occurs when an involved party has a personal, professional, financial or other interest that could influence, or be seen to influence, how they manage a complaint.

Any person involved in receiving, assessing, investigating, advising on or determining a Code of Conduct complaint, including the Chief Executive Officer and Elected Members, must disclose any actual, perceived or potential conflict of interest as soon as it becomes known in writing through the Conflict of Interest Declaration Form.

Once a conflict is disclosed, the person must not continue to be involved in the complaint. A written record of the conflict and how it was managed must be kept on the complaint file.

3.7 Initial consideration by Council

The Chief Executive Officer will refer the complaint to the Council for consideration in confidential or restricted confidential session in the next Council meeting. If the complaint has been referred to LGANT, a report will be provided to Council for noting.

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~~Before the Council meeting, the Chief Executive Officer will establish third parties who do not have a conflict of interest and are willing to accept a referral of the matter (if the Council decides to refer the matter to a third party).~~

~~The Chief Executive Officer will provide a copy of the complaint and any response from the respondent for Council's consideration.~~

~~The complainant, respondent and any Elected Member with a conflict of interest in relation to the complaint are required to leave the meeting room during any discussion, consideration or decision relating to the complaint.~~

~~When considering a Code of Conduct complaint, Council has the following three options:~~

- ~~• refer the complaint to a third party for advice with Council to decide the complaint (see Referral to a third party)~~
- ~~• refer the complaint to a Council Panel for the panel to decide the complaint (see Referral to a Council panel)~~
- ~~• decide the matters as the Council (see Council or Council Panel process)~~

Referral to a third party

~~Council may decide to refer the complaint to an independent third party for advice and recommendations by taking into the consideration the following:~~

- ~~• whether the complainant or respondent requested the involvement of a third party~~
- ~~• the costs, if any, of referring the matter to a third party~~
- ~~• whether the advice of a third party is reasonably expected to assist in achieving constructive outcomes for the parties involved~~
- ~~• whether advice of a third party is reasonably expected to be received and able to be considered by the Council prior to the expiry of the 90 day period.~~

~~Council will not refer the matter to a third party unless satisfied that the advice can reasonably be expected to assist and will be received within the 90 day period.~~

~~Examples of a third party are:~~

- ~~• an alternative dispute practitioner~~
- ~~• a mediator~~
- ~~• a person experienced in local government matters~~
- ~~• a person experienced in conflict resolution.~~

~~Where the matter is referred to a third party, the terms of reference will include that the third party is to do the following:~~

- ~~• consider the complaint and discuss with each of the parties~~
- ~~• explore and follow up avenues for resolution between the parties~~

~~If resolution is not achievable, then the third party is to:~~

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- ensure natural justice is provided to both parties
- interview any witnesses, if necessary, to form a view
- provide a written report to Council by a specified date covering the process, summary of evidence, attempts to resolve and recommendation.

The third party may be requested to provide a draft decision notice that may be used if Council decides to adopt the recommendation.

Upon receiving the advice and any recommendations from the third party, provided the Council is satisfied that each party has been able to put their case and respond to any allegations of the other party, the Council will then decide the complaint. The Council is not bound by any advice or recommendations received from the third party.

Once the written report is provided by the third party, the Council must decide the complaint.

Referral to a Council Panel

Council may decide to refer the complaint to a Council Panel for decision.

In order to fulfil the secretariat role in managing the Code of Conduct complaints process, the Chief Executive Officer will attend Council Panel meetings.

If the Council decides to refer the complaint to a Council Panel, the Council will establish a Council Panel for the complaint.

The composition of the Council Panel will be the following:

- the Lord Mayor, (as chair of the Council Panel) — unless the Lord Mayor is the complainant, respondent or has a conflict of interest
- if the Lord Mayor is the complainant, respondent or has a conflict of interest — the Deputy Lord Mayor will be the chair of the Council Panel
- if neither the Lord Mayor or Deputy Lord Mayor meet the requirements — the Council will choose an Elected Member who is not the complainant or respondent and does not have a conflict of interest to chair the Council Panel
- two other Elected Members — who are not the complainant or respondent and do not have a conflict of interest.

If the CEO has referred the complaint to the Council for initial consideration, a report detailing the complaint will be presented in the confidential or restricted confidential section of the next Council meeting. The chair of the meeting will address conflict of interest issues prior to receiving the report at the meeting.

The Council will determine:

- whether the complaint is frivolous or vexatious,
- whether misconduct occurred;
- the seriousness of the complaint.

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- whether the complaint requires further investigation by the Council or a third party,
- whether the complaint should be referred to an Independent Assessor.

The Council may dismiss a complaint if it determines that:

- misconduct did not occur; or
- the misconduct to which the complaint relates occurred at a Council or committee meeting and either:
 - the misconduct was dealt with by the presiding chair; or
 - the Respondent took remedial action in accordance with Council's meeting procedures; or
- the complaint is frivolous or vexatious.

The Council must refer a complaint to an Independent Assessor if the Council determines that the alleged misconduct would be more appropriately investigated and resolved by an Independent Assessor.

The Council may refer a complaint to an Independent Assessor if it appears to the Council to be frivolous or vexatious.

3.8 Further investigation and resolution by Council ~~or Council Panel process~~

~~The Council or the Council Panel will consider the complainant's written complaint and, if received, the respondent's written response to the complaint. In keeping with natural justice principles, the Chief Executive Officer will ensure that each party has a fair opportunity to provide comment on submissions from the other party.~~

Third party investigation

Council may conduct a further investigation or alternative resolution of the complaint with the assistance of a third party chosen by Council if:

- the complaint involves the Lord Mayor or Deputy Lord Mayor; or
- Council considers the alleged misconduct is more than trivial but is not serious misconduct or gross misconduct; or
- the complaint alleges misconduct that caused psychological harm.

A third party assisting Council must provide Council with their findings and recommendations, including as to the resolution of the complaint and any sanctions. After the investigation is completed, Council must determine whether misconduct occurred.

Requests for informationEvidence

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~~The Council is not bound by the rules of evidence; and may inform themselves in any manner they consider appropriate; and may do whatever they consider necessary or expedient for the fair and expeditious investigation, determination and resolution of a complaint.~~

If the Council ~~or Council Panel~~ requires further information to determine whether a breach of the Code of Conduct occurred, the Council ~~or Council Panel~~ may request information from the ~~C~~omplainant, respondent, or any relevant witnesses. The request for information will specify:

- the information that is being sought
- that the information is to be provided as a written statement (including a statutory declaration), and
- a reasonable timeframe to receive the statement (between 3 and 14 days).

Any requests for information from ~~council~~ City of Darwin staff ~~members~~ will be appropriately directed and facilitated through the Chief Executive Officer. The Council ~~or Council Panel~~ will not make direct requests to a City of Darwin staff member.

Procedural Fairness and timeliness

~~A person exercising a power or performing a function under this policy must comply with the principles of Procedural Fairness. A Respondent must be given a reasonable opportunity to be heard before a decision or determination is made. The Complainant and the Respondent must be given written notice of a decision and the reasons for it.~~

~~Determinations, decisions and actions under this policy must be made and taken expeditiously.~~

Council Decision

The Council ~~or Council Panel~~ will decide the complaint after the following steps have been completed:

- the ~~Elected m~~Members have considered the written complaint
- the ~~Elected m~~Members have considered all written submissions and statements, and
- the ~~Elected M~~embers have read and considered the report from the third party (if applicable).

~~A decision that alleged misconduct occurred must be based on evidence from which it may be concluded that it is more likely that the misconduct occurred than that it did not occur.~~

~~This Council decisions on breach of Code of Conduct~~ will occur in a Restricted Confidential Council Meeting. As they are conflicted, the ~~C~~omplainant and the ~~R~~espondent, ~~as well as others that have declared a conflict of interest,~~ will not be provided with copies of the Council Report, Minutes, Third Party report and other materials, excepting the original complaint.

The Council ~~or Council Panel~~ can make the following decisions:

- ~~to take no action (and not decide whether the respondent breached the Code of Conduct)~~
- that the ~~R~~espondent did not breach the Code of Conduct, or
- that the ~~R~~espondent breached the Code of Conduct.

If the ~~complainant~~ Respondent is found by the Council ~~or Council Panel~~ to have breached the Code of Conduct, the Council ~~or Council Panel~~ may decide to:

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- take no action. For example, if it is evident that appropriate steps have already taken place to address the conduct or the issues ~~has have~~ been resolved between the affected parties, or
 - ~~either or both of the following:~~
 - issue a reprimand to the ~~R~~Respondent. For example, a reprimand may be a formal expression of disapproval in writing in the decision notice.
 - Require the Respondent to attend mediation with the Complainant;
 - Prepare and implement a plan to address the behaviour of the Respondent to whom the complaint relates in consultation with the Respondent. A plan may include to do one or more of the following: attend mediation, undertake counselling, undertake training or take other specified action the Council considers appropriate. If a plan to address the behaviour is recommended, any costs incurred will be funded from the Respondent's professional development allowance if there are funds available.
 - Refer the complaint to an Independent Assessor.
 - Refer the complaint to the ICAC or the police in the case of corrupt or criminal conduct.
- ~~recommend that the complainant, respondent, or any other person attend training, mediation, or counselling by a specified date.~~

In choosing from the above options, preference will be given to the option that the Council ~~or Council Panel~~ considers most likely to result in a constructive outcome and Principles of Proportionality should be applied.

~~If training, mediation, or counselling is recommended to an Elected Member, any costs incurred will be funded from the Elected Member's professional development allowance if there are funds available.~~

Decision notice

After the Council ~~or Council Panel~~ decides the complaint, the Chief Executive Officer ~~will must~~, as soon as practicable, draft a written decision notice ~~that sets out the following matters in the approved Determination Form.:~~

- ~~the Council or Council Panel's decision and the reasons for it~~
- ~~any right the person to whom the notice is to be given has, under the Act or another Act, to apply for a review of the decision, to apply for a consideration of the matter or to appeal the decision.~~

The ~~draft decision notice~~Determination Form is to be prepared in consultation with the Elected Member who chaired the Council Meeting ~~or the Council Panel.~~

~~Within 90 days of receipt of the complaint was initially received by the Chief Executive Officer, and as soon as practicable after a decision has been made, the Chief Executive Officer will provide the authorised decision notice to the complainant and the respondent.~~

~~The A~~ decision notice will set out the decision and the reasons for the decision and must be issued to the Complainant and Respondent. It will also state that within ~~28-14~~ days of receiving the notice, either party may ~~apply to LGANT to reconsider the complaint~~ request a Code of Conduct Panel to review the determination.

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Reviews by Code of Conduct Panel

A Complainant or the Respondent may request a Code of Conduct Panel to review a determination or decision of Council on the grounds that it was not made in conformity with the principles of Procedural Fairness. The request must be lodged with the Secretariat within 14 days after the person received notice of the decision, must be in the approved form and signed, and must include the requester's name and contact details, the grounds for the request and a summary of the relevant facts.

On receiving a request, the Secretariat must establish a Code of Conduct Panel to deal with the review. The Code of Conduct Panel may stay the determination or decision pending its review. After reviewing the determination or decision, the Code of Conduct Panel may: affirm it; dismiss the request; set it aside and return the matter to the original decision-maker with directions for a new determination or decision; or set it aside and substitute its own decision or sanction.

Summary of decision

After the expiry of the 2814-day appeal request to review period, the Chief Executive Officer will seek advice from LGANT the Secretariat as to whether any of the parties have applied to LGANT for consideration of the complaint under section 126(3) of the Local Government Act 2019 (NT) requested a review of determination under section 132P of the Act.

If no parties have applied to LGANT for consideration requested a review of the determination of the complaint, the Chief Executive Officer will prepare a summary of the decision as a Council Report.

The summary of the decision is to set out the following information:

- the names of the Complainant and Respondent
- the date of the decision
- a concise description of the conduct alleged to have been a breach of the Code of Conduct
- if a Code of Conduct was found to be breached – the item(s) of the Code of Conduct that the Respondent breached, or
- if a Code of Conduct was not found to be breached – that no breach of the Code of Conduct was established by the Council or council panel, and
- any actions or recommendations made by the Council or Council Panel.

The approved summary is to be tabled in the open section of the ordinary council meeting as part of Council's public business papers.

3.9 Subsequent processesComplaints managed by the Secretariat

If a person is subject to a recommendation of a LGANT panel and does not comply with the recommendation, then the complainant or respondent may apply to NTCAT to deal with the failure.

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~~If the LGANT panel fails to give a decision within the required timeframe, the complainant or respondent may apply to NTCAT for a determination.~~

~~If a person is convicted of an offence, then subject to certain criteria, a person may apply to NTCAT for an elected member to be removed from office.~~

~~A person may lodge a complaint directly with the Secretariat, instead of the Chief Executive Officer, if:~~

- ~~the complaint involves more than one Elected Member or the Lord Mayor or Deputy Lord Mayor, or~~
- ~~the complaint alleges serious misconduct or gross misconduct.~~

Independent Assessor

~~The Secretariat will assign an Independent Assessor from the pool of persons appointed by the Minister under section 121 of the Act, and provide the Independent Assessor with the complaint and relevant materials.~~

~~After investigating a complaint, the Independent Assessor must determine whether misconduct occurred. The Independent Assessor may dismiss the complaint if the Independent Assessor determines that misconduct did not occur, the complaint is frivolous, vexatious or not made in good faith, or the complaint is trivial.~~

~~If the Independent Assessor determines that misconduct occurred, the Independent Assessor may: refer the complaint to Council for resolution; take any action Council could take; impose a monetary penalty not exceeding 20 penalty units; or, in the case of serious misconduct or gross misconduct, refer the complaint to a Code of Conduct Panel.~~

Code of Conduct Panel

~~Where a Code of Conduct Panel is required, the Secretariat will assign three members from the pool of Code of Conduct Panel members appointed by the Minister under section 123 of the Act.~~

~~The Code of Conduct Panel must conduct a hearing into any complaint assigned to it and may investigate the complaint before doing so. After investigating and conducting a hearing, the Code of Conduct Panel must determine whether misconduct occurred and may dismiss the complaint if it determines that misconduct did not occur, the complaint is frivolous, vexatious or not made in good faith, or the complaint is trivial.~~

~~If the Code of Conduct Panel determines that misconduct occurred, the Code of Conduct Panel may take one or more of the following actions, as it considers appropriate:~~

- ~~where the complaint does not involve serious misconduct or gross misconduct and is better resolved by the Independent Assessor – refer the complaint back to the Independent Assessor~~
- ~~take no further action~~
- ~~take any action Council could take~~
- ~~impose a monetary penalty not exceeding 50 penalty units~~
- ~~for the Deputy Lord Mayor – dismiss the Respondent from that position and disqualify them from holding it for up to 12 months~~

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- suspend the Respondent for up to 12 months
- order that the Respondent's allowance be withheld until compliance with a sanction, or
- in the case of gross misconduct – recommend that the Minister suspend or dismiss the Respondent.

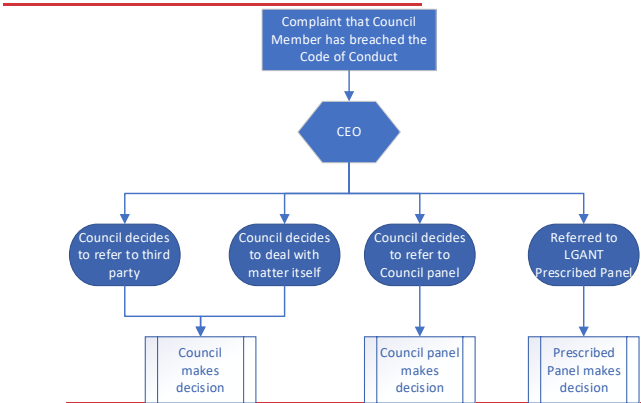
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3.10 Code of Conduct Breach Reporting

City of Darwin is accountable to the community in regard to compliance with this Policy and will data relating to Ceode of eConduct complaints will be reported in Council's annual report and will include:

- the number of complaints received and resolved, and
- the nature of the alleged breach of Code of Conduct.

3.10 Complaints flowchart



4 Definitions

Code of Conduct means the Code of Conduct set out in Schedule 1 of the *Local Government Act 2019* (NT).

Code of Conduct Panel means a panel established under section 132K of the *Act*.

Complainant means the person who lodges a Code of Conduct complaint against an Elected Member (this person can be an Elected Member, a City of Darwin staff member or a member of the public).

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Elected Member includes, in line with the Member definition of the Act, a member of an audit committee, a council or a council committee.

Gross misconduct means conduct by an Elected Member that breaches the Code of Conduct and consists of any of the following:

- (a) corruption;
- (b) a criminal offence;
- (c) repeated serious misconduct; or
- (d) behaviour demonstrating the Elected Member's unfitness for office.

Independent Assessor means a member of the pool of persons appointed under section 121 of the Act.

Principles of Proportionality as outlined in the Ministerial Guideline Code of Conduct Framework Local Government Act 2019 (NT).

Procedural Fairness as outlined in section 131 of the Act and the Ministerial Guideline Code of Conduct Framework Local Government Act 2019 (NT).

Respondent means the Elected Member who is alleged to have breached the Code of Conduct.

Secretariat as defined in section 126 the Act, is a public sector employee appointed by the Minister.

Serious Misconduct means conduct by an Elected Member that breaches the Code of Conduct if the conduct:

- (a) causes a serious and imminent risk to the reputation, viability or resources of a local government council; or
- (b) consists of bullying, intimidation, sexual harassment, assault or physical or verbal abuse; or
- (c) consists of theft or fraud; or
- (d) consists of being impaired by alcohol or illicit drugs while exercising the powers or performing the duties of the Elected Member; or
- (e) consists of refusing to carry out a reasonable direction of a council consistent with the Elected Member's duties under this Act; or
- (f) consists of non-compliance with a sanction imposed by a council, an Independent Assessor or a Code of Conduct Panel.

5 Legislative references

- Local Government Act 2019 (NT)
- Local Government (General) Regulations 2021 (NT)
- Ministerial Guideline – Code of Conduct Framework Local Government Act 2019 (NT)

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6 Procedures / related documents

- Breach of Code of Conduct Complaints – Complaints Form
- [Breach of Code of Conduct Complaints – Conflict of Interest Form](#)
- [Breach of Code of Conduct Complaints – Determination Form](#)
- [1053.100.E.R Meetings Policy](#)

7 Responsibility / application

The Lord Mayor and Chief Executive Officer, or delegated authority, are responsible for ensuring these policies are understood and adhered to by City of Darwin Elected Members. If the Lord Mayor and/or the Chief Executive Officer have a conflict of Interest, other Elected Members and City of Darwin staff may act in their stead for the purposes of fulfilling obligations under the policy.

Pursuant to the *Local Government Act 2019* (NT), the Code of Conduct applies to Elected Members and committee members who are not Elected Members.

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Breach of Code of Conduct – Elected Members

Policy No. 1051.100.E.R

1 Purpose

This policy sets out how Council will manage a complaint in relation to an Elected Member breach of the Code of Conduct.

2 Scope

This policy applies to complaints of breach of Code of Conduct by a member of an audit committee, a council committee and the Council and is to be used to guide complaints made by Elected Members, City of Darwin staff and members of the public regarding Elected Member Code of Conduct as outlined in Schedule 1 of the Local Government Act 2019 (NT) (the Act).

Complaints lodged with and managed by the Secretariat are outside the scope of Council's policy.

This policy can be applied in conjunction with processes under other legislation such as the *Independent Commissioner Against Corruption Act 2017* (NT) or the *Criminal Code Act 1983* (NT).

3 Policy statement

3.1 Policy principles

In managing complaints and breaches of the Code of Conduct, Council's guiding principles are to:

- promote behaviour among all Elected Members that meets the standards set out in the Code of Conduct, with a restorative approach that seeks to focus on constructive outcomes
- promote principles of natural justice and due process
- emphasise a preference that disputes and allegations be identified and resolved before they escalate to the stage of a formal complaint
- recognise the leadership role of the Lord Mayor and the responsibility of all Elected Members to work together collaboratively pursuant to their corporate responsibilities.

3.2 Promoting appropriate behaviour

The Lord Mayor is to promote behaviour amongst all Elected Members that meets the standards set out in the Code of Conduct.

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Any Elected Member aggrieved in relation to a potential Code of Conduct matter should raise the grievance in the first instance with the Lord Mayor to seek a resolution. If the grievance is in relation to the Lord Mayor, the grievance should be raised with the Deputy Lord Mayor.

In response to a potential Code of Conduct complaint matter, the Lord Mayor will engage in informal discussions with the affected parties, as appropriate, to seek to resolve the matter.

3.3 Confidentiality

Information regarding a complaint is confidential, including the complaint form, statements from any parties, and reports provided by the Chief Executive Officer regarding the status of a complaint.

Complaints will only be formally discussed by the Council during confidential sessions. Minutes kept by the Council are confidential information in accordance with regulation 51(1)(f) of the *Local Government (General) Regulations 2021* (NT).

3.4 Complaint requirements

The Act requires that a complaint alleging a breach of Code of Conduct must:

- be in the approved form (available on the council website); and
- accompanied by a statutory declaration made by the Complainant verifying the information provided in the form; and
- be made within six months after the last facts related to the alleged misconduct occurred.

3.5 Lodging a complaint

A Complainant may lodge a complaint with the CEO or the Secretariat.

Lodgement with the Secretariat should occur if:

- the complaint involves more than one Elected Member or the Lord Mayor or Deputy Mayor; or
- the complaint alleges serious misconduct or gross misconduct.

Any complaint lodged with the CEO that meets the requirements must be

- referred to the Council for consideration or;
- if the CEO considers the alleged misconduct would be more appropriately investigated and resolved by an Independent Assessor; referred to an Independent Assessor by notifying the Secretariat within 5 days of making the decision.

A Complainant may withdraw a complaint at any time before a determination or decision is made about whether misconduct occurred. Withdrawal must be in writing to the CEO or the Secretariat as appropriate (section 132D of the Act). Withdrawal of a complaint does not affect any separate mandatory reporting obligations to ICAC or NT Police that may arise from the conduct alleged.

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3.6 Conflict of Interest Management

For the breach of Code of Conduct process to be valid and trusted, involved parties must act fairly and be seen to be free from conflicts of interest. A conflict of interest occurs when an involved party has a personal, professional, financial or other interest that could influence, or be seen to influence, how they manage a complaint.

Any person involved in receiving, assessing, investigating, advising on or determining a Code of Conduct complaint, including the Chief Executive Officer and Elected Members, must disclose any actual, perceived or potential conflict of interest as soon as it becomes known in writing through the Conflict of Interest Declaration Form.

Once a conflict is disclosed, the person must not continue to be involved in the complaint. A written record of the conflict and how it was managed must be kept on the complaint file.

3.7 Initial consideration by Council

If the CEO has referred the complaint to the Council for initial consideration, a report detailing the complaint will be presented in the confidential or restricted confidential section of the next Council meeting. The chair of the meeting will address conflict of interest issues prior to receiving the report at the meeting.

The Council will determine:

- whether the complaint is frivolous or vexatious,
- whether misconduct occurred;
- the seriousness of the complaint,
- whether the complaint requires further investigation by the Council or a third party,
- whether the complaint should be referred to an Independent Assessor.

The Council may dismiss a complaint if it determines that:

- misconduct did not occur; or
- the misconduct to which the complaint relates occurred at a Council or committee meeting and either:
 - the misconduct was dealt with by the presiding chair; or
 - the Respondent took remedial action in accordance with Council's meeting procedures; or
- the complaint is frivolous or vexatious.

The Council must refer a complaint to an Independent Assessor if the Council determines that the alleged misconduct would be more appropriately investigated and resolved by an Independent Assessor.

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The Council may refer a complaint to an Independent Assessor if it appears to the Council to be frivolous or vexatious.

3.8 Further investigation and resolution by Council

Third party investigation

Council may conduct a further investigation or alternative resolution of the complaint with the assistance of a third party chosen by Council if:

- the complaint involves the Lord Mayor or Deputy Lord Mayor; or
- Council considers the alleged misconduct is more than trivial but is not serious misconduct or gross misconduct; or
- the complaint alleges misconduct that caused psychological harm.

A third party assisting Council must provide Council with their findings and recommendations, including as to the resolution of the complaint and any sanctions. After the investigation is completed, Council must determine whether misconduct occurred.

Evidence

The Council is not bound by the rules of evidence; and may inform themselves in any manner they consider appropriate; and may do whatever they consider necessary or expedient for the fair and expeditious investigation, determination and resolution of a complaint.

If the Council requires further information to determine whether a breach of the Code of Conduct occurred, the Council may request information from the Complainant, respondent, or any relevant witnesses. The request for information will specify:

- the information that is being sought
- that the information is to be provided as a written statement (including a statutory declaration), and
- a reasonable timeframe to receive the statement (between 3 and 14 days).

Any requests for information from City of Darwin staff will be appropriately directed and facilitated through the Chief Executive Officer. The Council will not make direct requests to a City of Darwin staff member.

Procedural Fairness and timeliness

A person exercising a power or performing a function under this policy must comply with the principles of Procedural Fairness. A Respondent must be given a reasonable opportunity to be heard before a decision or determination is made. The Complainant and the Respondent must be given written notice of a decision and the reasons for it.

Determinations, decisions and actions under this policy must be made and taken expeditiously.

Council Decision

The Council will decide the complaint after the following steps have been completed:

.....

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- the Elected Members have considered the written complaint
- the Elected Members have considered all written submissions and statements, and
- the Elected Members have read and considered the report from the third party (if applicable).

A decision that alleged misconduct occurred must be based on evidence from which it may be concluded that it is more likely that the misconduct occurred than that it did not occur.

Council decisions on breach of Code of Conduct will occur in a Restricted Confidential Council Meeting. As they are conflicted, the Complainant and the Respondent, as well as others that have declared a conflict of interest, will not be provided with copies of the Council Report, Minutes, Third Party report and other materials, excepting the original complaint.

The Council can make the following decisions:

- that the Respondent did not breach the Code of Conduct, or
- that the Respondent breached the Code of Conduct.

If the Respondent is found by the Council to have breached the Code of Conduct, the Council may decide to:

- take no action. For example, if it is evident that appropriate steps have already taken place to address the conduct or the issues have been resolved between the affected parties, or
- issue a reprimand to the Respondent. For example, a reprimand may be a formal expression of disapproval in writing in the decision notice.
- Require the Respondent to attend mediation with the Complainant;
- Prepare and implement a plan to address the behaviour of the Respondent to whom the complaint relates in consultation with the Respondent. A plan may include to do one or more of the following: attend mediation, undertake counselling, undertake training or take other specified action the Council considers appropriate. If a plan to address the behaviour is recommended, any costs incurred will be funded from the Respondent's professional development allowance if there are funds available.
- Refer the complaint to an Independent Assessor.
- Refer the complaint to the ICAC or the police in the case of corrupt or criminal conduct.

In choosing from the above options, preference will be given to the option that the Council considers most likely to result in a constructive outcome and Principles of Proportionality should be applied.

Decision notice

After the Council decides the complaint, the Chief Executive Officer must, as soon as practicable, draft a written decision notice in the approved Determination Form.

The Determination Form is to be prepared in consultation with the Elected Member who chaired the Council Meeting.

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A decision notice will set out the decision and the reasons for the decision and must be issued to the Complainant and Respondent. It will also state that within 14 days of receiving the notice, either party may request a Code of Conduct Panel to review the determination.

Reviews by Code of Conduct Panel

A Complainant or the Respondent may request a Code of Conduct Panel to review a determination or decision of Council on the grounds that it was not made in conformity with the principles of Procedural Fairness. The request must be lodged with the Secretariat within 14 days after the person received notice of the decision, must be in the approved form and signed, and must include the requester's name and contact details, the grounds for the request and a summary of the relevant facts.

On receiving a request, the Secretariat must establish a Code of Conduct Panel to deal with the review. The Code of Conduct Panel may stay the determination or decision pending its review. After reviewing the determination or decision, the Code of Conduct Panel may: affirm it; dismiss the request; set it aside and return the matter to the original decision-maker with directions for a new determination or decision; or set it aside and substitute its own decision or sanction.

Summary of decision

After the expiry of the 14-day request to review period, the Chief Executive Officer will seek advice from the Secretariat as to whether any of the parties have requested a review of determination under section 132P of the Act.

If no parties have requested a review of the determination, the Chief Executive Officer will prepare a summary of the decision as a Council Report.

The summary of the decision is to set out the following information:

- the names of the Complainant and Respondent
- the date of the decision
- a concise description of the conduct alleged to have been a breach of the Code of Conduct
- if a Code of Conduct was found to be breached – the item(s) of the Code of Conduct that the Respondent breached, or
- if a Code of Conduct was not found to be breached – that no breach of the Code of Conduct was established by the Council, and
- any actions or recommendations made by the Council.

The approved summary is to be tabled in the open section of the ordinary council meeting as part of Council's public business papers.

3.9 Complaints managed by the Secretariat

A person may lodge a complaint directly with the Secretariat, instead of the Chief Executive Officer, if:

- the complaint involves more than one Elected Member or the Lord Mayor or Deputy Lord Mayor, or
- the complaint alleges serious misconduct or gross misconduct.

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Independent Assessor

The Secretariat will assign an Independent Assessor from the pool of persons appointed by the Minister under section 121 of the Act, and provide the Independent Assessor with the complaint and relevant materials.

After investigating a complaint, the Independent Assessor must determine whether misconduct occurred. The Independent Assessor may dismiss the complaint if the Independent Assessor determines that misconduct did not occur, the complaint is frivolous, vexatious or not made in good faith, or the complaint is trivial.

If the Independent Assessor determines that misconduct occurred, the Independent Assessor may: refer the complaint to Council for resolution; take any action Council could take; impose a monetary penalty not exceeding 20 penalty units; or, in the case of serious misconduct or gross misconduct, refer the complaint to a Code of Conduct Panel.

Code of Conduct Panel

Where a Code of Conduct Panel is required, the Secretariat will assign three members from the pool of Code of Conduct Panel members appointed by the Minister under section 123 of the Act.

The Code of Conduct Panel must conduct a hearing into any complaint assigned to it and may investigate the complaint before doing so. After investigating and conducting a hearing, the Code of Conduct Panel must determine whether misconduct occurred and may dismiss the complaint if it determines that misconduct did not occur, the complaint is frivolous, vexatious or not made in good faith, or the complaint is trivial.

If the Code of Conduct Panel determines that misconduct occurred, the Code of Conduct Panel may take one or more of the following actions, as it considers appropriate:

- where the complaint does not involve serious misconduct or gross misconduct and is better resolved by the Independent Assessor – refer the complaint back to the Independent Assessor
- take no further action
- take any action Council could take
- impose a monetary penalty not exceeding 50 penalty units
- for the Deputy Lord Mayor – dismiss the Respondent from that position and disqualify them from holding it for up to 12 months
- suspend the Respondent for up to 12 months
- order that the Respondent’s allowance be withheld until compliance with a sanction, or
- in the case of gross misconduct – recommend that the Minister suspend or dismiss the Respondent.

3.10 Code of Conduct Breach Reporting

City of Darwin is accountable to the community in regard to compliance with this Policy and data relating to Code of Conduct complaints will be reported in Council’s annual report and will include:

- the number of complaints received and resolved, and
- the nature of the alleged breach of Code of Conduct.

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4 Definitions

Code of Conduct means the Code of Conduct set out in Schedule 1 of the *Local Government Act 2019* (NT).

Code of Conduct Panel means a panel established under section 132K of the Act.

Complainant means the person who lodges a Code of Conduct complaint against an Elected Member (this person can be an Elected Member, a City of Darwin staff member or a member of the public).

Elected Member includes, in line with the Member definition of the Act, a member of an audit committee, a council or a council committee.

Gross misconduct means conduct by an Elected Member that breaches the Code of Conduct and consists of any of the following:

- (a) corruption;
- (b) a criminal offence;
- (c) repeated serious misconduct; or
- (d) behaviour demonstrating the Elected Member’s unfitness for office.

Independent Assessor means a member of the pool of persons appointed under section 121 of the Act.

Principles of Proportionality as outlined in the Ministerial Guideline Code of Conduct Framework *Local Government Act 2019* (NT).

Procedural Fairness as outlined in section 131 of the Act and the Ministerial Guideline Code of Conduct Framework *Local Government Act 2019* (NT).

Respondent means the Elected Member who is alleged to have breached the Code of Conduct.

Secretariat as defined in section 126 the Act, is a public sector employee appointed by the Minister.

Serious Misconduct means conduct by an Elected Member that breaches the Code of Conduct if the conduct:

- (a) causes a serious and imminent risk to the reputation, viability or resources of a local government council; or
- (b) consists of bullying, intimidation, sexual harassment, assault or physical or verbal abuse; or
- (c) consists of theft or fraud; or
- (d) consists of being impaired by alcohol or illicit drugs while exercising the powers or performing the duties of the Elected Member; or
- (e) consists of refusing to carry out a reasonable direction of a council consistent with the Elected Member’s duties under this Act; or
- (f) consists of non-compliance with a sanction imposed by a council, an Independent Assessor or a Code of Conduct Panel.

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5 Legislative references

- Local Government Act 2019 (NT)
- Local Government (General) Regulations 2021 (NT)
- Ministerial Guideline – Code of Conduct Framework Local Government Act 2019 (NT)

6 Procedures / related documents

- Breach of Code of Conduct Complaints – Complaints Form
- Breach of Code of Conduct Complaints – Conflict of Interest Form
- Breach of Code of Conduct Complaints – Determination Form
- 1053.100.E.R Meetings Policy

7 Responsibility / application

The Lord Mayor and Chief Executive Officer, or delegated authority, are responsible for ensuring these policies are understood and adhered to by City of Darwin Elected Members. If the Lord Mayor and/or the Chief Executive Officer have a conflict of Interest, other Elected Members and City of Darwin staff may act in their stead for the purposes of fulfilling obligations under the policy.

Pursuant to the *Local Government Act 2019* (NT), the Code of Conduct applies to Elected Members and committee members who are not Elected Members.

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13.4 APPOINTMENTS TO COUNCIL EXECUTIVE AND ADVISORY COMMITTEES

Author: A/Manager Office of Council and CEO

Authoriser: Chief Executive Officer

Attachments: Nil

RECOMMENDATIONS

1. THAT the report entitled Appointments to Council Executive and Advisory Committees be received and noted.
2. THAT Council appoint the following Elected Members to the **Administrative Review Committee** to 30 September 2027:
Lord Mayor (Chair)
Councillor _____;
Councillor _____;
Councillor _____;
And that all remaining Elected Members are appointed as alternate members to the committee.
3. THAT Council appoint the following Elected Members to the **Chief Executive Officer Performance Appraisal Committee** to 30 September 2027:
Lord Mayor (Chair)
Councillor _____;
Councillor _____;
Councillor _____; and
Councillor _____
4. THAT Council appoint the following Elected Members to the **Access and Inclusion Advisory Committee** to 30 September 2027:
Councillor _____; and
Councillor _____ as Alternate.
5. THAT Council appoint the following Elected Members to the **Reconciliation Advisory Committee** to 30 September 2027:
Councillor _____; and
Councillor _____ as Alternate.
6. THAT Council appoint the following Elected Members to the **Sister City Advisory Committee** to 30 September 2027:
Councillor _____; and
Councillor _____ as Alternate.
7. THAT Council appoint the following Elected Members to the **Youth Advisory Committee** to 30 September 2027:
Councillor _____; and
Councillor _____ as Alternate.
8. THAT Council note that the Lord Mayor holds the position of Ex-Officio for all Council Committees.
9. THAT Council note that the Lord Mayor is directly appointed the following external committees for the whole of the 24th Term of Council:
Council of Capital City Lord Mayors (CCCLM)
Top End Regional Organisation of Councils (TOPROC)

10. THAT Council note that Councillor Peter Pangquee and Councillor Sam Weston are Executive Board Members appointed to the Local Government Association of the Northern Territory (LGANT) and that these appointments remain current until November 2026.

PURPOSE

The purpose of this report is to appoint Council Members to Executive, Advisory and External Committees for the period ending 30 September 2027 (or as otherwise stated).

KEY ISSUES

- Council may establish committees which are executive or advisory in nature. The establishment or abolishment of committees will be referred as a separate report and decision of Council.
- Council must, by resolution, appoint people to be members of its committees. This includes people who are Council members, council officers or any other members of community who are not council members.
- Generally, for non-council member appointments, City of Darwin facilitates nominations to committees by way of public expression of interest.
- The term of appointment is guided by the parameters on which committees have been established. This is outlined in committee terms of reference.
- Council has membership on a number of committees which are considered central to Council's advocacy agenda. The Lord Mayor is, by virtue of the position, appointed as member to these committees for the whole of the 24th Term of Council.

DISCUSSION

Council appoints members to committees on an annual basis, unless otherwise specified in committee terms of reference.

That statutory committee structure for Council consists of Executive and Advisory Committees, established in accordance with the *Local Government Act 2019*.

Committee memberships will be appointed for the period ending 30 September 2027, unless otherwise specified.

Elected Members will be required to nominate for positions as outlined in the recommendation and a vote will take place using mentimeter.

At the Ordinary Council Meeting held on 30 September 2025, the Elected Member positions for the Risk Management and Audit Committee and the Information Communication and Technology Committee were appointed until the 30 September 2027.

The Local Government Association of the Northern Territory (LGANT) requests nominations for City of Darwin to represent LGANT on other committees.

From time to time, external organisations request Council representation to be appointed to their committees.

For community member appointments, the City of Darwin facilitates nominations to committees by way of public Expression of Interest.

PREVIOUS COUNCIL RESOLUTION

At the 30 September 2025 meeting Council resolved:

RESOLUTION ORD427/25

1. THAT the report entitled Appointments to Council Executive and Advisory Committees - 24th Council be received and noted.
2. THAT Council appoint the following Elected Members to the **Administrative Review Committee** to 30 September 2026:
Lord Mayor (Chair)
Councillor Jimmy Bouhoris;
Councillor Edwin Joseph;
Councillor Mick Palmer.
And that all remaining Elected Members are appointed as alternate members to the committee.
3. THAT Council appoint the following Elected Members to the **Chief Executive Officer Performance Appraisal Committee** to 30 September 2026:
Lord Mayor (Chair)
Councillor Shani Carson;
Councillor Sylvia Klonaris;
Councillor Mick Palmer and
Councillor Ed Smelt.
4. THAT Council appoint the following Elected Members to the **Access and Inclusion Advisory Committee** to 30 September 2026:
Councillor Sylvia Klonaris; and
Councillor Jimmy Bouhoris as Alternate.
5. THAT Council appoint the following Elected Members to the **Arts and Cultural**

Development Advisory Committee to 30 September 2026:

Councillor Patrik Ralph; and

Councillor Kim Farrar as Alternate.

6. THAT Council appoint the following Elected Members to the **Darwin Military and Civilian History Advisory Committee** to 30 September 2026:

Lord Mayor (Chair)

Councillor Sam Weston; and

Councillor Shani Carson as Alternate.

7. THAT Council appoint the following Elected Members to the **East Point Reserve Advisory Committee** to 30 September 2026:

Councillor Mick Palmer; and

Councillor Shani Carson as Alternate.

8. THAT Council appoint the following Elected Members to the **Information Communication Technology Steering Committee** to 30 September 2027:

Councillor Jimmy Bouhoris; and

Councillor Peter Pangquee as Alternate.

9. THAT Council appoint the following Elected Members to the **International Relations Advisory Committee** to 30 September 2026:

Lord Mayor (Chair)

Councillor Jimmy Bouhoris; and

Councillor Sam Weston as Alternate.

10. THAT Council appoint the following Elected Members to the **Reconciliation Advisory Committee** to 30 September 2026:

Councillor Peter Pangquee; and

Councillor Patrik Ralph as Alternate.

11. THAT Council appoint the following Elected Members to the **Sister City Advisory Committee** to 30 September 2026:

Councillor Sylvia Klonaris; and

Councillor Edwin Joseph as Alternate.

12. THAT Council appoint the following Elected Members to the **Tree Advisory Committee** to 30 September 2026:

Lord Mayor (Chair)

Councillor Julie Fraser and

Councillor Kim Farrar as Alternate.

13. THAT Council appoint the following Elected Members to the **Youth Advisory Committee** to 30 September 2026:

Councillor Patrik Ralph; and

Councillor Jimmy Bouhoris as Alternate.

14. THAT Council appoint the following Elected Member to the **Risk Management and Audit Committee** to 30 September 2027:

Councillor Jimmy Bouhoris; and

Councillor Mick Palmer and Councillor Ed Smelt. 15. THAT Council note that the Lord Mayor holds the position of Ex-Officio for all Council Committees. 16. THAT Council note that the Lord Mayor is directly appointed the following external committees for the whole of the 24th Term of Council: Council of Capital City Lord Mayors (CCCLM) Top End Regional Organisation of Councils (TOPROC) 17. THAT Council note that Councillor Peter Pangquee is an Executive Board Member appointed to the Local Government Association of the Northern Territory (LGANT) and that his appointment remains current until November 2026. CARRIED 12/0 At the 31 March 2026 meeting Council resolved: RESOLUTION ORD125/26 1. THAT the report entitled Appointments to the Chief Executive Officer Performance Appraisal Committee and Risk Management and Audit Committee be received and noted. 2. THAT Council appoint Councillor Peter Pangquee to the Chief Executive Officer Performance Appraisal Committee to 30 September 2026. 3. THAT Council appoint Councillor Nicole Brown to the Risk Management and Audit Committee to 30 September 2027. CARRIED 12/0	
STRATEGIC PLAN ALIGNMENT	6 Governance Framework 6.2 Roles and Relationships
BUDGET / FINANCIAL / RESOURCE IMPLICATIONS	Budget/Funding: Is Funding identified: Yes Council's budget provides for member participation on external committees by way of additional (extra) meeting allowances.
LEGISLATION / POLICY CONTROLS OR IMPACTS	Legislation: <i>Local Government Act 2019</i> Policy: Meetings Policy Elected Member Expenses, Facilities and Support
CONSULTATION, ENGAGEMENT & COMMUNICATION	Nil
DECLARATION OF INTEREST	The report author does not have a conflict of interest in relation to this matter. The report authoriser have a conflict of interest in relation to this matter. 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).

14 RECEIVE & NOTE REPORTS

14.1 INTERIM MONTHLY FINANCIAL REPORT - JULY 2026

Author: Manager Accounting Services
Executive Manager Finance

Authoriser: General Manager Corporate

Attachments: 1. Monthly Financial Reports - July 2026 [↓](#)

RECOMMENDATIONS

THAT the report entitled Interim Monthly Financial Report – July 2026 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 31 July 2026.

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 Interim 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.
- Lord Mayor and CEO council credit card transactions.
- Investments, which provides details of treasury activities, investments as at month end.
- Procurement Reporting, which is a summary of contract variations, delegated procurement decisions 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**July 2026 – Year to Date Results**

The year-to-date operating result until 31 July 2026 is a surplus of **\$0.7M compared to a Budgeted surplus of \$3.2M** as highlighted in the table below.

	YTD Actual \$'000	YTD Budget \$'000	Variance \$'000
Operating Surplus/ (Deficit)	726	3,159	2,433 Unfavourable

Commentary

The audit of the 2025/26 Annual Financial Statements is currently in progress and the Annual Financial Statements are therefore not yet considered final. Any audit adjustments will be considered and processed as required. Accordingly, this report is presented in an abridged format.

Income

Total Operating Income is tracking below budget by \$3.2M.

Operating grant income accounts for the majority of the \$4.6M unfavourable variance for July, primarily due to the early receipt of the 2026/27 Financial Assistance General Purpose and Local Road grants in June 2026. The budget will be adjusted through the Carry Forward budget process to reflect this timing difference.

The favourable variance of \$0.8M in User Fees and Charges is primarily attributable to higher revenue from the Shoal Bay Waste Management Facility, driven by increased commercial weighbridge activity and greater volumes of disposal materials received.

Rates and Waste Charges have annual budgets of \$84.9M and \$10.8M respectively for 2026/27. The full-year rates and charges were levied in July and are tracking in line with budget expectations. The first rates instalment is due on 30 September 2026.

Expenditure

Total Expenses are below budget by \$0.8M.

Material, contracts & services has an annual budget of \$69M, and this incorporates various expenditure types. A favourable variance of \$0.5M was recorded at the end of July, primarily reflecting timing differences across various areas in the first month of the financial year. At this early stage, the variance is considered timing-related, with expenditure expected to align more closely with budget as the year progresses.

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 the operating statement commentary. Capital expenditure and Transfers from Reserves relates to timing of capital projects. Major projects which span financial years will be realigned at a budget review to reflect the current years expenditure forecast.

Cash and Investments Note A

City of Darwin has achieved 4.75% on weighted average interest rate on its end of month cash and investment portfolio of \$80M (excluding loan offset \$36.9M). This result represents a continued outperformance against the Bloomberg AusBond 90 Day Bank Bill Index benchmark of 4.51%.

Compliance remained strong during the month, with no investment policy breaches recorded. All investments were maintained within approved credit, term, and counterparty limits.

Accounts Receivable (Trade Debtors) Note B

This section provides the aged debtors outstanding for general debtors and infringements.

Accounts Payable (Trade Creditors) Note C

Trade creditors and other payables total \$14.6M at the end of July. City of Darwin recognises the liability of invoices once goods are receipted as received. The majority of the balance relates to deferred grant income of \$11M, representing grant funding received but not yet recognised as income.

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 July 2026.

Delegated Procurement Decisions (\$5 million to \$10 million)

There were no reportable procurement decisions under delegated authority resulting in a financial liability between \$5 million and \$10 million for July 2026.

Exempt Procurement

Vendor	Supply	Cost (excl GST)	Applicable Exemption
Darwin Entertainment Centre	Tripartite Five Year Grant Funding Agreement (1 July 2024 to 30 June 2029)	\$340,000.03	Reg 38(1)(h) only one supplier
Department of Logistics and Infrastructure (DLI)	Reactive and Preventive Maintenance of Traffic Signals including coms cost of traffic signals	\$197,501.00	Reg 39(1)(a) Purchase from the Northern Territory, the Commonwealth, a State of another Territory
Top End Group Training Pty Ltd (GTNT)	Corporate Trainee hosting (6 July 2026 – 6 May 2028) 22 months (out of the total of 24 months)	\$147,665.47	Reg 38(1)(h) only one supplier
NT Recycling Solutions	Recyclables Processing	\$176,982.02	Reg 38(1)(h) only one supplier

<u>Certification by the CEO to the Council</u> 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. <i>D. Saunders</i> CEO Signed 19 August 2026	
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	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: (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. Regulation 17(5) Part 2 Division 7 the Local Government (General) Regulations 2021 require that the monthly report must be accompanied by: (a) a certification, in writing, by the CEO to the council that, to the best of the CEO's knowledge, information and belief: (i) the internal controls implemented by the council are appropriate; and (ii) the council's financial report best reflects the financial affairs of the council; or (b) if the CEO cannot provide the certification – written reasons for not providing the certification. The report is compliant with the requirements of the <i>Local Government Act 2019</i> and <i>Local Government (General) Regulations 2021</i>.
CONSULTATION, ENGAGEMENT & COMMUNICATION	N/A
DECLARATION OF INTEREST	The report author does not have a conflict of interest in relation to this matter.

	The report authoriser does not have a conflict of interest in relation to this matter. 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).
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Interim Income Statement For the Period Ended 31 July 2026	2026/27			
	YTD			FY
	Actual	Budget	Variance	Original Budget
	\$'000	\$'000	\$'000	\$'000
<u>Operating Income</u>				
Rates	7,089	7,076	13	84,908
Charges	902	901	1	10,814
Statutory Charges	448	247	201	3,330
User Fees and Charges	3,562	2,738	824	32,927
Operating Grants and Subsidies	2	4,609	(4,607)	6,901
Interest / Investment Income	462	339	123	4,070
Commercial & Other Income	526	274	252	2,437
Total Income	12,991	16,184	(3,193)	145,387
<u>Operating Expenses</u>				
Employee Expenses	3,613	3,775	162	45,325
Materials, Contracts & Services	5,271	5,777	506	68,886
Elected Member Allowances	63	70	7	839
Elected Member Expenses	-	2	2	21
Council Committee Allowances	-	5	5	20
Depreciation, Amortisation & Impairment	3,257	3,153	(104)	37,834
Interest Expenses	61	243	182	4,846
Total Expenses	12,265	13,025	760	157,771
Budgeted Operating Surplus/ (Deficit)	726	3,159	(2,433)	(12,384)
Capital Grants Income	-	-	-	4,524
Net Surplus/(Deficit)	726	3,159	(2,433)	(7,860)

Interim Statement of Fund Flows Monthly Statement of Operating Position For the Period Ended 31 July 2026	2026/27			
	YTD			FY Original Budget \$'000
	Actual	Budget	Variance	
	\$'000	\$'000	\$'000	
Net Operating Result from Income Statement	726	3,159	(2,433)	(12,384)
<u>Add Non Cash Items</u>				
Add Back Depreciation (Non-Cash)	3,257	3,153	104	37,834
Add Back Other Non-Cash Items	0	0	0	1,868
Total Non Cash Items	3,257	3,153	104	39,702
<u>Less Additional Outflows</u>				
Repayment of borrowings & advances	(1,135)	(613)	(522)	(7,351)
Capital Expenditure	(2,819)	(851)	(1,968)	(23,559)
Total Additional Outflows	(3,954)	(1,464)	(2,490)	(30,910)
<u>Add Additional Inflows</u>				
Capital Grants Income	0	0	0	4,524
Sale of Infrastructure, Property, Plant & Equipment	23	42	(19)	500
Transfers from/(to) Reserves	(2,159)	(4,890)	2,731	(1,432)
Total Additional Inflows	(2,136)	(4,848)	2,712	3,592
Net Increase (-Decrease) in Funds	(2,107)	0	(2,107)	0

Interim Statement of Financial Position as at 31 July 2026	2026/27		
	Actual \$'000	Note	FY Annual Budget \$'000
Current Assets			
Cash at Bank & Investments	77,840	A	15,167
Cash at Bank & Investments - externally restricted	24,010	A	26,508
Cash at Bank & Investments - internally restricted	14,930	A	11,706
Trade & Other Receivables	9,731	B	15,629
Rates & Charges Receivables	101,031		-
Inventories	307		272
Total Current Assets	227,849		69,282
Non-Current Assets			
Infrastructure, Property, Plant and Equipment	1,404,691		1,377,141
Other Financial Assets	1,353		2,500
Total Non Current Assets	1,406,044		1,379,641
Total Assets	1,633,893		1,448,923
Current Liabilities			
Trade Payables & Other Payables	15,470	C	22,032
Accruals	5,150		-
ATO & Payroll Liabilities	827	C	-
Rates Revenue struck (in advance)	88,338		-
Borrowings	7,992		7,649
Provisions	6,721		7,886
Lease Liabilities	663		118
Total Current Liabilities	123,507		37,685
Non-Current Liabilities			
Trade & Other Payables	7		-
Borrowings	66,473		60,713
Provisions	46,465		50,319
Lease Liabilities	797		-
Total Non-Current Liabilities	113,742		111,032
Total Liabilities	237,249		148,717
NET ASSETS	1,396,644		1,300,206
Equity			
Accumulated Surplus	358,570		262,858
Asset Revaluation Reserve	999,133		999,134
Other Reserves	38,941		38,214
TOTAL EQUITY	1,396,644		1,300,206

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

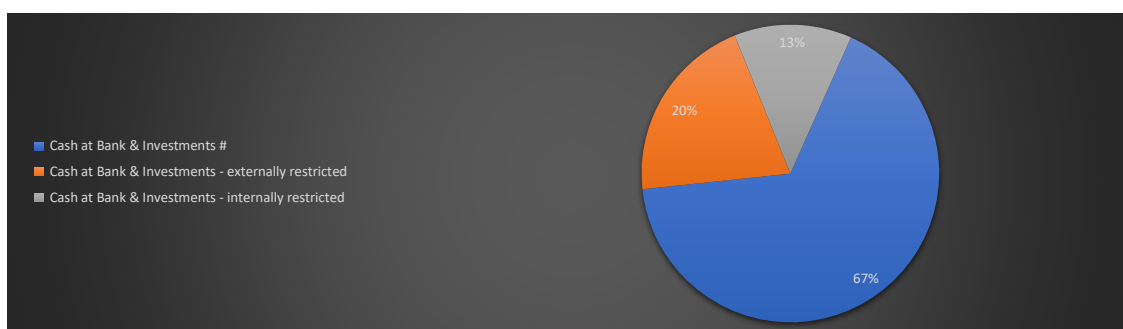
* Closing reserve and Carry Fwrd balances are yet to be adopted by Council. Accordingly, the balances presented are subject to change.

Interim Monthly Balance Sheet Report (Notes to the Statement of Financial Position) as at 31 July 2026

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 4.75% on weighted average interest rate (excluding Cash on Call) on its July 2026 cash and investment portfolio of \$80M (excluding \$36.9M 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. The reduction in the investment portfolio is primarily attributable to funds being utilised for the delivery of major capital projects and is consistent with the expected local government cash flow profile at this stage of the financial year.

Cash at Bank & Investments	\$'000
Cash at Bank & Investments #	77,840
Cash at Bank & Investments - externally restricted	24,010
Cash at Bank & Investments - internally restricted	14,930
Total Cash at Bank & Investments	116,780



Cash at Bank & Investments includes Cash on Call of \$36.9M

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 *
Other Trade Receivables and Other Receivables	\$7,470,637	\$1,975,753	\$162,498	\$122,347	\$9,731,235
Total Trade and Other Receivables	\$7,470,637	\$1,975,753	\$162,498	\$122,347	\$9,731,235

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	(\$4,317,230)	(\$180,029)	(\$433)	(\$6,596)	(\$4,504,288)
ATO & Payroll Liabilities	\$827,455				\$827,455
Other Trade Payables & Other Payables	(\$10,966,043)	\$0	\$0	\$0	(\$10,966,043)
Total Trade and Other Payables	(\$14,455,819)	(\$180,029)	(\$433)	(\$6,596)	(\$14,642,877)

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 July 2026.

*Please note that these reports are unaudited management financial reports. Information contained in the reports were 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.

*Closing reserve and Carry Forward balances are yet to be adopted by Council. Accordingly, the balances presented are subject to change.

**Table 4. Member and CEO Council Credit Card Transactions for the Month
For the Month Ended 31 JULY 2026**

Cardholder Name: CEO

Transaction Date	Amount \$	Supplier's Name	Reason for the Transaction
13-Jul-26	20.00	Paystay South Wharf AUS	Parking
29-Jun-26	19.26	UBER *TRIP HELP.UBER.C Sydney AUS	Travel
29-Jun-26	25.02	UBER *TRIP HELP.UBER.C Sydney AUS	Travel
29-Jun-26	12.23	Crowne Plaza Hotel Can Canberra ACT	Travel
26-Jun-26	26.21	UBER *TRIP HELP.UBER.C Sydney AUS	Travel
26-Jun-26	24.17	UBER *TRIP HELP.UBER.C Sydney AUS	Travel
Total	126.89		

Cardholder Name: Lord Mayor

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

**INVESTMENTS REPORT TO COUNCIL
AS AT
31 July 2026**

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 July 2026

Term to Maturity Category	% of Total Portfolio	Term to Maturity (Policy Max.)	Term to Maturity (Policy Min.)
Less than 1 Year			
Term Deposits	62%		
Business Online Saver Accounts	2%		
Floating Rate Notes	0%		
General Surplus on Variable Loans	33%		
Bonds	0%		
Less than 1 Year Total	96%	100%	30%
Greater than 1 Year less than 3 Years			
Term Deposits	0%		
Business Online Saver Accounts	0%		
Floating Rate Notes	2%		
Bonds	0%		
Greater than 1 Year less than 3 Years Total	2%	70%	0%
Greater than 3 Years			
Term Deposits	0%		
Business Online Saver Accounts	0%		
Floating Rate Notes	2%		
Bonds	0%		
Greater than 3 Years Total	2%	30%	0%
Greater than 5 Years			
Term Deposits	0%		
Business Online Saver Accounts	0%		
Floating Rate Notes	0%		
Greater than 5 Years	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 July 2026

Credit Rating	ADI	Counterparty	% of Total Portfolio	Individual Counterparty Limits of Total Investments
Maximum Individual Limit				
AA-	Commonwealth Bank of Australia Ltd	Commonwealth Bank of Australia Ltd	12%	50%
	National Australia Bank Ltd	National Australia Bank Ltd	17%	50%
	Westpac Banking Corporation Ltd	Westpac Banking Corporation Ltd	39%	50%
	ANZ Banking Group Ltd	ANZ Banking Group Ltd	16%	50%
A-	Bank of Queensland Ltd	Bank of Queensland Ltd	3%	30%
BBB+	Bendigo & Adelaide Bank Ltd	Bendigo & Adelaide Bank Ltd	2%	10%
	Great Southern Bank	Great Southern Bank	6%	10%
BBB	Maitland Mutual Bank Ltd	Maitland Mutual Bank Ltd	2%	10%
	Heritage and People's Choice Limited	Heritage and People's Choice Limited	1%	10%
	Defence Bank Ltd	Defence Bank Ltd	2%	10%
Grand Total			100%	
Credit Rating - Maximum Portfolio Limit			% of Total	Policy Limit
AAA to AA-			85%	100%
A+ to A-			5%	60%
BBB+ to BBB			10%	30%
BBB-			0%	0%
Total			100%	

**INVESTMENT AND CASH AT CALL/OFFSET REPORT TO COUNCIL
AS AT
31 July 2026**

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 September 2026	5.37%	AA-	A1+	FRN	31 March 2028	\$500,000	0.45%
			10 November 2026	4.58%	AA-	A1+	TD		\$2,000,000	1.81%
			1 December 2026	4.45%	AA-	A1+	TD		\$3,031,142	2.74%
			27 October 2026	4.78%	AA-	A1+	TD		\$3,031,808	2.74%
			2 February 2027	4.82%	AA-	A1+	TD		\$3,000,000	2.72%
			9 February 2027	4.91%	AA-	A1+	TD		\$3,000,000	2.72%
			9 March 2027	5.37%	AA-	A1+	TD		\$3,000,000	2.72%
		ANZ Banking Group Ltd Total							\$17,562,951	15.90%
		Commonwealth Bank of Australia Ltd	17 November 2026	5.25%	AA-	A1+	TD		\$2,000,000	1.81%
			31 July 2026	4.25%	AA-	A1+	BOS		\$1,967,535	1.78%
		Commonwealth Bank of Australia Ltd Total							\$3,967,535	3.59%
		National Australia Bank Ltd	15 September 2026	4.20%	AA-	A1+	TD		\$2,167,935	1.96%
			29 September 2026	4.24%	AA-	A1+	TD		\$2,000,000	1.81%
			16 February 2027	5.34%	AA-	A1+	TD		\$2,000,000	1.81%
			8 December 2026	5.25%	AA-	A1+	TD		\$3,062,827	2.77%
		National Australia Bank Ltd Total							\$9,230,763	8.36%
		Westpac Banking Corporation Ltd	29 September 2026	4.09%	AA-	A1+	TD		\$2,299,709	2.08%
			29 September 2026	4.37%	AA-	A1+	TD		\$3,000,000	2.72%
			20 October 2026	4.10%	AA-	A1+	TD		\$3,312,290	3.00%
			10 November 2026	4.33%	AA-	A1+	TD		\$3,322,667	3.01%
			13 October 2026	4.53%	AA-	A1+	TD		\$3,195,848	2.89%
			6 October 2026	4.45%	AA-	A1+	TD		\$5,000,000	4.53%
			1 December 2026	4.44%	AA-	A1+	TD		\$2,099,819	1.90%
			23 February 2027	5.35%	AA-	A1+	TD		\$2,000,000	1.81%
			4 May 2027	5.49%	AA-	A1+	TD		\$2,177,474	1.97%
		Westpac Banking Corporation Ltd Total							\$26,407,808	23.91%
	MAJOR BANK Total								\$57,169,056	51.76%
	OTHER	Bank of Queensland Ltd	25 August 2026	4.78%	A-	A2	TD		\$3,000,000	2.72%
		Bank of Queensland Ltd Total							\$3,000,000	2.72%
		Bendigo & Adelaide Bank Ltd	27 August 2026	4.82%	A-	A-	FRN	28 November 2029	\$2,000,000	1.81%
		Bendigo & Adelaide Bank Ltd Total							\$2,000,000	1.81%
		Great Southern Bank	11 August 2026	4.60%	BBB+				\$2,000,000	1.81%
			3 November 2026	5.23%	BBB+				\$4,407,836	3.99%
		Great Southern Bank Total							\$6,407,836	5.80%
		Maitland Mutual Bank Ltd	9 August 2026	5.54%	BBB	A2	FRN	10 May 2027	\$2,000,000	1.81%
		Maitland Mutual Bank Ltd Total							\$2,000,000	1.81%
		Heritage and People's Choice Limited	19 January 2027	5.25%	BBB+				\$1,000,000	0.91%
		Heritage and People's Choice Limited Total							\$1,000,000	0.91%
		Defence Bank Ltd	12 January 2027	4.70%	BBB	A2	TD		\$2,000,000	1.81%
		Defence Bank Ltd Total							\$2,000,000	1.81%
	OTHER Total								\$16,407,836	14.88%
INVESTMENT Total									\$73,576,892	66.62%
VARIABLE LOAN SURPLUS	MAJOR BANK	Commonwealth Bank of Australia Ltd	31 July 2026	0.00%	AA-	A1+	General Surplus -i		\$10,000,000	9.05%
		Commonwealth Bank of Australia Ltd Total							\$10,000,000	9.05%
		National Australia Bank Ltd	31 July 2026	0.00%	AA-	A1+	General Surplus -i		\$9,633,900	8.72%
		National Australia Bank Ltd Total							\$9,633,900	8.72%
		Westpac Banking Corporation Ltd	31 July 2026	0.00%	AA-	A1+	General Surplus -i		\$17,238,421	15.61%
		Westpac Banking Corporation Ltd Total							\$17,238,421	15.61%
	MAJOR BANK Total								\$36,872,321	33.38%
VARIABLE LOAN SURPLUS Total									\$36,872,321	33.38%
Grand Total									\$110,449,213	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	\$6,001,396
NAB General Bank Funds	\$47,104
WBC General Bank Funds	\$342,967
Total Funds	\$116,840,679
Less Variable Loans Offset (Cash on Call)	-\$36,872,321
Total Investment & Cash (less offset)	\$79,968,358
Total Budgeted Investment Earnings	\$3,260,330
Year to Date Investment Earnings	\$359,207
Weighted Ave Rate	3.16%
Weighted Ave Rate (excluding Cash on Call)	4.75%
BBSW 90 Day Rate	4.51%
Bloomberg AusBond (Bank Bill Index)	

Trust Bank Account	\$15,390
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Table 2.1 Capital Expenditure and Funding
By class of infrastructure, property, plant and equipment

Capital Expenditure For The Period Ended 31 July 2026	2026/27			
	YTD Actuals	YTD Budget	YTD Variance	FY Annual Budget
	\$	\$	\$	\$
TOTAL CAPITAL EXPENDITURE BY ASSET CLASS:				
Land and Improvements	0	0	0	0
Buildings and Structures (includes parking building)	2,427,168	49,583	(2,377,585)	595,000
Environmental	0	58,250	58,250	699,000
Stormwater Drainage	0	0	0	4,496,000
Roads & Pathways	166,756	47,667	(119,089)	9,419,769
Street & Public Lighting	0	35,833	35,833	430,000
Waste Management Infrastructure	206,840	284,582	77,742	3,415,000
Plant & Equipment	0	205,416	205,416	2,465,000
Parks, Playgrounds and Reserves	157	158,875	158,718	1,906,500
Public Art	18,500	11,042	(7,458)	132,500
TOTAL CAPITAL EXPENDITURE	2,819,421	851,248	(1,968,173)	23,558,769
TOTAL CAPITAL EXPENDITURE FUNDED BY*:				
Operating Income	174,066	203,458	29,392	11,335,752
Capital Grants	7,265	45,750	38,485	4,524,017
Transfer from Reserves	2,638,090	602,040	(2,036,050)	7,187,000
Borrowings	0	0	0	0
Sale of Assets (including trade-ins)	0	0	0	512,000
TOTAL CAPITAL EXPENDITURE FUNDING	2,819,421	851,248	(1,968,173)	23,558,769

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

* Please note that these reports are unaudited management financial reports. Information contained in the reports were 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.

**Report on Planned Major Capital Works
For The Period Ended 31 July 2026**

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	Civic Centre and Plaza Precinct Development	11,451,494	2,427,168	13,878,662	47,600,000	33,721,338	30/06/2028
Buildings	Civic Centre Public Carpark/CBD Parking	30,000,000	0	30,000,000	30,000,000	-	30/06/2028
Buildings	Project Contingency	0	170,977	170,977	2,000,000	1,829,023	30/06/2028
Waste Management Infrastructure	Shoal Bay Waste Management Site - Stage 7 Construction	734,724	206,840	941,564	9,380,000	8,438,436	30/06/2027
Transport	R2R - Lee Point Road Upgrade	179,367	7,265	186,632	6,400,000	6,213,368	30/06/2027
TOTAL		42,365,584	2,812,250	45,177,834	95,380,000	50,202,166	

* Please note that these reports are unaudited management financial reports. Information contained in the reports were 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.

14.2 COMMUNITY SATISFACTION SURVEY

Author: General Manager Corporate

Authoriser: Chief Executive Officer

Attachments: Nil

RECOMMENDATIONS

THAT the report entitled Community Satisfaction Survey be received and noted.

PURPOSE

To respond to Council's request for information regarding the implementation of an annual Community Satisfaction Survey.

KEY ISSUES

- Current community engagement activities are underway.
- Timing should be considered alongside CRM and Strategic Plan development.
- Multiple survey delivery models are available.
- Ongoing costs vary depending on the selected delivery model.
- An annual community satisfaction survey is currently unfunded, and a new initiative would be required to be submitted as part of the budget development cycle for further Council consideration.

DISCUSSION**Background**

City of Darwin recognises the importance of engaging with the community and seeking feedback. Key examples of this in the recent past include:

- 2026 Baseline Customer Experience Survey 2026 (ICT Roadmap & CRM)
- 2024 Place and Liveability Plan Consultation & Engagement
- 2019 PlaceScore Survey
- 2017/2018 Community Satisfaction Survey.

At the October 2025 Ordinary Council Meeting Council requested a report outlining the implementation of an annual Community Satisfaction Survey, including the process, structure, indicative costs and interactions with Council's strategies and CRM implementation. This information is provided below.

Process

A typical survey implementation process would include:

- scope and objective confirmation, including such decisions as traditional standalone annual survey or an ongoing community platform with integrated benchmarking, dashboards and analytics.
- development of survey methodology and questionnaire.
- procurement of independent research provider in accordance with City of Darwin's procurement and privacy requirements.
- survey fieldwork with a targeted representative sample of the community.
- analysis and benchmarking of results, with key insights and opportunities identified.
- repeating the survey annually using a consistent core questionnaire to enable trend analysis over time.

Structure

Community satisfaction surveys generally include:

- Community priorities
- Usage and importance of Council services
- Satisfaction across key service areas
- Emerging issues and open-ended feedback
- Benchmarking against comparable councils
- Overall satisfaction with Council

Timing Considerations and Interactions with Strategic Planning

As part of the ICT Roadmap implementation, a baseline Customer Experience Survey is currently being undertaken to establish an initial measure of customer experience. A follow-up survey is anticipated following the implementation and embedding of the Customer Relationship Management (CRM) system.

In addition, Council is commencing development of its next long-term strategic plan which will include community consultation and engagement to understand community priorities, aspirations and expectations regarding future service levels.

Given these significant initiatives consideration may be given to implementing an annual Community Satisfaction Survey following completion of the CRM implementation and adoption of the new strategic plan. This would provide an opportunity to establish an ongoing baseline aligned with City of Darwin's future strategic direction and enable consistent measurement of community perceptions over time.

Cost Estimates

Based on benchmarking of comparable Australian local governments and market scan, indicative costs are provided below. Actual costs would be determined through procurement and would vary depending on methodology, sample size reporting requirements and whether any ongoing software or benchmarking platforms were included.

Delivery Model	Typical Inclusions	Indicative Annual Cost
Traditional Annual Community Satisfaction Survey	Survey design, fieldwork, analysis, reporting and presentation of results.	\$45k - \$70k
Enhanced Annual Survey	Traditional survey plus expanded benchmarking, detailed reporting and analysis.	\$70 - \$120k
Ongoing Community Platform	Annual survey software subscription, dashboards, benchmarking, analytics, ongoing access to platform.	\$75k - \$150k+

A community satisfaction survey is currently unfunded. A new initiative would be required to be submitted for Council consideration through the 2027/28 budget development cycle.

PREVIOUS COUNCIL RESOLUTION

At the 28 October 2025 meeting Council resolved:

RESOLUTION ORD477/25

1. THAT Council note the issues raised by our community during the 2025 Local Government Elections for greater transparency and engagement by City of Darwin and Elected Members.
2. THAT Council requests a report for the implementation of an Annual Community Satisfaction Survey outlining the process, structure, costs and potential interactions with our current strategies and the new City of Darwin Customer Relationship Management system, with a final report by August 2026.
3. THAT Council requests officers review the City of Darwin meeting agenda papers including the Order of Business, template headings of individual reports and the overall format to support transparent, efficient and informed decision making, with an Elected Member workshop and final report by April 2026.
4. THAT Council requests officers to establish, maintain and regularly circulate a register tracking actions from Council Forum and Briefing meetings by December 2025.
5. THAT Council requests officers to publish answers to questions taken on notice during Open Council meetings with the online agenda and minutes when completed.

CARRIED 12/0

STRATEGIC PLAN ALIGNMENT

6 Governance Framework
6.3 Decision Making and Management

BUDGET / FINANCIAL / RESOURCE IMPLICATIONS	Budget/Funding: Nil
LEGISLATION / POLICY CONTROLS OR IMPACTS	Legislation: Policy: Nil.
CONSULTATION, ENGAGEMENT & COMMUNICATION	Engagement Level: Inform Tactics: Nil.
DECLARATION OF INTEREST	The report author does not have a conflict of interest in relation to this matter. The report authoriser does not have a conflict of interest in relation to this matter. 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).

14.3 ADVISORY AND EXECUTIVE COMMITTEE OPEN MEETING MINUTES

Author: A/Manager Office of Council and CEO

Authoriser: Chief Executive Officer

Attachments:

1. Unconfirmed Open Minutes Risk Management and Audit Committee 31 July 2026 [↓](#)
2. Unconfirmed Open Minutes Information Communication Technology Steering Committee 31 July 2026 [↓](#)

RECOMMENDATIONS

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

PURPOSE

The purpose of this report is to present the open minutes of the Advisory Committee meetings held in July 2026 to Council.

KEY ISSUES

- The unconfirmed open minutes of the Risk Management and Audit Committee of 31 July 2026 are included at **Attachment 1**.
- The unconfirmed open minutes of the Information and Communication Technology Steering Committee of 31 July 2026 are included at **Attachment 2**.

DISCUSSION

This report provides the minutes for the following committees:

- Risk Management and Audit Committee
- Information and Communication Technology Steering Committee

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

PREVIOUS COUNCIL RESOLUTION

At the 28 July 2026 meeting Council resolved:

RESOLUTION ORD286/26

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

CARRIED 12/0

STRATEGIC PLAN ALIGNMENT	6 Governance Framework 6.1 Vision and Culture
BUDGET / FINANCIAL / RESOURCE IMPLICATIONS	Nil
LEGISLATION / POLICY CONTROLS OR IMPACTS	Legislation: <i>Local Government Act 2019</i> Policy: Meetings Policy Advisory and Other Committees Policy
CONSULTATION, ENGAGEMENT & COMMUNICATION	Nil
DECLARATION OF INTEREST	The report author does not have a conflict of interest in relation to this matter. The report authoriser does not have a conflict of interest in relation to this matter. 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).



Minutes

Risk Management and Audit Committee Meeting

Friday, 31 July 2026

Unconfirmed



**CITY FOR PEOPLE.
CITY OF COLOUR.**

darwin.nt.gov.au

**MINUTES OF CITY OF DARWIN
RISK MANAGEMENT AND AUDIT COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBERS DARRANDIRRA, LEVEL 1, CIVIC CENTRE, HARRY
CHAN AVENUE, DARWIN
ON FRIDAY, 31 JULY 2026 AT 9:00 AM**

PRESENT:

Chairperson Roland Chin
Deputy Lord Mayor Jimmy Bouhoris
Councillor Mick Palmer
Community Member Sanja Hill
Community Member Tanya Jacobs
Community Member Shara Reid

OFFICERS:

Chief Executive Officer, Simone Saunders
General Manager Corporate, Natalie Williamson
Executive Manager Corporate and Customer Service, Silke Maynard
Executive Manager Environment and Waste Services, Nick Fewster
Acting Executive Manager Finance, Iain MacPherson
ICT PMO Director, Peter Ferguson

APOLOGY:

Councillor Nicole Brown

GUESTS:

Nil

Order of Business

1	Acknowledgement of Country	4
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3	Apologies and Leave of Absence	4
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12	Date, Time and Place of Next Committee Meeting	9
13	Closure of Meeting to the Public	9
14	Adjournment of Meeting	11

1 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.

2 MEETING DECLARED OPEN

RECOMMENDATIONS

The Chair declared the meeting open at 9:05 am.

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 APOLOGIES

RECOMMENDATIONS

THAT an apology from Councillor Nicole Brown be received.

3.2 LEAVE OF ABSENCE GRANTED

Nil

3.3 LEAVE OF ABSENCE REQUESTED

Nil

4 ELECTRONIC MEETING ATTENDANCE

4.1 ELECTRONIC ATTENDANCE GRANTED

RECOMMENDATIONS

THAT the Committee note that pursuant to Section 95 (43) of the *Local Government Act 2019*, the following member(s) was granted permission for Electronic Meeting Attendance:

- Shara Reid

4.2 ELECTRONIC ATTENDANCE REQUESTED

Nil

5 DECLARATION OF INTEREST OF MEMBERS AND STAFF**5.1 DECLARATION OF INTEREST BY MEMBERS****RECOMMENDATIONS**

1. THAT the Committee note that pursuant to Section 114 and 115 of the *Local Government Act 2019*, Chairperson Roland Chin, declared the following Standing Conflicts of Interests:
 - President of Chung Wah Society Inc.
 - Member of Audit and Risk Committee for Venture Housing Company limited
 - Chair of Audit Risk and Compliance Committee for Charles Darwin University
 - Chair of RMAC Department of Corrections
 - Board Member of Tiwi land Council.
2. THAT the Committee note that pursuant to Section 114 and 115 of the *Local Government Act 2019*, Member Sanja Hill, declared a Standing Conflict of Interest:
 - Board Member of Melaluca Australia
3. THAT the Committee note that pursuant to Section 114 and 115 of the *Local Government Act 2019*, Member Shara Reid declared a Standing Conflict of Interests
 - Board Member of Audit and Risk Management Committee for the Department of Justice and Attorney-General Queensland
 - Ethnic Committee Member for DanceSport Australia
 - Committee Member of the Risk Management and Audit Committee for Huon Valley Council.
4. THAT the Committee note that pursuant to Section 114 and 115 of the *Local Government Act 2019*, Councillor Jimmy Bouhoris, declared a Standing Conflict of Interest in any items relating to Power and Water Corporation.
5. THAT the Committee note that pursuant to Section 114 and 115 of the *Local Government Act 2019*, Councillor Nicole Brown, declared the following Standing Conflicts of Interests:
 - Board Member of Airport Development Group Indigenous Advisory Committee
 - Board Member of North Australia Indigenous Land and Sea Management
 - Family Business Interest with North Australia Projects and Services.
6. THAT the Committee note that pursuant to Section 114 and 115 of the *Local Government Act 2019*, Member Tanya Jacobs, declared the following Standing Conflicts of Interests:
 - Chair of Risk Management and Audit Committee for the Darwin Turf Club
 - Board Member of the Dawin Turf Club
 - Senior Manager Risk, Compliance and Internal Audit Power and Water Corporation.

5.2 DECLARATION OF INTEREST BY STAFF

Nil

6 CONFIRMATION OF PREVIOUS MINUTES**COMMITTEE RESOLUTION RMAC016/26**

Moved: Community Member Tanya Jacobs

Seconded: Community Member Shara Reid

THAT the minutes of the Risk Management and Audit Committee Meeting held on 15 May 2026 be confirmed.

CARRIED 6/0

7 MOVING OF ITEMS**7.1 MOVING OF ITEMS****RECOMMENDATION**

THAT item 18.4 – ICT Roadmap Update July 2026 be considered before item 18.1 – Review of Audit Preparation and Prior Year Observations Update.

7.2 MOVING OF CONFIDENTIAL ITEMS INTO OPEN

Nil

7.3 MOVING CONFIDENTIAL ITEMS TO OPEN AT THE CONCLUSION OF THE MEETING**18.4 ICT ROADMAP UPDATE JULY 2026****COMMITTEE RESOLUTION RMAC020/26**

Moved: Deputy Lord Mayor Jimmy Bouhoris

Seconded: Community Member Shara Reid

1. THAT the report entitled ICT Roadmap Update July 2026 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 6/0

18.1 REVIEW OF AUDIT PREPARATION AND PRIOR YEAR OBSERVATIONS UPDATE
COMMITTEE RESOLUTION RMAC021/26 Moved: Councillor Mick Palmer Seconded: Community Member Sanja Hill 1. THAT the report entitled Review of Audit Preparation, 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 <i>Local Government Act 2019</i>. 3. THAT the documents remain confidential and that this decision be moved into Open at the end of the meeting. CARRIED 6/0
18.2 INTERNAL AUDIT UPDATE
COMMITTEE RESOLUTION RMAC022/26 Moved: Community Member Sanja Hill Seconded: Councillor Mick Palmer 1. THAT the report entitled Internal Audit Update 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 <i>Local Government Act 2019 (NT)</i>. 3. THAT the documents remain confidential, and that this decision be moved into Open at the end of the meeting. CARRIED 6/0
18.3 RISK REVIEW AND ASSESSMENT - JULY 2026
COMMITTEE RESOLUTION RMAC023/26 Moved: Deputy Lord Mayor Jimmy Bouhoris Seconded: Community Member Sanja Hill 1. THAT the report entitled Risk Review and Assessment – July 2026 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 <i>Local Government Act 2019</i>. 3. THAT the documents remain confidential and that this decision be moved into Open at the end of the meeting. CARRIED 6/0
18.5 CIVIC CENTRE PROJECT UPDATE
COMMITTEE RESOLUTION RMAC024/26 Moved: Community Member Sanja Hill Seconded: Community Member Tanya Jacobs 1. THAT the report entitled Civic Centre Project Update 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 <i>Local Government Act 2019</i>.

Risk Management and Audit Committee Meeting Minutes

31 July 2026

3. THAT the documents remain confidential, and that this decision be moved into Open at the end of the meeting.

CARRIED 6/0**18.6 SHOAL BAY WASTE MANAGEMENT FACILITY - JULY 2026 UPDATE****COMMITTEE RESOLUTION RMAC025/26**

Moved: Councillor Mick Palmer

Seconded: Community Member Sanja Hill

1. THAT the report entitled Shoal Bay Waste Management Facility - July 2026 Update 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 6/0**8 DEPUTATIONS AND BRIEFINGS**

Nil

9 OFFICER REPORTS**9.1 MONTHLY FINANCIAL REPORTS - APRIL TO MAY 2026****COMMITTEE RESOLUTION RMAC017/26**

Moved: Deputy Lord Mayor Jimmy Bouhoris

Seconded: Community Member Tanya Jacobs

THAT the report entitled Monthly Financial Reports – April to May 2026 be received and noted.

CARRIED 6/0**10 MEMBER REPORTS**

Nil

11 GENERAL BUSINESS

Nil

12 DATE, TIME AND PLACE OF NEXT COMMITTEE MEETING**RECOMMENDATIONS**

THAT the next Risk Management and Audit Committee be held on Friday, 16 October 2026, at 9:00 AM (Open Section followed by the Confidential Section), Council Chambers Darrandirra, Level 1, Civic Centre, Harry Chan Avenue, Darwin.

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

THAT pursuant to Section 99 (2) of the *Local Government Act 2019* and Regulation 8 of the *Local Government (General) Regulations* the meeting be closed to the public to consider the Confidential Items of the Agenda.

RECOMMENDATIONS

That the Committee 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 2019*:

18.1 Review of Audit Preparation and Prior Year Observations Update

This matter is considered to be confidential under Section 99(2) - 51(c)(iv) of the Local Government Act, and the Committee 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.

18.2 Internal Audit Update

This matter is considered to be confidential under Section 99(2) - 51(c)(i) of the Local Government Act, and the Committee 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.

18.3 Risk Review and Assessment - July 2026

This matter is considered to be confidential under Section 99(2) - 51(c)(i) and 51(c)(iv) of the Local Government Act, and the Committee 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 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.

18.4 ICT Roadmap Update July 2026

This matter is considered to be confidential under Section 99(2) - 51(c)(i) of the Local Government Act, and the Committee 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.

18.5 Civic Centre Project Update

This matter is considered to be confidential under Section 99(2) - 51(c)(iv) of the Local Government Act, and the Committee 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.

18.6 Shoal Bay Waste Management Facility - July 2026 Update

This matter is considered to be confidential under Section 99(2) - 51(c)(iv) of the Local Government Act, and the Committee 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.

14 ADJOURNMENT OF MEETING

COMMITTEE RESOLUTION RMAC018/26

Moved: Deputy Lord Mayor Jimmy Bouhoris

Seconded: Community Member Tanya Jacobs

THAT the open section of the meeting be adjourned at 9:15 am.

CARRIED 6/0

THAT the open section of the meeting be resumed at 10:38 am.

THAT the chair declared the meeting closed at 10:38 am.

The minutes of this meeting were confirmed at the Risk Management and Audit Committee Meeting held on 16 October 2026.

.....
CHAIR



Minutes

Information Communication Technology Steering Committee Meeting

Friday, 31 July 2026

Unconfirmed



**CITY FOR PEOPLE.
CITY OF COLOUR.**

darwin.nt.gov.au

**MINUTES OF CITY OF DARWIN
INFORMATION COMMUNICATION TECHNOLOGY STEERING COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBERS DARRANDIRRA, LEVEL 1, CIVIC CENTRE, HARRY
CHAN AVENUE, DARWIN
ON FRIDAY, 31 JULY 2026 AT 11:00 AM**

PRESENT:

Chairperson Neil Glentworth
Deputy Lord Mayor Jimmy Bouhoris
Community Member Roland Chin
Community Member Sarah Hicks
Community Member Tim Woods

OFFICERS:

Lord Mayor, Peter Styles
Chief Executive Officer, Simone Saunders
General Manager Corporate, Natalie Williamson
Executive Manager Corporate and Customer Service, Silke Maynard
ICT PMO Director, Peter Ferguson
Manager ICT, Jason Breland

APOLOGY:

Nil

GUESTS:

Nil

Information Communication Technology Steering Committee Meeting
Minutes

31 July 2026

Order of Business

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Information Communication Technology Steering Committee Meeting
Minutes

31 July 2026

1 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.

2 MEETING DECLARED OPEN**RECOMMENDATIONS**

The Chair declared the meeting open at 11:04am.

3 APOLOGIES AND LEAVE OF ABSENCE**3.1 APOLOGIES**

Nil

3.2 LEAVE OF ABSENCE GRANTED

Nil

3.3 LEAVE OF ABSENCE REQUESTED

Nil

4 ELECTRONIC MEETING ATTENDANCE**4.1 ELECTRONIC ATTENDANCE GRANTED****COMMITTEE RESOLUTION ISCCC016/26**

Moved: Community Member Roland Chin
Seconded: Deputy Lord Mayor Jimmy Bouhoris

THAT the Committee note that pursuant to Section 95 (43) of the *Local Government Act 2019*, the following member(s) was granted permission for Electronic Meeting Attendance:

- Neil Glentworth
- Tim Woods

CARRIED 5/0

Information Communication Technology Steering Committee Meeting
Minutes

31 July 2026

4.2 ELECTRONIC ATTENDANCE REQUESTED

Nil

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 ISCCC017/26

Moved: Community Member Tim Woods
Seconded: Community Member Roland Chin

THAT the minutes of the Information Communication Technology Steering Committee Meeting held on 27 March 2026 be confirmed.

CARRIED 5/0

7 MOVING OF ITEMS

7.1 MOVING OF ITEMS INTO CONFIDENTIAL

Nil

7.2 MOVING OF CONFIDENTIAL ITEMS INTO OPEN

Nil

7.3 MOVING CONFIDENTIAL ITEMS TO OPEN AT THE CONCLUSION OF THE MEETING**18.1 ICT ROADMAP UPDATE JULY 2026****COMMITTEE RESOLUTION ISCCC021/26**

Moved: Deputy Lord Mayor Jimmy Bouhoris

Seconded: Community Member Roland Chin

1. THAT the report entitled ICT Roadmap Update July 2026 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 5/0**18.2 CIVIC CENTRE - ICT UPDATE****COMMITTEE RESOLUTION ISCCC022/26**

Moved: Community Member Sarah Hicks

Seconded: Deputy Lord Mayor Jimmy Bouhoris

1. THAT the report entitled Civic Centre - ICT Update 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 5/0**18.3 IT HEALTH CHECK 2026****COMMITTEE RESOLUTION ISCCC023/26**

Moved: Community Member Roland Chin

Seconded: Community Member Tim Woods

1. THAT the report entitled IT Health Check 2026 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 5/0**18.4 RESPONSIBLE USE OF ARTIFICIAL INTELLIGENCE (AI) PROCEDURE****COMMITTEE RESOLUTION ISCCC024/26**

Moved: Community Member Sarah Hicks

Seconded: Deputy Lord Mayor Jimmy Bouhoris

Information Communication Technology Steering Committee Meeting
Minutes

31 July 2026

1. THAT the report entitled Responsible Use of Artificial Intelligence (AI) Procedure 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 5/0**8 DEPUTATIONS AND BRIEFINGS**

Nil

9 OFFICER REPORTS

Nil

10 MEMBER REPORTS

Nil

11 GENERAL BUSINESS

Nil

12 DATE, TIME AND PLACE OF NEXT COMMITTEE MEETING**COMMITTEE RESOLUTION ISCCC018/26**

Moved: Deputy Lord Mayor Jimmy Bouhoris

Seconded: Community Member Roland Chin

THAT the next Information Communication Technology Steering Committee be held on Friday, 18 September 2026, at 9:00 AM (Open Section followed by the Confidential Section), Council Chambers Darrandirra, Level 1, Civic Centre, Harry Chan Avenue, Darwin.

CARRIED 5/0**13 CLOSURE OF MEETING TO THE PUBLIC****RECOMMENDATIONS**

THAT pursuant to Section 99 (2) of the *Local Government Act 2019* and Regulation 8 of the *Local Government (General) Regulations* the meeting be closed to the public to consider the Confidential Items of the Agenda.

RECOMMENDATIONS

That the Committee 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 2019*:

18.1 ICT Roadmap Update July 2026

This matter is considered to be confidential under Section 99(2) - 51(c)(i) of the Local Government Act, and the Committee 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.

18.2 Civic Centre - ICT Update

This matter is considered to be confidential under Section 99(2) - 51(c)(i) of the Local Government Act, and the Committee 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.

18.3 IT Health Check 2026

This matter is considered to be confidential under Section 99(2) - 51(c)(iv) of the Local Government Act, and the Committee 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.

18.4 Responsible Use of Artificial Intelligence (AI) Procedure

This matter is considered to be confidential under Section 99(2) - 51(c)(iv) of the Local Government Act, and the Committee 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.

Information Communication Technology Steering Committee Meeting
Minutes

31 July 2026

14 ADJOURNMENT OF MEETING

COMMITTEE RESOLUTION ISCCC019/26

Moved: Community Member Roland Chin

Seconded: Community Member Tim Woods

THAT the open section of the meeting be adjourned at 11:05 am.

CARRIED 5/0

THAT the open section of the meeting be resumed at 12:33 pm.

THAT the chair declared the meeting closed at 12:33 pm.

The minutes of this meeting were confirmed at the Information Communication Technology Steering Committee Meeting held on 18 September 2026.

.....
CHAIR

15 CORRESPONDENCE**15.1 INCOMING CORRESPONDENCE - NORTHERN TERRITORY REMUNERATION TRIBUNAL - LOCAL GOVERNMENT COUNCILS ENTITLEMENTS 2027**

Author: Council and Grants Support Officer

Authoriser: A/Manager Office of Council and CEO

Attachments:

1. Incoming Correspondence - Northern Territory Remuneration Tribunal [↓](#)
2. Determination of Allowances for Members of Local Councils - Report Determination No 1 of 2026 [↓](#)

RECOMMENDATIONS

THAT the report entitled Incoming Correspondence - Northern Territory Remuneration Tribunal - Local Government Councils Entitlements 2027 be received and noted.



NORTHERN TERRITORY OF AUSTRALIA

REMUNERATION TRIBUNAL**GPO BOX 4396
DARWIN NT 0801****Telephone: (08) 8999 6539**

Ms Simone Saunders
Chief Executive Officer
City of Darwin Council

Simone.Saunders@darwin.nt.gov.au

Dear Ms Saunders

The Remuneration Tribunal is commencing its inquiries on Local Government Council and Local Authority members' allowances 2027 pursuant to sections 7B(1) and 7E(1) of the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act 2006* with Councils.

The Tribunal is accepting written submissions from Councils for the inquiry until 4 September 2026, which should address only questions or issues that your Council would like to raise. Considerations should be made as to any unique circumstances relating to your Council which you may wish to advise the Tribunal. Individual Councillors may also like to provide their own submissions.

If completed on or before 1 February 2027, the inquiry will lead to a determination that applies to members' allowances from 1 July 2027.

While the Tribunal would like to meet with Councils personally, this is not practicable; however the Tribunal will accommodate video conference calls.

As a reminder, any allowances or entitlements related to superannuation are outside of the Tribunal's scope.

It would be appreciated if you could place this letter on the Council's agenda for its next meeting for your Council to discuss its approach and provide a copy of this letter to the Mayor of the Council.

Any queries or requests to arrange a meeting with the Tribunal can be directed to the Tribunal's Secretariat via email NTRemunerationTribunal@nt.gov.au.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Gary Higgins'.

Gary Higgins
Chair
Northern Territory Remuneration Tribunal
4 August 2026

ORIGINAL PAPER

 No. 629
 Laid on the Table
12 / 03 / 2026


NORTHERN TERRITORY OF AUSTRALIA REMUNERATION TRIBUNAL

*Assembly Members and Statutory Officers
(Remuneration and Other Entitlements) Act 2006*

DETERMINATION OF ALLOWANCES FOR MEMBERS OF LOCAL COUNCILS

REPORT ON DETERMINATION NO. 1 OF 2026

1. INTRODUCTION

On 30 July 2025, pursuant to section 7B(1) of the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act 2006* (AMSORE Act), His Honour Professor the Honourable Hugh Heggie AO PSM, Administrator of the Northern Territory, issued a request to the Remuneration Tribunal (the Tribunal) to inquire into and determine the allowance or allowances payable to a member of a local council.

The resulting Report and Determination must be tabled in the Legislative Assembly within six sitting days of receipt by the Minister.

Under section 7B(7) of the AMSORE Act, the allowances determined are effective from either:

- the next financial year if the report is made on or before 1 February; or
- from the financial year after the next financial year if the report is made after 1 February.

On 9 September 2025, individual letters were sent to each Council inviting submissions and offered to hold a discussion with each Council either in person or through a video link. On 13 September 2025, an advertisement was placed in the NT News to announce the inquiry and invite submissions.

One meeting was held with a Council.

The Tribunal received three submissions from the following Councils as well as the Local Government Association of the Northern Territory (LGANT):

- City of Palmerston Council
- Wagait Shire Council
- Roper Gulf Regional Council

2. PROFESSIONAL DEVELOPMENT ALLOWANCE

The Tribunal received submissions requesting an increase to Professional Development Allowance. It is noted that the Professional Development Allowance is all inclusive and can include travel and accommodation costs. The Tribunal is aware of significant cost increases for travel, especially for regional areas of the NT, and has agreed to increase the Allowance to \$7,500 a financial year.

3. COUNCILLORS' ALLOWANCE

The Tribunal has increased Councillors' allowance by 3% in recognition of movements in earnings within Australia as well as the NT.

4. MAYOR AND PRINCIPAL MEMBER ALLOWANCE

The Tribunal has increased the Mayoral Allowance by \$2,000 to recognise the increase in extra meeting activity allowance claimable by all other Elected Councillors.

The Tribunal has determined that on the basis of equity, the three Shire Council Mayors should receive the same Mayor Allowance which has now been set at \$32,686.

5. EXTRA MEETING / ACTIVITY ALLOWANCE

The Tribunal has increased the Allowance to a maximum of \$12,000 and recognised the Induction and Mandatory Departmental training should not be applied to the extra meeting allowance cap but has made it available through the Professional Development Allowance.

6. FUTURE INQUIRIES

The timing of the Local Council General Election has impacted the inquiry as some Councils are yet to be finalised and as a result, the Tribunal only received one submission from a city, regional and shire Council.

With this in mind, the Tribunal considers that further input will be provided as part of the next review once all Councils have been finalised.

The Tribunal appreciates the feedback received with any outstanding items being carried forward to the next Inquiry.



Mr Gary Higgins
Chairperson
Remuneration Tribunal



Ms Kezia Purick
Member
Remuneration Tribunal



Ms Lynne Walker
Member
Remuneration Tribunal

Dated 9 December 2025



**NORTHERN TERRITORY OF AUSTRALIA
REMUNERATION TRIBUNAL**

*Assembly Members and Statutory Officers
(Remuneration and Other Entitlements) Act 2006*

**DETERMINATION OF ALLOWANCES FOR MEMBERS OF
LOCAL GOVERNMENT COUNCILS**

DETERMINATION NO. 1 OF 2026

Under section 7B of the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act 2006*, the Tribunal determines as follows:

1. DEFINITIONS

Municipal Councils are the following:

- Alice Springs;
- Darwin;
- Katherine;
- Litchfield; and
- Palmerston.

Regional Councils are the following:

- Barkly;
- Central Desert;
- East Arnhem
- Groote Archipelago;
- MacDonnell;
- Roper Gulf;
- Tiwi Islands
- West Arnhem;
- West Daly; and
- Victoria Daly.

Shire Councils are the following:

- Belyuen;
- Coomalie; and
- Wagait.

New Councils: any Councils newly constituted by the Minister for Local Government
Councils are defined in the *Local Government Act 2019* as an area, and means the Local Council constituted for that area under section 14(b).

The role of Mayor is defined in section 58 of the *Local Government Act 2019* and is prescribed as:

- (1) The Principal Member of a municipal council is to have the title Mayor.
- (2) However:
 - (a) in the case of the council for the City of Darwin local government area – the principal member is to have the title Lord Mayor; and
 - (b) in the case of the Litchfield Council – the council may, by resolution, decide the principal member instead has the title President.
- (3) The Council may, by resolution, decide the principal member of a regional or shire council has the title Mayor or President.

Financial Year is the period from 1 July to the 30 June.

Deputy Mayor is defined in the *Local Government Act 2019*.

A Councillor is a member of a Local Council.

2. ALLOWANCES

The following annual allowances will apply from 1 July 2026 and will be paid fortnightly or monthly:

MAYORAL ALLOWANCE

Darwin	\$134,288
Palmerston	\$97,680
Alice Springs	\$94,560
Litchfield	\$88,320
Katherine and Regional	\$85,280

MAYOR – SHIRE COUNCILS

Coomalie	\$23,000
Belyuen	\$23,000
Wagait	\$23,000

Total Mayoral Allowance

Darwin	\$168,325
Palmerston	\$124,032
Alice Springs	\$118,716
Litchfield	\$112,476
Katherine and Regional	\$110,280
Shire Councils up to	\$32,686

DEPUTY MAYOR ALLOWANCE

Darwin	\$23,800
Palmerston	\$17,200
Alice Springs	\$16,500
Litchfield	\$16,000
Other Municipal and Regional	\$16,000

Deputy Mayor Total Allowance

Darwin	\$57,837
Palmerston	\$43,552
Alice Springs	\$40,656
Litchfield	\$40,156
Katherine and Regional	\$37,960

COUNCILLORS' ALLOWANCE

Darwin	\$34,037
Palmerston	\$26,352
Alice Springs	\$24,156
Litchfield	\$24,156
Other Municipal and Regional	\$21,960

Shire Councils

Coomalie	\$7,686
Belyuen	\$7,686
Wagait	\$7,686

3. INCLUSIONS OF ALL ALLOWANCES

The Allowances are to cover:

- any cost to Councillors for attending meetings and activities of Council where these costs are not reimbursed by the Council;
- contribution towards phone and internet usage;
- contribution towards any home office and supplies; and
- allowance towards costs incurred in servicing constituents in Ward or Council Area:
 - Including, but not limited to:
 - donations;
 - organisation sponsorship;
 - membership fees;
 - patron expenses; and
 - constituent support.

4. EXTRA MEETING / ACTIVITY ALLOWANCE

4.1. An Extra Meeting / Activity Allowance of up to \$12,000 per financial year, may be accessed by all Councillors and Deputy Principal Members. The allowance may be accessed as follows:

- special meetings of full Council or established committees of Council;
- attendance at Local Authority Meetings within the Ward the member represents;

- attendance at any functions representing the Principal Member on official Council duties;
- attendance at functions/meetings as an invited representative of Council and with Council's approval; or
- attendance at any approved extra meetings of Council for planning, briefing or information sessions of council meetings.

The activity allowance may be paid as travel time when travelling to Council meetings and meetings of Local Authorities within the ward the Councillor represents, where the travel involves at least 50kms from home base (at least 100kms return). This activity Allowance is not to be included in the cap of \$12,000.

4.2. Allowances to be paid to eligible members (not including Principal Members) are:

- Fee for attendance at extra meetings or activities is the accumulated hours on any one day and are as follow:
 - up to 2 hours \$200
 - between 2 and 4 hours \$300
 - more than 4 hours \$500 (maximum payable for any one day)

4.3 Where a Councillor receives extra meeting allowance to represent the Mayor or Principal member at an official Council function, that extra meeting allowance will not be applied to the cap.

4.4 Where a Councillor attends the Executive Board of the Local Government Association of NT (LGANT) and receives an extra meeting allowance, that extra meeting allowance will not be applied to the cap.

4.5 Where a Councillor claims an allowance under 6.4, travel time is not to be included as part of the meeting allowance cap.

5. PROFESSIONAL DEVELOPMENT ALLOWANCE

5.1. The Professional Development Allowance is an inclusive allowance which covers costs associated with the Professional Development activities including registration and attendance fees, travel cost including vehicle allowance, travel allowances and travel time as specified in clause 4.2.

5.2. Any course or professional development activity must be specifically related to the role of the Councillor and be approved by the Council.

5.3. The amount available each year is based on a financial year allocation and calculated as follows:

- (a) Following a general or by election, each elected member begins their term of office with a zero balance.
- (b) From the first full calendar month after an election, members earn one-twelfth of the annual allocation for each month served per financial year.
- (c) At the end of each financial year, up to 50% (or half), of the allocation unused can be carried forward to the next financial year.

5.4. The maximum annual amount allocated each financial year is as follows:

- for the 2025-2026 Financial Year: \$4,167; and
- for the 2026-2027 Financial Year: \$7,500.

- 5.5. Induction and Mandatory Departmental training can be claimed using the Extra Meeting Allowance "fee for attendance" rate and paid from the Professional Development Allowance. These amounts can be claimed after the completion of the necessary calendar months to cover the allocation.

6. VEHICLE ALLOWANCE

- 6.1. Vehicle Allowance will be available for travel undertaken by all Councillors when the travel:
- (a) exceeds 50kms from home base 100kms return;
 - (b) travel does not occur in a Council supplied and maintained vehicle;
 - (c) the Councillor is not in receipt of a motor vehicle allowance in Clause 7 below; and
 - (d) the vehicle allowance is capped at \$10,000.
- 6.2. Vehicle Allowance will be in the form of kilometre allowance which will be paid at rates set by the Australian Taxation Office each year, currently 88 cents per kilometre for 2024-25.
- 6.3. Vehicle Allowance will be available in the following circumstances, where travel is to and from:
- (a) statutory Council meetings;
 - (b) official Council approved meeting;
 - (c) approved functions representing the Principal Member;
 - (d) Local Authority Meetings within the ward the Councillor represents;
 - (e) all meetings of Council and their committees; or
 - (f) any additional activity where Extra Meeting/Activity Allowance has been approved.
- 6.4. When a kilometre reimbursement is paid, travel time will also be paid utilising extra meetings/activities rate. This payment is not to be included in the extra meetings/activities cap as specified in Clause 4.1.
- 6.5. The Vehicle Allowance Cap will not include:
- travel to and from Local Authorities Meetings within the Ward that the member represents; and
 - travel involved with Professional Development activities.

7. PROVISION OF MOTOR VEHICLE

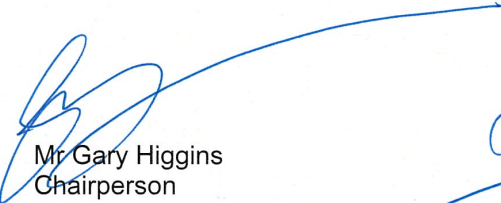
- 7.1. Principal Members of Municipal and Regional Councils are entitled to a Council maintained vehicle.
- 7.2. If Principal Members of Municipal and Regional Councils choose not to be provided with a Council maintained vehicle, they are entitled to Motor Vehicle Allowance, paid fortnightly or monthly, and will be:
- \$25,000 per year for Municipal Principal Members; or
 - \$40,000 per year for Regional Principal Members.
- 7.3. The Principal members of the Shire Councils may claim reimbursement in accordance with Clause 6.1.

8. TRAVEL ALLOWANCE

- 8.1 Principal Members, Deputy Principal Members and Councillors who are required to stay away from home overnight on approved Council business, will be entitled to Travel Allowance.
- 8.2 The applicable rates to be paid are found in Table 1 of [Taxation Determination TD 2025/4](#) or any subsequent Taxation Determination made in substitution of that Determination.

9. GENERAL

- 9.1. Pursuant to section 7B(7) of the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act 2006*, the allowances determined are effective from either:
- the next financial year if the report is made on or before 1 February; or
 - from the financial year after the next financial year if the report is made after 1 February.



Mr Gary Higgins
Chairperson
Remuneration Tribunal



Ms Kezia Purick
Member
Remuneration Tribunal



Ms Lynne Walker
Member
Remuneration Tribunal

Dated 9 December 2025

16 NOTICES OF MOTION

Nil

17 REPORTS OF REPRESENTATIVES**18 QUESTIONS BY MEMBERS****19 GENERAL BUSINESS****20 DATE, TIME AND PLACE OF NEXT ORDINARY COUNCIL MEETING**

THAT the next Ordinary Meeting of Council be held on Tuesday, 29 September 2026, at 5:30 pm (Open Section followed by the Confidential Section), Council Chambers Darrandirra, Level 1, Civic Centre, Harry Chan Avenue, Darwin.

21 CLOSURE OF MEETING TO THE PUBLIC

THAT pursuant to Section 99 (2) of the Local Government Act 2019 and Regulation 8 of the Local Government Regulations the meeting be closed to the public to consider the Confidential Items of the Agenda.

RECOMMENDATIONS

That the 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 2019*:

27.1 Access and Inclusion Advisory Committee Appointment of Community Members

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.

27.2 Shoal Bay Operations

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 Advisory Committees Update

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.

27.4 Swimming Australia Proposal

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.

28.1 Parap Pool Rectification Works Update

This matter is considered to be confidential under Section 99(2) - 51(c)(i) and 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 information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person and 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.

28.2 Code of Conduct Panel Summary of Decision

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.

28.3 Advisory and Executive Committee Confidential Meeting 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.

30.1 Notice of Motion - Operations Program

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.

29.1 Incoming Correspondence - Minister for Housing, Local Government and Community Development - Northcrest Housing Estate

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.

22 ADJOURNMENT OF MEETING AND MEDIA LIAISON

Minutes

Ordinary Council Meeting

Tuesday, 28 July 2026

Unconfirmed

Reports, recommendations and supporting documentation can be accessed via the City of Darwin Website at www.darwin.nt.gov.au, or contact Customer Service on (08) 8930 0300.

**MINUTES OF CITY OF DARWIN
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS DARRANDIRRA, LEVEL 1, CIVIC CENTRE, HARRY
CHAN AVENUE, DARWIN
ON TUESDAY, 28 JULY 2026 AT 5:30 PM**

PRESENT:

Lord Mayor Peter Styles (Chair)
Deputy Lord Mayor Jimmy Bouhoris
Councillor Nicole Brown
Councillor Shani Carson
Councillor Kim Farrar
Councillor Julie Fraser
Councillor Edwin Joseph
Councillor Sylvia Klonaris
Councillor Clarence McCarthy-Grogan
Councillor Mick Palmer
Councillor Peter Pangquee
Councillor Patrik Ralph
Councillor Sam Weston

OFFICERS:

Chief Executive Officer, Simone Saunders
General Manager Community, Matt Grassmayr
General Manager Corporate, Natalie Williamson
General Manager Innovation, Alice Percy

APOLOGY:

Nil

GUESTS:

Executive Manager Marketing, Communications and Engagement, Emma Jane Edwards
Manager Digital Innovation, Keith Whannell

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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 ORD278/26

Moved: Councillor Peter Pangquee

Seconded: Councillor Sylvia Klonaris

The Chair declared the meeting open at 5:37 pm.

CARRIED 13/0

4 APOLOGIES AND LEAVE OF ABSENCE

4.1 APOLOGIES

Nil

4.2 LEAVE OF ABSENCE GRANTED

Nil

4.3 LEAVE OF ABSENCE REQUESTED

Nil

5 ELECTRONIC MEETING ATTENDANCE**5.1 ELECTRONIC MEETING ATTENDANCE GRANTED**

Nil

5.2 ELECTRONIC MEETING ATTENDANCE REQUESTED

Nil

6 DECLARATION OF INTEREST OF MEMBERS AND STAFF

Councillor Julie Fraser departed the meeting at 5:43 pm.

6.1 DECLARATION OF INTEREST BY MEMBERS**RESOLUTION ORD279/26**

Moved: Deputy Lord Mayor Jimmy Bouhoris

Seconded: Councillor Kim Farrar

The Lord Mayor, Peter Styles and Councillor Sam Weston discussed a potential perceived conflict of interest relating to Item 13.1 – Bicentennial Park Proposal. Having considered the nature of the interest with Elected Members, he determined that the matter did not constitute a declarable interest and no declaration was recorded.

CARRIED 12/0

6.2 DECLARATION OF INTEREST BY STAFF

Nil

7 CONFIRMATION OF PREVIOUS MINUTES**RESOLUTION ORD280/26**

Moved: Councillor Mick Palmer

Seconded: Councillor Sam Weston

THAT the minutes of the Ordinary Council Meeting held on 30 June 2026 be confirmed.

CARRIED 12/0

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

27.1 ENVIRONMENT AND CLIMATE CHANGE GRANTS 2026/27

RESOLUTION ORD300/26

Moved: Councillor Sam Weston

Seconded: Councillor Peter Pangquee

1. THAT the report entitled Environment and Climate Change Grants 2026/27 be received and noted.
2. THAT Council approve the following projects for funding under the Environment and Climate Change Grants Program 2026/27:

Applicant	Project Description	Amount Requested	Amount Recommended
Mutla Landcare Group	Weed management and revegetation trial habitat between Coconut Grove and Nightcliff to test Coffee Bush removal techniques and restore native species.	\$17,000	\$10,000
Jesuit Social Services	Facilitating climate change resilience workshops and initial climate change action plans for organisations.	\$50,000	\$15,000
Charles Darwin University	A 'Business-to-Community Material Matchmaking Pilot for Darwin', connecting businesses with community users to reuse surplus materials.	\$11,289	\$11,289
Integrated Disability Action Inc	Inclusive Community Emergency Preparedness Workshops for people living with disability and their carers	\$15,000	\$9,000
Environment + Climate Futures @ Charles Darwin University	Climate change and environment education program for Darwin primary schools for climate resilience and environmental stewardship and supporting schools with climate change response planning.	\$15,000	\$12,309
		Total	\$57,598

3. 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*.
4. THAT the documents remain confidential and that this decision be moved into Open at the end of the meeting.

CARRIED 11/0

27.2 REVIEW OF CONFIDENTIAL DECISIONS - ORDINARY COUNCIL MEETINGS AND COUNCIL COMMITTEE MEETINGS	
RESOLUTION ORD301/26 Moved: Councillor Sam Weston Seconded: Councillor Shani Carson	
1. THAT the report entitled Review of Confidential Decisions – Ordinary Council Meetings and Council Committee Meetings be received and noted. 2. THAT Council approve to move certain decisions at Attachment 1, made between 1 July 2021 to 31 December 2025 from Confidential to Open. 3. THAT Council approve to move certain decisions at Attachment 2, made between 1 January 2026 to 30 June 2026 from Confidential to Open. 4. THAT Council approve to move certain decisions at Attachment 3 for the Executive and Advisory Committees, made between October 2021 to 31 December 2025 from Confidential to Open. 5. THAT Council approve to move certain decisions at Attachment 4 for Executive and Advisory Committees, made between 1 January 2026 to 30 June 2026 from Confidential to Open. 6. THAT this report and any attachments be deemed confidential documents and be treated as such in accordance with Section 293 (1) of the <i>Local Government Act 2019</i>. 7. THAT the documents remain confidential and that this decision be moved into Open at the end of the meeting.	
CARRIED 11/0	
28.1 CORPORATE SERVICES QUARTERLY REPORT - APRIL TO JUNE 2026	
RESOLUTION ORD303/26 Moved: Councillor Sam Weston Seconded: Councillor Kim Farrar	
1. THAT the report entitled Corporate Services Quarterly Report - April to June 2026 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 <i>Local Government Act 2019</i>. 3. THAT the documents remain confidential and that this decision be moved into Open at the end of the meeting.	
CARRIED 11/0	
28.2 ADVISORY COMMITTEE CONFIDENTIAL MEETING MINUTES	
RESOLUTION ORD304/26 Moved: Councillor Sylvia Klonaris Seconded: Councillor Edwin Joseph	
1. THAT the report entitled Advisory Committee Confidential Meeting Minutes 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 11/0

9 MATTERS OF PUBLIC IMPORTANCE / LORD MAYORAL MINUTE

Nil

10 PUBLIC QUESTION TIME

Nil

11 PETITIONS

Nil

12 DEPUTATIONS AND BRIEFINGS

Councillor Julie Fraser re-joined the meeting at 5:48 pm.

12.1 DEPUTATIONS AND BRIEFINGS

RESOLUTION ORD281/26

Moved: Councillor Patrik Ralph

Seconded: Councillor Sylvia Klonaris

THAT the presentation from the Executive Manager Marketing, Communications and Engagement, in relation to the Civic Centre Community Plaza Engagement and the presentation from the Manager Digital Innovation, in relation to Exploring Place and Liveability through Digital Learning be received and noted.

CARRIED 13/0

13 ACTION REPORTS

Councillor Julie Fraser departed the meeting at 6:29 pm.

Councillor Julie Fraser re-joined the meeting at 6:30 pm.

Councillor Nicole Brown departed the meeting at 6:34 pm.

Councillor Nicole Brown re-joined the meeting at 6:35 pm.

13.1 BICENTENNIAL PARK PROPOSAL

RESOLUTION ORD282/26

Moved: Councillor Mick Palmer

Seconded: Deputy Lord Mayor Jimmy Bouhoris

1. THAT the report entitled Bicentennial Park Proposal be received and noted.
2. THAT Council approves to adapt Area 1 on the Esplanade, whereby the open area surrounding the Darwin Cenotaph is retained as Area 1 and the remaining portion is redesignated as Area 2A, as shown in **Attachment 1**.

In Favour: Members Jimmy Bouhoris, Mick Palmer, Peter Pangquee and Peter Styles

Against: Members Nicole Brown, Shani Carson, Kim Farrar, Julie Fraser, Edwin Joseph, Sylvia Klonaris, Clarence McCarthy-Grogan, Patrik Ralph and Sam Weston

LOST 4/9

14 RECEIVE & NOTE REPORTS

14.1 INTERIM MONTHLY FINANCIAL REPORT - JUNE 2026

RESOLUTION ORD283/26

Moved: Councillor Sylvia Klonaris

Seconded: Councillor Sam Weston

THAT the report entitled Interim Monthly Financial Report – June 2026 be received and noted.

CARRIED 13/0

14.2 QUARTERLY PERFORMANCE REPORT - APRIL TO JUNE 2026 (Q4)

RESOLUTION ORD284/26

Moved: Councillor Kim Farrar

Seconded: Councillor Sylvia Klonaris

THAT the report entitled Quarterly Performance Report – April to June 2026 (Q4) be received and noted.

CARRIED 13/0

Councillor Kim Farrar departed the meeting at 7:07 pm.

14.3 TIER 2 BI-ANNUAL PERFORMANCE REPORT - JANUARY TO JUNE 2026

RESOLUTION ORD285/26

Moved: Councillor Sam Weston

Seconded: Councillor Peter Pangquee

THAT the report entitled Tier 2 Bi-Annual Performance Report – January to June 2026 be received and noted.

CARRIED 12/0

14.4 ADVISORY COMMITTEE OPEN MEETING MINUTES**RESOLUTION ORD286/26**

Moved: Councillor Mick Palmer

Seconded: Councillor Peter Pangquee

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

CARRIED 12/0

15 CORRESPONDENCE

Nil

16 NOTICES OF MOTION

Councillor Kim Farrar re-joined the meeting at 7:09 pm.

16.1 NOTICE OF MOTION - AIRPORT DEVELOPMENT GROUP - OUTSTANDING RATES EQUIVALENT

I, Councillor Mick Palmer, give notice that at the next Ordinary Council Meeting on 28 July 2026, I will move the following motion:-

RESOLUTION ORD287/26

Moved: Councillor Mick Palmer

Seconded: Councillor Sam Weston

1. THAT Council receives a report reviewing the legal, financial, operational and environmental implications of restricting or denying Darwin International Airport access to Council-operated facilities and services, including:
 - a) the acceptance at the Shoal Bay Waste Management Facility of waste originating from buildings, businesses and other premises located on Darwin International Airport land, and
 - b) access to, or use of, Council-owned stormwater drainage infrastructure.
2. THAT a report is presented to Council identifying any statutory, contractual or regulatory constraints and outline available options and associated risks.

CARRIED 13/0

16.2 NOTICE OF MOTION - TERRITORY DAY

I, Councillor Mick Palmer, give notice that at the next Ordinary Council Meeting on 28 July 2026, I will move the following motion:-

RESOLUTION ORD288/26

Moved: Councillor Mick Palmer

Seconded: Deputy Lord Mayor Jimmy Bouhoris

1. THAT Council note the significant City of Darwin resources that are employed annually to prepare and clean up after Territory Day celebrations and activities.
2. THAT Council approve, in the following terms, the letter at **Attachment 1** to be sent to the Chief Minister of the Northern Territory, advocating for the implementation of a commercial sale of fireworks licencing fee, with fees returned to City of Darwin to offset the costs associated with the Territory Day celebrations.

CARRIED 13/0

17 REPORTS OF REPRESENTATIVES

Councillor Mick Palmer departed the meeting at 7:26 pm.

Councillor Mick Palmer re-joined the meeting at 7:31 pm.

RESOLUTION ORD289/26

Moved: Deputy Lord Mayor Jimmy Bouhoris

Seconded: Councillor Kim Farrar

THAT the following Reports of Representatives be received and noted.

17.1

Councillor Patrik Ralph reported on attending several shows as part of the Darwin Fringe Festival and performing in one of the productions. Congratulations to all the organisers, volunteers, performers and supporters, events like this would not be possible without their commitment and contribution. Darwin Fringe Festival is a great event that provides an accessible platform for many young performers and is proud to see the City of Darwin continue to support the event.

Additionally, Councillor Patrik Ralph attended several community events in the Waters Ward earlier in the month, including the Native Plant Giveaway at Moil Oval and the Community Planting Day at the Holzerland Greenbelt in Malak, both held on Saturday 11 July 2026. A big thank you to City of Darwin officers for organising the events and Elected Members for their participation.

17.2

Councillor Julie Fraser advised Elected Members that they, together with Councillor Edwin Joseph, will be undertaking Governing in the Climate Emergency training provided by Climate Emergency Australia. Councillor Julie Fraser encouraged all Elected Members to consider undertaking the training. She suggested that Councillors explore how the knowledge that could be gained through the program could be incorporated into decision-making and operations, in support of the City of Darwin Climate Emergency Strategy.

17.3

Councillor Peter Pangquee reported on attending the ASEAN and Partners Forum and Darwin Fusion Trade Show, where they participated in a panel discussion on tourism, culture and business opportunities for First Nations Australians. Councillor Peter Pangquee noted strong interest in indigenous cultural knowledge from a Northern Territory perspective. He also met with the Acting Chargé d’Affaires a.i. of the United States of America, Mr Jared Chapman, who spoke positively about the Friendship City relationship between Darwin and Honolulu and the shared maritime and military history of both cities.

Additionally, Councillor Peter Pangquee attended the Tourism Top End board meeting. Concerns were raised regarding a reduction in visitor numbers during the current Dry Season. Tourism Top End expressed interest in attending a future Council meeting to discuss opportunities for City of Darwin to support initiatives aimed at increasing visitation.

17.4

Councillor Kim Farrar reported on attending the International Trade Show as part of Darwin Fusion 2026, noting lots of positive feedback from participants. The event provided an opportunity to facilitate a connection between a Denpasar-based business and legal services company and a local registered training organisation (RTO). As a result, the parties have since met, with the RTO planning a visit to Denpasar to explore further opportunities for collaboration.

CARRIED 13/0**18 QUESTIONS BY MEMBERS****18.1 MALAK OVAL CARPARK UPGRADES****RESOLUTION ORD290/26**

Moved: Councillor Peter Pangquee

Seconded: Councillor Sam Weston

Question:

Councillor Kim Farrar inquired when the Malak Oval Car Park Upgrade works are scheduled to be completed.

Response:

General Manager Corporate, Natalie Williamson took the question on notice.

CARRIED 13/0**18.2 CYCLONE TRACY MEMORIAL EAST POINT****RESOLUTION ORD291/26**

Moved: Councillor Peter Pangquee

Seconded: Councillor Sam Weston

Question:

Councillor Julie Fraser inquired on behalf of a constituent whether Council could consider additional improvements and infrastructure upgrades at the Cyclone Tracy Memorial in East Point, in particular the provision of a shade structure.

Response:

Lord Mayor, Peter Styles advised that this request be sent through to Councillor Support.

CARRIED 13/0

18.3 LIVE WEBCASTING OF PUBLIC FORUMS**RESOLUTION ORD292/26**

Moved: Councillor Peter Pangquee

Seconded: Councillor Sam Weston

Question:

Councillor Julie Fraser inquired whether the Public Forum held prior to Council Meetings could be live streamed to enable members of the public who are unable to attend to access the discussion.

Response:

Chief Executive Officer, Simone Saunders responded and reminded Councillor Julie Fraser that this matter had been raised previously and reiterated that the forums are not designed within Council policy or equipped to be live streamed. It was also noted that members of the public who are unable to attend may submit any questions or enquiries to the Lord Mayor via email.

CARRIED 13/0

18.4 CASUARINA AQUATIC AND LEISURE CENTRE**RESOLUTION ORD293/26**

Moved: Councillor Peter Pangquee

Seconded: Councillor Sam Weston

Question:

Councillor Jimmy Bouhoris inquired whether City of Darwin had advised the public of when the water slide at the Casuarina Aquatic and Leisure Centre will be re-opened.

Response:

General Manager Community, Matt Grassmayr advised that a reopening date for the water slides has not yet been confirmed, as final safety assessments and clearance from Royal Life Saving Australia are still pending. However, an update on the above information will be provided to the public when available.

CARRIED 13/0

18.5 TROWER ROAD ROADWORKS**RESOLUTION ORD294/26**

Moved: Councillor Peter Pangquee

Seconded: Councillor Sam Weston

Question:

Councillor Shani Carson requested a progress update on the road works at the intersections of Trower Road and Henbury Avenue and Trower Road and Angelo Street.

Response:

General Manager Innovation, Alice Percy took the question on notice.

CARRIED 13/0**19 GENERAL BUSINESS****19.1 MOTION OF CONDOLENCE****RESOLUTION ORD295/26**

Moved: Councillor Sylvia Klonaris

Seconded: Councillor Shani Carson

Councillor Sylvia Klonaris acknowledged the recent passing of Mr Andy Price, a respected member of the Darwin community who dedicated many years to helping keep the city safe as a veteran of security services. On behalf of City of Darwin, Councillor Sylvia Klonaris expressed appreciation for Mr Price's service and contribution to the community and extended condolences to his family, friends and colleagues.

CARRIED 13/0**19.2 PARKING REVIEW****RESOLUTION ORD296/26**

Moved: Councillor Sylvia Klonaris

Seconded: Councillor Shani Carson

Councillor Sam Weston advised that they have received feedback from drivers using 15-minute loading zones that the current time limit is not enough to park, unload, deliver and reload items. Councillor Sam Weston enquired whether the time limits for loading zones could be reviewed.

General Manager Innovation, Alice Percy advised officers are commencing a city wide parking review, which will seek feedback from stakeholders, parking users and visitors on current parking arrangements and potential improvements. Councillor Sam Weston was advised to provide further details through Councillor Support to ensure the feedback is captured as part of the review.

CARRIED 13/0

20 DATE, TIME AND PLACE OF NEXT ORDINARY COUNCIL MEETING**RECOMMENDATIONS**

THAT the next Ordinary Meeting of Council be held on Tuesday, 25 August 2026, at 5:30 pm (Open Section followed by the Confidential Section), Council Chambers Darrandirra, Level 1, Civic Centre, Harry Chan Avenue, Darwin.

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

THAT pursuant to Section 99 (2) of the *Local Government Act 2019* and Regulation 8 of the Local Government Regulations the meeting be closed to the public to consider the Confidential Items of the Agenda.

RECOMMENDATIONS

That the 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 2019*:

27.1 Environment and Climate Change Grants 2026/27

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 Review of Confidential Decisions - Ordinary Council Meetings and Council Committee 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.

27.3 2027 Pre-Cyclone Clean-Up 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.

28.1 Corporate Services Quarterly Report - April to June 2026

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.

28.2 Advisory Committee Confidential Meeting 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.

Unconfirmed

Councillor Sam Weston departed the meeting at 7:38 pm.

22 ADJOURNMENT OF MEETING AND MEDIA LIAISON

RESOLUTION ORD297/26

Moved: Councillor Peter Pangquee

Seconded: Deputy Lord Mayor Jimmy Bouhoris

THAT the open section of the meeting be adjourned at 7:38 pm.

CARRIED 12/0

THAT the open section of the meeting be resumed at 8:48 pm.

THAT the chair declared the meeting closed at 8:48 pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 25 August 2026.

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CHAIR

Minutes

Special Council Meeting

Tuesday, 18 August 2026

Unconfirmed

Reports, recommendations and supporting documentation can be accessed via the City of Darwin Website at www.darwin.nt.gov.au, or contact Customer Service on (08) 8930 0300.

**MINUTES OF CITY OF DARWIN
SPECIAL COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS DARRANDIRRA, LEVEL 1, CIVIC CENTRE, HARRY
CHAN AVENUE, DARWIN
ON TUESDAY, 18 AUGUST 2026 AT 5:30 PM**

PRESENT:

Lord Mayor Peter Styles (Chair)
Deputy Lord Mayor Jimmy Bouhoris
Councillor Shani Carson
Councillor Kim Farrar
Councillor Edwin Joseph
Councillor Sylvia Klonaris
Councillor Clarence McCarthy-Grogan
Councillor Mick Palmer
Councillor Peter Pangquee
Councillor Patrik Ralph
Councillor Sam Weston

OFFICERS:

Chief Executive Officer, Simone Saunders
General Manager Community, Matt Grassmayr
General Manager Corporate, Natalie Williamson
General Manager Innovation, Alice Percy

APOLOGY:

Councillor Nicole Brown
Councillor Julie Fraser

GUESTS:

Nil

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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 SPE307/26

Moved: Councillor Peter Pangquee

Seconded: Councillor Kim Farrar

The Chair declared the meeting open at 5:37 pm.

CARRIED 11/0

4 APOLOGIES AND LEAVE OF ABSENCE

4.1 APOLOGIES

RESOLUTION SPE308/26

Moved: Councillor Edwin Joseph

Seconded: Councillor Sam Weston

THAT the apology from Councillor Nicole Brown and Councillor Julie Fraser be received.

CARRIED 11/0

4.2 LEAVE OF ABSENCE GRANTED

Nil

4.3 LEAVE OF ABSENCE REQUESTED

Nil

5 ELECTRONIC MEETING ATTENDANCE

5.1 ELECTRONIC MEETING ATTENDANCE GRANTED

RESOLUTION SPE309/26

Moved: Deputy Lord Mayor Jimmy Bouhoris

Seconded: Councillor Peter Pangquee

THAT Council note that pursuant to Section 95 (43) of the Local Government Act 2019, the following Councillor(s) was granted permission for Electronic Meeting Attendance:

- Councillor Shani Carson

CARRIED 11/0

5.2 ELECTRONIC MEETING ATTENDANCE REQUESTED

Nil

6 DECLARATION OF INTEREST OF COUNCILLORS AND STAFF

6.1 DECLARATION OF INTEREST BY COUNCILLORS

Nil

6.2 DECLARATION OF INTEREST BY STAFF

Nil

7 MOVING OF ITEMS

7.1 MOVING OF OPEN ITEMS INTO CONFIDENTIAL

Nil

7.2 MOVING OF CONFIDENTIAL ITEMS INTO OPEN

Nil

7.3 MOVING CONFIDENTIAL ITEMS TO OPEN AT THE CONCLUSION OF THE MEETING
Nil

8 DEPUTATIONS AND BRIEFINGS
Nil

9 ACTION REPORTS

9.1 INFILL DEVELOPMENT AND SUBDIVISION IN ZONE LR (LOW DENSITY RESIDENTIAL)

RESOLUTION SPE310/26

Moved: Councillor Mick Palmer

Seconded: Councillor Sam Weston

1. THAT the report entitled Infill Development and Subdivision in Zone LR (Low Density Residential) be received and noted.
2. THAT Council endorse the draft submission letter to the Department of Lands, Planning and Environment provided at **Attachment 3**.

CARRIED 11/0

10 REPORTS OF REPRESENTATIVES
Nil

11 QUESTION BY MEMBERS
Nil

12 GENERAL BUSINESS
Nil

13 CLOSURE OF MEETING

RESOLUTION SPE311/26

Moved: Councillor Mick Palmer

Seconded: Councillor Edwin Joseph

THAT the chair declared the meeting closed at 5:40 pm.

CARRIED 11/0

The minutes of this meeting were confirmed at the Ordinary Meeting of the City of Darwin held on 25 August 2026.

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CHAIR