

Agenda

Ordinary Council Meeting

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

Date: Tuesday, 30 September 2025
Time: 5:30pm
Location: Council Chambers Darrandirra
Level 1, Civic Centre
Harry Chan Avenue, Darwin
Webcasting: [MS Teams Link to Webcast](#)

Simone Saunders

Chief Executive Officer



ORDINARY COUNCIL MEMBERS

The Right Worshipful, the Lord Mayor Peter Styles (Chair)

Councillor Jimmy Bouhoris

Councillor Nicole Brown

Councillor Shani Carson

Councillor Kim Farrar

Councillor Julie Fraser

Councillor Edwin Joseph

Councillor Sylvia Klonaris

Councillor Mick Palmer

Councillor Peter Pangquee

Councillor Patrik Ralph

Councillor Ed Smelt

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

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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

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5 ELECTRONIC MEETING ATTENDANCE

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Ordinary Council Meeting - 29 July 2025

8 MOVING OF ITEMS

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8.2 Moving Confidential Items into Open

9 MATTERS OF PUBLIC IMPORTANCE / LORD MAYORAL MINUTE

Nil

10 PUBLIC QUESTION TIME

Nil

11 PETITIONS

Nil

12 DEPUTATIONS AND BRIEFINGS

Nil

13 NOTICES OF MOTION

Nil

14 ACTION REPORTS

14.1 REVIEW OF CASTING VOTE POLICY - 24TH CITY OF DARWIN COUNCIL

Author: A/Manager Office of Council and CEO

Authoriser: Chief Executive Officer

Attachments: 1. Casting Vote Policy [↓](#)

RECOMMENDATIONS

1. THAT the report entitled Review of Casting Vote Policy - 24th City of Darwin Council be received and noted.
2. THAT pursuant to section 95(6) of the *Local Government Act 2019*, Council adopts a policy position for the 24th City of Darwin Council at **Attachment 1**.

PURPOSE

The purpose of this report is to recommend to Council that the 24th Council continue to allow the Chair of Council meetings to exercise a second or casting vote where there is an inequality of votes, in accordance with section 95(6) of the *Local Government Act 2019*.

KEY ISSUES

- A policy to allow the Chair to exercise a casting vote may only be established by resolution of Council passed at the first meeting of the Council to be held after a general election.
- The Casting Vote Policy cannot be altered or revoked during the term of the Council.
- The Casting Vote Policy lapses at the conclusion of the next general election (2029).

<p>DISCUSSION</p> <p>Section 95(6) of the <i>Local Government Act 2019</i> requires Council to adopt a policy position with regards to allowing the chairperson of a Council meeting to exercise a casting vote.</p> <p>The casting vote policy can only be adopted at the first ordinary meeting following a general election and lapses at the conclusion of the next general election (2029).</p> <p>The position endorsed by Council at this meeting cannot be altered or revoked during the term of the council.</p> <p>The Department of Housing, Local Government and Community Development have prepared sample policies and registers for Councils to consider.</p> <p>The Casting Vote Policy at Attachment 1 is consistent with the sample policy document provided by the Department of Housing, Local Government and Community Development.</p>	
<p>PREVIOUS COUNCIL RESOLUTION</p> <p>No previous decisions for this Council.</p>	
<p>STRATEGIC PLAN ALIGNMENT</p>	<p>6 Governance Framework</p> <p>6.3 Decision Making and Management</p>
<p>BUDGET / FINANCIAL / RESOURCE IMPLICATIONS</p>	<p>Nil</p>
<p>LEGISLATION / POLICY CONTROLS OR IMPACTS</p>	<p>Legislation:</p> <p><i>Local Government Act 2019</i></p> <p>Policy:</p> <p>Meetings Policy</p>
<p>CONSULTATION, ENGAGEMENT & COMMUNICATION</p>	<p>Engagement Level: Inform</p> <p>Tactics:</p> <p>Nil</p> <p>Internal:</p> <p>City of Darwin compliance register to be updated with the newly adopted policy.</p> <p>External:</p> <p>City of Darwin website information to be updated to inform the community.</p>
<p>DECLARATION OF INTEREST</p>	<p>The report author does not have a conflict of interest in relation to this matter.</p> <p>The report authoriser does not have a conflict of interest in relation to this matter.</p> <p>If a conflict of interest exists, staff will not act in the matter, except as authorised by the CEO or Council (as the case requires).</p>



Casting vote policy

No. 0092.100.E.R

1 Purpose

The purpose of this policy is to allow the chairperson of a council meeting to cast a second vote (casting vote) on a motion/question arising for decision at a council meeting in the event of an equality of votes.

2 Scope

This policy applies to all Council members presiding as chairperson at a Council meeting.

3 Policy statement

3.1 Chairperson has a casting vote

If there is an equality of votes on a question arising for decision at a Council meeting, the chairperson has a casting vote.

3.2 Use of casting vote

A casting vote is to be exercised by the chairperson when there are equal votes on a motion/question arising for decision at a Council meeting. During such an occurrence, the casting vote will determine the vote. The chairperson must exercise the casting vote either in favour or against the motion.

If there are unequal votes, the chairperson cannot exercise a casting vote.

4 Definitions

Council meeting refers to Ordinary, Special and Committee meetings of Council.

Council member means elected members and Council committee members.

Elected Member means for the purpose of this policy are the Lord Mayor and Councillors who are elected by the community.

5 Legislative references

Local Government Act 2019 (NT)

Casting vote policy - 0092.100.E.R

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Responsible Officer: Chief Executive Officer

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6 Procedure and related documents

1053.100.E.R Meetings Policy

7 Responsibility / application

The CEO is responsible for ensuring that elected members presiding as chairperson at council meetings implements this policy.

This policy is to be reviewed at the first meeting after a local government general election.

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Casting vote policy - 0092.100.E.R		Page 2 of 2	
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14.2 ESTABLISHMENT OF EXECUTIVE AND ADVISORY COMMITTEES - 24TH COUNCIL

Author: A/Manager Office of Council and CEO

Authoriser: Chief Executive Officer

Attachments:

1. Administrative Review Committee terms of reference [↓](#)
2. Chief Executive Officer Performance Appraisal Committee terms of reference [↓](#)
3. Access and Inclusion Advisory Committee terms of reference [↓](#)
4. Arts and Cultural Development Advisory Committee terms of reference [↓](#)
5. Darwin Military and Civilian History Advisory Committee terms of reference [↓](#)
6. East Point Reserve Advisory Committee terms of reference [↓](#)
7. Information Communication Technology Steering Committee terms of reference [↓](#)
8. International Relations Advisory Committee terms of reference [↓](#)
9. Reconciliation Advisory Committee terms of reference [↓](#)
10. Sister City Advisory Committee terms of reference [↓](#)
11. Tree Advisory Committee terms of reference [↓](#)
12. Youth Advisory Committee terms of reference [↓](#)
13. Risk Management and Audit Committee terms of reference [↓](#)

RECOMMENDATIONS

1. THAT the report entitled Establishment of Executive and Advisory Committees - 24th Council be received and noted.
2. THAT Council, pursuant to section 82 of the *Local Government Act 2019*, establishes the following Executive and Advisory Committees and that the respective terms of reference be adopted:
 - (a) Executive Committees
 - (i) Administrative Review Committee terms of reference provided at **Attachment 1**.
 - (ii) Chief Executive Officer Performance Appraisal Committee terms of reference provided at **Attachment 2**.
 - (b) Advisory Committees
 - (i) Access and Inclusion Advisory Committee terms of reference provided at **Attachment 3**.
 - (ii) Arts and Cultural Development Advisory Committee terms of reference provided at **Attachment 4**.
 - (iii) Darwin Military and Civilian History Advisory Committee terms of reference provided at **Attachment 5**.
 - (iv) East Point Reserve Advisory Committee terms of reference provided at **Attachment 6**.
 - (v) Information Communication Technology Steering Committee terms of reference provided at **Attachment 7**.
 - (vi) International Relations Advisory Committee terms of reference provided at **Attachment 8**.
 - (vii) Reconciliation Advisory Committee terms of reference provided at **Attachment 9**.
 - (viii) Sister City Advisory Committee terms of reference provided at **Attachment 10**.
 - (ix) Tree Advisory Committee terms of reference provided at **Attachment 11**.
 - (x) Youth Advisory Committee terms of reference provided at **Attachment 12**.
3. THAT Council, pursuant to section 86 of the *Local Government Act 2019*, establishes the Risk Management and Audit Committee and that the respective terms of reference provided at **Attachment 13** be adopted.
4. THAT Council endorse a workshop to be held as part of the November 'Forum Meeting' to review the Advisory Committees and respective terms of reference.

PURPOSE

The purpose of this report is for Council to establish the statutory committee structure for the 24th Council.

KEY ISSUES

- A number of committees were established by the 23rd Council which were executive or advisory in nature.
- The *Local Government Act 2019* permits Council to establish and abolish committees.
- Committees support the decision-making processes of Council and enable people with specialist skills and subject matter knowledge to provide advice to Council.
- The 24th Council is able to determine the committee structure required to support decision making.
- Council must however establish an Audit Committee. For City of Darwin this is the Risk Management and Audit Committee.

DISCUSSION

It is recommended that the 24th Council establishes the statutory meeting (executive and advisory committees) as the 23rd Council. Should Council wish to review the committee structure in future it is able to and is able to establish new committees, amalgamate committees, or abolish existing committees as required.

The *Local Government Act 2019* requires Council to adopt terms of references to guide the operation of committees. These have been established and provided to Council for adoption.

PREVIOUS COUNCIL RESOLUTION

No previous decisions for this Council.

STRATEGIC PLAN ALIGNMENT	6 Governance Framework 6.2 Roles and Relationships
BUDGET / FINANCIAL / RESOURCE IMPLICATIONS	Nil
LEGISLATION / POLICY CONTROLS OR IMPACTS	Legislation: <i>Local Government Act 2019</i> (NT) Policy: Nil
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).



Administrative Review

Committee terms of reference

No. 1205.001.E.R

1 Purpose

The Administrative Review Committee (the Committee) is established in accordance with section 82 of the *Local Government Act 2019* (NT). The purpose of the Committee is to conduct Internal Reviews of Decisions pursuant to Chapter 18 of the *Local Government Act 2019* (NT) and to carry out the financial functions of Council pursuant to Section 17 of the *Local Government (General) Regulations 2021* (NT).

2 Scope

The Committee operates to perform functions delegated by Council in accordance with legislation relating to Reviewable Decisions and Financial Functions on an as required basis or in the absence of an Ordinary Council Meeting.

3 Authority / delegation

The Committee is an Executive Committee to Council.

Pursuant to Council decision ORD409/21, the Committee has the following delegations:

That Council, pursuant to Section 40 of the *Local Government Act 2019* (NT) delegates to the Administrative Review Committee its powers under section 324 of the *Local Government Act 2019* (NT) to:

- investigate, inquire into and make recommendations to Council on matters raised in an application to review a decision in accordance with Part 18.1 of the *Local Government Act 2019* (NT)
- any other powers and functions delegated to it under its Terms of Reference from time to time
- pursuant to Section 40 of the *Local Government Act 2019* (NT) delegates to the Administrative Review Committee its powers under Section 19 of the *Local Government (General) Regulations 2021* (NT), to carry out, on behalf of the council, financial functions on an as required basis or in the absence of an Ordinary Council Meeting.

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4 Functions

The functions of the Committee are to:

- receive, investigate, and determine applications for reviewable decisions in accordance with Chapter 18 Review of Decisions, Part 18.1 Internal Review of the *Local Government Act 2019* (NT)
- receive reports relating to financial functions prepared in accordance with Section 17 of the *Local Government (General) Regulations 2021* (NT).

5 Membership

5.1 Members

Membership of the Committee will be appointed by Council.

To ensure gender equity, the Committee will appoint at least one female and one male Elected Member.

The Committee will, where possible, appoint a First Nations representative.

Membership will consist of

- the Lord Mayor
- three Elected Members
- all other Elected Members (alternate).

5.2 Chair

The chair of the committee will be the Lord Mayor.

The Committee Chair is responsible for:

- ensuring the good conduct of meetings in accordance with the role and functions of the Committee
- ensuring that the Committee’s recommendations and actions are in line with the Terms of Reference.

The Committee Chair may be called upon to represent the Committee to Council.

The Committee may appoint a Deputy Chair for the purposes of chairing a meeting if the Chair is not present.

5.3 Terms and vacancies

Membership term of an Elected Member will be for one year, by nomination at an Ordinary Council Meeting.

Membership will expire if a member does not attend three consecutive meetings without an approved leave of absence.

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Administrative Review Committee terms of reference - 1205.001.E.R			Page 2 of 4
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6 Meetings

The Committee will adhere to the requirements for meetings as outlined in the *Local Government Act 2019* (NT), *Local Government (General) Regulations 2021* (NT) and relevant City of Darwin policies.

6.1 Frequency and location

The Committee will meet as required to perform the functions of the Committee.

Committee meetings will be held at the Civic Centre, Darwin at a time determined by the Chief Executive Officer (CEO) when convening the meeting.

Special meetings can be convened by the CEO on the request of the chair, or a majority of committee members. The CEO will then issue a Notice of Meeting with the time, date and location, and the items to be discussed at the special meeting.

6.2 Voting

For voting purposes, the Chairperson will accept motions moved and seconded by members of the Committee, by show of hands.

A Committee decision is by majority vote of voting members present at the meeting.

A majority vote is half plus one of the members present.

Each member present has, and must exercise, one vote on a question arising for decision at the meeting.

The Chair must exercise, in the event of an equal number of votes, a second or casting vote.

6.3 Secretariat

City of Darwin will provide secretarial services to the Committee. This includes assisting the CEO to ensure:

- the business papers are distributed no later than three business days prior to a meeting and are available on the website
- proper minutes are kept and ensure that they are tabled at the next meeting of Council
- a copy of the minutes must, within ten business days after the date of the meeting to which the minutes relate, be available on the website.

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Administrative Review Committee terms of reference - 1205.001.E.R			Page 3 of 4
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6.4 Meetings

Meetings are open to the public unless confidential business is being considered.

Observers with specialist skills and experience may also attend by invitation of the Committee and/or Council.

7 Quorum

Quorum consists of a majority, being half plus one of its members holding office at the time of the meeting.

8 Code of conduct

All Committee members are required to abide with Schedule 1 Code of Conduct of the *Local Government Act 2019* (NT).

This includes the requirement to declare gifts and/or benefits.

9 Conflict of interest

Committee members must declare any real or perceived conflicts of interest when joining the Committee.

Conflicts of Interest must also be identified at the start of each meeting in which a member has a conflict of interest on a matter.

10 Review

The Terms of Reference will be reviewed every four years by the Committee and any changes will be put to Council for endorsement.

11 Responsibility / application

All members of the Committee will be asked to sign the Terms of Reference as part of their induction to the Committee, to ensure they are aware of their responsibilities under the *Local Government Act 2019* (NT) as a member of a Council appointed Committee.

Name _____

Signature _____

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Administrative Review Committee terms of reference - 1205.001.E.R

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Chief Executive Officer Performance Appraisal Committee terms of reference

No.1250.001.E.R

1 Purpose

The Chief Executive Officer Performance Appraisal Committee (the Committee) is established in accordance with section 82 of the *Local Government Act 2019* (NT). The purpose of the Committee is to conduct performance appraisals of the Chief Executive Officer (CEO).

2 Scope

The Committee operates to monitor the performance of the CEO.

3 Authority / delegation

The Committee is an Executive Committee to Council.

Pursuant to Council decision ORD409/21, the Committee has the following delegations:

That Council, pursuant to Section 40 of the *Local Government Act 2019* (NT) delegates to the Chief Executive Officer Performance Appraisal Committee the power to:

- conduct and finalise a performance evaluation and review of the Council’s Chief Executive Officer
- any other powers and functions delegated to it under its Terms of Reference from time to time.

The Committee must present the outcome of the performance appraisal to Council for endorsement.

4 Functions

The functions of the Committee are to:

- in consultation with the CEO, set the Key Performance Measures
- participate and undertake the performance appraisal of the CEO
- present a report to Council with the outcome of the performance appraisal for endorsement.

Chief Executive Officer Performance Appraisal Committee terms of reference -
1250.001.E.R

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5 Membership

5.1 Members

Membership of the Committee will be appointed by Council.

To ensure gender equity, the Committee will appoint at least one female and one male Elected Member.

The Committee will, where possible, appoint a First Nations representative - either an appropriate organisation or Elected Member.

Membership will consist of:

- the Lord Mayor
- one Elected Member from each Ward
- an independent facilitator.

The independent facilitator will prepare and oversee the performance appraisal process for the final review.

The responsibility of the members is to:

- Regularly attend meetings and to actively contribute ideas and commentary, including but not limited to the completion of the CEO performance assessment documentation as part of the review process.
- Actively participate in working groups, sub-committees or specialist panels as required.

5.2 Chair

The chair of the Committee will be the Lord Mayor.

The Committee Chair is responsible for:

- ensuring the good conduct of meetings in accordance with the role and functions of the Committee
- ensuring that the Committee’s recommendations and actions are in line with the Terms of Reference.

The Committee Chair may be called upon to represent the Committee to Council.

The Committee may appoint a Deputy Chair for the purpose of chairing a meeting if the Chair is not present.

5.3 Terms and vacancies

Membership term of an Elected Member will be for one year or as specified, by nomination at an Ordinary Council Meeting.

Membership will expire if a member does not attend three consecutive meetings without an approved leave of absence.

Chief Executive Officer Performance Appraisal Committee terms of reference - 1250.001.E.R

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6 Meetings

The Committee will adhere to the requirements for meetings as outlined in the *Local Government Act 2019* (NT), *Local Government (General) Regulations 2021* (NT) and relevant City of Darwin policies.

6.1 Frequency and location

The Committee will meet at least two times per year and no more than four times annually, between February and November.

Time and location of meetings is to be determined by the Committee.

Special meetings can be convened by the CEO on the request of the Chair, or a majority of committee members. The CEO will then issue a Notice of Meeting with the time, date and location, and the items to be discussed at the special meeting.

6.2 Voting

For voting purposes, the Chairperson will accept motions moved and seconded by members of the Committee, by show of hands.

A Committee decision is by majority vote of voting members present at the meeting.

A majority vote is half plus one of the members present.

Each member present has, and must exercise, one vote on a question arising for decision at the meeting.

The Chair must exercise, in the event of an equal number of votes, a second or casting vote.

6.3 Secretariat

City of Darwin will provide secretarial services to the Committee. This includes assisting the CEO to ensure:

- the business papers are distributed no later than three business days prior to a meeting and are available on the website
- proper minutes are kept and ensure that they are tabled at the next meeting of Council
- a copy of the minutes must, within ten business days after the date of the meeting to which the minutes relate, be available on the website.

Chief Executive Officer Performance Appraisal Committee terms of reference -
1250.001.E.R

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6.4 Meetings

Meetings are open to the public unless confidential business is being considered.

Observers with specialist skills and experience may also attend by invitation of the Committee and/or Council.

7 Quorum

Quorum consists of a majority, being half plus one of its members holding office at the time of the meeting.

8 Code of conduct

All Committee members are required to abide with Schedule 1 Code of Conduct of the *Local Government Act 2019* (NT).

This includes the requirement to declare gifts and/or benefits.

9 Conflict of interest

Committee members must declare any real or perceived conflicts of interest when joining the Committee.

Conflicts of Interest must also be identified at the start of each meeting in which a member has a conflict of interest on a matter.

10 Review

The Terms of Reference will be reviewed every four years by the Committee and any changes will be put to Council for endorsement.

11 Responsibility / application

All members of the Committee will be asked to sign the Terms of Reference as part of their induction to the Committee, to ensure they are aware of their responsibilities under the *Local Government Act 2019* (NT) as a member of a Council appointed Committee.

Name _____

Signature _____

Chief Executive Officer Performance Appraisal Committee terms of reference -
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Access and Inclusion Advisory Committee terms of reference

No.1201.001.E.R

1 Purpose

The Access and Inclusion Advisory Committee (the Committee) is established in accordance with section 82 of the *Local Government Act 2019* (NT). The purpose of the Committee is to advocate, inform, and guide Council on improved access and inclusion for all people, including people with disabilities, living, working, studying, or visiting Darwin.

2 Scope

The Committee operates to advocate, inform, and support Council's approach to access and inclusion.

3 Authority / delegation

The Committee is an advisory committee to Council and does not have any delegation to make decisions. The Committee is able to put recommendations to Council for endorsement, and then may be responsible for completing the action determined by Council resolution.

4 Functions

The functions of the Committee are to:

- represent the access and inclusion needs of the Darwin community
- advise Council on ways to actively contribute to the development and implementation of best practice policy, procedures, planning, and programming to increase community inclusion outcomes
- identify actions that City of Darwin can take to improve access and inclusion of services, facilities, and programs
- identify gaps, issues and challenges relating to access and inclusion that City of Darwin can advocate for and/or partner with businesses, services and organisations to address
- advocate for access and inclusion through providing education and information to improve community awareness of the needs and rights of those with access and inclusion issues, through positive and proactive media, social marketing, community events, festivals, forums, and other initiatives
- keep Council informed on industry developments, standards, and legislation which can improve access and inclusion to services, facilities, and programs

Access and Inclusion Advisory Committee terms of reference - 1201.001.E.R

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- guide the development and implementation of City of Darwin’s Access Strategy and review the existing strategy.

5 Membership

5.1 Members

Membership of the Committee will be appointed by Council.

Council will appoint suitably qualified individuals to be members of the Committee based on selection criteria related to their expertise, experience, dedication, and commitment to the functions of the group.

The Committee will, where possible, appoint a First Nations representative – either an appropriate organisation or community member.

Membership will consist of:

- up to eight community members
- four organisational memberships consisting of:
 - National Disability Services NT (NDS NT)
 - Council on the Ageing NT (COTA NT)
 - Relevant Northern Territory Government representative(s)
 - Identified organisation representing members of the community for whom access and inclusion are important areas of focus.
- one Elected Member
- one Elected Member (alternate)
- The Lord Mayor, who may attend as ex-officio.

5.2 Chair

The chair of the Committee will be appointed by Council.

The Committee Chair is responsible for:

- ensuring the good conduct of meetings in accordance with the role and functions of the Committee
- ensuring that the Committee’s recommendations and actions are in line with the Terms of Reference.

The Committee chair may be called upon to represent the Committee to Council.

The Committee may appoint a Deputy Chair for the purpose of chairing a meeting if the Chair is not present.

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5.3 Terms and vacancies

Membership term for community and organisational members will be for two years.

Membership term of an Elected Member will be for one year, by nomination at an Ordinary Council Meeting.

Membership will expire if a member does not attend three consecutive meetings without an approved leave of absence.

6 Meetings

The Committee will adhere to the requirements for meetings as outlined in the *Local Government Act 2019* (NT), *Local Government (General) Regulations 2021* (NT) and relevant City of Darwin policies.

6.1 Frequency and location

Subject to direction by Council, the Committee will set its meeting schedule the calendar year prior.

The Committee will meet at least four times per year and no more than eight times annually, between February and November.

Time and location of meetings is to be determined by the Committee.

Special meetings can be convened by the Chief Executive Officer (CEO) on the request of the Chair, or a majority of committee members. The CEO will then issue a Notice of Meeting with the time, date and location, and the items to be discussed at the special meeting.

6.2 Voting

For voting purposes, the Chairperson will accept motions moved and seconded by members of the Committee, by show of hands.

A Committee decision is by majority vote of voting members present at the meeting.

A majority vote is half plus one of the members present.

Each member present has, and must exercise, one vote on a question arising for decision at the meeting.

The Chair must exercise, in the event of an equal number of votes, a second or casting vote.

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Access and Inclusion Advisory Committee terms of reference - 1201.001.E.R			Page 3 of 5
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2	ORD329/24	13 August 2024	12 August 2028
Responsible Officer: Chief Executive Officer			
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6.3 Secretariat

City of Darwin will provide secretarial services to the Committee. This includes assisting the CEO to ensure:

- the business papers are distributed no later than three business days prior to a meeting and are available on the website
- proper minutes are kept and ensure that they are tabled at the next meeting of Council
- a copy of the minutes is, within ten business days after the date of the meeting to which the minutes relate, available on the website.

6.4 Meetings

Meetings are open to the public unless confidential business is being considered.
Observers with specialist skills and experience may also attend by invitation of the Committee and/or Council.

7 Quorum

Quorum consists of a majority, being half plus one of its members holding office at the time of the meeting.

8 Code of conduct

All Committee members are required to abide with Schedule 1 Code of Conduct of the *Local Government Act 2019* (NT).
This includes the requirement to declare gifts and/or benefits.

9 Conflict of interest

Committee members must declare any real or perceived conflicts of interest when joining the Committee.
Conflicts of Interest must also be identified at the start of each meeting in which a member has a conflict of interest on a matter.

10 Review

The Terms of Reference will be reviewed every four years by the Committee and any changes will be put to Council for endorsement.

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Access and Inclusion Advisory Committee terms of reference - 1201.001.E.R			Page 4 of 5
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2	ORD329/24	13 August 2024	12 August 2028
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11 Responsibility / application

All members of the Committee will be asked to sign the Terms of Reference as part of their induction to the Committee, to ensure they are aware of their responsibilities under the *Local Government Act 2019* (NT) as a member of a Council appointed Committee.

Name _____

Signature _____

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2	ORD329/24	13 August 2024	12 August 2028
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Arts and Cultural Development Advisory Committee terms of reference

No. 1210.001.E.R

1 Purpose

The Arts and Cultural Development Advisory Committee (the Committee) is established in accordance with section 82 of the *Local Government Act 2019* (NT). The purpose of the Committee is to advocate, inform, and guide Council to further amplify creativity and elevate Darwin’s rich arts and cultural communities.

2 Scope

The Committee operates to advocate, inform, and support Council’s approach to arts and cultural development.

3 Authority / delegation

The Committee is an advisory committee to Council and does not have any delegation to make decisions. The Committee is able to put recommendations to Council for endorsement, and then may be responsible for completing the action determined by Council resolution.

4 Functions

The functions of the Committee are to:

- actively support the implementation of arts and cultural outcomes in keeping with the Creative Strategy 2024 - 2030
- make recommendations to Council to identify actions that City of Darwin may take to improve its facilities, services and programs for greater arts and cultural outcomes
- advocate to Council and educate and inform on relevant arts and cultural considerations and needs, industry best practice and developments
- participate in monitoring and evaluation processes of the Creative Strategy 2024 - 2030
- support the development and establishment of relevant sub-committees, working groups and/or panels as required
- act as a conduit for the sharing of ideas, resources, funding and employment opportunities between Council and Darwin’s creative community.

Arts and Cultural Development Advisory Committee terms of reference - 1210.001.E.R

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5	ORD329/24X	13 August 2024	12 August 2028
Responsible Officer: Chief Executive Officer			

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



5 Membership

5.1 Members

Membership of the Committee will be appointed by Council.

Council will appoint suitably qualified individuals to be members of the Committee based on selection criteria related to their expertise, experience, dedication, and commitment to the functions of the group.

The Committee will, where possible, appoint a First Nations representative – either an appropriate organisation or community member.

Membership will consist of:

- up to six community members
- four organisational memberships consisting of:
 - Larrakia Organisation
 - Multicultural Organisation
 - Relevant Northern Territory Government representative
 - Darwin Entertainment Centre.
- one Elected Member
- one Elected Member (alternate)
- the Lord Mayor, who may attend as ex-officio.

The domains of expertise relevant to the Committee are:

- arts – across all artforms
- cultural and creative industries
- accessible arts
- public art and design.

5.2 Chair

The chair of the Committee will be appointed by Council.

The Committee chair is responsible for:

- ensuring the good conduct of meetings in accordance with the role and functions of the Committee
- ensuring that the Committee’s recommendations and actions are in line with the Terms of Reference.

The Committee chair may be called upon to represent the Committee to Council.

The Committee may appoint a Deputy Chair for the purpose of chairing a meeting if the Chair is not present.

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Arts and Cultural Development Advisory Committee terms of reference - 1210.001.E.R			Page 2 of 5
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5	ORD329/24X	13 August 2024	12 August 2028
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5.3 Terms and vacancies

Membership term for community and organisational members will be for two years.

Membership term of an Elected Member will be for one year, by nomination at an Ordinary Council Meeting.

Membership will expire if a member does not attend three consecutive meetings without an approved leave of absence.

6 Meetings

The Committee will adhere to the requirements for meetings as outlined in the *Local Government Act 2019* (NT), *Local Government (General) Regulations 2021* (NT) and relevant City of Darwin policies.

6.1 Frequency and location

Subject to direction by Council, the Committee will set its meeting schedule the calendar year prior.

The Committee will meet at least four times per year and no more than eight times annually, between February and November.

Time and location of meetings is to be determined by the Committee.

Special meetings can be convened by the Chief Executive Officer (CEO) on the request of the Chair, or a majority of committee members. The CEO will then issue a Notice of Meeting with the time, date and location, and the items to be discussed at the special meeting.

6.2 Voting

For voting purposes, the Chairperson will accept motions moved and seconded by members of the Committee, by show of hands.

A Committee decision is by majority vote of voting members present at the meeting.

A majority vote is half plus one of the members present.

Each member present has, and must exercise, one vote on a question arising for decision at the meeting.

The Chair must exercise, in the event of an equal number of votes, a second or casting vote.

Arts and Cultural Development Advisory Committee terms of reference - 1210.001.E.R

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5	ORD329/24X	13 August 2024	12 August 2028

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6.3 Secretariat

City of Darwin will provide secretarial services to the Committee. This includes assisting the CEO to ensure:

- the business papers are distributed no later than three business days prior to a meeting and are available on the website
- proper minutes are kept and ensure that they are tabled at the next meeting of Council
- a copy of the minutes is, within ten business days after the date of the meeting to which the minutes relate, available on the website.

6.4 Meetings

Meetings are open to the public unless confidential business is being considered.
Observers with specialist skills and experience may also attend by invitation of the Committee and/or Council.

7 Quorum

Quorum consists of a majority, being half plus one of its members holding office at the time of the meeting.

8 Code of conduct

All Committee members are required to abide with Schedule 1 Code of Conduct of the *Local Government Act 2019* (NT).
This includes the requirement to declare gifts and/or benefits.

9 Conflict of interest

Committee members must declare any real or perceived conflicts of interest when joining the Committee.
Conflicts of Interest must also be identified at the start of each meeting in which a member has a conflict of interest on a matter.

10 Review

The Terms of Reference will be reviewed every four years by the Committee and any changes will be put to Council for endorsement.

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Arts and Cultural Development Advisory Committee terms of reference - 1210.001.E.R			Page 4 of 5
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5	ORD329/24X	13 August 2024	12 August 2028
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11 Responsibility / application

All members of the Committee will be asked to sign the Terms of Reference as part of their induction to the Committee, to ensure they are aware of their responsibilities under the *Local Government Act 2019* (NT) as a member of a Council appointed Committee.

Name _____

Signature _____

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5	ORD329/24X	13 August 2024	12 August 2028

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Darwin Military and Civilian History Advisory Committee

terms of reference

No. 1215.001.E.R

1 Purpose

The Darwin Military and Civilian History Advisory Committee (the Committee) is established in accordance with section 82 of the *Local Government Act 2019* (NT). The purpose of the Committee is strengthening the tourism, historical, cultural and educational prospects of the raft of events and activities relating to Darwin’s military heritage and its impact on the citizens of the Northern Territory.

2 Scope

The Committee operates to advocate, inform, and support Council on matters regarding military and civilian history.

3 Authority / delegation

The Committee is an advisory committee to Council and does not have any delegation to make decisions. The Committee is able to put recommendations to Council for endorsement, and then may be responsible for completing the action determined by Council resolution.

4 Functions

The functions of the Committee are to:

- develop the tourism, historical, cultural and educational prospects and aspects of both the Bombing of Darwin event and Darwin’s broader military history
- provide a strong vision for the infrastructure, activities and events that promote the Bombing of Darwin and Darwin’s broader military history
- establish effective partnerships with key stakeholders engaged in participating in and promoting the Bombing of Darwin event and Darwin’s broader military history
- promote recognition of the experiences of civilians in the Top End during WWII.

The target groups are:

- WWII veterans and their families, civilians, evacuees, and their families
- residents of the Darwin community

Military and Civilian History Advisory Committee terms of reference - 1215.001.E.R

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- prospective interstate and international visitors to Darwin.

5 Membership

5.1 Members

Membership of the Committee will be appointed by Council.

Council will appoint suitably qualified individuals to be members of the Committee based on selection criteria related to their expertise, experience, dedication, and commitment to the functions of the group.

The Committee will, where possible, appoint a First Nations representative – either an appropriate organisation or community member.

Membership will consist of:

- Tourism NT
- Department of Territory Families, Housing and Communities (Heritage Branch)
- Department of Veteran’s Affairs
- Department of Chief Minister and Cabinet (Defence NT)
- Returned Service League
- Darwin Military Museum
- Aviation Historical Society of the NT Inc
- the Lord Mayor
- one Elected Member
- one Elected Member (alternate)
- General Manager Community
- Executive Manager Growth and Economic Development

5.2 Chair

The chair of the Committee will be the Lord Mayor.

The Committee Chair is responsible for:

- ensuring the good conduct of meetings in accordance with the role and functions of the Committee
- ensuring that the Committee’s recommendations and actions are in line with the Terms of Reference.

The Committee chair may be called upon to represent the Committee to Council.

The Committee may appoint a Deputy Chair for the purpose of chairing a meeting if the Chair is not present.

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2	PRD329/24	13 August 2024	12 August 2028
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5.3 Terms and vacancies

Membership term for organisational members will be for two years.

Membership term of an Elected Member will be for one year, by nomination at an Ordinary Council Meeting.

Membership will expire if a member does not attend three consecutive meetings without an approved leave of absence.

6 Meetings

The Committee will adhere to the requirements for meetings as outlined in the *Local Government Act 2019* (NT), *Local Government (General) Regulations 2021* (NT) and relevant City of Darwin policies.

6.1 Frequency and location

Subject to direction by Council, the Committee will set its meeting schedule the calendar year prior.

The Committee will meet at least four times per year and no more than eight times annually, between February and November.

Time and location of meetings is to be determined by the Committee.

Special meetings can be convened by the Chief Executive Officer (CEO) on the request of the Chair, or a majority of committee members. The CEO will then issue a Notice of Meeting with the time, date and location, and the items to be discussed at the special meeting.

6.2 Voting

For voting purposes, the Chairperson will accept motions moved and seconded by members of the Committee, by show of hands.

A Committee decision is by majority vote of voting members present at the meeting.

A majority vote is half plus one of the members present.

Each member present has, and must exercise, one vote on a question arising for decision at the meeting.

The Chair must exercise, in the event of an equal number of votes, a second or casting vote.

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6.3 Secretariat

City of Darwin will provide secretarial services to the Committee. This includes assisting the CEO to ensure:

- the business papers are distributed no later than three business days prior to a meeting and are available on the website
- proper minutes are kept and ensure that they are tabled at the next meeting of Council
- a copy of the minutes is, within ten business days after the date of the meeting to which the minutes relate, available on the website.

6.4 Meetings

Meetings are open to the public unless confidential business is being considered.
Observers with specialist skills and experience may also attend by invitation of the Committee and/or Council.

7 Quorum

Quorum consists of a majority, being half plus one of its members holding office at the time of the meeting.

8 Code of conduct

All Committee members are required to abide with Schedule 1 Code of Conduct of the *Local Government Act 2019* (NT).
This includes the requirement to declare gifts and/or benefits.

9 Conflict of interest

Committee members must declare any real or perceived conflicts of interest when joining the Committee.
Conflicts of Interest must also be identified at the start of each meeting in which a member has a conflict of interest on a matter.

10 Review

The Terms of Reference will be reviewed every four years by the Committee and any changes will be put to Council for endorsement.

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11 Responsibility / application

All members of the Committee will be asked to sign the Terms of Reference as part of their induction to the Committee, to ensure they are aware of their responsibilities under the *Local Government Act 2019* (NT) as a member of a Council appointed Committee.

Name _____

Signature _____

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Military and Civilian History Advisory Committee terms of reference - 1215.001.E.R			Page 5 of 5
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2	PRD329/24	13 August 2024	12 August 2028
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East Point Reserve Advisory Committee terms of reference

No. 1220.001.E.R

1 Purpose

The East Point Reserve Advisory Committee (the Committee) is established in accordance with section 82 of the *Local Government Act 2019* (NT). The purpose of the Committee is to provide advice to Council to enable informed decisions on the management of East Point Reserve.

2 Scope

The Committee operates to advocate, inform and support Council’s approach to the management of East Point Reserve in accordance with the East Point Reserve Biodiversity Management Plan.

3 Authority / delegation

The Committee is an advisory committee to Council and does not have any delegation to make decisions. The Committee is able to put recommendations to Council for endorsement, and then may be responsible for completing the action determined by Council resolution.

4 Functions

The functions of the Committee are to:

- bring stakeholders together to share knowledge, experience and opportunities
- monitor the implementation of the East Point Reserve Biodiversity Management Plan 2024 - 2029
- inform and advise Council of issues within and around the reserve or any other matters.

The Committee will:

- consider officer’s reports and provide a recommended course of action to Council to determine matters related to East Point Reserve
- provide a forum to enable complex issues related to East Point Reserve to be discussed at length or any other matters.

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East Point Reserve Advisory Committee terms of reference - 1220.001.E.R

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5

Membership

5.1

Members

Membership of the Committee will be appointed by Council.

Council will appoint suitably qualified individuals to be members of the Committee based on selection criteria related to their expertise, experience, dedication, and commitment to the functions of the group.

The Committee will, where possible, appoint a First Nations representative – either an appropriate organisation or community member.

Membership will consist of:

- two community members
- organisational memberships consisting of:
 - Fannie Bay Equestrian Club Inc.
 - Friends of East Point
 - Birdlife Top End
 - Department of Infrastructure, Planning and Logistics (Crown Land Estate)
 - Department of Territory Families, Housing and Communities (Heritage Branch)
 - Research organisations
 - Larrakia Nation
 - Museum and Art Gallery of the Northern Territory
 - Darwin Triathlon Club
- one Elected Member
- one Elected Member (alternate)
- the Lord Mayor, who may attend as ex-officio.

5.2

Chair

The chair of the Committee will be appointed by Council.

The Committee Chair is responsible for:

- ensuring the good conduct of meetings in accordance with the role and functions of the Committee
- ensuring that the Committee’s recommendations and actions are in line with the Terms of Reference.

The Committee chair may be called upon to represent the Committee to Council.

The Committee may appoint a Deputy Chair for the purpose of chairing a meeting if the Chair is not present.

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East Point Reserve Advisory Committee terms of reference - 1220.001.E.R			Page 2 of 5
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5	ORD329/24	13 August 2024	12 August 2028
Responsible Officer: Chief Executive Officer			
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5.3 Terms and vacancies

Membership term for community and organisational members will be for two years.

Membership term of an Elected Member will be for one year, by nomination at an Ordinary Council Meeting.

Membership will expire if a member does not attend three consecutive meetings without an approved leave of absence.

6 Meetings

The Committee will adhere to the requirements for meetings as outlined in the *Local Government Act 2019* (NT), *Local Government (General) Regulations 2021* (NT) and relevant City of Darwin policies.

6.1 Frequency and location

Subject to direction by Council, the Committee will set its meeting schedule the calendar year prior.

The Committee will meet at least four times per year and no more than eight times annually, between February and November.

Time and location of meetings is to be determined by the Committee.

Special meetings can be convened by the Chief Executive Officer (CEO) on the request of the Chair, or a majority of committee members. The CEO will then issue a Notice of Meeting with the time, date and location, and the items to be discussed at the special meeting.

6.2 Voting

For voting purposes, the Chairperson will accept motions moved and seconded by members of the Committee, by show of hands.

A Committee decision is by majority vote of voting members present at the meeting.

A majority vote is half plus one of the members present.

Each member present has, and must exercise, one vote on a question arising for decision at the meeting.

The Chair must exercise, in the event of an equal number of votes, a second or casting vote.

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East Point Reserve Advisory Committee terms of reference - 1220.001.E.R			Page 3 of 5
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6.3 Secretariat

City of Darwin will provide secretarial services to the Committee. This includes assisting the CEO to ensure:

- the business papers are distributed no later than three business days prior to a meeting and are available on the website
- proper minutes are kept and ensure that they are tabled at the next meeting of Council
- a copy of the minutes is, within ten business days after the date of the meeting to which the minutes relate, available on the website.

6.4 Meetings

Meetings are open to the public unless confidential business is being considered.
Observers with specialist skills and experience may also attend by invitation of the Committee and/or Council.

7 Quorum

Quorum consists of a majority, being half plus one of its members holding office at the time of the meeting.

8 Code of conduct

All Committee members are required to abide with Schedule 1 Code of Conduct of the *Local Government Act 2019* (NT).
This includes the requirement to declare gifts and/or benefits.

9 Conflict of interest

Committee members must declare any real or perceived conflicts of interest when joining the Committee.
Conflicts of Interest must also be identified at the start of each meeting in which a member has a conflict of interest on a matter.

10 Review and performance evaluation

The Terms of Reference will be reviewed every four years by the Committee and any changes will be put to Council for endorsement.

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East Point Reserve Advisory Committee terms of reference - 1220.001.E.R			Page 4 of 5
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11 Responsibility / application

All members of the Committee will be asked to sign the Terms of Reference as part of their induction to the Committee, to ensure they are aware of their responsibilities under the *Local Government Act 2019* (NT) as a member of a Council appointed Committee.

Name _____

Signature _____

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5	ORD329/24	13 August 2024	12 August 2028
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Information Communication Technology Steering Committee

terms of reference

No. 1270.001.E.R

1 Purpose

The Information Communication Technology (ICT) Steering Committee (the Committee) is established in accordance with section 82 of the *Local Government Act 2019* (NT). The purpose of the Committee is to ensure accountability and governance oversight of the ICT function.

2 Scope

The Committee operates to assess and monitor the ICT projects, decision making and outcomes and the governance and oversight of ICT infrastructure, networks, and security.

The Committee will:

- consider officers reports and provide recommendations to Council as required
- provide a forum to enable matters to be reviewed and discussed.

3 Authority / delegation

The Committee is subject to control and direction by the Council.

The Committee does not have any delegation to make decisions. The Committee can provide specialist advice based on members expertise, put recommendations to Council for endorsement, and may be responsible for oversight of any outcomes determined by Council resolution.

The Committee is authorised, via the Chief Executive Officer (CEO) to:

- obtain any information it requires from any member of staff and/or external party
- discuss any matters with internal and/or external auditors, or other external parties
- request attendance of any member of staff at Committee meetings
- request external legal or other professional advice, as considered necessary to meet its responsibilities.

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4 Functions

The functions of the Committee are to:

- oversee the implementation of the ICT Roadmap and provision of ICT Infrastructure, Networks and Security ICT operations
- consider, evaluate and provide commercial, financial and risk recommendations regarding ICT projects and investment in future Information Technology (IT) capability
- provide guidance and recommendations regarding strategic investment priorities, decision making and project methodologies, and provide advice to CEO
- provide oversight and monitoring of IT implementation programs and schedules including the identification of key risks and dependencies and provide appropriate solutions and mitigation strategies that consider overarching return on ICT investments
- make recommendations to Council about any matters the committee considers require the Council's consideration.

5 Membership

5.1 Members

Membership of the Committee will be appointed by Council.

Preference will be given to local representation; however, Council may appoint members from outside the Darwin local government area to ensure appropriate expertise.

The Committee will, where possible, appoint a First Nations representative – either an appropriate external member or Elected Member.

Membership will consist of:

- one Elected Member
- one Elected Member (alternate)
- four community members
 - one of whom will be the Chair of the Risk Management and Audit Committee
 - at least one of whom is qualified or has significant business experience in the field of ICT governance and project management
 - at least one of whom is qualified or has significant business experience in the field of commercial finance and contract management.
- The Lord Mayor, who may attend as ex-officio.

The City of Darwin CEO or delegate will attend all meetings.

Information Communication Technology Steering Committee terms of reference -
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2	ORD527/24	26 November 2024	26 November 2028
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5.2 Chair

The Chair of the Committee will be appointed by Council for a term of no greater than two years.

In accordance with section 98(1) of the *Local Government Act 2019* (NT), the Chair will be appointed from the community membership of the Committee.

The Committee Chair is responsible for:

- ensuring the good conduct of meetings in accordance with the role and functions of the Committee
- ensuring that the Committee’s recommendations and actions are in line with the Terms of Reference
- ensuring effective communication between the Committee and CEO
- ensuring the independence and objectivity of the committee functions are maintained.

The Committee Chair may be called upon to represent the Committee to Council.

The Committee may appoint a Deputy Chair for the purposes of chairing a meeting if the Chair is not present.

5.3 Terms and Vacancies

Membership term for community members will be for two years.

Membership term of an Elected Member will be for two years, by nomination at an Ordinary Council Meeting.

Membership will expire if a member does not attend three consecutive meetings without an approved leave of absence.

6 Meetings

The Committee will adhere to the requirements for meetings as outlined in the *Local Government Act 2019* (NT), *Local Government (General) Regulations 2021* (NT) and relevant City of Darwin policies.

6.1 Frequency and location

Subject to direction by Council, the Committee will set its meeting schedule the calendar year prior.

The Committee will meet at least four times per year and no more than eight times annually, between February and November.

Time and location of meetings is to be determined by the Committee.

Special meetings can be convened by the CEO on the request of the Chair, or a majority of committee members. The CEO will then issue a Notice of Meeting with the time, date and location of the meeting, and the items to be discussed at the special meeting.

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6.2 Voting

For voting purposes, the Chairperson will accept motions moved and seconded by members of the Committee, by show of hands.

A Committee decision is by majority vote of voting members present at the meeting.

A majority vote is half plus one of the members present. Each member present has, and must exercise, one vote on a question arising for decision at the meeting.

The Chair must exercise, in the event of an equal number of votes, a second or casting vote.

6.3 Secretariat

City of Darwin will provide secretarial services to the Committee. This includes assisting the CEO to ensure:

- the business papers are distributed no later than three business days prior to a meeting and are available on the website
- proper minutes are kept and ensure that they are tabled at the next meeting of Council
- a copy of the minutes is, within ten business days after the date of the meeting to which the minutes relate, available on the website.

6.4 Meetings

Meetings are open to the public unless confidential business is being considered.

Observers with specialist skills and experience may also attend by invitation of the Committee and/or Council.

7 Quorum

Quorum consists of a majority, being half plus one of its members holding office at the time of the meeting.

8 Code of conduct

All Committee members are required to abide with Schedule 1 Code of Conduct of the *Local Government Act 2019* (NT).

This includes the requirement to declare gifts and/or benefits.

Information Communication Technology Steering Committee terms of reference -
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Responsible Officer: Chief Executive Officer			

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Committee members must declare any real or perceived conflicts of interest when joining the Committee. Conflicts of Interest must also be identified at the start of each meeting in which a member has a conflict of interest on a matter.

The Terms of Reference will be reviewed every four years by the Committee and any changes will be put to Council for endorsement.

All members of the Committee will be asked to sign the Terms of Reference as part of their induction to the Committee, to ensure they are aware of their responsibilities under the *Local Government Act 2019* (NT) as a member of a Council appointed Committee.

Name _____

Signature _____

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2	ORD527/24	26 November 2024	26 November 2028

Responsible Officer: Chief Executive Officer

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



International Relations Advisory Committee terms of reference

No. 1225.001.E.R

1 Purpose

The International Relations Advisory Committee (the Committee) is established in accordance with section 82 of the *Local Government Act 2019* (NT). The purpose of the Committee is to provide support, knowledge, information and connection to City of Darwin’s international relations strategic direction.

2 Scope

The Committee operates to advocate, inform, and support Council with its international relations strategy, while supporting a whole of Council approach to community, cultural and economic development.

3 Authority / delegation

The Committee is an advisory committee to Council and does not have any delegation to make decisions. The Committee is able to put recommendations to Council for endorsement, and then may be responsible for completing the action determined by Council resolution.

4 Functions

The functions of the Committee are to:

- provide support and advice to City of Darwin international relations strategic direction
- share knowledge, information, expertise and connection to City of Darwin to achieve its strategic outcomes
- act in an advisory capacity to City of Darwin.

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5	ORD329/24	13 August 2024	12 August 2028
Responsible Officer: Chief Executive Officer			

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5 Membership

5.1 Members

Membership of the Committee will be appointed by Council.

Council will appoint suitably qualified individuals to be members of the Committee based on selection criteria related to their expertise, experience, dedication, and commitment to the functions of the group.

The Committee will, where possible, appoint a First Nations representative – either an appropriate organisation or community member.

Membership will consist of:

- organisational memberships consisting of:
 - representatives of the Australian Government
 - representatives of the Northern Territory Government
 - representatives of key industry and organisation stakeholders targeting international markets
 - chair of Sister City Advisory Committee
 - a senior staff member from City of Darwin.
- the Lord Mayor
- one Elected Member
- one Elected Member (alternate)

5.2 Chair

The chair of the Committee will be the Lord Mayor.

The Committee Chair is responsible for:

- ensuring the good conduct of meetings in accordance with the role and functions of the Committee
- ensuring that the Committee’s recommendations and actions are in line with the Terms of Reference.

The Committee chair may be called upon to represent the Committee to Council.

The Committee may appoint a Deputy Chair for the purpose of chairing a meeting if the Chair is not present.

International Relations Advisory Committee terms of reference - 1225.001.E.R

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5.3 Terms and vacancies

Membership term for organisational members will be for two years.

Membership term of an Elected Member will be for one year, by nomination at an Ordinary Council Meeting.

Membership will expire if a member does not attend three consecutive meetings without an approved leave of absence.

6 Meetings

The Committee will adhere to the requirements for meetings as outlined in the *Local Government Act 2019* (NT), *Local Government (General) Regulations 2021* (NT) and relevant City of Darwin policies.

6.1 Frequency and location

Subject to direction by Council, the Committee will set its meeting schedule the calendar year prior.

The Committee will meet at least four times per year and no more than eight times annually, between February and November.

Time and location of meetings is to be determined by the Committee.

Special meetings can be convened by the Chief Executive Officer (CEO) on the request of the Chair, or a majority of committee members. The CEO will then issue a Notice of Meeting with the time, date and location, and the items to be discussed at the special meeting.

6.2 Voting

For voting purposes, the Chairperson will accept motions moved and seconded by members of the Committee, by show of hands.

A Committee decision is by majority vote of voting members present at the meeting.

A majority vote is half plus one of the members present.

Each member present has, and must exercise, one vote on a question arising for decision at the meeting.

The Chair must exercise, in the event of an equal number of votes, a second or casting vote.

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6.3 Secretariat

City of Darwin will provide secretarial services to the Committee. This includes assisting the CEO to ensure:

- the business papers are distributed no later than three business days prior to a meeting and are available on the website
- proper minutes are kept and ensure that they are tabled at the next meeting of Council
- a copy of the minutes is, within ten business days after the date of the meeting to which the minutes relate, available on the website.

6.4 Meetings

Meetings are open to the public unless confidential business is being considered.
Observers with specialist skills and experience may also attend by invitation of the Committee and/or Council.

7 Quorum

Quorum consists of a majority, being half plus one of its members holding office at the time of the meeting.

8 Code of conduct

All Committee members are required to abide with Schedule 1 Code of Conduct of the *Local Government Act 2019* (NT).
This includes the requirement to declare gifts and/or benefits.

9 Conflict of interest

Committee members must declare any real or perceived conflicts of interest when joining the Committee.
Conflicts of Interest must also be identified at the start of each meeting in which a member has a conflict of interest on a matter.

10 Review

The Terms of Reference will be reviewed every four years by the Committee and any changes will be put to Council for endorsement.

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11 Responsibility / application

All members of the Committee will be asked to sign the Terms of Reference as part of their induction to the Committee, to ensure they are aware of their responsibilities under the *Local Government Act 2019* (NT) as a member of a Council appointed Committee.

Name _____

Signature _____

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Reconciliation advisory committee terms of reference

No.1255.001.E.R

1 Purpose

The Reconciliation Advisory Committee (the Committee) is established in accordance with section 82 of the *Local Government Act 2019* (NT). The purpose of the Committee is to advocate, inform, and guide Council on reconciliation actions and efforts to strengthen the relationships between First Nations and non-First Nations people, for the benefit of all Australians living, working, studying, or visiting the Darwin municipality.

2 Scope

The Committee operates to advocate, inform and support Council’s approach to reconciliation.

3 Authority / delegation

The Committee is an advisory committee to Council and does not have any delegation to make decisions. The Committee is able to put recommendations to Council for endorsement, and then may be responsible for completing the action determined by Council resolution.

4 Functions

The functions of the Committee are to:

- guide the implementation of City of Darwin’s Reconciliation Action Plans (RAP)
- represent the reconciliation needs of the Darwin community to the City of Darwin
- advise Council on ways to actively contribute to the development and implementation of best practice policies, procedures, planning and programming to support reconciliation outcomes
- identify actions that City of Darwin may take to improve reconciliation within its facilities, services and programs
- identify gaps, issues and challenges in achieving reconciliation that City of Darwin can advocate for and/or partner with businesses, services and organisations to address
- advocate for reconciliation as an active goal by providing education and information to improve community awareness of the importance of reconciliation, by promoting the histories, cultures and contributions of First Nations people to the City of Darwin
- keep Council informed of industry developments, standards and legislation which can improve reconciliation within City of Darwin services, facilities, and programs.

Reconciliation advisory committee terms of reference - 1255.001.E.R

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



5 Membership

5.1 Members

Membership of the Committee will be appointed by Council.

Council will appoint suitably qualified individuals to be members of the Committee based on selection criteria related to their expertise, experience, dedication, and commitment to the functions of the group.

The Committee will, where possible, appoint a First Nations representative – either an appropriate organisation or community member.

Membership will consist of:

- up to four community members
- up to six organisational memberships consisting of:
 - Larrakia Nation Aboriginal Corporation
 - Larrakia Development Corporation
 - an organisation with a higher status RAP than City of Darwin such as Stretch or Elevate
 - the Australian Government or Northern Territory Government
 - an education, employment or training provider
 - a community or not-for-profit organisation.
- Any other peak First Nations organisations that the majority of members agree to approach
- City of Darwin Chief Executive Officer
- one Elected Member
- one Elected Member (alternative)
- The Lord Mayor, who may attend as ex-officio.

The domains of expertise relevant to the Committee are:

- understanding and experience of issues impacting on First Nations communities
- community services and cultural development
- education, employment, and training
- recruitment and/or human resourcing
- safety and well-being services.

5.2 Chair

The chair of the Committee will be appointed by Council.

The Committee Chair is responsible for:

- ensuring the good conduct of meetings in accordance with the role and functions of the Committee
- ensuring that the Committee’s recommendations and actions are in line with the Terms of Reference.

The Committee chair may be called upon to represent the Committee to Council.

The Committee may appoint a Deputy Chair for the purpose of chairing a meeting if the Chair is not present.

Reconciliation advisory committee terms of reference - 1255.001.E.R

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5.3 Terms and vacancies

Membership term for community and organisational members will be for two years.

Membership term of an Elected Member will be for one year, by nomination at an Ordinary Council Meeting.

Membership will expire if a member does not attend three consecutive meetings without an approved leave of absence.

6 Meetings

The Committee will adhere to the requirements for meetings as outlined in the *Local Government Act 2019* (NT), *Local Government (General) Regulations 2021* (NT) and relevant City of Darwin policies.

6.1 Frequency and location

Subject to direction by Council, the Committee will set its meeting schedule the calendar year prior.

The Committee will meet at least four times per year and no more than eight times annually, between February and November.

Time and location of meetings is to be determined by the Committee.

Special meetings can be convened by the Chief Executive Officer (CEO) on the request of the Chair, or a majority of committee members. The CEO will then issue a Notice of Meeting with the time, date and location, and the items to be discussed at the special meeting.

6.2 Voting

For voting purposes, the Chairperson will accept motions moved and seconded by members of the Committee, by show of hands.

A Committee decision is by majority vote of voting members present at the meeting.

A majority vote is half plus one of the members present.

Each member present has, and must exercise, one vote on a question arising for decision at the meeting.

The Chair must exercise, in the event of an equal number of votes, a second or casting vote.

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6.3 Secretariat

City of Darwin will provide secretarial services to the Committee. This includes assisting the CEO to ensure:

- the business papers are distributed no later than three business days prior to a meeting and are available on the website
- proper minutes are kept and ensure that they are tabled at the next meeting of Council
- a copy of the minutes is, within ten business days after the date of the meeting to which the minutes relate, available on the website.

6.4 Meetings

Meetings are open to the public unless confidential business is being considered.
Observers with specialist skills and experience may also attend by invitation of the Committee and/or Council.

7 Quorum

Quorum consists of a majority, being half plus one of its members holding office at the time of the meeting.

8 Code of conduct

All Committee members are required to abide with Schedule 1 Code of Conduct of the *Local Government Act 2019* (NT).
This includes the requirement to declare gifts and/or benefits.

9 Conflict of interest

Committee members must declare any real or perceived conflicts of interest when joining the Committee.
Conflicts of Interest must also be identified at the start of each meeting in which a member has a conflict of interest on a matter.

10 Review

The Terms of Reference will be reviewed every four years by the Committee and any changes will be put to Council for endorsement.

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11 Responsibility and Action

All members of the Committee will be asked to sign the Terms of Reference as part of their induction to the Committee, to ensure they are aware of their responsibilities under the *Local Government Act 2019* (NT) as a member of a Council appointed Committee.

Name _____

Signature _____

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Sister City Advisory Committee

terms of reference

No. 1260.001.E.R

1 Purpose

The Sister City Advisory Committee (the Committee) is established in accordance with section 82 of the *Local Government Act 2019* (NT). The purpose of the Committee is to provide cross-cultural understanding, build vibrant and connected communities and generating mutual benefits for both cities through educational, cultural, professional, economic and humanitarian exchange.

City of Darwin has one Sister City Advisory Committee for seven sister cities, including Ambon (Indonesia), Anchorage (USA), Dili (Timor-Leste), Haikou (China), Kalymnos (Greece), Milikapiti (Northern Territory, Australia) and Denpasar (Indonesia).

2 Scope

The Committee operates to advocate, inform, and support Council with its International Relations programs, while supporting a whole of Council approach to cultural, community and economic development.

3 Authority / delegation

The Committee is an advisory committee to Council and does not have any delegation to make decisions. The Committee is able to put recommendations to Council for endorsement, and then may be responsible for completing the action determined by Council resolution.

4 Functions

The functions of the Committee are to:

- share information, create connections, and provide advice and support to City of Darwin’s Sister City Program
- actively contribute to the development and implementation of best practice policy, procedures, planning and programming to increase positive community, cultural, and economic outcomes in keeping with the strategic plan
- identify opportunities for community, cultural and economic development that City of Darwin can advocate for and/or partner with businesses, services and organisations to address
- to promote the Sister Cities and Program to the Darwin community
- to assist in the delivery of Sister City projects as required.

Sister City Advisory Committee terms of reference - 1260.001.E.R

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It is also expected that activities coordinated through the Sister City Program will facilitate the identification and development of business and trade opportunities between Darwin and its Sister Cities. However, such opportunities will then be assessed and acted upon by local businesses/industries.

5 Membership

5.1 Members

Membership of the Committee will be appointed by Council.

Council will appoint suitably qualified individuals to be members of the Committee based on selection criteria related to their expertise, experience, dedication, and commitment to the functions of the group.

The Committee will, where possible, appoint a First Nations representative – either an appropriate organisation or community member.

Membership will consist of:

- ten community members
- one Elected Member
- one Elected Member (alternate)
- the Lord Mayor, who may attend as ex-officio.

5.2 Chair

The chair of the Committee will be appointed by Council.

The Committee Chair is responsible for:

- ensuring the good conduct of meetings in accordance with the role and functions of the Committee
- ensuring that the Committee’s recommendations and actions are in line with the Terms of Reference.

The Committee chair may be called upon to represent the Committee to Council.

The Committee may appoint a Deputy Chair for the purpose of chairing a meeting if the Chair is not present.

5.3 Terms and vacancies

Membership term for community members will be for two years.

Membership term of an Elected Member will be for one year, by nomination at an Ordinary Council Meeting.

Membership will expire if a member does not attend three consecutive meetings without an approved leave of absence.

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Sister City Advisory Committee terms of reference - 1260.001.E.R		Page 2 of 4	
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6 Meetings

The Committee will adhere to the requirements for meetings as outlined in the *Local Government Act 2019* (NT), *Local Government (General) Regulations 2021* (NT) and relevant City of Darwin policies.

6.1 Frequency and Location

Subject to direction by Council, the Committee will set its meeting schedule the calendar year prior.

The Committee will meet at least four times per year and no more than eight times annually, between February and November.

Time and location of meetings is to be determined by the Committee.

Special meetings can be convened by the Chief Executive Officer (CEO) on the request of the Chair, or a majority of committee members. The CEO will then issue a Notice of Meeting with the time, date and location, and the items to be discussed at the special meeting.

6.2 Voting

For voting purposes, the Chairperson will accept motions moved and seconded by members of the Committee, by show of hands.

A Committee decision is by majority vote of voting members present at the meeting.

A majority vote is half plus one of the members present.

Each member present has, and must exercise, one vote on a question arising for decision at the meeting.

The Chair must exercise, in the event of an equal number of votes, a second or casting vote.

6.3 Secretariat

City of Darwin will provide secretarial services to the Committee. This includes assisting the CEO to ensure:

- the business papers are distributed no later than three business days prior to a meeting and are available on the website
- proper minutes are kept and ensure that they are tabled at the next meeting of Council
- a copy of the minutes is, within ten business days after the date of the meeting to which the minutes relate, available on the website.

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6.4 Meetings

Meetings are open to the public unless confidential business is being considered.

Observers with specialist skills and experience may also attend by invitation of the Committee and/or Council.

7 Quorum

Quorum consists of a majority, being half plus one of its members holding office at the time of the meeting.

8 Code of conduct

All Committee members are required to abide with Schedule 1 Code of Conduct of the *Local Government Act 2019* (NT).

This includes the requirement to declare gifts and/or benefits.

9 Conflict of interest

Committee members must declare any real or perceived conflicts of interest when joining the Committee.

Conflicts of Interest must also be identified at the start of each meeting in which a member has a conflict of interest on a matter.

10 Review

The Terms of Reference will be reviewed every four years by the Committee and any changes will be put to Council for endorsement.

11 Responsibility / application

All members of the Committee will be asked to sign the Terms of Reference as part of their induction to the Committee, to ensure they are aware of their responsibilities under the *Local Government Act 2019* (NT) as a member of a Council appointed Committee.

Name _____

Signature _____

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Tree Advisory Committee terms of reference

No. 1240.001.E.R

1 Purpose

The Tree Advisory Committee (the Committee) is established in accordance with section 82 of the *Local Government Act 2019* (NT). The purpose of the Committee is to provide recommendations to Council to enable informed decisions to be made on the management of the Greening Strategy 2021.

2 Scope

The Committee operates to advocate, inform, and support Council and deliver recommendations for the Greening Strategy 2021.

3 Authority / delegation

The Committee is an advisory committee to Council and does not have any delegation to make decisions. The Committee is able to put recommendations to Council for endorsement, and then may be responsible for completing the action determined by Council resolution.

4 Functions

The functions of the Committee are to:

- review and monitor the implementation of City of Darwin's Greening Strategy actions on an annual basis
- review and monitor the implementation of the actions in the report *Establishing a Resilient Urban Forest for Darwin* on an annual basis
- review and update the document *Preferred Trees for Darwin* on a five yearly basis or as external circumstances require
- review and update the document *Trees Not Recommended to be Planted* on a five yearly basis or as external circumstances require
- investigate and make recommendations on Species that are colourful, tropical and/or flowering.

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Tree Advisory Committee terms of reference - 1240.001.E.R

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5

Membership

5.1

Members

Membership of the Committee will be appointed by Council.

Council will appoint suitably qualified individuals to be members of the Committee based on selection criteria related to their expertise, experience, dedication, and commitment to the functions of the group.

The Committee will, where possible, appoint a First Nations representative – either an appropriate organisation or community member.

Membership will consist of:

- up to two community members
- up to four organisational memberships consisting of:
 - Australian Institute of Landscape Architects
 - Northern Territory Arboriculture Association
 - Larrakia Nation
 - Parks and Wildlife (George Brown Darwin Botanic Gardens).
- The Lord Mayor
- one Elected Member
- one Elected Member (alternate).

5.2

Chair

The chair of the Committee will be the Lord Mayor.

The Committee Chair is responsible for:

- ensuring the good conduct of meetings in accordance with the role and functions of the Committee
- ensuring that the Committee’s recommendations and actions are in line with the Terms of Reference.

The Committee chair may be called upon to represent the Committee to Council.

The Committee may appoint a Deputy Chair for the purpose of chairing a meeting if the Chair is not present.

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5.3 Terms and vacancies

Membership term for community and organisational members will be for two years.

Membership term of an Elected Member will be for one year, by nomination at an Ordinary Council Meeting.

Membership will expire if a member does not attend three consecutive meetings without an approved leave of absence.

6 Meetings

The Committee will adhere to the requirements for meetings as outlined in the *Local Government Act 2019* (NT), *Local Government (General) Regulations 2021* (NT) and relevant City of Darwin policies.

6.1 Frequency and location

Subject to direction by Council, the Committee will set its meeting schedule the calendar year prior.

The Committee will meet at least four times per year and no more than eight times annually, between February and November.

Time and location of meetings is to be determined by the Committee.

Special meetings can be convened by the Chief Executive Officer (CEO) on the request of the Chair, or a majority of committee members. The CEO will then issue a Notice of Meeting with the time, date and location, and the items to be discussed at the special meeting.

6.2 Voting

For voting purposes, the Chairperson will accept motions moved and seconded by members of the Committee, by show of hands.

A Committee decision is by majority vote of voting members present at the meeting.

A majority vote is half plus one of the members present.

Each member present has, and must exercise, one vote on a question arising for decision at the meeting.

The Chair must exercise, in the event of an equal number of votes, a second or casting vote.

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6.3 Secretariat

City of Darwin will provide secretarial services to the Committee. This includes assisting the CEO to ensure:

- the business papers are distributed no later than three business days prior to a meeting and are available on the website
- proper minutes are kept and ensure that they are tabled at the next meeting of Council
- a copy of the minutes is, within ten business days after the date of the meeting to which the minutes relate, available on the website.

6.4 Meetings

Meetings are open to the public unless confidential business is being considered.
Observers with specialist skills and experience may also attend by invitation of the Committee and/or Council.

7 Quorum

Quorum consists of a majority, being half plus one of its members holding office at the time of the meeting.

8 Code of conduct

All Committee members are required to abide with Schedule 1 Code of Conduct of the *Local Government Act 2019* (NT).
This includes the requirement to declare gifts and/or benefits.

9 Conflict of interest

Committee members must declare any real or perceived conflicts of interest when joining the Committee.
Conflicts of Interest must also be identified at the start of each meeting in which a member has a conflict of interest on a matter.

10 Review

The Terms of Reference will be reviewed every four years by the Committee and any changes will be put to Council for endorsement.

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11 Responsibility / application

All members of the Committee will be asked to sign the Terms of Reference as part of their induction to the Committee, to ensure they are aware of their responsibilities under the *Local Government Act 2019* (NT) as a member of a Council appointed Committee.

Name _____

Signature _____

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Youth Advisory Committee terms of reference

No. 1245.001.E.R

1 Purpose

The Youth Advisory Committee (the Committee) is established in accordance with section 82 of the *Local Government Act 2019* (NT). The purpose of the Committee is to give young people a say in voicing their concerns on matters and issues that are important to them and are related to Council. The Committee also assists young people involved to develop leadership, communication, teamwork and public speaking skills.

2 Scope

The Committee operates to advocate, inform, and support Council on matters that are significant and important to young people in Darwin.

3 Authority / delegation

The Committee is an advisory committee to Council and does not have any delegation to make decisions. The Committee is able to put recommendations to Council for endorsement, and then may be responsible for completing the action determined by Council resolution.

4 Functions

The functions of the Committee are to:

- build the group's knowledge of issues that affect young people in Darwin so that advice can be given to Council on how to respond
- gain an understanding of the responsibilities of City of Darwin and work with Council to identify ways to increase the accessibility of City of Darwin and its facilities for young people
- assist Council to action the priorities of the Youth Strategy
- provide an opportunity for young people to build on and expand their skills in leadership, communication, public speaking, advocacy, teamwork and civic affairs

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Youth Advisory Committee terms of reference - 1245.001.E.R

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5 Membership

5.1 Members

Membership of the Committee will be appointed by Council.

Council will appoint suitably qualified individuals to be members of the Committee based on selection criteria related to their expertise, experience, dedication, and commitment to the functions of the group.

The Committee will, where possible, appoint a First Nations representative – either an appropriate organisation or community member.

Membership will consist of:

- up to 15 young people between 12 and 25 years of age
- one Elected Member
- one Elected Member (alternate)
- the Lord Mayor, who may attend as ex-officio.

Members must either live, study or work within the Darwin municipality.

Members will be selected to ensure there is equal and fair representation of young people from across the age range and demographics of Darwin young people. Every attempt will be made to have representation across the four electoral wards within Darwin.

Young people whose life experience and knowledge will make the group rich in understanding youth issues from different perspectives will be actively encouraged to apply to become a member.

5.2 Chair

The chair of the Committee will be appointed by Council.

The chair will be rotating to assist young people in developing leadership skills.

The Committee Chair is responsible for:

- ensuring the good conduct of meetings in accordance with the role and functions of the Committee
- ensuring that the Committee’s recommendations and actions are in line with the Terms of Reference.

The Committee chair may be called upon to represent the Committee to Council.

The Committee may appoint a Deputy Chair for the purpose of chairing a meeting if the Chair is not present.

5.3 Terms and vacancies

Membership term for community members will be for two years.

Membership term of an Elected Member will be for one year, by nomination at an Ordinary Council Meeting.

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Youth Advisory Committee terms of reference - 1245.001.E.R		Page 2 of 4	
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Membership will expire if a member does not attend three consecutive meetings without an approved leave of absence.

6 Meetings

The Committee will adhere to the requirements for meetings as outlined in the *Local Government Act 2019* (NT), *Local Government (General) Regulations 2021* (NT) and relevant City of Darwin policies.

6.1 Frequency and location

Subject to direction by Council, the Committee will set its meeting schedule the calendar year prior.

The Committee will meet at least four times per year and no more than eight times annually, between February and November.

Time and location of meetings is to be determined by the Committee.

Special meetings can be convened by the Chief Executive Officer (CEO) on the request of the Chair, or a majority of committee members. The CEO will then issue a Notice of Meeting with the time, date and location, and the items to be discussed at the special meeting.

6.2 Voting

For voting purposes, the Chairperson will accept motions moved and seconded by members of the Committee, by show of hands.

A Committee decision is by majority vote of voting members present at the meeting.

A majority vote is half plus one of the members present.

Each member present has, and must exercise, one vote on a question arising for decision at the meeting.

The Chair must exercise, in the event of an equal number of votes, a second or casting vote.

6.3 Secretariat

City of Darwin will provide secretarial services to the Committee. This includes assisting the CEO to ensure:

- the business papers are distributed no later than three business days prior to a meeting and are available on the website
- proper minutes are kept and ensure that they are tabled at the next meeting of Council
- a copy of the minutes is, within ten business days after the date of the meeting to which the minutes relate, available on the website.

Youth Advisory Committee terms of reference - 1245.001.E.R

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Version:	Decision Number:	Adoption Date:	Next Review Date:
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6.4 Meetings

Meetings are open to the public unless confidential business is being considered.

Observers with specialist skills and experience may also attend by invitation of the Committee and/or Council.

7 Quorum

Quorum consists of a majority, being half plus one of its members holding office at the time of the meeting.

8 Code of conduct

All Committee members are required to abide with Schedule 1 Code of Conduct of the *Local Government Act 2019* (NT).

This includes the requirement to declare gifts and/or benefits.

9 Conflict of interest

Committee members must declare any real or perceived conflicts of interest when joining the Committee.

Conflicts of Interest must also be identified at the start of each meeting in which a member has a conflict of interest on a matter.

10 Review

The Terms of Reference will be reviewed every four years by the Committee and any changes will be put to Council for endorsement.

11 Responsibility / application

All members of the Committee will be asked to sign the Terms of Reference as part of their induction to the Committee, to ensure they are aware of their responsibilities under the *Local Government Act 2019* (NT) as a member of a Council appointed Committee.

Name _____

Signature _____

.....

Youth Advisory Committee terms of reference - 1245.001.E.R

Page 4 of 4

Version:	Decision Number:	Adoption Date:	Next Review Date:
2	ORD329/24	13 August 2024	12 August 2028

Responsible Officer: Chief Executive Officer

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



Risk Management and Audit Committee terms of reference

No. 1235.001.E.R

1 Purpose

The Risk Management and Audit Committee (the Committee) is established in accordance with section 86 of the *Local Government Act 2019* (NT). The purpose of the Committee is to provide independent assurance and assistance to the Council and the Chief Executive Officer (CEO).

2 Scope

The Committee operates to monitor the risk management framework, financial reporting processes, compliance, performance of auditors and the audit program.

The Committee will:

- consider officers reports and provide recommendations to Council as required
- provide a forum to enable matters to be reviewed and discussed.

3 Authority / delegation

The Committee is an Audit Committee and is subject to control and direction by the Council.

The Committee does not have any delegation to make decisions. The Committee is able to put recommendations to Council for endorsement, and then may be responsible for completing the action determined by Council resolution.

The Committee is authorised to:

- obtain any information it requires from any member of staff and/or external party
- discuss any matters with internal and/or external auditors, or other external parties
- request, via the CEO, the attendance of any member of staff at Committee meetings
- request external legal or other professional advice, as considered necessary to meet its responsibilities.

Version:	Decision Number:	Adoption Date:	Next Review Date:
3	ORD527/24	26 November 2024	26 November 2028

Responsible Officer: Chief Executive Officer

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



4 Functions

The functions of the Committee are to:

- monitor and review the integrity of the council’s financial management
- monitor and review internal controls
- make recommendations to Council about any matters the committee considers require the Council’s consideration.

Further, the Committee will undertake the following key responsibilities and functions:

- monitor the performance of City of Darwin’s risk management framework, including strategic, operational and project risk assessments
- oversee the internal and external audit functions including development of audit programs, the conduct of audits by appropriately qualified personnel, the monitoring of audit recommendations and findings, management responses, and the implementation of actions
- monitor City of Darwin’s fraud and corruption prevention, compliance and governance frameworks
- review quality of annual financial statements and other performance reporting documents (such as annual reports) prior to their adoption by the Council
- review management’s responses to external audit recommendations and monitor implementation of the agreed recommendations
- meet with the external and internal auditors at least once each year to receive direct feedback about any key risk and compliance issues, and to provide feedback about the auditor’s performance.

5 Membership

5.1 Members

Membership of the Committee will be appointed by Council.

Preference will be given to local representation; however, Council may appoint members from outside the Darwin local government area to ensure appropriate expertise.

The Committee will, where possible, appoint a First Nations representative – either an appropriate community member or Elected Member.

Membership will consist of:

- three Elected Members
- four community members
 - at least one of whom should be either a Certified Practising Accountant or a Chartered Accountant
 - at least one be qualified or have significant business experience in the field of risk management.
- The Lord Mayor, who may attend as ex-officio.

The City of Darwin CEO or delegate will attend all meetings.

Risk Management and Audit Committee terms of reference - 1235.001.E.R Page 2 of 5

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3	ORD527/24	26 November 2024	26 November 2028
Responsible Officer: Chief Executive Officer			

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



5.2 Chair

The Chair of the Committee will be appointed by Council for a term of no greater than two years.

In accordance with section 86(4) of the *Local Government Act 2019* (NT), the Chair must not be a member of the Council or a member of the Council’s staff.

The Committee Chair is responsible for:

- ensuring the good conduct of meetings in accordance with the role and functions of the Committee
- ensuring that the Committee’s recommendations and actions are in line with the Terms of Reference
- ensuring effective communication between the Committee, CEO, External and Internal Audit
- ensuring the independence and objectivity of the committee functions are maintained.

The Committee chair may be called upon to represent the Committee to Council.

The Committee may appoint a Deputy Chair for the purposes of chairing a meeting if the Chair is not present.

5.3 Terms and vacancies

Membership term for community members will be for two years.

Membership term of an Elected Member will be for two years, by nomination at an Ordinary Council Meeting.

Membership will expire if a member does not attend three consecutive meetings without an approved leave of absence.

6 Meetings

The Committee will adhere to the requirements for meetings as outlined in the *Local Government Act 2019* (NT), *Local Government (General) Regulations 2021* (NT) and relevant City of Darwin policies.

6.1 Frequency and location

Subject to direction by Council, the Committee will set its meeting schedule the calendar year prior.

The Committee will meet at least four times per year and no more than eight times annually, between February and November.

Time and location of meetings is to be determined by the Committee.

Special meetings can be convened by the CEO on the request of the Chair, or a majority of Committee members. The CEO will then issue a Notice of Meeting with the time, date and location of the meeting, and the items to be discussed at the special meeting.

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Risk Management and Audit Committee terms of reference - 1235.001.E.R

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Version:	Decision Number:	Adoption Date:	Next Review Date:
3	ORD527/24	26 November 2024	26 November 2028

Responsible Officer: Chief Executive Officer

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



6.2 Voting

For voting purposes, the Chairperson will accept motions moved and seconded by members of the Committee, by show of hands.

A Committee decision is by majority vote of voting members present at the meeting.

A majority vote is half plus one of the members present.

Each member present has, and must exercise, one vote on a question arising for decision at the meeting.

The Chair must exercise, in the event of an equal number of votes, a second or casting vote.

6.3 Secretariat

City of Darwin will provide secretarial services to the Committee. This includes assisting the CEO to ensure:

- the business papers are distributed no later than three business days prior to a meeting and are available on the website
- proper minutes are kept and ensure that they are tabled at the next meeting of Council
- a copy of the minutes is, within ten business days after the date of the meeting to which the minutes relate, available on the website.

6.4 Meetings

Meetings are open to the public unless confidential business is being considered.

Observers with specialist skills and experience may also attend by invitation of the Committee and/or Council.

7 Quorum

Quorum consists of a majority, being half plus one of its members holding office at the time of the meeting.

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Risk Management and Audit Committee terms of reference - 1235.001.E.R			Page 4 of 5
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3	ORD527/24	26 November 2024	26 November 2028
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8 Code of conduct

All Committee members are required to abide with Schedule 1 Code of Conduct of the *Local Government Act 2019* (NT).
This includes the requirement to declare gifts and/or benefits.

9 Conflict of interest

Committee members must declare any real or perceived conflicts of interest when joining the Committee.
Conflicts of Interest must also be identified at the start of each meeting in which a member has a conflict of interest on a matter.

10 Review

The Terms of Reference will be reviewed every four years by the Committee and any changes will be put to Council for endorsement.
The Chair may undertake a review of the performance of the Committee.

11 Responsibility / application

All members of the Committee will be asked to sign the Terms of Reference as part of their induction to the Committee, to ensure they are aware of their responsibilities under the *Local Government Act 2019* (NT) as member of a Council appointed committee.

Name: _____

Signature: _____

14.3 PLANNING SCHEME AMENDMENT - REZONE LAND IN ZONE LOW-MEDIUM DENSITY RESIDENTIAL TO A SPECIFIC USE - 121 MITCHELL STREET AND 12 DOCTORS GULLY ROAD**Author:** Manager Planning and Place

Executive Manager Growth and Economic Development

Authoriser: General Manager Innovation**Attachments:** 1. Draft Submission to the Northern Territory Planning Commission [↓](#)**RECOMMENDATIONS**

1. THAT the report entitled Planning Scheme Amendment - Rezone land in zone Low-Medium Density Residential to a Specific Use - 121 Mitchell Street and 12 Doctors Gully Road be received and noted.
2. THAT Council endorse the draft submission to the Northern Territory Planning Commission provided at **Attachment 1**.

PURPOSE

The purpose of this report is to update Council regarding the Planning Scheme Amendment (PSA) for the rezoning of land at 121 Mitchell Street and 12 Doctors Gully Road.

KEY ISSUES

- The Young Women's Christian Association (YWCA) Australia proposes rezoning land to enable development of integrated, long-term social and affordable housing for women impacted by domestic and family violence.
- If approved by the Minister of Lands, Planning and Environment, the Northern Territory Planning Scheme will be amended by changing the land use zone to Special Use Zone (SUZ), including site-specific planning controls.
- The proposal is to:
- Rezone land in zone Low-Medium Residential to SUZ zone at 121 Mitchell Street and 12 Doctors Gully Road; and
- Update the Central Darwin Area Plan to change the site's future designation from Tourist Commercial to SUZ.
- The site currently contains the vacant YWCA's two-storey hostel and an elevated single dwelling.
- The proposed SUZ planning controls are based on Zone High Density Residential (HR), with modifications to required car parking for social and affordable housing and a small ancillary office space.
- As the PSA is consistent with the applicable requirements of the *Planning Act 1999* and the impacts of future development can be adequately managed through the development application process, City of Darwin has no objections in principle to the rezoning.

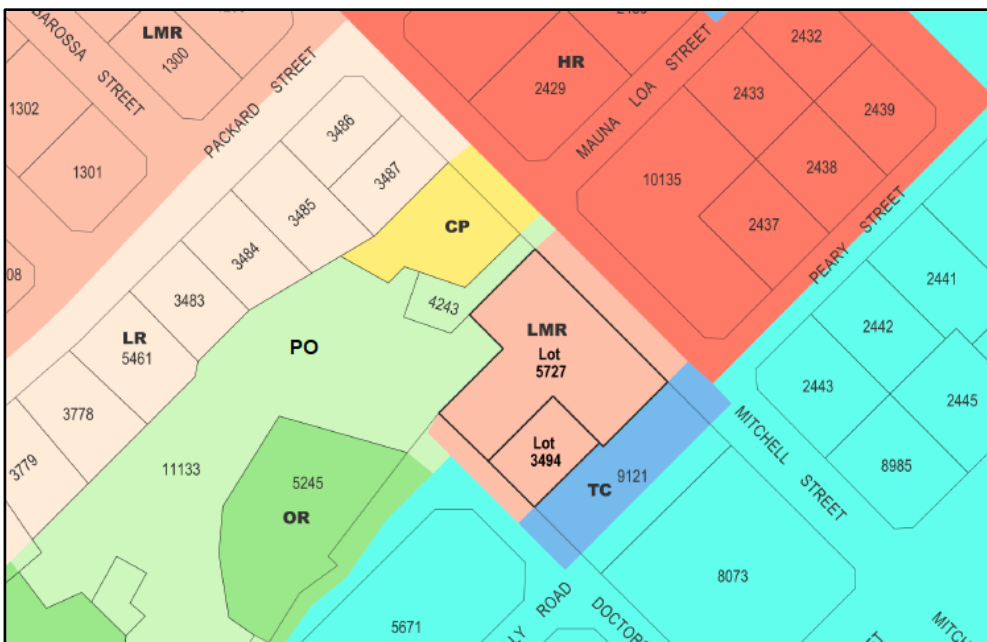
DISCUSSION

The site

As shown below, the site is adjacent and to the south-west of Mitchell Street. The site includes two parcels: a closed two-storey hostel (Banyan View Lodge) and an elevated single dwelling, both under YWCA ownership. Apart from the single-storey childcare centre to the north-west, most surrounding development on Mitchell Street is comprised of high-rise apartment buildings (approximately 8-storeys) on the fringe of the city centre. Doctors Gully is adjacent and to the south-west of the site.



As shown below, the land is currently zoned LMR. Nearby surrounding land is zoned TC, HR, CP (Community Purpose), CB (Central Business) and PO (Public Open Space).



Proposed PSA

The proposed amendment aims to:

- Rezone land in zone Low-Medium Residential (LMR) to Special Use zone (SUZ) at 121 Mitchell Street and 12 Doctors Gully Road; and
- Update the Central Darwin Area Plan (CDAP) to change the site's future designation from Tourist Commercial (TC) to SUZ.

The site currently contains the YWCA's two-storey hostel and an elevated single dwelling.

The proposed SUZ planning controls are based on Zone High Density Residential (HR), with modifications to required car parking for social and affordable housing and a small ancillary office space.

In the CDAP, the land is currently identified to transition to TC. TC enables high-rise, mixed use development, like high-rise HR. The size and location of the site means that future development of the site should be like the surrounding high-rise buildings (approximately 8-storeys).

As the PSA is consistent with the applicable requirements of the *Planning Act 1999* and the impacts of future development can be adequately managed through the development application (DA) process, City of Darwin has no objections in principle to the rezoning.

The YWCA's proposed SUZ is to enable development of integrated, long-term social and affordable housing for women impacted by domestic and family violence. The proposed SUZ allows reduced parking rates for housing managed by a registered Community Housing Provider.

Should the rezoning be approved the SUZ will enable other forms of high density residential to be considered on the site via development applications (DA). The constraints imposed by the size and location of the site means that future development of the site should be like the surrounding high-rise buildings (approximately eight storeys).

The PSA has been reviewed by City of Darwin officers and a response is available at **Attachment 1**. Based on this review, the proposed SUZ is considered to be:

- Consistent with the Northern Territory (NT) Compact Urban Growth Policy 2015, which applies to urban areas and encourages higher density housing that respects character, integrates with surroundings, and supports planned urban development.:
- Consistent with the Darwin Regional Land Use Plan 2015, which supports diverse higher-density housing in peri-urban areas near services and transport networks.
- Generally consistent with the Central Darwin Area Plan (CDAP), which currently indicates the site will be transitioned to TC. SUZ has a similar form and density of development as TC.

Given these matters and the fact that an adequate description of the proposed PSA has been provided with the application, the proposed SUZ is generally consistent with the applicable requirements of the *Planning Act 1999*, including the following sections:

- 2A(2)(a) – Explanation of the proposed amendment;
- 2A(2)(b) – Purpose and effect of the amendment;
- 12A(2)(c) – Assessment against Section 13(1) matters:
 - 13(1)(a) – Promotes the purpose and objectives of the Act (particularly those that promote orderly use and development, strategic land use planning and sustainable development);
 - 13(1)(b) – Not contrary to strategic frameworks (NT Compact Urban Growth Policy, Darwin Regional Land Use Plan, and Central Darwin Area Plan).

It is also proposed to update the CDAP to change the site's future designation from TC to SUZ. If the rezoning is approved, this would be a relatively minor administrative change.

If the new zone is approved, future DAs will need to comply with the applicable planning scheme controls for land use, building height, car parking, loading bays, landscaping and setbacks. Applications for high-rise housing in the SUZ will be merit assessable, which means the DA must be publicly advertised and referred to the City of Darwin for comment before a decision is made.

If a DA proposes development that would result in unacceptable impacts, the consent authority can determine to refuse it or condition the development to achieve better compliance with the planning scheme and City of Darwin's requirements.

Given the abovementioned matters, City of Darwin has no objections in principle to the proposed rezoning or updating of the CDAP.

PREVIOUS COUNCIL RESOLUTION

N/A

STRATEGIC PLAN ALIGNMENT	4 A Smart and Prosperous City 4.2 By 2030, Darwin will have attracted and retained more residents and will offer sustainable investment opportunities
BUDGET / FINANCIAL / RESOURCE IMPLICATIONS	Budget/Funding: N/A
LEGISLATION / POLICY CONTROLS OR IMPACTS	Legislation: Northern Territory Planning Act 1999 Policy: N/A
CONSULTATION, ENGAGEMENT & COMMUNICATION	Engagement Level: Inform
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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Lands Planning
GPO Box 1680
DARWIN NT 0801

Please Quote: PA2025/0283

Date:

Dear Sir / Madam

Parcel Description: Lots 5727 and 3494 Town of Darwin (121 Mitchell Street and 12 Doctors Gully Road, Larrakeyah)

Application: Rezone land in zone LMR to a Specific Use Zone - 121 Mitchell Street and 12 Doctors Gully Road

Thank you for the Planning Scheme Amendment (PSA) for 121 Mitchell Street and 12 Doctors Gully Road, Larrakeyah, referred to this office 05 September 2025. This letter was placed before Council at the Ordinary Council Meeting held on the 30 September 2025 and supported with the following commentary.

City of Darwin generally supports PSA's that will result in residential densification and infill development, provided they are consistent with the applicable requirements of the *Northern Territory Planning Act 1999*. After reviewing the application, I can advise that City of Darwin has no objections in principle to the proposed PSA.

The proposed SUZ is:

- Consistent with the Northern Territory (NT) Compact Urban Growth Policy 2015, which applies to urban areas and encourages higher density housing that respects character, integrates with surroundings, and supports planned urban development.
- Consistent with the Darwin Regional Land Use Plan 2015, which supports diverse higher-density housing in peri-urban areas near services and transport networks.
- Generally consistent with the Central Darwin Area Plan (CDAP), which currently indicates the site will be transitioned to TC. SUZ provides for a similar form and density of development as intended in the CDAP.

Given these matters and the fact that an adequate description of the proposed PSA has been provided with the application, the proposed SUZ is generally consistent with the applicable requirements of the Planning Act 1999, including the following sections:

- 2A(2)(a) – Explanation of the proposed amendment;
- 2A(2)(b) – Purpose and effect of the amendment;

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- 12A(2)(c) – Assessment against Section 13(1) matters:
 - 13(1)(a) – Promotes the purpose and objectives of the Act (particularly those that promote orderly use and development, strategic land use planning and sustainable development);
 - 13(1)(b) – Not contrary to strategic frameworks (NT Compact Urban Growth Policy, Darwin Regional Land Use Plan, and Central Darwin Area Plan).

It is also proposed to update the CDAP to change the site's future designation from TC to SUZ. If the rezoning is approved, this would be a relatively minor administrative change.

If you require any further information in relation to this application, please feel free to contact the City of Darwin's Innovation Team, on 8930 0300 or darwin@darwin.nt.gov.au.

Yours faithfully

Alice Percy

GENERAL MANAGER INNOVATION

darwin.nt.gov.au



14.4 PLANNING SCHEME AMENDMENT - TO FACILITATE GROUP DWELLING AND MULTIPLE DWELLING - ZONE LMR (NT-WIDE)

Author: Manager Planning and Place
Executive Manager Growth and Economic Development

Authoriser: General Manager Innovation

Attachments: 1. Draft Submission to Northern Territory Planning Commission [↓](#)

RECOMMENDATIONS

1. THAT the report entitled Planning Scheme Amendment - To facilitate group dwelling and multiple dwelling - Zone LMR (NT-wide) be received and noted.
2. THAT Council endorse the draft submission to the Northern Territory Planning Commission provided at **Attachment 1**.

PURPOSE

The purpose of this report is to seek Council's endorsement of City of Darwin's draft submission to the Department of Lands, Planning and Environment regarding the Planning Scheme Amendment to facilitate group dwelling and multiple dwelling in the zone Low-Medium Density Residential.

KEY ISSUES

- City of Darwin's community-driven approach to place and liveability is consistent with the purpose and objectives of the *NT Planning Act 1999* (Planning Act) and helps to shape statutory responses to proposed Planning Scheme Amendment's (PSA) that have community-wide impacts.
- The Department of Lands, Planning and Environment proposes a PSA that will apply to zone Low-Medium Density Residential (LMR) across the Northern Territory.
- The PSA proposes relaxed development requirements for group and multiple dwellings to support affordable housing and diverse dwelling types.
- It aims to ensure that reduced land-size and parking requirements will encourage compact housing in areas where the LMR zone is well-located.
- However, the PSA is short on information to satisfy City of Darwin's concerns that the PSA:
 - Could increase social isolation and infrastructure strain in certain areas of zone LMR.
 - Relies on public transport, which is relatively unpopular in Darwin.
- The Community Safety Design Guide does not currently apply to development applications for group dwellings.
- To address City of Darwin concerns, the proponent should:
 - Provide additional information to demonstrate clearer alignment with the Planning Act.
 - Alter the PSA to require the consent authority to have regard to the Community Safety Design Guide when assessing group dwellings.

DISCUSSION

City of Darwin is committed to enhancing the quality of life and wellbeing of people living within our community by fostering a stronger sense of place and improving the liveability of Darwin. This approach to place and liveability has been embraced by the community and other stakeholders and is consistent with the purpose and objectives of the Planning Act. Our understanding of the community's needs and wishes for place and liveability ensures we are well-placed to respond to significant planning proposals like this PSA.

The Department of Land, Planning and Environment's PSA proposes changes to Northern Territory Planning Scheme's (NTPS) development requirements for group dwellings and multiple dwellings. These changes are aimed at benefiting developers, social housing providers and residents seeking affordable housing. It is likely that the proposed changes will make it easier and cheaper to develop bed-sitters, studios, and granny flats by reducing land and parking requirements, encouraging compact, affordable housing in well-located areas of zone LMR.

City of Darwin's Draft Submission to the PSA is available at **Attachment 1**.

City of Darwin supports amendments to the NTPS, that clearly demonstrate consistency with the applicable purpose and objectives of the Planning Act. While proposals for increased densities in well-located areas of zone LMR are generally supported, City of Darwin has identified the following concerns with this PSA:

- In areas where zone LMR is poorly located (e.g. Boulter Road, Marara Gardens) with insufficient proximity or connectivity to existing community facilities, such as public transport and commercial areas, increased densities may result in:
 - social isolation and a poorer quality of life for residents, especially for vulnerable populations in smaller dwellings; and
 - increased car dependency, traffic, demand for parking and strain on infrastructure and services.
- In areas where zone LMR is generally well-located, decreasing the land required for one-bedroom dwellings from 300m² to 150m² may significantly impact roads drainage and utilities infrastructure, which may not support unplanned higher densities, requiring costly upgrades that reduce development feasibility.
- Most of Darwin's zone LMR has relatively good access to convenient public transport, which the amendment uses as justification for relaxing the parking requirements single-bedroom dwellings. However, public transport in Darwin remains an unpopular travel option for most residents due to related safety concerns, anti-social behaviour and crime. Aside from amending the planning scheme's parking controls, we would like to know what other strategies the Northern Territory Government may be employing to make public transport a more attractive option for residents in Zone LMR.

While not addressed in the PSA, City of Darwin places a high priority on community safety, including vulnerable residents living alone in single-bedroom group dwellings. We note with concern that current NT Planning Scheme provisions do not require the consent authority to consider the Community Safety Design Guide when assessing these developments. The proposed planning scheme amendment presents a timely opportunity to address this gap and strengthen safety outcomes.

To alleviate City of Darwin's abovementioned concerns, the proponent should:

- Provide additional information to demonstrate the PSA will clearly achieve the following objectives of the Planning Act:
 - (b) To ensure strategic planning reflects the wishes and needs of the community.
 - (e) To promote the sustainable development of land.
 - (j) To promote good design that respects the amenity of the locality.

<ul style="list-style-type: none"> Alter the PSA to include a new development requirement for the consent authority to have regard to the Community Safety Design Guide when assessing group dwellings. Consider the Movement Strategy and sustainable transport options. Consider the City of Darwin Place and Liveability Plan 2050 and Local Area Traffic Management Guidelines and funding local government for associated infrastructure upgrades. 	
PREVIOUS COUNCIL RESOLUTION N/A	
STRATEGIC PLAN ALIGNMENT	4 A Smart and Prosperous City 4.2 By 2030, Darwin will have attracted and retained more residents and will offer sustainable investment opportunities
BUDGET / FINANCIAL / RESOURCE IMPLICATIONS	Budget/Funding: N/A
LEGISLATION / POLICY CONTROLS OR IMPACTS	Legislation: Northern Territory Planning Act 1999 Policy: N/A
CONSULTATION, ENGAGEMENT & COMMUNICATION	Engagement Level: Inform
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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Planning NTG Lands Planning
Department of Lands, Planning and Environment Northern
Territory Government
GPO Box 1680
DARWIN NT 0801

Reference Number: PA2024/0130

30 September 2025

Dear Sir/Madam

Proposed Planning Scheme Amendment - PA2024/0130

Thank you for referring Planning Scheme Amendment (PSA) PA2024/0130 to this office on 1 August 2025, and for granting an extension until the end of September. This allows the newly elected Council sufficient time to review the proposal and provide a formal response. The following advice is the City of Darwin's draft response, which includes a request for further information to clarify how the PSA aligns with the requirements of the Northern Territory Planning Act 1999.

City of Darwin is committed to enhancing the quality of life and wellbeing of people living within our community by fostering a stronger sense of place and improving the liveability of Darwin. Our approach to place and liveability has been embraced by the community and other stakeholders and is consistent with the purpose and objectives of the Planning Act. It has helped shape the advice in this letter.

City of Darwin notes the PSA proposes changes to Northern Territory Planning Scheme's (NTPS) development requirements for group dwellings and multiple dwellings. We understand these changes are aimed at benefiting developers, social housing providers and residents seeking affordable housing. It is likely that the proposed changes will make it easier and cheaper to develop bed-sitters, studios, and granny flats by reducing land and parking requirements, encouraging compact, affordable housing in well-located areas of zone Low- Medium Density Residential (LMR).

City of Darwin supports amendments to the NTPS, that clearly demonstrate consistency with the applicable purpose and objectives of the Planning Act. While we generally support proposals for increased densities in well-located areas of zone LMR, we have identified some concerns with this proposal. Specifically, City of Darwin has the following concerns:

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- In areas where zone LMR is poorly located (e.g. Boulter Road, Berrimah, Marara)
 - social isolation and a poorer quality of life for residents, especially for vulnerable populations in smaller dwellings; and
 - increased car dependency, traffic, demand for parking and strain on infrastructure and services.
- In areas where zone LMR is generally well-located, decreasing the land required for one-bedroom dwellings from 300m² to 150m² could significantly impact roads drainage and utilities infrastructure, which may not support unplanned higher densities, requiring costly upgrades that reduce development feasibility.
- Most of Darwin's zone LMR has relatively good access to convenient public transport, which the PSA uses as justification for relaxing the parking requirements single- bedroom dwellings. However, public transport in Darwin remains an unpopular travel option for most residents due to related safety concerns, anti-social behaviour and crime. Aside from amending the planning scheme's parking controls, we would like to know what other strategies the Northern Territory Government may be employing to make public transport a more attractive option for residents in Zone LMR.

While not addressed in the PSA, City of Darwin places a high priority on community safety, including vulnerable residents living alone in single-bedroom group dwellings. We note with concern that current NTPS development requirements do not require the consent authority to consider the Community Safety Design Guide when assessing group dwellings. The proposed PSA presents a timely opportunity to address this gap and strengthen safety outcomes.

To alleviate City of Darwin's abovementioned concerns, we would be very grateful if:

- Additional information can be provided to demonstrate the PSA will clearly achieve the following objectives of the Planning Act:
 - (b) To ensure strategic planning reflects the wishes and needs of the community.
 - (e) To promote the sustainable development of land.
 - (j) To promote good design that respects the amenity of the locality.
- The PSA be altered to include a new development requirement for the consent authority to have regard to the Community Safety Design Guide when assessing group dwellings.
- Evidence can be provided to demonstrate the PSA reflects the needs and wishes of the community for land use planning to deliver sustainable transport options, including active transport, as identified in the City of Darwin's Movement Strategy 2030.





- The projected increase in number of pedestrians and traffic generated by the PSA can be provided along with advice as to whether the NT Government is willing to provide local government with funding for associated infrastructure upgrades. This change would ensure the PSA reflects the needs and wishes of the community for healthy and safe travel through a safety-first approach, as identified in the City of Darwin's Local Area Traffic Management and Pedestrian Facilities Guidelines 2023 and Place and Liveability Plan 2050.

If you require any further information in relation to this application, please feel free to contact City of Darwin's Innovation Team on 8930 0300 or darwin@darwin.nt.gov.au.

Yours sincerely

Alice Percy

GENERAL MANAGER INNOVATION

Sent via email

darwin.nt.gov.au



14.5 REAPPOINTMENT OF EXTERNAL COMMITTEE MEMBERS - INFORMATION COMMUNICATION TECHNOLOGY (ICT) STEERING COMMITTEE

Author: General Manager Corporate

Authoriser: Chief Executive Officer

Attachments: Nil

RECOMMENDATIONS

1. THAT the report entitled Reappointment of External Committee Members - Information Communication Technology (ICT) Steering Committee be received and noted.
2. THAT Neil Glentworth, Sarah Hicks and Tim Woods be reappointed as External Members of the ICT Steering Committee for a two year term ending 30 September 2027.
3. THAT Neil Glentworth be reappointed Chair of the ICT Steering Committee for a two year term ending 30 September 2027.
4. THAT Council note that the Chair of the Risk Management and Audit Committee will be appointed as an External Member of the ICT Steering Committee.

PURPOSE

The purpose of this report is to seek Council's endorsement for the reappointment of Neil Glentworth, Sarah Hicks and Tim Woods as external members of the Information Communication Technology (ICT) Steering Committee, with Neil Glentworth continuing as Chair, for a further term of two years, expiring in September 2027.

KEY ISSUES

- As part of the governance structure for the delivery of the ICT Roadmap, Council endorsed an ICT Steering Committee.
- The Committee complements and supports the expertise of City of Darwin's executive and the Project Management Office.
- The reappointment of external members ensures Council retains specialised skillsets and industry-recognised expertise on the Committee.

DISCUSSION

Council endorsed a governance structure that had Information Communication Technology (ICT) Project Management Office (PMO) oversight by an ICT Steering Committee. The purpose of the Committee is to:

- ensure accountability and governance oversight of the ICT function, with a particular focus on assessment and monitoring of ICT projects, decision making and outcomes; and
- provide governance and oversight of ICT infrastructure, networks and security.

The Committee includes four external members, with one being the chair of the Risk Management and Audit Committee. These external members provide expertise in ICT governance, project management, commercial finance and contract management.

In May 2023, Neil Glentworth, Sarah Hicks and Tim Woods were appointed as external members, with membership ending June 2025.

These members have delivered substantial value by bringing independent expertise and industry insight to City of Darwin priorities. Their involvement has strengthened the planning and delivery of projects under the ICT Roadmap, guided the development of a contemporary responsible use of artificial intelligence (AI) policy, and provided robust oversight of risk management practices, particularly in addressing challenges associated with ageing ICT infrastructure.

Collectively, the contributions from members have reinforced Council's capacity to govern with confidence and position its ICT environment to meet future needs. It is on this basis that reappointment of external members for a further two years is recommended.

It is noted that the Risk Management and Audit Committee Chair will be appointed as an external member of the Committee.

PREVIOUS COUNCIL RESOLUTION

At the 16 May 2023 meeting Council resolved:

RESOLUTION ORD255/23

1. THAT the report entitled Information Communication Technology (ICT) Steering Committee – Appointment of Members be received and noted.
2. THAT Council note that the Chair of the Risk Management and Audit Committee Roland Chin is appointed as an External Member of the ICT Steering Committee.
3. THAT Neil Glentworth, Sarah Hicks and Tim Woods be appointed as External Members of the ICT Steering Committee for a two year term ending 30 June 2025.
4. THAT Neil Glentworth be appointed Chair of the ICT Steering Committee for a two year term ending 30 June 2025.
5. THAT Councillor Jimmy Bouhoris be appointed as the Elected Member representative on the ICT Steering Committee for a two year term ending 31 August 2025.
6. THAT Councillor Sylvia Klonaris be appointed as the Alternate Elected Member representative on the ICT Steering Committee for a two year term ending 31 August 2025.
7. 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*.
8. THAT the documents remain confidential and that this decision be moved into Open at the end of the meeting.

CARRIED 11/0

STRATEGIC PLAN ALIGNMENT	6 Governance Framework 6.2 Roles and Relationships
BUDGET / FINANCIAL / RESOURCE IMPLICATIONS	<p>Budget/Funding:</p> <p>Remuneration for external members will be consistent with the Northern Territory Government Statutory Bodies rate of remuneration which is a daily rate of \$959 for the Chair and \$719 for a member. Funding will be provided from within current budget.</p> <p>Is Funding identified:</p> <p>Yes</p>
LEGISLATION / POLICY CONTROLS OR IMPACTS	N/A
CONSULTATION, ENGAGEMENT & COMMUNICATION	N/A
DECLARATION OF INTEREST	<p>The report author does not have a conflict of interest in relation to this matter.</p> <p>The report authoriser does not have a conflict of interest in relation to this matter.</p> <p>If a conflict of interest exists, staff will not act in the matter, except as authorised by the CEO or Council (as the case requires).</p>

14.6 CARRY FORWARD BUDGET 2024-2025 AND RESERVE BALANCES AS AT 30 JUNE 2025**Author:** Executive Manager Finance**Authoriser:** General Manager Corporate**Attachments:**
1. End of Year Carry Forward Budget Report 2024-2025 [↓](#)
2. Reserve Balances as at 30 June 2025 [↓](#)**RECOMMENDATIONS**

1. THAT the report entitled Carry Forward Budget 2024-2025 and Reserve Balances as at 30 June 2025 be received and noted.
2. THAT Council adopt carry forward items listed in **Attachment 1** of report Carry Forward Budget 2024-2025 and Reserve Balances as at 30 June 2025, totalling \$20,436,021 by their inclusion in the 2025/26 Annual Budget.
3. THAT Council adopt the Reserve Balances 2025 total of \$132,387,465 listed in **Attachment 2** of report Carry Forward Budget 2024-2025 and Reserve Balances as at 30 June 2025.

PURPOSE

The purpose of this report is to present unexpended 2024-25 capital and operational budget allocations requested to be carried forward into the 2025-26 year for completion. The report also details the 30 June 2025 closing reserve balances reconciled with carry forward recommendations included in the balances.

KEY ISSUES

- End of year additional Carry Forward requests net increase to the 2025/26 Annual Budget totals \$20.4M (**Attachment 1**).
- End of year reserve balances total \$132.4M; an increase from the 2024/25 budgeted closing balance of \$20.1M; and reflects the transfer of funds into the reserves of program budgets requested to be progressed in the 2025/26 financial year (**Attachment 2**).

DISCUSSION

Each year Council considers the unexpended budgets to be carried forward to support the completion of existing commitments and identified priorities.

The final Reserve balances for year-end are determined after incorporating the carry forward requirements, with the resulting balances informing the Annual Financial Statements. These include the results of Council decisions regarding committed but unexpended budgets and adjustments in accordance with the Financial Reserves Policy (Policy No 3010.100.E.R).

Carry Forward Budget Variations

Attachment 1 details the requested carry forwards for operational and capital projects that are either underway but incomplete as of 30 June 2025 or funds identified for 2025/26 FY programs.

The carry forward requests total \$20.4M consisting of \$15.9M capital and \$4.5M operational. The operational carry forwards include the early receipt of part of the 2025/26 FAA grant allocation (\$2.5M). The capital carry forwards of \$15.9M include grant funded projects of \$4.6M and reserve funded projects of \$5.5M.

Summary of the capital carry forwards are below:

Capital Item	Carry Forward (\$)
Smith Street Improvements	1,956,348
LRCI roads grant funds received	1,376,758
Chapel Lane Revitalisation	1,203,172
Blackspot projects	1,105,891
Nightcliff Oval Change Room	695,593
Chapel Lane Stormwater Upgrade	638,572
Changing Places Facility - Accessible Toilet	445,588
Better Suburbs	361,517
Driffield Street - Replace 201m of 375RCP	343,000
Other (<\$300K)	2,229,689
Infrastructure Total	10,356,128
Reserves Continuing Programs (Civic Centre, ICT PMO)	5,616,725
	15,972,853

Grant funded projects are required to be recognised in accordance with AASB 1058 and are treated accordingly in the Carry Forward budgets. This means, where grant funds are for capital projects the grant income is recognised when milestones are achieved (typically as grant funds are expended). At year end, any unspent grant funds are recognised as a liability in the financial statements and requested carry forwards include the recognition of the capital grant income budget as well as the expenditure budget; these display as negative offsetting values in the report. Unspent grant funds not requested as a carry forward are retained in the liability account and drawn out at a budget review as projects progress.

The operational and capital carry forwards are funded as follows:

Carry Forwards EOY - 2024/25 to 2025/26					
	General Funds	Grant	Reserve	Loan	Total
Operational	1,631,119	2,743,836	88,213	-	4,463,168
Capital	5,679,195	4,635,411	5,523,923	134,324	15,972,853
Total	7,310,314	7,379,247	5,612,136	134,324	20,436,021

Note: capital expenditure is net (offset by grant income where held in liability at end of financial year)

Total 2025/26 Budget Amendments

Carry forwards formally adopted by Council as part of budget reviews during 2024/25 have already been incorporated in the Carry Forward and associated reserves as early adopted and amend the 2025/26 Annual Budget by \$7.7M, noting \$5.4M relates to loan funds for SBWMF Expansion Stage 2.

Adopting the End of Year Carry Forwards and the early adopted Carry Forward will result in the amendment to the 2025/26 Annual Budget as follows:

Summary Adjustments to Annual Budget Income and Expenditure Statement			
\$000	2025/26 Annual Budget	CF's	2025/26 Amended Budget
Operational Income	136,917	(2,504)	134,413
Operational Expenses	148,472	2,423	150,895
Budgeted Operating Surplus/(Deficit)	(11,555)	(4,927)	(16,482)
Summary Adjustments to Annual Budget Operating Position Statement			
Capital Expenditure	(91,509)	(23,174)	(114,683)
Capital Grant & Contribution	700	4,635	5,335
Net Transfers from (-to) Reserves	73,512	23,466	96,978
Net Budgeted Operating Position		0	

Transfers from reserves will increase by \$23.5M with \$17.6M from Carry Forward Reserve and \$5.9M from other specific purpose reserves.

Reserve balances calculated as at 30 June 2025 total \$132.4M. **Attachment 2** provides commentary on significant variances (>\$100k) of actual year end reserve balances compared to the 2024/25 closing budgeted reserve balance.

Reserve calculations are in accordance with the Financial Reserves Policy No 3010.100.E.R requirements.

The closing balances on the reserves, **Attachment 2**, will transfer as the adjusted available opening balance on the reserves for the 2025/26 FY, on finalisation of the 2024/2025 Financial Statements.

PREVIOUS COUNCIL RESOLUTION

At the 24 June 2025 meeting Council resolved:

RESOLUTION ORD279/25

1. THAT the report entitled Adoption of 2025/26 Municipal Plan be received and noted.
2. THAT Council adopt the 2025/26 City of Darwin Municipal Plan, provided at **Attachment 1**, noting that it includes:
 - (a) City of Darwin's annual service delivery plan as the basis of deliverables to the Darwin municipality for 2025/26
 - (b) the 2025/26 Annual Budget to be effective from 1 July 2025 to 30 June 2026.
3. THAT Council adopt the 2025/26 Fees and Charges as provided at **Attachment 2**, to be effective from 1 July 2025 to 30 June 2026.

CARRIED 8/0

STRATEGIC PLAN ALIGNMENT	6 Governance Framework 6.3 Decision Making and Management
BUDGET / FINANCIAL / RESOURCE IMPLICATIONS	<p>Budget/Funding: Detailed with the body of the report.</p> <p>Is Funding identified: Adoption of the Carry Forward requests, and Reserve balances will amend the 2025/26 Annual Budget.</p>
LEGISLATION / POLICY CONTROLS OR IMPACTS	<p>Legislation: Adoption of the recommendations in this report will result in Council amending the budget in accordance with Section 203 of the <i>Local Government Act 2019</i>. Section 202 of the <i>Local Government Act 2019</i> prohibits Council from adopting a deficit budget.</p> <p>Policy: 3010.100.E.R Financial Reserve Policy</p>
CONSULTATION, ENGAGEMENT & COMMUNICATION	<p>Engagement Level: Consult</p> <p>Tactics: Nil</p> <p>Internal: Request for Carry Forward submissions from responsible budget officers</p> <p>External: N/A</p>
DECLARATION OF INTEREST	<p>The report author does not have a conflict of interest in relation to this matter.</p> <p>The report authoriser does not have a conflict of interest in relation to this matter.</p> <p>If a conflict of interest exists, staff will not act in the matter, except as authorised by the CEO or Council (as the case requires).</p>

ATTACHMENT 1
Operational

OPERATIONAL CARRY FORWARDS FROM 2024/25 TO 2025/26										
Ref	Hub	Project Name	Description	Account	Total	General Funds	Grant	Reserve	Loan	Reserve Name
1	OLMCEO	LG Elections 2025	Council SPE345/25; funds for the 2025 Local Government Election services	05.110009.300.105	250,000	250,000				
2	OLMCEO	Projects Marcomms	Software projects, website MCE ICT and advertising	05.130000.300.313	35,000	35,000				
3	Community	NTG Graffiti Grant	NTG Graffiti grant funds carry forwarded for works to occur July/August 2025	05.332201.300.105	194,427		194,427			Unspent Grants Reserve
4	Community	Launch Night Series	2025 Launch Night Series program grant. Funding period is 01.01.2025 to 31.12.2025, funds being carried forward are remaining milestone payments to contractor	05.221028.300.105	45,000		45,000			Unspent Grants Reserve
5	Community	Public Art and Heritage Register	Continue development of the Public Art and Heritage Register project	05.221044.300.105	101,469	101,469				
6	Community	Darwin Entertainment Centre Repairs and Maintenance carpet replacement project	Funds committed and unspent to finalise carpet replacement project	05.210001.300.105	44,100	44,100				
7	Community	Darwin Entertainment Centre Business Case	NTG has approved \$30K as a one-off co-contribution towards a Business Case, this is CoD's contribution.	05.210001.300.328	30,000	30,000				
8	Community	Accessible Beach Audit Project	Undertake an audit on two beaches – Nightcliff and Casuarina Coastal reserve. Note funds to be carried forward to Disability Access Operational Program 05.221009.300.105	05.221009.300.105	10,000	10,000				
9	Community	Community Access Strategy	Community Services Projects to continue the delivery of the Access Strategy project in FY25/26	05.221042.300.105	10,569	10,569				
10	Corporate	Internal Audit and consulting projects	Internal audit projects and consultancy to be completed in FY25/26	05.454000.300.380 & 305	118,947	118,947				
11	Corporate	GM Corporate	Ongoing program - remaining funds carried forward for minor ageing equipment	05.410006.300.390	35,000	35,000				
12	Corporate	ICT PMO	Unspent funds to continue delivery of ICT PMO project into FY25/26	05.410009.300.001 & 105	560,118	560,118				
13	Innovation	Traffic Management	Fannie Bay north area	05.321012.300.305	90,000	90,000				
14	Innovation	Sister Cities Action Plan	Three of the projects in the endorsed Sister City Action Plan were delayed, including the Sister City Storytelling competition	05.224001.300.105	25,883	25,883				
15	Innovation	Events operational costs	Funding to support the delivery of events Christmas Pageant	05.130001.300.105	64,786	64,786				
16	Innovation	Civic Centre Development energy efficiency design reviews and advice	Ongoing advice regarding Solar PV and sustainable energy opportunities	05.333045.300.305	18,000	18,000				

ATTACHMENT 1
Operational

Ref	Hub	Project Name	Description	Account	Total	General Funds	Grant	Reserve	Loan	Reserve Name
17	Innovation	Robyn Lesley Park native community planting project	Place and Liveability Pilot at Robyn Lesley Park for delivery in Sept 2025.	05.333047.300.105	19,846	19,846				
18	Innovation	Tyre Removal	Tyre removal program continuation	05.333014.300.105	88,213			88,213		Waste Management
19.a	Corporate	FAA - General Purpose	Early release payment of part 25/26 grant funds	05.421030.750.721	1,167,137		1,167,137			Carry Forward Works
19.b	Community	FAA - Roads	Early release payment of part 25/26 grant funds	05.331030.750.723	1,337,272		1,337,272			Carry Forward Works
20	Innovation	McMinn Street Car Park landscaping	Landscaping works at McMinn Street Car Park, lease agreement with the NTG Department of Lands, Planning and Environment. T	05.453040.300.105	217,401	217,401				
TOTAL OPERATIONAL CARRY FORWARDS FROM 2024/25 TO 2025/26					4,463,168	1,631,119	2,743,836	88,213	0	

ATTACHMENT 1
Capital

CAPITAL CARRY FORWARDS FROM 2024/25 TO 2025/26

Ref	Project Name	Description	Account	Work Order No	Total	General Funds	Grant	Reserve	Loan	Reserve Name
1	Integrated Art and Design Program	Council resolution ORD310/25	05.221061.180.105		133,568	133,568				
2	Nightcliff Oval Change Room	Project has not been completed - funds required to deliver in 25/26 FY	05.223065.180.105	903354	695,593	245,593	450,000			
3	Grant income offset	Cmmwlth Dept Health and Aged Care	05.223132.750.739	903354	(450,000)		(450,000)			
4	Chapel Lane Weather Protection	Project is in progress	05.322062.180.105	903178	12,270	12,270				
5	Better Suburbs Chan Ward - Camphor St Verge Landscape	Funds to be carried forward for delivery in 25/26 FY	05.322063.180.105	903203	2,365	2,365				
6	Better Suburbs Chan Ward - Aralia St Upgrades	Funds to be carried forward for delivery in 25/26 FY	05.322063.180.105	903204	27,432	27,432				
7	Better Suburbs Lyons Ward - Esplanade Reflection Bench	Funds to be carried forward for delivery in 25/26 FY	05.322063.180.105	903252	2,728	2,728				
8	Better Suburbs Richardson Ward - Nakara Oval Storage Shed	Funds to be carried forward for delivery in 25/26 FY	05.322063.180.105	903253	97,598	97,598				
9	Better Suburbs Richardson Ward - Alawa Toilet Mural	Funds to be carried forward for delivery in 25/26 FY	05.322063.180.105	903254	6,364	6,364				
10	Better Suburbs LM Project - Woods Street Chun Wah Temple Entrance	Funds to be carried forward for delivery in 25/26 FY	05.322063.180.105	902837	13,641	13,641				
11	Better Suburbs Lyons Ward - Smith St Mall Speaking Deck	Funds to be carried forward for delivery in 25/26 FY	05.322063.180.105	902925	35,962	35,962				
12	Better Suburbs Waters Ward - Wagaman Oval Stage 1	Funds to be carried forward for delivery in 25/26 FY	05.322063.180.105	903051	37,521	37,521				
13	Better Suburbs Lyons Ward - CBD Stone Paving Trial	Funds to be carried forward for delivery in 25/26 FY	05.322063.180.105	903130	22,532	22,532				
14	Better Suburbs Waters Ward - Wulagi Oval Storage Shed	Funds to be carried forward for delivery in 25/26 FY	05.322063.180.105	903154	109,600	109,600				
15	Better Suburbs Waters Ward - Malak Obstacle Course Shade Structure	Funds to be carried forward for delivery in 25/26 FY	05.322063.180.105	903155	5,774	5,774				
16	LRCI Phase 2	Funds sourced from renewal programs pending grant received in 24/25	05.322064.180.105		1,376,758	1,376,758				
17	Local Area Traffic Management - Koolinda Cres	Remaining funds required for delivery of priority project not funded in 25/26 FY	05.322067.180.105		261,800	261,800				
18	Blackspot project Trower Rd & Henbury Ave	Project spans FY's, grant income recognised on acquittal	05.322068.180.105	903264	298,619		298,619			
19	Blackspot project Smith St & Harriet Place	Project spans FY's, grant income recognised on acquittal	05.322068.180.105	903265	230,000		230,000			
20	Blackspot project Trower Rd & Angelo St	Project spans FY's, grant income recognised on acquittal	05.322068.180.105	903266	297,272		297,272			
21	Blackspot project Dick Ward Drv & Fitzer Drv	Project spans FY's, grant income recognised on acquittal	05.322068.180.105	903267	280,000	90,000	190,000			
22	Grant income offset	NTG Dept Logistics & Infrastructure	05.322031.750.782		(1,015,891)		(1,015,891)			

ATTACHMENT 1
Capital

CAPITAL CARRY FORWARDS FROM 2024/25 TO 2025/26

Ref	Project Name	Description	Account	Work Order No	Total	General Funds	Grant	Reserve	Loan	Reserve Name
23	Lee Point Road Footpath Replacement Stage 1	Ongoing project - funds required to deliver	05.331061.180.105	903302	175,877	175,877				
24	Disability Access Program	Unspent program funding to be brought forward for delivery of 25/26 FY initiatives	05.331062.180.105	tba	19,191	19,191				
25	Smith Street Kerb & Pavement Replacement	Ongoing project - funds required to deliver this project	05.331065.180.100	903333	55,000	55,000				
26	Making Mindil Safe Stage 2B	Ongoing project - funds required to deliver this project	05.331066.180.105	903207	127,040	127,040				
27	Walkway Luminaire Trail	Ongoing project - funds required to deliver this project	05.331066.180.105	903339	50,000	50,000				
28	Making Mindil Safe Stage 2A	Project savings to fund shortfall in Making Mindil Safe 2B and other projects that are not otherwise funded in 25/26 FY	05.331066.180.105	902975	172,872	172,872				
29	Nightcliff Jetty Car Park Lighting Upgrade	Ongoing project - funds required to deliver this project	05.331066.180.105	903208	159,906	159,906				
30	Cenotaph Toilet Replacement	Ongoing project - funds required to deliver this project	05.332060.180.105	903262	204,685	204,685				
31	Foreshore Restaurant & Café - Building Upgrades	Ongoing project - funds required to deliver this project	05.332060.180.105	903292	197,308	197,308				
32	Changing Places Facility - Accessible Toilet	Ongoing project - funds required to deliver this project	05.332060.180.105	903175	445,588	385,588	60,000			
33	Grant income offset	NTG Dept Territory Families, Housing & Communities	05.332031.750.799		(60,000)		(60,000)			
34	Chapel Lane Revitalisation	Multi-year grant funded project	05.332086.180.105	903072	1,203,172		1,203,172			
35	Grant income offset	NTG Dept Logistics & Infrastructure	05.322032.750.784		(1,203,172)		(1,203,172)			
36	Smith Street Improvements	Multi-year grant funded project	05.332086.180.105	903122	1,956,348	50,000	1,906,348			
37	Grant income offset	NTG Dept Logistics & Infrastructure	05.322032.750.784		(1,906,348)		(1,906,348)			
38	Civic Centre and Precinct Redevelopment	Multi-year project	05.332087.180.105	902608	2,022,046			2,022,046		Sale of Land
39	Civic Centre Public Carpark/CBD Parking	Reduce Parking Reserves early CF to reflect expenditure timing 24/25	05.332087.180.105	902608	(96,837)			(96,837)		CBD Carparking - Dev Cont. Res
40	Civic Centre Public Carpark/CBD Parking	Reduce Parking Reserves early CF to reflect expenditure timing 24/25	05.332087.180.105	902608	(270,863)			(270,863)		CBD Car Parking Shortfall - Rate Levy
41	Climate & Environment Projects	CoD contribution to support Community Energy Upgrades grant	05.333061.180.105		73,000	73,000				
42	SBWMF - Stage 2 Expansion	Multi-year project	05.333062.180.105	902917	134,324				134,324	
43	SBWMF - Cell 7 Design	Multi-year project	05.333062.180.105	903009	51,094			51,094		Waste Management
44	Travellers Walk Stormwater Upgrades	Ongoing project	05.334060.180.105	903232	79,572	79,572				
45	Driffield Street - Replace 201m of 375RCP	Ongoing project	05.334060.180.105	903234	343,000	343,000				

ATTACHMENT 1
Capital

CAPITAL CARRY FORWARDS FROM 2024/25 TO 2025/26

Ref	Project Name	Description	Account	Work Order No	Total	General Funds	Grant	Reserve	Loan	Reserve Name
46	Chapel Lane Stormwater Upgrade	Multi-year project - funds required to deliver this project	05.334060.180.105	903257	638,572	638,572				
47	Bayfield Park Playground Replacement	Ongoing project - funds required to deliver this project	05.341062.180.105	903222	128,750	128,750				
48	Dorisdale Park Playground Replacement	Ongoing project - funds required to deliver this project	05.341062.180.105	903223	128,750	128,750				
49	George Park Playground Replacement	Ongoing project - funds required to deliver this project	05.341062.180.105	903225	3,061	3,061				
50	Waters Ward Multigenerational Recreation Space	Multi-year project	05.341062.180.105	903226	112,715	112,715				
51	Jingili Watergardens Footbridge	Multi-year project	05.341063.180.105	903012	4,262			4,262		Asset Replacement & Refurbishment
52	IT Laptop Replacement	Ongoing project	05.431060.180.100	903309	950,854			950,854		Plant Replacement
53	Network & Equipment Refresh	Ongoing project	05.431060.180.100		158,802	92,802		66,000		Plant Replacement
54	ICT PMO	Multi-year project	05.410070.180.105		2,797,367			2,797,367		IT Strategy Reserve
TOTAL CAPITAL CARRY FORWARDS FROM 2024/25 TO 2025/26					11,337,442	5,679,195	0	5,523,923	134,324	

2024-25 RESERVE SUMMARY

For the year ended 30 June 2025

Externally Restricted Reserves \$	Opening Balance Actuals	Transfers To (- From)	Closing Balance Actuals	Budgeted Closing Balance	Note
CBD Carparking Shortfall - Developer Cont.	14,210,374	-1,844,668	12,365,706	12,284,426	
CBD Carparking Shortfall - Rate Levy	17,503,842	-1,038,547	16,465,295	16,547,497	
Developer Contributions	1,776,627	155,616	1,932,243	1,948,537	
Highway/Commercial Carparking Shortfall	55,539	2,022	57,561	57,743	
Market Site Development	586,676	64,235	650,911	652,959	
Other Carparking Shortfall	405,212	14,754	419,966	421,293	
Unspent Grants	357,712	479,715	837,427	604,212	1
Waste Management	1,461,054	6,397,737	7,858,791	6,588,308	2
Waste Remediation	6,015,366	2,891,040	8,906,406	7,917,366	3
Total Externally Restricted Reserves	42,372,402	7,121,904	49,494,306	47,022,341	

Internally Restricted Reserves \$	Opening Balance Actuals	Transfers To (- From)	Closing Balance Actuals	Budgeted Closing Balance	
Asset Replacement & Refurbishment	3,945,510	-1,895,490	2,050,020	2,070,057	
Carry Forward	6,498,705	43,047,349	49,546,054	39,597,007	4
DEC Asset Replacement/Refurbishment	142,940	256,563	399,503	399,503	
Disaster Contingency	2,404,428	120,221	2,524,649	2,524,649	
Election Expense	348,490	130,000	478,490	478,490	
Environmental	44,164	0	44,164	44,164	
IT Strategy	4,261,514	-63,892	4,197,622	1,466,485	5
Nightcliff Community Hall	118,332	-112,522	5,810	2,529	
Off & On Street Carparking	2,958,415	1,601,919	4,560,334	2,860,845	6
Plant & Vehicle Replacement	7,089,162	295,984	7,385,146	6,108,666	7
Public Art	470,911	-300,000	170,911	170,911	
Sale of Land	14,100,000	-2,569,544	11,530,456	9,508,410	8
Total Internally Restricted Reserves	42,382,571	40,510,588	82,893,159	65,231,716	

TOTAL ALL RESERVES \$	84,754,973	47,632,492	132,387,465	112,254,057
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Variance from Budget (>\$100K)

1. Unspent Grants Reserve: EOY transfers of unspent operational grants Graffiti Management and Launch Night Series to be completed in 25/26 FY.

2. Waste Management Reserve: interest expense savings with cash offsets on variable loans, savings in expenditure for leachate treatment and capital project Internal Traffic upgrades which will be drawn at a budget review in 25/26

3. Waste Remediation Reserve: higher transfer of NPV waste remediation calculation \$726k and repayment of internal loan from Waste Management Reserve for tyre shredding

4. Carry Forward Reserve: as per Carry Forward Budget 2024-2025 Report. Balance includes Civic Centre and SBWMF Stage 2 Expansion loan funds and early release of FAA grant funds .

5. IT Strategy Reserve: ICT PMO progressing in 25/26 in line with carry forward report.

6. Off & On Street Carparking Reserve: overall parking net operating result for parking fund is more favourable than anticipated with higher infringement income and savings in operational expenses.

7. Plant Replacement Reserve: IT plant replacement projects progressing in 25/26 in line with carry forward report

8. Sale of Land Reserve: Civic Centre and Precinct redevelopment project spans multiple financial years.

Reserve closing balances are Unaudited, pending adoption of 24/25 Financial Statements and subject to change

14.7 STATUTORY DELEGATIONS - 24TH CITY OF DARWIN COUNCIL

Author: A/Manager Office of Council and CEO

Authoriser: Chief Executive Officer

Attachments: Nil

RECOMMENDATIONS

1. THAT the report entitled Statutory Delegations - 24th City of Darwin Council be received and noted.
2. THAT Council, pursuant to Section 40 of the *Local Government Act 2019* delegates to the Chief Executive Officer's Performance Appraisal Committee the power to:
 - a) conduct and finalise a performance evaluation and review of the Council's Chief Executive Officer; and
 - b) any other powers and functions delegated to it under its Terms of Reference from time to time.
3. THAT Council, pursuant to Section 40 of the *Local Government Act 2019* delegates to the Administrative Review Committee its powers under Section 324 of the *Local Government Act 2019* to:
 - a) investigate, inquire into and make recommendations to Council on matters raised in an application to review a decision in accordance with Part 18.1 of the *Local Government Act 2019*; and
 - b) any other powers and functions delegated to it under its Terms of Reference from time to time; and
 - c) pursuant to Section 40 of the *Local Government Act 2019* delegates to the Administrative Review Committee its powers under Section 19 of the *Local Government (General) Regulations 2021*, to carry out, on behalf of the council, financial functions of the council in the months the Council does not hold an Ordinary Meeting.
4. THAT Council, pursuant to Section 40 of the *Local Government Act 2019* delegates to the Risk Management and Audit Committee its powers, functions and duties under Section 87 of the *Local Government Act 2019* to:
 - a) To monitor and review the integrity of the council's financial management.
 - b) To monitor and review internal controls.
 - c) To make recommendations to the council about any matters the committee considers require the council's consideration as a result of the committee's functions under paragraph (a) or (b).
 - d) any other powers and functions delegated to it under its Terms of Reference from time to time.
5. THAT Council, pursuant to Section 40 of the *Local Government Act 2019*, delegates to the Chief Executive Officer, or any person acting in the position of Chief Executive Officer, all of the powers, functions and duties under the *Local Government Act 2019* and *Local Government Regulations 2021* subject to any conditions and or limitations specified in legislation, Council Policy and Procedure or by Council resolution **with the exception of**:
 - (i) The powers, functions and duties under Sections 35, regarding the adoption of the Municipal Plan.
 - (ii) The powers, functions and duties in Section 54 and Section 65, appointment to fill a Casual Vacancy on the Council.
 - (iii) The powers, functions and duties under Section 82 to establish or abolish Council Committees; and
 - (iv) The powers, functions and duties under Section Part 6.4, meetings of electors.
 - a) All of the powers, functions and duties of all other Acts and Regulations under which Council has a vested power, function or duty, subject to any legislative restrictions,

conditions and limitation, Council Policy and Procedure.

- b) The powers and functions under the Darwin City Council By-Laws 2023, subject to any legislative restrictions, conditions and limitation, Council Policy and Procedure.
- c) That such powers and functions may be further delegated by the Chief Executive Officer in accordance with Section 168 of the *Local Government Act 2019* as the Chief Executive Officer determines, unless otherwise indicated herein.

6. THAT Council, pursuant to Section 183 of the *Local Government Act 2019* hereby appoints the Chief Executive Officer, or any person acting in the position of Chief Executive Officer, to be an Authorised Person with the powers and functions specified in the *Local Government Act 2019*.

PURPOSE

The purpose of this report is to present to Council the Statutory Delegations for City of Darwin in accordance with the *Local Government Act 2019*.

KEY ISSUES

- This report is to request the 24th Council to establish statutory delegations consistent with previous practices.
- Statutory delegations to Council committees and the Chief Executive Officer are proposed in the recommendation.

DISCUSSION

In accordance with section 40 of the *Local Government Act 2019*, Council may delegate functions and powers to:

- the Chief Executive Officer
- a council committee
- a local authority
- a local government subsidiary.

Section 40 (3) and (4) further outline limitations on delegations which include the following:

- a) the power to impose rates cannot be delegated; and
- b) if the power to incur financial liabilities is delegated, the council must by resolution, fix reasonable limits of the delegate's authority; and
- c) a delegation cannot duplicate or derogate from the Chief Executive Officer's functions (including delegated functions); and
- d) subject to subsections (4) and (5), power to enter into a transaction on conditions that are not arm's length conditions cannot be delegated; and
- e) subject to subsections (4) and (5), power to make a decision that requires a council resolution cannot be delegated; and
- f) if power to enter into a contract is delegated – the contract must be below the threshold value.

(4) A council may delegate to the CEO the following:

- a) the power to enter into a transaction on conditions that are not arm's length conditions if the transaction will provide a community benefit;
- b) the power to waive a fee for service (wholly or partly) under section 289(4) if the waiver will provide a community benefit.

Section 168 of the *Local Government Act 2019* allows the Chief Executive Officer to put in place delegations to other council officers. Referred to as 'sub delegations' the Chief Executive Officer may delegate to an individual or a committee. Delegations by the Chief Executive Officer to a committee cannot be to the following committees:

- a) an audit committee
- b) a council committee
- c) a local authority
- d) a local government subsidiary.

The role and functions of the Chief Executive Officer are clearly outlined in Section 167 of the *Local Government Act 2019*. Council delegations cannot duplicate or derogate from the role and functions of the Chief Executive Officer.

Where required, Council must fix reasonable limits on delegations, such as the power to incur financial liabilities. Financial delegations and delegations relating to appointing and managing Council officers will be managed via the Corporate Services Department and part of the internal Register of Delegations and Sub-delegations.

PREVIOUS COUNCIL RESOLUTION

No previous decisions for this Council.

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</i> <i>Local Government (General) Regulations 2021</i> Policy: Nil
CONSULTATION, ENGAGEMENT & COMMUNICATION	Nil
DECLARATION OF INTEREST	<p>The report author does not have a conflict of interest in relation to this matter.</p> <p>The report authoriser does not have a conflict of interest in relation to this matter.</p> <p>If a conflict of interest exists, staff will not act in the matter, except as authorised by the CEO or Council (as the case requires).</p>

14.8 MEETING SCHEDULE - 24TH CITY OF DARWIN COUNCIL

Author: A/Manager Office of Council and CEO

Authoriser: Chief Executive Officer

Attachments: Nil

RECOMMENDATIONS

1. THAT the report entitled Meeting Schedule - 24th City of Darwin Council be received and noted.
2. THAT Council, pursuant to Section 90(1) of the *Local Government Act 2019 (NT)* adopt the following schedule for the City of Darwin Ordinary Council Meetings for the Term of the 24th Council:
 - (a) One Ordinary Council Meeting to be held per month.
 - (b) Ordinary Council Meetings to be held on the last Tuesday of the month, excluding December.
 - (c) One Ordinary Council Meeting to be held in December on the first Tuesday of the month.
 - (d) The Ordinary Meeting of Council scheduled for Tuesday, 25 April 2028 (Anzac Day public holiday) be held on Wednesday, 26 April 2028.
 - (e) Ordinary Council Meetings will commence at 5.30pm.
 - (f) Ordinary Council Meetings will be held in the Council Chambers located at the Civic Centre, Harry Chan Avenue, Darwin unless amended from time to time.
3. A public forum will be held at the Civic Centre commencing at 5.00pm on the last Tuesday of each month, excluding December.

PURPOSE

The purpose of this report is to set the schedule of Ordinary Council Meetings for the Term of the 24th City of Darwin Council.

KEY ISSUES

- Pursuant to Section 90(1) of the *Local Government Act 2019 (NT)* (The Act), Council must hold a meeting of its members (an *Ordinary Meeting*) at least once in each successive period of two months.
- The 23rd City of Darwin Council held:
 - One Council Workshop, one Confidential Council Briefing and one Ordinary Council Meeting from February to November.
 - One Ordinary Council Meeting in December and one Confidential Council Briefing and one Ordinary Council Meeting in January due to the holiday period.
- During the previous Term of Council, Ordinary Meetings were held at the Civic Centre, commencing at 5:30pm.
- Once adopted, members will be forwarded electronic meeting requests for all future meetings.

DISCUSSION

Pursuant to the Act, Councils are required to hold Ordinary Council Meetings at least once every two months, where they may address any type of business. Following a General Election, the first Ordinary Council Meeting must occur within 21 days and establish the schedule for future meetings, this schedule may be changed at a future meeting.

Background

During the previous term of Council, effective from September 2024, City of Darwin Ordinary Council Meetings were held once per month.

At the Ordinary Council Meeting on 25 July 2023, Council provided support to hold a workshop to inform a report back to Council regarding the adoption of a new proposed meeting schedule.

On 5 December 2023, Council unanimously approved to alter the schedule for Ordinary Meetings for a trial period from March 2024 to September 2024.

One month, the schedule remains the same with two Ordinary Council Meetings and the following month, one Ordinary Council Meeting, with the first Tuesday in each month being a workshop. Where there were five Tuesdays in the month, there were no meetings / workshops during the first week.

At the Ordinary Council Meeting on 27 August 2024, Council unanimously approved to hold one Ordinary Council Meeting per month. We continued with one workshop and one Confidential Briefing Session, and where there were five Tuesdays in the month, there were no meetings / workshops during the first week.

In addition to reviewing the meeting schedule and enabling additional workshops, a key topic discussed was agreed behaviours to further assist with the most efficient use of time in Council Meetings, including:

- refining General Business
- getting out of the weeds
- reducing unnecessary questions
- removing of Receive and Note reports being presented twice in both Briefing and then again in Council Meetings
- being disciplined and strategic in meeting structure
- Deputations scheduled in Briefings and Workshops where possible and applicable.

With the focus on the items above and the desire of Elected Members was to see everyone's time used to best community advantage resulted in a great outcome in the timeliness of meetings.

This Council report continues with the schedule of one Ordinary Council Meeting each month. It is envisaged that this will be per the prior term supported by one workshop and one Confidential Briefing Session. Where there were five Tuesdays in the month, there are no meetings / workshops during the first week. Council may consider other opportunities to engage with members of the community on free Tuesdays to conduct Town Hall meetings in locations throughout the municipality.

Workshops

By holding a workshop early in the month, it provides Elected Members a week to reflect and provide officers with ample time to prepare recommendations for decisions and reports to Council. It will allow Elected Members and officers to work cohesively to explore and record views, ideas and shape the future of Darwin.

Workshops are effectively a 'Forum Meeting' that includes training, deputations, briefings, presentations, strategy formulation and development, policy development and some traditional workshops.

The Local Government Mandatory training is currently scheduled for the first Tuesday 'Forum Meeting' (previously called a workshop), in the months of October, November and February, whilst still allowing space for essential briefings, strategy and policy exploration and development, and external deputations.

Special Meetings

In accordance with the *Local Government Act 2019*, Council may hold a meeting to deal with a particular item of business (a special meeting) whenever circumstances require. A special meeting can be convened at a specified time and place to deal with specified business. Notice for a special meeting can be called four hours before the time appointed for the meeting. A special meeting may be called where legislative deadlines are required for items such as the Municipal Plan or Annual Report.

Timing of Meetings

In previous terms of Council, meetings have commenced at the following times:

1. 22nd Term - 5:30pm
2. 23rd Term - 5:30pm

City of Darwin officers recommend that the timing of the meetings remain the same to provide travelling time to attend meetings for those Elected Members who conclude work at 5:00pm. Council may wish to consider amending the commencement time of meetings for this term.

Allowances

Elected Members are paid an annual allowance and extra meeting allowance determined by the Remuneration Tribunal.

The monthly Forum Meeting (workshop) and / or presentation would be eligible as an extra meeting that Elected Members can claim. The limitations of the length of meeting and capped annual amount will continue.

Notice of Motion

For any urgent items, for consideration by Elected Members, a Special Meeting can be convened, or the Lord Mayor can table a Lord Mayoral Minute. The Lord Mayor may put to a meeting without notice, any matter which the Council is allowed to deal with or which the Council knows about.

Location of Meetings

City of Darwin officers recommend that all ordinary meetings be held in Council Chambers at the Civic Centre. Council may consider other opportunities to engage with members of the community through Council's community engagement program and events or at the Public Forum.

Public Forums

City of Darwin has historically held a Public Forum prior to the commencement of the Ordinary Council Meetings excluding December commencing at 5:00pm. No changes are envisaged for the Public Forum.

PREVIOUS COUNCIL RESOLUTION

No previous decisions for this Council.

STRATEGIC PLAN ALIGNMENT	6 Governance Framework 6.3 Decision Making and Management
BUDGET / FINANCIAL / RESOURCE	Budget/Funding: Is Funding identified: There will be no changes to Elected Member Allowances as

IMPLICATIONS	<p>determined by the Northern Territory Remuneration Tribunal.</p> <p>Existing Position No:</p> <p>Contractor:</p>
LEGISLATION / POLICY CONTROLS OR IMPACTS	<p>Legislation:</p> <p><i>Local Government Act 2019</i></p> <p><i>Local Government (General) Regulations 2021</i></p> <p>Policy:</p> <p>Meetings Policy</p>
CONSULTATION, ENGAGEMENT & COMMUNICATION	<p>Engagement Level: Inform</p> <p>Tactics:</p> <p>Nil</p> <p>Internal:</p> <p>Elected Members</p> <p>External:</p> <p>Nil</p>
DECLARATION OF INTEREST	<p>The report author does not have a conflict of interest in relation to this matter.</p> <p>The report authoriser does not have a conflict of interest in relation to this matter.</p> <p>If a conflict of interest exists, staff will not act in the matter, except as authorised by the CEO or Council (as the case requires).</p>

14.9 ACQUITTAL OF 2023/24 LOCAL GOVERNMENT IMMEDIATE PRIORITY GRANTS

Author: Senior Project Officer

Authoriser: Executive Manager Infrastructure

Attachments: 1. Nightcliff Village Upgrade Acquittal - IPG2400018 [↓](#)
2. Lee Point Road Upgrade Acquittal - IPG2400019 [↓](#)

RECOMMENDATIONS

1. THAT the report entitled Acquittal of 2023/24 Local Government Immediate Priority Grants be received and noted.
2. THAT Council endorse the Grant Acquittals for the 2023/24 Local Government Immediate Priority Grants at **Attachment 1** and **Attachment 2**

PURPOSE

The purpose of this report is for Council to endorse the Grant Acquittal of the 2023/24 Local Government Immediate Priority Grants towards the Nightcliff Village Upgrade and Lee Point Road Upgrade projects.

KEY ISSUES

- City of Darwin was successful in securing two grants under the Local Government Immediate Priority Grants program in 2023/24.
- \$250,000 was awarded towards Stage 1 of the Nightcliff Village Upgrade project.
- \$150,000 was awarded towards landscaping works associated with the Lee Point Road Upgrade project.
- Acquittals for Local Government Immediate Priority Grants are required to be laid before Council.
- The acquittals at **Attachment 1** and **Attachment 2** are laid before Council for endorsement.

DISCUSSION

This report outlines the acquittal of two grants received under the 2023/24 Local Government Immediate Priority Grants (IPG) program. The funding supported key infrastructure upgrades, specifically Stage 1 of the Nightcliff Village Upgrade and landscaping works associated with the Lee Point Road Upgrade.

The approved grants were required to be fully expended by 30 June 2025, with final acquittal due by 31 August 2025.

Stage 1 of the Nightcliff Village Upgrade project

Council endorsed the Short-Term Initiatives identified in the Nightcliff Village Masterplan on 30 May 2023. These initiatives focused on:

- Greening and cooling the area
- Separating vehicle and pedestrian movements
- Improving stormwater drainage

Scope of Works:

- Bin screening at both laneways for trader bin storage
- Revitalisation of the eastern laneway, including:
- Grated drainage
- Dedicated pedestrian access
- Trees in structural soil vaults
- Allowances for future-proofing (lighting arbours, seating, and market expansion)

Project Summary:

- Completion Date: November 2024
- Total Project Cost: \$641,560
- IPG Funding: \$250,000

Landscape works associated with the Lee Point Road Upgrade project

The duplication of Lee Point Road (Asche Street to Coleman Street, Muirhead) was delivered under the Local Roads and Community Infrastructure (LRCI) Program, with funding contributions from multiple sources:

- LRCI Grant: \$2.75 million
- City of Darwin Contribution: \$1.51 million
- Developer Contribution: \$331,000

An additional \$150,000 was secured through the 2023/24 IPG program to fund landscaping works in the centre median.

Project Summary:

- Completion date: June 2024
- Total landscaping cost: \$149,901
- IPG funding allocation: \$150,000

Both projects were delivered on time and within budget, aligning with the objectives of the IPG program. Final acquittal documentation (**Attachment 1** and **Attachment 2**) has been submitted in accordance with the required deadline of 31 August 2025, and the minutes from this meeting will be provided as part of the acquittal process.

PREVIOUS COUNCIL RESOLUTION

At the 28 November 2023 meeting Council resolved:

RESOLUTION ORD758/23

1. THAT the report entitled 2023-24 Local Government Immediate Priority Grant be received and noted.
2. THAT Council endorse Nightcliff Village Upgrades Stage 1 (**Option 4**) to be submitted as City of Darwin's first priority project for funding under the 2023-24 Local Government Immediate Priority Grant.
3. THAT Council endorse Lee Point Road Landscaping (**Option 5**) to be submitted as City of Darwin's second priority project for funding under the 2023-24 Local Government Immediate Priority Grant.
4. THAT this report and any attachments be deemed confidential documents and be treated as such in accordance with Section 293 (1) of the *Local Government Act 2019*.
5. THAT the documents remain confidential, and that this decision be moved into Open upon completion of procurement activities associated with the proposed projects.

CARRIED 13/0

STRATEGIC PLAN ALIGNMENT	1 A capital city with best practice and sustainable infrastructure 1.1 By 2030, a number of strategic infrastructure projects will be developed and delivered
BUDGET / FINANCIAL / RESOURCE IMPLICATIONS	Budget/Funding: N/A
LEGISLATION / POLICY CONTROLS OR IMPACTS	N/A
CONSULTATION, ENGAGEMENT & COMMUNICATION	N/A
DECLARATION OF INTEREST	<p>The report author does not have a conflict of interest in relation to this matter.</p> <p>The report authoriser does not have a conflict of interest in relation to this matter.</p> <p>If a conflict of interest exists, staff will not act in the matter, except as authorised by the CEO or Council (as the case requires).</p>

Grant Funding Acquittal

Immediate Priority Grant Program

Council/Organisation Name: City of Darwin

Grant Program Year: 2023-24

Grant Application Number: IPG2400018

Purpose of Grant: Funding Stage 1 of the Nightcliff Village Upgrade.

Purchases were in accordance with the Northern Territory Buy Local Plan: ☒ Yes ☐ No

INCOME AND EXPENDITURE ACQUITTAL FOR THE PERIOD ENDING 30 June 2025

Local Government Immediate Priority Grant \$250,000.00

Other income \$0.00

Total income \$250,000.00

Total Expenditure (Specify accounts and attach copies of ledger entries)
An 'administration fee' is not to be apportioned to the grant for acquittal purposes. \$250,000.00

Surplus/(Deficit) \$0.00

IS THE PROJECT COMPLETED AS APPROVED BY THE MINISTER: ☒ Yes ☐ No (If no, please explain why)

We certify, in accordance with all the conditions under which this grant was accepted, that the expenditure shown in this acquittal has been actually incurred and reports required to be submitted are in accordance with the stated purpose of this grant.

Acquittal prepared by: Jedda Bennett-Kellam

The grant acquittal will be presented to Council at the next Ordinary Council meeting in September and a copy of the minutes will be provided via email once they are confirmed at the following Council meeting

CEO or CFO: Simone Saunders

DEPARTMENTAL USE ONLY

File Number: _____

Grant amounts correct: ☐ Yes ☐ No

Expenditure conforms to approved purpose: ☐ Yes ☐ No

Procurement – Bought from Territory Enterprise: ☐ Yes ☐ No

Minutes checked: ☐ Yes ☐ No

Balance of funds to be acquitted: _____

Date next acquittal due: ____/____/____

ACQUITTAL ACCEPTED: ☐ Yes ☐ No

Acquittal checked by: _____

Comments:

MANAGER GRANTS PROGRAM: _____

Date	Year	Period	Ledger Account	TranCode	Type	Reference	Hours/Qty	Kilometres	ourc	Source Account	Account Name	Actual	Oncost	Committed	Transaction Description	Transaction Number	ansaction Li	Work Order
24/09/2024	2025	3	05.332086.180.105	201 Invoice		911	250000		0 AP 986.01		Mousellis & Sons Pty Ltd	250,000.00		0	0 Nightcliff Village Laneway Upgrade Stage 1 - IPG	13198298	2 00903165.8025	

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Work OrderAdditional DetailsBrowse

Details

Work Order903165Infrastructure Priority Grant - Nightcliff Village Upgrades Stage 1

ClassificationPARKS_RESCAP_NEWCHAN_WARDPARK_STRUCCosted

DescriptionParks & Reserves Capital New Chan Ward Park Structure

Module

Financials

	Purchases	Payroll	Plant	Total
Committed LTD	0.00	0.00	0.00	0.00
	Expenditure	Income	Results	Total Income
	Actual	Committed	Total Exp	
PTD	0.00	0.00	0.00	0.00
YTD	250000.00	0.00	250000.00	250000.00
Oncost YTD	0.00	0.00	0.00	0.00
Total YTD (Actual + Oncost)	250000.00	0.00	250000.00	250000.00
LTD Including Oncost LTD	250000.00	0.00	250000.00	250000.00
Resource Est Available			0.00	0.00

Selection

Year2025

Period0

Status Details

Frequency

Scheduled Start01/04/202400:00

Scheduled Completion

Actual Start

Actual Completion

Due Date

Work StatusOPENOpen

No. of Tasks1

Determination

Code

End Date31/12/202400:00

Grant Funding Acquittal

Immediate Priority Grant Program

Council/Organisation Name: City of Darwin

Grant Program Year: 2023/24

Grant Application Number: IPG2400019

Purpose of Grant: Funding for landscaping works at Lee Point Road

Purchases were in accordance with the Northern Territory Buy Local Plan: ☒ Yes ☐ No

INCOME AND EXPENDITURE ACQUITTAL FOR THE PERIOD ENDING 30 June 2024

Local Government Immediate Priority Grant \$150,000.00

Other income \$0.00

Total income \$150,000.00

Total Expenditure (Specify accounts and attach copies of ledger entries)
An 'administration fee' is not to be apportioned to the grant for acquittal purposes. \$149,901.27

Surplus/(Deficit) \$98.73

IS THE PROJECT COMPLETED AS APPROVED BY THE MINISTER: ☒ Yes ☐ No (If no, please explain why)

We certify, in accordance with all the conditions under which this grant was accepted, that the expenditure shown in this acquittal has been actually incurred and reports required to be submitted are in accordance with the stated purpose of this grant.

Acquittal prepared by: Jedda Bennett-Kellam Signed by: *Jedda Bennett-Kellam* 22/08/2025
C912507D167E7FC7

The grant acquittal will be presented to Council at the next Ordinary Council meeting in September and a copy of the minutes will be provided via email once they are confirmed at the following Council meeting

CEO or CFO: Simone Saunders Signed by: *Simone Saunders* 22/08/2025
4AB664465C962A29

DEPARTMENTAL USE ONLY

File Number: _____

Grant amount correct: ☐ Yes ☐ No

Expenditure conforms to approved purpose: ☐ Yes ☐ No

Procurement – Bought from Territory Enterprise: ☐ Yes ☐ No

Minutes checked: ☐ Yes ☐ No

Balance of funds to be acquitted: _____

Date next acquittal due: ____/____/____

ACQUITTAL ACCEPTED: ☐ Yes ☐ No

Acquittal checked by: _____

Comments:

MANAGER GRANTS PROGRAM: _____

Date	Year	Period	Ledger Account	TranCode	Type	Reference	Hours/Qty	Kilometres	ourc	Source Account	Account Name	Actual	Oncost	Committed	Transaction Description	Transaction Number	ansaction Li	Work Order
18/06/2024	2024	12	05.322070.180.105	201	Invoice	883	11220		0 AP	986.01	Mousellis & Sons Pty Ltd	10,200.00		0	0 Lee Point Road Landscaping Works as per quote dat	13083090	2	00903161.8025
18/06/2024	2024	12	05.322070.180.105	1412	GR/GST Contra Entry	883	-11220		0 AP	986.01	Mousellis & Sons Pty Ltd	10,200.00		0	0 Lee Point Road Landscaping Works as per quote dat	13083090	3	00903161.8025
18/06/2024	2024	12	05.322070.180.105	1410	Goods Receipt	95541	11220.01		0 AP	986.01	Mousellis & Sons Pty Ltd	10,200.01		0	-10200.01	13083089	1	00903161.8025
31/05/2024	2024	11	05.322070.180.105	201	Invoice	INV-0220	1155		0 AP	11496.01	D&P Management	1,155.00		0	0 Lee Point Road Additional Landscaping - PM Servic	13069953	2	00903161.8025
22/05/2024	2024	11	05.322070.180.105	201	Invoice	879	8700		0 AP	986.01	Mousellis & Sons Pty Ltd	8,700.00		0	0 Lee Point Road Landscaping - Additional works	13052235	2	00903161.8025
22/05/2024	2024	11	05.322070.180.105	201	Invoice	878	1		0 AP	986.01	Mousellis & Sons Pty Ltd	5,350.79		0	0 Lee Point Road Landscaping - Additional Works as	13052085	2	00903161.8025
02/05/2024	2024	11	05.322070.180.105	201	Invoice	INV-0208	2000		0 AP	11496.01	D&P Management	2,000.00		0	0 Lee Point Road Landscaping Works - PM Services	13039852	2	00903161.8025
03/05/2024	2024	11	05.322070.180.105	201	Invoice	872	134745.01		0 AP	986.01	Mousellis & Sons Pty Ltd	122,495.47		0	0 Lee Point Road Landscaping Works as per quote dat	13039849	2	00903161.8025
												149,901.27						

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Work OrderAdditional DetailsBrowse

Details

Work Order903161Lee Point Road - Additional Landscaping

ClassificationROADSCAP_NEWMINOR_WRKCosted

DescriptionRoads Capital New Minor works

Module

Financials

	Purchases	Payroll	Plant	Total
Committed LTD	0.00	0.00	0.00	0.00
Expenditure				
Actual				
PTD	0.00			
YTD	149901.27	0.00	149901.27	149901.27
Oncost YTD	0.00	0.00	0.00	0.00
Total YTD (Actual + Oncost)	149901.27	0.00	149901.27	149901.27
LTD Including Oncost LTD	149901.27	0.00	149901.27	149901.27
Resource Est			150000.00	0.00
Available			98.75	0.00

Selection

Year2024

Period0

Status Details

Frequency

Scheduled Start01/04/202400:00

Scheduled Completion

Actual Start

Actual Completion

Due Date

Work StatusOPENOpen

No. of Tasks2

Determination

Code

End Date30/06/202400:00

Item 14.9 - Attachment 2

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14.10 APPOINTMENT OF DEPUTY LORD MAYOR

Author: A/Manager Office of Council and CEO

Authoriser: Chief Executive Officer

Attachments: 1. Elected Member Protocols and Interactions Policy [↓](#)

RECOMMENDATIONS

1. THAT the report entitled Appointment of Deputy Lord Mayor be received and noted.
2. THAT Council appoint Councillor _____ as the Deputy Lord Mayor for the period 30 September 2025 to 29 January 2026.

PURPOSE

The purpose of this report is to appoint a Deputy Lord Mayor for City of Darwin.

KEY ISSUES

- The *Local Government Act 2019* provides that Council may appoint a Deputy Lord Mayor.
- The Deputy Lord Mayor's term of appointment is to be determined by Council and may be for the whole term, or a lesser period determined by Council.
- The Elected Member Protocols and Interactions Policy, provides that each of the twelve Elected Members can be elected as Deputy Lord Mayor for a period of four months during the current term of Council.

DISCUSSION**Deputy Lord Mayor**

Section 61(3) of the *Local Government Act 2019* provides that Council may appoint a Deputy Lord Mayor and that the Deputy Lord Mayor may be appointed for a period being the whole term of Council or a lesser term fixed by Council when Council makes the appointment.

City of Darwin's current policy position to appoint a Deputy Lord Mayor is outlined in the Elected Member Protocols and Interactions Policy at **Attachment 1**. The current position provides for each Elected Member to have a turn at Deputy Lord Mayor and states '*that each of the twelve Councillors can be elected as Deputy Lord Mayor for a period of four months during the term of the current term of Council.*

The benefit of this approach is that all members have an opportunity to gain experience in the role of Deputy Lord Mayor.

Appointing a Deputy Lord Mayor for a longer term may provide a greater level of consistent support for the Lord Mayor in performing the Lord Mayor's duties on a day-to-day basis.

The appointment and term of appointment of a Deputy Lord Mayor is a matter for Council to decide.

In addition to the role of member, the Deputy Lord Mayor carries out any of the Lord Mayor's functions when the Lord Mayor:

- delegates the functions to the deputy
- is absent from official duties because of illness or for some other reason.

The determination of allowances for members of Local Councils member allowances as per the Remuneration Tribunal.

PREVIOUS COUNCIL RESOLUTION

No previous decisions for this Council.

STRATEGIC PLAN ALIGNMENT	6 Governance Framework 6.2 Roles and Relationships
BUDGET / FINANCIAL / RESOURCE IMPLICATIONS	<p>Budget/Funding:</p> <p>Is Funding identified: Yes</p> <p>Elected Member Allowances are set as part of the budget process each year as per the Remuneration Tribunal.</p> <p>Existing Position No:</p> <p>Contractor:</p>
LEGISLATION / POLICY CONTROLS OR IMPACTS	<p>Legislation:</p> <p>Section 61(3) of the <i>Local Government Act 2019</i>, the Council may appoint another one of its members to be the deputy principal member of the Council.</p> <p>Section 62 of the <i>Local Government Act 2019</i>, the deputy principal member is appointed for the term of office ending at the conclusion of the next general election or a lesser term fixed by the council when it makes the appointment.</p> <p>Policy:</p> <p>Elected Member Protocols and Interactions Policy</p>

	Should Council choose to change its current policy position with respect to the term of appointment for the Deputy Lord Mayor (four months), the above policy will require amending.
CONSULTATION, ENGAGEMENT & COMMUNICATION	Internal: The decision will be provided to Finance to implement when making payment for Elected Member Allowances. External: City of Darwin website will be updated to note the Deputy Lord Mayor.
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).



Elected member protocols and interactions policy

Policy No. 1054.100.E.R

1 Purpose

This policy outlines the protocols that apply to Elected Members in the undertaking of official business on behalf of Council. It also provides a framework for Elected Members to interact with workplace participants, and to ensure administration complies with legislative requirements.

2 Scope

This policy applies to Elected Members and workplace participants.

3 Policy statement

3.1 Lord Mayor, Deputy Lord Mayor and Acting Lord Mayor

Appointment of Deputy Lord Mayor

The Deputy Lord Mayor must be appointed at the first meeting of Council after the General Election. Council has determined that each of the 12 Elected Members can be elected as Deputy Lord Mayor for a period of four months during each term of Council.

Acting Lord Mayor

Where the Lord Mayor is absent from official duties due to illness or some other reason, the Lord Mayor must notify the Chief Executive Officer (CEO) in reasonable time to enable appropriate arrangements for the Deputy Lord Mayor to become Acting Lord Mayor.

If the Deputy Lord Mayor is unable to act in the role of Lord Mayor, the Council may, by resolution, appoint another Elected Member to act in the Lord Mayor position for a specified period or until the Lord Mayor resumes official duties.

If time does not permit a Council resolution, the Acting Lord Mayor will be appointed by the CEO and a resolution passed retrospectively at the next available Ordinary Council Meeting to endorse the appointment.

Version:	Decision Number:	Adoption Date:	Next Review Date:
2	ORD518/24	26 November 2024	26 November 2028

Responsible Officer: Chief Executive Officer

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



Media and public relations

The Lord Mayor is the official spokesperson for the City of Darwin. Elected Members must adhere to the Communications and Media Policy.

3.2 Ex-officio and civic functions

Ex-officio involvement with external groups

The Lord Mayor may be asked to become involved with community groups, committees, and organisations. For example, as a patron, committee member or chairperson of an organisation.

Council will endorse the Lord Mayor’s Ex-Officio roles and in doing so, accepts that this community involvement is a legitimate function of the Lord Mayor. Expenses incurred as a result of this role will be reimbursed in line with the Elected Member Expenses, Facilities and Support Policy.

Civic functions

The guest list for civic receptions and official Council functions will be at the discretion of the Lord Mayor in consultation with the CEO.

Representation at external events

The Lord Mayor is Council’s official representative for external events. If the Lord Mayor is unable to attend external events, an alternate Elected Member will be selected to represent the Lord Mayor.

Expenses incurred as a result will be reimbursed in line with the Elected Member Expenses, Facilities and Support Policy.

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Elected member protocols and interactions policy - 1054.100.E.R			Page 2 of 6
Version:	Decision Number:	Adoption Date:	Next Review Date:
2	ORD518/24	26 November 2024	26 November 2028
Responsible Officer: Chief Executive Officer			
<i>Electronic version current. Uncontrolled copy valid only at time of printing.</i>			



Interaction – Elected Members and workplace participants

This section outlines appropriate interaction between Elected Members and workplace participants. Elected Members and workplace participants must comply with respective Codes of Conduct with all interactions.

Elected Members and workplace participants acknowledge that the information provided in relation to a request by an Elected Member must adhere to confidentiality and privacy requirements as outlined in relevant legislation.

Councillor and Committee Support Officer

The Councillor and Committee Support Officer is available to answer queries or requests for assistance from Elected Members in accordance with the Customer First Strategy.

Requests may relate to:

- meetings, including Council business
- events
- community enquiries and information
- Council Committees
- technical or professional advice
- Elected Member entitlements.

The Councillor and Committee Support Officer is responsible for ensuring all records relating to Elected Members are kept in accordance with the *Information Act 2002* (NT) and *Local Government Act 2019* (NT).

Elected Member communication

Elected Members may make requests to the CEO directly or via the Councillor and Committee Support Officer.

All requests are to be copied to the Councillor and Committee Support Officer.

Elected Members will respond directly to correspondence addressed to them.

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Elected member protocols and interactions policy - 1054.100.E.R			Page 3 of 6
Version:	Decision Number:	Adoption Date:	Next Review Date:
2	ORD518/24	26 November 2024	26 November 2028
Responsible Officer: Chief Executive Officer			
<i>Electronic version current. Uncontrolled copy valid only at time of printing.</i>			



Workplace participant communication

Communication with Elected Members must be via the CEO or the Councillor and Committee Support Officer.

If workplace participants receive direct correspondence or requests from Elected Members, it must be referred to their General Manager or the CEO.

If an Elected Member attempts to direct a workplace participant about the way in which their duties are performed, this should be reported to the General Manager or the CEO.

Workplace participants are not to discuss the terms and conditions of their employment with Elected Members.

Elected Member access to Council information

Elected Members are provided with appropriate access to information in order to carry out their role as outlined in the *Local Government Act 2019*(NT).

Accessing Council information

Elected Members may request access to additional information or information required for Council business and not already included in a Council agenda by making a request to the CEO. This may include legally privileged or confidential information. Requests for information must be for the purpose of enabling Elected Members to perform their role.

Elected Members must not use Council information for private purposes or to derive a private benefit or to cause harm or detriment to Council or any other person or organisation.

Access will be provided as follows:

- by inspection at Council offices
- by email
- in hard copy.

When providing access to information, the CEO, or Councillor and Committee Support Officer will articulate if the information contains confidential or private information. Confidential or private information must be handled in accordance with relevant legislation.

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Elected member protocols and interactions policy - 1054.100.E.R			Page 4 of 6
Version:	Decision Number:	Adoption Date:	Next Review Date:
2	ORD518/24	26 November 2024	26 November 2028
Responsible Officer: Chief Executive Officer			
<i>Electronic version current. Uncontrolled copy valid only at time of printing.</i>			



Access to information sought by and provided to an Elected Member in relation to an item to be considered at a Council or committee meeting will be provided to all Elected Members irrespective of whether the original request was marked private or confidential.

CEO can refuse access to Council information

The CEO is able to refuse a request by an Elected Member for access to Council information. When doing so, the CEO must act reasonably and take into account whether or not the document sought is required for the Elected Member to perform their role.

If refused, the CEO must, in writing, state the reasons for the decision.

Elected Members may dispute the CEO's decision and:

- request a review of the decision by another officer of Council
- seek support of Council by lodging a Notice of Motion at a meeting
- lodge a request for information under the *Information Act 2002* (NT).

Section 293 of the *Local Government Act 2019* (NT) – suppression of certain information

The CEO can suppress certain information in accordance with section 293 of the *Local Government Act 2019* (NT). Information suppressed in accordance with section 293(2) will not be provided to Elected Members. The CEO will maintain a confidential register of information suppressed in accordance with these requirements.

4 Definitions

Elected Members are the Lord Mayor and Councillors who are elected by the community.

Workplace participants means City of Darwin employees, volunteers, work experience placements, contractors, consultants, and labour-hire staff.

5 Legislative references

Local Government Act 2019 (NT)

Information Act 2002 (NT)

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Elected member protocols and interactions policy - 1054.100.E.R		Page 5 of 6	
Version:	Decision Number:	Adoption Date:	Next Review Date:
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Responsible Officer: Chief Executive Officer			
Electronic version current. Uncontrolled copy valid only at time of printing.			



6 Procedures / related documents

- Schedule 1 Code of Conduct
- City of Darwin Code of Conduct
- Elected Member Expenses, Facilities and Support Policy
- Caretaker Policy

7 Responsibility / application

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

Elected Members, the CEO and workplace participants are responsible for complying with this policy.

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

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Elected member protocols and interactions policy - 1054.100.E.R			Page 6 of 6
Version:	Decision Number:	Adoption Date:	Next Review Date:
2	ORD518/24	26 November 2024	26 November 2028
Responsible Officer: Chief Executive Officer			
Electronic version current. Uncontrolled copy valid only at time of printing.			

14.11 APPOINTMENTS TO COUNCIL EXECUTIVE AND ADVISORY COMMITTEES - 24TH COUNCIL

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 - 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 _____;
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 2026:
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 2026:
Councillor _____; and
Councillor _____ as Alternate.
5. THAT Council appoint the following Elected Members to the **Arts and Cultural Development Advisory Committee** to 30 September 2026:
Councillor _____; and
Councillor _____ 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 _____; and
Councillor _____ as Alternate.
7. THAT Council appoint the following Elected Members to the **East Point Reserve Advisory Committee** to 30 September 2026:
Councillor _____; and
Councillor _____ as Alternate.
8. THAT Council appoint the following Elected Members to the **Information Communication Technology Steering Committee** to 30 September 2027:
Councillor _____; and
Councillor _____ as Alternate.
9. THAT Council appoint the following Elected Members to the **International Relations Advisory Committee** to 30 September 2026:

Lord Mayor (Chair)

Councillor _____; and

Councillor _____ as Alternate.

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

Councillor _____; and

Councillor _____ as Alternate.

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

Councillor _____; and

Councillor _____ as Alternate.

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

Lord Mayor (Chair)

Councillor _____; and

Councillor _____ as Alternate.

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

Councillor _____; and

Councillor _____ as Alternate.

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

Councillor _____; and

Councillor _____; and

Councillor _____.

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.

PURPOSE

The purpose of this report is to appoint Council Members to Executive, Advisory and External Committees for the period ending 30 September 2026 (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*.

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.

Members will be requested to nominate for positions as outlined in the recommendation above.

Committee memberships will be appointed for the period ending 30 September 2026, unless otherwise specified.

Council will be requested to appoint to committees on an annual basis, unless otherwise specified from September 2026 and external organisations as requests for nominations are received.

PREVIOUS COUNCIL RESOLUTION

No previous decisions for this Council.

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 Elected Member Expenses, Facilities and Support
CONSULTATION, ENGAGEMENT & COMMUNICATION	Nil
DECLARATION OF INTEREST	<p>The report author does not have a conflict of interest in relation to this matter.</p> <p>The report authoriser does not have a conflict of interest in relation to this matter.</p> <p>If a conflict of interest exists, staff will not act in the matter, except as authorised by the CEO or Council (as the case requires).</p>

14.12 NOMINATIONS FOR THE DARWIN DIVISION OF THE DEVELOPMENT CONSENT AUTHORITY

Author: A/Manager Office of Council and CEO

Authoriser: Chief Executive Officer

Attachments: 1. Incoming Correspondence - Minister for Lands, Planning and Environment [↓](#)
2. Development Consent Authority Nomination Form [↓](#)

RECOMMENDATIONS

1. THAT the report entitled Nominations for the Darwin Division of the Development Consent Authority be received and noted.
2. THAT Council endorse the nomination for the following Community Members to the Minister for Lands, Planning and Environment for the Darwin Division of the Development Consent Authority.

Councillor _____

Councillor _____

Councillor _____

Councillor _____

PURPOSE

The purpose of this report is to nominate four Community Members to the Darwin Division of the Development Consent Authority (DCA).

KEY ISSUES

- City of Darwin received correspondence requesting four nominations to represent the Darwin Division of the DCA.
- The Darwin Division of the DCA is appointed by the Minister for Lands, Planning and Environment.
- Community Members may be Councillors or members of the public with good standing whom the local authority believe will represent the community.
- Nominations are due to the Minister for Lands, Planning and Environment by Friday, 17 October 2025.

DISCUSSION

City of Darwin has received correspondence from the Minister for Lands, Planning and Environment calling for nominations to represent community members on the Darwin Division of the DCA at **Attachment 1**.

The existing City of Darwin nominations are due to expire on 3 December 2025.

In accordance with section 91(2) of the *Planning Act 1999*, the number of persons nominated must be at least one greater than the number of vacancies to be filled. Four nominations are required.

Community members may be Councillors or members of the public with good standing whom the local authority believe will represent the community.

The Darwin Division of the DCA nomination form is at **Attachment 2**.

Once endorsed by Council, Officers will forward the completed nominations to the Minister for Lands, Planning and Environment for consideration.

Further information on the Development Consent Authority is available at the following website, <https://environment.nt.gov.au/boards-committees/dca>.

PREVIOUS COUNCIL RESOLUTION

At the 26 September 2023 meeting Council resolved:

RESOLUTION ORD563/23

1. THAT the report entitled Nominations for the Darwin Division of the Development Consent Authority be received and noted.
2. THAT Council nominate the following Community Members to the Minister for Infrastructure, Planning and Logistics for consideration on the Darwin Division of the Development Consent Authority.

Councillor Mick Palmer

Councillor Peter Pangquee

Councillor Jimmy Bouhoris

Councillor Morgan Rickard

CARRIED 11/0

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 Elected Member participation on external committees by way of extra meeting allowances. Existing Position No: Nil Contractor: Nil
LEGISLATION / POLICY CONTROLS OR IMPACTS	Legislation: <i>Local Government Act 2019</i> <i>Planning Act 1999</i> Policy:

	<p>Meetings Policy</p> <p>Advisory and Other Committees Policy</p> <p>Elected Members Expenses, Facilities and Support Policy</p>
CONSULTATION, ENGAGEMENT & COMMUNICATION	<p>Engagement Level: Inform</p> <p>Tactics:</p> <p>Nil</p> <p>Internal:</p> <p>Nil</p> <p>External:</p> <p>Nil</p>
DECLARATION OF INTEREST	<p>The report author does not have a conflict of interest in relation to this matter.</p> <p>The report authoriser does not have a conflict of interest in relation to this matter.</p> <p>If a conflict of interest exists, staff will not act in the matter, except as authorised by the CEO or Council (as the case requires).</p>



MINISTER FOR LANDS, PLANNING AND ENVIRONMENT

Parliament House
State Square
Darwin NT 0800
minister.burgoyne@nt.gov.au

GPO Box 3146
Darwin NT 0801
Telephone: 08 8999 8624

Ms Simone Saunders
Chief Executive Officer
City of Darwin

Via email: simone.saunders@darwin.nt.gov.au

Dear Ms Saunders

I am writing to request nominations for the Darwin Division of the Development Consent Authority. The term of the three current community members (local government council nominated members) expires on 3 December 2025.

The three current community members are Peter Pangquee, Michael Palmer and the alternate member is Jimmy Bouhoris. The alternate acts for a community member when they are absent or unable to attend.

In accordance with section 91(2) of the *Planning Act 1999* (the Act), the number of persons nominated must be at least one greater than the number of vacancies to be filled. Accordingly, could the City of Darwin (CoD) please nominate four persons it think would be suitable to appoint as community members.

Please include with CoD's nominations a completed registration form (attached) for each nominee.

Community members may be councillors or members of the public with good standing whom the local authority believe will represent the community. An employee of the local authority is not eligible to be appointed as a community member. Current members can seek reappointment.

Please note that pursuant to section 91(3) of the Act, if the local government council fails to nominate the number of persons required, the Act provides me with the option to appoint any person I considered fit.



- 2 -

Please provide CoD's four nominations and completed registration forms to myself minister.burgoyne@nt.gov.au with a cc to development.consentauthority@nt.gov.au by 17 October 2025.

If you have any questions in relation to this correspondence, please contact the office of the Development Consent Authority by phone on 08 8999 6044.

Yours sincerely



JOSHUA BURGOYNE

8-9-2025

Development Consent Authority Community Member

Please complete a registration form for each nominee, attach to Council's nomination letter and email to development.consentauthority@nt.gov.au

All fields are mandatory.			
First name		Middle name	
Surname			
Phone no.		Email address	
Location/ Suburb of Residence			
Are you an NT Government or Commonwealth employee?			Yes / No
Are you an Australian Citizen? If no, you must attach your current working visa			Yes / No
Do you present as Aboriginal or Torres Strait Islander?			Yes / No / Prefer not to answer
Do you self-identify as having a disability? The NTPS definition of a person with a disability is a person with a long-term physical, mental, intellectual, or sensory impairments which in interaction with various barriers, may hinder their full and effective participation in society on an equal basis with others. Disability may be present from birth, acquired due to illness or accident, or come about progressively as we age.			Yes/ No / Prefer not to answer
Please select your preference:			Member / Alternate member / Neither
<i>Please note: any appointment as a Community Member is subject to a satisfactory criminal history check.</i>			
Current Employment:			
Qualifications:			

14.13 NOMINATIONS FOR NORTHERN TERRITORY GRANTS COMMISSION

Author: A/Manager Office of Council and CEO

Authoriser: Chief Executive Officer

Attachments: 1. Northern Territory Grants Commission Nomination Form [↓](#)

RECOMMENDATIONS

1. THAT the report entitled Nominations for Northern Territory Grants Commission be received and noted.
2. THAT Council endorse the nomination of Councillor _____ to LGANT as the representative on the Northern Territory Grants Commission.

PURPOSE

The purpose of this report is to put forward nominations to the Local Government Association of the Northern Territory (LGANT) to represent Local Government on the Northern Territory Grants Commission.

KEY ISSUES

- City of Darwin received correspondence from LGANT requesting nominations for the Northern Territory Grants Commission on the 4 July 2025.
- Requests for LGANT appointed representatives are reviewed at Council as they are received.
- Nominations are due to LGANT by Wednesday 8 October 2025.
- Nominations are to be a resolution of Council.
- Nominations must be signed by the Chief Executive Officer prior to submission.

DISCUSSION

The Minister for Local Government is seeking three nominations from LGANT for consideration to join the Board of the Northern Territory Grants Commission as the Municipal and Deputy Council Members in preparation for the expiry of the current members on 31 August 2025.

The nomination form is attached at **Attachment 1**.

The NT Grants Commission does not have a separate terms of reference, however the structure and functions are established in the *Local Government Grants Commission Act 1986*.

More information available here: <https://dhlgcd.nt.gov.au/funding-and-support/grants-commission>

The Northern Territory Grants Commission makes recommendations to the Minister for Local Government on the distribution of untied Commonwealth Financial Assistance Grants to local governing authorities in the Northern Territory in late July or early August.

The Northern Territory Grants Commission's recommendations are endorsed by the Territory Minister and sent to the Federal Minister for Local Government for approval.

An appointed member holds office for 5 years or such lesser term as is specified by the Minister but is eligible for re-appointment.

The Commission shall meet as often as is necessary to carry out its functions and shall meet when required to do so by the Minister.

PREVIOUS COUNCIL RESOLUTION

Nil

STRATEGIC PLAN ALIGNMENT	6 Governance Framework 6.2 Roles and Relationships
BUDGET / FINANCIAL / RESOURCE IMPLICATIONS	<p>Budget/Funding: Nil</p> <p>Is Funding identified: Yes</p> <p>Council's budget provides for member participation on external committees by way of additional extra meeting allowances.</p> <p>Existing Position No: Nil</p> <p>Contractor: Nil</p>
LEGISLATION / POLICY CONTROLS OR IMPACTS	<p>Legislation: <i>Local Government Act 2019</i></p> <p>Policy: Meetings Policy Elected Member Expenses, Facilities and Support Policy</p>
CONSULTATION, ENGAGEMENT & COMMUNICATION	<p>Engagement Level: Inform</p> <p>Tactics: Nil</p> <p>Internal: Elected Members</p> <p>External: Nil</p>

DECLARATION OF INTEREST	<p>The report author does not have a conflict of interest in relation to this matter.</p> <p>The report authoriser does not have a conflict of interest in relation to this matter.</p> <p>If a conflict of interest exists, staff will not act in the matter, except as authorised by the CEO or Council (as the case requires).</p>
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PROCEDURES FOR LGANT REPRESENTATIVES ON COMMITTEES

Background

Section 18 of LGANT's Governance Charter states:

1. From time to time the Association will be called to nominate delegates to external committees established by other spheres of Government under legislation.
2. The Board shall determine the membership of such committees in accordance with LGANT policy.
3. The Board will call for nominations to external committees as they arise.
4. Potential nominees will be supplied with a nomination pack and must complete the 'External Committee' nomination form.
5. The Board reserves the right to disregard a nomination if the 'External Committee' nomination form is not completed satisfactorily.

Nominations

Once the LGANT Board endorse a nomination, LGANT will advise the relevant committee. Often the final committee representatives are at the discretion of the Minister therefore LGANT cannot guarantee final membership.

The LGANT Board may remove its endorsement of a representative on a committee if that representative fails to deliver regular reports to LGANT, fails to consult with other councils, or misses committee meetings without just cause.

Representatives

LGANT committee representatives are required to represent the local government sector rather than their individual council during committee proceedings.

LGANT representatives are required to provide LGANT with regular reports. These reports include, but are not limited to, reports to the Board and to members at the General Meeting in April and November each year. These reports should include updates on current key issues, how representatives are ensuring input and feedback from other councils, as well as any other noteworthy items.

Sitting fees

LGANT does not pay representatives a sitting fee or travel related expenses for committee representation. Such fees, if any, will be administered by the secretariat managing the respective committee eg. the NTG.



NOMINATION FORM

NT Grants Commission

LGANT Nominations close on X Month 2025

Council Name:

1. Agreement to be nominated

I, _____ agree to be nominated as a member
(Name in full)

of the **NT Grants Commission**.

I recognise and understand that as the LGANT representative I am:

- required to represent the sector, rather than my individual council, and
- provide regular reports to LGANT including written reports to the LGANT General Meetings and to the LGANT Board as requested.

I acknowledge that representation on this committee does not entitle me to sitting fees or travel related expense reimbursement from LGANT.

Signature: _____ Date: _____

2. Council confirmation of nomination

I, _____ the Chief Executive Officer

hereby confirm that _____

was approved by resolution of Council to be nominated as a member of the **NT Grants Commission** at a meeting held on / /

Signature: _____ Date: _____

3. Nominee's contact details

Email address: _____

Mobile: _____



4. Nominee information

The following information is required to enable the LGANT Board to make an informed decision. If you would like to submit further information, please attach it to this form.

4.1 What is your current council position? _____

4.2 How long have you held your current council position? _____

4.3 Please list your educational qualifications:

4.4 What skills and experience do you have that are relevant to this committee?

4.5 Apart from your current position what other local government experience do you have relevant to this committee?

15 RECEIVE & NOTE REPORTS

15.1 INTERIM MONTHLY FINANCIAL REPORT - AUGUST 2025

Author: Executive Manager Finance

Authoriser: General Manager Corporate

Attachments: 1. Monthly Financial Report - August 2025 [↓](#)

RECOMMENDATIONS

THAT the report entitled Interim Monthly Financial Report – August 2025 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 August 2025.

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

KEY ISSUES

The Monthly Financial Report includes:

- Interim Income Statement, which compares actual YTD income and expenditure against YTD budget.
- Interim Fund Flow Statement (Monthly Operating Position), which outlines the effect on General Funds.
- Interim 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 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**August 2025 – Interim Year to Date Results**

The year-to-date operating result until 31 August 2025 is a **deficit of \$1.4M compared to Budgeted surplus of \$0.26M** as highlighted in the table below.

	Actual \$'000	Budget \$'000	Variance \$'000
Operating Surplus/ (Deficit)	(1,355)	262	1,617 Unfavourable

Commentary

The 30 June 2025 Annual Financial Statements Audit is in progress and therefore the Annual Financial Statements are not considered final. Audit adjustments will be considered and processed as required, consequently this report is being presented as an abridged monthly financial report.

Income

Total Operating Income is tracking below budget by \$1.95M (-8% YTD variance).

Operating grant income variance of \$3.2M is substantially the reason for the August unfavourable variance. This is due to the early receipt of 50% of the FAA grant for 2025/26 in June 2024/25. The budget will be adjusted to reflect this timing difference through the Carry Forward budget process.

User Fees & Charges has seen a favourable variance with higher income from parking fees exceeding YTD budget.

Statutory charges which include animal registrations, permits and parking fines and penalties are also tracking higher YTD.

Expenditure

Total Expenses are below budget by \$0.34M (+1% YTD variance).

Employee costs report a positive variance to budget of \$0.4M reflecting timing of employee entitlements and vacancies.

Material, contracts & services has an annual budget of \$64M, and this incorporates various expenditure types. In August this is substantially on track with a minor favourable variance of \$0.12M in this category. At this stage there is no distinct projected forecast for a material variance, although there are slight timing variances across sections during the first two months of the financial year.

Depreciation, Amortisation & Impairment expenses are tracking above YTD budget, primarily due to the increase in the re-valuation of pathways and transport assets recognised in June 2025. Depreciation is a non-cash expense and will be subject to a future budget review for realignment.

Interest expense currently has a positive YTD variance with cash offsets managed across variable borrowings.

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 4.67% on weighted average interest rate on its end of month cash and investment portfolio of \$105M (excluding loan offset \$44.4M). There have been no investment policy breaches in this month.

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

Treasury Comment

The RBA met on the 12th of August, and the Monetary Policy Board decided to lower the cash rate target by 25 basis points to 3.60 per cent. This was due to continued moderation in inflation, which is now on track to return to the 2–3 per cent target range.

Accounts Receivable (Trade Debtors) Note B

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

Accounts Payable (Trade Creditors) Note C

Accounts Payable owing at end of month at the time of reporting. City of Darwin recognises the liability of invoices once goods are receipted as received.

June 2025 – Audited General Purpose Financial Statements

The 30 June 2025 Financial Statements Audit is in progress; any audit year-end adjustments are still being considered and processed as required. The monthly financial reports will be issued as interim until the external audit is concluded.

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 contract variations for August 2025.

Exempt Procurement

Vendor	Supply	Cost	Applicable Exemption
Technology One Ltd	ECM Annual Licence	\$101,147	Reg 38(1)(d) – Renewal of an existing licence
JLT Risk Solutions Pty Ltd	Insurance policy renewals 2025/26	\$3,112,002.27	Reg 38(1)(c) – Acquisition of insurance through a broker

Certification by the CEO to the Council

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

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

D. Saunders

CEO Signed

22 September 2025

PREVIOUS COUNCIL RESOLUTION

N/A

STRATEGIC PLAN ALIGNMENT	6 Governance Framework 6.3 Decision Making and Management
BUDGET / FINANCIAL / RESOURCE IMPLICATIONS	N/A
LEGISLATION / POLICY CONTROLS OR IMPACTS	<p>Part 2 Division 7 the <i>Local Government (General) Regulations 2021</i> require that a monthly financial report is presented to Council each month setting out:</p> <p>(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</p> <p>(b) the most recently adopted annual budget; and</p> <p>(c) details of any material variances between the most recent actual income and expenditure of the council and the most recently adopted annual budget.</p> <p>Regulation 17(5) Part 2 Division 7 the Local Government (General) Regulations 2021 require that the monthly report must be accompanied by:</p> <p>(a) a certification, in writing, by the CEO to the council that, to the best of the CEO's knowledge, information and belief:</p> <ol style="list-style-type: none"> (i) the internal controls implemented by the council are appropriate; and (ii) the council's financial report best reflects the financial affairs of the council; or <p>(b) if the CEO cannot provide the certification – written reasons for not providing the certification.</p> <p>The report is compliant with the requirements of the <i>Local Government Act 2019</i> and <i>Local Government (General) Regulations 2021</i>.</p>

CONSULTATION, ENGAGEMENT & COMMUNICATION	N/A
DECLARATION OF INTEREST	<p>The report author does not have a conflict of interest in relation to this matter.</p> <p>The report authoriser does not have a conflict of interest in relation to this matter.</p> <p>If a conflict of interest exists, staff will not act in the matter, except as authorised by the CEO or Council (as the case requires).</p>

Interim Income Statement For the Period Ended 31 August 2025	2025/26					
	Aug-25				FY	
	YTD Actual		YTD Revised Budget		Original Budget	
	\$'000		\$'000		\$'000	
<u>Operating Income</u>						
Rates	13,297	58%	13,413	54%	(116)	80,478
Charges	1,737	8%	1,733	7%	4	10,398
Statutory Charges	1,016	4%	523	2%	493	3,252
User Fees and Charges	5,254	23%	4,951	20%	303	29,851
Operating Grants and Subsidies	7	0%	3,162	13%	(3,155)	6,667
Interest / Investment Income	991	4%	642	3%	349	3,852
Commercial & Other Income	601	3%	433	2%	168	2,419
Total Income	22,903		24,857		(1,954)	136,917
<u>Operating Expenses</u>						
Employee Expenses	6,862	28%	7,293	30%	431	44,073
Materials, Contracts & Services	10,752	44%	10,877	44%	125	64,326
Elected Member Allowances	122	1%	139	1%	17	832
Elected Member Expenses	-	0%	4	0%	4	21
Council Committee Allowances	1	0%	3	0%	2	20
Depreciation, Amortisation & Impairment	6,310	26%	5,589	23%	(721)	33,536
Interest Expenses	211	1%	690	3%	479	5,664
Total Expenses	24,258		24,595		337	148,472
Budgeted Operating Surplus/ (Deficit)	(1,355)		262		(1,617)	(11,555)
Capital Grants Income	-		-		-	700
Net Surplus/(Deficit)	(1,355)		262		(1,617)	(10,855)

Interim Statement of Fund Flows Monthly Statement of Operating Position For the Period Ended 31 August 2025	2025/26			
	Aug-25			FY
	YTD Actual	YTD Revised Budget	Variance	Revised Budget
	\$'000	\$'000	\$'000	\$'000
Net Operating Result from Income Statement				
	(1,355)	262	(1,617)	(11,555)
Add Non Cash Items				
Add Back Depreciation (Non-Cash)	6,310	5,589	721	33,536
Add Back Other Non-Cash Items	-	-	-	2,100
Total Non Cash Items	6,310	5,589	721	35,636
Less Additional Outflows				
Repayment of borrowings & advances	(1,221)	(1,014)	(207)	(6,084)
Capital Expenditure	(6,764)	(15,155)	8,391	(91,509)
Total Additional Outflows	(7,985)	(16,170)	8,185	(97,593)
Add Additional Inflows				
Capital Grants Income	-	-	-	700
Sale of Infrastructure, Property, Plant & Equipment	6	85	(79)	3,512
Transfers from/(to) Reserves	21,328	10,233	11,095	69,300
Total Additional Inflows	21,334	10,319	11,015	73,512
Net Increase (-Decrease) in Funds	18,304	0	18,304	0

Interim Statement of Financial Position as at 31 August 2025	2025/26		
	Aug-25 Actual \$'000	Note	FY Original Budget \$'000
Current Assets			
Cash at Bank & Investments	65,565	A	18,360
Cash at Bank & Investments - externally restricted	58,038	A	21,504
Cash at Bank & Investments - internally restricted	26,631	A	15,193
Trade & Other Receivables	10,081	B	16,260
Rates & Charges Receivables	89,201		-
Inventories	277		273
Total Current Assets	249,793		71,590
Non-Current Assets			
Infrastructure, Property, Plant and Equipment	1,359,389		1,325,094
Lease Right of Use Assets	1,353		-
Total Non Current Assets	1,360,741		1,325,094
Total Assets	1,610,534		1,396,684
Current Liabilities			
Trade Payables & Other Payables	4,264	C	22,573
Accruals	10,274		-
ATO & Payroll Liabilities	4,073	C	-
Rates Revenue struck (in advance)	76,298		-
Borrowings	7,289		6,975
Provisions	6,582		7,886
Lease Liabilities	663		950
Total Current Liabilities	109,444		38,384
Non-Current Liabilities			
Trade & Other Payables	7		-
Borrowings	73,713		68,411
Provisions	46,268		53,799
Lease Liabilities	797		599
Total Non-Current Liabilities	120,785		122,810
Total Liabilities	230,229		161,194
NET ASSETS	1,380,305		1,235,490
Equity			
Accumulated Surplus	296,501		331,495
Asset Revaluation Reserve	999,133		867,298
Other Reserves	84,670		36,697
TOTAL EQUITY	1,380,305		1,235,490

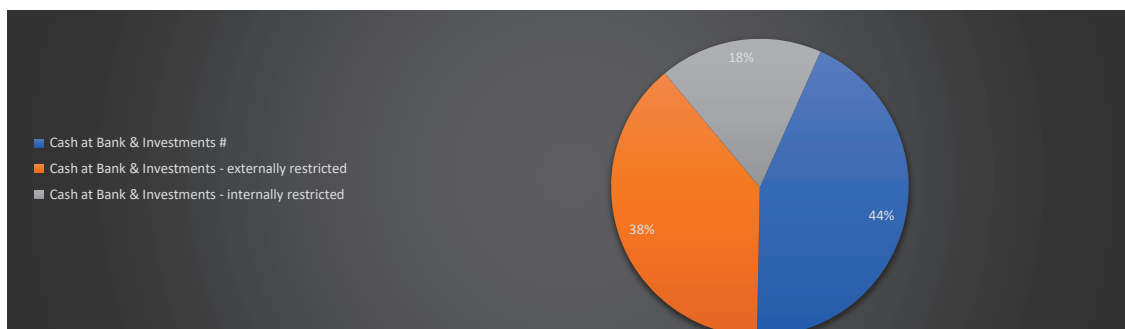
*Please note that these reports are unaudited management financial reports. Information contained in the reports were current as at the date of the reports and may not reflect any event or circumstances which occurred after the reports were completed.

Monthly Balance Sheet Report (Notes to the Statement of Financial Position) as at 31 August 2025

Note A. Details of Cash and Investments Held

Investments Report attached, which provides details of treasury activities, investments as at the end of the Month. City of Darwin has achieved 3.18% on weighted average interest rate on its Aug 2025 cash and investment portfolio of \$150M (including \$44.4M Variable Loans Surplus/Offset). There have been no investment policy breaches in this month. The Investment Reports include surplus cash funds that are placed against variable loans. These funds are considered 'at call' as they can be accessed in short time frames.

Cash at Bank & Investments	\$'000
Cash at Bank & Investments #	65,565
Cash at Bank & Investments - externally restricted	58,038
Cash at Bank & Investments - internally restricted	26,631
Total Cash at Bank & Investments	150,235



Cash at Bank & Investments includes Cash on Call of \$44.4M

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	\$ 7,521,083	\$1,997,615	\$113,818	\$448,268	\$ 10,080,784
Total Trade and Other Receivables	\$ 7,521,083	\$1,997,615	\$113,818	\$448,268	\$ 10,080,784

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	-\$3,737,126	-\$446,530	-\$34,495	-\$45,998	-\$4,264,149
ATO & Payroll Liabilities	-\$4,073,348				-\$4,073,348
Total Trade and Other Payables	-\$7,810,474	-\$446,530	-\$34,495	-\$45,998	-\$8,337,497

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 Aug 2025. The ATO balance reflects incorrect transfer of funds from the agency due to administrative error, funds have been reconciled and returned to ATO in September 2025.

*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. The 30 June 2025 Financial Statements External Audit is in progress, any audit year-end adjustments are still being considered and processed as required. The monthly financial reports will be issued as interim until the audit is concluded.

Table 4. Member and CEO Council Credit Card Transactions for the Month
For the Month Ended 31 AUG 2025

Cardholder Name: CEO

Transaction Date	Amount \$	Supplier's Name	Reason for the Transaction
15-Aug-25	20.00	Paystay South Wharf AUS	Parking
07-Aug-25	1.49	APPLE.COM/BILL SYDNEY NSW	IT and Communications
Total	21.49		

Cardholder Name: Lord Mayor

Transaction Date	Amount \$	Supplier's Name	Reason for the Transaction
12-Aug-25	20.00	Paystay South Wharf AUS	Parking
06-Aug-25	20.00	Paystay South Wharf AUS	Parking
31-Jul-25	20.00	Paystay South Wharf AUS	Parking
Total	60.00		

**INVESTMENTS REPORT TO COUNCIL
AS AT
31 August 2025**

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 August 2025

Term to Maturity Category	% of Total Portfolio	Term to Maturity (Policy Max.)	Term to Maturity (Policy Min.)
Less than 1 Year			
Term Deposits	57%		
Business Online Saver Accounts	4%		
Floating Rate Notes	6%		
General Surplus on Variable Loans	30%		
Bonds	0%		
Less than 1 Year Total	97%	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	1%		
Bonds	0%		
Greater than 3 Years Total	1%	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 Aug 2025

Credit Rating - Maximum Individual Limit	ADI	Counterparty	% of Total Portfolio	Individual Counterparty Limits of Total Investments
AA-	Commonwealth Bank of Australia Ltd	Commonwealth Bank of Australia Ltd	13%	50%
	National Australia Bank Ltd	National Australia Bank Ltd	18%	50%
	Westpac Banking Corporation Ltd	Westpac Banking Corporation Ltd	37%	50%
	ANZ Banking Group Ltd	ANZ Banking Group Ltd	0%	50%
	Northern Territory Treasury Corporation	Northern Territory Treasury Corporation	0%	50%
A+	Macquarie Bank	Macquarie Bank	0%	30%
AA-	ANZ Banking Group Ltd	Suncorp Bank	20%	30%
A-	Bank of Queensland Ltd	Bank of Queensland Ltd	4%	30%
BBB+	Bank Australia Limited	Bank Australia Limited	1%	10%
	Bendigo & Adelaide Bank Ltd	Bendigo & Adelaide Bank Ltd	1%	10%
	Members Banking Group Limited t/as RACQ Bank	Members Banking Group Limited t/as RACQ Bank	1%	10%
BBB	Great Southern Bank	Great Southern Bank	3%	10%
	Maitland Mutual Bank Ltd	Maitland Mutual Bank Ltd	1%	10%
	Heritage and People's Choice Limited	Heritage and People's Choice Limited	0%	10%
Grand Total			100%	

Credit Rating - Maximum Portfolio Limit	% of Total	Policy Limit
AAA to AA-	88%	100%
A+ to A-	5%	45%
BBB+ to BBB	7%	30%
BBB-	0%	0%
Total	100%	

**INVESTMENT AND CASH AT CALL/OFFSET REPORT TO COUNCIL
AS AT
31 August 2025**

31 August 2025										%		
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	28 September 2025	5.19%	AA-	A1+	FRN	31 March 2028	\$500,000	0.37%		
		ANZ Banking Group Ltd Total							\$500,000	0.37%		
		Commonwealth Bank of Australia Ltd	13 October 2025	4.62%	AA-	A1+	FRN	13 January 2026	\$2,000,000	1.47%		
		Commonwealth Bank of Australia Ltd Total	31 August 2025	3.55%	AA-	A1+	BOS		\$5,795,881	4.27%		
		National Australia Bank Ltd	23 September 2025	4.90%	AA-	A1+	TD		\$7,795,881	5.74%		
			18 November 2025	5.10%	AA-	A1+	TD		\$2,000,000	1.47%		
			16 September 2025	4.70%	AA-	A1+	TD		\$2,035,970	1.50%		
			2 September 2025	4.75%	AA-	A1+	TD		\$2,116,428	1.56%		
		National Australia Bank Ltd Total							\$3,219,468	2.37%		
		Suncorp Bank	30 September 2025	5.03%	AA-	A1+	TD		\$9,371,867	6.90%		
			11 November 2025	4.73%	AA-	A1+	TD		\$2,000,000	1.47%		
			9 September 2025	5.05%	AA-	A1+	TD		\$5,000,000	3.68%		
			14 October 2025	4.59%	AA-	A1+	FRN	17 October 2025	\$2,000,000	1.47%		
			4 November 2025	4.84%	AA-	A1+	TD		\$1,000,000	0.74%		
			25 November 2025	4.84%	AA-	A1+	TD		\$5,000,000	3.68%		
			25 November 2025	4.66%	AA-	A1+	TD		\$2,051,781	1.51%		
			9 December 2025	4.84%	AA-	A1+	TD		\$2,000,000	1.47%		
			3 February 2026	4.42%	AA-	A1+	TD		\$5,000,000	3.68%		
		Suncorp Bank Total								\$3,000,000	2.21%	
			Westpac Banking Corporation Ltd	23 September 2025	4.80%	AA-	A1+	TD		\$27,051,781	19.92%	
				21 October 2025	4.99%	AA-	A1+	TD		\$2,194,654	1.62%	
				11 November 2025	5.09%	AA-	A1+	TD		\$3,155,274	2.32%	
				18 November 2025	5.12%	AA-	A1+	TD		\$3,162,155	2.33%	
				2 December 2025	5.00%	AA-	A1+	TD		\$3,040,596	2.24%	
				20 January 2026	4.85%	AA-	A1+	TD		\$2,000,089	1.47%	
				17 February 2026	4.85%	AA-	A1+	TD		\$2,000,000	1.47%	
				14 April 2026	4.28%	AA-	A1+	TD		\$2,000,000	1.47%	
				27 January 2026	4.40%	AA-	A1+	TD		\$3,000,000	2.21%	
				21 April 2026	4.54%	AA-	A1+	TD		\$3,167,770	2.33%	
				19 May 2026	4.31%	AA-	A1+	TD		\$2,090,122	1.54%	
				21 July 2026	4.29%	AA-	A1+	TD		\$2,025,399	1.49%	
			Westpac Banking Corporation Ltd Total							\$2,000,000	1.47%	
										\$29,836,058	21.97%	
			MAJOR BANK Total								\$74,555,587	54.91%
			OTHER	Bank of Queensland Ltd	16 December 2025	4.60%	A-	A2	TD		\$2,000,000	1.47%
				10 February 2026	4.35%	A-	A2	TD			\$3,000,000	2.21%
			Bank of Queensland Ltd Total								\$5,000,000	3.68%
			Bendigo & Adelaide Bank Ltd	28 September 2025	4.39%	A-	A-	FRN	28 November 2029		\$2,000,000	1.47%
			Bendigo & Adelaide Bank Ltd Total								\$2,000,000	1.47%
			Bank Australia Limited	24 November 2025	5.15%	BBB+	A2	FRN	24 November 2025		\$2,000,000	1.47%
			Bank Australia Limited Total								\$2,000,000	1.47%
			Members Banking Group Limited t/as RACQ Bank	24 November 2025	5.25%	BBB+	A2	FRN	24 February 2026		\$1,600,000	1.18%
			Members Banking Group Limited t/as RACQ Bank Total								\$1,600,000	1.18%
			Great Southern Bank	14 October 2025	4.64%	BBB	A2	TD			\$4,214,268	3.10%
			Great Southern Bank Total								\$4,214,268	3.10%
			Maitland Mutual Bank Ltd	10 November 2025	5.26%	BBB	A2	FRN	10 May 2027		\$2,000,000	1.36%
			Maitland Mutual Bank Ltd Total								\$2,000,000	1.36%
	OTHER Total								\$16,814,268	12.27%		
INVESTMENT Total										\$91,369,855	67.18%	
VARIABLE LOAN SURPLUS	MAJOR BANK	Commonwealth Bank of Australia Ltd	31 August 2025	0.00%	AA-	A1+	General Surplus -		\$10,000,000	7.36%		
		Commonwealth Bank of Australia Ltd Total							\$10,000,000	7.36%		
		National Australia Bank Ltd	31 August 2025	0.00%	AA-	A1+	General Surplus -		\$14,653,900	10.79%		
		National Australia Bank Ltd Total							\$14,653,900	10.79%		
		Westpac Banking Corporation Ltd	31 August 2025	0.00%	AA-	A1+	General Surplus -		\$19,763,912	14.56%		
		Westpac Banking Corporation Ltd Total							\$19,763,912	14.56%		
		MAJOR BANK Total							\$44,417,812	32.71%		
VARIABLE LOAN SURPLUS Total										\$44,417,812	32.71%	
Grand Total										\$135,787,667	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	\$13,641,148
NAB General Bank Funds	\$108,199
WBC General Bank Funds	\$130,872
Total Funds	\$149,667,886
Less Variable Loans Offset (Cash on Call)	\$44,417,812
Total Investment & Cash (less offset)	\$105,250,074
Total Budgeted Investment Earnings	\$3,041,069
Year to Date Investment Earnings	\$872,301
Weighted Ave Rate	3.15%
Weighted Ave Rate (excluding Cash on Call)	4.67%
BBSW 90 Day Rate	3.73%
Bloomberg AusBond (Bank Bill Index)	

Trust Bank Account	\$456,675
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Capital Expenditure For The Period Ended 31 August 2025	2025/26			
	YTD Actuals	YTD Revised Budget	YTD Variance	FY Revised Budget Current Financial Year Budget
	\$	\$	\$	\$
TOTAL CAPITAL EXPENDITURE BY ASSET CLASS:				
Land and Improvements	0	0	0	0
Buildings and structures (includes parking building)	3,557,421	11,352,380	7,794,959	68,134,273
Environmental				550,000
Parks, playgrounds & reserves	386,476	553,666	167,190	3,172,005
Plant & equipment	312,478	589,332	276,854	3,116,000
Public art	0	16,666	16,666	100,000
Roads & pathways	338,650	806,504	467,854	4,839,031
Stormwater infrastructure	60,349	315,438	255,089	1,892,625
Street & public lighting	1,307,915	0	(1,307,915)	580,000
Waste Management	800,734	1,520,834	720,101	9,125,000
TOTAL CAPITAL EXPENDITURE	6,764,023	15,154,820	8,390,797	91,508,934
TOTAL CAPITAL EXPENDITURE FUNDED BY*:				
Operating Income	755,146	1,173,962	418,816	9,457,224
Capital Grants	1,114,293	503,332	(610,961)	700,000
Transfer from Reserves	4,894,584	13,477,526	8,582,942	77,835,160
Borrowings	0	0	0	0
Sale of Assets (including trade-ins)	0	0	0	3,516,550
TOTAL CAPITAL EXPENDITURE FUNDING	6,764,023	15,154,820	8,390,797	91,508,934

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

**Report on Planned Major Capital Works
For The Period Ended 31 August 2025**

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	3,069,545	1,180,474	4,250,019	47,600,000	43,349,981	30/06/2028
Buildings	Civic Centre Public Carpark/CBD Parking	4,867,700	2,365,107	7,232,808	30,000,000	22,767,192	30/06/2028
Buildings	Project Contingency	0	0	0	2,000,000	2,000,000	30/06/2028
Waste Management Infrastructure	Shoal Bay - Stage 2 Expansion Phase 1	535,817	750,079	1,285,896	6,000,000	4,714,104	31/03/2026
Waste Management Infrastructure	Shoal Bay Waste Management Site - Stage 7 Construction	198,906	50,655	249,561	8,750,000	8,500,439	TBC
TOTAL		8,671,969	4,346,315	13,018,283	94,350,000	81,331,717	

15.2 INTERIM MONTHLY FINANCIAL REPORT - JULY 2025

Author: Manager Accounting Services
Financial Controller
Executive Manager Finance

Authoriser: General Manager Corporate

Attachments: 1. Monthly Financial Report - July 2025 [↓](#)

RECOMMENDATIONS

THAT the report entitled Interim Monthly Financial Report – July 2025 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 2025.

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

KEY ISSUES

The Monthly Financial Report includes:

- Interim Income Statement, which compares actual YTD income and expenditure against YTD budget.
- Interim Fund Flow Statement (Monthly Operating Position), which outlines the effect on General Funds.
- Interim 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 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 2025 – Interim Year to Date Results**

The year-to-date operating result until 31 July 2025 is a **surplus of \$0.55M compared to a Budgeted surplus of \$1.62M** as highlighted in the table below.

	Actual \$'000	Budget \$'000	Variance \$'000
Operating Surplus/ (Deficit)	547	1,623	1,076 Unfavourable

Commentary

The 30 June 2025 Annual Financial Statements Audit is in progress and therefore the Annual Financial Statements are not considered final. Audit adjustments will be considered and processed as required, consequently this report is being presented as an abridged monthly financial report.

Income

Total Operating Income is tracking below budget by \$1.84M.

Operating grant income variance of \$2.5M is substantially the reason for the July unfavourable variance. This is due to the early receipt of 50% of the FAA grant for 2025/26 in June 2024/25. The budget will be adjusted to reflect this timing difference through the Carry Forward budget process.

Of note rates income has an annual budget of \$80.5M and Charges (waste charges) \$10.4M. Rates have been levied or 'struck' in July for the full FY and are in line with the budget estimate for 2025/26 FY. The 1st rate instalment is due on the 30 September.

Expenditure

Total Expenses are below budget by \$0.76M.

Material, contracts & services has an annual budget of \$64M, and this incorporates various expenditure types. In July there is currently a favourable variance of \$0.73M in this category. At this stage there is no distinct projected forecast for a material variance, although there are slight timing variances across sections during the first month of the financial year.

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 4.74% on weighted average interest rate on its end of month cash and investment portfolio of \$112M (excluding loan offset \$44.4M). There have been no investment policy breaches in this month.

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

Treasury Comment

The RBA met on the 12th of August, and the Monetary Policy Board decided to lower the cash rate target by 25 basis points to 3.60 per cent.

This was due to continued moderation in inflation, which is now on track to return to the 2–3 per cent target range.

Accounts Receivable (Trade Debtors) Note B

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

Accounts Payable (Trade Creditors) Note C

Accounts Payable owing at end of month was \$5.2M at the time of reporting. City of Darwin recognises the liability of invoices once goods are receipted as received.

June 2025 – Audited General Purpose Financial Statements

The 30 June 2025 Financial Statements Audit is in progress; any audit year-end adjustments are still being considered and processed as required. The monthly financial reports will be issued as interim until the external audit is concluded.

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 2025.

Exempt Procurement

Vendor	Supply	Cost	Applicable Exemption
Technology One Limited	Technology One Licenced Service supply (ECM system)	\$118,279.77	Reg 38(1)(d) renewal of an existing licence
Jacana Energy	Electricity cost for street and public lighting	\$165,401.08	Reg 38(1)(h) only one supplier

Certification by the CEO to the Council

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

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

S. Saunders

CEO Signed

27 August 2025

PREVIOUS COUNCIL RESOLUTION	
N/A	
STRATEGIC PLAN ALIGNMENT	6 Governance Framework 6.3 Decision Making and Management
BUDGET / FINANCIAL / RESOURCE IMPLICATIONS	N/A
LEGISLATION / POLICY CONTROLS OR IMPACTS	<p>Part 2 Division 7 the <i>Local Government (General) Regulations 2021</i> require that a monthly financial report is presented to Council each month setting out:</p> <p>(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</p> <p>(b) the most recently adopted annual budget; and</p> <p>(c) details of any material variances between the most recent actual income and expenditure of the council and the most recently adopted annual budget.</p> <p>Regulation 17(5) Part 2 Division 7 the Local Government (General) Regulations 2021 require that the monthly report must be accompanied by:</p> <p>(a) a certification, in writing, by the CEO to the council that, to the best of the CEO's knowledge, information and belief:</p> <p>(i) the internal controls implemented by the council are appropriate; and</p> <p>(ii) the council's financial report best reflects the financial affairs of the council; or</p> <p>(b) if the CEO cannot provide the certification – written reasons for not providing the certification.</p> <p>The report is compliant with the requirements of the <i>Local Government Act 2019</i> and <i>Local Government (General) Regulations 2021</i>.</p>
CONSULTATION, ENGAGEMENT & COMMUNICATION	N/A
DECLARATION OF INTEREST	<p>The report author does not have a conflict of interest in relation to this matter.</p> <p>The report authoriser does not have a conflict of interest in relation to this matter.</p> <p>If a conflict of interest exists, staff will not act in the matter, except as authorised by the CEO or Council (as the case requires).</p>

Interim Income Statement For the Period Ended 31 July 2025	2025/26					
	Jul-25					FY Original Budget \$'000
	YTD Actual		YTD Revised Budget		Variance	
	\$'000		\$'000		\$'000	
Operating Income						
Rates	6,699	58%	6,707	50%	(8)	80,478
Charges	869	8%	867	6%	2	10,398
Statutory Charges	474	4%	261	2%	213	3,252
User Fees and Charges	2,707	23%	2,489	19%	218	29,851
Operating Grants and Subsidies	7	0%	2,544	19%	(2,537)	6,667
Interest / Investment Income	457	4%	321	2%	136	3,852
Commercial & Other Income	358	3%	222	2%	136	2,419
Total Income	11,571		13,411		(1,840)	136,917
Operating Expenses						
Employee Expenses	3,575	32%	3,647	31%	72	44,073
Materials, Contracts & Services	4,484	41%	5,213	44%	729	64,326
Elected Member Allowances	58	1%	69	1%	11	832
Elected Member Expenses	-	0%	2	0%	2	21
Council Committee Allowances	1	0%	2	0%	1	20
Depreciation, Amortisation & Impairment	2,848	26%	2,795	24%	(53)	33,536
Interest Expenses	58	1%	60	1%	2	5,664
Total Expenses	11,024		11,788		764	148,472
Budgeted Operating Surplus/ (Deficit)	547		1,623		(1,076)	(11,555)
Capital Grants Income	-		-		-	700
Net Surplus/(Deficit)	547		1,623		(1,076)	(10,855)

Interim Statement of Fund Flows Monthly Statement of Operating Position For the Period Ended 31 July 2025	2025/26			
	Jul-25			FY
	YTD Actual	YTD Revised Budget	Variance	Revised Budget
	\$'000	\$'000	\$'000	\$'000
Net Operating Result from Income Statement	547	1,623	(1,076)	(11,555)
<u>Add Non Cash Items</u>				
Add Back Depreciation (Non-Cash)	2,848	2,795	53	33,536
Add Back Other Non-Cash Items	-	-	-	2,100
Total Non Cash Items	2,848	2,795	53	35,636
<u>Less Additional Outflows</u>				
Repayment of borrowings & advances	(1,128)	(1,107)	(21)	(6,084)
Capital Expenditure	(3,255)	(7,578)	4,323	(91,509)
Total Additional Outflows	(4,384)	(8,686)	4,302	(97,593)
<u>Add Additional Inflows</u>				
Capital Grants Income	-	-	-	700
Sale of Infrastructure, Property, Plant & Equipment	5	43	(38)	3,512
Proceeds from borrowings & advances	-	-	-	-
Transfers from/(to) Reserves	19,939	4,225	15,714	69,300
Total Additional Inflows	19,944	4,268	15,676	73,512
Net Increase (-Decrease) in Funds	18,955	0	18,955	0

Interim Statement of Financial Position as at 31 July 2025	2025/26		
	Jul-25 Actual \$'000	Note	FY Original Budget \$'000
Current Assets			
Cash at Bank & Investments	70,246	A	18,360
Cash at Bank & Investments - externally restricted	58,270	A	21,504
Cash at Bank & Investments - internally restricted	27,789	A	15,193
Trade & Other Receivables	9,336	B	16,260
Rates & Charges Receivables	91,294		-
Inventories	282		273
Total Current Assets	257,216		71,590
Non-Current Assets			
Infrastructure, Property, Plant and Equipment	1,376,313		1,325,094
Lease Right of Use Assets	1,353		-
Total Non Current Assets	1,377,665		1,325,094
Total Assets	1,634,881		1,396,684
Current Liabilities			
Trade Payables & Other Payables	5,205	C	22,573
Accruals	13,445		-
ATO & Payroll Liabilities	2,555	C	-
Rates Revenue struck (in advance)	83,428		-
Borrowings	7,297		6,975
Provisions	6,555		7,886
Lease Liabilities	663		950
Total Current Liabilities	119,148		38,384
Non-Current Liabilities			
Trade & Other Payables	7		-
Borrowings	73,713		68,411
Provisions	45,694		53,799
Lease Liabilities	797		599
Total Non-Current Liabilities	120,211		122,810
Total Liabilities	239,359		161,194
NET ASSETS	1,395,522		1,235,490
Equity			
Accumulated Surplus	310,330		331,495
Asset Revaluation Reserve	999,133		867,298
Other Reserves	86,059		36,697
TOTAL EQUITY	1,395,522		1,235,490

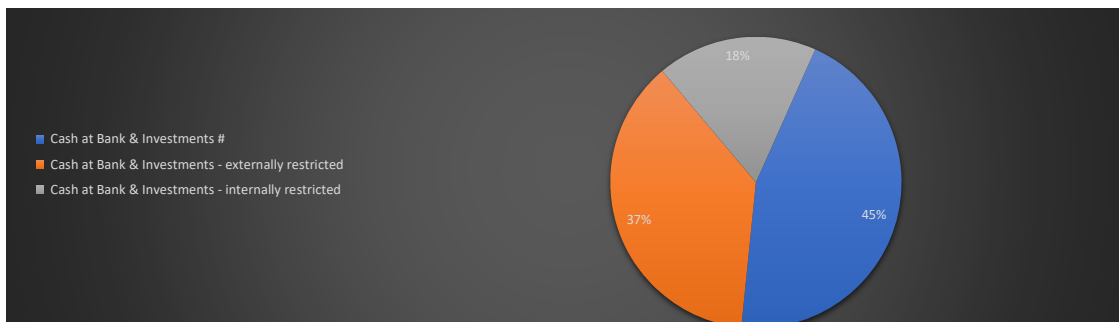
*Please note that these reports are unaudited management financial reports. Information contained in the reports were current as at the date of the reports and may not reflect any event or circumstances which occurred after the reports were completed.

Monthly Balance Sheet Report (Notes to the Statement of Financial Position) as at 31 July 2025

Note A. Details of Cash and Investments Held

Investments Report attached, which provides details of treasury activities, investments as at the end of the Month. City of Darwin has achieved 3.31% on weighted average interest rate on its July 2025 cash and investment portfolio of \$156M (including \$44.4M Variable Loans Surplus/Offset). There have been no investment policy breaches in this month. The Investment Reports include surplus cash funds that are placed against variable loans. These funds are considered 'at call' as they can be accessed in short time frames.

Cash at Bank & Investments	\$'000
Cash at Bank & Investments #	70,246
Cash at Bank & Investments - externally restricted	58,270
Cash at Bank & Investments - internally restricted	27,789
Total Cash at Bank & Investments	156,305



Cash at Bank & Investments includes Cash on Call of \$44.4M

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	\$ 6,755,557	\$1,716,375	\$121,165	\$742,520	\$9,335,617
Total Trade and Other Receivables	\$6,755,557	\$1,716,375	\$121,165	\$742,520	\$ 9,335,617

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	-\$4,969,196	-\$224,538	-\$76	-\$10,814	-\$5,204,624
ATO & Payroll Liabilities	-\$2,555,452				-\$2,555,452
Total Trade and Other Payables	-\$7,524,648	-\$224,538	-\$76	-\$10,814	-\$7,760,077

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 2025.

*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. The 30 June 2025 Financial Statements External Audit is in progress, any audit year-end adjustments are still being considered and processed as required. The monthly financial reports will be issued as interim until the audit is concluded.

**Table 4. Member and CEO Council Credit Card Transactions for the Month
For the Month Ended 31 JULY 2025**

Cardholder Name: CEO

Transaction Date	Amount \$	Supplier's Name	Reason for the Transaction
07-Jul-25	1.49	APPLE.COM/BILL SYDNEY NSW	IT and Communications
30-Jun-25	118.20	CROWNE PLAZA HOTEL CAN Canberra ACT	Travel
27-Jun-25	18.41	UBER *TRIP HELP.UBER.C 14518236738 AUS	Travel
27-Jun-25	14.41	UBER *TRIP HELP.UBER.C 14518236738 AUS	Travel
Total	152.51		

Cardholder Name: Lord Mayor

Transaction Date	Amount \$	Supplier's Name	Reason for the Transaction
24-Jul-25	20.00	Paystay South Wharf AUS	Parking
21-Jul-25	20.00	Paystay South Wharf AUS	Parking
14-Jul-25	13.83	UBER *TRIP HELP.UBER.C 14518236738 AUS	Travel
14-Jul-25	13.73	UBER *TRIP HELP.UBER.C 14518236738 AUS	Travel
08-Jul-25	20.00	Paystay South Wharf AUS	Parking
Total	87.56		

**INVESTMENTS REPORT TO COUNCIL
AS AT
31 July 2025**

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 2025

Term to Maturity Category	% of Total Portfolio	Term to Maturity (Policy Max.)	Term to Maturity (Policy Min.)
Less than 1 Year			
Term Deposits	57%		
Business Online Saver Accounts	4%		
Floating Rate Notes	6%		
General Surplus on Variable Loans	30%		
Bonds	0%		
Less than 1 Year Total	97%	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	1%		
Bonds	0%		
Greater than 3 Years Total	1%	30%	0%
Greater than 5 Years			
Term Deposits	0%		
Business Online Saver Accounts	0%		
Floating Rate Notes	0%		
Greater than 5 Years Total	0%	10%	0%
Total	100%		

Investment Distribution by Portfolio Credit Rating

Portfolio Distribution Credit Rating Limits

There have been no breaches in Portfolio Credit Rating Limits for the month of July 2025

Credit Rating - Maximum Individual Limit	ADI	Counterparty	% of Total Portfolio	Individual Counterparty Limits of Total Investments
AA-	Commonwealth Bank of Australia Ltd	Commonwealth Bank of Australia Ltd	13.5%	50%
	National Australia Bank Ltd	National Australia Bank Ltd	21.2%	50%
	Westpac Banking Corporation Ltd	BankSA	0.0%	50%
	Westpac Banking Corporation Ltd	Westpac Banking Corporation Ltd	32.4%	50%
	ANZ Banking Group Ltd	ANZ Banking Group Ltd	0.3%	50%
	Northern Territory Treasury Corporation	Northern Territory Treasury Corporation	0.0%	50%
A+	Macquarie Bank	Macquarie Bank	0.0%	30%
AA-	ANZ Banking Group Ltd	Suncorp Bank	21.1%	30%
A-	Bank of Queensland Ltd	Bank of Queensland Ltd	3.4%	30%
BBB+	Bank Australia Limited	Bank Australia Limited	1.4%	10%
	Bendigo & Adelaide Bank Ltd	Bendigo & Adelaide Bank Ltd	1.4%	10%
	Bank of Queensland Ltd	Members Equity Bank Ltd	0.0%	10%
	Members Banking Group Limited t/as RACQ Bank	Members Banking Group Limited t/as RACQ Bank	1.1%	10%
BBB	Great Southern Bank	Great Southern Bank	2.9%	10%
	Maitland Mutual Bank Ltd	Maitland Mutual Bank Ltd	1.4%	10%
	AMP Bank Ltd	AMP Bank Ltd	0.0%	10%
	Heritage and People's Choice Limited	Heritage and People's Choice Limited	0.0%	10%
Grand Total			100%	
Credit Rating - Maximum Portfolio Limit			% of Total	Policy Limit
AAA to AA-			89%	100%
A+ to A-			5%	45%
BBB+ to BBB			7%	30%
BBB-			0%	0%
Total			100%	

**INVESTMENT AND CASH AT CALL/OFFSET REPORT TO COUNCIL
AS AT
31 July 2025**

31 July 2025											
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	28 September 2025	5.19%	AA-	A1+	FRN	31 March 2028	\$500,000	0.34%	
		ANZ Banking Group Ltd Total							\$500,000	0.34%	
		Commonwealth Bank of Australia Ltd	18 August 2025	4.20%	AA-	A1+	FRN	18 August 2025	\$1,000,000	0.68%	
			16 August 2025	4.61%	AA-	A1+	FRN	18 August 2025	\$1,000,000	0.68%	
			13 October 2025	4.62%	AA-	A1+	FRN	13 January 2026	\$2,000,000	1.36%	
			31 July 2025	3.70%	AA-	A1+	BOS		\$5,778,474	3.93%	
		Commonwealth Bank of Australia Ltd Total							\$9,778,474	6.66%	
		National Australia Bank Ltd	23 September 2025	4.90%	AA-	A1+	TD		\$2,000,000	1.36%	
			18 November 2025	5.10%	AA-	A1+	TD		\$2,035,970	1.39%	
			16 September 2025	4.70%	AA-	A1+	TD		\$2,116,428	1.44%	
			2 September 2025	4.75%	AA-	A1+	TD		\$3,219,468	2.19%	
			12 August 2025	4.75%	AA-	A1+	TD		\$4,000,000	2.72%	
			5 August 2025	4.50%	AA-	A1+	TD		\$3,096,986	2.11%	
		National Australia Bank Ltd Total							\$16,468,853	11.21%	
		Suncorp Bank	19 August 2025	5.10%	AA-	A1+	TD		\$2,000,000	1.36%	
			26 August 2025	5.10%	AA-	A1+	TD		\$2,000,000	1.36%	
			30 September 2025	5.03%	AA-	A1+	TD		\$2,000,000	1.36%	
			11 November 2025	4.73%	AA-	A1+	TD		\$5,000,000	3.40%	
			9 September 2025	5.05%	AA-	A1+	TD		\$2,000,000	1.36%	
			14 October 2025	4.59%	AA-	A1+	FRN	17 October 2025	\$1,000,000	0.68%	
			4 November 2025	4.84%	AA-	A1+	TD		\$5,000,000	3.40%	
			25 November 2025	4.84%	AA-	A1+	TD		\$2,051,781	1.40%	
			25 November 2025	4.66%	AA-	A1+	TD		\$2,000,000	1.36%	
			9 December 2025	4.84%	AA-	A1+	TD		\$5,000,000	3.40%	
			3 February 2026	4.42%	AA-	A1+	TD		\$3,000,000	2.04%	
		Suncorp Bank Total							\$31,051,781	21.14%	
		Westpac Banking Corporation Ltd	23 September 2025	4.80%	AA-	A1+	TD		\$2,194,654	1.49%	
			21 October 2025	4.99%	AA-	A1+	TD		\$3,155,274	2.15%	
			11 November 2025	5.09%	AA-	A1+	TD		\$3,162,155	2.15%	
			18 November 2025	5.12%	AA-	A1+	TD		\$3,040,596	2.07%	
			2 December 2025	5.00%	AA-	A1+	TD		\$2,000,089	1.36%	
			20 January 2026	4.85%	AA-	A1+	TD		\$2,000,000	1.36%	
			17 February 2026	4.85%	AA-	A1+	TD		\$2,000,000	1.36%	
			14 April 2026	4.28%	AA-	A1+	TD		\$3,000,000	2.04%	
			27 January 2026	4.40%	AA-	A1+	TD		\$3,167,770	2.16%	
			21 April 2026	4.54%	AA-	A1+	TD		\$2,090,122	1.42%	
			19 May 2026	4.31%	AA-	A1+	TD		\$2,025,399	1.38%	
		Westpac Banking Corporation Ltd Total							\$27,836,058	18.95%	
		MAJOR BANK Total							\$85,635,166	58.30%	
		OTHER	Bank of Queensland Ltd	16 December 2025	4.60%	A-	A2	TD		\$2,000,000	1.36%
				10 February 2026	4.35%	A-	A2	TD		\$3,000,000	2.04%
Bank of Queensland Ltd Total								\$5,000,000	3.40%		
Bendigo & Adelaide Bank Ltd	27 August 2025		4.91%	A-	A-	FRN	28 November 2029	\$2,000,000	1.36%		
Bendigo & Adelaide Bank Ltd Total								\$2,000,000	1.36%		
Bank Australia Limited	25 August 2025		5.73%	BBB+	A2	FRN	24 November 2025	\$2,000,000	1.36%		
Bank Australia Limited Total								\$2,000,000	1.36%		
Members Banking Group Limited t/as RACQ Bank	25 August 2025		5.63%	BBB+	A2	FRN	24 February 2026	\$1,600,000	1.09%		
Members Banking Group Limited t/as RACQ Bank Total								\$1,600,000	1.09%		
Great Southern Bank	14 October 2025		4.64%	BBB	A2	TD		\$4,214,268	2.87%		
Great Southern Bank Total								\$4,214,268	2.87%		
Maitland Mutual Bank Ltd	10 August 2025		5.80%	BBB	A2	FRN	10 May 2027	\$2,000,000	1.36%		
Maitland Mutual Bank Ltd Total								\$2,000,000	1.36%		
OTHER Total								\$16,814,268	11.45%		
INVESTMENT Total									\$102,449,435	69.75%	
VARIABLE LOAN SURPLUS	MAJOR BANK	Commonwealth Bank of Australia Ltd	31 July 2025	0.00%	AA-	A1+	General Surplus -		\$10,000,000	6.81%	
		Commonwealth Bank of Australia Ltd Total							\$10,000,000	6.81%	
		National Australia Bank Ltd	31 July 2025	0.00%	AA-	A1+	General Surplus -		\$14,663,900	9.98%	
		National Australia Bank Ltd Total							\$14,663,900	9.98%	
		Westpac Banking Corporation Ltd	31 July 2025	0.00%	AA-	A1+	General Surplus -		\$19,763,909	13.46%	
		Westpac Banking Corporation Ltd Total							\$19,763,909	13.46%	
		MAJOR BANK Total							\$44,427,809	30.25%	
VARIABLE LOAN SURPLUS Total									\$44,427,809	30.25%	
Grand Total									\$146,877,244	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	\$9,097,551
NAB General Bank Funds	\$108,199
WBC General Bank Funds	\$130,872
Total Funds	\$156,213,866
Less Variable Loans Offset (Cash on Call)	\$44,427,809
Total Investment & Cash (less offset)	\$111,786,057
Total Budgeted Investment Earnings	\$3,041,069
Year to Date Investment Earnings	\$449,034
Weighted Ave Rate	3.31%
Weighted Ave Rate (excluding Cash on Call)	4.74%
BBSW 90 Day Rate	3.73%
Bloomberg AusBond (Bank Bill Index)	

Trust Bank Account	\$456,675
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Capital Expenditure For The Period Ended 31 July 2025	2025/26			
	YTD Actuals	YTD Revised Budget	YTD Variance	FY Revised Budget Current Financial Year Budget
	\$	\$	\$	\$
TOTAL CAPITAL EXPENDITURE BY ASSET CATEGORY				
Land and Improvements	0	0	0	0
Buildings and structures (includes parking building)	1,873,664	5,676,190	3,802,527	68,134,273
Environmental				550,000
Parks, playgrounds & reserves	54,400	276,833	222,433	3,172,005
Plant & equipment	214,185	294,666	80,481	3,116,000
Public art	0	8,333	8,333	100,000
Roads & pathways	7,906	403,252	395,346	4,839,031
Stormwater infrastructure	556	157,719	157,163	1,892,625
Street & public lighting	898,348	0	(898,348)	580,000
Waste Management	206,315	760,417	554,102	9,125,000
TOTAL CAPITAL EXPENDITURE	3,255,373	7,577,410	4,322,037	91,508,934
TOTAL CAPITAL EXPENDITURE FUNDED BY*:				
Operating Income	875,910	586,981	(288,929)	9,457,224
Capital Grants	844	251,666	250,822	700,000
Transfer from Reserves	2,378,619	6,738,763	4,360,144	77,835,160
Borrowings	0	0	0	0
Sale of Assets (including trade-ins)				3,516,550
TOTAL CAPITAL EXPENDITURE FUNDING	3,255,373	7,577,410	4,322,037	91,508,934

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

**Report on Planned Major Capital Works
For The Period Ended 31 July 2025**

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 Precinct Development	2,928,716	624,555	3,553,271	47,600,000	44,046,730	30/06/2028
Buildings	Civic Centre Public Carpark/CBD Parking	4,581,775	1,249,109	5,830,884	30,000,000	24,169,116	30/06/2028
Buildings	Project Contingency	0	0	0	2,000,000	2,000,000	30/06/2028
Waste Management Infrastructure	Shoal Bay - Stage 2 Expansion Phase 1	509,325	205,640	714,965	6,000,000	5,285,035	31/03/2026
Waste Management Infrastructure	Shoal Bay Waste Management Site - Stage 7 Development	198,906	675	199,581	8,750,000	8,550,419	TBC
TOTAL		8,218,722	2,079,978	10,298,701	94,350,000	84,051,299	

16 CORRESPONDENCE

16.1 NORTHERN TERRITORY REMUNERATION TRIBUNAL - LOCAL GOVERNMENT COUNCILS ENTITLEMENTS 2026

Author: A/Manager Office of Council and CEO

Authoriser: Chief Executive Officer

Attachments:

1. Incoming Correspondence - Northern Territory Remuneration Tribunal [↓](#)
2. Determination of Allowances for Members of Local Councils - Report Determination No 1 of 2025 [↓](#)

RECOMMENDATIONS

THAT the report entitled Northern Territory Remuneration Tribunal - Local Government Councils Entitlements 2026 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 inquiry on Local Government Council and Local Authority members' allowances 2026 pursuant to sections 7B(1) and 7E(1) of the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act 2006* with Councils.

If completed on or before 1 February 2026, the inquiry will lead to a determination that applies to members' allowances from 1 July 2026. I attach to this letter copies of the latest versions of the Tribunal's Determinations.

The Tribunal is accepting written submissions from Councils for the inquiry by 17 October 2025, 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.

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

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. It would also be appreciated for the CEO receiving this letter to provide it to the appointed Mayor of the Council.

Councils should contact the Tribunal's Secretariat via email NTRemunerationTribunal@nt.gov.au for any further queries or to arrange meetings with the Tribunal.

Yours sincerely,

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

Gary Higgins
Chair
Northern Territory Remuneration Tribunal
9 September 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 COUNCILS**

REPORT ON DETERMINATION NO. 1 OF 2025

1. INTRODUCTION

On 30 July 2024, 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 6 September 2024, 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 14 September 2024, an advertisement was placed in the NT News to announce the inquiry and invite submissions.

Further correspondence invited Councils to arrange to meet with the Tribunal and two meetings were held with Councils.

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

- Three from the City of Darwin Council
- City of Palmerston Council
- Alice Springs Town Council
- Two from the Wagait Shire Council
- Coomalie Shire Council

2. PROFESSIONAL DEVELOPMENT ALLOWANCE

The Tribunal received several 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 \$5000 per financial year.

3. COUNCILLOR'S ALLOWANCE

The Tribunal has increased all base allowances by 4% in recognition of movements in earnings within Australia as well as the Territory.

At the same time, the Tribunal has determined that Elected Councillors in Wagait and Belyuen Shire Councils will receive the same base allowance as Elected Councillors in Coomalie

4. MAYOR AND PRINCIPAL MEMBER ALLOWANCE

The Tribunal has determined that on the basis of equity, the three Shire Council Mayors should receive the same Total Mayor Allowance which has now been set at \$30 462.

The Tribunal has also increased the Mayoral Allowance by 4% to address relativities between Councillor and Mayoral Allowances.

5. EXTRA MEETING / ACTIVITY ALLOWANCE

The Tribunal has kept the Allowance at a maximum of \$10 000, but has recognised some instances where the extra meeting allowance paid to a Councillor should not be applied to the cap.

The Tribunal has determined that where a Councillor is asked to represent the Mayor or Principal Member at an official Council function, an extra meeting allowance will apply, but it will not be included against the cap. Similarly, where Councillors meet with the Remuneration Tribunal, an extra meeting allowance will apply, but it will not be included against the cap.

The Tribunal has also determined that where a Councillor attends the Executive Board of the Local Government Association of NT (LGANT), an extra meeting allowance will apply, but it will not be included in the cap.

6. FUTURE INQUIRIES

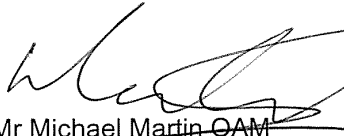
This is the third inquiry into Members of Local Government Council Allowances by the Tribunal and it has been useful for the Tribunal to address some factors that were outstanding from earlier Inquiries.

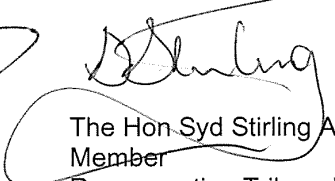
The Tribunal believes that there are still some outstanding issues that need addressing and these would be enhanced by further Inquiries on an annual basis. .


The Tribunal appreciates the feedback received from Councils.

7. APPENDIX A

Appendix A provides details of the allowances.


Mr Michael Martin OAM
Chairperson
Remuneration Tribunal


The Hon Syd Stirling AM
Member
Remuneration Tribunal


Mr Gary Higgins
Member
Remuneration Tribunal

Dated 10 December 2024

APPENDIX A to the Report

Comparison of Existing Allowances with New Allowances**Municipal and Regional Councils**

ALLOWANCE COUNCIL	CURRENT	New from 1 July 2025
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Councillors

Darwin	\$31,775	\$33,046
Palmerston	\$24,600	\$25,584
Alice Springs	\$22,550	\$23,452
Litchfield	\$22,550	\$23,452
Katherine & Regional	\$20,500	\$21,320

Shire Councils

Councillors	Coomalie	\$7,175	\$7,462
	Belyuen	up to \$5,125	\$7,462
	Wagait	up to \$5,125	\$7,462

Mayor Allowance

Darwin	\$127,200	\$132,288
Palmerston	\$92,000	\$95,680
Alice Springs	\$89,000	\$92,560
Litchfield	\$83,000	\$86,320
Katherine & Regional	\$82,000	\$85,280

Total Mayoral Allowance

Darwin	\$158,975	\$165,334
Palmerston	\$116,600	\$121,264
Alice Springs	\$111,550	\$116,112
Litchfield	\$105,550	\$109,772
Katherine & Regional	\$102,000	\$106,600
Shire Councils	\$30,175	\$30,462

Deputy Mayor Total allowance

Darwin	\$55,575	\$56,846
Palmerston	\$41,800	\$42,784
Alice Springs	\$39,050	\$39,952
Litchfield	\$38,550	\$39,452
Katherine & Regional	\$36,500	\$37,320

Shire Councils

Mayor	Coomalie	\$30,175	\$30 462
	Belyuen to	up to \$25,125	\$30 462
	Wagait	up to \$25,125	\$30 462



**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 2025

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;
- MacDonnell;
- Roper Gulf;
- Tiwi Islands
- West Arnhem;
- West Daly; and
- Victoria Daly.

Shire Councils are the following:

- Belyuen;
- Coomalie; and
- Wagait.

New Councils: any other Councils newly constituted by the Minister for Local Government in 2025

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

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.

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

Councillor is a member of a Local Council:

2. ALLOWANCES

The following annual allowances will apply from 1 July 2025 and will be paid fortnightly or monthly:

COUNCILLORS' ALLOWANCE

Darwin	\$33,046
Palmerston	\$25,584
Alice Springs	\$23,452
Litchfield	\$23,452
Other Municipal and Regional	\$21,320

Shire Councils

Coomalie	\$7,462
Belyuen	\$7,462
Wagait	\$7,462

DEPUTY PRINCIPAL MEMBERS ADDITIONAL ALLOWANCE

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

PRINCIPAL MEMBERS ADDITIONAL ALLOWANCE

Darwin	\$132,288
Palmerston	\$95,680
Alice Springs	\$92,560
Litchfield	\$86,320
Other Municipal and Regional	\$85,280

Shire Councils

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

3. INCLUSIONS OF ALL ALLOWANCES

The Allowances are to cover:

- any cost to Councillors of attending meetings and activities of Council where these costs are not reimbursed by 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;
 - organization sponsorship;
 - membership fees;
 - patron expenses; and
 - constituent support.

4. EXTRA MEETING / ACTIVITY ALLOWANCE

- 4.1. An Extra Meeting / Activity Allowance of up to \$10,000 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; and
- 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 \$10 000.

- 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. Where Councillors meet with the Remuneration Tribunal, an extra meeting allowance will be paid, and 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.

5. PROFESSIONAL DEVELOPMENT ALLOWANCE

- 5.1. Professional Development Allowance is \$5000 per person, per financial year and will be paid to all Principal Members, Deputy Principal Members and Councillors.
- 5.2. 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.
- 5.3. Any course or professional development activity must be specifically related to the role of the Councillor and be approved by the Council. The Australian Institute of Company Directors' Courses should be encouraged, as well as professional development activity that is arranged by the Local Government Association of Northern Territory.
- 5.4. Total amount claimable each year is the total of two years, being based on an annual allowance, plus one year drawn in advance or one year's remaining balance from a previous year. The maximum amount claimable by any Councillor is the total sum of one year for each year of the Councillor's elected term.
- 5.5. Proof of completion for each stage of the course is required before further payments can be claimed.

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.
- 6.3. Vehicle Allowance will be available in the following circumstances:
- travel to and from statutory Council meetings;
 - travel to and from official Council approved meeting;
 - travel to and from approved functions representing the Principal Member;
 - travel to and from Local Authority Meetings within the ward the Councillor represents.
 - travel to and from all meetings of Council and their committees; and
 - travel to and from 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;
- 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 2024/3](#) or any subsequent Taxation Determination made in substitution of that Determination.

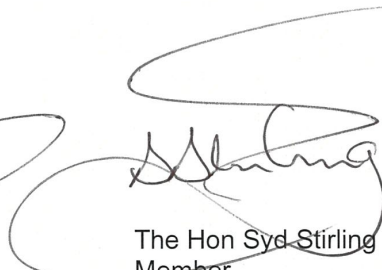
9. GENERAL

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 Michael Martin OAM
Chairperson
Remuneration Tribunal



The Hon Syd Stirling AM
Member
Remuneration Tribunal



Mr Gary Higgins
Member
Remuneration Tribunal

Dated 10 December 2024

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, 28 October 2025, at 5:30pm (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*:

28.1 Appointment of External Committee Members - Risk Management & Audit Committee (RMAC)

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 Update on The Esplanade

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 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 information that would, if publicly disclosed, be likely to subject to subregulation 51(3) – prejudice the interests of the council or some other person.

22 ADJOURNMENT OF MEETING AND MEDIA LIAISON

Minutes

Ordinary Council Meeting

Tuesday, 29 July 2025

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, 29 JULY 2025 AT 5:30PM**

PRESENT:

Lord Mayor Kon Vatskalis (Chair)
Deputy Lord Mayor Morgan Rickard
Councillor Jimmy Bouhoris
Councillor Kim Farrar
Councillor Mirella Fejo
Councillor Sylvia Klonaris
Councillor Mick Palmer
Councillor Peter Pangquee
Councillor Ed Smelt
Councillor Amye Un
Councillor Rebecca Want de Rowe
Councillor Sam Weston

OFFICERS

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

NOT PRESENT:

Councillor Vim Sharma

APOLOGY:

Nil

GUESTS:

Nil

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22	Adjournment of Meeting and Media Liaison	24

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

Deputy Lord Mayor Morgan Rickard was not present at the commencement of the meeting at 5:40 pm.

Councillor Mick Palmer was not present at the commencement of the meeting at 5:40 pm.

3 MEETING DECLARED OPEN

RESOLUTION ORD351/25

Moved: Councillor Ed Smelt

Seconded: Councillor Mirella Fejo

The Chair declared the meeting open at 5:40 pm.

CARRIED 10/0

Councillor Mick Palmer joined the meeting at 5:40 pm.

4 APOLOGIES AND LEAVE OF ABSENCE

4.1 APOLOGIES

Nil

4.2 LEAVE OF ABSENCE GRANTED

Nil

4.3 LEAVE OF ABSENCE REQUESTED

Nil

4.4 ABSENCE WITHOUT PERMISSION**RESOLUTION ORD352/25**

Moved: Councillor Rebecca Want de Rowe

Seconded: Councillor Sam Weston

THAT in accordance with Section 47(1)(o) of the *Local Government Act 2019*, Councillor Vim Sharma is absent from the meeting without permission.

CARRIED 11/0

5 ELECTRONIC MEETING ATTENDANCE**5.1 ELECTRONIC MEETING ATTENDANCE GRANTED****RESOLUTION ORD353/25**

Moved: Councillor Jimmy Bouhoris

Seconded: Councillor Sylvia Klonaris

THAT Council note that pursuant to Section 95 (3) of the *Local Government Act 2019*, the following Councillor(s) was granted permission for Electronic Meeting Attendance:

- Amye Un

CARRIED 11/0

5.2 ELECTRONIC MEETING ATTENDANCE REQUESTED

Nil

6 DECLARATION OF INTEREST OF MEMBERS AND STAFF**6.1 DECLARATION OF INTEREST BY MEMBERS**

Nil

6.2 DECLARATION OF INTEREST BY STAFF

Nil

7 CONFIRMATION OF PREVIOUS MINUTES

RESOLUTION ORD354/25

Moved: Councillor Kim Farrar
Seconded: Councillor Mirella Fejo

THAT the minutes of the Ordinary Council Meeting held on 24 June 2025, the Ordinary Special Council Meeting held on 8 July 2025 and the Ordinary Special Council Meeting held on 22 July 2025 be confirmed.

CARRIED 11/0

THAT the minutes of the Ordinary Council meeting held on 24 June 2025 be confirmed subject to administrative amendments requested by Councillor Sylvia Klonaris on items 18.3, 18.5 and 18.6. Noting 18.4 did not require change.

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

28.1 YOUTH ADVISORY COMMITTEE APPOINTMENT OF MEMBERS

RESOLUTION ORD385/25

Moved: Councillor Rebecca Want de Rowe
Seconded: Councillor Peter Pangquee

1. THAT the report entitled Youth Advisory Committee Appointment of Members be received and noted.
2. THAT Council appoint Samritha Bharanidharan, Sarvesh Ramamoorthi and Sean Hagan to the Youth Advisory Committee for a two-year term from 1 August 2025 to 31 July 2027.
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 12/0

28.2 ACCESS AND INCLUSION ADVISORY COMMITTEE APPOINTMENT OF COMMUNITY MEMBERS

RESOLUTION ORD386/25

Moved: Councillor Mirella Fejo

Seconded: Councillor Sam Weston

1. THAT the report entitled Access and Inclusion Advisory Committee Appointment of Community Members be received and noted.
2. THAT Council appoint Bryony Crowe and Ella Marie McGugan Wevill to the Access and Inclusion Advisory Committee for a two-year term from 6 November 2025 to 5 November 2027.
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 12/0

28.3 2025/26 OUT OF ROUND SPONSORSHIP APPLICATION

RESOLUTION ORD387/25

Moved: Councillor Jimmy Bouhoris

Seconded: Councillor Sam Weston

1. THAT the report entitled 2025/26 Out of Round Sponsorship Application be received and noted.
2. THAT Council approve out of round sponsorship of \$10,000 cash and \$2,000 in-kind support to be provided to the Darwin Basketball Association Incorporated (DBA) for 2025/26 and for 2026/27.
3. THAT Council approve out of round sponsorship of \$10,000 cash to be provided to Hospitality NT for 2025/26.
4. THAT this report and any attachments be deemed confidential documents and be treated as such in accordance with Section 293 (1) of the *Local Government Act 2019*.
5. THAT the documents remain confidential and that this decision be moved into Open at the end of the meeting.

CARRIED 12/0

28.6 REVIEW OF CONFIDENTIAL DECISIONS – ORDINARY COUNCIL MEETINGS AND COUNCIL COMMITTEE MEETINGS

RESOLUTION ORD391/25

Moved: Councillor Mirella Fejo

Seconded: Councillor Sam Weston

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 2024 from Confidential to Open.
3. THAT Council approve to move certain decisions at **Attachment 2**, made between 1 January

2025 to 30 June 2025 from Confidential to Open.

4. THAT Council approve to move certain decisions at **Attachment 3** for the Executive and Advisory Committees, made between 1 October 2021 to 31 December 2024 from Confidential to Open.
5. THAT Council approve to move certain decisions at **Attachment 4** for Executive and Advisory Committees, made between 1 January 2025 to 30 June 2025 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 *Local Government Act 2019*.
7. THAT the documents remain confidential and that this decision be moved into Open at the end of the meeting.

CARRIED 12/0

29.1 CODE OF CONDUCT PANEL SUMMARY OF DECISION

RESOLUTION ORD392/25

Moved: Councillor Peter Pangquee

Seconded: Councillor Mirella Fejo

1. THAT the report entitled Code of Conduct Panel Summary of Decision be received and noted.
2. THAT this report and any attachments are not deemed confidential documents in accordance with Regulation 51(2)(b) of the *Local Government (General) Regulations 2021*.
3. THAT the decision be moved into Open at the end of the meeting.

CARRIED 12/0

29.2 CIVIC CENTRE PROJECT UPDATE

RESOLUTION ORD393/25

Moved: Councillor Sam Weston

Seconded: Lord Mayor Kon Vatskalis

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 *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 12/0

29.3 UPDATE ON EXPRESSION OF INTEREST

RESOLUTION ORD394/25

Moved: Councillor Jimmy Bouhoris

Seconded: Councillor Sam Weston

1. THAT the report entitled Update on Expression of Interest 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 12/0

29.4 CORPORATE SERVICES QUARTERLY REPORT - APRIL TO JUNE 2025

RESOLUTION ORD395/25

Moved: Councillor Sam Weston

Seconded: Councillor Mirella Fejo

1. THAT the report entitled Corporate Services Quarterly Report - April to June 2025 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 12/0

29.5 ADVISORY COMMITTEE AND INFORMATION COMMUNICATION TECHNOLOGY STEERING COMMITTEE AND RISK MANAGEMENT AND AUDIT COMMITTEE CONFIDENTIAL MEETING MINUTES

RESOLUTION ORD396/25

Moved: Councillor Mick Palmer

Seconded: Councillor Rebecca Want de Rowe

1. THAT the report entitled Advisory Committee and Information Communication Technology Steering Committee and Risk Management and Audit 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 12/0

9 MATTERS OF PUBLIC IMPORTANCE / LORD MAYORAL MINUTE

Nil

10 PUBLIC QUESTION TIME

Nil

11 PETITIONS

11.1 TEMPORARY 24-HOUR CLOSURE OF WALKWAY 199

RESOLUTION ORD355/25

Moved: Councillor Sylvia Klonaris

Seconded: Councillor Mirella Fejo

Councillor Sylvia Klonaris will present the Petition.

1. THAT the Petition, in relation to the Temporary 24-hour Closure of Walkway 199, be received and noted.
2. THAT in accordance with By-Law 12, the Petition regarding the Temporary 24-hour Closure of Walkway 199 be referred to the Community Hub for consideration and a report to return to Council.

CARRIED 11/0

11.2 INSTALLATION OF SHADE COVER IN GREBE PARK

RESOLUTION ORD356/25

Moved: Councillor Sylvia Klonaris

Seconded: Councillor Mirella Fejo

Councillor Sylvia Klonaris will present the Petition.

3. THAT the Petition, in relation to the Installation of Shade Cover in Grebe Park, be received and noted.
4. THAT in accordance with By-Law 12, the Petition regarding the Installation of Shade Cover in Grebe Park be referred to the Corporate Hub for consideration and a report to return to Council.

CARRIED 11/0

11.3 MIRAWOOD ESTATE - PARK UPGRADE

RESOLUTION ORD357/25

Moved: Councillor Sylvia Klonaris

Seconded: Councillor Mirella Fejo

Councillor Sylvia Klonaris will present the Petition.

1. THAT the Petition, in relation to Mirawood Estate Park Upgrade, be received and noted.
2. THAT in accordance with By-Law 12, the Petition regarding Mirawood Estate Park Upgrade be referred to the Corporate Hub for consideration and a report to return to Council.

CARRIED 11/0

12 DEPUTATIONS AND BRIEFINGS

Nil

13 NOTICES OF MOTION

Nil

14 ACTION REPORTS

Deputy Lord Mayor Morgan Rickard joined the meeting at 5:50 pm.

14.1 ACCESS STRATEGY 2025-2030**RESOLUTION ORD358/25**

Moved: Councillor Kim Farrar

Seconded: Councillor Jimmy Bouhoris

1. THAT the report entitled Access Strategy 2025-2030 be received and noted.
2. THAT Council endorse the Access Strategy 2025-2030 at **Attachment 1**.

CARRIED 12/0

14.2 UPDATE FUNDING GUIDELINES**RESOLUTION ORD359/25**

Moved: Councillor Sylvia Klonaris

Seconded: Councillor Sam Weston

1. THAT the report entitled Update Funding Guidelines be received and noted.
2. THAT Council endorse the recommendation from the Arts and Cultural Development Advisory Committee for Council funding guidelines and agreements be updated to include clear reference to peak body standards and requirements when employing creatives.
3. THAT Council endorse the recommendation from the Arts and Cultural Development Advisory Committee for funding guidelines and agreements to include guidance on when it is appropriate to engage volunteers.
4. THAT Council note that the proposed changes in Item 2 and 3 will be returned to Council for consideration and endorsement within redrafted funding guidelines.

CARRIED 12/0

14.3 REVIEW OF DEVELOPER CONTRIBUTIONS POLICY**RESOLUTION ORD360/25**

Moved: Lord Mayor Kon Vatskalis

Seconded: Councillor Mirella Fejo

1. THAT the report entitled Review of Developer Contributions Policy be received and noted.
2. THAT Council adopts the revised Developer Contributions Policy 0040.100.E.R provided at **Attachment 2**.

CARRIED 12/0

14.4 REVIEW OF FILLING CASUAL VACANCIES POLICY**RESOLUTION ORD361/25**

Moved: Councillor Ed Smelt

Seconded: Councillor Rebecca Want de Rowe

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

CARRIED 12/0

15 RECEIVE & NOTE REPORTS**15.1 INTERIM MONTHLY FINANCIAL REPORT - JUNE 2025****RESOLUTION ORD362/25**

Moved: Lord Mayor Kon Vatskalis

Seconded: Councillor Ed Smelt

THAT the report entitled Interim Monthly Financial Report – June 2025 be received and noted.

CARRIED 12/0

15.2 QUARTERLY PERFORMANCE REPORT - APRIL TO JUNE 2025 (Q4)**RESOLUTION ORD363/25**

Moved: Councillor Mirella Fejo

Seconded: Councillor Sylvia Klonaris

THAT the report entitled Quarterly Performance Report – April to June 2025 (Q4) be received and noted.

CARRIED 12/0

15.3 TIER 2 BI-ANNUAL PERFORMANCE REPORT - JANUARY TO JUNE 2025**RESOLUTION ORD364/25**

Moved: Councillor Ed Smelt

Seconded: Councillor Jimmy Bouhoris

THAT the report entitled Tier 2 Bi-Annual Performance Report – January to June 2025 be received and noted.

CARRIED 12/0

15.4 UPDATE ON CODE OF CONDUCT OUTCOMES**RESOLUTION ORD365/25**

Moved: Councillor Sam Weston

Seconded: Councillor Sylvia Klonaris

THAT the report entitled Update on Code of Conduct Outcomes be received and noted.

CARRIED 12/0

15.5 ADVISORY COMMITTEE AND INFORMATION COMMUNICATIONS TECHNOLOGY STEERING COMMITTEE AND RISK MANAGEMENT AND AUDIT COMMITTEE OPEN MEETING MINUTES**RESOLUTION ORD366/25**

Moved: Councillor Mick Palmer

Seconded: Councillor Jimmy Bouhoris

THAT the report entitled Advisory Committee and Information Communications Technology Steering Committee and Risk Management and Audit Committee Open Meeting Minutes be received and noted.

CARRIED 12/0

16 CORRESPONDENCE

Nil

17 REPORTS OF REPRESENTATIVES**RESOLUTION ORD367/25**

Moved: Councillor Rebecca Want de Rowe

Seconded: Councillor Mirella Fejo

THAT the following Reports of Representatives be received and noted.

17.1

Councillor Ed Smelt attended the Jingili Community Gardens Open Day and the Fannie Bay Community Day, hosted by Laurie Zio, Member for Fannie Bay, and the Fannie Bay Equestrian Club. Councillor Ed Smelt thanked the organisers and expressed appreciation for Darwin's beautiful open spaces and the strong community turnout.

17.2

Councillor Sylvia Klonaris attended the Royal Darwin Show, stopping by City of Darwin marquee and thanked officers for their efforts in engaging the community. Councillor Sylvia Klonaris also met with Australian Ambassador to Greece, Ms. Alison Duncan, to discuss international relations and trade opportunities between Greece and Darwin.

17.3

The Lord Mayor Kon Vatskalis attended the Royal Darwin Show and praised City of Darwin's well-organised community engagement marquee. The marquee drew strong public interest and was awarded third place for Best Government Stall Holder.

The Lord Mayor also met with Australian Ambassador to Greece, Ms. Alison Duncan, and the Lord Mayor of Palmerston, Athena Pascoe-Bell. During their discussion, it was noted that Ms. Duncan had recently met with the Mayor of Athens, who expressed interest in City of Darwin's climate strategy. The Tree Planting Program was highly commended. There was also strong interest in building closer collaboration with City of Darwin to address rising global temperatures.

17.4

Councillor Jimmy Bouhoris helped coordinate the visit of the Australian Ambassador to Greece, alongside the Hellenic Australian Chamber of Commerce and Industry (HACCI) and the Greek Orthodox Community of Northern Australia (GOCNA). Key discussions included HACCI's proposal to establish partnerships in Kalymnos and Athens, which will create direct links between Darwin, Adelaide, Athens, and Kalymnos. There was also interest in expanding relationships with other Australian sister cities.

CARRIED 12/0**18 QUESTIONS BY MEMBERS****18.1 PARKING ON ELECTION DAY****RESOLUTION ORD368/25**

Moved: Councillor Sylvia Klonaris

Seconded: Councillor Sam Weston

Question

Councillor Sylvia Klonaris asked whether City of Darwin could waive parking fees on the Local Government Election Day, Saturday 23 August, particularly around the Darwin Entertainment Centre polling location, allowing our community to attend and not be charged to vote.

Response

Lord Mayor, Kon Vatskalis advised waiving fees was not possible, as parking laws are mandated by legislation and cannot be suspended for a single day. Doing so could also prompt an ICAC investigation.

CARRIED 12/0**18.2 PUBLIC HEALTH WARNING PROCEDURE****RESOLUTION ORD369/25**

Moved: Councillor Sylvia Klonaris

Seconded: Councillor Sam Weston

Question

Councillor Sylvia Klonaris enquired whether City of Darwin receive any notifications on activities that may cause pollution in the community, particularly during dry season burn-offs, to help

address public concerns.

Response

Chief Executive Officer, Simone Saunders advised that such warnings are generally issued by the Northern Territory Department of Health, and City of Darwin does not have jurisdiction to issue them independently. Further noting City of Darwin is informed of majority of alert warnings.

CARRIED 12/0

18.3 CITY OF DARWIN VERGES POLICY**RESOLUTION ORD370/25**

Moved: Councillor Sylvia Klonaris

Seconded: Councillor Sam Weston

Question

Councillor Sylvia Klonaris requested clarification on City of Darwin's Verges Policy, which states that full verge restoration is not guaranteed following council works that disturb or damage the verge. Councillor Sylvia Klonaris questioned whether this is applicable in cases where council activity results in uneven ground that may present accessibility issues or safety hazards. This question was raised with reference to 2 Caledonia Street, Anula.

Response

The General Manager Community, Matt Grassmayr took the question on notice.

CARRIED 12/0

18.4 NDIS HOUSING DEVELOPMENTS**RESOLUTION ORD371/25**

Moved: Councillor Sylvia Klonaris

Seconded: Councillor Sam Weston

Question

Councillor Sylvia Klonaris asked whether City of Darwin is aware of the number of NDIS-supported housing developments currently underway or recently approved within the municipality. Councillor Sylvia Klonaris inquired whether City of Darwin is formally notified of these developments and if officers are aware of concerns regarding anti-social behaviour and illegal verge parking associated with these residences.

Response

Chief Executive Officer, Simone Saunders clarified that City of Darwin is not involved in any planning approvals within the municipality, and any concerns regarding such developments should be directed to the Northern Territory Government. However, issues related to verge parking can be reported to City of Darwin by appropriate channels, and rangers will attend accordingly.

CARRIED 12/0

18.5 SMITH STREET STREETSCAPE IMPROVEMENTS**RESOLUTION ORD372/25**

Moved: Councillor Sylvia Klonaris

Seconded: Councillor Sam Weston

Question

Councillor Kim Farrar requested an update on the estimated completion date of the Smith Street Streetscape Improvements. Specifically, concerns regarding Shadforth Lane, where members of the public have reportedly received fines for parking in spaces designated for workers involved in the upgrades, stating that signage in the area was misleading.

Response

Executive Manager Infrastructure, Nik Kleine responded and advised that the Smith Street Streetscape Improvement project is expected to be completed by mid-September 2025, confirming that the affected parking areas will return to regular public use upon completion.

CARRIED 12/0**18.6 WATERS WARD MULTIGENERATIONAL RECREATION SPACE****RESOLUTION ORD373/25**

Moved: Councillor Sylvia Klonaris

Seconded: Councillor Sam Weston

Question

Councillor Kim Farrar requested an update on the estimated start date for Stage 1 of the Multigenerational Recreation Space in Malak, with particular interest for the start of the car park upgrades and civil works.

Response

Executive Manager Infrastructure, Nik Kleine advised that City of Darwin is still in the procurement phase and cannot confirm a start date until that process is completed.

Chief Executive Officer, Simone Saunders added that Stage 1 construction is linked to the additional \$500,000 in promised funding from Mr. Brian O'Gallagher, Member for Karama, as part of their pre-election commitment.

City of Darwin has allocated a \$1.5 million budget for this project and is actively engaging with the Northern Territory Government to secure the remaining funds and confirm a timeline.

CARRIED 12/0

18.7 CASUARINA AQUATIC AND LEISURE CENTRE POOL HEATING TRIAL**RESOLUTION ORD374/25**

Moved: Councillor Sylvia Klonaris

Seconded: Councillor Sam Weston

Question

Councillor Jimmy Bouhoris requested an update on the progress of the heating trial for the 50-meter pool at the Casuarina Aquatic and Leisure Centre.

Response

General Manager Community, Matt Grassmayr advised that the trial is progressing well, with no further complaints received.

CARRIED 12/0

18.8 CASUARINA AQUATIC AND LEISURE CENTRE EXPRESSION OF INTEREST**RESOLUTION ORD375/25**

Moved: Councillor Sylvia Klonaris

Seconded: Councillor Sam Weston

Question

Councillor Jimmy Bouhoris requested an update on the progress of the Expression of Interest for the Casuarina Aquatic and Leisure Centre.

Response

Chief Executive Officer, Simone Saunders advised that a report addressing this question will be presented in the confidential section of the meeting.

CARRIED 12/0

18.9 ELECTION CAMPAIGN CORFLUTES**RESOLUTION ORD376/25**

Moved: Councillor Sylvia Klonaris

Seconded: Councillor Sam Weston

Question

Councillor Amye Un enquired why City of Darwin rangers removed election campaign corflutes, and where can they be collected.

Response

General Manager Community, Matt Grassmayr explained rangers have removed corflutes placed illegally, such as on median strips, and any defaced with offensive language or images.

Removed corflutes are being stored at the Civic Centre, and councillors can arrange collection by

contacting Councillor Support.

CARRIED 12/0

18.10 CODE OF CONDUCT PANEL RECOMENDATIONS

RESOLUTION ORD377/25

Moved: Councillor Sylvia Klonaris

Seconded: Councillor Sam Weston

Question

Councillor Amye Un enquired whether all panel recommendations from their Code of Conduct hearings, could be re-sent.

Response

Chief Executive Officer, Simone Saunders advised the Acting Manager of the Office of the Lord Mayor and Chief Executive Officer, Jane Bland, will send through copies of the Letters she has already received on the Code of Conduct outcomes that were determined by the panel. This re-send will include both the panel's recommendations and a copy of the final panel determinations.

CARRIED 12/0

18.11 2021 CARETAKER PERIOD FUNDING ALLOCATION

RESOLUTION ORD378/25

Moved: Councillor Sylvia Klonaris

Seconded: Councillor Sam Weston

Question

Councillor Amye Un enquired whether, any ratepayer funds were directed toward supporting the incumbent Lord Mayor's re-election campaign during the Council caretaker period for the 2021 election. Councillor Amye Un referred to an unsubstantiated claim suggesting the Chief Executive Officer at the time Scott Waters, had re-allocated \$100,000 from the My Darwin voucher scheme to fund Lord Mayor Kon Vatskalis's re-election campaign.

Response

Lord Mayor, Kon Vatskalis stated that Council funds cannot be used for election campaigns and are subject to strict oversight. Lord Mayor, Kon Vatskalis explained that \$200,000 in emergent funding was allocated to support economic recovery in Darwin following the COVID-19 lockdowns of 2021.

This decision was made by the Twenty-Second City of Darwin Council at a special meeting held on Tuesday, 3 August 2021, with meeting minutes available on the City of Darwin website. The timing of the decision was coincidental and unrelated to any election activity.

CARRIED 12/0

19 GENERAL BUSINESS**19.1 ELECTED MEMBER ADDRESS****RESOLUTION ORD379/25**

Moved: Lord Mayor Kon Vatskalis

Seconded: Councillor Jimmy Bouhoris

All twelve Elected Members of the Twenty-Third City of Darwin Council who were present at the meeting, rose individually to express their gratitude to fellow Councillors, officers, and their personal support networks for the assistance and encouragement they received throughout their term on Council. The Elected Members wished luck to all contenders running for the Twenty-Fourth City of Darwin Council.

Elected Members also acknowledged the contributions of outgoing members, Deputy Lord Mayor Morgan Rickard representing the Chan Ward and Councillor Vim Sharma representing the Richardson Ward, both of whom will not seek re-election.

Special recognition and heartfelt appreciation were extended to outgoing Councillor for Richardson Ward, Rebecca Want de Rowe, who has served as an Elected Member for 13 years. Members conveyed their well wishes and sincere thanks to Councillor Want de Rowe for their unwavering dedication and contributions during their time on council.

CARRIED 12/0

Councillor Mick Palmer departed the meeting at 6:55 pm.

19.13 CHIEF EXECUTIVE OFFICER OPERATIONAL UPDATE**RESOLUTION ORD380/25**

Moved: Lord Mayor Kon Vatskalis

Seconded: Councillor Jimmy Bouhoris

Chief Executive Officer, Simone Saunders advised Elected Members the General Manager Innovation, Alice Percy, was chosen as the the Local Government Association of the Northern Territory (LGANT) representative for the NT Subdivision Development Guidelines Management Committee.

Additionally, the Northern Territory Government has approved a two-year funding agreement for the continuation of the LAUNCH night series from 1 July 2025 to 30 June 2027 with an annual allocation of \$50,000.

CARRIED 11/0

19.3 CHIEF EXECUTIVE OFFICER ADDRESS TO ELECTED MEMBERS**RESOLUTION ORD381/25**

Moved: Lord Mayor Kon Vatskalis

Seconded: Councillor Jimmy Bouhoris

On behalf of all City of Darwin officers, the Chief Executive Officer Simone Saunders extended sincere thanks to all Elected Members for their time on Council. The past four years under the Twenty-Third City of Darwin Council have marked a period of significant progress, driven by the development of key strategies and the successful delivery of various projects, programs, and events.

Congratulations to all, best wishes for the upcoming election, and farewell to the outgoing members.

CARRIED 11/0

20 DATE, TIME AND PLACE OF NEXT ORDINARY COUNCIL MEETING

RECOMMENDATIONS

THAT the next Ordinary Meeting of Council be held on Tuesday, 30 September 2025, at 5:30pm (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 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*:

28.1 Youth Advisory Committee Appointment of 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.

28.2 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.

28.3 2025/26 Out of Round Sponsorship Application

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.

28.4 Christmas Pageant 2025

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.

28.5 Fannie Bay North Traffic Management

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.

28.6 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.

29.1 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.

29.2 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 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.

29.3 Update on Expression of Interest

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.

29.4 Corporate Services Quarterly Report - April to June 2025

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.

29.5 Advisory Committee and Information Communication Technology Steering Committee and Risk Management and Audit 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.

22 ADJOURNMENT OF MEETING AND MEDIA LIAISON

Councillor Mick Palmer re-joined the meeting at 6:58 pm.

RESOLUTION ORD382/25

Moved: Councillor Mirella Fejo

Seconded: Councillor Sam Weston

THAT the open section of the meeting be adjourned at 6:58 pm.

CARRIED 12/0

THAT the open section of the meeting be resumed at 8:24 pm.

THAT the chair declared the meeting closed at 8:24 pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 30 September 2025.

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CHAIR